

Notice of Meeting and Agenda



Midlothian Council

Venue: Council Chambers/Hybrid,
Midlothian House, Dalkeith, EH22 1DN

Date: Tuesday, 25 June 2024

Time: 11:00

Executive Director : Place

Contact:

Clerk Name: Democratic Services

Clerk Telephone:

Clerk Email: democratic.services@midlothian.gov.uk

Further Information:

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

Privacy notice: Please note that this meeting may be recorded. The recording may be publicly available following the meeting. If you would like to know how Midlothian Council collects, uses and shares your personal information, please visit our website: www.Midlothian.gov.uk

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 Deputations

- 4.1** New Housing Allocations (Evidence Report) 5 - 6

5 Minutes

- 5.1** Minute of Midlothian Council 26 March 2024, submitted for approval 7 - 22
- 5.2** Minute Volume Index 23 - 24
- 5.3** Action Log 25 - 28

6 Questions to the Council Leader

7 Motions

- 7.1** School Uniforms 29 - 30
- 7.2** Midlothian Indoor Bowling Club 31 - 32
- 7.3** Gala Days 33 - 34
- 7.4** Volunteer Week 35 - 36

8 Public Reports

- 8.1** Financial Monitoring 2023/24 – General Fund Revenue, report by Chief Financial Officer / Section 95 Officer 37 - 52
- 8.2** Housing Revenue Account Revenue and Capital Final Outturn 2023/24 and Capital Plan 2024/25 – 2026/27, report by Chief Financial Officer / Section 95 Officer 53 - 62

8.3	General Services Capital Plan 2023/24 Final Outturn, report by Chief Financial Officer / Section 95 Officer	63 - 74
8.4	Annual Treasury Management Report 2023/24, report by Chief Financial Officer / Section 95 Officer	75 - 104
8.5	Internal Audit Shared Service Arrangement Continuation, report by Chief Executive	105 - 110
8.6	Cost of Living Update, report by Chief Officer Corporate Solutions	111 - 124
8.7	Replacement Beeslack Consultation, report by Executive Director, Children, Young People and Partnerships	125 - 136
8.8	Mayfield Early Learning Centre Consultation, report by Executive Director, Children, Young People and Partnerships	137 - 148
8.9	Mayfield Additional Support Needs Consultation, report by Executive Director, Children, Young People and Partnerships	149 - 158
8.10	Lasswade High School Childcare Service – Consultation, report by Executive Director, Children, Young People and Partnerships	159 - 164
8.11	Attainment update for Secondary School leavers in Midlothian, report by Education Chief Operating Officer	165 - 180
8.12	Single Midlothian Plan H2 Performance Report (Half year October 2023 to March 2024), report by Chief Executive	181 - 332
8.13	Midlothian Local Development Plan 2 – Submission of Evidence Report to Scottish Ministers for “Gate Check”, report by Executive Director Place	333 - 338
8.14	Whitecraig Traveller Site, report by Executive Director Place	339 - 356
8.15	Medium Term Financial Strategy, report by Chief Financial Officer / Section 95 Officer	357 - 388

9 Private Reports

Exclusion of Members of the Public

(A) TO CONSIDER RESOLVING TO DEAL WITH THE UNDERNOTED BUSINESS IN PRIVATE IN TERMS OF PARAGRAPHS 6, 9 AND 11 OF PART 1 OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973 - THE RELEVANT REPORTS ARE THEREFORE NOT FOR PUBLICATION;
AND

(B) TO NOTE THAT NOTWITHSTANDING ANY SUCH RESOLUTION, INFORMATION MAY STILL REQUIRE TO BE RELEASED UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 OR THE ENVIRONMENTAL INFORMATION REGULATIONS 2004.

9.1	Mavisbank House – Update on proposed restoration by Landmark Trust, report by Executive Director Place
9.2	Transport Transformation Update, report by Executive Director Children, Young People and Partnerships

9.3 Appointment of Chief Officer Children's Services, Partnerships and Communities, report by Executive Director Children, Young People and Partnerships

10 **Date of Next Meeting**

The next meeting will be held on Tuesday, 27 August 2024 at 11am.

MLDP2 Midlothian New Housing Target 2026-2036

	Units
Scot Govt New Housing Target	7064
Add 25% Generosity Allowance	1766
Add Rounding up	20
Total Scot Govt Target	8850
Information summarised by Planners in Evidence Report:	
Anticipated Remaining MLDP1 supply post 2026	8524
Safeguarded Sites in MLDP1	600
MLC Total Effective Supply post 2026	9124
Excess supply as presented to Planning Committee	274

Options suggested by Planning Dept for approval:

Option 1	In line with Scot Govt Target	8850 to 9000	-	No more sites allocated
Option 2	Additional Generosity	9000 to 11000	-	2000 more houses allocated
Option 3	Significant Growth	11000 plus	-	In excess of 2000 extra new houses

The TRUE position not told to Councillors:

Anticipated Remaining MLDP1 supply post 2026	8524
Safeguarded Sites in MLDP1	600
Sub-Total	9124
Add: Forecast Windfall Sites <50 units	430
Add: Forecast Windfall Sites >50 units	400
Add: Constrained Sites	747
Add: Estimated Impact of Densification of Sites *	212
Add: Forecast Brownfield Sites **	?
Add: Forecast Vacant & Derelict Land Sites **	?
Add: Forecast Re-use of Empty Buildings	?
True Total Effective Supply post 2026	10913

So by not allocating any more sites in MLDP2 the likely outcome is 10,900. The top end of Option2.

By choosing Option 2, the planners will invite developers to promote a further 2000 houses taking the total to 12,900

Scot Govt Target	8850
Councillors' decision	12900
Surplus over target	4000 45%

**There are 2120 units included in the 2023 Housing Land Audit which fit into this category. If this number increases through densification by even 10% then a further 212 units would be produced.*

*** There are currently 39 sites covering 76 Hectares (188 acres). At a density ratio of 10 units/acre, these have a maximum potential capacity of 1880 units.*

Minute of Meeting

Midlothian Council
Tuesday, 25 June 2024
Item No 5.2

Midlothian Council



Date	Time	Venue
Tuesday 7 May 2024	11:00 am	Council Chambers, Midlothian House/Hybrid

Present:

Provost McCall (Chair)	Depute Provost Bowen
Councillor Parry (Council Leader)	Councillor Cassidy (Depute Council Leader)
Councillor Alexander (attended virtually)	Councillor Curran
Councillor Drummond	Councillor Imrie
Councillor McEwan	Councillor McKenzie
Councillor McManus	Councillor Milligan
Councillor Pottinger (attended virtually)	Councillor Scott
Councillor Smail	Councillor Virgo
Councillor Winchester	

Religious Representatives:

Anne-Theresa Lawrie	
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In attendance:

Dr Grace Vickers, Chief Executive	Kevin Anderson, Executive Director Place
Fiona Robertson, Executive Director Children, Young People and Partnerships	Nick Clater, Head of Adult Services and Deputy Chief Social Work Officer
Alan Turpie, Legal and Governance Manager / Monitoring Officer	David Gladwin, Chief Financial Officer (Section 95 Officer)
Derek Oliver, Chief Officer Place	Emily Brown, Local Heat and Energy Efficiency Strategy Lead Officer
Gareth Davies, Senior Manager Property and Facilities	Janet Ritchie, Democratic Services Officer
Gary Leadbetter, Democratic Services Officer	Hannah Forbes, Assistant Democratic Services Officer

1. Welcome, Introductions and Apologies

The Provost welcomed everyone to this meeting of the Midlothian Council and advised that the meeting was open to the public and would be webcast live.

Apologies were received on behalf of Councillor Russell.

The Provost noted that this was the two-year anniversary since Elected Members were elected.

2. Order of Business

The order of business was as per the agenda previously circulated.

3. Declarations of interest

None.

4. Deputations

None received.

5. Minutes of Previous Meetings

Item No.	Report Title	Submitted by:
5.1	Minute of Special Council of 26 March 2024	Executive Director Place
Outline and Summary of Discussion		
The Minute of the Special Meeting of Midlothian Council held on the 26 March 2024 was submitted for approval.		
Moved by Councillor McManus and seconded by Councillor Parry.		
Decision		
The Minute of the Special Meeting of Midlothian Council held on 26 March 2024 was approved.		
Action		
Democratic Services		

Item No.	Report Title	Submitted by:
5.2	Minute of Midlothian Council of 26 March 2024	Executive Director Place
Outline and Summary of Discussion		
The Minute and Private Addendum of the meeting of Midlothian Council held on the 26 March 2024 was submitted for approval.		
Moved by Councillor Parry and seconded by Councillor McManus.		

Decision
The Minute and private addendum of Midlothian Council held on 26 March 2024 was approved.
Action
Democratic Services

Item No.	Report Title	Submitted by:
5.3	Minute Volume Index	Executive Director Place
Outline and Summary of Discussion		
<p>The following minutes were previously circulated to Elected Members and subsequently noted and/or the recommendations contained therein approved:</p> <ul style="list-style-type: none"> • Minute of General Purposes Committee of 14 November 2023 • Minute of Performance, Review and Scrutiny Committee of 12 December 2023 • Minute of Audit Committee of 29 January 2024 • Minute of Local Review Body of 5 February 2024 • Minute of Midlothian Integration Joint Board of 8 February 2024 • Minute of Special Midlothian Integration Joint Board of 21 March 2024 <p>Moved by Councillor McManus and seconded by Councillor Parry.</p>		
Decision		
Minute Volume Index was noted.		
Action		
Democratic Services		

Item No.	Report Title	Submitted by:
5.4	Action Log	Executive Director Place
Outline and Summary of Discussion		
<p>In responding to a question regarding the Capital Prioritisation Plan, the Executive Director Place confirmed that this was on today's agenda as Item 8.8. This follows further consideration by the Business Transformation Steering Group. The Executive Director Place also advised that Item 5 on the Action Log should read 'audit of housing allocations' not audit of tenancy agreements.</p> <p>In responding to a further question with regards to the Capital Plan Prioritisation report being heard prior to an update on the Hillend Project, which was part of the Capital Plan, the Executive Director Place advised that there is reference in the report to developments for Hillend. The Executive Director Place also reminded Members that a briefing had been held recently on the Hillend Project and the</p>		

relevant points in respect of that were in the paper with a recommendation that additional work is carried out, if Members approve the recommendation.

Decision

The Action Log was noted.

Action

Democratic Services

6. Questions to the Leader of the Council

None received.

7. Motions

Report No.	Report Title	Submitted by:
7.1	Jo Cox Civility Commission	Councillor Parry and Councillor McCall
Outline and Summary of Discussion		
<p>The Notice of Motion was proposed by Councillor Parry and seconded by Councillor McCall.</p> <p>The Depute Provost took up the position of Chair for this Motion.</p> <p>Councillor Parry and Councillor McCall spoke in support of this motion highlighting the Jo Cox Civility Commission and the recommendations published in January 2024 and thanked the Jo Cox foundation for the report. Councillor McCall also highlighted her own experience and expressed her thanks to the support she received from the Police, Chief Executive, and staff.</p> <p>Council requested a report to the Standing Orders Working Group providing information on how the Council addresses, adopts or considers the Jo Cox Civility recommendations in existing workstreams, with specific reference to:</p> <ul style="list-style-type: none">a) How the Council can improve risk planning for abuse at Council meetings and other events.b) How the Council can ensure security and wellbeing resources are available to staff and elected members.c) How the Council can engage with relevant toolkits such as the Local Government Association's 'Debate Not Hate' Councillor toolkit and the National Association of Local Councils' (NALC) Civility and Respect Project.d) How the Council can work with organisations like COSLA, Elect Her and local organisations to remove barriers to Elected Office. <p>The Motion was welcomed by Councillors.</p>		
Decision		
The Notice of the Motion was moved.		

Action
Council Leader, Provost and Chief Executive

8. Reports

Report No.	Report Title	Submitted by:
8.1	School Session Dates 2025-2027	Executive Director Children, Young People and Partnerships
Outline and Summary of Discussion		
<p>The Executive Director Children, Young People and Partnerships presented the report. The report details that the authority is required to set school session dates each year with regard to statutory attendance. A scheme of session dates for Midlothian schools for the next two academic years, 2025/26 and 2026/27, has been drawn up. These session dates align closely with the dates set by neighbouring local authorities. Consultation was undertaken on these dates in April 2024, and they have been agreed with the Midlothian Negotiating Committee for Teachers. The proposed session dates are attached to the report as Appendix B.</p> <p>Council is requested to:</p> <ul style="list-style-type: none"> • Agree the school session dates proposed for the academic year 2025/26. • Agree the school session dates proposed for the academic year 2026/27. <p>The Chair thanked the Executive Director Children, Young People and Partnerships for the report and opened it up for questions and comments.</p> <p>Councillors commented on the report and expressed their thanks to the team on all their hard work.</p> <p>Moved by Councillor Scott, seconded by Councillor Virgo.</p>		
Decision		
The Council approved the school session dates proposed as detailed within the report.		
Action		
Executive Director Children, Young People and Partnerships		

Report No.	Report Title	Submitted by:
8.2	Standing Orders Working Group – Progress Report	Executive Director Place
Outline and Summary of Discussion		
<p>The Legal and Governance Manager presented the report. The report provides an update on the work of the Standing Orders Working Group and recommends immediate updates to the Standing Orders and associated Schemes(s) for consideration.</p>		

Council is asked to:

- Note the proposed work programme themes as listed in 3.2.
- Approve the Hybrid Meeting Protocol (Appendix B), as detailed in 3.3.
- Approve the proposed Deputations process (Appendix D), as detailed in 3.4.
- Approve the change of notice of meeting for Council meetings and the subsequent interim change to the motion deadline and Questions to the Leader, as detailed in 3.6 - 3.8.
- Approve the change to Council, Cabinet and Performance, Review and Scrutiny Committee agendas in relation to Education reports, as detailed in 3.9.
- Note that formal approval by Council of any (or all) of the above will require updates to the Standing Orders and associated Scheme(s) accordingly. Council is requested to delegate authority to the Executive Director Place.

The Chair thanked the Legal and Governance Manager for the report and opened it up for questions and comments.

Councillor Parry moved the report.

Councillor Curran proposed an amendment with regards to item 1) on the Protocol for the use of video conferencing facilities that 'must' be changed to 'where possible' as there could be a number of reasons when it is not possible. Item 1 to read:

- 1) Any Member wishing to participate by video conference link in any hybrid meeting of the Council, or of a Committee or Sub-Committee, wherever possible intimate their request in writing to the Clerk not less than **24 hours** in advance of the meeting taking place (excluding the day of the meeting).

Moved by Councillor Parry, seconded by Councillor Curran with the amendment as detailed.

The Provost advised that a show of hands was required to suspend Standing Orders. 17 voted to suspend Standing Orders to allow the change.

Decision

The Council approved the recommendations as set out in the report with the amendment to the paragraph on p49 as detailed above.

Action

Legal and Governance Manager

Report No.	Report Title	Submitted by:
8.3	Education Appeals Committee – Update to Membership	Executive Director Place

Outline and Summary of Discussion

The Principal Solicitor presented the report. The report requests approval for the membership and quorum of the Education Appeals Committee to change from 5 members to 3 members, and to make required amendments to the Scheme of Administration relative to the Education Appeals Committee.

Council is asked to:

- Agree to change the membership of the Education Appeals Committee to 3 from 5 members.
- Agree to amend the quorum of the Education Appeals Committee to 3 members in line with the above change of membership number.
- Agree to update the associated Scheme to i) clarify that in terms of the relevant statute the Religious Representative of the Council requires to be appointed to a relevant committee prior to appointment to the Education Appeals Committee, ii) reflect that the Scottish Committee of the Administrative Justice and Tribunals Council has now been disbanded and iii) clarify that in terms of the relevant statute, if a member of the Committee requires to leave during a Hearing, the Hearing cannot continue (even if the parties would agree).
- Note that formal approval by Council of any (or all) of the above will require updates to the Standing Orders and associated Scheme(s) accordingly. Council is requested to delegate authority to the Executive Director Place to make the relevant changes following Council approval.

The Chair thanked the Principal Solicitor for the report and opened it up for questions and comments.

Councillors commented on the increase in the number of appeals and proposed that the membership of the Appeal Committee remains at 5 and that the quorum is 3 which will allow more flexibility and resilience. Thanks were expressed for training which had been provided. In responding to a question regarding volunteers it was confirmed there were 10 volunteers who were in the process of being trained.

A comment was also made with regards there being no consultation with Members of the Panel prior to this report being presented. It was noted that this had been discussed at the Standing Orders Working Group.

Moved by Councillor Parry, seconded by Councillor Scott with the amendment to remain at 5 Members for the membership and the quorum change to 3.

The Provost advised that a show of hands was required to suspend Standing Orders. 15 voted to suspend Standing Orders to allow the change.

Decision

The Council approved that the membership of the Education Appeals Committee remains at 5 and the quorum to change to 3 members. The Council agreed that the required amendments are made to the Scheme of Administration relative to the Education Appeals Committee.

Action
Legal and Governance Manager

Report No.	Report Title	Submitted by:
8.4	Joint Consultative Group – Update to Membership	Executive Director Place

Outline and Summary of Discussion

The Legal and Governance Manager presented the report. The report requests approval for a change to the membership of the Joint Consultative Group.

Council is asked to:

- Agree to change the membership of the Joint Consultative Group;
- Note that formal approval by Council of the above will require updates to the Standing Orders and associated Scheme(s) accordingly. Council is requested to delegate authority to the Executive Director Place to make the relevant changes following Council approval.

The Legal and Governance Manager advised that a show of hands was required to suspend Standing Orders.

The Chair thanked the Legal and Governance Manager for the report and opened it up for questions and comments.

Moved by Councillor Parry, seconded by Councillor Cassidy.

The Provost asked for a show of hands to suspend Standing Orders. 17 in favour to amend Standing Orders.

Thanks were expressed to the Standing Orders Working Group and the Legal Team.

Decision

The Council approved the recommendations as stated in the report.

Action

Legal and Governance Manager

Report No.	Report Title	Submitted by:
8.5	Edinburgh, the Lothian and Scottish Borders MAPPA Annual Report for 2022/23	Head of Adult Services and Deputy Chief Social Work Officer

Outline and Summary of Discussion

The Head of Adult Services and Deputy Chief Social Work Officer (Head of Adult Services) presented the report. The report advises of the activities undertaken by the agencies across Edinburgh, the Lothians and Scottish Borders who work in

partnership as part of Multi-Agency Public Protection Arrangements (MAPPA) and statistical information.

Council is requested to note the information in the Edinburgh, the Lothians and Scottish Borders MAPPA Annual Report for 2022/2023.

An error was highlighted in the report on P68 regarding Registered Sex Offenders the figure should read 54 not 52 in Midlothian in the period 22/23.

The Chair thanked the Head of Adult Services for the report and opened it up for questions and comments.

The importance of partnership working was noted and communication between the MAPPA team and Elected Members.

Councillors expressed their thanks to the MAPPA team for all their hard work.

Decision

The Council noted the report.

Action

Report No.	Report Title	Submitted by:
8.6	Local Heat and Energy Efficiency Strategy	Executive Director Place
Outline and Summary of Discussion		
<p>The Executive Director Place and the Local Heat and Energy Efficiency Strategy (LHEES) Lead Officer presented the report. The purpose of the report is to provide an update on the Local Heat & Energy Efficiency activity and strategy documentation/action plans. The LHEES and delivery plan is a statutory piece of legislation designed to be used as a route map to decarbonise all of the buildings (domestic and non-domestic) within Midlothian Council's estate by assigning energy efficiency and district heating zones. The report provides an update on the progress in respect to the Midlothian Strategy, the Delivery Plan and next steps.</p> <p>Council is recommended to:</p> <ul style="list-style-type: none">• Note the progress and programme for the development of the Midlothian LHEES and the next stage for public engagement with the draft strategy and delivery plan included as Appendices.• Agree to the LHEES Strategy and Delivery Plan as feedback from the Scottish Government is positive and the Strategy adheres to their requirements. <p>The Chair thanked the Executive Director Place for the report and opened it up for questions and comments.</p> <p>Councillor Alexander moved the report.</p>		

It was queried whether a programme of works on the fabric first approach on housing estates was coming forward to Council. The Executive Director Place confirmed that it would be in the future.

A question was raised as to whether the housing revenue account had been recalibrated to show the level of intervention expected with the Council's own stock, in the context of the amounts required to expand the stock of social housing. It was also queried when Elected Members would have sight of these numbers. The Executive Director Place explained that there would potentially be an August Council paper in relation to the housing stock reconciliation and the modelling for the rent strategy. The Executive Director Place advised that they are waiting on confirmation of the Council's affordable housing supply allocation, although noted that this may be September before it is received. It was noted that this poses some risk for future years.

There was a query as to the difference between a communal heating system and a district heating system. It was also questioned, in regard to funding aspects, whether there was a simpler way forward for alternative funding options in terms of comfort costs being billed separately. The LHEES Lead Officer explained that in terms of the heating systems the former is much smaller and heats around 10-15 homes, whilst the latter is a far larger network and heats between 4 to 6 thousand homes. The LHEES Lead Officer also explained that, in terms of the funding question, there is a difference in terms of looking at owner occupiers compared to social housing. It was noted that one of the difficult aspects, particularly in relation to district heat networks, is how owner occupiers would be able to afford it. The LHEES Lead Officer explained this necessitated exploring different options and ideas to make it affordable.

In relation to air source heat pumps, assurance was sought around whether the Council has the resilience in terms of the management and maintenance of these. It was also queried whether the Council was in a position to collect, gather and analyse data around the efficacy of these heat pumps. A further question was asked as to whether the Council should be looking more at local power supply rather than a national grid. The LHEES Lead Officer explained that, in terms of the air source heat pumps, the biggest issue seems to be that they are not being used properly, so there is a lot of educating the householder and the user in terms of the management and maintenance of the heat pumps. In terms of grid supply it was noted that air source heat pumps do use electricity to run and that this was something to be aware of as it will put increased demand on the grid. It was noted that local power can definitely be looked at to try help reduce the demand on the grid.

In relation to the Council's own stock and retrofitting work, it was highlighted that it would be beneficial for Elected Members to see data on what is working well, what is not and what benefits the tenants receive. The Executive Director Place confirmed that the Council is committed to carrying out a post-occupancy settlement assessment and analysis.

It was queried whether the electricity grid would be able to cope should everyone switch to heat pumps. The Executive Director Place explained that this was a consideration of the business case, with part of the proposition about energy use, efficiency and production. The Senior Manager Property and Facilities explained

that the Council is working with Midlothian Energy Limited to identify sources of cheap heat, solar and wind potential which will be brought forward as the business case stacks up.

Assurance was sought about whether the Council had the capacity to maintain heat pumps as the number of them increase in the housing stock. The Executive Director Place stated that in terms of repair and maintenance focus there had been some issues recently where residents have had concerns with non-compliant installations. The Executive Director Place advised that this is being rectified. The Executive Director Place further advised that ongoing repair and maintenance is a capacity issue but noted that there is engagement and willingness from the team in terms of understanding this, training and improving this.

Councillor Alexander moved the report and was seconded by Councillor McKenzie.

Decision

Recommendations, as above, agreed.

Action

Executive Director Place

LHEES Lead Officer and Senior Manager Property and Facilities left the meeting.

Report No.	Report Title	Submitted by:
8.7	British Sign Language Plan	Executive Director Place

Outline and Summary of Discussion

The Executive Director Place presented the report. The purpose of the report is to present to Council the Midlothian Council British Sign Language (BSL) Plan 2024-2030, which describes the actions the Council will take to promote the use and understanding of BSL throughout the Midlothian area, and to provide local BSL users with equal access to support and services over the next six years.

Council is asked to approve the Midlothian Council BSL Plan 2024-2030.

The Chair thanked the Executive Director Place for the report and opened it up for questions and comments, of which there were none.

Cllr McManus in moving the paper expressed the importance of this paper and asked the members through sign language ‘to please vote for the paper, thank you’.

Councillor Parry in seconding the report congratulated Councillor McManus on the first time BSL was used in the Chambers.

Councillor McManus moved the report and was seconded by Councillor Parry.

Decision

Recommendation, as above, agreed.

Action

Executive Director Place

Report No.	Report Title	Submitted by:
8.8	Capital Plan Prioritisation	Executive Director Place

Outline and Summary of Discussion

The Executive Director Place presented the report. Council approved at the meeting on 27 February 2024 to adopt a longer-term strategic planning approach through the Strategic Infrastructure Investment Framework for future capital investment and asset management. Council also agreed to establish a forum for continued elected member involvement in a cross-party group for governance of the Capital Plan and Infrastructure investment. Members are required to decide if this will be incorporated into the Business Transformation Steering Group or a separate Investment Strategy Group. The report is to endorse that any increase in the General Services Capital Plan debt must be supported by clear, evidenced progress in bridging the gap between recurring expenditure and recurring income.

Council is recommended to:

- Approve the inclusion in the General Services Capital Plan (i) the extension of Bilston Primary; (ii) the extension of Mauricewood Primary, both expected to be fully funded by developer contributions (so no overall net borrowing cost to the Council); and (iii) expansion of Hawthornden & Mount Esk to provide dedicated Additional Support Needs (ASN) provision for Lasswade CHS and relocate Mount Esk ELC provision to Hawthornden PS, expected to be fully funded by developer contributions and early years funding (so no overall net borrowing cost to Council); all as outlined in section 4.1(a) of this report.
- Agree that the New Building Contract for Destination Hillend does not proceed, with a revised replacement to reduce the footprint of the building with a focus on facilities essential to the wider business case in order to protect the level of revenue to be generated on site. Noting that the extent of saving to be made is currently being reviewed by the design team and will be presented to Council in the form of a revision to the Business Case once this exercise is complete.
- Decide on the appropriate forum for continued elected member involvement in a cross-party group for governance of the Capital Plan and Infrastructure investment i.e. Business Transformation Steering Group (BTSG) or a new Investment Strategy Group.

The Chair thanked the Executive Director Place for the report and opened it up for questions and comments.

In relation to the consultation around Mayfield Primary School and Nursery in terms of relocating the nursery into the Hawthorn Children's Centre, and the petition against this, it was queried whether there was any possibility to retain the current site, such as through using the developer contributions. The Executive Director Place explained that this would not have been an option open to the Council. The Executive Director Children, Young People and Partnerships explained that there are a number of parents who are concerned about the move and advised that they

were provided with complete information about the move and the reasons why this was required. They further advised that the Council is currently engaging with every family affected by the move.

Councillor Parry moved the report, seconded by Councillor Scott. It was agreed that the appropriate forum for continued elected member involvement in a cross-party group for governance of the Capital Plan and Infrastructure investment would be the BTSG.

Decision

Recommendations approved as above, with the agreement that it would go before the BTSG.

Action

Executive Director Place

Report No.	Report Title	Submitted by:
8.9	Second Review of Scottish Parliamentary Boundaries	Legal and Governance Manager

Outline and Summary of Discussion

The Legal and Governance Manager presented the report. The report advises members of the terms of the second consultation during the Second Review of Scottish Parliamentary Boundaries and invites members to decide if the Council should make formal comment or objection to the proposals for the new Midlothian South, Tweeddale and Lauderdale and Midlothian North constituencies.

Council are invited to:

- Note the revised proposed boundary reviews for the Midlothian Scottish Parliamentary constituencies.
- Determine whether to submit a formal comment/objection to Boundaries Scotland.

The Chair thanked the Legal and Governance Manager for the report and opened it up for questions and comments.

There was a request that in a response to Boundaries Scotland it is proposed that Midlothian South is not split into two constituencies, so that there are no cross-boundary constituencies in Midlothian.

Decision

Respond to Boundaries Scotland expressing the desire that Midlothian South is not split into two constituencies, so that there are no cross-boundary constituencies in Midlothian.

Action

Legal and Governance Manager

Report No.	Report Title	Submitted by:
8.10	Glyphosate	Executive Director Place

Outline and Summary of Discussion

The Chief Officer Place presented the report. In March 2021, Council approved the use of glyphosate on a restricted spot application basis, on Midlothian's streets and pavements, and it agreed the continued reduction in usage in Midlothian's parks and open spaces, with the exception of invasive species, e.g. giant hogweed and Japanese knotweed; and dangerous road junctions and areas of highways that are key to maintaining visibility for the safety of all road users, e.g. laybys and the inside of bends; and agreed information on spraying locations be published as soon as possible. The purpose of this report is to update Council on the managed and controlled use of glyphosate since March 2021.

Council is recommended to note the targeted application and continued managed usage of glyphosate in weed control across Midlothian.

The Chair thanked the Chief Officer Place for the report and opened it for questions and comments.

A discussion took place on the use of glyphosate on Council grounds and the desire for this to be reduced in the coming years. It was also noted that the licensing for glyphosate is a reserved matter for the UK Parliament and is not devolved to Scottish Parliament.

The Chair queried engagement with housing associations or large groups and its use. The Chief Officer Place explained that the Council do not have an ongoing engagement, as it is their undertaking. However, it was advised that in terms of the Council's own undertakings on a commercial basis that they do discuss alternatives that can minimise the use of glyphosate.

It was queried whether, in terms of 4.10, would neighbourhood service operatives be undertaking a targeted winter programme of work and if a paper would be brought back to Council in the springtime to allow Elected Members to understand what has been achieved. The Chief Officer Place confirmed that they would be happy to bring this back.

In relation to publishing glyphosate use it was questioned whether the Council publishes this online. The Chief Officer Place confirmed that from 2021 the Council has published where glyphosate has been used and from this year the Council will also start to publish where glyphosate will be used.

Decision

Paper on neighbourhood service operatives would be undertaking a targeted winter programme of work in springtime 2025.

Action

Chief Officer Place

The Public section of the meeting concluded at 12:49pm.

9. Private

Exclusion of Members of the Public

In view of the nature of the business to be transacted, the Committee agreed that the public be excluded from the meeting during discussion of the undernoted item, as contained in the Addendum hereto, as there might be disclosed exempt information as defined in paragraphs 3, 6 and 14 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

- 9.1** Midlothian Public Electric Vehicle Charging Strategy and Procurement, report by Executive Director Place

Date of Next Meeting

The next meeting will be held on Tuesday 25 June 2024 at 11.00am

The meeting concluded at 13.06 pm.

Midlothian Council Minute Volume

Midlothian Council
Tuesday, 25 June 2024
Item No 5.2



**Presented to the Meeting
of Midlothian Council
on Tuesday, 25 June 2024**

1 Minutes of Meetings submitted for Approval

2 Minutes of Meetings submitted for Consideration

Minute for Consideration

Minute of Police, Fire and Rescue Board Meeting of 29 January 2024 3 - 8

Minute of Cabinet Meeting of 5 March 2024 9 - 22

Minute of Planning Committee Meeting of 12 March 2024 23 - 34

Minute of General Purposes Committee Meeting of 19 March 2024 35 - 38

Minute of Performance, Review and Scrutiny Committee Meeting of 19 March 2024 39 - 50

Minute of Local Review Body Meeting of 25 March 2024 51 - 56

Minute of General Purposes Committee Meeting of 30 April 2024 57 - 66

Minute of Planning Committee Meeting of 30 April 2024 67 - 74

Minute of the Special Planning Committee Meeting of 21 May 2024 75 - 80

3 Minutes of Meetings submitted for Information

Minute for Information

Minute of MIJB Audit and Risk Committee Meeting of 7 March 2024 81 - 86

Midlothian Council Action Log

No	Date of meeting	Item No and Title	Action	Action Owner	Expected completion date	Comments
1	21/02/2023	Capital Plan Prioritisation	Refer approved Council report to BTSG on additional affordability scope and projects.	Executive Director Place	August 2023	A series of reports have been submitted. Report re- presented to May 2024 Council was approved for LES and Hillend project changes. BTSG also approved as the future forum to consider strategic infrastructure investment recommendations to council.
2	19/12/2023	8.4 Non-Domestic Rates Relief Policy	Review of policy to be undertaken in 6 months – 1 year.	Chief Officer Corporate Solutions	No later than April 2025	Report to council to be submitted
3	19/12/2023	8.6 Annual Road Works Performance Report 2022/23	Consider identifying marks for potholes as part of the continuous improvement of road services.	Chief Officer Place	Completed	Recommended for closure. Trial to commence marking of Category 2 potholes in residential areas. 12

No	Date of meeting	Item No and Title	Action	Action Owner	Expected completion date	Comments
						month AI technology pilot also about to commence for roads inspection.
4	19/12/2023	8.8 Fleet and Plant Asset Replacement Plan	Considerations around increasing fleet capacity to be brought to BTSG.	Chief Officer Place	Report to Council in September 2024	Fleet Management Plan will follow Climate Action Plan (August) as proposing all Refuse Collection Vehicles and Heavy Goods Vehicles remain diesel. September BTSG for FMP..
5	26/03/2024	8.3 Midlothian Council Housing Allocation Policy Review 2023/24	<ol style="list-style-type: none"> 1. provide further information in relation to the viability of the Housing Revenue Account (HRA) in the long term 2. consider providing physical assistance for moving as an incentive for tenants to downsize 3. consider increasing the financial incentive for downsizing 4. audit of tenancy allocations 5. arrange an Elected Member briefing on tenancy agreements 	Executive Director Place	Report to Council in August 2024	Await Scottish Government subsidy, confirmation of Affordable Housing Supply Programme allocation through Resource Planning Assumption to HRA capital and rent strategy considerations in order to report to council.

No	Date of meeting	Item No and Title	Action	Action Owner	Expected completion date	Comments
			6. review benefit in kind			
6	26/03/2024	8.4 Midlothian Council Mixed Tenure Strategy	Arrange an Elected Member briefing on arms length organisations (ALEOs)	Executive Director Place	Briefing date to be scheduled post Summer recess.	Currently scoping option for special purpose vehicle in development and management & maintenance of Mid Market Rent
7	07/05/2024	8.9 Second Review of Scottish Parliamentary Boundaries	Respond to Boundaries Scotland expressing the desire that Midlothian South is not split into two constituencies, so that there are no cross-boundary constituencies in Midlothian.	Legal and Governance Manager	Completed 08/05/2024	Recommended for closure. The response was submitted to Boundary Scotland via their electronic portal on 08/05/2024
8	07/05/2024	8.10 Glyphosate	Paper on neighbourhood service operatives would be undertaking a targeted winter programme of work in springtime 2025.	Chief Officer Place	Springtime 2025	Report to council to be submitted

Midlothian Council

Labour Group

Midlothian Council
25th June 2024

Notice of Motion

School Uniforms

Some time ago, Midlothian Council agreed to introduce school uniforms to our schools. This was partly to increase pride in each school and to encourage a sense of belonging, but also to recognise the peer pressure parents and carers were under to provide expensive brand name clothing for their children for school use.

Since the introduction of school uniforms some schools have required or requested that uniforms have the school's logos embroidered on these.

Over the years the cost of embroidered jerseys, sweatshirts, polo shirts and tee shirts has become far more expensive than buying plain coloured ones from retail or online stores. This is partly due to the fact that there is little competition in this market.

EXAMPLES

6 red polo shirts for 9-10 year old from M & S £24.00
6 red sweatshirts for 9-10 year old from M & S £36.00
Total **£60.00**

6 red polo shirts for 9-10 year old (embroidered logo) £88.20
6 red sweatshirts for 9-10 year old (embroidered logo) £103.20
Total **£191.40**

Using a relatively high-end supermarket this makes a saving of £131.40

It should be noted that from other retailers and supermarkets the cost of the store-bought items can be reduced even further.

We believe it is wrong, particularly given the huge pressure on family finances at this time, to pressure or require parents and carers to pay more for school clothing than they need to.

One of the main reasons for the introduction of school uniforms was to reduce the financial pressures on families. However, over time the way the policy has been implemented and evolved, has resulted in significant increases in costs and consequential pressures on family finances.

To rectify this problem Council agrees that all schools must immediately stop requiring or requesting parents and carers to purchase school clothing with embroidered school logos.

Moved:

Councillor Kelly Drummond



Seconded:

Councillor Stephen Curran



Midlothian Council

Labour Group

Midlothian Council
25th June 2024

Notice of Motion

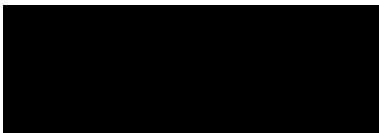
Midlothian Indoor Bowling Club

Midlothian Council congratulates Midlothian Men's Indoor Bowling Team on successive Scottish Premier League and Scottish Cup wins.

Given the level of competition and the number of elite bowlers in Scotland (including Midlothian), this is a fantastic achievement.

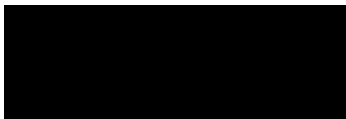
Council agrees to write to the team to congratulate them on their incredible success.

Moved:



Cllr Stephen Curran

Seconded:



Cllr Margot Russell



MOTION TO MIDLOTHIAN COUNCIL
TUESDAY 25 JUNE 2024

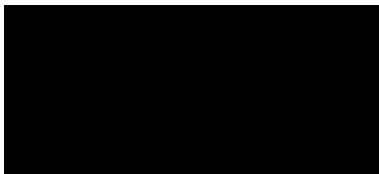
Gala Days

Midlothian Council appreciates the dedication and hard work put into organising Gala Days and Children's Days across Midlothian, run by dedicated volunteers.

Recognises that these events are an important part of the culture of Midlothian and Congratulates the event organisers on their outstanding success.

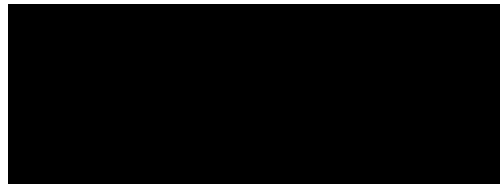
Further appreciates the hard work undertaken by young people, parents, carers, schools, local businesses and Midlothian Council staff to make these events happen.

Moved:



Councillor Kelly Parry

Seconded:



Councillor Ellen Scott



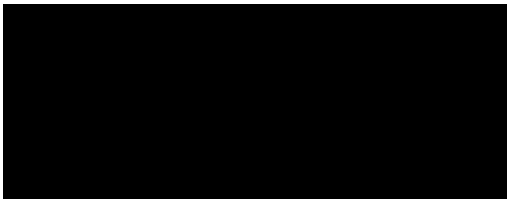
MOTION TO MIDLOTHIAN COUNCIL

TUESDAY 25 JUNE 2024

Volunteers' Week 2024

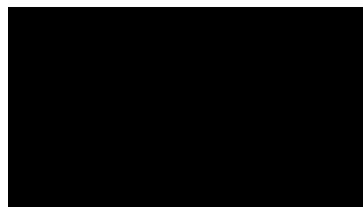
That Council recognises Volunteers' Week, which ran from 3 to 9 June 2024, with the theme of "Volunteering is for All"; notes that Volunteer Midlothian hosted the annual Volunteer Awards at Newbattle Abbey College on Thursday 6 June 2024, with ten different awards being presented on the night; welcomes the diversity of volunteering opportunities within Midlothian; recognises the hard work by Volunteer Midlothian to host the event and promoting volunteer opportunities; thanks to sponsors without whom the event could not take place; congratulates all the winners and nominees and thanks them for their commitment and dedication.

Moved:



Councillor Debbi McCall

Seconded:



Councillor Connor McManus

Financial Monitoring 2023/24 – General Fund Revenue**Report by David Gladwin, Chief Financial Officer and Section 95 Officer****Report for Information****1 Recommendations**

Council is recommended to:

- a) Note the contents of this report.

2 Purpose of Report / Executive Summary

- 2.1 The purpose of this report is to provide Council with information on performance against service revenue budgets in 2023/24 and to provide commentary on areas of material variance against budget. The budget performance figures as shown in appendix 1 result in a net underspend of £0.134 million which is an improvement of £0.006 million from projections at quarter 3. The underspend represents 0.05% of the revised budget.
- 2.2 Areas of overspend mainly relate to recurring areas of financial pressure or slower than planned delivery of savings measures. The Corporate Management Team have discussed these in depth during 2023/24 and where possible put in place recovery actions. Also, in some cases, budgets in 2024/25 have been increased to align with current service costs.
- 2.3 The General Fund balance at 31st March 2024 is £46.339 million. 2023/24 is the first year of implementing accounting changes for service concessions which requires the full value of retrospection (£20.463 million) to be added to the General Fund Balance (Section 5.3 below). Including the planned use of service concession retrospection in the Medium Term Financial Strategy (MTFS) £37.021 million of General Fund Balance is earmarked for specific use thus leaving a non-earmarked General Fund balance of £9.318 million.

Date: 10 June 2024**Report Contact:** David Gladwin, Chief Financial Officer and Section 95 Officer

David.Gladwin@midlothian.gov.uk

0131 271 3113

3 Background

- 3.1 This report encompasses all performance against revenue budget for General Fund services including additional costs incurred and lost income as a consequence of the Covid-19 pandemic.
- 3.2 In response to the immediate and challenging financial outlook the Chief Executive, during the previous financial year, introduced a moratorium on non-essential spend and a freeze on non-essential vacancies. This moratorium remains in place and is delivering some staffing related and more general areas of underspend.

Performance against budget

- 3.3 The main areas of overspend against budget are outlined in tables 1 and 2 below and also describe mitigating measures and next steps.

Table 1: Material cost variances against budget

Budget	Overspend	Reason	Action Plan / Mitigating Measures	Next Steps
Pupil Transport	£1,157,000	Volume and value of school pupil transport invoices higher than budgeted.	<p>In October, Council agreed a consultation on pupil transport and this is now underway.</p> <p>A root and branch review of Council Transport is underway as part of the Transformation Blueprint.</p> <p>The 2024/25 budget for Pupil Transport was increased in recognition that time is required to reduce the existing service costs.</p>	Pupil Transport update report has been presented to Business Transformation Steering Group (BTSG). Actions to start work to address the findings of the report have been approved.
Fleet	£909,000	<p>Ageing vehicles and higher volumes of external contracting than planned.</p> <p>External vehicle hire to support service continuity.</p>	<p>Areas of service have been re-provisioned.</p> <p>Cost containment measures in place.</p> <p>Fleet Maintenance Review underway.</p> <p>Multi-year Fleet Asset Management Plan being developed.</p>	<p>Fleet replacement for ageing and costly maintenance has been accelerated as approved by Council on Tuesday 21st November.</p> <p>Items are now operational.</p>

Energy Costs	£444,000	Unit prices for electricity in 2023/24 as provided by Scotland Excel are higher than budgeted.		Engagement with Scotland Excel continues to develop understanding of unit price forecasts that are provided and also why they may vary over the course of a year.
Destination Hillend	£483,000	Alpine Coaster not completed during 2023/24 due to external delays impacting on civil engineering works.	Project Team accelerated the Alpine Coaster construction.	Coaster revised programme completion date on target.
Insurance	£387,000	Cost of Annual Premiums and higher than expected costs of existing claims. Higher than normal volume of claims during January to March mainly relating to road conditions.	Continual review of claims at the Risk and Resilience Group.	
Homelessness	£374,000	Service charge income credited to the General for properties used to house homeless clients has reduced due to fewer temporary solutions in favour of permanent tenancies.	Improvement in void property turnaround times thus increasing available permanent housing supply.	The 2024/25 budget incorporates additional General Fund costs.
Additional Support Needs (ASN)	£341,000	Expensive out of authority placements and bespoke packages.	Creation of additional and improved infrastructure in Midlothian.	Continued development of ASN requirements in Learning Estate Strategy and the General Service Capital Plan.
Winter Maintenance	£215,000	The Winter Maintenance Budget is calculated based on a certain level of service based on an average winter. Costs emanating from periods of very high rainfall were higher than customary.		A review of the Winter Maintenance budget in the context of service standards will be undertaken.
Building Repairs	£212,000	Unplanned costs in 2023/24 relating to scaffolding for Midlothian House and Reinforced Autoclaved Aerated Concrete (RAAC) surveys.	A report with recommendations on the future use of Midlothian House is scheduled for Council consideration in August.	Options for changing the use of Midlothian House are linked into the Estate Rationalisation strand of the Transformation Blueprint.

Scottish Government Grant	£188,000	A smaller value of funding than expected for the Teachers Induction Scheme was received reflecting activity in this area.		
Council Tax Reduction Scheme	£171,000	Foregone Council Tax income because eligibility for reductions is higher than projected costs which were based on population and price growth. Eligibility for the scheme is means tested and it is likely that the increase is linked to the cost of living crisis.	Budgets in 24/25 have been amended to reflect 23/24 costs.	

Table 2: Shortfalls against income targets in the Budget

Budget	Overspend	Reason	Action Plan / Mitigating Measures	Next Steps
Sport and Leisure	£259,000	Membership numbers, albeit increasing in recent months, remain lower than pre-pandemic. Non membership based Individual and group use remains lower than pre-pandemic. Snowsports instruction income exceeds budget.	Partly offset by reduced in-year running costs of £143,000. Externally commissioned options appraisal reported to BTSG with further work progressed on a Sport and Leisure Business Case.	Sport and Leisure update report was presented to BTSG on 4 th December and a more detailed options paper will be presented to BTSG in August.
Trade Waste	£96,000	Income is lower than budgeted targets.	Review of Service.	Waste Recycling Transformation Options presentation to BTSG on 9 th November. Further update to BTSG as part of Waste Review.
Cafes	£104,000	Income is lower than budgeted targets.	Review of offering embedded in Sport and Leisure update report.	Sport and Leisure update report was presented to BTSG on 4 th December 2023 and a more detailed options paper discussed at BTSG in May 2024.

There also remains £1.141 million of Medium Term Financial Strategy cost reductions either to be finalised or fully implemented. A number of these are taking longer than planned to implement with an impact on the 23/24 financial position albeit one that is mitigated by in-year savings, particularly relating to vacancies.

Underspend

- Loan Charges underspent by £2.844 million in 2023/24. There are three main factors:
 - Higher than forecast and more sustained periods of surplus cash related directly to timing of capital expenditure thus providing opportunity to generate some deposit income;
 - Delays in in longer-term borrowing due to availability of existing funding to support capital programmes in 2023/24; and
 - Higher than budgeted deposit income from cash-backed reserves due to a significant increase in interest rates during 2023/24 from those expected when the budget was set.
- Except for ASN, costs across the spectrum of learning settings for children and young people are lower than provided for in the budget mainly due to lower pupil numbers thus giving rise to a positive variance of £0.927 million. Pupil projections in the budget for the following academic year are finalised during base budget development work in December. In the 2023/24 academic year there was a significant number of primary 1 deferrals and a lower than estimated number of children in Council run Early Years settings;
- The Council continues to hold some non-critical vacancies across the Council, partly to mitigate delivery of planned saving and partly as a financial discipline measure. Management measures are in place to review each vacancy before approving recruitment. The impact in 2023/24 is £0.761 million;
- Income from roads construction charging exceeds budget by £0.440 million due to some large one-off receipts in 2023/24;
- Costs accumulated in the General Fund but properly chargeable to the Housing Revenue Account exceeded budget by £0.338 million;
- Over the course of 2023/24 in excess of £24 million of Housing Benefits were granted. It is common, due to Housing Benefit claims rules, to not receive the exact sum granted in Housing Benefit Subsidy from the Department of Work and Pensions and this varies from year to year. In 2023/24 the Council saw a net upside of £0.295 million relative to budget;

- Income from Planning fees exceeds budget by £0.242 million due to a large one-off receipt in 2023/24 and a higher than anticipated volume of applications;
 - Fuel prices are now much lower than forecast when the 2023/24 budget was set giving rise to an underspend of £0.173 million;
 - Income from Planning fees exceeds budget by £0.181 million due to a large one-off receipt in 2023/24 and a higher than anticipated volume of individual applications;
 - Council Tax Income exceeds budget by £0.141 million due to a slightly higher Council Tax base than provided for in the budget.
- 3.4 The Corporate Management Team continue to meet to consider the financial position agreeing, alongside the continued financial discipline measures referenced in section 3.2, a range of recovery actions and clear timescales for these as outlined in tables 1 and 2 above.

Pay Costs and Funding

- 3.5 The pay offer for employees whose pay negotiations are covered by the Scottish Joint Council (SJC) trade unions and also for Chief Officials was agreed late in 2023. Backdated payments have been made to all affected staff.
- 3.6 Funding for 2023/24 pay costs involved an assumption of 3% in council budgets enhanced by a range of Scottish Government funding as follows:
- Revenue funding of £155 million equating to £2.662 million for Midlothian.
 - A further funding package of £80 million nationally involving:
 - £22 million of Scottish Government Capital Grant to be converted to revenue;
 - £7 million funding previously set aside for the Child Abuse Compensation Scheme in 2023/24 used to fund pay and replaced in 2024/25;
 - £21 million Employability Funding. There are underspends in programmes across Scotland in 2023/24. These can be redistributed in 2023/24 and replaced in 2024/25.
 - £30 million Pupil Equity Funding using cross year flexibility between 2023/24 and 2024/25 for unspent balances in 2023/24 to fund pay. The Scottish Government will replace funding in 2024/25.
 - Utilisation of Council Reserves in 2023/24 to the tune of £17.2 million nationally with funding being replaced by the Scottish Government in 2024/25.
 - £10 million additional Council contribution.
- 3.7 Additional Council contributions of £27.2 million outlined in section 3.6 equates to approximately £0.490 million of additional cost for Midlothian and Council have funded this by approving a supplementary estimate in 2023/24.

3.8 The Scottish Government did not provide funding in 2023/24 as planned for the £21 million of Employability Funding. Actual funding is now expected to flow in 2024/25.

3.9 Scottish Negotiating Committee for Teachers pay awards for the current financial year have been agreed and are fully funded in the budget.

4 Delegation of resources to Midlothian Integration Joint Board

4.1 The approved budget provided for the allocation of £56.593 million to the Midlothian Integration Joint Board (MIJB) for the provision of delegated services. Minor technical adjustments to this allocation during the year to date reduces the allocation to £56.544 million.

4.2 Additional pay funding received from the Scottish Government in 2023/24, as discussed in section 3.6 above, provided an opportunity to provide MIJB with additional in-year funding of £0.794 million to contribute towards unbudgeted pay costs. Final in-year MIJB funding is £57.416 million.

4.3 In accordance with the Integration Scheme the MIJB is required to deliver delegated services within the budget allocations from the Council and NHS Lothian and where any overspend is projected to put in place a recovery plan to address that. As a last resort the integration scheme allows for the MIJB to seek additional financial support from its partners, either by way of an additional budget allocation or by “brokerage” (provision of additional resources in a year which are repaid in the following year).

4.4 Financial Monitoring reports covering all of the MIJB activity are presented to the Integration Joint Board and are available on the committee management section of the Council website:-

[Midlothian Integration Joint Board \(cmis.uk.com\)](https://cmis.uk.com)

5 General Fund Reserve

5.1 The balance on the General Fund as at 31 March 2024 is as follows:

	£ million	£ million
General Fund Reserve at 1 April 2023		34.963
Service Concession Retrospection		20.463
<i>Planned movements in reserves</i>		
Application of Budgets carried forward from 2022/23 for use in 2023/24	(15.242)	
Utilisation of reserve to balance 2023/24 budget	(1.166)	
Utilisation of backdated service concessions to balance 2023/24 budget	(4.093)	
Utilisation of reserve to fund Public Realm works	(3.000)	
Supplementary Estimate for works at Mayfield Primary School and St Luke's Primary School	(0.060)	
Supplementary Estimate for Pay	(0.490)	(24.051)
Underspend per appendix 1		0.134
Final position with VAT Claims		(0.073)
Application of Transformation Blueprint funding		(0.432)
In-year budgets carried forward for use in 2024/25		15.335
General Fund Balance at 31 March 2024		46.339

An element of the General Fund is earmarked for specific purposes and this is shown below:

	£ million
General Fund Balance at 31 March 2024	46.339
<i>Earmarked for specific purposes</i>	
Budgets carried forward and earmarked for use in 2024/25	(15.335)
Service Concession Retrospection to support the MTFS	(16.370)
To balance the 2024/25 Budget	(2.680)
To support Council Transformation Blueprint	(2.636)
General Reserve at 31 March 2024	9.318

5.2 The Reserves Strategy approved by Council on 12th February 2019 requires Council to maintain an adequate level of General Reserve to provide a contingency for unforeseen or unplanned costs. In the financial context at that time Council approved the adoption of 2% of the approved budgeted net expenditure (excluding resources delegated to the IJB) to be considered a minimum. This now equates to £4.4 million. Council also agreed that where projections indicate that should the 2% minimum General Reserve balance be breached an immediate recovery plan be implemented to recover the position, failing which, the next available budget would need to provide for the reinstatement of reserve position.

- 5.3 Council approved use of the financial flexibility related to Service Concessions. 2023/24 is the first year of accounting for these with the full value of retrospection of £20.463 million added to the opening General Fund Balance. Approved utilisation will run down the remaining value. As part of the MTFS Council approved application of Service Concession retrospection over a 5 year period hence the treatment of the unapplied balance of £16.370 million as an earmarked element of the General Fund Reserve.
- 5.4 The General Reserve is £9.318 million. This is £4.918 million in excess of minimum reserves strategy. Considering current financial pressures, the General Reserve must be viewed both in the context of £2.973 million of underlying service pressures in 2023/24 (Appendix 1 - General Fund Services Net Expenditure) and the latest Medium Term Financial Strategy (MTFS) projected gap of approximately £20.6 million through to 2028/29. Until there is significant progress towards a balanced MTFS it remains sound financial practice to maintain a substantial buffer in the General Reserve to offset any further adverse performance against budget or delays in delivering savings measures.

6 Report Implications (Resource, Digital and Risk)

6.1 Resource

The performance against budget set out in this report presents the final position for the year. Work continues across the council to reduce overspends and to progress at pace delivery of approved savings.

Whilst this report deals with financial issues there are no financial implications arising directly from it.

6.2 Digital

Increased reliance and investment in digital solutions and digital first solutions will be a key element of future plans.

6.3 Risk

Section 95 of the Local Government (Scotland) Act 1973 requires all Local Authorities in Scotland to have adequate systems and controls in place to ensure the proper administration of their financial affairs.

The assessment of performance against budgets by services is underpinned by comprehensive financial management and budgetary control arrangements. These arrangements are central to the mitigation of financial risk.

Ensuring that adequate systems and controls are in place reduces the risk of significant variances arising, and where they do arise they help to ensure that they are identified and reported on and that appropriate and robust remedial action is taken. The primary purpose of this report is to provide an assessment of performance against budget for the full year. The material variances detailed in the report highlight that the financial management and budgetary control arrangements require continual review and enhancement if financial risk is to be effectively mitigated during the year.

There are some areas where effective forecasting of spend against budget is hindered due to incomplete service information which in previous years has resulted in previously unreported or significantly adjusted variances at the financial year end. Financial Management CMT continues to consider these areas and supports actions to address the underlying issues and mitigate the risk associated with them.

Information relating to the Building Maintenance Service has improved although there remains concern with its detail. Work continues to resolve this issue. In 2023/24 the Building Maintenance Service shows an on-budget position. As referenced in the Housing Revenue Account report at agenda item 8.2 today, in order to address Scottish Housing Quality Standard indicators, sustain continual improvement in void turnaround times and to respond to an increase in dampness reports, the Building Maintenance Services showed improved service productivity and performance with an 8% increase in jobs completed from the position in 2022/23.

The financial projections are predicated on new burdens, including those arising from the Government's 100 day commitments to be fully funded. The position with outstanding pay awards and the potential for unfunded costs arising presents a significant risk to the Council's financial position.

The Council recognises the potential for compensation claims deriving from Scottish Government's Limitation (Childhood Abuse) (Scotland) Act 2017 which removes the three year time limit on claims of child abuse. Some claims will be historic and relate to Lothian Regional Council, Midlothian District Council or their predecessors and some will date post reorganisation and relate to Midlothian Council, and so presents a risk that would further reduce reserves from those currently projected. Further financial obligations may also arise as the implications associate with the The United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Bill, which has yet to secure Royal Assent, are more fully understood.

6.4 **Ensuring Equalities**

As changes to existing plans are developed the assessment of the impact of these proposals in relation to their impact on equalities and human rights will be carried out. This will help to ensure wherever possible that there are no negative impacts on equality groups or potential for infringement of individuals' human rights from the any of the proposals.

6.5 **Additional Report Implications**

See Appendix A

Appendices

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The existing financial plans support the delivery of the key priorities in the Single Midlothian Plan. As the impact on the Council of the pandemic and recovery continues to unfold over the financial year any changes in the availability and allocation of resources will need to be considered in parallel to the actions proposed to continue to delivery key priorities.

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

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

The development of the Medium Term Financial Strategy reflects community consultation exercises carried out in 2019 and again in 2022 to help shape the drafting of the “Midlothian Promise” and the development of the Council’s Longer Term Financial Strategy.

In addition there is continued engagement with the recognised Trade Unions on the financial position.

A.6 Impact on Performance and Outcomes

The Financial Strategy facilitates decisions on how Council allocates and uses its available resources and as such has fundamental implications for service performance and outcomes. The financial consequences of the pandemic will impact on the availability and allocation of resources in pursuit of key outcomes as set out in the Single Midlothian Plan for both the immediate and longer term and therefore the ability of the Council to continue to deliver services in a financial sustainable manner.

A.7 Adopting a Preventative Approach

Maintaining the effectiveness of the Financial Strategy will support the prioritisation of resources to support prevention.

A.8 Supporting Sustainable Development

There are no direct sustainability issues arising from this report and we will work to mitigate as far as feasible any sustainability issues which arise as a consequence of any of the changes to existing plans.

**Appendix B – Midlothian Council
General Fund 2023/24
Performance against budget**

Function	Approved Budget	Revised Budget Expenditure	Revised Budget Income	Revised Budget Net £	Outturn £	(Underspend) / Overspend £
Management and Members	1,677,915	1,822,981	0	1,822,981	1,911,782	88,801
<u>Place</u>						
Corporate Solutions	23,956,110	49,864,544	(24,573,513)	25,291,031	24,854,786	(436,245)
Place	40,176,220	59,509,287	(17,592,549)	41,916,738	44,849,551	2,932,813
Central Costs	1,198,871	0	0	0	386,774	386,774
<u>People and Partnerships</u>						
Midlothian Integration Joint Board	56,593,028	65,833,216	(8,417,325)	57,415,892	57,415,892	0
Non-Delegated Services - Community Safety and Welfare Rights	421,250	757,858	(94,001)	663,857	614,530	(49,327)
Childrens Services, Partnerships and Communities	18,955,577	18,605,706	0	18,605,706	18,610,408	4,702
Education	120,906,768	147,140,164	(17,420,133)	129,720,031	129,876,460	156,429
Lothian Valuation Joint Board	581,659	581,659	0	581,659	562,251	(19,408)
Non Distributable Costs	898,936	898,936	0	898,936	807,870	(91,067)
GENERAL FUND SERVICES NET EXPENDITURE	265,366,334	345,014,352	(68,097,521)	276,916,831	279,890,304	2,973,473
Loan Charges	4,435,000	4,435,000	0	4,435,000	1,590,597	(2,844,403)
NDR Discretionary Relief	70,300	70,300	0	70,300	78,515	8,215
Investment Income	(110,736)	-175,000	(110,736)	(285,736)	(209,083)	76,653

Allocations to HRA, Capital Account etc.	(5,414,898)	(5,433,237)	0	(5,433,237)	(5,771,380)	(338,143)
	264,346,000	343,911,416	(68,208,257)	275,703,159	275,578,954	(124,205)
less Funding:						
Scottish Government Grant	(191,629,000)	0	(199,023,353)	199,023,353	198,835,474	187,880
Council Tax	(62,836,000)	0	(62,836,000)	62,836,000	62,976,681	(140,681)
Transfer from Housing Revenue Account	(2,014,000)	2,014,000	0	2,014,000	2,071,000	(57,000)
Service Concessions - in-year	(2,608,000)	2,608,000	0	2,608,000	2,608,485	(485)
Service Concessions - retrospection	(4,093,000)	4,093,000	0	4,093,000	4,092,524	476
Utilisation of Reserves	1,166,000	345,925,416	(330,067,610)	11,829,806	11,695,799	(134,007)

**Housing Revenue Account
Revenue and Capital Final Outturn 2023/24 and Capital Plan 2024/25 -
2026/27****Report by David Gladwin, Chief Financial Officer****Report for Information****1 Recommendations**

Council is recommended to note the contents of this report.

2 Purpose of Report/Executive Summary

The purpose of this report is to provide Council with:-

- The final outturn position for 2023/24 for both the Housing Revenue Account (HRA) Capital Plan and the Revenue Account;
- A revised capital plan for 2024/25 to 2026/27 reflecting the cross-year budget movements and the latest capital plan delivery programmes.

The summarised financial performance for 2023/24 is:

- Capital Investment in the year totalling £50.412 million;
- A net overspend of £1.479 million on the Revenue Account;
- An HRA reserve at 31st March 2024 of £33.181 million, the majority of which is committed to finance investment in the new build programme.

Date 24th May 2024**Report Contact:**

Name Lisa Young Tel No 0131-271-3111

lisa.young@midlothian.gov.uk

3 Background

3.1 Capital Plan 2023/24

The Capital Plan reported to Council on 27th February 2024 allowed for investment of £51.352 million in 2023/24. The capital plan has been updated and re-profiled in line with recent delivery programmes resulting in cross-year carry forwards of £0.972 million to 2024/25 from 2023/24, as shown in Appendix C to reflect:-

- The most up-to-date delivery programme for Phases 2-5 of the New Social Housing programme resulting in a requirement to carry forward budget to future years of £0.301 million. Scottish Government budget cuts for the provision of Affordable Housing Supply Programme subsidy, alongside some local programme delays, has resulted in subsidy of £4.408 million that was expected to be received in 2023/24 now projected to be received in future years;
- There were a lower number of gateway alarm systems installed in our housing stock than initially projected which has resulted in £0.351 million of Scottish Housing Quality Standard budget to be carried forward to 2024/25;
- Issues in relation to gaining access to properties and general slippage in the central heating replacement programme has resulted in £0.222 million to be carried forward to 2024/25;
- General non-material slippage and acceleration of other capital plan projects as shown in Appendix C of £0.098 million.

There were no material variances reported to Council on 27th February 2024, the final outturn position is showing a small underspend of £0.036 million against the revised budget of £50.448 million, as shown in Appendix C.

The variations explained above and the additional Net-zero grant monies from Scottish Government of £0.501 million have resulted in a decrease in borrowing against the budget of £44.203 million of £0.515 million for the year.

3.2 Revenue Account 2023/24

The projected overspend reported to Council on the 27th February 2024 was £0.124 million. This has increased by £1.355 million to an overspend of £1.479 million, as shown in Appendix D, due to:

- In order to address SHQS indicators, sustain continual improvement in void turnaround times and response to an increase in dampness reports; and an improved service productivity and performance, with an 8% increase in jobs on 2022/23, additional expenditure of £0.707 has been necessary to address the growing housing stock condition;
- Historic energy bills that have been under review for void housing stock result in an unbudgeted cost of £0.141 million;

- An increase in levels of outstanding debt and an assessment of the collectability of this debt has resulted in an increase the provision for voids and irrecoverable rents of £0.375 million;
- The provision for new claims in relation to winter and fire damage has resulted in an increase in the insurance liability of £0.101 million;
- An increase in rechargeable costs in the General Fund have resulted in increased administration and management costs of £0.338 million within the Housing Revenue Account.

Offset by:-

- Lower overall borrowing requirements during 2023/24 and deferral of long-term borrowing until the latter part of the year, resulting in a reduction of debt costs of £0.282 million.

The HRA reserve balance is £33.181 million at 31st March 2024. The longer-term financial projections demonstrate that this will be required to finance existing investment commitments to 2038/39.

3.3 Capital Plan 2023/24 – 2027/28

The capital plan has been updated to reflect cross year movements and current delivery programme which is detailed in Appendix E. A fuller review of the Capital Plan and other potential investment plans will be completed over the summer and reported to Council later in the year.

The level of future years Affordable Housing Supply Programme budget is still to be determined by Scottish Government resulting in an element of risk that the Phase 5 New Social Housing Programme will become unaffordable unless future rents are increased to support the investment. This risk has been somewhat negated by the recent announcement that projects can now be approved from future years budgets at a rate of 80% for 2025/26, 60% for 2026/27 and 40% from 2027/28 which helps to remove some degree of uncertainty and risk with regard to future funding for New Social Housing, although there will be some element of forward funding required for some of our housing sites in scope for Phase 5.

There is currently no budget available within the 2024/25 Scottish Government's Affordable Housing Supply Programme to subsidise the open market purchases in 2024/25, however there has been announcement by Scottish Government that there is potentially a fund of £40 million being made available which can be used to subsidise open market purchases hopefully resulting in receipt of some level of funding being received during 2024/25, although the level is still to be determined. The Housing Revenue can sustain a small number of purchases (approximately 6 units) during 2024/25 should no funding be received or can access future year open market purchase budgets in the HRA should a good value opportunity arise.

During recent time the construction industry in Scotland and the UK is currently experiencing unprecedented adverse market conditions, which is leading to significant rises in tender prices for a wide range of materials. There is evidence that inflation of between 10% and 15% beyond BCIS predictions is affecting projects and whilst measures such as value engineering are partially mitigating cost increase there is a risk that the capital budgets provided for delivery of the New Social Housing project will need to be increased with a resultant impact on the funding strategy.

4 Report Implications

4.1 Resource

There are no direct resource implications arising from this report.

4.2 Digital

There are no direct digital implications arising from this report.

4.3 Risk

The principal risks are around the issue of affordability, ensuring that the investment in new build and the existing stock can be made without having to impose unacceptable increases on weekly rents.

Whilst the HRA reserve balance is £33.181 million at 31 March 2024, the longer-term financial projections demonstrate that the majority of this will be required to finance existing investment commitments.

4.4 Ensuring Equalities

There are no equality issues arising directly from this report.

4.4 Additional Resource Implications

See Appendix A.

Appendices

Appendix A – Additional Resource Implications

Appendix B – Background Information

Appendix C - Capital Plan 2023/24

Appendix D – Revenue Account 2023/24

Appendix E – Capital Plan 2024/25-2026/27

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

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

The report does not directly impact on Delivering Best Value

A.5 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities

A.6 Impact on Performance and Outcomes

The report does not directly impact on Midlothian Council's performance and outcomes

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers/Resource Links (if applicable)

HRA Capital Plan and Revenue Budget

**MIDLOTHIAN
COUNCIL**

Appendix C

**HOUSING REVENUE ACCOUNT
CAPITAL PLAN 2023/24**

	Revised Budget 2023/24 £'000	Budget Carried Forward to 2024/25 £'000	Revised Budget 2023/24 £'000	Final Outturn £'000	Variation (Under)/Over £'000
FUNDING					
Grants					
- Incentivising New Build	9,295	(4,408)	4,887	4,887	0
- Off Market Purchases Funding	1,248	0	1,248	1,248	0
- Social Housing Net- zero Funding	0	0	0	501	501
Council Tax on Second Homes	110	0	110	88	(22)
Borrowing Requirement	40,767	3,436	44,203	43,688	(515)
TOTAL AVAILABLE FUNDING	51,420	(972)	50,448	50,412	(36)

	£'000	£'000	£'000	£'000	£'000
APPROVED EXPENDITURE					
New Build Houses					
Phase 2 - Phase 5 Backdated Developer Contribution	35,375	(301)	35,074	35,074	0
Off Market Purchases	875	(28)	847	847	0
Aids & Adaptations	4,141	0	4,141	4,141	0
Environmental Improvements	499	0	499	463	(36)
BDHS Meters	100	(87)	13	13	0
Homelessness - Temporary Accommodation Provision	20	(20)	0	0	0
Scottish Housing Quality Standard -Upgrade Central Heating Systems	67	(30)	37	37	0
-Energy Efficiency Standard for Social Housing (ESSH)	1,677	(222)	1,455	1,455	0
-SHQS Repairs	1,200	67	1,267	1,267	0
TOTAL EXPENDITURE	7,466	(351)	7,115	7,115	0
	51,420	(972)	50,448	50,412	(36)

HOUSING REVENUE ACCOUNT 2023/24

	Revised Budget	Final Outturn	Variation (Under)/Over
Average Number of Houses	7,636	7,448	(188)
	£'000	£'000	£'000
Repairs and Maintenance			
General Repairs	7,492	8,663	1,171
Decant/Compensation	65	55	(10)
Grounds Maintenance	832	588	(244)
	8,389	9,306	917
Administration and Management	5,433	5,771	338
Loan Charges	14,484	13,345	(1,139)
Other Expenses	2,808	3,702	894
TOTAL EXPENDITURE	31,114	32,124	1,010
Rents			
Houses	(32,819)	(32,322)	497
Garages	(647)	(652)	(5)
Others	(165)	(188)	(23)
TOTAL RENTS	(33,631)	(33,162)	469
NET EXPENDITURE/(INCOME)	(2,517)	(1,038)	1,479
<u>Movement in HRA Reserve</u>			
Opening HRA Reserve		(32,143)	
Enhancement during 2023/24 as above		(1,038)	
Reserve earmarked to fund capital investment plans		(33,181)	

MIDLOTHIAN COUNCIL

HOUSING REVENUE ACCOUNT CAPITAL PLAN
2024/25-2026/27

	Revised Budget 2024/25 £'000	Proposed Budget 2025/26 £'000	Proposed Budget 2026/27 £'000
FUNDING			
Grants			
- Affordable Housing Supply Programme Funding	7,287	5,506	11,086
- Off Market Purchases Funding	715	715	110
Council Tax on Second Homes	113	116	119
Borrowing Requirement	75,161	94,728	36,147
TOTAL AVAILABLE FUNDING	83,276	101,065	47,462
APPROVED EXPENDITURE			
	£'000	£'000	£'000
New Build Houses Phase 2 - Phase 5	51,714	68,748	29,293
Backdated Developer Contributions	724	1,000	1,000
Housing Led Town Centre Regeneration	10,000	10,000	0
Off Market Purchases	1,950	1,950	265
Aids & Adaptations	519	529	540
Bonnyrigg District Heating Scheme Meters	1,300	0	0
Homelessness - Temporary Accommodation Provision	30	0	0
Environmental Improvements	3,987	2,000	2,000
Scottish Housing Quality Standard			
-Upgrade Central Heating Systems	1,899	2,791	0
-Energy Efficiency Standard for Social Housing	6,378	10,573	10,890
-SHQS Upgrades	4,775	3,474	3,474
TOTAL EXPENDITURE	83,276	101,065	47,462

General Services Capital Plan 2023/24 Final Outturn

Report by David Gladwin, Chief Financial Officer & Section 95 Officer

Report for Information

1 Recommendations

It is recommended that the Council:-

1. Note the General Services Capital Plan outturn position for 2023/24 as set out in Section 4.

2 Purpose of Report/Executive Summary

The purpose of this report is to provide Council with:-

- Information on the final outturn performance against budget for 2023/24 (Section 3.1-3.5);
- An update on the capital fund balance at 31 March 2024 (Section 4).

Date: 10 June 2024

Report Contact:

Gary Thomson, Senior Finance Business Partner

gary.thomson@midlothian.gov.uk

3. 2023/24 Final Outturn Position

3.1 Expenditure

The latest 2023/24 General Services Capital Plan was approved by Council on 27 February 2024, with an expenditure budget of £61.235 million.

After reflecting the rephasing of 2023/24 budgets to/from 2024/25 as shown in Tables 1 and 2 below, the final budget for the year is £47.509 million, giving a net rephasing of expenditure of £13.726 million.

Table 1: Material rephasing of budgets from 2024/25 back to 2023/24

Project	2023/24 Budget £000's	2023/24 Actual £000's	Rephased Amount £000's	Notes
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD				
Penicuik High School	178	338	+160	Acceleration of spend and rephasing of project expenditure to reflect amended project programme
OTHER				
Others	7,144	7,271	+127	
Total	7,322	7,609	+287	

Appendix 1 contains detail on rephasing of budgets on a project by project basis.

Table 2: Material Rephasing of budgets from 2023/24 forward to 2024/25

Project	2023/24 Budget £000's	2023/24 Actual £000's	Rephased Amount £000's	Notes
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD				
Easthouses Primary School	15,723	14,201	-1,522	Lag between cashflow and programme identified. Project being delivered per agreed programme
Mayfield & St. Luke's Primary School Campus Replacement	1,762	1,470	-292	Rephasing of project expenditure to reflect amended project programme
ASSET MANAGEMENT PROGRAMME BOARD				
Digital Services Asset Management Plan	766	567	-199	Rephasing of expenditure on hardware (PC and laptop) into 2024/24 and 2025/26 to align with Windows 11 Upgrade Programme
Digital Equipped for Learning	2,388	1,275	-1,113	Existing stock of devices has led to lower level of spend in 2023/24. AV Classroom works taking place in the early part of the 2024/25 financial year.
Road Upgrades – Asset Management Plan	1,483	1,385	-98	Lag in delivery of projects caused by lack of vendors on current framework. Roads management team tasked with creation of an expanded framework encompassing more vendors.
Roads: Potholes & Upgrades	1,100	313	-787	Full completion of £5m Accelerated Roads programme was hindered by weather and unforeseen additional infrastructure in one project. Recruitment challenges in roads operations (which results in reduced project delivery in 2023/24) have now been rectified and will enable higher output in 2024/25
Vehicle & Plant Replacement Programme	3,315	2,750	-565	Vehicles being procured through frameworks which has led to delays in delivery dates (and so expenditure) for vehicles falling into early 2024/25

Project	2023/24 Budget £000's	2023/24 Actual £000's	Rephased Amount £000's	Notes
TRANSPORT, ENERGY & INFRASTRUCTURE PROGRAMME BOARD				
A7 Urbanisation	187	0	-187	Project development and cost planning now to be undertaken in early 2024/25
Zero Waste – Heat Offtake Facility	1,040	0	-1,040	Delay with procurement of Heat Offtake Facility by FCC
REGENERATION & DEVELOPMENT PROGRAMME BOARD				
Place Based Investment Fund 2021/22	311	69	-242	Remaining spend on PBIF is allocated and works are under contract and underway
Destination Hillend	7,601	5,694	-1,907	Rephasing of project expenditure to reflect amended project programme
Shawfair Town Centre Land Purchase	4,615	42	-4,573	Missives concluded on 23 April 2024 – expenditure incurred in early 2024/25, fully funded by SG VDLIP and SLLP funding
OTHER				
CCTV Network	444	298	-146	Bonnyrigg, Dalkeith and Penicuik CCTV assets upgraded. Remainder of project to be delivered in 2024/25
Free School Meal Provision	397	187	-210	Rephasing in relation to dining room equipment, new pods and canopies to be procured in 2024/25
Assistive Technology: Analogue to Digital Transition	250	113	-137	Delays in procurement through Scotland Excel Framework with equipment requiring to be sourced through another Framework. Majority of £113k spend in final 2 months of 2023/24 with expected acceleration in spend in 2024/25
Others	10,435	9,441	-994	
Total	51,818	37,805	-14,013	

Appendix 1 contains detail on rephasing of budgets on a project by project basis.

Actual expenditure in the year was £47.656 million, giving an overspend of £0.147 million against the rephased budget as noted in table 3 below.

Table 3: Project Under/Over Spends in 2023/24

Project	Rephased Project Budget 2023/24 £000's	Actual Outturn 2023/24 £000's	(Under)/ Over Spend 2023/24 £000's	Notes
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD				
Hawthornden ASN	1,425	1,490	+65	Higher than anticipated costs associated with asbestos removal and internal fees
Early Years Projects	402	525	+123	Review of suite of Early Year capital projects, with additional Early Years Capital Grant of £0.123m applied in 2023/24 to fully offset £0.123m overspend, within the overall Early Years Capital Grant funding envelope from Scottish Government
ASSET MANAGEMENT PROGRAMME BOARD				
Poltonhall Astro Pitch	37	26	-11	Project now complete with release of remaining project expenditure budget

Project	Rephased Project Budget 2023/24 £000's	Actual Outturn 2023/24 £000's	(Under)/ Over Spend 2023/24 £000's	Notes
OTHER				
32-38 Buccleuch Street Refurbishment	0	9	+9	Additional £9k expenditure in 2023/24 due to Extension of Time claims from contractor Further cost pressures relative to budget are anticipated in 2024/25 and will be reported as part of an overall project review.
Public Sector Housing Grants	291	251	-40	Number of grant applications in line with approved budget, however applicants are still experiencing some ongoing disruption in supply of materials post Covid which has resulted in delay in works being carried out in 2023/24
Residential House for 5-12 Year Olds	76	94	+18	Overspend on fit out costs. Project now complete and will allow service to reduce revenue overspend on third party care costs.
Others	1,313	1,297	-17	
Total	3,544	3,692	+147	

3.2 Funding

The latest 2023/24 General Services Capital Plan was approved by Council on 27 February 2024, with a funding budget of £32.361 million.

After adjusting for carry-forwards, the plan budgeted for funding of £27.374 million. Actual funding was £27.445 million (see table 4 below).

Table 4: General Services Capital Plan Funding

Item	2023/24 Rephased Budget Q3 £000's	2023/24 Actual Outturn £000's	2023/24 Variance £000's
General Capital Grant	7,771	7,780	+9
Specific Grants	9,618	6,865	-2,753
Developer Contributions	10,445	10,145	-300
Capital Receipts	60	60	0
Transfer from Capital Fund	2,473	2,473	0
Other Capital Contributions	1,994	122	-1,872
Total Funding	32,361	27,445	-4,916

Material movements in the funding outlined in Table 4 above are as follows, and reflect both the funding applied to fund the rephasing of project expenditure as outlined in Table 2, and the in-year variances as outlined in Table 3:-

- **Specific Grants:** rephasing of £2.122m in Scottish Government Vacant & Derelict Grant funding for the Shawfair Town Centre Land Purchase (with missives/title transferred on 23 April 2024), rephasing of £0.674m in Early Years Capital Grant funding and rephasing of £0.215m in Scottish Government Free School Meal funding;
- **Developer Contributions** of £0.300m in developer

contributions applied in line with rephasing of project expenditure as outlined in Table 2.

- **Other Capital Contributions:** rephasing of £1.822m in Shawfair LLLP funding, for the Shawfair Town Centre Land Purchase (with missives/title transferred on 23 April 2024);

3.3 Borrowing

After adjusting for carry forwards and rephasing, the plan budgeted for in-year borrowing of £20.135 million.

Actual borrowing was £20.211 million, reflecting the net overspend and movements in funding as noted in Sections 3.1 and 3.2.

3.4 Summary

A summary of the final outturn position for 2023/24 is outlined in the table below.

Table 5: General Services Capital Plan Performance against Rephased Budget 2023/24

Item	2023/24 Budget Q3 £000's	2023/24 Rephased Budget Q4 £000's	2023/24 Actual Outturn £000's	2023/24 Variance £000's	2023/24 Carry Forward £000's
Expenditure	61,235	47,509	47,656	+147	-13,726
Funding	32,361	27,374	27,445	+71	-4,987
Borrowing Required	28,874	20,135	20,211	+76	

3.5 2023/24 General Services Capital Plan Performance against 2023/24 Base Budget

The original 2023/24 capital expenditure & funding budgets, and the resulting borrowing required, as reported to Council on 21 February 2023, are as noted in Table 6 below, with the final rephased budget (as per table 5) also shown in Table 6 below:-

Table 6: General Services Capital Plan Revised Budgets against Base Budget 2023/24

Item	2023/24 Base Budget £000's	2023/24 Rephased Budget Q4 £000's	2023/24 Of Base Budget Spent %	2023/24 Total Carry Forward £000's
Expenditure	98,184	47,509	48%	-50,675
Funding	35,296	27,374	78%	-7,922
Borrowing Required	62,888	20,135	32%	-42,753

As can be noted from the table above, £47.509 million (48%) of the original base expenditure budget of £98.184 million has been spent in 2023/24, with the remainder (£50.675 million, or 52%), of the original base budget rephased forward into 2024/25 for a total of £98.184 million. Similarly, only £20.135 million

(32%) of borrowing has been required, with the remainder (£42.753 million or 68%) of the borrowing requirement rephased back to later years.

The resultant reduction in loan charges in 2023/24 will largely be unwound in 2024/25 and 2025/26, once the capital expenditure relating to these projects is incurred.

4 Capital Fund

The Capital Fund at the start of the 2023/24 financial year was £20.107 million. £7.694 million of this is currently committed to fund the A701 Relief Road / City Deal project, with a further £9.061 million committed to support capital investment across the wider General Services Capital Plan. This includes the utilisation of £2.000 million in 2023/24 as noted in the budget setting report approved by Council on 21 February 2023 to support capital investment across the General Services Capital Plan in 2023/24.

The non-committed capital fund balance at 31 March 2024 is £1.982 million, as shown in table 7 below.

Table 7: Capital Fund

Item	Amount £000's
Balance at 01 April 2023	20,107
Actual Capital Receipts received in 2023/24	197
Capital Fund Applied to GSCP in 2023/24	-2,000
Developer Contributions released to fund expenditure	-923
Balance at 31 March 2024	17,381
Committed to fund City Deal Project	-7,694
Committed to support Capital Investment	-7,061
Developer Contributions earmarked for specific purposes	-644
Non-committed balance at 31 March 2024	1,982

5 Report Implications

5.1 Resource

The 2023/24 borrowing requirement has reduced from £28.874 million as reported at Quarter 3, to £20.211 million. The reduction in borrowing in 2023/24 is largely due to rephasing of a number of projects, with expenditure subsequently carried forward / rephased into 2024/25. As such, the movement in loan charges in 2023/24 will largely be unwound in 2024/25 and 2025/26, once the capital expenditure relating to these projects is incurred.

5.2 Digital

None.

5.3 Risk

The inherent risk in the Capital Plan is that projects will cost more than estimated thus resulting in additional borrowing. The monitoring procedures ensure that significant variations are reported at an early stage so that remedial action can be taken to mitigate this risk.

5.4 Ensuring Equalities

There are no equalities issues arising directly from this report.

5.5 Additional Report Implications

See Appendix A.

Background Papers:**Appendix A: Report Implications****A.1 Key Priorities within the Single Midlothian Plan**

Not applicable.

A.2 Key Drivers for Change**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

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

No external consultation has taken place on this report.

A.6 Impact on Performance and Outcomes

There are no issues arising directly from this report.

A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable.

Appendix 1: General Services Capital Plan 2023/24 Expenditure Outturn

<i>Budget is approved in principle - requires approval of OBC before budget is fully approved</i>					
<i>Budget is a "Project Under Development" - requires approval of SOBC before budget is fully approved</i>					
	Rephased 2023/24	Rephased 2023/24	2023/24	2023/24	2023/24
GENERAL SERVICES CAPITAL PLAN	Budget	Budget	Actual	Variance	Carry
Q4 Monitoring	Q3	Outturn	Outturn	Outturn	Forward Outturn
	£000's	£000's	£000's	£000's	£000's
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD					
FULLY APPROVED PROJECTS					
Education - Primary					
Woodburn Primary 9 class & activity hall extension	4,773	4,781	4,781	-	(8)
Easthouses Primary School	15,723	14,201	14,201	-	1,522
Mayfield & St. Luke's School Campus	1,762	1,470	1,470	-	292
Burnbrae Primary - Conversion of ASN to GP Space	71	16	16	-	55
Modular Units 2023/24	1,750	1,689	1,689	-	61
Education - Secondary					
Beeslack CHS Replacement	1,303	1,298	1,298	-	5
Penicuik High School	178	338	338	-	(160)
Education - ASN					
Hawthornden Primary - ASN Unit	1,404	1,425	1,490	65	(21)
Education - Early Years					
King's Park Primary School	6	-	-	-	6
Settings/Catering Kitchens	150	118	118	-	32
Hawthorn Children & Families Centre Alteration	120	120	270	150	-
Mauricewood Primary School	46	21	21	-	25
Vogrie Outdoor Early Learning Centre	81	-	-	-	81
Other Outdoor Spaces	282	282	254	(28)	-
Education - Primary - Projects near completion					
Paradykes Primary Replacement	95	27	27	-	69
St. Mary's RC & Early Burnbrae Primary Schools	22	11	9	(2)	11
New Danderhall Primary hub	88	12	12	-	77
Sacred Heart Primary School Extension	30	30	37	8	-
Acoustic Upgrades	150	55	55	-	95
Education - General					
Learning Estate Strategy: Development Budget	200	-	-	-	200
Burnbrae Primary School External Works	56	55	55	-	1
TOTAL - CYPP FULLY APPROVED	28,291	25,949	26,142	193	2,342
	Rephased 2023/24	Rephased 2023/24	2023/24	2023/24	2023/24
GENERAL SERVICES CAPITAL PLAN	Budget	Budget	Actual	Variance	Carry
Q4 Monitoring	Q3	Outturn	Outturn	Outturn	Forward Outturn
	£000's	£000's	£000's	£000's	£000's
PROJECTS APPROVED IN PRINCIPLE / UNDER DEVELOPMENT					
Education - Secondary					
Shawfair All-through Campus	250	98	98	-	152
Education - ASN					
ASN Provision - Social Complex Needs	50	-	-	-	50
TOTAL - CYPP APPROVED IN PRINCIPLE	300	98	98	-	202
OVERALL TOTAL - CYPP	28,591	26,047	26,241	193	2,544

	Rephased 2023/24 Budget Q3 £000's	Rephased 2023/24 Budget Outturn £000's	2023/24 Actual Outturn £000's	2023/24 Variance Outturn £000's	2023/24 Carry Forward Outturn £000's
GENERAL SERVICES CAPITAL PLAN					
Q4 Monitoring					
ASSET MANAGEMENT PROGRAMME BOARD					
Digital					
Business Applications	213	165	165	-	48
Front Office - Hardware, Software & Services	267	237	237	-	30
Back Office - Hardware, Software & Services	191	135	135	-	56
Network, Software & Services	128	148	148	-	(20)
Schools - Hardware, Software & Services	180	46	46	-	134
Digital: Equipped for Learning	2,388	1,275	1,275	-	1,113
Roads & Street Lighting					
Street Lighting and Traffic Signal Upgrades - New	1,276	1,261	1,261	-	15
Footway & Footpath Asset Management Plan - New	460	418	418	-	42
Road Upgrades - Asset Management Plan	1,483	1,322	1,322	-	161
Accelerated Roads Residential Streets	1,836	1,760	1,760	-	76
Roads: Potholes & Upgrades	1,100	376	376	-	724
Fleet					
Vehicle & Plant Replacement Programme	3,316	2,824	2,824	-	491
Property					
Property Upgrades	633	599	599	-	34
Property Upgrades - LES					
Open Spaces / Play Areas					
Ironmills Park Steps	7	7	-	(7)	-
Outdoor Play Equipment - Rosewell	46	-	-	-	46
Roslin Wheeled Sports Facility	31	-	-	-	31
Mauricewood Road Bus Shelter	4	-	-	-	4
Millerhill Park Asphalt Path	100	0	0	-	-
Birkenside Play Equipment	72	-	-	-	-
Pump Track, North Middleton	2	2	1	(1)	-
Play Park Upgrades: Clarinda Gardens & Ironmills Park	51	-	-	-	51
Play Park Renewal 2021/22	9	5	5	-	-
Play Park Renewal 2023/24+	85	39	39	-	46
Nature Restoration Fund 2022/23	3	3	3	-	-
Nature Restoration Fund 2023/24	177	177	177	-	-
Contaminated Land	70	70	76	6	-
Sport & Lesiure					
Property - Poltonhall Astro & Training Area Resurfacing	37	37	26	(11)	-
Dalkeith Thistle - Pavilion Upgrade	4	4	3	(2)	-
Loanhead Memorial Park Pitch	4	-	-	-	4
Flotterstone Car Park Infrastructure & Charging	16	-	-	-	16
TOTAL - ASSET MANAGEMENT PROGRAMME BOARD	13,610	10,912	10,897	(14)	3,102
TRANSPORT, ENERGY & INFRASTRUCTURE PROGRAMME BOARD					
Transport					
A701 Relief Road	500	577	577	-	(77)
A7 Urbanisation	187	-	-	-	187
Cycling, Walking & Safer Streets Projects	1,190	1,190	1,172	(18)	-
Community Bus Fund	279	275	275	-	4
Road Safety Framework Fund	-	316	316	-	-
FCC Zero Waste - Heat Offtake Facility	1,040	-	-	-	1,040
TOTAL - TRANSPORT, ENERGY & INFRASTRUCTURE PR	3,196	2,358	2,340	(18)	1,154
REGENERATION & DEVELOPMENT PROGRAMME BOARD					
Regeneration					
Place Based Investment Fund 2021/22	311	69	69	-	242
Place Based Investment Fund 2022/23+	461	458	458	-	3
Development					
Destination Hillend	7,601	5,694	5,694	-	1,907
Shawfair Town Centre Land Purchase	4,615	42	42	-	4,573
TOTAL - REGENERATION & DEVELOPMENT PROGRAMM	12,988	6,263	6,263	-	6,725

	Rephased 2023/24 Budget Q3 £000's	Rephased 2023/24 Budget Outturn £000's	2023/24 Actual Outturn £000's	2023/24 Variance Outturn £000's	2023/24 Carry Forward Outturn £000's
GENERAL SERVICES CAPITAL PLAN					
Q4 Monitoring					
OTHER (PROGRAMME BOARD NOT YET DEFINED)					
PLACE					
Digital					
Council Hybrid Meetings	52	30	30	-	22
Transport					
Food Waste Rural Routes	119	119	119	-	-
Property/Development					
Midlothian & Fairfield House Shower Upgrades	5	-	-	-	5
32-38 Buccleuch Street Ground Floor Redevelopment	-	-	9	9	-
Public Sector Housing Grants	291	291	251	(40)	-
TCCF 1/2: Penicuik Town Hall & Jarnac Court	31	31	31	-	-
Penicuik THI: Public Realm Scheme	171	-	-	-	171
CCTV Network	444	298	298	-	146
2-4 West Street, Penicuik	48	34	34	-	14
EWiM - Buccleuch House Ground Floor	33	-	-	-	33
Millerhill Pavilion	23	16	16	-	7
PEOPLE & PARTNERSHIPS					
Education					
Free School Meal Provision	397	187	187	-	210
Children's Services					
Residential House for 5-12 year olds	76	76	94	17	-
Communities & Partnerships					
Members Environmental Improvements	221	150	150	-	71
Adult Social Care					
Assistive Technology	30	28	28	-	2
Analogue to Digital Transition	250	113	113	-	137
Homecare	-	-	-	-	-
Highbank Intermediate Care Reprovisioning	467	480	480	-	(13)
Day Care Centre	43	-	-	-	43
General Fund Share of Extra Care Housing	179	75	75	-	104
TOTAL NOT ALLOCATED TO PROGRAMME BOARDS	2,850	1,928	1,915	(13)	953
GENERAL SERVICES TOTAL					
	61,235	47,509	47,656	147	13,726

Annual Treasury Management Report 2023/24

Report by David Gladwin, Chief Financial Officer & Section 95 Officer

Report for Information

1 Recommendations

It is recommended that Council note the Annual Treasury Management Report 2023/24.

2 Purpose of Report/Executive Summary

The purpose of the report is to inform members of the Council of the Treasury Management activity undertaken in 2023/24 and the year-end position.

Audit Committee will scrutinise the report on 24 June 2024 and any approved changes will be advised verbally to members of Council at the meeting on 25 June 2024.

Date: 10/06/2024

Report Contact:

Gary Thomson, Senior Finance Business Partner

gary.thomson@midlothian.gov.uk

3 Background

The main points arising from treasury activity in 2023/24 were:

- The pooled internal loans fund rate for General Fund and HRA was 2.08% in 2023/24, which is again expected to be one of the lowest when benchmarked against all mainland Authorities in Scotland;
- Were the pooled internal loans fund rate to have equated to the Scottish weighted average of 3.41%, this would have generated loan charges in 2023/24 of £22.3 million. The Council's actual 2023/24 loan charges for General Services and HRA were £17.3 million, representing a cash saving (compared to the Scotland weighted average) of £5.0 million in 2023/24;
- Total long term borrowing maturing in the year amounted to £0.882 million, comprising the following:-
 - £0.053 million of PWLB Annuities of various tenors and interest rates;
 - £0.664 million of Annuity and EIP, and £0.165 million of interest free loans.
- Total new long term borrowing taken in the year amounted to £20.000m, this being two £10.000 million maturity loans from PWLB drawn on 28 March 2024 with loan tenors of 3 and 4 years and at interest rates of 4.54% and 4.37% respectively, drawing down long term loan funding to de-risk the funding of the Council's 2023/24 capital plans in line with the Treasury Management and Investment Strategy approved by Council on 27 February 2024;
- The remainder of the 2023/24 borrowing requirement was funded through the utilisation of the Council's working capital balances;
- The Council were under-borrowed by £60.974 million (15% of the borrowing Capital Financing Requirement) at 31 March 2024. This means that the Council has funded the majority (85%) of its underlying borrowing requirement as at 31 March 2024. This position is prudent in the current economic climate (with PWLB rates forecast to drop from their prevailing rates, across the next 2 financial years), as it balances longer-term interest rate and refinancing risk with short-medium term budgetary implications;
- The average rate of interest paid on external debt was 3.00% in 2023/24, down marginally from 3.01% in 2022/23;

- Fixed Term Deposits were placed during the year in line with the Council's approved creditworthiness process as outlined in the "*Treasury Management and Investment Strategy 2023/24 & Prudential indicators*" (TMSS 23/24) report approved by Council on 21 February 2023. These fixed term deposits were placed with high credit worthy banks. The Council's deposit portfolio at 31 March 2024 is outlined in Table 2 below and in detail in Table 11 in Appendix 1;
- The average rate of return on deposits was 4.86% in 2023/24 (exceeding the benchmark¹ of 4.42% for the twentieth year in succession) with total interest earned on deposits totalling £4.590 million and reflecting the approved strategy of cash backing the Council's useable reserves;
- The majority (£56.618m) of the Council's useable reserves of £84.532 million at 31 March 2024² are fully cash backed.
- No debt rescheduling was undertaken during 2023/24.

A detailed report "*Annual Treasury Management Review 2023/24*" on the activity during 2023/24 is attached as Appendix 1.

The Treasury Portfolio at the start and end of the financial year is shown in Tables 1 and 2 below.

¹ 4.5 month backward un compounded SONIA (Sterling Overnight Index Average) which reflects the weighted average duration of the Council's portfolio for the year

² Excluding Service Concessions

Table 1: Loan Portfolio at 1 April 2023 and 31 March 2024

Loan Type	Principal Outstanding 1 Apr 2023 £000's	Principal Outstanding 31 Mar 2024 £000's	Movement £000's
PWLB Annuity	505	452	-53
PWLB Maturity	284,128	304,128	+20,000
LOBO	20,000	20,000	0
Other Market Loans	16,885	16,221	-664
Salix Loans	235	70	-165
Total Loans	321,753	340,871	+19,118
CFR	347,661	401,845	+54,184
Over/(Under) Borrowed	-25,908	-60,974	-35,066

Table 2: Deposits at 1 April 2023 and 31 March 2024

Deposit Type	Principal Outstanding 1 Apr 2023 £000's	Principal Outstanding 31 Mar 2024 £000's	Movement £000's
Bank Call Accounts	2	1,518	+1,516
Money Market Funds	15,980	25,100	+9,120
Bank Fixed Term Deposit Accounts	96,000	30,000	-66,000
Other Local Authorities	2,000	0	-2,000
Total Deposits	113,982	56,618	-57,364
Useable Reserves	90,582	84,532	-6,050

Throughout 2023/24, all counterparties that the Council placed deposits with met their obligations in respect of the return of the deposited funds and interest receivable in full and on the required dates.

5 Report Implications (Resource, Digital and Risk)

5.1 Resource

Treasury Management activity during the year, in accordance with the approved strategy, has once again been effective in minimising loan charges through minimising the cost of borrowing and maximising the return on deposits within the parameters set by the strategy for the year.

Although benefits from Treasury Management activity continue to accrue there are no direct financial implications or other resource issues arising from this report.

The loan charges associated with Capital Expenditure and Treasury Management activity during 2023/24 are reported in the Financial Monitoring 2023/24 – General Fund Revenue report and HRA 2023/24 Outturn report elsewhere on the Council agenda for 25 June 2024.

5.2 Digital

None.

5.3 Risk

As the Council follows the requirements of the new CIPFA Code of Practice and the Prudential Code this minimises the risks involved in Treasury Management activities place. For those risks that do exist there are robust and effective controls in place to further mitigate the level of risks. These include full written Treasury Management Practices, which define the responsibilities of all staff involved, and which were updated during the 2023/24 financial year to reflect the provisions of the new Prudential and Treasury Management Codes and approved by Audit Committee.

5.4 Ensuring Equalities (if required a separate IIA must be completed)

This report does not recommend any change to policy or practice and therefore does not require an Equalities Impact Assessment.

5.5 Additional Report Implications

See Appendix A

Appendices:-

Appendix 1: Annual Treasury Management Review 2023/24

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

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

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

Although no external consultation has taken place, cognisance has been taken of professional advice obtained from Link Asset Services, the Council's appointed Treasury Consultants.

A.6 Impact on Performance and Outcomes

The strategies adopted are an integral part of the corporate aim to achieve Best Value as they seek to minimise the cost of borrowing by exercising prudent debt management and placement of deposits. This in turn helps to ensure that the Council's capital expenditure is sustainable in revenue terms.

A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable.

Appendix 1

Annual Treasury Management Review 2023/24

Midlothian Council
June 2024

Contents

- 1 The Council's Capital Expenditure and Financing 2023/24
- 2 The Council's overall borrowing need
- 3 Treasury Position as at 31 March 2023
- 4 The Strategy for 2023/24
- 5 The Economy and Interest Rates
- 6 Borrowing Rates in 2023/24
- 7 Borrowing Outturn for 2023/24
- 8 Deposit Rates in 2023/24
- 9 Deposit Outturn for 2023/24
- 10 Performance Measurement
- 11 Conclusion

This Council is required by regulations issued under the Local Government in Scotland Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2023/24. This report meets the requirements of both the updated CIPFA Code of Practice on Treasury Management, (the Code), and the updated CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2023/24 the minimum reporting requirements were that the full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 21 February 2023);
- a mid-year, (minimum), treasury update report (Council 19 December 2023);
- an annual review following the end of the year describing the activity compared to the strategy, (this report);

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Audit Committee before they are reported to the full Council. Audit Committee will scrutinise this report on 24 June 2024 and any approved changes will be advised verbally to members of Council at the meeting on 25 June 2024.

1. The Council's Capital Expenditure and Financing 2023/24

The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

Table 1: Capital Expenditure + Financing			
	2022/23	2023/24	2023/24
	Actual	Budget	Actual
	£000	£000	£000
General Fund			
Capital Expenditure	23,337	86,289	47,656
Available Funding	18,627	35,091	27,445
Borrowing Required	4,710	51,198	20,211
HRA			
Capital Expenditure	51,710	94,897	50,411
Available Funding	9,932	7,991	6,724
Borrowing Required	41,778	86,906	43,687
General Fund and HRA			
Capital Expenditure	75,047	181,186	98,067
Available Funding	28,559	43,082	34,169
Borrowing Required	46,488	138,104	63,898

2. The Council’s Overall Borrowing Need

The Council’s underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council’s indebtedness. The CFR results from the capital activity of the Council and what resources have been used to pay for the capital spend. It represents the 2023/24 unfinanced capital expenditure (see above table), plus prior years’ net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council’s treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council’s cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government, through the Public Works Loan Board [PWLB] or the money markets), or utilising temporary cash resources within the Council.

Reducing the CFR – the Council’s underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Scheduled Debt Amortisation (or loans repayment), to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources (such as unapplied capital receipts); or
- charging more than the minimum loan repayment each year through an additional revenue charge.

The Council’s CFR for the year is shown below, and represents a key prudential indicator.

Table 2: Council's Underlying Borrowing Requirement			
	31-Mar-23	2023/24	31-Mar-24
CFR:	Actual	Budget	Actual
	£000	£000	£000
Opening balance	£ 307,247	£ 343,626	£ 347,661
Add Borrowing Required	£ 46,488	£ 138,104	£ 63,898
Less scheduled debt amortisation	£ (6,074)	£ (9,068)	£ (9,714)
Closing balance	£ 347,661	£ 472,662	£ 401,845

Borrowing activity is constrained by prudential indicators for net borrowing and the CFR, and by the authorised limit.

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2022/23) plus the estimates of any additional capital financing requirement for the current (2023/24) and next three financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs in 2023/24. The table below highlights the Council's gross borrowing position against the CFR (excluding PFI schemes). The Council has complied with this prudential indicator.

Table 3: Council's Gross Borrowing Position			
	31-Mar-23	2023/24	31-Mar-24
	Actual	Budget	Actual
	£000	£000	£000
Gross Borrowing	£ 321,753	£ 472,662	£ 340,871
CFR	£ 347,661	£ 472,662	£ 401,845

The authorised limit – this Council has kept within its authorised external borrowing limit as shown by the table below. Once this has been set, the Council does not have the power to borrow above this level.

The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

Table 4: Gross Borrowing against Authorised Limit / Operational Boundary	
	2023/24
Authorised limit - borrowing	£ 534,105
Operational boundary - borrowing	£ 534,105
Maximum gross borrowing position	£ 340,871
Average gross borrowing position	£ 321,962

3. Treasury Position as at 31 March 2024

The Council's debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through Member reporting detailed in the Purpose section of this report, and through officer activity detailed in the Council's Treasury Management Practices. At the beginning and the end of 2023/24 the Council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

Table 5: Treasury Position						
	31 March 2023 Principal	Rate/ Return	Average Life (Yrs)	31 March 2024 Principal	Rate/ Return	Average Life (Yrs)
Debt						
Fixed Rate Debt						
PWLB	£ 284,633	2.92%	32.25	£ 304,580	3.02%	29.40
Market	£ 22,120	2.98%	28.89	£ 21,291	3.01%	28.34
Total Fixed Rate Debt	£ 306,753	2.92%	32.01	£ 325,871	3.02%	29.33
Variable Rate Debt						
PWLB	£ -	n/a	n/a	£ -	n/a	n/a
Market	£ 15,000	4.63%	27.71	£ 15,000	4.63%	26.71
Total Variable Rate Debt	£ 15,000	4.63%	27.71	£ 15,000	4.63%	26.71
Total debt/gross borrowing	£ 321,753	3.00%	31.81	£ 340,871	3.09%	29.22
CFR	£ 347,661			£ 401,845		
Over/ (under) borrowing	£ (25,908)			£ (60,974)		
Deposits						
Fixed Rate Deposits						
In House	£ 98,000	3.77%	0.31	£ 30,000	5.12%	0.83
With Managers	£ -	n/a	n/a	£ -	n/a	n/a
Total Fixed Rate Deposits	£ 98,000	3.77%	0.31	£ 30,000	5.12%	0.83
Variable Rate Deposits						
In House	£ 15,982	3.96%	0.01	£ 26,618	5.28%	0.01
With Managers	£ -	n/a	n/a	£ -	n/a	n/a
Total Variable Rate Deposits	£ 15,982	3.96%	0.01	£ 26,618	5.28%	0.01
Total Deposits	£ 113,982	3.80%	0.27	£ 56,618	5.20%	0.45

The maturity structure of the debt portfolio was as follows:

Table 6: Maturity Structure of Debt Portfolio						
	31-Mar-23		2023/24	31-Mar-24		
	Actual		Original Limits	Actual		
	£000	%	%	£000	%	
Under 12 months	£ 812	0%	0% to 50%	£ 1,426	0%	
12 months to 2 years	£ 1,496	0%	0% to 50%	£ 1,263	0%	
2 years to 5 years	£ 2,795	1%	0% to 50%	£ 22,323	7%	
5 years to 10 years	£ 45,136	14%	0% to 50%	£ 45,106	13%	
10 years to 20 years	£ 32,239	10%	0% to 50%	£ 32,365	9%	
20 years to 30 years	£ 39,691	12%	0% to 50%	£ 51,505	15%	
30 years to 40 years	£ 84,584	26%	0% to 50%	£ 81,883	24%	
40 years to 50 years	£ 110,000	34%	0% to 50%	£ 100,000	29%	
50 years and above	£ 5,000	2%	0% to 50%	£ 5,000	1%	
Total	£ 321,753	100%		£ 340,871	100%	

The maturity structure of the Council's deposits was as follows:

Table 7: Maturity Structure of Deposit Portfolio		
	31-Mar-23	31-Mar-24
	£000	£000
Deposit		
Under 1 Year	£ 113,982	£ 56,618
Over 1 Year	£ -	£ -
Total	£ 113,982	£ 56,618

The exposure to fixed and variable interest rates on debt was as follows:-

Table 8: Fixed/Variable Interest Rate Exposure of Debt Portfolio					
	31-Mar-23		2022/23	31-Mar-24	
	Actual		Original Limits	Actual	
	£000	%	%	£000	%
Fixed Interest Rate Exposure	£ 306,753	95%	0% to 100%	£ 325,871	96%
Variable Interest Rate Exposure	£ 15,000	5%	0% to 30%	£ 15,000	4%
Total	£ 321,753	100%		£ 340,871	100%

4. The Strategy for 2023/24

At the outset of the financial year, the Council were under borrowed by £25.908 million and holding £156.367 million in instant access accounts and fixed term deposits.

Interest rate forecasts within the 2023/24 Treasury Management & Investment Strategy suggested that interest rates were expected to plateau before gradually falling in the 2nd half of the year and throughout the forthcoming 2 financial years.

Link Interest Rate forecasts at time of TMIS 2023/24 setting (February 2023)

Link Group Interest Rate View	07.02.23												
	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
BANK RATE	4.25	4.50	4.50	4.25	4.00	3.75	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.30	4.50	4.50	4.30	4.00	3.80	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.40	4.50	4.40	4.20	3.90	3.70	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.50	4.40	4.20	3.80	3.60	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.00	4.00	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.10	3.10	3.10
10 yr PWLB	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.60	4.40	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.40
50 yr PWLB	4.30	4.30	4.20	4.10	3.90	3.80	3.60	3.60	3.40	3.30	3.20	3.20	3.10

Link Interest Rate forecasts at end of 2023/24 Financial Year (March 2024)

Link Group Interest Rate View	25.03.24												
	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
BANK RATE	5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	4.80	4.30	3.80	3.30	3.00	3.00	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.20	5.10	4.60	4.10	3.70	3.30	3.10	3.10	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.00	4.90	4.40	3.90	3.60	3.20	3.10	3.10	3.10	3.10	3.10	3.20	3.20
5 yr PWLB	4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.60	3.50	3.50	3.50
10 yr PWLB	4.70	4.50	4.40	4.30	4.20	4.10	4.00	3.90	3.80	3.70	3.70	3.70	3.70
25 yr PWLB	5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20	4.20	4.10	4.10	4.10	4.10
50 yr PWLB	5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00	4.00	3.90	3.90	3.90	3.90

With interest rates on new borrowing remaining elevated throughout much of 2023/24, borrowing was deferred until the final quarter of the year. Borrowing undertaken in March 2024 amounted to £20.000 million of PWLB maturities with short term tenors of 3 and 4 years to allow the Council to navigate past the expected hump in interest rates.

This position is prudent in the current economic climate (with PWLB rates forecast to drop from their prevailing rates, across the next 2 financial years), as it balances longer-term interest rate and refinancing risk with short-medium term budgetary implications.

At 31 March 2024, the Council was under-borrowed by £60.974 million. This means that the majority (85%) of the capital borrowing need, (the Capital Financing Requirement), is fully funded with loan debt.

The majority of useable reserves of £84.532 million at 31 March 2024 are fully cash backed.

5. The Economy and Interest Rates

UK Economy

Against a backdrop of stubborn inflationary pressures, the Russian invasion of Ukraine, and war in the Middle East, UK interest rates have continued to be volatile right across the curve, from Bank Rate through to 50-year gilt yields, for all of 2023/24.

Markets have sought an end to central banks' on-going phase of keeping restrictive monetary policy in place on at least one occasion during 2023/24 but to date only the Swiss National Bank has cut rates and that was at the end of March 2024.

UK, EZ and US 10-year yields have all stayed stubbornly high throughout 2023/24. The table below provides a snapshot of the conundrum facing central banks: inflation is easing, albeit gradually, but labour markets remain very tight by historical comparisons, making it an issue of fine judgment as to when rates can be cut.

	UK	Eurozone	US
Bank Rate	5.25%	4%	5.25%-5.5%
GDP	-0.3%q/q Q4 (-0.2%y/y)	+0.0%q/q Q4 (0.1%y/y)	2.0% Q1 Annualised
Inflation	3.4%y/y (Feb)	2.4%y/y (Mar)	3.2%y/y (Feb)
Unemployment Rate	3.9% (Jan)	6.4% (Feb)	3.9% (Feb)

The Bank of England sprung no surprises in their March meeting, leaving interest rates at 5.25% for the fifth time in a row and, despite no MPC members no longer voting to raise interest rates, it retained its relatively hawkish guidance.

The Bank's communications suggest the MPC is gaining confidence that inflation will fall sustainably back to the 2.0% target.

However, although the MPC noted that "the restrictive stance of monetary policy is weighing on activity in the real economy, is leading to a looser labour market and is bearing down on inflationary pressures", conversely it noted that key indicators of inflation persistence remain elevated and policy will be "restrictive for sufficiently long" and "restrictive for an extended period".

Of course, the UK economy has started to perform a little better in Q1 2024 but is still recovering from a shallow recession through the second half of 2023. Indeed, Q4 2023 saw negative GDP growth of -0.3% while y/y growth was also negative at -0.2%.

But it was a strange recession. Unemployment is currently sub 4%, against a backdrop of still over 900k of job vacancies, and annual wage inflation is running at above 5%. With gas and electricity price caps falling in April 2024, the CPI measure of inflation - which peaked at 11.1% in October 2022 – is now expected to continue to fall and to remain below that Bank of England benchmark for the next couple of years, according to Capital Economics; albeit the Bank of England still needs some convincing on that score. It is noted that core CPI was still a heady 4.5% in February and, ideally, needs to fall further.

Shoppers largely shrugged off the unusually wet weather in February, whilst rising real household incomes should support retail activity throughout 2024. Furthermore, the impact of higher interest rates on household interest payments is getting close to its peak, even though fixed rate mortgage rates on new loans have shifted up a little since falling close to 4.5% in early 2024.

From a fiscal perspective, the further cuts to national insurance tax (from April) announced in the March Budget will boost real household disposable income by 0.5 - 1.0%; although it remains to be seen how the General Election will impact this.

After real household disposable income rose by 1.9% in 2023, Capital Economics forecast it will rise by 1.7% in 2024 and by 2.4% in 2025. These rises in real household disposable income, combined with the earlier fading of the drag from previous rises in interest rates, means GDP growth of 0.5% is envisaged in 2024 and 1.5% in 2025. The Bank of England is less optimistic than that, seeing growth struggling to get near 1% over the next two to three years.

As for equity markets, the FTSE 100 has risen to nearly 8,000 and is now only 1% below the all-time high it reached in February 2023. The modest rise in UK equities in February was driven by strong performances in the cyclical industrials and consumer discretionary sectors, whilst communications and basic materials have fared poorly.

Despite its performance, the FTSE 100 is still lagging behind the S&P 500, which has been at an all-time high for several weeks.

USA Economy

Despite the markets willing the FOMC to cut rates as soon as June 2024, the continued resilience of the economy, married to sticky inflation, is providing a significant headwind to a change in monetary policy. Markets currently anticipate three rate cuts this calendar year, but two or less would not be out of the question. Currently, policy remains flexible but primarily data driven.

In addition, the Fed will want to shrink its swollen \$16 trillion balance sheet at some point. Just because the \$ is the world's foremost reserve currency (China owns over \$1 trillion) does not mean the US can continually run a budget deficit. The mix of stubborn inflation and significant treasury issuance is keeping treasury yields high. The 10 year stands at 4.4%.

As for inflation, it is currently a little above 3%. The market is not expecting a recession, but whether rates staying high for longer is conducive to a soft landing for the economy is uncertain, hence why the consensus is for rate cuts this year and into 2025...but how many and when?

EZ Economy

Although the Euro-zone inflation rate has fallen to 2.4%, the ECB will still be mindful that it has further work to do to dampen inflation expectations. However, with growth steadfastly in the slow lane (GDP flatlined in 2023), a June rate cut from the current 4% looks probable.

6. Borrowing Rates in 2023/24

PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. Indeed, in recent years many bond yields up to 10 years in the Eurozone turned negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter-term yields. In the past, this has been a precursor of a recession.

However, since early 2022, yields have risen dramatically in all the major developed economies, first as economies opened post-Covid; then because of the inflationary impact of the war in Ukraine in respect of the supply side of many goods. In particular, rising cost pressures emanating from shortages of energy and some food categories have been central to inflation rising rapidly. Furthermore, at present the FOMC, ECB and Bank of England are all being challenged by levels of persistent inflation that are exacerbated by very tight labour markets and high wage increases relative to what central banks believe to be sustainable.

Graph of 10 year UK gilt yields v. US treasury yields



Gilt yields have generally been on a continual rise since the start of 2021, peaking in the autumn of 2023. Currently, yields are broadly range bound between 3.5% and 4.25%.

At the close of the day on 28 March 2024, all gilt yields from 1 to 50 years were between 3.81% and 4.56%, with the 1 year being the highest and 6-7 years being the lowest yield.

Regarding PWLB borrowing rates, the various margins attributed to their pricing are as follows: -

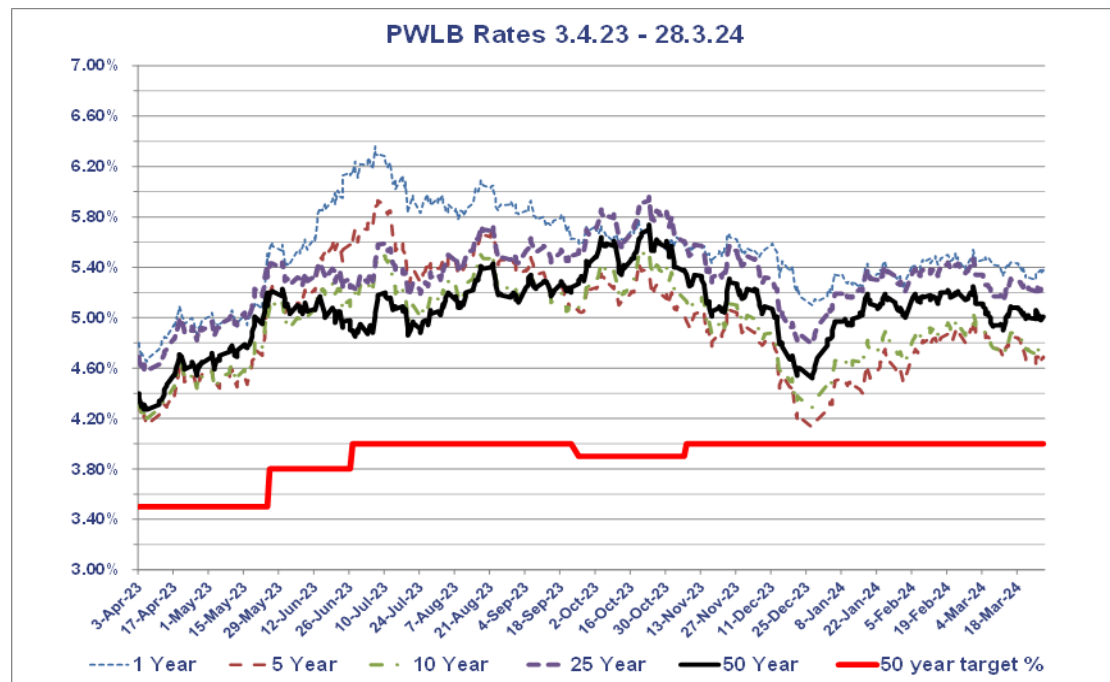
- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)
- **HRA Borrowing Rate** is gilt plus 40bps (G+40bps)

There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate falls and inflation (on the Consumer Price Index measure) moves below the Bank of England’s 2% target.

As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

The Bank of England is also embarking on a process of Quantitative Tightening. The Bank’s original £895bn stock of gilt and corporate bonds will gradually be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, and high in historic terms, is an unknown at the time of writing.

HIGH/LOW/AVERAGE PWLB RATES FOR 2023/24



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	4.65%	4.13%	4.20%	4.58%	4.27%
Low Date	06/04/2023	27/12/2023	06/04/2023	06/04/2023	05/04/2023

High	6.36%	5.93%	5.53%	5.96%	5.74%
High Date	06/07/2023	07/07/2023	23/10/2023	23/10/2023	23/10/2023
Average	5.54%	4.99%	4.97%	5.34%	5.08%
Spread	1.71%	1.80%	1.33%	1.38%	1.47%

7. Borrowing Outturn for 2023/24

New Treasury Borrowing:-

The following table gives details of new external treasury loans drawn during the year:-

Table 9: New Loans Taken in Financial Year 2023/24						
Lender	Date Taken	Principal £000's	Interest Rate	Fixed/ Variable	Maturity Date	Term (Yrs)
PWLB Maturity	28 Mar 2024	£ 10,000	4.54%	Fixed	28 Mar 2027	3.00
PWLB Maturity	28 Mar 2024	£ 10,000	4.37%	Fixed	28 Mar 2028	4.00
Total		£ 20,000				

Maturing Debt:-

The following table gives details of treasury debt maturing during the year:-

Table 10: Maturing Debt in Financial Year 2023/24						
Lender	Date Repaid	Principal £000's	Interest Rate	Fixed/ Variable	Date Originally Taken	Original Term (Yrs)
PWLB Annuities	Various	£ 53	7.75%-9.50%	Fixed	02 Aug 1968 to 15 May 1972	56-60 years
Salix	Various	£ 165	0.00%	Fixed	Various	7-8 years
Deutsche Pfandbriefbank	Various	£ 357	2.63%	Fixed	29 Jun 2017	28.00
Deutsche Pfandbriefbank	Various	£ 307	2.73%	Fixed	15 Nov 2018	25.50
Total		£ 882				

Rescheduling:-

No rescheduling was done during the year.

Summary of debt transactions:-

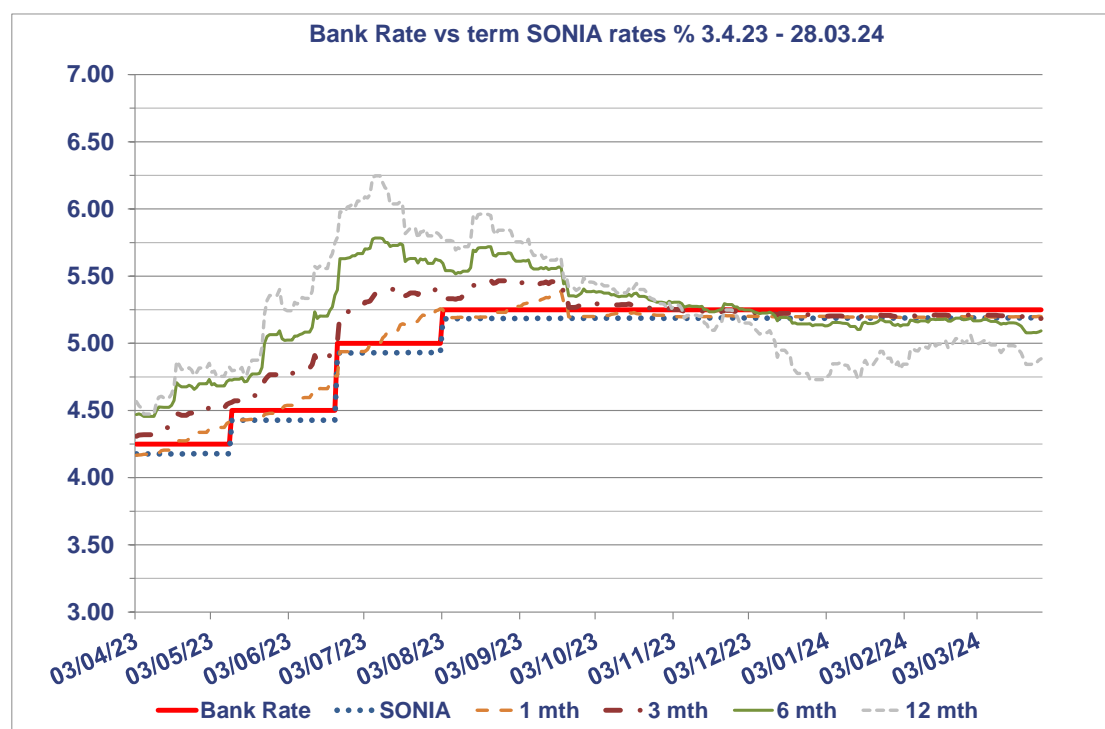
The average interest rate payable on external debt remained steady throughout the year, averaging 3.00% for the 2023/24 financial year (opening rate of 3.00% with closing rate of 3.09%). The average life of debt within the loan portfolio dropped from 31.81 years to 29.22 years.

8. Deposit Rates in 2023/24

Investment returns increased throughout the early part of 2023/24 to c. 5.25% before plateauing for the remainder of the year.

Money market fund rates started the year at 3.92-3.96%, increasing throughout the early part of the year in line with movements in Bank of England Base Rates, ending the year at 5.26-5.29%, with money market funds and instant access call accounts being utilised to manage the Council's day to day liquidity needs.

HIGH/LOW/AVERAGE BANK AND SONIA RATES FOR 2023/24



	Bank Rate	SONIA	1 mth	3 mth	6 mth	12 mth
Low	4.25%	4.18%	4.17%	4.31%	4.46%	4.47%
Low Date	03/04/2023	04/04/2023	03/04/2023	03/04/2023	06/04/2023	06/04/2023
High	5.25%	5.19%	5.39%	5.48%	5.78%	6.25%
High Date	03/08/2023	28/3/2024	19/09/2023	30/08/2023	07/07/2023	07/07/2023
Average	5.03%	4.96%	5.02%	5.13%	5.23%	5.2%
Spread	1.00%	1.01%	1.22%	1.17%	1.33%	1.77%

Investment returns picked up throughout the course of 2023/24 as central banks, including the Bank of England, continued to respond to inflationary pressures that were not transitory, and realised that tighter monetary policy was called for.

Starting April at 4.25%, Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 5.25% by August. By the end of the financial year, no further increases were anticipated.

The upward sloping yield curve that prevailed throughout 2023/24 meant that local authorities continued to be faced with the challenge of proactive investment of surplus cash, and this emphasised the need for a detailed working knowledge of cashflow projections so that the appropriate balance between maintaining cash for liquidity purposes, and “laddering” deposits on a rolling basis to lock in the increase in investment rates as duration was extended, became an on-going feature of the investment landscape.

With bond markets selling off, UK equity market valuations struggled to make progress, as did property funds, although there have been some spirited, if temporary, market rallies from time to time – including in November and December 2023. However, the more traditional investment options, such as specified investments (simple to understand, and less than a year in duration), have continued to be at the forefront of most local authority investment strategies, particularly given Money Market Funds have also provided decent returns in close proximity to Bank Rate for liquidity purposes.

While the Council has taken a prudent approach to investing surplus monies, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the Global Financial Crisis of 2008/09. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

9. Funds on Deposit Outturn for 2023/24

Deposit Policy:-

The Council's policy for placing deposits is governed by Scottish Government Investment Regulations, and the requirements of the CIPFA Prudential and Treasury Management Codes, which have been implemented in the annual investment strategy approved by the Council on 21 February 2023. This policy sets out the approach to the considerations when placing deposits, specifically security, liquidity and then yield (in that order) and sets out the approach for choosing counterparties based on their credit strength, and for financial institutions is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.).

The activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties. The position at 31 March 2024 was as follows:-

Table 11: Breakdown of Deposits by Counterparty at 31 March 2024

Counterparty	Principal Outstanding 31 Mar 2024 £000's	Security Long/Short Term Rating (Colour)	Liquidity		Yield	UK Local Authority Investment* £000's
Bank of Scotland	1,498	A+/F1 (Red)	Instant Access Call Account		5.14%	203,653
Royal Bank of Scotland	2	A+/F1 (Blue)	Instant Access Call Account		3.25%	21,857
Handelsbanken	19	AA/F1+ (Orange)	Instant Access Call Account		5.09%	209,263
MMF - Aberdeen Liquidity Fund	216	AAAmf (Yellow)	Instant Access Money Market Fund		5.26%	689,417
MMF - Federated	10,548	AAAmf (Yellow)	Instant Access Money Market Fund		5.29%	1,086,498
MMF - LGIM	14,335	AAAmf (Yellow)	Instant Access Money Market Fund		5.29%	399,681
National Westminster Bank plc	20,000	A+/F1 (Blue)	27-Mar-24	27-Mar-25	5.06%	558,629
Handelsbanken	10,000	AA/F1+ (Orange)	27-Mar-24	27-Sep-24	5.25%	209,263
Total Deposits	56,618				5.20%	2,943,488

* As at 31 March 2024

Deposits placed by the Council:-

The Council maintained an average balance of £94.298 million of instant access and fixed term deposits, earning an average rate of return of 4.86%. The comparable performance indicator³ is 4.42%.

³ 4.5 month backward uncompounded SONIA (Sterling Overnight Index Average) which reflects the weighted average duration of the Council's portfolio for the year

10. Performance Measurement

One of the key requirements in the Code is the formal introduction of performance measurement relating to investments, debt and capital financing activities.

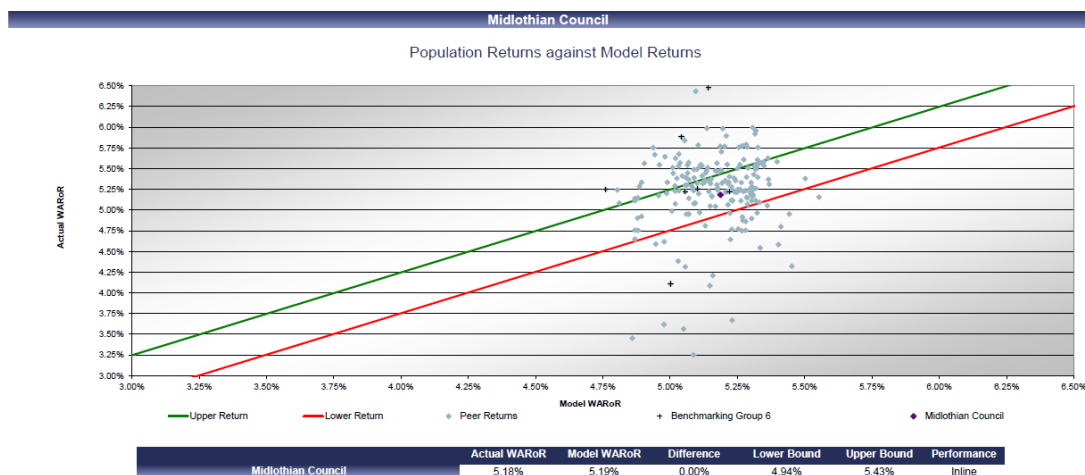
Loans Fund Rate

Combining the interest paid (earned) on external debt (deposits) with charges for premiums written off and internal interest allowed into an average Loans Fund Rate, Midlothian's result of 2.41% for 2022/23 was the lowest Loans Fund Rate amongst all mainland authorities in Scotland, as reported previously to Council.

The comparative Loans Fund Rate for 2023/24, of 2.08%, is once again expected to be one of the lowest when benchmarked against all mainland authorities in Scotland (note that at present, these benchmark figures are not yet available).

Deposit Benchmarking

The Council participates in the Scottish Investment Benchmarking Group set up by its Treasury Management Consultants, Link. This service provided by Link provides benchmarking data to authorities for reporting and monitoring purposes, by measuring the security, liquidity and yield within an individual authority portfolio. Based on the Council's funds on deposit as at 31 March 2024, the Weighted Average Rate of Return (WARoR) on deposits of 5.20% against other authorities is shown in the graph below:-



As can be seen from the above graph, Midlothian is performing above the Link model benchmarks (red to green lines), and is achieving one of the highest Weighted Average Rates of Return (WARoR) for the Weighted Average Credit Risk held, not only amongst peer Councils within the Benchmarking Group but also amongst the population of authorities across the UK.

Debt Performance

Whilst deposit performance criteria have been well developed and universally accepted, debt performance indicators continue to be a more problematic area with the traditional average portfolio rate of interest acting as the main guide. In this respect, the relevant figures for Midlothian are incorporated in the table in Section 3.

11. Conclusion

The Council's overall cost of borrowing continues to benefit significantly from the approved strategy and the proactive Treasury Management activity undertaken.

The cost of long term borrowing has been maintained throughout the year, with the benefit of long term borrowing in December 2021 allowing the Council to defer borrowing at higher than forecast rates during the 2023/24 financial year.

A better than average return on deposits has been achieved for the eighteenth consecutive year and Midlothian continues to perform above the Link model benchmarks and is achieving one of the highest Weighted Average Rates of Return (WARoR) for the Weighted Average Credit Risk held, not only amongst peer Councils within the Benchmarking Group but also amongst the population of authorities across the UK.

Overall Midlothian's Loans Fund Rate of 2.08% for the year is expected to be one of the lowest when benchmarked against all mainland Authorities in Scotland.

Internal Audit Shared Service Arrangement Continuation

Report by Chief Executive

Report for Decision

1 Recommendations

Council is recommended to:

- a) Note the agreement of Midlothian Council Audit Committee on 24 June 2024, following the 18-month initial period, to the continuation of the Chief Internal Auditor Shared Service on an ongoing basis.
- b) Approve the continuation of the Chief Internal Auditor Shared Service between Midlothian and East Lothian Council on an ongoing basis.
- c) Note that flexibility will be considered as part of the ongoing Internal Audit annual planning process to widen the agreement to the sharing of Internal Audit and Counter Fraud resource staffing, when the potential allows.

2 Purpose of Report/Executive Summary

This report provides Council with the appraisal of the first 18 months of the Shared Service arrangement for the Chief Internal Auditor between Midlothian and East Lothian Council. Significant budget savings have been delivered within the Internal Audit and Counter Fraud team over the 18-month period whilst continuing to deliver a service that meets the requirements of the Public Sector Internal Audit Standards (PSIAS).

An updated SLA has been drafted to cover an ongoing Shared Service for Chief Internal Auditor services from 1 July 2024. The SLA provides for a continuation of the current Chief Internal Auditor Shared Service on ongoing basis with a five-year review date for the SLA. Provision has also been made for the potential to widen the sharing of services to the completion of audit or counter fraud work when approved by the Midlothian Audit Committee and the East Lothian Audit & Governance Committee.

The Audit Committee have considered the matter at the meeting of 24 June 2024, and subject to the Audit Committee recommendation, Council is being asked to approve the continuation of the Chief Internal Auditor Shared Service arrangements and therefore the signing of the SLA with East Lothian Council

Date 18 April 2024

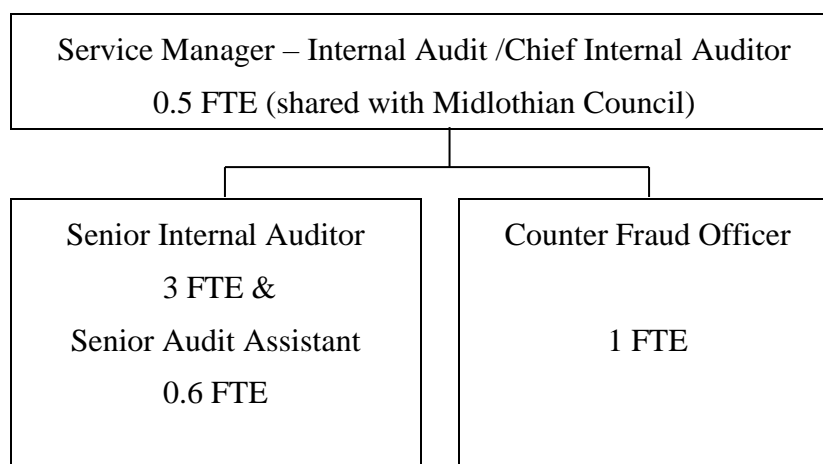
Report Contacts

Duncan Stainbank, Chief Internal Auditor
duncan.stainbank@midlothian.gov.uk

3 Background

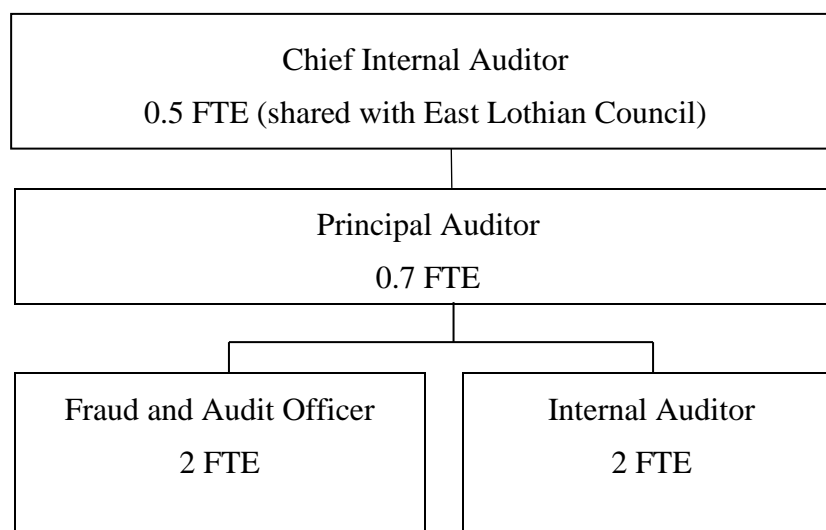
- 3.1 For the 5 years to the 30 June 2022 Midlothian Council had a shared service arrangement for Chief Internal Auditor Services with Scottish Borders Council. Following this arrangement ending on the 30 June 2022, and an unsuccessful recruitment process for an Internal Audit Manager, East Lothian Council were approached to consider a shared service. During 2022 a shared service was approved between East Lothian and Midlothian Council and the service commenced on the 1st January 2023.
- 3.2 The Midlothian Council approved budget for Internal Audit was reduced by £55K per annum with the deletion of posts from the establishment as part of the 2023/24 approved Council budget. Services have been maintained to meet Public Sector Internal Audit Standards with this reduced budget and staffing and will continue to do so moving forward.
- 3.3 Both Midlothian and East Lothian Council continue to have Internal Audit Plans approved by the Audit Committee and the Audit & Governance Committee respectively on a risk basis, including length of time since last assurance review of an area. Whilst some risks are shared between the Councils, some are specific to each council, however, that allows for efficiencies in sharing audit programmes and methodologies, with the potential for further savings if staffing is shared.
- 3.4 The Internal Audit teams are structured as shown in the following diagrams:

East Lothian Council



The Service Manager – Internal Audit, East Lothian’s Internal Audit Unit provides Internal Audit & Counter Fraud services for both the Council and the East Lothian Integration Joint Board and reports administratively to the Executive Director for Resources, functionally to the Audit and Governance Committee and has direct access to the Chief Executive, the Section 95 Officer and the Monitoring Officer.

Midlothian Council



The Internal Audit function in Midlothian reports to the Chief Executive and provides Internal Audit and Corporate Fraud services for both the Council and the Midlothian Integration Joint Board.

- 3.5** Resources are anticipated to remain as they are currently available with the expectation of creating some cross working opportunities for staff when approved by Audit Committee. Cross working in certain audit areas will be more efficient and create greater resilience across these small teams. Any cross working will be approved prior to implementation and be dependent on appropriately available staffing for both Councils.

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

4.1 Resource

This paper proposes no changes to the current resourcing of the Internal Audit and Counter Fraud teams.

4.2 Digital

There are no digital implications arising from this report.

4.3 Risk

The continuation of the Shared Service arrangement for Chief Internal Auditor services creates a key person dependency risk across both Council's. However creating a greater pool of staff with some knowledge of both Councils being developed provides a mitigation to that risk.

4.4 Ensuring Equalities

This report does not relate to a new or revised policy, service or budget change, which affects people (the public or staff), so an Integrated Impact Assessment (IIA) is not an applicable consideration.

The Internal Audit work is carried out in accordance with the appropriate legislation and professional standards. The latter includes compliance by those within the Internal Audit function with the Code of Ethics set out in the PSIAS. This is of particular importance and relevance for the profession of Internal Audit founded as it is on trust placed in its independent and objective assurance about risk management, internal control and governance.

4.5 Additional Report Implications (See Appendix A)

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Although this report does not relate directly to the key priorities within the Single Midlothian Plan to which Midlothian Council and its Community Planning Partners have made a commitment (Reducing the gap in economic circumstances; Reducing the gap in learning outcomes; Reducing the gap in health outcomes; and Reducing the impact of climate change), good governance is important to enable Midlothian Council to deliver its key priorities in support of achieving the Council's objectives.

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

Midlothian Council is committed to creating a great place to grow supported by the 9 drivers for change. Implementing the 9 drivers for change in practice is applicable to the Council's Internal Audit service provision to assist the Council in achieving its objectives.

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 definition of Internal Auditing within the Public Sector Internal Audit Standards (PSIAS) is "Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes."

Internal Audit is a key element of good governance which is important to enable Midlothian Council to achieve its objectives.

Recommendations made by Internal Audit underpin the Council's own continuous improvement arrangements to enhance its effectiveness, thus supporting the delivery of the Council's best value duties. Providing a pathway to greater resilience in the Internal Audit and Counter Fraud service will assist in delivering best value.

A.5 Involving Communities and Other Stakeholders

The Chief Internal Auditor is accountable to the Audit Committee which, in fulfilling its governance role, acts as a bridge between the Council and other stakeholders.

A.6 Impact on Performance and Outcomes

Applying the framework of the PSIAS will give the Audit Committee assurance that the Internal Audit function is compliant with legislative requirements and current best practice.

A.7 Adopting a Preventative Approach

The PSIAS are applicable from 1 April 2013 (amended 2017) which means the Internal Audit Service has taken steps to be fully compliant.

A.8 Supporting Sustainable Development

This report does not relate directly to supporting sustainable development. Internal Audit is a key element of good governance which is important to enable Midlothian Council to achieve its objectives including sustainable outcomes.

Cost of Living supports 2024/25**Report by Saty Kaur, Chief Officer Corporate Solutions****Report for Decision****1 Recommendations**

Council is asked to:

- Note the research and analysis of findings related to poverty as set out at 3.3-3.7.
- Recognise the significant work undertaken around employability support as set out at 3.8-3.11.
- Agree to fund £462,500 to support Cost of Living interventions detailed in 3.22-3.24, from COVID recovery funds.
- Agree to delegate authority of allocation of funding to the Cost of Living Task Force.

2 Purpose of Report/Executive Summary

To provide Council with options for future poverty reduction interventions and associated costs.

Date 16th May 2024**Report Contact:** Saty Kaur, Chief Officer Corporate SolutionsSaty.Kaur@midlothian.gov.uk

3 Background

- 3.1** At its meeting of 29 August 2023, Council approved the allocation of £140k to fund activity for September 2023 to March 2024 to support communities facing a Cost of Living crisis, with the allocation of the funding delegated to the Cost of Living Task Force (COLTF) to determine. This was in addition to existing funding from the Local Authority Covid Emergency Recovery (LACER) funds which Midlothian Council received for 2021/22.
- 3.2** At the COLTF meeting on 20 March 2024 the COLTF agreed to use unspent funds from the above allocation(s) to fund mitigation measures until the end of June 2024. COLTF requested officers to bring back a fuller report of interventions to be considered by COLTF to then be recommended to Council to be funded for 2024/25, including both mitigation and prevention measures.

Research and analysis

Single Midlothian Plan Reducing Poverty Theme

- 3.3** The Reducing Poverty theme, including child poverty, reports on progress against 3 outcomes:
- poverty and child poverty is reduced through use of partnership levers and resources,
 - benefit income maximised for individuals and families and financial resilience is improved for low-income households
 - the most significant impacts of poverty on individuals and families are reduced.

Good progress has been made towards all 3 outcomes and associated actions as detailed in the Single Midlothian Plan H2 Performance Report (Half year October 2023 to March 2024) report later on the agenda for today's meeting.

- 3.4** As part of the Single Midlothian Plan Reducing Poverty theme of the plan, local people and partners were asked what would make the most difference in relation to reducing poverty. From the analysis of the Citizens Panel, 92% of respondents said we need to focus on reducing the number of people who struggle to pay for food and fuel, and 90% said we need to ensure there is fair work for people and increase the number of businesses offering good fair work opportunities. Through the Hackathon results young people indicated the need for a focus on better pay and support for everyone trying to gain employment, improved transport links and better access to support available.
- 3.5** Out of the 7,900 Midlothian residents deemed economically inactive from October 2022 to October 2023 only 200 indicated they were actively seeking work. Therefore, there is a need to focus interventions

and support on those in receipt of benefits and in low paid employment, as well as those who are economically inactive and seeking work.
COLTF commissioned research

3.6 In 2022, COLTF commissioned Nick Hopkins to undertake a review of poverty, which was presented to COLTF in Spring 2023. Four themes emerged from this research:

- Increasing benefit take up/ access to money advice
- Reducing household outgoings/ building financial resilience.
- Mitigating food insecurity and destitution.
- Developing a whole system approach.

Income Maximisation Review

3.7 The Child Poverty Action Group has commissioned research into Income Maximisation Services in Midlothian. This is being analysed with the full report and actions to be published shortly. Initial findings suggest a need to streamline income maximisation services and further work is required to be done to present options for future models of delivery.

Work ongoing and progress to date

No One Left Behind funding

3.8 Positive outcomes have been achieved through the No One Left Behind (NOLB) Scottish Government funded projects. Over the last 12 months, the Parental Employability Support Fund (PESF) has achieved outcomes as follows:

186 new parents	114 existing parents	Total of 300 parents have been worked with
42 entered employment. (25 unemployed/ 17 employed and progressed in employment)	38 entered employment. (23 unemployed / 15 employed and progressed in employment)	80 parents entered employment, self-employment MA or progressed in employment.
121 parents receiving 1:1 keyworker support have achieved a total of 275 qualifications. 36.78% of parents achieved work related accredited qualifications (this includes the 31 NOLB grants parents who achieved 19 qualifications)		
9 parents started Further Education/Higher Education		

- 3.9** For the training for parents, barrier free/childcare subsidy fund:
- 121 parents have utilised the free work-related accredited courses through PESF to gain qualifications and/or have accessed funding to attend external employability related training.
 - 13 parents receive support with childcare initial costs through the childcare subsidy fund. While a further 49 parents accessed the barrier free fund for support for exams/resits, ID, PVGs, online virtual training and/or resources to remove barriers towards employment.
 - 78 parents received support/ costs towards travel with a total of 311-day tickets being issued, Bus and taxi being provided to courses not on direct bus routes and petrol costs to training.
 - 29 parents have received clothing/ PPE for work due to need.
- 3.10** For delivery of paid work placements for parents:
- 13 placements in total:
 - 8 Third Sector Interface placements (all started)
 - 5 Local Authority (LA) placements
 - 1 placement in LA did not start.
 - 7 have secured employment so far
 - 3 are actively continuing to be seeking employment.
 - 2 have withdrew from PESF programme due to personal situations.
- 3.11** In addition, through NOLB, Employability for All Ages, 255 young people and adults (who are not parents including young people) are being supported. 80 of these started in quarter 4 - 32 new into employment, 11 into college and 75 gained qualifications. Intensive support has been provided for 7 young people with disabilities who have started with the programme in the last quarter.

Child Poverty Action Plan

- 3.12** Examples of positive delivery over the last 6 months from the child poverty plan:
- rollout of the Money Matters training for Communities, Lifelong Learning and Employability and Housing Services,
 - childcare consultation,
 - cost of school day work,
 - 'our story' lived experience peer research project underway with 15 peer researchers being trained
 - near completion of the Income Maximisation Review.

Fair Work agenda

- 3.13** There are a number of registered [living wage employers in Midlothian](#).
- 3.14** The Council employs over 4000 staff, with the majority resident in the Midlothian area. The Council is a Living Wage Accredited employer and pays Living Wage for all staff including apprentices and 16–17-year-old workers. The Council does not use zero hours contracts and opposes the use of hire and rehire practices.
- 3.15** The Council had a range of family friendly policies to help tackle the gender pay gap and create a family friendly workplace including:
- Adoption Policy
 - Carer Policy
 - Family Leave Policy
 - Flexible Retirement Policy
 - Hybrid Working Policy
 - Maternity Policy

It also has a range of policies aimed to create a more diverse and inclusive workplace:

- Equalities and Diversity Framework
- Gender Based Violence Policy
- Menopause Policy
- Mental Health and Wellbeing Policy
- Recruitment and Selection Policy
- Sexual Harassment Policy
- Transgender Equality Policy

The Council is Equally Safe accredited (Bronze)

- 3.16** However there is still a need to support businesses to improve their rates of pay and to provide opportunities for women to secure higher paid hourly work. Analysis of women working in Midlothian show they are earning nearly £4 an hour below the Scottish average (earning £14.04 per hour as opposed to the Scottish average of £17.93 per hour), whereas men working in Midlothian are earning £18 an hour.
- 3.17** From the research undertaken to date, it is apparent that a number of private companies in Midlothian do not pay the real Living Wage. Discussions are taking place to identify where steps could reasonably be taken to support these employers to provide fairer working environments that would alleviate pressure on household finances. Further information will be presented to members when fully scoped out.

Next steps and proposed interventions (mitigation and prevention)

3.18 It is clear that the Cost of Living Crisis continues for Midlothian communities and there is little indication that this will change in the near future. From analysis of the current context and use of the current mitigating interventions delivered to date, alongside feedback from local people, focus sessions with Trusted Partners, and the pressure that is experienced from CABs, Foodbanks and Food Pantries for their services, it is the view of officers that there is still a need to plan for mitigation actions throughout 2024/25 to support communities.

3.19 Examples given through the above feedback of how the cost of living crisis is impacting households included

- instances of residents requiring unique supports in the current environment
- family breakdowns impacting the ability to make car repayments where the car is essential for work
- people experiencing drastic increases in living costs through increased mortgage payments
- the financial impact of the removal of the temporary rent cap and eviction moratorium from 1st April 2024
- continuation of high food and fuel costs
- debt and winter debt from 23/24 and worries about 24/25 winter living costs.

3.20 Throughout 2023/24, COLTF has raised concerns on a range of issues such as the Cost of School Day, food poverty, baby milk costs, support for older people, employability etc. There have been discussions on how to move from mitigation to prevention, and the research that has been undertaken will help to inform that approach.

3.21 However, as preventative measures are designed and delivered, it is important to acknowledge that there are still communities who face significant financial challenges and require immediate interventions to sustain their households and meet basic living costs. As such, set out below are a range of interventions and indicative costs.

Council is asked to fund the interventions described in 3.22 – 3.24 to support communities who are experiencing poverty and inequality in the current cost of living crisis.

Existing interventions proposed for continuation

3.22 From mitigations delivered by COLTF in the last two years, it is suggested that Council approve the continuation of the following interventions:

- **Trusted Partner model:** the current Trusted Partner model is due to finish end June 2024. Focus groups have taken place with the Trusted Partners and the view from them is that a number of users are reliant on the funding; therefore, to remove this would present significant risk, driving more people into poverty.
- **Food Pantry/Fund:** A pilot project is proposed to establish a central food storage in Midlothian where pantries could bulk purchase/store/access, which would drive down their costs, developing a sustainable pantry network. This would centralise waste food and stock donations to ensure equitable spread across Midlothian. This would require funding for a part time Development Worker and money for the rental of an industrial/storage unit. Whilst this is being established, it is proposed to consider allocating funding to the existing pantry/food models to transition to the pantry network.
- **Warm and Well Hubs:** These are funded to the end June 2024, then it would be intended to pause the Warm and Well Hubs as a range of summer programme activity will be on offer for children and young people over the summer holidays with food offerings included. In 2023/24, the hubs ran from September 2023 to June 2024. It is proposed COLTF consider if they should be re-established after the summer holidays to run again until Summer 2025.
- **With You:** this intervention provides financial supports to tenants who engage in WithYOU support living in temporary and permanent accommodation that are currently affected by the cost-of-living crisis. This includes financial support for those who are struggling with arrears, heating costs and basic daily essentials (cleaning products, detergents, towels, self-care products) and for tenants who are not eligible for Crisis Care Grants.
- **Holiday food vouchers:** Previously Midlothian Foodbank issued 400 food vouchers to families for Christmas 2023 as a pilot. This was well received by communities and a further £15k has been allocated to Midlothian Foodbank to be used for vouchers over the Summer 2024 holidays. It is proposed that COLTF consider funding for the upcoming Christmas 2024 and Easter 2025 holiday period.

NEW mitigation interventions

3.23 Following discussions at COLTF, the following new mitigations are proposed for Council's approval:

- **Trusted Partner model – school expansion:** A pilot Trusted Partner model has been adopted in Woodburn Primary School. Following analysis of outcomes, it is proposed to consider a rollout of this model across all 32 primary schools for in the 2024/25 financial year, noting that this would be a flexible approach designed in partnership with the primary school to meet the needs of their learners
- **Discretionary funding for various supports** – food provision for youth activities, pantry vouchers, qualifications for learners due to no Individual Training Accounts and transport costs to enable people to access supports.

Preventative interventions

3.24 As part of the shift towards prevention, the following new interventions are proposed for approval by Council:

- **Development of a pantry network:** supporting communities to access food has been a theme throughout the response to the cost of living crisis. As referenced in 3.22 above, a pilot project is proposed to establish a central food storage in Midlothian where pantries could bulk purchase/store/access, which would drive down their costs, developing a sustainable pantry network. This would centralise waste food and stock donations to ensure equitable spread across Midlothian.

This would require funding for a part time Development Worker and money for the rental of an industrial/storage unit. It should be noted that in 2023, officers submitted an application to secure external funding for this pilot, but the application was unsuccessful, therefore Council is asked to allocate funding to this pilot.

- **Income Maximisation Officers:** In response to the pandemic, the Council funded 2FTE Income Maximisation Officers that were employed by Citizens Advice Bureau (CAB) to deliver Income Maximisation supports. The funding ended in March 2024.

Analysis of the work to date shows that in 2023/24 the impact of the income maximisation work that CAB delivers resulted in:

- Dakeith CAB Total Financial Gains - £4,001,420
- Penicuik CAB Total Financial Gains - £2,646,344
- Total Midlothian Gains - £6,647,764

From this, the contribution from the Council resulted in financial gain for clients amounting to a total of £269,416 (Dalkeith CAB - £113,078 / Penicuik CAB - £156, 338)

Whilst the review of Income Maximisation concludes and the findings analysed for consideration, Council are asked to continue to fund 2FTE for one year.

Scottish Welfare Fund

- 3.25** Following establishment of a pilot Scottish Welfare Fund (SWF) assessment team, work is ongoing to identify causes for applications to SWF. This will lead to recommendations on preventative approaches that could be considered for implementation to reduce SWF applications and try and move people from crisis to more sustainable ways of managing household income and budgets (where this is feasible for households).
- 3.26** Midlothian is part of the Improvement Service and SOLACE's Local Government Benchmarking Framework and Peer Collaborative Improvement programme. Midlothian has been identified as an authority of high performance in SWF assessment and processing times and is collaborating with East Renfrewshire, Falkirk and Inverclyde Councils, and CoSLA to look at SWF in more detail. The programme scope also includes the wider poverty agenda and the SWF review and action plan. It is hoped that as part of this programme, learning from other authorities can be adopted to better understand the reasons for SWF applications and what earlier interventions can be introduced to prevent households reaching crisis stage, and what holistic approaches can be introduced to support communities. Further updates will be provided during the programme.

Summary

- 3.27** In the tables below are indicative costs for the proposed interventions listed in 3.22 – 3.24.

	Mitigating Intervention - existing	Costing	Notes
1	Continuation of Trusted Partners model with wider flexibility (reheatable foods, debt support, interim travel support fund, laundry etc). Current funding fully spent/allocated. Request for funding 2024/25	£159,500 (9 months figure, June 24 – Mar 25)	Existing TP model finishes end June 2024. This proposal is to extend to March 2025
2	Continuation of Food/Pantry Fund <ul style="list-style-type: none"> • Midlothian Foodbank • Central Dalkeith and Woodburn Pantry • Gorebridge Pantry • MAEDT Pantry • Newtongrange Dev Trust Pantry • Food Fact Friends 	£30,000 (£5,000 each)	Acting as a transition fund whilst the pantry network is established (linked to intervention nos 8 & 9)
3	Holiday food vouchers provided by Midlothian Foodbank for referred families	£15,000	Funding allocated for Summer 2024 already. Request for Christmas 2024 and Easter 2025
4	Warm and Well Hubs	£25,000	This is the same allocation as 2023/24 to run from September 2024 to June 2025
5	With You – providing cash first supports to tenants	£30,000	As per previous year(s) funding allocation
	Summary total	£259,500	

	Mitigating Intervention – new	Costing	Notes
6	Expansion of school Trusted Partner model - 32 primary schools	£64,000 (£2,000 per primary school)	Following assessment of the Woodburn Primary School pilot
7	Discretionary funding (various) – food for youth provision, pantry vouchers and allocation for funding towards qualifications for learners as no ITAs, bus tickets to support people to access supports.	£10,000	
	Summary total	£74,000	
	TOTAL mitigation interventions	£333,500	

	Preventative Intervention	Costing
8	Central food storage – hire of a storage unit to enable bulk purchases and central distribution	£15,000 for 18 months
9	Central food coordinator hosted by Third Sector for 18 months	£50,000 for 18 months
10	Income maximisation staffing	£64,000 for 2 workers for 1 year
	TOTAL preventative interventions	£129,000
	TOTAL funding requested	£462,500

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

In summary to resource all mitigation actions for 2024/25 would require £333,500 and to resource all preventative actions for 2024/25 would require £129,000. The overall total is £462,500 if all interventions are approved by Council, to be funded from COVID recovery funding.

4.2 Digital

None

4.3 Risk

Midlothian communities are continuing to face significant challenges due to the Cost-of-Living crisis. Winter pressures are forecast to continue across 2024/25 due to current economic and social pressures. Council has the opportunity to fund a range of supports to aid residents during this time and work to prevent further poverty and inequality.

4.4 Ensuring Equalities (if required a separate IIA must be completed)

All Cost of Living interventions are intended to reduce inequality and tackle poverty.

4.4 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The Single Midlothian Plan aims to reduce poverty, inequality and mitigate against the cost of living crisis.

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

The mitigating and preventative actions have been independently reviewed through the Hopkins report and have found to be based on delivering best value using an asset-based partnership model.

A.5 Involving Communities and Other Stakeholders

We have utilised feedback from the Citizens Panel, Hackathon and Trusted Partners to design and deliver cost of living interventions.

A.6 Impact on Performance and Outcomes

Robust tracking is in place across the range of mitigating actions and will continue for 2024/25 for the interventions that are funded.

A.7 Adopting a Preventative Approach

The request for interventions will directly support preventative measures for Midlothian residents.

A.8 Supporting Sustainable Development

By utilising a community-based partnership model for the cost of living supports it reduces some of the climate change associated costs for example being able to access services locally and accessing other climate change services like Changeworks.

Replacement Beeslack Consultation

Report by Executive Director Children, Young People & Partnerships

Report for Decision

1 Recommendations

Council is recommended to approve the following:

- i. Beeslack Community High School will be relocated from its current site to land adjacent to Easter Bush from August 2026 or as soon as possible thereafter;
- ii. A new additional support needs (ASN) stage will be established at Beeslack Community High School when the school opens in August 2026 or as soon as possible thereafter;;
- iii. The catchment area of Beeslack Community High School will be realigned to include the catchment areas of Loanhead and Paradykes Primary Schools;
- iv. The catchment area of the closed Glencorse Primary School will be realigned to the Mauricewood Primary School catchment area;
- v. The catchment area of Penicuik High School will be realigned to include the catchment areas of Mauricewood and the closed Glencorse Primary Schools;
- vi. A new ASN stage will be established at Penicuik High School.

2 Purpose of Report

This report advises on the outcome of the statutory consultation on the proposal to relocate Beeslack Community High School and realign the associated primary catchment areas as well as the secondary catchment areas of Penicuik and Lasswade High Schools, and seeks approval for the recommendations outlined above.

This report summarises the statutory consultation on the proposal undertaken in the period from Monday 19 February to Tuesday 16 April 2024. The statutory report on the outcome of the consultation was published on 3 June 2024 and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal.

Date: 31 May 2024

Report Contact:

Katy Johnstone, Learning Estate Resource Officer, Education

Katy.Johnstone@midlothian.gov.uk

3 Background

1. The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
2. Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) 2016 Act*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
3. In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development.
4. As part of Midlothian's Learning Estate Strategy 2017-2047, it was identified that a new/replacement secondary school would be required to address capacity pressures across the A701 corridor and Penicuik.
5. At a meeting of Midlothian Council on 15 December 2015 approval was granted for officers to consult communities on options for secondary schools to serve the A701 Corridor and Penicuik and to subsequently bring a paper to Council outlining the preferred approach.
6. Subsequently an informal consultation exercise was undertaken on the options for secondary schools to serve the A701 corridor and Penicuik. This consultation posited five options, of which the preferred option was the replacement of Beeslack Community High School, the extension of Lasswade High School and the refurbishment and extension of Penicuik High School to serve the Penicuik area, including Mauricewood.
7. At a meeting of Midlothian Council on 20 December 2016 councillors approved the recommendation for officers to move forward with identifying a potential site in Midlothian West Ward for the proposed replacement Beeslack school building. As well as the recommendation that officers would provide a further report for approval of a statutory consultation on the provision of secondary school education in the A701 corridor.

8. On 11 May 2021, full council approved recommendations to delegate authority to the Executive Director Children, Young People and Partnerships to undertake the statutory consultations required for the implementation of the Learning Estate Strategy with the exception of projects involving potential school closures.
9. Subsequently, on 14th December 2021, Council approved the Strategic Business Case for the replacement of Beeslack Community High School on the proposed site within the Easter Bush campus.
10. The statutory consultation on the proposal was undertaken in the period from Monday 19 February to Sunday 16 April 2024. The statutory report on the outcome of the consultation was published on 3 June 2024, and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal. The report is available on the Council's Citizen Space Consultation page:
<https://midlothiancouncil.citizenspace.com/education/replacement-beeslack-consultation>
11. The Education Service held two Public Meetings at Beeslack Community High School on Wednesday 20th March 2024 and Lasswade High School on Monday 25th March 2024. 16 members of the public attended the first public meeting and 9 attended the second.
12. A total of 388 responses to the consultation were received during the period of the statutory consultation.
13. 246 responses to the consultation were in favour of the proposal to relocate Beeslack Community High School from its current site to land adjacent to Easter Bush, 105 were not in favour and 37 had no opinion.
14. 222 responses to the consultation were in favour of the proposal to realign the Beeslack Community High School catchment area to include the catchment areas of Loanhead and Paradykes Primary Schools, 98 were not in favour and 68 had no opinion.
15. 124 responses to the consultation were in favour of the proposal to realign the catchment areas of the closed Glencorse Primary School and Mauricewood Primary School from the Beeslack Community High School catchment area to the Penicuik High School catchment area, 115 were not in favour and 149 had no opinion.
16. 152 responses to the consultation were in favour of the proposal to realign the catchment area of the closed Glencorse Primary School to the Mauricewood Primary School catchment area, 58 were not in favour and 178 had no opinion.
17. 269 responses to the consultation were in favour of the proposal to what extent do you agree or disagree with the proposal to establish a new ASN stage at Beeslack Community High School, 24 were not in favour and 95 had no opinion.

18. 230 responses to the consultation were in favour of the proposal to what extent do you agree or disagree with the proposal to establish a new ASN stage at Penicuik High School, 19 were not in favour and 139 had no opinion.

19. Education Scotland's Her Majesty's Inspectors of Education (HM Inspectors) prepare a report in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal (Appendix B).

20. The Education Scotland report summary states:

"HM Inspectors agree that this proposal has clear educational benefits. The proposed catchment changes and a new school building will help to address current and future capacity issues across the school estate. The majority of stakeholders are supportive of the proposals to relocate Beeslack Community High School and establishing new ASN stages at Beeslack Community High School and Penicuik High School. There are varied views in regard to rezoning of the school catchments. Should the proposal be agreed, there will be a need to continue to engage with stakeholders to ensure that their questions and concerns are considered and addressed. This should include, providing reassurance to parents around safe routes to school. During the design phase for the new school building, the council should continue to ensure that the ASN facility takes appropriate account of the requirements of learners with severe and complex medical needs."

21. The statutory consultation report was published on 3 June 2024 leaving the required period of at least three weeks for further representations to be made prior to Council's consideration of the report and its decision regarding the recommendations:

1. Beeslack Community High School will be relocated from its current site to land adjacent to Easter Bush from August 2026 or as soon as possible thereafter;
2. A new additional support needs (ASN) stage to be established at Beeslack Community High School when the school opens in August 2026 or as soon as possible thereafter;
3. The catchment area of Beeslack Community High School to be realigned to include the catchment areas of Loanhead and Paradykes Primary Schools;
4. The catchment area of the closed Glencorse Primary School to be realigned to the Mauricewood Primary School catchment area;
The catchment area of Penicuik High School to be realigned to include the catchment areas of Mauricewood and the closed Glencorse Primary Schools;
5. A new ASN stage to be established at Penicuik High School.

22. The recommendation of the statutory consultation report is for Council to approve the relocation of Beeslack Community High School and realignment of the associated primary catchment areas as well as the secondary catchment areas of Penicuik and Lasswade High Schools as outlined above.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

The total approved capital expenditure budget for the Beeslack CHS Replacement project is £115.811 million. This is for the provision of a 1,600 pupil High School, along with Swimming Pool and Community Facilities.

The cost of the provision will be met by the Council, partially off-set by Learning Estate Investment Programme (LEIP) Funding from the Scottish Government and Developer Contributions. LEIP funding provides for 50% of the like for like facilities in the replacement school. Developers have a legal obligation to pay their proportionate share of costs of the new Education facility directly related to the impact of the additional housing being built.

Staff at Beeslack CHS would transfer to the new school site when it opens and staffing at Beeslack CHS will be in line with the Devolved School Management (DSM) formula. Teaching and support staff at the current Beeslack Annexe, will move into the new Beeslack CHS or be offered any other vacancies that are available subject to discussion with individuals. Facilities management staff at the current Beeslack Annexe will be offered redeployment to the new Beeslack School or offered any other vacancies that are available subject to discussion with individuals.

4.2 Digital

None

4.3 Risk

If the recommendations are not approved there is a risk that the capacity pressures on some of the directly affected schools as a result of planned house build in the affected catchment areas will impact on the quality of education provision.

4.4 Ensuring Equalities (if required a separate IIA must be completed)

An Integrated Impact Assessment has been carried out and published: https://www.midlothian.gov.uk/downloads/file/5239/integrated_impact_assessment_replacement_beeslack_consultation_june_2024 .

4.4 Additional Report Implications

See Appendix A.

Appendices

Appendix A – Additional Report Implications

Appendix B – Education Scotland Report

Background links

[Consultation Report, June 2024](#)

[Integrated Impact Assessment](#)

[Consultation Proposal Paper, February 2024](#)

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

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

The implementation of the recommendation of this report will enhance best value in the delivery of Council services.

A.5 Involving Communities and Other Stakeholders

This report provides details of the statutory consultation undertaken with communities and all stakeholders regarding the proposal to relocate Beeslack Community High School and realign the associated primary catchment areas as well as the secondary catchment areas of Penicuik and Lasswade High Schools

A.6 Impact on Performance and Outcomes

The report does not directly impact on Midlothian Council's performance and outcomes.

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

Schools (Consultation) (Scotland) Act 2010

Report by Education Scotland addressing educational aspects of the proposal by Midlothian Council to relocate Beeslack Community High School and realignment of the associated primary catchment areas as well as the secondary catchment areas of Penicuik and Lasswade High Schools.

April 2024

1. Introduction

1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of a proposal by Midlothian Council to relocate Beeslack Community High School and realignment of the associated primary catchment areas as well as the secondary catchment areas of Penicuik and Lasswade High Schools. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' view. Upon receipt of this report, the Act requires the council to consider it alongside any relevant considerations the council received and then prepare its consultation report. The council's consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its consultation report at least three weeks before it takes its final decision. With all proposals the council needs to follow all statutory obligations set out in the 2010 Act.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children and young people of the schools; any other users; children and young people likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people in the council area;
- any other likely effects of the proposal;
- how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
- the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

1.3 In preparing this report, HM Inspectors undertook the following activities:

- attendance at the public meetings held on 20 and 25 March 2024 in connection with the council's proposals;
- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and
- visits to the site of Beeslack Community High School, Lasswade High School and Roslin, Paradykes, Loanhead, Mauricewood and Saltersgate Schools, including discussion with relevant consultees.

2. Consultation process

2.1 Midlothian Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).

2.2 The council undertook the consultation from 19 February to 16 April 2024. The council published the proposal paper on their website. Paper and electronic copies of the proposal paper were made available to stakeholders. Midlothian Council held a public meeting at Beeslack Community High School and Lasswade High School, which 25 stakeholders attended.

2.3 The council received 388 responses to their online consultation and three written responses, the majority of which were from parents. Of these, the majority are in favour of the proposal to relocate Beeslack Community High School to the land adjacent to Easter Bush. The majority are also in favour of realigning Beeslack Community High Schools catchment areas to include Loanhead and Paradykes Primary Schools. In relation to realigning the catchment areas of the former Glencorse Primary School and Mauricewood Primary School from Beeslack Community High School to Penicuik High School, 32% agreed, 30% of respondents disagreed and 38% of respondents had no opinion on the proposal. The majority of respondents who gave an opinion on the proposal to realign the catchment area of the former Glencorse Primary to Mauricewood Primary support the proposal. The majority of respondents support the proposal to establish a new additional support needs (ASN) stage at Beeslack Community High School and Penicuik High School. A few stakeholders expressed concerns over the lack of safe, active travel routes, limited public transport, increased congestion and increased travel time to the school. A few parents highlighted the need to consider the potential impact due to any delays to the build phase of the project. They also noted concerns about the future capacity of Roslin Primary School and the lack of local amenities at the new site of Easter Bush.

2.4 The council facilitated consultation sessions with children and young people from all of the schools affected by this proposal. Most children and young people are supportive of the proposal to replace Beeslack Community High School. All support the need to establish space for pupils with ASN in Beeslack Community High School and Penicuik High School. Most children and young people are supportive of the proposal to realign the catchment of the former Glencorse Primary School. A few children and young people have worries about friends going to different schools and the impact the proposal may have on families transporting their children to school.

3. Educational aspects of proposal

3.1 The council's proposal sets out a number of educational benefits for those directly affected. Local authority projections indicate growing school rolls and that the current secondary school estate will not be able to accommodate this increase. All stakeholders that met with HM Inspectors were positive about the proposed replacement Beeslack Community High School and realignment of the associated primary and secondary school catchment areas. HM Inspectors agree that the proposed catchment changes and a new school building will help to address current and future capacity issues across the school estate. HM Inspectors also agree that building a new school should improve the learning environment. Children, young people and staff will benefit from a modern school building that has potential to enhance learning and teaching experiences with improved access to digital resources. The new building and grounds should provide more flexibility for outdoor learning and multiuse community areas. If the relocation is agreed, the new facilities should help to strengthen the school's partnership with Edinburgh University in developing a centre of excellence for science, technology, engineering, art and mathematics (STEAM). HM Inspectors suggest the council work with stakeholders to provide more information on how young people across Midlothian will benefit from the STEAM centre of excellence and the partnership with the proposed veterinary school.

3.2 The proposed new stage of ASN will include a specialist complex needs provision and a separate provision for children and young people with severe and complex medical needs. The stage of ASN will have a capacity of 40 learners across five classrooms. Should the proposal be approved, there is potential for children and young people to benefit from a purpose-built provision designed to meet their severe and complex medical needs. They will have access to educational and other facilities, such as sensory and life skills equipment. There is also increased opportunities for ASN learners to access mainstream classes with no additional travel. All stakeholders that met with HM Inspectors were positive about the facility for learners with complex needs being included in the new school campus. HM Inspectors agree that this is an educational

benefit. HM Inspectors suggest that the council continue to work with schools to ensure that there is a shared understanding of ASN placement criteria.

3.3 A few stakeholders, that spoke to HM Inspectors, had some questions and concerns. Stakeholders raised the need to improve safe active travel routes to school. They would like more information on how the council intend to ensure effective traffic management and parking at the new school. Stakeholders would also appreciate the council providing more information on what school transport arrangements will be put in place if this proposal is agreed. Stakeholders also raised queries about how transitions to the new school will be managed, the availability of community learning opportunities and whether the Glencorse ASN provision will remain. HM Inspectors recommend that the council work with stakeholders to address these concerns. HM Inspectors suggest that there are benefits to the council working with stakeholders during the design phase. This includes those stakeholders who work with learners who have ASN. Such engagement will help to ensure spaces in the proposed new school best reflect the needs of learners.

4. Summary

HM Inspectors agree that this proposal has clear educational benefits. The proposed catchment changes and a new school building will help to address current and future capacity issues across the school estate. The majority of stakeholders are supportive of the proposals to relocate Beeslack Community High School and establishing new ASN stages at Beeslack Community High School and Penicuik High School. There are varied views in regard to rezoning of the school catchments. Should the proposal be agreed, there will be a need to continue to engage with stakeholders to ensure that their questions and concerns are considered and addressed. This should include, providing reassurance to parents around safe routes to school. During the design phase for the new school building, the council should continue to ensure that the ASN facility takes appropriate account of the requirements of learners with severe and complex medical needs.

HM Inspectors
April 2024

Mayfield Early Learning Centre Consultation

Report by Executive Director Children, Young People & Partnerships

Report for Decision

1 Recommendations

Council is recommended to approve the following:

- i. The closure of Mayfield Nursery School from August 2025 or as soon as possible thereafter;
- ii. Mayfield Early Learning Centre will be established from August 2025 or as soon as possible thereafter;
- iii. Mayfield Nursery School will be closed and re-designated to Mayfield Early Learning Centre within the Mayfield Learning Community Campus;
- iv. The Speech and Language Communication provision hosted within Mayfield Nursery School will close with effect from August 2024 or as soon as possible thereafter;
- v. The re-designation of Mayfield Nursery School to Mayfield Early Learning Centre will take effect from August 2025 or as soon as possible thereafter;
- vi. The new Mayfield Early Learning Centre will be under the leadership of the Head Teacher of St Luke's RC Primary School

2 Purpose of Report

This report advises on the outcome of the statutory consultation on the proposal to close of Mayfield Nursery School and re-designation it to Mayfield Early Learning Centre and seeks approval for the recommendations outlined above.

The statutory consultation on the proposal was undertaken in the period from Wednesday 6 March to Friday 3 May 2024. The statutory report on the outcome of the consultation was published on 3 June 2024 and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal.

Date: 31 May 2024

Report Contact:

Katy Johnstone, Learning Estate Resource Officer, Education

Katy.Johnstone@midlothian.gov.uk

3 Background

1. The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
2. Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) 2016 Act*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
3. In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development.
4. Midlothian Council approved plans to replace Mayfield Nursery School and Mayfield and St Luke's RC Primary Schools. The proposed Mayfield Early Learning Centre will be created on the same site as the schools currently occupy. The existing buildings will be replaced with a new multi-functional and adaptive school campus and community facilities in the heart of Mayfield.
5. The closure of the Speech and Language Communication (SLC) provision at Mayfield Nursery School and movement of the service to outreach has been proposed to provide a locality model. Children and young people who access the SLC service will remain within their locality and their peers, this will provide the intense support and upskill all staff in supporting children and young people with speech, language and communication needs.
6. Mayfield Nursery School comprises the original 1963 nursery building with a modular unit added in 2018. It has the capacity to provide up to 100 full-time places for 3-5 year old children offering 1140 hours of Early Learning and Childcare.
7. In October 2023, there were 72 children on the roll which increased in January 2024 to 86 and will increase again in April 2024, bringing the nursery to capacity. These children attend the nursery school full time, and numbers are split between the original nursery building and the modular unit. Approximately 40% of the children who attend have been identified as having an additional support need.

8. The original nursery building has limited space, both indoors and out. The outdoor space has older play equipment and is laid partly to concrete. The modular unit has 2 rooms for learning and extensive outdoor gardens with built-in educational equipment. Both buildings have limited storage facilities and there is one accessible toilet.
9. The statutory consultation on the proposal was undertaken in the period from Wednesday 6 March to Friday 3 May 2024. The report on the outcome of the consultation was published on 3 June 2024, and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal. The report is available on the Council's Citizen Space Consultation page:

<https://midlothiancouncil.citizenspace.com/education/mayfield-elc-consultation>
10. The Education Service offered additional consultation sessions over and above the required statutory public meeting. Further information on these sessions can be found in the consultation report section 4. Two members of the public attended the public meeting held in Newbattle High School on Wednesday 17 April 2024.
11. A total of 90 responses to the consultation were received during the period of the statutory consultation.
12. 49 responses to the consultation were in favour of the proposal to close Mayfield Nursery School, 36 were not in favour and 5 had no opinion.
13. 63 responses to the consultation were in favour of the proposal to establish Mayfield Early Learning Centre, 14 were not in favour and 13 had no opinion.
14. 12 responses to the consultation were in favour of the proposal to close the Speech and Language Communication provision hosted within Mayfield Nursery School, 71 were not in favour and 7 had no opinion.
15. 26 responses to the consultation were in favour of the proposal to place Mayfield Early Learning Centre under the leadership of the Head Teacher of St Luke's RC Primary School, 43 were not in favour and 21 had no opinion.
16. Education Scotland's Her Majesty's Inspectors of Education (HM Inspectors) prepare a report in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal (Appendix C).
17. The Education Scotland report summary states:

"HM Inspectors agree with the overall educational benefits of this proposal. The proposed new facility has the potential to deliver a modern, well-equipped space that supports well the delivery of the

Curriculum for Excellence. The shared campus could support further the transition from nursery to primary school. Leaders' collaborative approach has the potential to promote professional learning and to make best use of available resources. Parents, staff and children are keen to continue to be involved in shaping the development of the campus. The council should continue to engage with them to ensure that the final outcome best meets the needs of children. Parents and staff raised concerns regarding the interim nursery arrangements while construction takes place. If the proposal is approved, the council should continue to engage with all stakeholders regarding interim arrangements for nursery provision. In moving the SLCP to an outreach model, there is potential for more children to receive the right support at the right time within their mainstream schools. Stakeholders require further clarity."

18. The education service welcomes Education Scotland's report and will continue to engage with parents, staff and pupils to provide clarity on the proposed outreach model for Speech and Language Communication as well as the interim nursery arrangements.
19. The consultation report was published on 3 June 2024 leaving the required period of at least three weeks for further representations to be made prior to Council's consideration of the report and its decision regarding the recommendations:
 - i. The closure of Mayfield Nursery School from August 2025 or as soon as possible thereafter;
 - ii. Mayfield Nursery School will be closed and re-designated to Mayfield Early Learning Centre within the Mayfield Learning Community Campus;
 - iii. The Speech and Language Communication provision hosted within Mayfield Nursery School will close with effect from August 2024 or as soon as possible thereafter;
 - iv. The re-designation of Mayfield Nursery School to Mayfield Early Learning Centre will take effect from August 2025 or as soon as possible thereafter;
 - v. The new Mayfield Early Learning Centre will be under the leadership of the Head Teacher of St Luke's RC Primary School
20. The recommendation of the consultation report is for Council to approve the proposed closure of Mayfield Nursery School and re-designation to Mayfield Early Learning Centre and the recommendations outlined above.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

1. The approved budget for the ELC setting is £4m and the financial implications of closing Mayfield Nursery School and the Speech and

Language Communication (SLC) provision at Mayfield Nursery School can be found in the Consultation Proposal Paper (February 2024).

2. If this proposal is implemented Mayfield ELC would be staffed according to local and national policies and agreements in place at the time, which are designed to ensure that all duties and responsibilities of the early years setting are carried out. The staffing levels will principally be determined by the number of children adhering to Care Inspectorate guidelines around Safer Staffing.

4.2 Digital

None

4.3 Risk

None

4.4 Ensuring Equalities (if required a separate IIA must be completed)

An Integrated Impact Assessment has been carried out and published: https://www.midlothian.gov.uk/downloads/file/5237/integrated_impact_assessment_mayfield_elc_june_2024

4.4 Additional Report Implications

See Appendix A.

Appendices

Appendix A – Additional Report Implications

Appendix B – Education Scotland Report

Background links

[Consultation Report, June 2024](#)

[Consultation Proposal Paper, February 2024](#)

[Integrated Impact Assessment](#)

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

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

The implementation of the recommendation of this report will enhance best value in the delivery of Council services.

A.5 Involving Communities and Other Stakeholders

This report provides details of the statutory consultation undertaken with communities and all stakeholders regarding the proposal to close Mayfield Nursery School and re-designate it to Mayfield Early Learning Centre.

A.6 Impact on Performance and Outcomes

The report does not directly impact on Midlothian Council's performance and outcomes.

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

Schools (Consultation) (Scotland) Act 2010

Report by Education Scotland addressing educational aspects of the proposal by Midlothian Council to close Mayfield Nursery School and re-designate it to Mayfield Early Learning Centre.

May 2024

1. Introduction

1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of a proposal by Midlothian Council to close Mayfield Nursery School and re-designate it to Mayfield Early Learning Centre (ELC). The proposal also consulted on moving the headship of the new ELC to St Luke's Roman Catholic (RC) Primary School and the closure of the speech and language communication provision (SLCP) at Mayfield Nursery School. It is proposed that this now becomes an outreach service. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' view. Upon receipt of this report, the Act requires the council to consider it alongside any relevant considerations the council received and then prepare its consultation report. The council's consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its consultation report at least three weeks before it takes its final decision. With all proposals the council needs to follow all statutory obligations set out in the 2010 Act. Where a council is proposing to close a school, there are specific additional obligations. These include notifying Ministers within six working days of making its final decision and explaining to consultees the opportunity they have to make representations to Ministers.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children of the setting; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children in the council area;
- any other likely effects of the proposal;
- how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
- the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

1.3 In preparing this report, HM Inspectors undertook the following activities:

- attendance at the public meeting held on 17 April 2024 in connection with the council's proposals;
- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others, and;
- visits to the site of Mayfield Nursery School, Mayfield Primary School and St Luke's RC Primary School, including discussion with relevant consultees.

2. Consultation process

2.1 Midlothian Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).

2.2 The consultation ran from 6 March until 3 May 2024, including an online survey, which received 90 responses. A public meeting was held on 17 April 2024, attended by two members of

the public. Pupil voice sessions were held at Mayfield Primary School and St Luke's RC Primary School. In addition, the consultation document was available online and distributed to relevant stakeholders. The majority of survey respondents agree with the proposal to establish the new Mayfield ELC. There was a mixed response to moving the new ELC to the headship of St Luke's RC Primary School. Less than half of the survey respondents agreed, a significant minority disagreed and a minority expressed no view. A few respondents think that the new ELC should have its own head of establishment and a few others think it should be aligned to Mayfield Primary School. This is because survey respondents think that the majority of children will attend Mayfield Primary School. All of the children participating in a pupil voice session agreed that a new nursery, next to their primary schools, is a good idea.

2.3 Most survey respondents do not agree with the proposed closure of the SLCP provision at Mayfield and the move to an outreach service. They are concerned that less children will have access to SLCP support.

3. Educational aspects of proposal

3.1 HM Inspectors agree with the educational benefits outlined by the council in this proposal. Currently the nursery provision is delivered across two buildings. The original building, built in 1963, has limited indoor and outdoor space and the council has identified that both buildings lack sufficient storage. A new, modern facility with indoor and outdoor facilities has the potential to support further the delivery of the Curriculum for Excellence. The staff team will have greater opportunities for collaboration and professional development. The location of the new ELC within the Mayfield campus allows for well-supported transitions to primary schools. Aligning the headship of the ELC with St Luke's RC Primary School allows for shared management responsibilities and promotes further collaborative working with Mayfield Primary School. Parents will have the opportunity to build and maintain relationships with staff as their children progress. Shared spaces in the new campus could support social interactions and help children to build friendships. The interim arrangements to move the whole ELC team to Easthouses nursery has the potential to keep the staff team together and maintain relationships with children. Parents will then have the choice of whether to move their children to the newly opened Mayfield Nursery or to remain at Easthouses.

3.2 The council states that moving the SLCP to an outreach service will bring a more flexible and integrated range of supports, enabling learners to remain in mainstream classes and within their community. HM Inspectors agree that an outreach model has the potential to effectively support children and young people within their local community and ensure that their needs are met. However, a significant number of stakeholders are concerned that this change will mean a reduction in service to children.

3.3 Parents and staff who met with HM Inspectors do not agree with the proposal to move the SLCP to an outreach service. They value the current SLCP and worry that an outreach service would dilute the support currently offered to children and young people. There is concern that the model may be a barrier to children and families. Parents and staff do not fully understand what the model will look like and would like further clarity on the process for referrals. HM Inspectors recommend that further communication from the local authority is prioritised to ensure clarity of expectations amongst all stakeholders.

3.4 All stakeholders who met with HM Inspectors agree that a new building is needed. They are enthusiastic about the potential of the proposed ELC and the shared campus with Mayfield Primary School and St Luke's RC Primary School. All stakeholders agree that the shared campus approach has benefits for children, making transitions easier, supporting friendships and improving the learning experience for all children.

3.5 Staff at Mayfield Nursery are excited about the new building. They think it will help them work together better, coordinating support to families and sharing expertise. They are keen to contribute to discussions about the indoor and outdoor spaces for the new ELC. Mayfield Nursery staff recognise that they will be able to learn from the experience of setting up the interim nursery at Easthouses. However, they are concerned that interim move may be difficult for families to manage. Whilst staff are keen to build stronger relationships with the headteacher at St Luke's RC Primary School, they are concerned that transitioning through three changes of leadership during the build phase will impact on continuity for children and families. Should the proposal go ahead, nursery staff would welcome further training in speech and language communication to ensure that their skills are fully developed. In taking this proposal forward, the council should consider professional learning opportunities for staff. This will help to ensure that nursery staff are knowledgeable and confident in supporting children with speech, language and communication needs.

3.6 Parents welcome the proposed new ELC. They can see the benefit of a new centre with much needed up to date facilities. Parents who met with HM Inspectors have no concerns about the transition of the leadership to the headteacher at St Luke's RC Primary School. They would like to see all the staff on the new campus work together, supporting transitions. Parents value highly the strong relationships with current staff at Mayfield. They are keen to ensure consistency of staff during the construction period and the move to the new building. Parents are concerned about travelling to Easthouses nursery and the impact of the disruption to their children's learning. As planned, the council should continue to engage with parents to address these concerns.

3.7 Children at Mayfield Nursery School enjoy the opportunity to learn and play indoors and outdoors, supported well by staff. Older children agree with the proposal for a shared campus with a nursery attached. They think that this will help the transition to primary school. It will also be beneficial for families and siblings to have children in one place.

3.8 HM Inspectors met with a representative of the diocese for Midlothian. Although the nursery is non-denominational, the diocese welcomes the inclusion of a new nursery within the new Mayfield campus. They believe that this will be an important resource for the whole community.

3.9 During the consultation period the council identified an omission with its original proposal. The council rectified these before the end of the consultation period. It determined that the indicator determining the Grant Aided Expenditure allocation for Special Education is the population aged between two and 19. The pupils from the SLCP attending a different setting within the council would not affect this indicator.

4. Summary

HM Inspectors agree with the overall educational benefits of this proposal. The proposed new facility has the potential to deliver a modern, well-equipped space that supports well the delivery of the Curriculum for Excellence. The shared campus could support further the transition from nursery to primary school. Leaders' collaborative approach has the potential to promote professional learning and to make best use of available resources. Parents, staff and children are keen to continue to be involved in shaping the development of the campus. The council should continue to engage with them to ensure that the final outcome best meets the needs of children. Parents and staff raised concerns regarding the interim nursery arrangements while construction takes place. If the proposal is approved, the council should continue to engage with all stakeholders regarding interim arrangements for nursery provision. In moving the SLCP to an

outreach model, there is potential for more children to receive the right support at the right time within their mainstream schools. Stakeholders require further clarity on the model for SLCP to be assured that all children will be able to access support if needed.

HM Inspectors
May 2024

Mayfield Additional Support Needs (ASN) Consultation

Report by Executive Director Children, Young People & Partnerships

Report for Decision

1 Recommendations

Council is recommended to approve the following:

- i. A new Additional Support Needs (ASN) stage will be established on the Mayfield Learning Community Campus;
- ii. The ASN stage will be under the leadership of the Head Teacher of Mayfield Primary School;
- iii. The Speech and Language Communication provision hosted within Mayfield Primary School will close with effect from August 2024 or as soon as possible thereafter;
- iv. The Speech and Language Communication provision hosted within Mayfield Nursery School will close with effect from August 2024 or as soon as possible thereafter;
- v. The Speech and Language Communication provision will move to an outreach service from August 2024 or as soon as possible thereafter.

2 Purpose of Report

This report advises the outcome of the statutory consultation on the proposal to establish a new Additional Support Needs (ASN) stage at Mayfield Primary School on the new Mayfield Learning Community Campus and close the Speech and Language Communication provision within Mayfield Primary School and seeks approval for the recommendations outlined above.

The statutory consultation on the proposal was undertaken in the period from Monday 19 February to Tuesday 16 April 2024. The statutory report on the outcome of the consultation was published on 3 June 2024 and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal.

Date: 31 May 2024

Report Contact:

Katy Johnstone, Learning Estate Resource Officer, Education

Katy.Johnstone@midlothian.gov.uk

3 Background

1. The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
2. Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) 2016 Act*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
3. In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development.
4. Midlothian Council decided that a replacement for Mayfield Nursery School and Mayfield and St Luke's RC Primary Schools was required. Mayfield Learning Community Campus will be created on the same site as the schools currently occupy. The existing buildings will be replaced with a new multi-functional, adaptive school campus and community facilities in the heart of Mayfield.
5. The campus buildings will bring together Mayfield Primary School and St Luke's RC Primary School, accommodating up to 701 pupils across the two schools, and a further 128 children in a new Early Learning and Childcare setting.
6. As part of the development of the new Mayfield Primary School, there will be specialist provision for up to 48 primary-aged children with additional support needs. The class currently hosted at Mayfield Primary will be included in these six classes. As well as six class bases, the provision will benefit from a wide range of modern, high-quality facilities specifically designed to meet the needs of the children who attend.
7. The current Speech and Language Communication (SLC) provision in both the primary school and the early years setting will close and move to an outreach service in partnership with the NHS.

8. The closure of the SLC provision at Mayfield Primary School and movement of the service to outreach has been proposed to provide a locality model. Children and young people who access the SLC service will remain within their locality and their peers, this will provide the intense support and upskill all staff in supporting children and young people with speech, language, and communication needs.
9. The statutory consultation on the proposal was undertaken in the period from Monday 19 February to Sunday 16 April 2024. The report on the outcome of the consultation was published on 3 June 2024, and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal. The report is available on the Council's Citizen Space Consultation page: <https://midlothiancouncil.citizenspace.com/education/mayfield-asn-consultation/>
10. The Education Service held a Public Meeting at Newbattle Community High School on Wednesday 17th April 2024. 7 members of the public attended the public meeting.
11. A total of 60 responses to the consultation were received during the period of the statutory consultation.
12. 56 responses to the consultation were in favour of the proposal to establish an ASN stage on the Mayfield Learning Community Campus, 4 were not in favour and 0 had no opinion.
13. 48 responses to the consultation were in favour of the proposal to place the new ASN stage under the leadership of the Head Teacher of Mayfield Primary School, 11 were not in favour and 11 had no opinion.
14. 7 responses to the consultation were in favour of the proposal to close the Speech and Language Communication provision hosted within Mayfield Nursery School, 46 were not in favour and 7 had no opinion.
15. 15 responses to the consultation were in favour of the proposal to move the Speech and Language Communication provision to an outreach service, 41 were not in favour and 4 had no opinion.
16. Education Scotland's Her Majesty's Inspectors of Education (HM Inspectors) prepare a report in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal (Appendix B).
17. The Education Scotland report summary states:

"HM Inspectors agree that the proposal has potential educational benefits for children with additional support needs across the local authority. In moving the SLCP to an outreach model, there is potential for more children to receive the right support at the right time within their mainstream schools. This will help the local authority to meet the

national requirements of the presumption of mainstreaming. The new ASN stage hosted in the Mayfield Community Campus will support the local authority in meeting the projected increase of children with a range and complexity of additional support needs. The new facilities have the potential to offer improved learning opportunities across the community campus.”

18. The consultation report was published on 3 June 2024 leaving the required period of at least three weeks for further representations to be made prior to Council’s consideration of the report and its decision regarding the recommendations:

1. A new Additional Support Needs (ASN) stage will be established on the Mayfield Learning Community Campus;
2. The ASN stage will be under the leadership of the Head Teacher of Mayfield Primary School;
3. The Speech and Language Communication provision hosted within Mayfield Primary School will close with effect from August 2024 or as soon as possible thereafter;
4. The Speech and Language Communication provision hosted within Mayfield Nursery School will close with effect from August 2024 or as soon as possible thereafter;
5. The Speech and Language Communication provision will move to an outreach service from August 2024 or as soon as possible thereafter.

19. The recommendation of the consultation report is for Council to approve the establishment of a new Additional Support Needs (ASN) stage at Mayfield Primary School on the new Mayfield Learning Community Campus and closure of the Speech and Language Communication provision within Mayfield Primary School as outlined above.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

1. The approved budget for the ASN provision is £8.3m and the financial implications of closing the Speech and Language Communication (SLC) provision at Mayfield Primary School can be found in Appendix 2 of the proposal document.
2. A new Depute Head Teacher post and additional management time would be added to Mayfield Primary School’s devolved school management budget to reflect the additional leadership roles and responsibilities associated with the ASN provision. The six classes within the ASN provision will be staffed according to local and national policies and agreements in place at the time and the staffing levels will principally be determined by the number of children.

3. Transfer of staff from the current hosted SLC provision to outreach would be managed in accordance with existing agreed Council policies and procedures. Consultation will be undertaken with staff in affected schools, Trade Unions and professional associations where appropriate on an implementation plan for staffing the new ASN provision.

4.2 Digital

None

4.3 Risk

None

4.4 Ensuring Equalities (if required a separate IIA must be completed)

An Integrated Impact Assessment has been carried out and published:
https://www.midlothian.gov.uk/downloads/file/5238/integrated_impact_assessment_mayfield_asn_june_2024

4.4 Additional Report Implications

See Appendix A.

Appendices

Appendix A – Additional Report Implications

Appendix B – Education Scotland Report

Background links

[Consultation Report, June 2024](#)

[Consultation Proposal Paper, February 2024](#)

[Integrated Impact Assessment](#)

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

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

The implementation of the recommendation of this report will enhance best value in the delivery of Council services.

A.5 Involving Communities and Other Stakeholders

This report provides details of the statutory consultation undertaken with communities and all stakeholders regarding the proposal to establish a new Additional Support Needs (ASN) stage at Mayfield Primary School on the new Mayfield Learning Community Campus and close the Speech and Language Communication provision within Mayfield Primary School.

A.6 Impact on Performance and Outcomes

The report does not directly impact on Midlothian Council's performance and outcomes.

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

Schools (Consultation) (Scotland) Act 2010

Report by Education Scotland addressing educational aspects of the proposal by Midlothian Council to establish a new Additional Support Needs (ASN) stage at Mayfield Primary School on the new Mayfield Learning Community Campus and close the Speech and Language Communication provision within Mayfield Primary School.

May 2024

1. Introduction

1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of a proposal by Midlothian Council to establish a new Additional Support Needs (ASN) stage at Mayfield Primary School on the new Mayfield Learning Community Campus and close the Speech and Language Communication provision within Mayfield Primary School. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' view. Upon receipt of this report, the Act requires the council to consider it alongside any relevant considerations the council received and then prepare its consultation report. The council's consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its consultation report at least three weeks before it takes its final decision. With all proposals the council needs to follow all statutory obligations set out in the 2010 Act. Where a council is proposing to close a school, there are specific additional obligations. These include notifying Ministers within six working days of making its final decision and explaining to consultees the opportunity they have to make representations to Ministers.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children and young people of the setting; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people in the council area;
- any other likely effects of the proposal;
- how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
- the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

1.3 In preparing this report, HM Inspectors undertook the following activities:

- attendance at the public meeting held on 17 April 2024 in connection with the council's proposals;
- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and
- visits to the site of Mayfield Primary School, including discussion with relevant consultees.

2. Consultation process

2.1 Midlothian Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).

2.2 The consultation ran from 6 March until 3 May 2024. The council made the consultation paper available via its website. Paper copies were also available by request and from Mayfield Primary School, Newbattle Community Campus library and Midlothian House. A public meeting was held on 17 April 2024, which seven members of the public attended. At the meeting council

representatives outlined the consultation process and the proposals, and answered questions raised by member of the public. The local authority received 60 responses to its online survey. It engaged with a sample of pupils from Mayfield Primary School and parents of nursery aged children that are likely to attend the newly established ASN stage. Almost all respondents were in favour of establishing a new ASN stage at Mayfield Primary School. The majority of respondents agreed that leadership of the ASN stage should be under the headteacher of Mayfield Primary School. Most respondents were not in favour of closing the speech and language communication provision (SLCP).

3. Educational aspects of proposal

3.1 HM Inspectors agree that the closure of the SLCP and the move to providing only outreach support to children has potential educational benefits. At the time of HM Inspectors visiting the school, a very low number of children attended the SLCP. All children had appropriate transition plans to return to their mainstream schools, with support. From August 2024, the proposal aims to have SLCP staff providing only outreach support to children in their local schools. This has potential for SLCP staff to build further capacity in mainstream schools across the local authority in meeting the needs of children requiring support with their speech, language and communication skills. Therefore, the local authority will increase its capacity to meet national expectations of the presumption of mainstreaming. Children with speech, language and communication needs will therefore be less likely to require specialist placement away from their local school. For any children who do require a specialist placement, the local authority should continue to meet their needs through robust assessment processes and allocation of placements, as appropriate.

3.2 Stakeholders, that HM Inspectors spoke with, stated that they are concerned that the closure will result in a loss of additional support for children with speech, language and communication needs. The local authority should work with stakeholders to ensure that they fully understand how children with speech, language and communication needs will continue to have their additional support needs met.

3.3 For children requiring additional support for severe and complex needs, HM Inspectors agree that there are potential educational benefits for establishing a new ASN stage at the new Mayfield Learning Community Campus. The new community campus, expected to be completed in December 2025, provides a modern, purposefully designed and spacious school environment for children with ASN. The new community campus offers flexibility to meet a range of additional support needs including increasing opportunities for children to directly access the outdoors from their classroom to the school grounds. Architectural drawings of the new community campus show that all classrooms are on the same level. Therefore, the design of the new community campus has potential to increase children's accessibility and inclusion in a range of mainstream school activities and community facilities.

3.4 HM Inspectors agree that the new ASN Stage at the community campus will provide appropriate learning areas for up to 48 children with a range of additional support needs. The new ASN stage also has potential to support the local authority to meet the projected increase in the needs of children within the local authority requiring specialist support.

3.5 If the council agrees to move forward with the proposal to establish a new ASN stage, children will begin to access the new ASN stage from August 2024. It is the view of HM Inspectors that the current Mayfield Primary School environment requires adaptations to meet all children's needs and to provide a high-quality learning environment. There is a need for the local authority to ensure that the educational benefits as outlined in the consultation reflect the educational experiences for any children attending the ASN stage from August 2024. For example, there is a need to improve facilities for children with mobility aids or for children who require intimate care.

HM Inspectors recommend that the local authority should work with staff to consider how to improve opportunities for children to have secure access to the outdoors. It should work with staff to provide appropriate resources to help children with their sensory needs or access to therapeutic interventions.

3.6 During the consultation the council identified an omission within its original proposal. The council rectified this before the end of the consultation period. It determined that the indicator determining the Grant Aided Expenditure allocation for Special Education is the population aged between two and 19. The pupils from the SLCP attending a different setting within the council would not affect this indicator.

4. Summary

HM Inspectors agree that the proposal has potential educational benefits for children with additional support needs across the local authority. In moving the SLCP to an outreach model, there is potential for more children to receive the right support at the right time within their mainstream schools. This will help the local authority to meet the national requirements of the presumption of mainstreaming. The new ASN stage hosted in the Mayfield Community Campus will support the local authority in meeting the projected increase of children with a range and complexity of additional support needs. The new facilities have the potential to offer improved learning opportunities across the community campus.

HM Inspectors
May 2024

Lasswade High School Childcare Service – Consultation

Report by Executive Director, Children, Young People and Partnerships

Report for Decision

1 Recommendations

- Authorise the Executive Director Children, Young People and Partnerships to undertake statutory consultation on the proposal to close Lasswade High School Childcare Service, which is treated as a closure under the *Schools (Consultation) (Scotland) Act 2010*;

2 Purpose of Report/Executive Summary

Under the *Schools (Consultation) (Scotland) Act 2010* any proposal to permanently discontinue all nursery classes in a school require a statutory consultation. The purpose of this report is to seek approval for the recommendation outlined above, that Council approve the undertaking of statutory consultation on the closure of Lasswade High School Childcare Service.

Date: 28 May 2024

Report Contact:

Craig Murrin, Business Support Officer.

Craig.Murrin@midlothian.gov.uk

3 Background

- 3.1 The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.

Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) Act 2016*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.

Section 47 of the *Children and Young People (Scotland) Act 2014* places a statutory duty on education authorities to ensure that the funded ELC entitlement is made available for eligible children in their local area. The number of children in the setting currently is very low partially due to operating as a local authority setting managed by a secondary school, opportunities at other setting in the local areas can be explored.

In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities, and the achievement of sustainable development.

- 3.2 Lasswade High School Childcare Service is located within the Lasswade High School Centre in Bonnyrigg. The childcare service has a staff of three, two of whom are permanent and fulltime, the other is fulltime on a temporary contract. There are fifteen children using the service.

Lasswade High School has had a childcare setting registered with the Care Inspectorate since 2007. In 2013 this setting transferred to the new high school building with the rest of the school.

A review of the service was undertaken by setting management in late 2013 and the setting was changed to a childcare setting operating full time places as a funded provider. This change did not require a statutory consultation as the legislative duty to consult on establishing new nurseries and nursery classes was suspended at the time to facilitate the move from 475 to 600 hours of funded early learning and childcare.

Early Years staff and Council Officers will work with affected families to explore opportunities at other settings in the local area.

Redeployment of staff would be managed in accordance with the Policy for Managing Change (LGWs) and Organisational Restructure Policy (SNCT staff). A mix of group and individual consultations will be undertaken with recognised Trade Unions and all affected staff in the setting.

Although the Council is moving to proposing a closure of the local authority setting, the provision will be made available for other providers to consider.

3.3 Council is requested to authorise the Executive Director Children, Young People and Partnerships to undertake statutory consultation on the proposals:

- to close Lasswade High School Childcare Service, which is treated as a closure under the *Schools (Consultation) (Scotland) Act 2010*;

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

4.1 Resource

Redeployment of staff would be managed in accordance with the Policy for Managing Change (LGWs) and Organisational Restructure Policy (SNCT staff). A mix of group and individual consultations will be undertaken with recognised Trade Unions and all affected staff in the setting, allowing an estimated saving of the settings employee costs, which totalled £123,205 in 2023/24.

Parents of children attending Lasswade High School Childcare Service will work with early years staff and Council officers, to explore opportunities at other settings in the local area.

Savings on the settings running costs, with an allocated budget of £73,205 in 2023/24, can also be achieved dependant on decisions about the use of the building.

4.2 Digital

None

4.3 Risk

None

4.4 Ensuring Equalities

This report does not recommend any change to policy or practice and therefore does not require an Equalities Impact Assessment. An Equalities Impact Assessment will be carried out and published as part of the consultation process.

4.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Potential statutory consultation timeline

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not Applicable

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 implementation of the recommendation of this report will enhance best value in the delivery of Council services.

A.5 Involving Communities and Other Stakeholders

This report recommends undertaking statutory consultation with all stakeholders, including the communities which the childcare service serves.

A.6 Impact on Performance and Outcomes

The report does not directly impact upon Midlothian Council's performance and outcomes.

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Potential statutory consultation timeline

	Start	End	Timescale
Consultation Period	26th August 2024	8 th October 2024	6 weeks
Analyse Responses	9th October 2024	21st October	2 weeks
Education Scotland Consultation	22nd October 2024	12th November 2024	3 weeks
Consultation Report Writing	9th October 2024	25th November 2024	7 weeks
Consultation report Published	25 th November 2024	16th December 2024	3 weeks
Council Meeting	17 th December 2024	17 th December 2024	1 day
Scottish Ministers Call In	17 th December 2024	11 th February 2025	8 weeks

Attainment update for Secondary School leavers in Midlothian**Report by Michelle Strong, Education Chief Operating Officer****Report for Information****1 Recommendations**

Council to note the data for school leavers (2022/23) and agree the proposed next steps to further improve outcomes for young people.

2 Executive Summary

The purpose of this report is to present the annual update on leavers attainment for Midlothian, from the Senior Insight Update. This provides the achievement for our young people at the point of leaving school in 2023/23, highlighting the successes and challenges, along with plans for the future to improve the outcomes of our young people.

07 May 2024**Report Contact:**

Andrew Carse, Principal Officer – Performance Data analysis & Research
andrew.carse@midlothian.gov.uk

3 Background

- 3.1 The purpose of this report is to present the current position, trend outlook and comparison to national and comparator performance for our leavers attainment in Midlothian. The report will present the data from the recently published insight update to highlight areas of strength and weakness in our secondary school leaver cohorts.
- 3.2 The main source of data for this report is taken from the Insight update in published in February. Insight is the professional benchmarking tool for analysing attainment data in the senior phase, accessible by secondary schools and local authorities. It is designed to support improvement within schools and for young people in S4 to S6. There are two releases of Insight per year, the first of which is in September and provides year group-based attainment data for previous sessions. The second February update adds initial leaver destinations data and attainment for those leaving school in the previous academic year, which allows for analysis of data on cohorts of young people at the point of exit from the Senior Phase. This report will cover the annual cohort level update for session 2022/23.

4 Attainment Summary

- 4.1 Appendix B presents a more detailed summary of the attainment from the Insight update. It presents the performance of attainment in Midlothian versus the national and comparator authorities. This highlights the following key messages:
- 4.1.1 Initial Destinations
- i. The number of leavers from Midlothian schools who's initial destination was positive in 2022/23 was 95.30%. This was the third highest ever recorded in Midlothian. This rate was higher than the virtual comparator, but slightly lower than the national rate and LGBF comparator rate.
 - ii. The percentage of school leavers entering further education increase by 6.29% from the previous year to the second highest level in five years. As a result of this the percentage of school leavers in employment and higher education decreased, with 31.90% of leavers attending higher education.
- 4.1.2 Literacy and Numeracy
- i. There was an increase in the percentage of leavers attaining literacy and numeracy awards at SCQF Levels 3 and 4 from the previous year. At level 4 this was also higher than the pre-pandemic and the highest level in the past 5 years.
 - ii. For SCQF levels 5 and 6 however there was a decrease in 2022/23 from the previous year, although level 5 was above the pre-pandemic level.
 - iii. Attainment in literacy and numeracy for leavers was higher than the virtual comparator at SCQF Levels 3, 4 and 5. Attainment at SCQF levels 3 and 4 were also higher than the national and LGBF comparator levels. At levels 5 and 6 however the percentage of leavers was lower than the national and LGBF average levels.
- 4.1.3 Improving Attainment for All
- i. Despite an overall decrease in the average complementary tariff scores for each of the three attainment cohorts from the previous year, there was still strong performance against the virtual comparator. The average attainment in each group was higher. The trend analysis shows that there is good consistency across all attainment groups returning to pre-pandemic levels.
- 4.1.4 Breadth and Depth
- i. There were improvements in attainment in 2022/23 from the previous year for leavers attaining 1 or more awards at SCQF levels 3, 4 and 5. All three of these measures also increased from pre-pandemic levels.

- ii. In addition the attainment for leavers for all the key measures were higher than the virtual comparator. Attainment in 1 or more awards at SCQF levels 3 and 4 was also higher than the national and LGBF average rates, including being the highest for all comparator authorities.
- iii. The percentage of leavers attaining 5 or more awards at level 5, and 1+, 3+ or 5+ awards at level 6 decreased from the previous year. The percentage of leavers attaining 5+ awards at level 5 and 6 however did increase from pre-pandemic levels. The performance at Level 5 and 6 was lower than the national and LGBF average.

4.2 In summary, the attainment outcomes for leavers in 2022/23 are positive in comparison to last year and pre-pandemic levels. The overwhelming majority of leavers are in a positive destination, and there is strong performance in attainment in comparison to our virtual comparators. There was also positive achievements in SCQF levels 3 and 4 versus the national and LGBF comparator authorities. There are however challenges where improvement will be focused, which includes the core middle 60% attainment cohort and learners at SCQF level 6.

4.3 In order to address these improvements the schools will continue to support learners and utilise the value from the insight dataset alongside there improvement plans in specific areas. It is also worth considering the significant impact of the pandemic that this has had on our young people. Assessments and examinations from this year (2022/23) was the first time in full since the pandemic:

5 Report Implications (Resource, Digital and Risk)

5.1 Resource

There are no resource implications for this report.

5.2 Digital

There continues to be improvements and developments of our data and digital maturity, with the formation of a Data and Performance Team supporting the development of more robust data processes and systems. This will enable more support and scrutiny of the data to focus improvements in specific areas and cohort groups within and across our schools.

5.3 Risk

N/A

5.4 Ensuring Equalities (if required a separate IIA must be completed)

N/A

5.5 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Insight Summary

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

This will work towards the key priority of; Reducing the gap in learning outcomes.

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

The delivery of this plan will assist the council in meeting its best value duties. Most notably in the following Best Value themes: Governance and Accountability; Effective use of resources and; Partnerships and collaborative working.

A.5 Involving Communities and Other Stakeholders

N/A

A.6 Impact on Performance and Outcomes

The content in this report and the continuous improvement to support improvement in attainment for all young people will assist in improving performance and outcomes for the council.

A.7 Adopting a Preventative Approach

N/A

A.8 Supporting Sustainable Development

N/A

APPENDIX B – Insight Summary

1. Leaver Initial Destinations

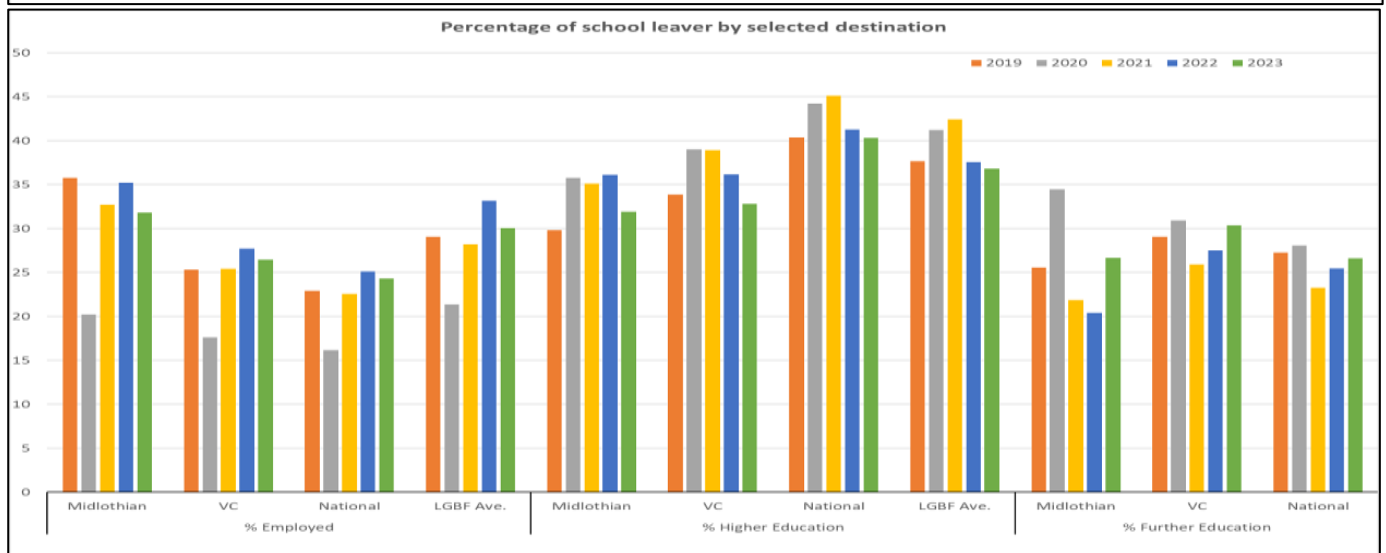
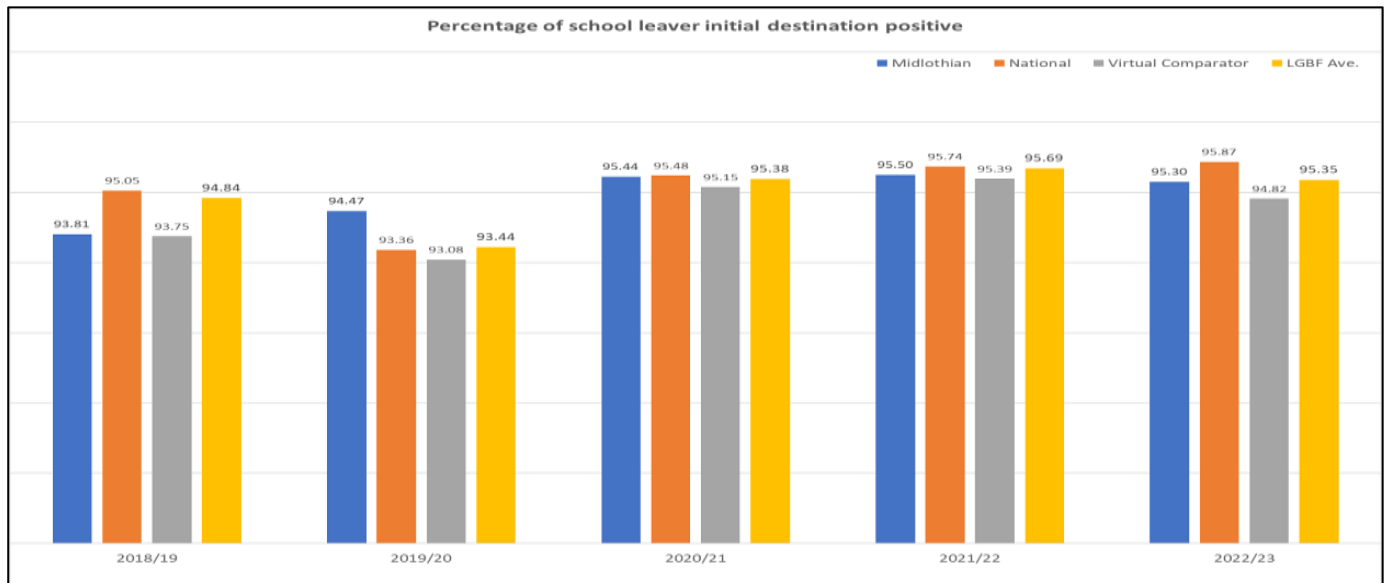


Table 1 – Initial Positive Destinations^a for all school leavers and by type of destination, 2018-2023

		2018/19	2019/20	2020/21	2021/22	2022/23	Diff to 21/22	Diff to Mid Ave ^b	Diff to VC 22/23	Diff to Nat 22/23
Positive Destination	Midlothian	93.80	94.47	95.44	95.50	95.30	-0.20	1.22	0.48	-0.57
	Virtual Comparator ^c	93.94	93.10	94.87	95.39	94.82	-0.57			
	National	95.06	93.36	95.49	95.74	95.87	0.13			
	LGBF Ave. ^d	94.84	93.44	95.38	95.69	95.35	-0.33			
% Employed	Midlothian	35.78	20.21	32.73	35.20	31.80	-3.40	-2.76	5.33	7.46
	Virtual Comparator	24.53	17.61	25.51	27.74	26.47	-1.27			
	National	22.92	16.18	22.58	25.11	24.34	-0.77			
	LGBF Ave.	29.06	21.36	28.22	33.18	30.08	-3.10			
% Further Education	Midlothian	25.57	34.49	21.89	20.40	26.69	6.29	2.89	-3.66	0.07
	Virtual Comparator	29.92	31.26	25.71	27.51	30.35	2.84			
	National	27.27	28.06	23.29	25.45	26.62	1.17			
	LGBF Ave.	24.45	27.00	20.73	21.54	24.21	-0.74			
% Higher Education	Midlothian	29.82	35.78	35.12	36.12	31.90	-4.22	-0.07	-0.93	-8.40
	Virtual Comparator	33.99	38.7	38.7	36.15	32.83	-3.32			
	National	40.35	44.2	45.11	41.27	40.30	-0.97			
	LGBF Ave.	37.66	41.23	42.41	37.58	36.84	2.66			

Source: Insight update (2024)

^a Initial Positive Destinations benchmarks the percentage of school leavers that enter a positive initial destination approximately 3 months after leaving school. A positive destination includes Higher Education, Further Education, Training, Voluntary Work, Employment and Activity Agreements.

^b Average figures for Midlothian are calculated pre-Covid (2017-19).

^c Insight allows schools to compare their performance to the performance of a virtual comparator. The virtual comparator is made up of pupils from schools in other local authorities who have similar characteristics to the pupils in your school.

^d LGBF Ave. is the average figures for Midlothian's Local Government Benchmarking Framework family comparator group. This includes Angus, Argyll & Bute, East Lothian, Midlothian, Moray, Scottish Borders and Stirling.

Trend performance

- The number of leavers from Midlothian schools whose initial destination was positive in 2022/23 was 95.30%. This is the third highest level ever recorded in Midlothian, although was a slight decrease from the previous year, but is above the pre-pandemic level.
- The percentage of school leavers entering further education increased by 6.29% from the previous year to the second highest level in five years (26.69%). As a result of this the percentage of school leavers in employment and higher education decreased, with 31.90% of leavers attending higher education.

Comparator performance

- The percentage of school leavers in a positive destination in 2022/23 was higher than the virtual comparator, but slightly lower than the national rate and LGBF comparator rate.
- The percentage of school leavers in employment (31.80%), despite decreasing from last year, was still higher than the national, virtual comparator and LGBF comparator rate. The percentage of leavers in further education is now aligned to the national rate, however there is a gap of 8.40% of leavers in higher education compared to the national rate, with less also attending compared to our LGBF comparators.

2. Literacy and Numeracy Combined

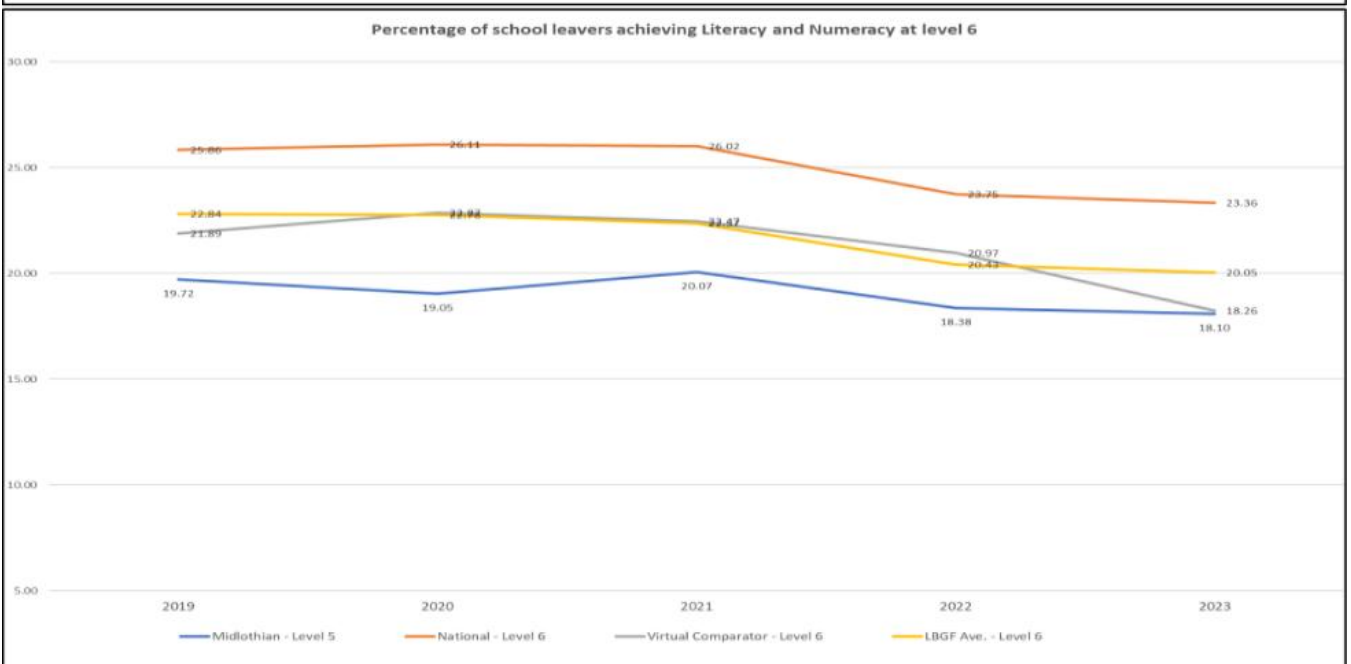
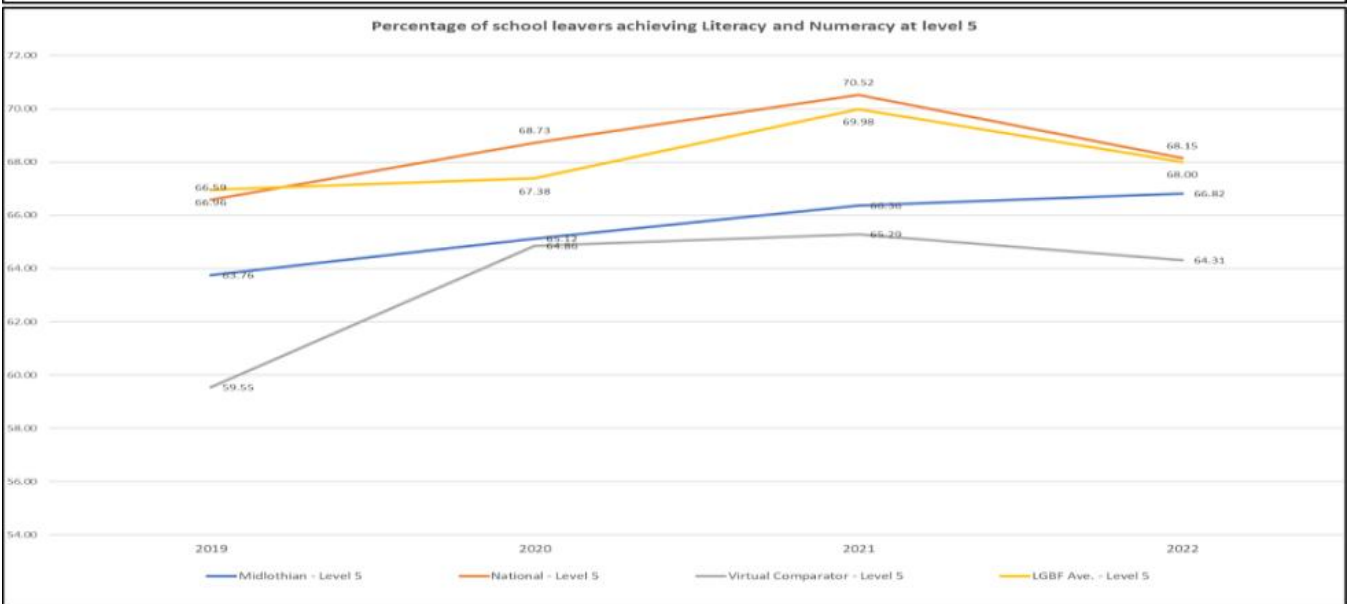
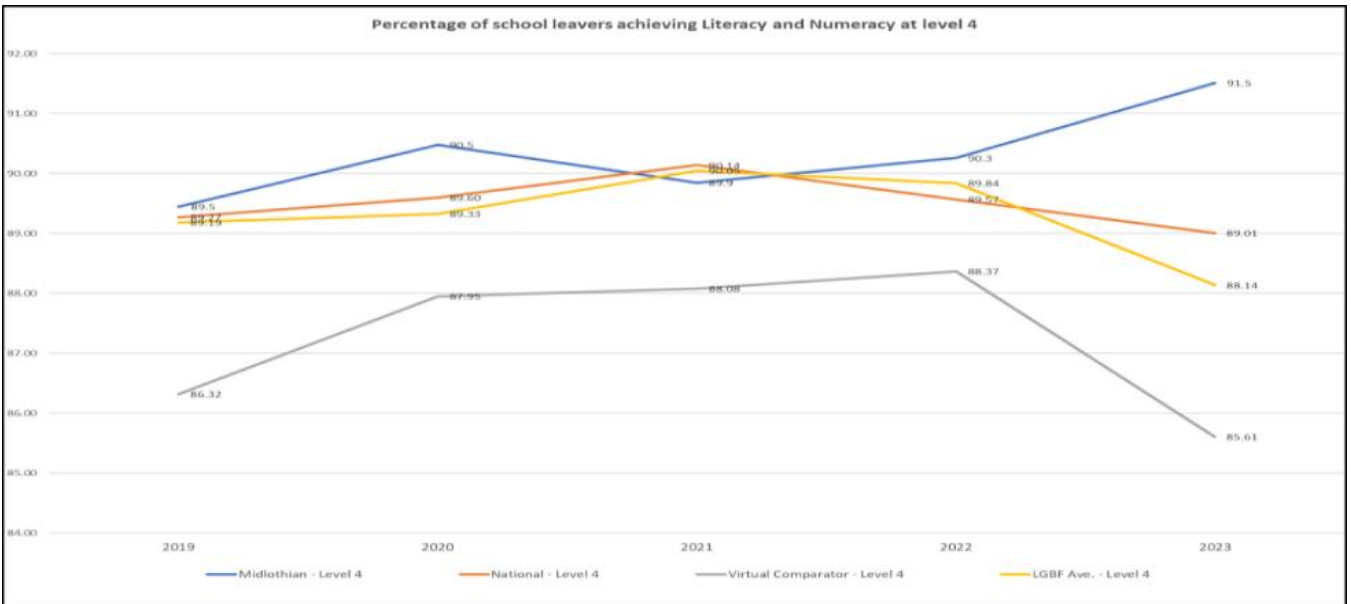


Table 2 – Percentage of leavers attaining Literacy and Numeracy at SCQF levels 3+, 4+, 5+ and 6+, 2019-2023

Establishment	Year	All SCQF Level			
		3+	4+	5+	6+
Midlothian	2019	96.33	89.45	63.76	19.72
	2020	96.40	90.48	65.12	19.05
	2021	96.01	89.9	66.4	20.1
	2022	95.86	90.26	66.82	18.38
	2023	96.11	91.51	65.34	18.1
	Diff to 2022	0.25	1.25	-1.48	-0.28
	Diff to VC	4.81	5.90	4.88	-0.16
	Diff to Nat	2.78	2.50	-2.67	-5.26
	Diff to LGBF	3.68	3.37	-1.49	-1.95
	Diff to Pre-pandemic Ave.	-0.67	2.32	0.30	-3.39
Virtual Comparator	2019	92.02	86.34	59.58	21.89
	2020	93.1	87.95	64.86	22.87
	2021	93.5	88.2	65.3	22.5
	2022	93.31	88.37	64.31	20.97
	2023	91.3	85.61	60.46	18.26
National	2019	93.84	89.28	66.6	25.86
	2020	94.33	89.61	68.74	26.11
	2021	94.7	90.2	70.6	26.0
	2022	94.25	89.58	68.16	23.75
	2023	93.33	89.01	68.01	23.36
LGBF Ave.	2019	93.25	89.19	66.96	22.84
	2020	93.64	89.33	67.38	22.78
	2021	94.26	90.05	69.98	22.37
	2022	93.66	89.84	68.00	20.43
	2023	92.43	88.14	66.83	20.05

Source: Insight update (2024)

^a Average figures for Midlothian, National and Comparators are calculated pre-Covid (2017-19). This is to enable comparison in primary and secondary and to highlight improvement that is needed in recovery from the pandemic.

^b Insight allows schools to compare their performance to the performance of a virtual comparator. The virtual comparator is made up of pupils from schools in other local authorities who have similar characteristics to the pupils in your school.

* Note that to be included in the figures pupils must have attained both literacy and numeracy qualifications at the same SCQF level. Each year group is based upon the S4 stage roll. Cells are shaded according to Insight statistically significant testing in the following way: **Lower** than the Virtual Comparator; **Much Lower** than the Virtual Comparator; **Greater** than the Virtual Comparator; **Much Greater** than the Virtual Comparator.

Trend performance

- For attainment in literacy and numeracy there was a positive trend in the percentage of leavers attaining awards at SCQF Levels 3 and 4, with an increase in 2022/23 from the previous year. At level 4 (91.51%) this was also higher than the pre-pandemic level and was at the highest level in the past 5 years.
- For SCQF levels 5 and 6 however there was a decrease in 2022/23 from the previous year, with attainment in level 6 falling to the lowest level in 5 years. Attainment in level 5 however was above the pre-pandemic level.

Comparator performance

- In comparison to the virtual comparator there was strong performance for leavers at Levels 3, 4 and 5 in literacy and numeracy. With all being statistically significantly greater than the VC level. Attainment at SCQF levels 3 and 4 are also higher than the national and LGBF comparator levels.
- Attainment at levels 5 and 6 are however lower than the national and LGBF average levels. The gap at level 6 was over 5% lower than the national figure.

3. Improving Attainment for All

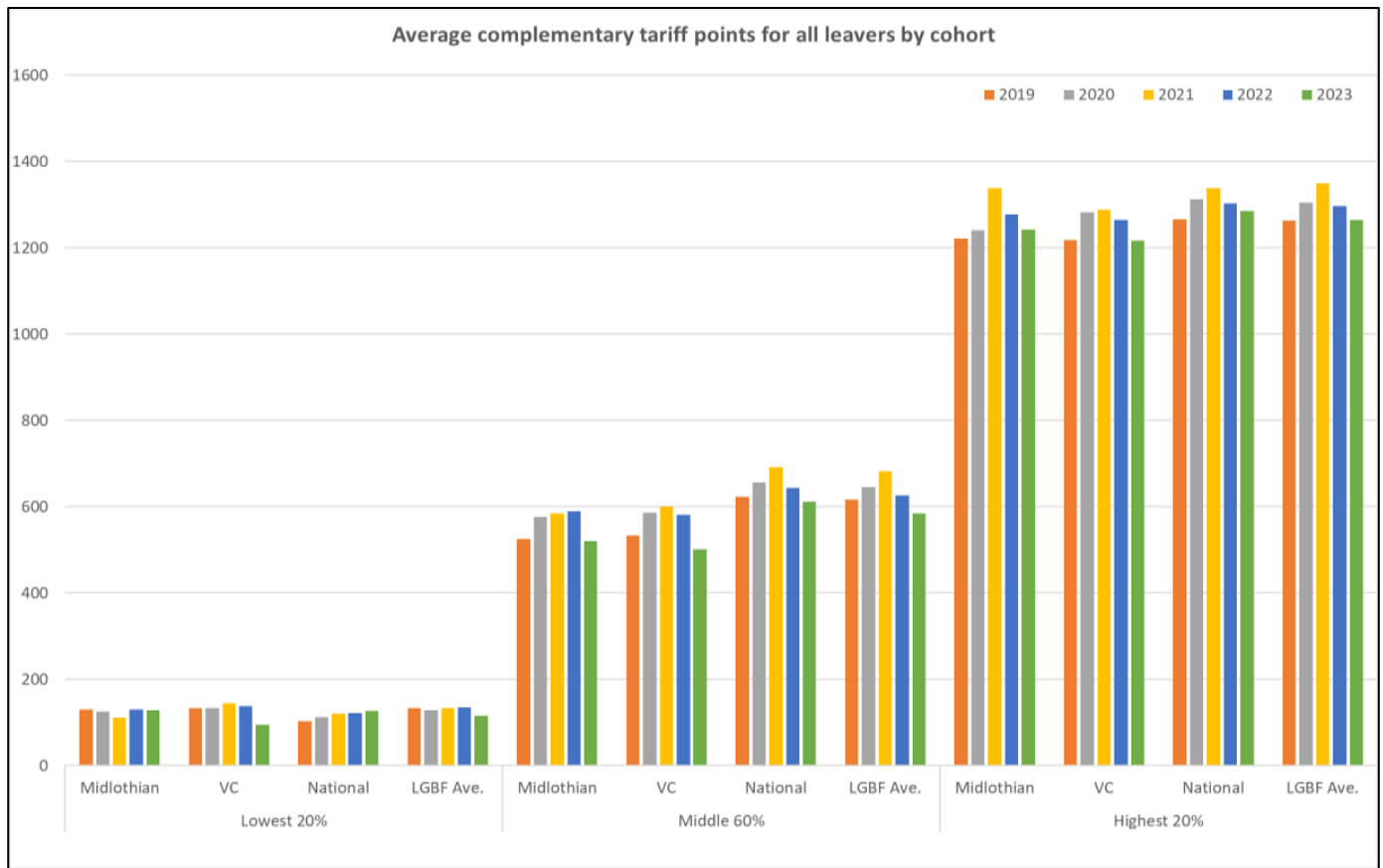


Table 3 – Improving Attainment for All^a shown for the average complementary tariff score by stage, 2018-2023

		Lowest 20%	Middle 60%	Highest 20%
Midlothian	2019	130	525	1222
	2020	125	575	1243
	2021	111	584	1339
	2022	131	588	1279
	2023	129	520	1243
	Diff to 2022	-2	-68	-36
	Diff to VC	34.00	19.00	26.00
	Diff to Nat	2.00	-92.00	-43.00
	Diff to LGBF Ave.	13.71	-64.86	-22.43
	Diff to Pre-pandemic Ave.	-5.00	-39.50	30.50
Virtual Comparator	2019	103	534	1219
	2020	113	586	1282
	2021	120	600	1289
	2022	123	582	1265
	2023	95	501	1217
National	2019	134	623	1267
	2020	133	657	1314
	2021	144	691	1339
	2022	137	643	1304
	2023	127	612	1286
LGBF Ave.	2019	133.86	616.14	1262.57
	2020	129.57	645.29	1304.86
	2021	133.00	683.14	1349.00
	2022	135.14	626.00	1297.14
	2023	115.29	584.86	1265.43

Source: Insight update (2024)

^a Improving Attainment for All is a benchmarking measure that displays the average complementary tariff score for the lowest 20%, middle 60% and highest 20% of attainers within the cohort. The overall aim of this measure, is to have pupils attain as highly as possible 'across the board', with all qualifications on the SCQF framework given a tariff score based on level and attainment.

* Cells are shaded according to Insight statistically significant testing in the following way: **Lower** than the Virtual Comparator; **Much Lower** than the Virtual Comparator; **Greater** than the Virtual Comparator; **Much Greater** than the Virtual Comparator.

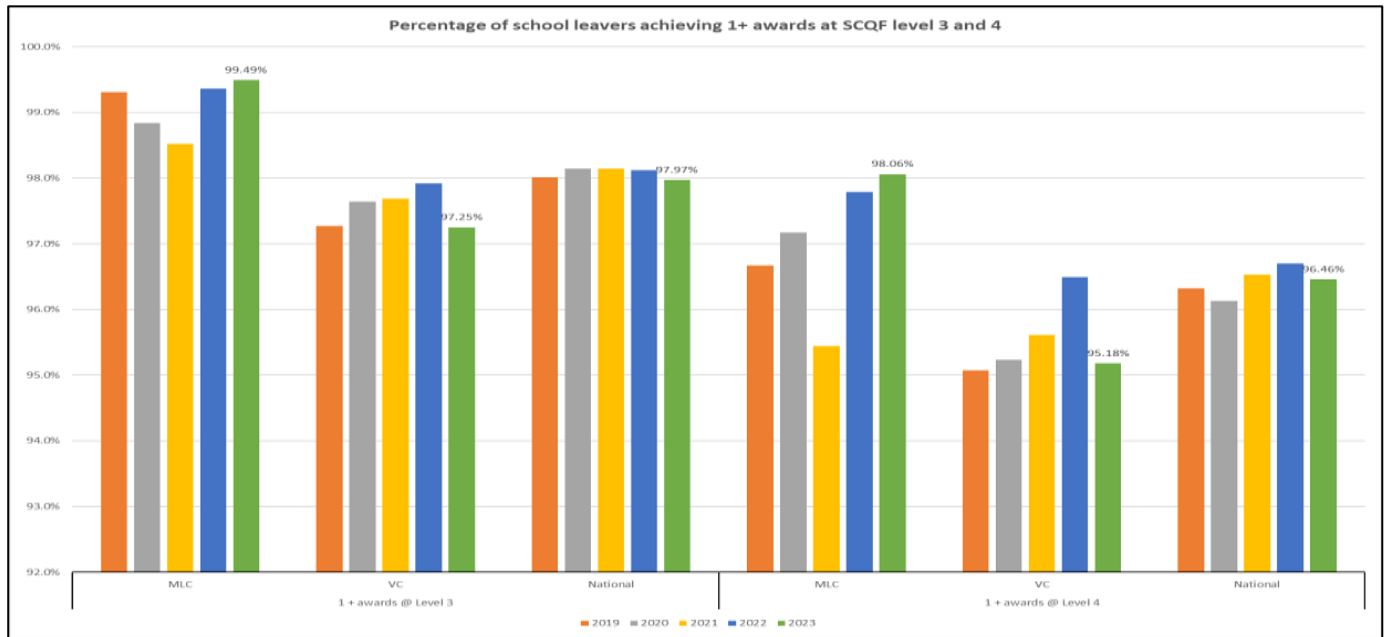
Trend performance

- The average complementary tariff scores for each of the three attainment cohorts decreased from the previous year, the lowest 20% decreased by only 2 points, however the biggest decrease was in the middle 60%. Despite the decrease in the highest 20% attainment cohort, this level (1243 tariff points) was still greater than the pre-pandemic levels. This therefore means that the lowest attainers are performing consistently and the highest attainers despite being lower than last year are higher than before the pandemic.

Comparator performance

- There was strong performance in all attainment groups in comparison to the virtual comparator, with the average attainment being higher in all three. For the lowest 20% the attainment was statistically greater than the virtual comparator. For this attainment cohort, performance was also higher than the national and LGBF comparator average.
- The attainment for middle 60% and highest 20% cohorts were lower than the national and LGBF average, with the greatest difference being in the middle 60% which was 92 tariff points lower than the national rate.

4. Breadth and Depth



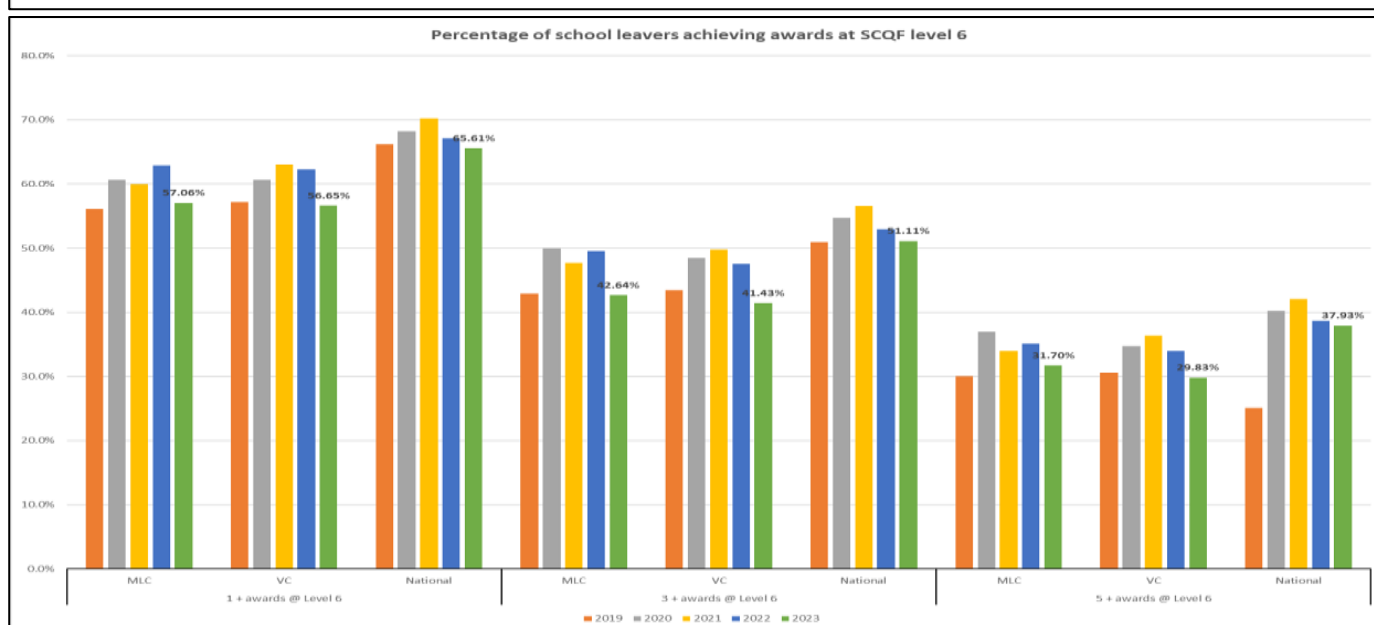
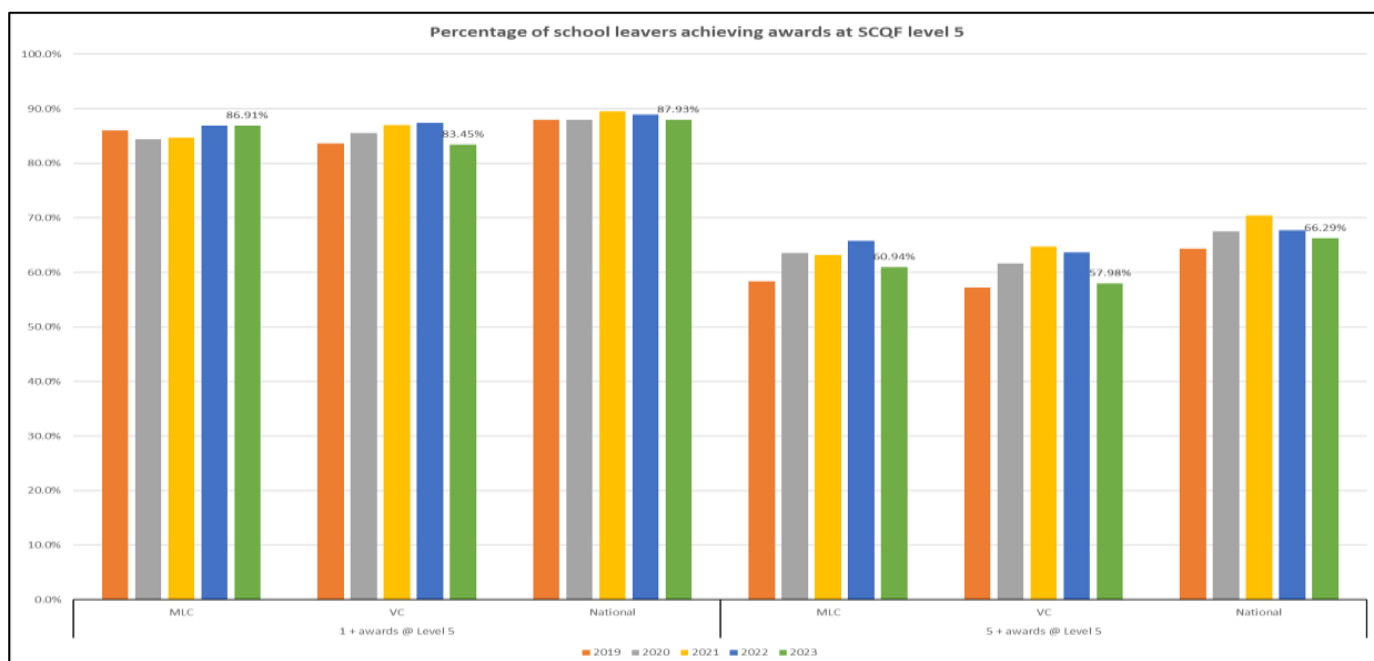


Table 4 – Breadth and Depth^a of all leavers by award, 2023

	1 + awards @ Level 3	1 + awards @ Level 4	1 + awards @ Level 5	5 + awards @ Level 5	1 + awards @ Level 6	3 + awards @ Level 6	5 + awards @ Level 6
Midlothian	99.49%	98.06%	86.91%	60.94%	57.06%	42.64%	31.70%
Virtual Comparator	97.25%	95.18%	83.45%	57.98%	56.65%	41.43%	29.83%
National	97.97%	96.46%	87.93%	66.29%	65.61%	51.11%	37.93%
LGBF Ave.	97.40%	95.85%	86.62%	64.78%	62.39%	48.90%	35.13%
Diff to VC	2.24%	2.88%	3.46%	2.96%	0.41%	1.21%	1.87%
Diff to National	1.52%	1.60%	-1.02%	-5.35%	-8.55%	-8.47%	-6.23%
Diff to LGBF Ave.	2.09%	2.21%	0.29%	-3.84%	-5.33%	-6.26%	-3.43%

Source: Insight (2024)

^a Breadth and Depth shows the number of awards per SCQF Level, which has been attained by all candidates. Note that all award providers contribute to this SCQF measure, as do D grades in SQA courses.

Trend performance

- Overall, there were improvements in attainment in 2022/23 from the previous year for leavers attaining 1 or more awards at SCQF levels 3 (99.49%), 4 (98.06%) and 5 (86.91%). All three of these measures also increased from pre-pandemic levels.
- The percentage of leavers attaining 5 or more awards at level 5, and 1+, 3+ or 5+ awards at level 6 decreased from the previous year. The percentage of leavers attaining 5+ awards at level 5 and 6 however did increase from pre-pandemic levels.

Comparator performance

- The attainment of leavers in all of the key measures was higher than the virtual comparator for 2022/23. For 1 or more awards at levels 3 and 4 this was also higher than the national and LGBF average rates, including being the highest for all comparator authorities.
- The performance at Level 5 and 6 was lower than the national and LGBF average, with 5+ awards at level 6 being 6.23% lower than the national rate, and the third lowest amongst all comparator authorities.

The Single Midlothian Plan H2 Performance Report (Half year October 2023 to March 2024)

Report by Chief Executive

Report for Noting

1 Recommendations

The Community Planning Partnership Board would like Council to note the excellent partnership working which has produced the Single Midlothian Plan 2023/27, enabling local communities to be well supported. In addition the community planning partnership would like you to note the H2 Performance Report (October 2023 to March 2024), which highlights progress on indicators and actions in H2.

2 Purpose of Report/Executive Summary

The purpose of this report is to draw to elected members attention to the Single Midlothian Plan 2023/27 and the H2 performance report of Midlothian Community Planning Partnership. It is a statutory duty for the partnership to publish performance reports.

Date: 3rd June 2024

Report Contact: Annette Lang, Group Service Manager (CPP & CLLE)

Email: annette.lang@midlothian.gov.uk

3 Background

- 3.1 Part 2 of the Community Empowerment Act 2015 sets out clear expectations for what the purpose of community planning is, and how it is to operate.
- 3.2 Statutory Guidance flowing from the 2015 Act makes clear that community planning is about: “how public bodies work together and with the local community to plan for, resource and provide or secure the provision of services which improve local outcomes in a local authority area, with a view to reducing inequalities”.
- 3.3 **The 2015 Act specifically requires CPPs to:**
- prepare and publish a local outcomes improvement plan (LOIP) which sets out the local outcomes which the CPP will prioritise for improvement
 - identify smaller areas within the local authority area which experience the poorest outcomes, and prepare and publish locality plans to improve outcomes on agreed priorities for these communities. There is a pilot for producing new localised outcome improvement plans taking place called Living Well in central Dalkeith and Woodburn.
 - review and report publicly on progress towards their LOIP and locality plans, and keep the continued suitability of these plans under review.
- 3.4 The CPP Board has an established annual planning and performance cycle which occurs every 6 months.
- 3.5 All Council service plans are expected to show connections to this strategic plan, known as the “Single Midlothian Plan”, which meets the statutory requirement for a local outcomes improvement plan for Midlothian.
- 3.6 The Community Empowerment Act’s statutory guidance requires CPP’s to set 3 year outcomes and to show one year measurable actions towards these. The top priorities of the Single Midlothian Plan (SMP) for the period 2023-27 are:
- Individuals and communities have improved health and skills for learning, life and work
 - No child or household living in poverty
 - Progress is made towards net zero carbon emissions
- 3.7 The H2 reporting is based on first 6 months of the outcomes and indicators contained in the SMP 2023-27 which encompasses 7 themes of work, identified through public engagement as main areas in which the public expected partners to make improvements. These are summarised as Midlothian will be healthier, Midlothian will be safer, Midlothian will get it right for every child, Midlothian will be greener, Midlothian will have a wellbeing economy and be better connected, Midlothian will work towards reducing poverty, and Midlothian will support residents to improve employability and outcomes in our communities. Performance against the outcomes in each of these areas is set out in the attached H2 Performance Report (Half year October 2023 to March 2024) which has been approved by the Community Planning Partnership Board at its meeting on 30th May 2024 for H2 (October 2023 to March 2024).

3.8 Next Steps

The Single Midlothian Plan over the next 4 years will be a live working document with changes and adjustments being made as the context and factors dictate. Further work will be undertaken to embed the Shaping Places for Wellbeing recommendations which strengthen the plans focus on place based outcomes. Further work will be undertaken to enhance success stories and the impact of community planning, as well further embedding feedback and changes from the recent consultation events. A review of membership of the community planning thematic groups will be taken place and meeting dates will be set for the next four years. A Community Planning Conference taking place in September 2024 will focus on highlighting the impact of community planning and success stories. Over the next 4 years there will be an increased profile of community planning led events, showcasing the work of the partnership.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

As per the Community Empowerment Act 2015 the Council provides staff to lead and coordinate community planning with partners. Community planning has a budget of £10,000 which funds the community planning conference and citizen's panel. Police Scotland provides a member of staff to support the actions in the plan. This is the role of Police Scotland Midlothian Local Authority Liaison Officer. In addition external funding and a range of stakeholders contribute their time to ensure the actions and outcomes are achieved and implemented.

4.2 Digital

We have recently established an interactive scorecard for community planning to support performance reporting, as depicted in Appendix D. In addition a film has been produced on the impact of community planning in Midlothian in association with the thematic leads. The film can be viewed at:

<https://youtu.be/H9CpFtqiFsU>

4.3 Risk

Failure to publicly produce or report progress against the SMP is a breach of law. The Council is a core partner in the community planning partnership and, failure to produce a Local Outcome Improvement Plan (Single Midlothian Plan) and associated reporting of progress would therefore also impact negatively on the Council's performance management and responsibility to communities.

4.4 Ensuring Equalities (if required a separate IIA must be completed)

Key priorities established by the partnership focus on reducing inequalities.

4.5 Additional Report Implications

APPENDIX A - Report Implications

APPENDIX B - Single Midlothian Plan 2023/27

APPENDIX C - Single Midlothian Plan Performance Reporting H2 October 2023- March 2027

APPENDIX D - Single Midlothian Plan Performance Reporting Scorecard

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

All Single Midlothian Plan Priorities

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 Involving Communities and Other Stakeholders

The core of community planning is partnership working, both between agencies in the public, private and voluntary sector and with the communities of place and interest that make up Midlothian. The publication of the Single Midlothian Plan and performance reports is an essential part of engaging citizens, as well as demonstrating collective accountability amongst the partners.

The Midlothian Community Planning Partnership Conference, took place in November 2022, which focused on Working Towards a Thriving and Greener Future. The conference also considered the updated Midlothian Profile, Strategic Analysis and Citizen Panel survey results which informed the Single Midlothian Plan for 23/27. In addition a youth Hackathon was held at Dalkeith Secondary School campus where the young people articulated clearly the outcomes and actions to be undertaken in Midlothian.

We have worked with the improvement service to self-evaluate the work on child poverty and identify improvement recommendations. In addition the Hopkins Report 2023 on

Reducing Poverty in Midlothian which included the voice of those with lived experience has greatly influenced the outcomes and actions contained in the Single Midlothian Plan.

A.5 Impact on Performance and Outcomes

Performance is tracked using the “Pentana” performance management software system. This system is used by over 50% of Scottish Local Councils. A scorecard has recently been developed for the Single Midlothian Plan and the indicator and actions are reflected in the scorecard approach for H2 (23/24) and are noted in appendix D.

A.6 Adopting a Preventative Approach

The CPP is committed to adopting a ‘Preventive approach’. Preventive work takes place at a variety of levels including universal and targeted. Partnership work throughout 2023 has focused on key preventative areas for work for example young people’s mental health, community resilience and more recently in terms of climate change. The main focus going forward overall will be reducing poverty and supporting those most affected by the cost of living crisis.

A.7 Supporting Sustainable Development

The theme of sustainable growth commits the CPP to achieving a balance between economic growth, environmental sustainability and meeting housing demand whilst protecting the planet. This connects physical development planning and community planning ambitions. Given the scale of physical development taking place and planned, this theme presents a significant challenge to all partner agencies to ensure new and established communities connect, services, facilities and employment opportunities keep pace with population growth and the natural environment is protected and enhanced .

Appendix B – Single Midlothian Plan 2023-27

https://www.midlothian.gov.uk/download/downloads/id/4894/single_midlothian_plan_2023-27.pdf

Appendix C – H2 (October 23 – March 24) Single Midlothian Plan Report 2023-27

Midlothian is Healthier

Summary of successes

Outcome 2: Falls Prevention and Support

Falls Subgroup

Plans are being created to bring together a falls subgroup comprised of stakeholders from various teams and disciplines from the Midlothian HSCP and partner organisations. Initially the sub-group will focus on the design of falls management and training for Midlothian HSCP teams.

A Lothian-wide falls strategy is due to be published in late Q2/Q3 2024/2025. This will help to inform Midlothian HSCP's approach to falls, ensuring that future action is in line with local / national strategies.

Falls Pathway

The Midlothian falls pathway has been defined and documented. Standard operating procedures have been collaboratively designed, documented and shared with core teams in the Midlothian HSCP and partners from East Lothian Council Call Centre, and the Scottish Ambulance Service Control Centre.

The pathways and processes will be reviewed in Q2/Q3 2024/2025

Good work is underway to update the public facing Midlothian Falls webpages on the NHS Lothian website.

Establish an emergency falls phone line

The Midlothian HSCP, in collaboration with East Lothian Council's Call Centre, operate a 24-hour, 7 day a week emergency falls phonenumber. The phonenumber is continuously monitored by a minimum of 2 fully trained call handlers.

During H2 23/24 there were 239 reported calls from people who had fallen. This highlights a demand for this provision, and for the need of continued and coordinated promotion of the phonenumber.

Falls prevention and management training to people at risk of falling

The Musculoskeletal Physiotherapy (MSK) and the Midlothian Active Choices (MAC) teams are working in collaboration to provide Falls Classes to people in Midlothian. These classes are led by an Exercise Specialist and are designed to work upper/lower body strength and improve balance. There is an option for mainly seated exercises if a person requires. Currently, they are delivered across 4 sites:

- Penicuik Leisure Centre
- Bonnyrigg Health Centre
- Newtongrange Leisure Centre

- Dalkeith Health Centre

Additionally, as of February 2024, MAC are offering falls classes in two more locations. These classes are designed as a 12-week rolling programme for people who require enhanced support. Classes are capped to a maximum of 6 participants with 2 instructors leading each session, ensuring each person receives appropriate care and support. These classes are held in:

- The Newbattle Centre
- The Penicuik Centre

Outcome 3: Digital Self-Management

Collaboratively develop a minimum viable Digital Self-Management product

In Q2 2024/25 a sub-group is to be established to continue the scoping phase of work to create to create a publicly accessible digital asset map utilising information created and stored on A Local information System for Scotland (ALISS)

Work has begun to identify key stakeholders.

Outcome 4: Early Identification and Support for People Living with Frailty

Expanding the use of the Rockwood Frailty Index

The Rockwood Frailty scale is a tool to aid clinicians in assessing frailty in adults. The Rockwood Frailty Index is being utilised by Redcross co-ordinators as part of their holistic assessment process to help provide estimates of person's level of frailty.

Work has begun to roll out of the Rockwood Frailty Index to several clinical teams in Midlothian HSCP:

- Discharge to Assess (D2A)
- Midlothian Assessment and Rehab Team (MART)
- Community Respiratory Team (CRT)
- Hospital at Home (H@H)

Holistic Assessments

People receiving support from the British Redcross are offered a strength-based holistic assessment. This assessment is based on having 'Good Conversations' and is designed to better understand what matters to the person being assessed. The holistic assessment has been iteratively improved over the course of the Redcross eFI pathway project and has been amended to include sections on Key Information Summary (KIS), Anticipatory Care Plans (ACP), Oral Health, and Nutrition.

As of March 31st, 2024, 180 and holistic assessments have been carried out.

Challenges

Frailty Programme Manager

There is currently no Frailty Programme Manager in post in Midlothian HSCP. Three of the 4 outcomes; Falls Prevention and Support, Digital Self-Management, and Early Identification and

Support for People Living with Frailty had been managed as part of the Frailty Programme Manager's portfolio.

Electronic Frailty Index (eFI) Data

In August 2023, SPIRE was decommissioned, meaning that no new eFI data will be generated. However, in line with the agreed Service Level Agreement, British Redcross has continued to make use of the data available to them to identify people requiring support in the community.

System and financial pressures

Due to the pressures faced by services in Midlothian HSCP, some in the thematic group have been unable to regularly attend or fully contribute. Thematic sessions were reduced from 90 to 60 minutes in length to lessen the time pressure of attending the sessions.

There is uncertainty around the funding of the Digital Self-Management platform


There is uncertainty around the funding of the Redcross eFI pathway




Midlothian Care and Support Community Cooperative

Key stakeholders are meeting in early Q12024/2025 to finalise key priorities and focus areas for the scoping exercise and agree timeline.

The delay to this scoping exercise will impact on all future targets.


Outcome 1: Midlothian Care and Support Community Cooperative (Delivery model for a community care and support co-operative is established and expanded, evaluation, and targets set)


Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.H 1.01	Explore and define the demand for and the benefit of a Midlothian Care and Support Co-operative by January 2024 through a process of co-design	<p>H2 23/24: Project remains in scoping phase Next steps: A meeting between Community Enterprise and VOCAL scheduled for April 24th 2024 to finalise key priorities and focus areas for the scoping exercise and agree timeline.</p> <p>The delay to this scoping exercise will impact on all future targets</p>	20%	N/A	N/A	N/A	N/A	N/A		Midlothian Health and Social Care Partnership (MHSCP); Planning Officer Carers; Service Manager Disabilities

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.H 1.02	Support the implementation and growth of the Midlothian Care and Support Co-operative across 2025	This work is developmental: appropriate targets will be developed following the scoping stage	0%	N/A	N/A	N/A	N/A	N/A		Midlothian Health and Social Care Partnership (MHSCP); Planning Officer Carers; Service Manager Disabilities
SMP.2 3/27.H 1.03	Complete an evaluation of delivery and impact to inform future development	This work is developmental: appropriate targets will be developed following the scoping stage	0%	N/A	N/A	N/A	N/A	N/A		Midlothian Health and Social Care Partnership (MHSCP); Planning Officer Carers; Service Manager Disabilities
SMP.2 3/27.H 1.04	Develop and support a sustainable	This work is developmental: appropriate	0%	N/A	N/A	N/A	N/A	N/A		Midlothian Health and Social

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
model across 2026-27	targets will be developed following the scoping stage									Care Partnership; Planning Officer Carers; Service Manager Disabilities

Outcome 2: Falls Prevention and Support

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.H 2.01	Define the future Midlothian Falls Pathway	H2 23/24: Pathway defined	80%	Progress of Pathway defined	Yes	N/A	N/A	Define pathway	On Target	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.02	Establish an emergency falls phone line	Q4 23/24: The Emergency Falls Phoneline is fully operational, offering 24/7 support.	100%	Emergency Falls Phoneline is fully operational, offering a 24/7 service	Yes	Q4 23/24: Number of calls received between Sep 23 / March 24: 239	N/A	Phone-line operational	On Target	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.03	Establish urgent falls referral routes and processes	In operation. Referral routes and processes will be revised	50%	Establish urgent falls referral routes and	N/A	In operation	N/A	Establish referral routes		Midlothian Health and Social Care

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		following the planned review of the falls pathway process.		processes						Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.04	Design falls prevention and management training	H2 23/24: Not designed Next steps: 5 members of the Midlothian Active Choices (MAC) team are undergoing Level 4 Postural Stability Instructor training – due to conclude in April 2024. A falls sub-group is to be established to define the approach to falls training.	50%	Training is designed and carried out	N/A	Not Designed	N/A	Training is designed and carried out		Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		This group will include teams from the Midlothian HSCP and partner organisations.								
SMP.2 3/27.H 2.05	Deliver falls prevention and management training to 100 people at risk of falling	H2 23/24: Target 100% Musculoskeletal Physiotherapy (MSK) and Midlothian Active Choices (MAC) falls classes: 199 Midlothian Active Choices (MAC) 12 week falls classes: 12	100%	Deliver falls prevention and management training to 100 people at risk of falling	199	Midlothian Active Choices (MAC) falls classes: 199 Midlothian Active Choices (MAC) 12 week falls classes: 12	N/A	116	On Target	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.06	Evaluate progress and develop an improvement plan to inform required progress in relation to	H2 23/24: This work is developmental. Work has begun to define the evaluation process.	10%	Evaluation complete Develop Improvement Plan	N/A	This work is developmental Working in collaboration with a Lothian-wide group of stakeholders	N/A	N/A		Midlothian Health and Social Care Partnership (MHSCP); P3

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	available data intelligence	On Target 10% This is a year two target. An evaluation of the current falls pathway and processes is due to begin in Q2 2024/25, led by the Midlothian Assessment and Rehabilitation Team (MART)				including NHS Lothian's Falls Programme Manager, a Midlothian falls information page has been designed and published on NHS Lothian's public facing website. The page has been designed to promote self-management, and to help people who have fallen to easily find the right support at the right time. People using the site are provided with easy-to-understand instructions on				Manager *Project Team

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
						how to reach the Midlothian Falls Response Helpline. People are signposted to the NHS Inform Website for further information on how to prevent falls, as well as prompted to download a copy of NHS Lothian's Up and About booklet				
SMP.2 3/27.H 2.07	Evaluate progress and develop an improvement plan to inform required progress in relation to proactive identification and engagement	This is a year two target. This work is developmental. Work has begun to define the evaluation process.	10%	N/A	N/A	N/A	N/A	Evaluation complete Improvement plan developed	N/A	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	with people at risk of falls									
SMP.2 3/27.H 2.08	Evaluate progress and develop an improvement plan to inform required progress in relation to access to service offers and supports	This is a year two target. This work is developmental. Work has begun to define the evaluation process.	10%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.09	Evaluate progress and develop an improvement plan to inform required progress in relation to cross-system preventative approaches	This is a year two target. This work is developmental. Work has begun to define the evaluation process.	10%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.10	Evaluate progress and develop an improvement plan to inform	This is a year two target. This work is developmental.	10%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	required progress in relation to promoting self-management	Work has begun to define the evaluation process.								p (MHSCP); P3 Manager *Project Team
SMP.2 3/27.H 2.11	Embed the Midlothian Integrated Falls Pathway aligned to national and local strategy.	This is a year three / four target. A Lothian-wide falls strategy is due for publication in Q3 2024/25	0%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP)



Outcome 3: Digital Self-Management

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.H 3.01	Collaboratively develop a minimum viable Digital Self-Management product in 2023-24	H2 23/24: This action is on target. Project remains in the early scoping stage and is focused on understanding user needs/requirements	30%	Project remains in the early scoping stage and is focused on understanding user needs/requirements		In Q2 2024/25 a sub-group is to be established to continue the scoping phase of work to create to create a publicly accessible digital asset map utilising information created and stored on A Local information System for Scotland (ALISS) Following Midlothian IJBs review of the Model Scheme of Publication 2023/24, work is	N/A	Develop Digital Self-management product	On Target – 30%	Midlothian Health and Social Care Partnership (MHSCP); Public Health (NHS); *Chief AHP

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
						underway to identify areas for improvement on the Midlothian Health and Social Care public facing web pages. This work will provide opportunities for linking information and support digital options				
SMP.2 3/27.H 3.02	Using insight from the early development and testing, continue to build and connect the range of resources available in 2024-2025	This is a year two target This work is developmental: appropriate targets will be developed following the scoping stage	0%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP); Public Health (NHS); *Chief AHP
SMP.2 3/27.H	Upscale engagement	This is a year three target	0%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
3.03	and use of platform in 2026-27	This work is developmental: appropriate targets will be developed following the scoping stage								Social Care Partnership (MHSCP); Public Health (NHS); *Chief AHP
SMP.2 3/27.H 3.04	Further develop functionality based on evaluation and feedback	This is a year four target This work is developmental: appropriate targets will be developed following the scoping stage	0%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP); Public Health (NHS); *Chief AHP

Outcome 4: Early Identification and Support for People Living with Frailty

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.H 4.01	Provide training for people/staff/volunteers within the Community Planning Partners on the signs of Frailty	This work is developmental. The Midlothian HSCP is leading a whole system approach to frailty with a wide range of stakeholders.	65%	Number of training carried out for people/staff/volunteers within the Community Planning Partners on the signs of Frailty	N/A	N/A	N/A	25		Midlothian Health and Social Care Partnership (MHSCP); Primary Care *Service Manager; *Chief AHP; *Service Manager Red Cross
SMP.2 3/27.H 4.02	Increase the identification of people living with frailty using an Electronic Frailty Index (EFI)	Target achieved. As of August 2023, SPIRE eFI data is no longer available.	100%	Increase the identification of people living with frailty using an Electronic Frailty Index (EFI)	350	N/A	200	350		Midlothian Health and Social Care Partnership (MHSCP); Primary Care *Service

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
										Manager; *Chief AHP; *Service Manager Red Cross
SMP.2 3/27.H 4.03	Increase the number of people living with frailty who have a completed holistic assessment	Q4 23/24: Number of Holistic Assessments completed: 197	90%	Increase holistic assessments	197	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP); Primary Care *Service Manager; *Chief AHP; *Service Manager Red Cross
SMP.2 3/27.H 4.04	Expand the use of Rockwood Frailty Index to identify the most vulnerable	Q4 23/24: In collaboration with the Integrated Service Manager - Home First,	10%	N/A	N/A	N/A	N/A	N/A	N/A	Midlothian Health and Social Care Partnership (MHSCP);

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	people living with frailty in the community and connect them with support to live healthy lives for longer	<p>planning has begun to define an approach to the roll out of the Rockwood Frailty Index to several clinical teams in Midlothian HSCP:</p> <p>Discharge to Assess (D2A)</p> <p>Midlothian Assessment and Rehab Team (MART)</p> <p>Community Respiratory Team (CRT)</p> <p>Hospital at Home (H@H)</p>								<p>Primary Care *Service Manager; *Chief AHP; *Service Manager Red Cross</p>

Midlothian will be Safer

Summary of successes

H2 23/24:

The Community Justice Improvement Plan 2023-28 was published in September 2023, developed with a range of statutory and voluntary partners, meaning the actions contained within the new plan are truly collaborative. Our 'Strategic Strength and Needs Assessment' considered national and local data and acts to underpin the new improvement plan through an analytical evidence base. Core to our partnership working will be the themes of prevention and desistance.

Your Chance to Change (non-Court mandated service supporting men to address and change their domestic abuse behaviour) has seen an increase over this reporting period. There has been a total of 6 enquiries for support to the service. This has resulted in four men being progressed to assessment, with all four being assessed as suitable and commencing programme work. This figure represents a 400% increase on men involved with the service for the same period in 2022/2023. Knowledge of the service is increasing thereby developing our prevention agenda work.

Domestic Abuse consultations continue to be conducted by Justice Social Work to assist Social Work colleagues across adult services and children & families to better understand ways in which to hold men accountable for their abusive behaviour and to engage directly with them. Over this reporting period, Justice Social Work were involved in three consultations for support. One of which resulted in a referral into Your Chance to Change and that individual continues to engage with the Caledonian Men's Programme on a voluntary basis.

In terms of Restorative Justice, we are developing a cohesive approach. Community Justice partners are sharing good practice to help improve cohesion around language of restorative justice. Commitment has been given from partners to train staff in restorative approaches and further work is to be carried out to capture the restorative work already being delivered in schools and the wider community.

The Equally Safe Strategy is now published and Community Justice are focusing on Priority 4 (Men desist from all forms of violence against Women and Girls). This key priority in the national Equally Safe strategy is embedded in Midlothian's Community Justice improvement plan. This work has already begun with our partners from Y2K, Women's Aid, Children & Families Social Work and the VAWG Co-ordinator. Our target is to have a pathway document highlighting necessary areas of desistance/early intervention. To begin the development of this work views from boys and men are to be gathered.

Health in Mind in partnership with Project180 from Y2K, are raising awareness in schools of substance use, justice issues and the subsequent impact on life outcomes. Three volunteers will deliver talks to pupils with support from Y2K and Health in Mind. The Community Justice improvement plan has a target of 4 talks per year with the delivery of the first two talks prior to the end of this academic year 23/24 starting with Newbattle High School then St Davids. An evaluation meeting is to be held at the end of the summer to review the work carried out and plan for the next academic year.

Challenges

Community Justice previously had a dedicated Police analyst. A request to Police Scotland that a council analyst could have access to police systems was declined.

Data gathering and subsequent analysis of that data is now through the central Police Scotland Team with analytical support from the Health & Social Care partnership, which makes the data less dynamic.

Annual survey @ No11 the original dates to meet with clients at no 11 were March & April 2024. Our Trauma lead has been mapping current engagement and service user feedback projects, she has received some of the results from these projects but is awaiting further responses. The current plan is to map service user feedback in June 2024 with data analysis to be completed by August 2024.

Outcome: Midlothian communities will be safer

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.S AFER. 01	Partnership delivery of restorative café programme to support the development of Restorative Justice delivery in Midlothian.	23/24: Initial RJ café held July 2023 in Dalkeith. Restorative Justice discussion at the Community Justice Board meeting in February 2024 agreed involvement from Scottish Fire and Rescue Service.	50%	Meetings subsequently held with Police Scotland and Thriving Survivors to plan delivery of the Restorative Justice programme. Aprils Community Justice working group identified contributing partners for 24/25 to deliver restorative justice inputs.	Yes	H2 2023/24: on target	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths
SMP.2 3/27.S AFER. 02	Conduct a bi-annual public consultation with the community to gather views and perspectives	23/24: On Target - 20% each year Consultations to be divided between the partnership current	20%	Mapping of partners consultations to identify the gaps in our consultation. Community Justice to focus on those areas for a	Yes	H2 2023/24: Rapid review to be completed to identify gaps.	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	on Safety & Justice within Midlothian	consultations from the community and then a Community Justice event December 2024.		fuller picture our communities views and perspectives						
SMP.2 3/27.S AFER. 03	Complete an annual project with Edinburgh College media department and students with a focus on Community Justice and the wider partnership.	23/24: On Target Initial meeting with Edinburgh College held in February 2024, project to begin in the academic year 24/25. Community Justice partners Families Outside & Victim Support Scotland to offer students guidance and critic.	50%	Project to begin in the academic year 24/25. Meeting to be held with partners and Edinburgh College end of the summer to confirm project timeline. Yearly production of a short media film.	Yes	H2 2023/24: Community Justice partners involvement agreed – Victim Support Scotland & Families Outside.	n/a	Yes	On Target	Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.S AFER. 04	Support the implementation of Equally Safe Policy	23/24: On Target Community Justice to adopt guidance/training of the published Equally Safe Policy. Partners to implement staff training to ensure an equally safe approach for service delivery. Y2K and Women's Aid joint venture to consult young people with equally safe strategy. Initial meeting to be held April 2024. Midlothian's Equally Safe Strategy	30%	Community Justice to focus on Priority 4 (as per improvement plan). Implementing work to support Equally Safe Strategy	Yes	H2 2023/24: Priority 4 short term subgroup identified.	n/a	Yes	On Target	Community Safety and Justice Partnership; Caroline Griffiths; Thematic Leads

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
		Development Steering Group to approve strategy. Subsequent work to build awareness and a shared understanding of what it means to adopt an equally safe approach.								
SMP.2 3/27.S AFER. 05	Support the facilitation of Public Protection Office (PPO) Training Briefs to support and promote the prevention agenda	23/24: On Target Public Protection Office have commissioned Thriving Survivors (Community Justice partner) to deliver the training. Two training courses completed during this	50%	Increase Prevention Agenda Work delivered. Highlighting available services and consultations. 2 x training inputs delivered to the Public Protection Office per year.	Yes	H2 2023/24: Public Protection Office have commissioned Thriving Survivors to deliver training. 6 referrals to Your Chance to Change Service. 3 domestic abuse case	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
		reporting period. In addition to the Thriving Survivors inputs the Prevention Agenda work is promoted through the service Your Chance to Change (voluntary service for families impacted by domestic abuse). DA case consultations are conducted by Justice Social Work.				consultations with Justice Social Work.				
SMP.2 3/27.S AFER. 06	Promote and support individuals in the justice system to	23/24: On Target Community Justice partnership	40%	Agreement given from the Custody Division Area Commander, Police Scotland to	Yes	H2 2023/24: Police Scotland have identified the	n/a	Yes	On target	Community Safety and Justice Partnershi

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	access timely and person-centred support services for mental health and substance use.	agreed collectively to use of ALISS as an information point for services. This included implementation of ALISS in St Leonards & Dalkeith custody suites.		ensure ALISS is an approved information tool.		need for consistency of information. Authorisation of ALISS as an approved tool discussed.				p; Caroline Griffiths
SMP.2 3/27.S AFER. 07	Ensure buildings are trauma informed and meet the needs of those accessing a range of supports within, and that their voice shapes joint service delivery.	23/24: Trauma Informed Practice Development Lead delivered an input the community justice working group. Dates for the survey confirmed for March and April 2024. Once published	20%	Conduct annual survey with people accessing support services at No 11 to measure collaborative working.	Yes	H2 2023/24: Trauma lead has been mapping current engagement and service user feedback projects. Current plan is to map service user feedback in June 2024	n/a			Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		annual survey to be shared with partners.				with data analysis to be completed by August 2024.				
SMP.2 3/27.S AFER. 08	Engage with further and higher education establishments on a range of projects that promote the work of community justice	23/24: On Target Meeting held with Queen Margaret University. Community Justice partner – Access to Industry to liaise with Edinburgh University and Napier University to identify potential projects	20%	Raise awareness of Community Justice with higher education establishments of Midlothian students	Yes	H2 2023/24: Head of Student Services at QMU, agreement for future work within the university.	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths
SMP.2 3/27.S AFER. 09	Raise public awareness of the work and responsibilities of public protection among the general public	23/24: On Target Joint venture with Community Justice, Health In mind and Unpaid Work. Consultation	30%	Facilitate podcast with professionals within Justice & Health to raise awareness of their roles and remits.	Yes	H2 2023/24: Community Advisors group established. Series of 5 podcast agreed with	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		with client group to identify those who should be interviewed for the podcasts Initial series of podcasts to be ready for distribution September 2024				contributing professionals				
SMP.2 3/27.S AFER. 10	Set out our view of including Boys and Men describing the essential features for services based on the Equally Safe gender framework.	23/24: On Target Y2K and Women's Aid joint venture to consult young people about equally safe strategy gathering views about implementation. Initial meeting to be held April 2024	20%	Consult with boys and men describing the essential features for services based on equally safe.	Yes	H2 2023/24: Priority 4 subgroup held. Agreement to facilitate a Q&A table at the Youth Platform Hackathon.	n/a	Yes	On target	Community Safety and Justice Partnership; Caroline Griffiths

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
		<p>Agreement from partners – Y2K, Women’s Aid and C&F social work to collectively gather boys’ views. Meeting to be held in May with Team Leader of STRIDE to plan for views of men to inform the equally safe gender framework</p>								

SUMMARY OF SUCCESSES

H2 23/24:

The GIRFEC (Integrated Children Services) Plan 2023-26 was developed in collaboration with a range of public and third sector organisations across Midlothian and considers feedback from children and young people, parents/carers and practitioners. Four multi-disciplinary Subgroups are taking forward the 12 priority actions identified.

Children's and Young People's Rights Subgroup

- 1) Ensure UNCRC principles are incorporated in all partnership programmes
- 2) Deliver the actions outlined in The Promise and the Midlothian Corporate Parenting plans
- 3) Develop a partnership approach to Spatial Planning that ensures Midlothian is a place where children enjoy growing up

Some excellent work is in place already and partners are looking at how we build on existing strengths across CPP partners. A review of existing reporting and working groups for The Promise and Corporate Parenting has been completed. A short-life working group is reviewing the need for a Midlothian Play/Recreation Strategy and our local efforts are connected to the national group.

The Midlothian Local Development Plan Evidence Report is in its final draft stages and was written with consideration of input from GIRFEC members. It will be presented to Midlothian Council's Planning Committee and full Council before being submitted to the Scottish Government for 'Gate checking' later this year. 386 children and young people participated in the play survey with the data from this and the Play Sufficiency Assessment informing the work on the Play Strategy.

Children's and Young People's Mental Health and Wellbeing Subgroup

- 4) Develop a central point of access to efficiently allocate mental health and wellbeing supports
- 5) Implement a neurodevelopmental pathway in line with the Scottish Government service specification, linking with the single point of access
- 6) Implement Trauma Informed Practice throughout the partnership workforce

Following confirmation of funding, the Central Point of Access (CPA) project lead role is in the process of being recruited to, which will enable actions to be progressed expediently. Timescales have been amended to factor in recruitment time. The newly appointed lead will link in with the NHS Lothian oversight group, which supports each locality area setting up the Central Points of Access, through collaboration and information sharing.

Developing a more robust dataset: There remains a gap in available data around Midlothian children and young people's mental health and wellbeing. There has been agreement to proceed with SHINE (Schools Health and Wellbeing Improvement Research Network) online pupil mental health survey, providing Midlothian with a baseline and teachers with an evidence-based approach to improvement planning. This is dependent on enough schools opting-in to this opportunity.

Progress is being made towards developing a neurodevelopmental pathway in line with the Scottish Government service specification. This is vital, as over 800 children are now on the

waiting list for assessment in Midlothian and new referrals continue to outstrip capacity for assessment on weekly basis. The Subgroup are seeking insight into data analysis of the children and young people on the wait list to identify key priority areas for intervention. Conversations are ongoing to shift focus on to intervention and targeted support beyond diagnosis as well as thresholds for assessment.

With a focus on implementing Trauma Informed Practice throughout the GIRFEC partnership workforce, the training team involved has now grown to a team of 5. Training options are available on monthly basis and on request. Training has been delivered to 242 people at level 1 and 77 at level 2 (training numbers between July 2023 to Jan 2024, inclusive). The Nurture Leads for schools are using the Framework for Relational Practice to support reflection and professional learning with groups of staff and in relation to problem solving issues around a child or young person. We are in the process of exploring delivery of the *Keeping trauma/relationships in mind* programme to school and awarding equivalent status of trauma-levels 1 and 2. In addition to this, a series of appreciative enquiry sessions are underway with schools and settings to further develop insight in the strengths and challenges in trauma-informed leadership and in promoting and protecting staff wellbeing.

Whole Family Wellbeing Subgroup

7) Implement our whole family wellbeing approach and make best use of the Whole Family Wellbeing Fund

8) Develop a Transitions Framework to support local services and processes

9) Apply a partnership approach to test targeted support during pregnancy and early years to reduce inequalities

10) Implement and deliver on the actions set out in the Local Child Poverty Action Plan

The Family Wellbeing Service has been in existence for a year and the service framework continues to be refined, informed by families' views which are in the process of being gathered. We are also improving the quality and quantity of data gathered to inform improvements in the service and approach.

In 2024/25 there will be a short round of procurement partners based on priority areas. This includes therapy interventions for parents and children and supports for families with children with additional support needs. A total of £180,000 is allocated to Third Sector partners.

Transitions Framework

A transitions lead is progressing the development of this framework, straddling children, and adult services (from 14 plus), with support from Health and Social Care and Children and Families. A "transitions passport" is being developed for young people that can be updated easily. This is a large piece of work and important that time is taken to ensure this is in an accessible format – it is important that the young people's group is involved. Plans are underway for a parent/carer group and a young person's group, involving drop-in transitions, informal chats at Saltersgate with parents and young people. Any big pieces of work will go through the parent and young person's groups to ensure inclusion of family's views in decision making processes.

ARC training has been delivered to the first group of SW staff, with further training dates planned across disciplines. The course informs adults how to develop approaches that enable young people (14 to 25 years) with additional needs to reach their potential in adult life.

Benchmarking exercise was undertaken to map practices and processes in line with National recommendations for transitions including access to information. The Subgroup are working to the *Principles of Good Transition* and have made links with other local authority areas that have made good progress in this area, ensuring the workplan continues to reflect the national recommendations.

Early Years

Addressing three breastfeeding actions. There is improved visibility of services through networking and improved links between Early Years practitioners, Health practitioners and volunteers. Breastfeeding peer support network now attending ante natal classes, which has increased the ability to reach ante natal women and explore feeding choices. Funding has been secured to increase number of volunteers. Improved advertising of groups via social media and health professionals.

Work in progress to make private, NHS and Council premises breastfeeding friendly. We have seen an increase in premises signed up, but a mammoth task.

Midlothian smoking in pregnancy group trying to reinstate connections to ensure partnership buy in.

Actions from the Poverty Action Plan

Uptake of Best Start Grants and Best Start Foods is a collaborative piece of work with Social Security Scotland (SSS) and health staff. There is joint working between Dalkeith CAB & SSS, including joint clinics and partnership working with Bonnyrigg Rose. Information about Best Start will be included in awareness raising/training sessions for health staff to sit alongside the referral pathway. Work is also underway between Public Health, CLLE, Dalkeith CAB & IFAN to deliver training on the use of the IFAN Worrying About Money leaflets. Train the trainer session ran in February, followed by a pilot training session to CLLE in March.

Agreement was reached that there should be *one point of access for referrals from Midwifery and Health Visiting* achieved by referrals going straight to Aim Hi (Penicuik CAB). Collaborative practice to ensure straightforward onward referrals where necessary to meet client preference and service capacity requirements. This process will be similar to the one that was previously operational and proved successful in Granton, Edinburgh.

The *Crisis Support/Infant Food Insecurity Toolkit* was launched in March, alongside the development and piloting of the referral pathway services. Further discussion ongoing to develop collaborative actions with partners to ensure crisis support, including out of hours.

Information Sharing and Commissioning Subgroup

- 11) Develop robust joint commissioning processes and oversight
- 12) Strengthen information sharing between partners to effectively support prevention and early intervention measures

A new version of the *Pan-Lothian Information Sharing Protocol* is in place.

The Subgroup Chair is drafting a local *Information Sharing Agreement* for the Data Protection Office (DPO) due to their lack of resources. A draft *Joint Commissioning Framework* is currently out for consultation (March/April 2024).

CHALLENGES

H2 23/24:

Children and young people's rights: we are working through the best way to achieve our goal to 'understand readiness for incorporation of UNCRC into Scot's Law'. We are working on co-ordinated leadership and an agreed strategy for this action (GIRFEC priority outcome 1).

For the Central Point of Access (CPA), the funding is confirmed for the CPA project role only. Once this post is in place, a scoping and costing exercise will be undertaken for the full implementation of a Midlothian Central Point of Access; this will be presented to the GIRFEC Board in August for consideration and agreement. (GIRFEC priority outcome 4).

Over 800 children are now on the waiting list for neurodevelopmental assessment. New referrals continue to outstrip capacity for assessment on weekly basis. We are undertaking data analysis of the children and young people on the wait list to identify key priority areas for intervention. (GIRFEC priority outcome 5).




There is uncertainty over future funding of the Family Wellbeing Service.




In Midlothian we need more of a strategic push for a breastfeeding friendly scheme in council premises. This is a big piece of work, and we need to address the logistics or alter expectations for this priority area. Also, some funding is short term and affects commitment and the ability to focus and achieve our long-term vision. The project in Mayfield and Easthouses is small scale. (GIRFEC priority outcome 9, also links with priority outcome 11).

There is a risk that the joint commissioning scoping exercise fails to identify any/many opportunities for joint commissioning activity. This could lead to failure to realise the benefits of joint commissioning approach and the opportunity for delivering improved outcomes for CYP/parents/carers.

Mitigating actions include the identification of and engagement with key budget holders as part of the joint commissioning comms and engagement process. Also, GIRFEC Board members provide clear steer to unsecured fund budget holders to engage with the scoping exercise to identify joint commissioning projects. (GIRFEC priority outcome 11).

Outcome 1: The rights of children and young people in Midlothian are respected in everything we do

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.G 1.01	Understand the readiness for incorporation of UNCRC into Scots law across partners' organisations and teams	H2 23/24: The Children's and Young People's Rights Subgroup are busy working through the best way to achieve our goal to 'understand readiness for incorporation of UNCRC into Scot's Law'. We are working on co-ordinated leadership and an agreed strategy for this action.	40%	Areas of focus for baselining are identified	N/A	H2 2023/24: Not available Not yet started as dependent on previous action		Yes		GIRFEC
				Produce a map of organisational readiness exists (a snapshot in time)	Yes	H2 2023/24: On Target To be completed by 30 June 2024. Subgroup in process of agreeing leadership and strategy to understand readiness	Yes			
SMP.2 3/27.G 1.02	Baseline children and young people's perspectives	H2 23/24: Not yet started - dependent on previous action.	0%	Channels of participation are established and evidenced between this CPP	N/A	H2 2023/24: Not available Not yet started as dependent		Yes		GIRFEC




	on how they feel their rights are respected, focussing on priority areas as identified from 'understanding the readiness for incorporation'			subgroup and children and young people		on previous action. Due for completion on 31 December 2024			
				Feedback is collated and analysed from children and young people	N/A	H2 2023/24: Not available Not yet started as dependent on previous action	Yes		
				An action plan exists to support the incorporation of UNCRC principles in partnership programmes 1 x action plan produced	N/A	H2 2023/24: Not available Not yet started as dependent on previous action. Due for completion on 31 March 2025	Yes		
SMP.2 3/27.G 1.03	Support the implementation of the action plan to incorporate UNCRC principles in	H2 23/24: Not yet started - dependent on previous action.	0%	Support the implementation of the action plan to incorporate UNCRC principles in partnership	N/A	H2 2023/24: Not available Not yet started as dependent on previous action. Due	Yes		GIRFEC



partnership
programmes

programmes -
80% of actions
are progressing
(green status)





for
completion
on 31 March
2026




Outcome 2: Families are supported to stay together at home

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 2.01	Gain and maintain an overview of progress across Community Planning Partnership organisations to meet their obligations under Plan 21-24 outcomes	H2 2023/24: Work has commenced on this action. A draft reporting template is in place and is being tested. RAG rating is in place for Corporate Parenting and Promise Plans, to enable progress reporting as part of GIRFEC Action Plan progress monitoring.	40%	The progress reporting template is routinely completed by subgroup members for the Promise and Corporate Parenting work	Yes	H2 2023/24: On Target To be completed by 31 March 2025. Draft reporting template in place and use initiated and to be reviewed		Yes		GIRFEC
				Actions are RAG rated and progress is compiled to provide an overview (1 progress report provided)	Yes	H2 2023/24 On Target To be completed by 31 March 2025. RAG rating in place for CP and Promise Plans		Yes		
				Successes and challenges are reported to the GIRFEC board	Yes	H2 2023/24: On target to be completed by 31 March		Yes		

				and guidance is taken forward		2025. Mechanism in place (reporting template) to capture & report successes and challenges			
SMP.2 3/27.G 2.02	Review the mechanisms that exist to share key achievements and challenges between partner organisations	H2 2023/24: Review completed. CYP Right's Subgroup is being trialled as the single reporting group.	100%	A review of existing reporting/working groups is completed, and an agreement is reached on the best structure	Yes	H2 2023/24: On Target Review completed. CYP Right's Subgroup is being trialled as the single reporting group	Yes		GIRFEC
SMP.2 3/27.G 2.03	Identify challenges, successes and opportunities for collaborative action and agree areas of focus	H2 2023/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G2.02	0%	Areas of collective focus are identified, and challenges and successes are fed back to the Board	N/A	H2 2023/24: Not Available Not yet started as dependent on previous action. Due for completion on 31 March 2025	Yes		GIRFEC

Outcome 3: Children and young people have improved access to a variety of safe and health promoting places and spaces






Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 3.01	Work together to provide a child-inclusive approach to the Midlothian Local Development Plan 2	H2 2023/24: GIRFEC members promoted the Midlothian Play survey to their population groups. Planning colleagues worked with partner agencies and collated existing consultation and engagement information. The Integrated Impact Assessment will identify gaps.	70%	The Integrated Impact Assessment is completed with representation from GIRFEC members	N/A	H2 2023/24: Not Available Not yet started as dependent on previous action. Due for completion on 30 June 2024		Yes		GIRFEC
				The LDP2 Evidence Report has incorporated the representative views of children and young people	Yes	H2 2023/24: On Target To be completed by 31 March 2025.		Yes		
				The draft Evidence Report has been reviewed by members of the GIRFEC Children and Young People's Rights Subgroup	Yes	H2 2023/24: On Target Review completed		Yes		
SMP.2	Contribute to	H2 2023/24:	50%	There is evidence	Yes	H2 2023/24:		Yes		GIRFEC





3/27.G 3.02	the Play sufficiency assessment and open space strategy	The Play sufficiency assessment and open space strategy development is underway. Comments made by Public Health and Play Midlothian, and further work is emerging.	that the play sufficiency assessment and open space strategy have been informed by GIRFEC stakeholders	On Target To be completed by 31 March 2025. Comments made by Public Health and Play Midlothian, with further work emerging	Yes		GIRFEC
SMP.2 3/27.G 3.03	Review the need for a Midlothian play/recreation strategy or statement incorporating (safe & healthy	H2 2023/24: Short-life working group has been established, with 3 of 7 meetings progressed to	There is evidence that the play sufficiency assessment and open space strategy have listened to and incorporated the representative views of children and young people. Review is complete and recommendations are presented to GIRFEC Board	H2 2023/24: On Target To be completed by 31 March 2025	Yes		GIRFEC
			Play strategy or alternative exists,	H2 2023/24: On Target	Yes		




spaces)	date	the actions have been implemented and there is a mechanism in place to review progress	To be completed by 31 March 2025.
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Outcome 4: Midlothian's children and young people have timely access to appropriate emotional, mental health, and wellbeing support

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 4.01	Understand service demand, capacity, impact and what's important to children and young people	H2 2023/24: Recruitment process underway for a project lead who will take this work forward. It is expected the person will be in post by June 2024.	20%	Data sets analysed	N/A	H2 2023/24: Not Available Not started. Due for completion on 31 July 2024		Yes		GIRFEC
				SPA Delivery plan in place	N/A	H2 2023/24: Not Available Not started. Due for completion on 31 July 2024		Yes		
				Strengths and gaps established	N/A	H2 2023/24: Not Available Not started. Awaiting recruitment of project lead to progress this work. Due for completion on 31 July 2024		Yes		

				SPA project lead recruited and scoping exercise completed	Yes	H2 2023/24: On Target To be completed by 31 October 2024	Yes		
SMP.2 3/27.G 4.02	Mobilise programme	H2 2023/24: Recruitment process underway for a project lead who will take this work forward. It is expected the person will be in post by June 2024.	0%	Programme Sponsors in place, leaders recruited and steering group established	N/A	H2 2023/24: Not Available Not started. Due for completion on 30 June 2024.	Yes		GIRFEC
				Comms and Engagement Plan in place for Phase 1 and 2	N/A	H2 2023/24: Not Available Not started. Due for completion on 31 October 2024	Yes		
				Funding amount and duration confirmed	Yes	H2 2023/24: On Target Completed	Yes		
SMP.2 3/27.G 4.03	Develop Single Point of Access (SPA) model for Midlothian (Phase 1)	H2 2023/24: Not started. Awaiting recruitment of project lead to progress this work	0%	High level model blueprint signed off and quality assurance framework in place	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 December 2024	Yes		GIRFEC

	Recruitment for operational post(s) is complete	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 December 2024.	Yes	
	Costing exercise undertaken for full implementation of SPA and presented to GIRFEC Board for approval	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 December 2024.	Yes	
	SPA providers and referrers consulted and engaged for Phase 1 along with TOR and partner/provider agreements	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 March 2025..	Yes	
	Referral process, triage system and safeguarding system in place	N/A	H2 2023/24: Not Available Not yet started. Due for completion	Yes	

						on 31 December 2024.			
				Data sharing protocols in place and IT system changes completed	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 December 2024.	Yes		
				High level model blueprint signed off and quality assurance framework in place	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 December 2024.	Yes		
SMP.2 3/27.G 4.04	Launch Single Point of Access (SPA) (Phase 2)	H2 2023/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G4.03.	0%	SPA Provider and Referrer workshop(s) training delivered	N/A	H2 2023/24: Not Available Not yet started - dependent on previous action. Due for completion on 31 March 2025.	Yes		GIRFEC

Activity monitoring process confirmed, and timetable reviewed	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 March 2025.	Yes	
Service launch with first referrals received, triage and assessment meetings begin (1 service launched)	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 30 April 2025 (following school Easter break).	Yes	
Service review meetings to assess activity and levels of need in place	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 31 March 2025.	Yes	
Continuous improvement plan produced and in place	N/A	H2 2023/24: Not Available Not yet started. Due for	Yes	

Programme
Delivery Plan
reviewed, and
Phase 3 plans
approved





N/A




completion
on 31 March
2025.
H2 2023/24:
Not Available
Not yet
started. Due
for
completion
on 31 March
2025.





Yes








Outcome 5: Children and young people receive the appropriate needs-based support whilst they are assessed for neurodevelopmental concerns

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 5.01	Engagement with children, young people, families and partners	H2 2023/24: Change in lead for ND implementation group. Small delay in new lead coming on board; timescale changed to 30 June 2024	30%	Assessment and planning approaches are informed by views of children, young people, and families	N/A	H2 2023/24: Not Available Change in lead for ND implementation group. Small delay in new lead coming on board; timescale changed to 30 June 2024		Yes		GIRFEC
				Children, young people and families reference/strategy group established	N/A	H2 2023/24: Not Available Not yet started. Due for completion on 30 June 2024.		Yes		
				Learning gained from tests of change in East Lothian and Fife	Yes	H2 2023/24: On Target Action complete		Yes		
SMP.2	Inclusive,	H2 2023/24:	70%	Training plan	Yes	H2 2023/24:		Yes		GIRFEC




3/27.G 5.02	neuro-affirming practice and effective support for cyp on ND Waiting List (Phase 1)	Training plan established for inclusive classrooms and neuro-affirming practice. Further discussions to be had around how best we progress this action and who will be involved (cross-agency).		established for inclusive classrooms and neuro-affirming practice Demographics of waitlist understood, and support options identified. Project cohort identified and Multi-Disciplinary Team (MDT) working group membership and duration identified	Yes	On Target Action complete	Yes		GIRFEC
SMP.2 3/27.G 5.03	Scope elements within pathway implementation (Phase 2)	H2 23/24: Further discussions to be had around how best we progress the action to identify potential supports, and who will be involved (cross-agency). Mapping exercise undertaken by	25%	Potential supports identified. Impact analysis undertaken to identify way to progress, commissioning options etc.	N/A	H2 2023/24: Not Available Not Available Not yet started. Due for completion on 31 December 2024.	Yes		GIRFEC
				Review of RfA processes, thresholds for specialist assessment, triage	N/A	H2 2023/24: Not Available Not started. Due to be completed by	Yes		





	professionals for current neurodevelopmental assessment pathways for under and over 7s.			processes		31 August 2024.			
				Review of post-assessment and post-diagnostic support	N/A	H2 2023/24: Not Available Not started. Due for completion by 31 August 2024.	Yes		
				Mapping activity complete for current ND assessment pathways for under and over 7s	Yes	H2 2023/24: On Target Action complete	Yes		
SMP.2 3/27.G 5.04	Develop pre-clinical assessment element of the pathway (Phase 3)	H2 23/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G5.03	0%	Referral responsibilities agreed amongst key professionals (GPs, schools, Health Visitors) (Referral responsibilities agreed)	N/A	H2 2023/24: Not Available Not started. Due to be completed by 31 October 2024.	Yes		GIRFEC
				Communications on ND pathway and training workshops delivered to support use of tools/new RfA (Training	N/A	H2 2023/24: Not Available Not started. Due to be completed by 31 October 2024.	Yes		


				workshops delivered)					
				Data capture points introduced along the pathway to monitor improvements (Data capture points introduced)	N/A	H2 2023/24: Not Available Not started. Due to be completed by 31 October 2024.	Yes		
				Quality assurance processes are implemented and capacity issues amongst partners (Quality assurance processes are implemented)	N/A	H2 2023/24: Not Available Not started. Due to be completed by 31 October 2024.	Yes		
SMP.2 3/27.G 5.05	Develop post-diagnostic support element of the pathway (Phase 4)	H2 23/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G5.04	0%	Rollout including training in use of confirmed post diagnostic tools and supports in schools and communities for CYP and families (Training on post diagnostic tools completed)	N/A	H2 2023/24: Not Available Not started. Dependent on completion of action SMP.23/27.G 05.04. Due to be completed by 31 October 2024.	Yes		GIRFEC
				Data capture points introduced	N/A	H2 2023/24: Not Available	Yes		

				along the pathway to monitor improvements (Data capture points introduced)		Not started. Due to be completed by 31 October 2024.			
SMP.2 3/27.G 5.06	Evaluation of pathway implementation	H2 23/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G5.05	0%	Stakeholder engagement period complete - sense checking improvements in referrals and pre- and post-diagnosis supports (Stakeholder engagement period complete)	N/A	H2 2023/24: Not Available Not started. Due to be completed by 31 March 2025.	Yes		GIRFEC





Outcome 6: All professionals are appropriately trained and equipped to deliver services in a trauma-informed way

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 6.01	Implement and strengthen trauma-informed practice across workforce	H2 23/24: With a focus on implementing Trauma Informed Practice throughout the GIRFEC partnership workforce, the training team involved has now grown to a team of 5. Training has been delivered to 242 people at level 1 and 77 at level 2 (training numbers between July 2023 to Jan 2024, inclusive).	60%	Professional learning delivered across informed, skilled, and enhanced levels (Learning is delivered)	Yes	H2 2023/24: On Target In progress. Not started. Due for completion by 31 December 2024.		Yes		GIRFEC
				Communications, resources, and implementation support is established	Yes	H2 2023/24: On Target In progress. Not started. Due for completion by 31 December 2024.		Yes		
				Baseline established for trauma-informed practice across the partnership workforce and measures of ongoing progress	Yes	H2 2023/24: On Target In progress. Not started. Due for completion by 31 December		Yes		

SMP.2 3/27.G 6.02	Define and strengthen trauma-informed leadership and systems	H2 23/24: Progress is being made towards developing a neurodevelopmental pathway in line with the Scottish Government service specification.	50%	Definition of trauma-informed leadership agreed and clear commitment visible (Definition of trauma-informed leadership agreed)	Yes	2024. H2 2023/24: On Target In progress. Not started. Due for completion by 31 December 2024.	Yes		GIRFEC
				Professional learning delivered on trauma-informed leadership (1 x learning delivered)	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		
				Values and principles of TIP are evident across leadership	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		
				Systems established that support and challenge leadership across the system	Yes	H2 2023/24: On Target In progress. Due for completion by 31	Yes		

SMP.2 3/27.G 6.03	Strengthen workforce care, support, and wellbeing	H2 23/24: Work has commenced on identifying training and support needs of staff in supporting children and young people presenting with distress and mental health needs.	20%	Needs of staff in meeting needs of children and young people presenting with distress and mental health needs identified	Yes	December 2024.	Yes		GIRFEC
					Development plan in place for professional support and supervision in schools and with partners	Yes	H2 2023/24: On Target In progress. Due for completion by 30 June 2025.	H2 2023/24: On Target In progress. Not started. Due for completion by 30 June 2025.	

Outcome 7: Families receive holistic support to help to deliver improved outcomes for children, young people and families

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.G 7.01	Phase 1: Develop Midlothian's Whole Family Wellbeing Approach	H2 23/24: The Family Wellbeing Service framework continues to be refined, informed by families' views which are in the process of being gathered. We are also improving the quality and quantity of data gathered to inform improvements in our approach. Existing family support services have been mapped. The Family Learning	60%	Existing family learning opportunities mapped	N/A	H2 2023/24: Not Available Not started. Due for completion by 31 December 2024.		Yes		GIRFEC
				Whole Family Wellbeing Working Group established	Yes	H2 2023/24: On Target Action complete	Yes			
				Whole Family Wellbeing approach/Framework defined	Yes	H2 2023/24: On Target In progress - gathering families views. Due for completion by 30 June 2024.	Yes			
				Families' views are gathered and are informing the Family Wellbeing	Yes	H2 2023/24: On Target In progress - joint	Yes			

Strategy has been approved and disseminated.

Service approach

gathering via third sector and education. Due for completion by 30 June 2024.

Family learning strategy signed off by GIRFEC Board (1 x family learning strategy complete)

Yes

H2 2023/24:
On Target Action complete. Approved at February GIRFEC Board in February 2024

Yes



Existing family support services mapped (1 x map of family support services)

Yes

H2 2023/24:
On Target Action complete

Yes






Data about the need for the support and interventions provided is being gathered and analysed (Data on support and interventions is



Yes

H2 2023/24:
On Target Action complete. This will inform funding plans




Yes



SMP.2 3/27.G 7.02	Phase 2: Implement Midlothian's WFWA including partnership funding	H2 23/24: A short round of procurement is underway, focusing on addressing priority themes. This includes therapy interventions for parents and children and supports for families with children with additional support needs. A total of £180,000 is allocated to Third Sector partners through this process.	70%	gathered and analysed)					
				SLA and contracts for third sector support via WFWF are in place	Yes	H2 2023/24: On Target In progress – funding applications received and in process of being assessed. Due for completion by 31 July 2024.	Yes		GIRFEC
				Outcome measures for WFWA have been agreed	Yes	H2 2023/24: On Target In progress. Due for completion by 31 July 2024.	Yes		
Family learning and parenting support programme is established to offer opportunities across Midlothian for families with children of all ages (1 x programme	Yes	H2 2023/24: On Target In progress. Due for completion by 30 September 2025.	Yes						

				established)					
SMP.2 3/27.G 7.03	Phase 3: review and enhance Whole family wellbeing approach	H2 23/24: Not started. These actions will be undertaken on completion of action SMP.23/27.G7. 02	0%	Data analysis of WFWF fund and outcomes	N/A	H2 2023/24: Not Available Not started. Dependent on earlier action. Due for completion by 30 June 2024.	Yes		GIRFEC
				Additional funding streams identified to support WFWA	N/A	H2 2023/24: Not Available Not started. Dependent on earlier action. Due for completion by 31 December 2024.	Yes		

Outcome 8: Young people transition into services in a planned, safe, and seamless manner

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 8	Take actions to ensure transitions planning and decision-making is carried out in a person-centred way with effective multi-agency co-ordination across all services	H2 23/24: A transitions lead is progressing the development of this framework, straddling children, and adult services (from 14 plus), with support from Health and Social Care and Children and Families. A “transitions passport” is being developed for young people that can be updated easily. Plans are underway for a parent/carer group and a	80%	Template developed for a transition passport that travels with the YP that can be updated easily	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.		Yes		GIRFEC
				ARC Transitions training carried out for all key education, social work and third sector staff (1 x ARC transitions training carried out)	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes			
				Transition assessment process in place for young people at 14 years (Transition assessment process in place)	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes			

young person's group, involving drop-in transitions, informal chats at Saltersgate with parents and young people. Any big pieces of work will go through the parent and young person's groups to ensure inclusion of family's views in decision making processes.

Eligibility criteria clearly defined for all services

Yes

H2 2023/24:
On Target
In progress.
Due for completion by 31 December 2024.

Yes



Benchmarking exercise undertaken to map practices and processes in line with National recommendations

Yes

H2 2023/24:
On Target
In progress.
Due for completion by 31 December 2024.

Yes



Young people, parents and carers have access to the information they need, when they need it (measurement to be defined)

Yes

H2 2023/24:
On Target
In progress.
Due for completion by 31 December 2024.

Yes



Young people, parents and carers are supported to be involved in making decisions about services they receive (measurement to

Yes





H2 2023/24:
On Target
In progress.
Due for completion by 31 December 2024.



Yes







be defined)

Outcome 9: Families are supported in a way that demonstrably improves outcomes for mothers and babies


Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 9.01	Take actions to improve the breastfeeding rate in Mayfield and Easthouses	H2 23/24: There is improved visibility of services through networking and improved links between Early Years practitioners, Health practitioners and volunteers. Breastfeeding peer support network now attending ante natal classes, which has increased the ability to reach ante natal women and explore feeding choices.	50%	A local breastfeeding working group is co-ordinated in the Mayfield and Easthouses area. 1 x workshop established	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.		Yes		GIRFEC
				Peer support is provided for pregnant women and parents for breastfeeding/infant feeding	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.		Yes		
				Increase the awareness and familiarity of breastfeeding support in the local area during pregnancy and at birth.	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.		Yes		
				The number of 'Breastfeeding	Yes	H2 2023/24: On Target		Yes		

		Funding has been secured to increase number of volunteers. Improved advertising of groups via social media and health professionals. Work in progress to make private, NHS and Council premises breastfeeding friendly. We have seen an increase in premises signed up, but a mammoth task.		Friendly' spaces in Midlothian has been increased, including private businesses with a focus on Mayfield and Easthouses and Pathhead Appropriate NHS and Council premises have breastfeeding-friendly accreditation	Yes	In progress. Due for completion by 31 December 2024. H2 2023/24: On Target In progress	Yes		
SMP.2 3/27.G 9.02	Increase the number of women who quit smoking during pregnancy	H2 23/24: Midlothian smoking in pregnancy group trying to reinstate connections to ensure	0%	Pilot project undertaken in Midlothian providing 1:1 support to pregnant women	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		GIRFEC




	partnership buy in.			30% of women identified as smoking have an appointment to make a quit attempt date through Quit Your Way programme	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		
				A successful 12 week quit rate (above national average) is achieved and maintained	Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		
SMP.2 3/27.G 9.03	Support children in their early years who are at risk of language and communication delay, to meet their developmental potential	H2 2023/24: The Circle Up, Up and Away approach is now embedded across the Partnership. Work is progressing on ensuring appropriate referrals are received by Speech and Language Therapy	60%	The Circle Up, Up and Away approach is embedded across the Partnership Speech and Language Therapy Teams receive appropriate referrals into S&L service	Yes	H2 2023/24: On Target Action complete	Yes		GIRFEC
					Yes	H2 2023/24: On Target In progress. Due for completion by 31 December 2024.	Yes		



| Service.





Outcome 10: Lower numbers of children and young people live in relative poverty

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 10	Implement and deliver on the actions set out in the Local Child Poverty Action Plan	H2 23/24: Three areas of focus linked with GIRFEC action plans are: 1) Uptake of Best Start Grants and Best Start Foods; 2) Referral pathway; 3) Crisis Support/Infant Food insecurity.	40%	Deliver on the actions set out in the Local Child Poverty Action Plan	Yes	H2 2023/24: On Target In progress. Due for completion on 31 March 2024.		Yes		GIRFEC





Outcome 11: Joint commissioning is in place, to better support our Partnership to identify local needs, resources and priorities to improve outcomes for children, young people and families

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 11	Develop and implement Joint Commissioning Framework	H2 23/24: A draft Joint Commissioning Framework is currently out for consultation (March/April 2024).	50%	Final version of Joint Commissioning Framework document complete	N/A	H2 23/24: Not Available Not started as dependent on completion of earlier action. Due for completion on 30 June 2024.		Yes		GIRFEC
				NHS and Council authorisations in place	N/A	H2 23/24: Not Available Not started as dependent on completion on earlier action. Due for completion on 31 August 2024.		Yes		
				Governance structure agreed	N/A	H2 23/24: Not Available		Yes		

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
				by GIRFEC Board						
				Training/workshops in place on use of Joint Commissioning Framework	N/A			Yes		
				Communications messages shared	N/A			Yes		

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
				Scoping exercise to identify commissioning projects/budgets underway	N/A	Due for completion on 31 December 2024. H2 23/24: Not Available Not started as dependent on completion of earlier action.		Yes		
				DPIAs in place for Council and NHS	Yes	Due for completion on 31 December 2024. H2 23/24: On Target Completed		Yes		
				Final draft of Joint Commissioning Framework complete	Yes	H2 23/24: On Target Completed		Yes		
				Stakeholder consultation period complete	Yes	H2 23/24: On Target In progress		Yes		

Outcome 12: Strengthened GIRFEC practice ensures information is shared proactively to aid prevention and early intervention

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G 12.01	Establish Information Sharing Protocol across GIRFEC partnership	H2 23/24: A new version of the Pan-Lothian Information Sharing Protocol is in place. The Subgroup Chair is drafting a local Information Sharing Agreement for the Data Protection Office (DPO).	71%	Next steps confirmed following update on current position	N/A	H2 23/24: On Target In progress. Due for completion on 31 August 2024.		Yes		GIRFEC
				Scoping exercise to identify commissioning projects/budgets underway	Yes	H2 23/24: On Target Completed		Yes		
				Delivery plan in place	Yes	H2 23/24: On Target Completed		Yes		
SMP.2 3/27.G 12.02	Identify and resolve any other information sharing issues - outside Protocol sphere - impacting on GIRFEC	H2 23/24: Action complete. No issues were identified by GIRFEC partners.	100%	Consultation with GIRFEC Partners complete	Yes	H2 23/24: On Target Completed		Yes		GIRFEC

Midlothian will support residents to improve employability and outcomes in our communities

Summary of Successes

H2 23/24:

Shaping Places for Wellbeing and Living Well in Central Dalkeith and Woodburn projects have made significant progress and completed all their actions. A Feasibility study on the MARC building has been completed and work is underway to take this to the next stage.

Social Security Scotland has been engaging with universities to raise the profile of disability benefits and carers allowance and are planning on extending their reach into secondary schools.

Numbers of young people and adults securing positive destinations from No One Left Behind Projects is increasing. The Parental Employability Project has supported 298 parents over the last 12 months, 186 new parents and 114 existing parents. 80 have entered employment or progressed within their employment to more hours or a higher paid job. 80 have entered self-employment or progressed within their self-employment to increase their income levels.

36.78% of parents achieved a work-related accredited qualification totalling 275 qualifications. 9 parents started Further or Higher Education.

The number of Foundation Apprenticeships in Health and Social Care has increased substantially although this may be impacted by the cut to next year's contract.

A range of events have resulted in large numbers of people engaging with services including the Careers Fair and Employability Fayre.

A successful Progress Visit from Education Scotland on the impact of the CLD Plan and partnership was very positive with major strengths identified including strong, confident and effective leadership and a shared vision with embedded culture of partnership working. Partners are removing barriers to participation, using data and self-evaluation effectively and enabling participants to gain new skills, qualifications and employment.

Extensive groundwork undertaken with anchor organisations to create pathways into better paid, secure and local employment has been carried out to meet Year 2 target.

Challenges


H2 23/24:



External funding for several programmes is proving challenging. Cuts to budgets and contracts including Foundation Apprenticeships, the complete removal of Individual Training Accounts and delayed notification of NOLB funding awards is making it incredibly difficult for CLLE and partners to maintain provision. These issues have been raised at a national level.



Queen Margaret University Enhanced Learning Tutoring Initiative funding for senior phase pupils is coming to an end and there is a risk this cannot be continued although several options are being explored including a large-scale tutoring pilot across Scotland.


Loss of the workforce development lead in HSCP may lead to delays in meeting the target to create pathways into employment.

Outcome 1: Improve employability outcomes for Midlothian residents

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.L EP.01. 01	Target employability support to those in the following groups: Priority families highlighted in Child Poverty Action Report; People with longer term health conditions; Young people under the age of 25; Those aged over 50; Those in low paid or insecure work	H2 2023/24: Earnings now above national average for men but still below for women although gap closing. NOLB programmes exceeding targets, mix of new referrals and continuing support to existing participants. Fair Start continuing to work with existing clients but no new referrals after 31st March 2024. UKSP: It should	100%	Number of economically inactive people engaging with keyworker support services through UKSPF - S31.1 New measure 23/24 target 130, 24/25 target 121	30	H2 23/24: Off Target Activity was initially slow as money was late in being released leading to projects starting late and/or issues with recruitment. As projects became more established, they have engaged with and supported more clients in a short period. 6 projects are		130		Local Employability Partnership



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		be noted that due to UK reporting timelines data for this report will be 3 months in arrears. On track to achieve target by end of Q4.		The number of people supported through employability programmes: Fair Start – baseline 216 Target 289	179	delivering under this intervention. H2 23/24: Off Target 179 new starts, 77 into employment; 24 sustaining at 26 weeks; 32 still to achieve milestone. New referrals ceasing from 31st March but will continue to work with those already registered, new clients will be picked up by NOLB		289		
				The number of people supported through employability programmes:	586	H2 2023/24: On Target Targets exceeded: all age		430		


Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
				NOLB – baseline 624 Target 430		employability 255; PES 332. Currently a waiting list for PES				
				Midlothian residents earn above the national average (NOMIS – tracking only) Baseline: Midlothian full-time workers gross weekly pay (£622.90) is below Scottish average (£640.30)	Yes	H2 23/24: On Target Those in full time work now exceed Scottish average of £702.40 week although women were still below the average of £683.80 (£725.70) with gap closing (NOMIS 2023)		Yes		
SMP.2 3/27.L EP.01. 02	Anchor organisations create pathways into	H2 2023/24: Groundwork undertaken to begin 1st test of	25%	2 tests of change are completed and impact evaluated – years	1	H2 23/24: Off Target Agreement between		2		Local Employability Partnershi


Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	better paid, secure, and local employment	change in 2024/25		1 and 2 target		NHS Lothian and Midlothian LEP to work in partnership to test paid work experience in NHS Lothian as part of a regional pilot. Employability scoping exercise carried out and going to SMT in May 2024				p
SMP.2 3/27.L EP.01. 03	Identify opportunities to establish collaborative practices between NHS Lothian, Midlothian Council and colleges that support HSCP	H2 2023/24: Groundwork undertaken this period to support work	25%	1 opportunity identified years 2-4	N/A	H2 23/24: Not Available Employability scoping exercise completed in the HSCP with support of IJB. This provides baseline from		3		Local Employability Partnership


Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	and LEP members to create more opportunities for local people to enter HSC work					which to identify opportunities to take forward in years 2-4. Meetings held with key stakeholders to map out a more joined up approach and learn from good practice to support young people to enter the sector. First HSC Strategy Group Meeting convened with Midlothian Education Service				
SMP.2	Anchor	H2 2023/24:	100%							Local


Action Code	Action	Action updates	Progress	Indicators	Results	PI updates	Baseline	Target	Indicator Status	Managed By
3/27.L EP.01. 04	organisations deploy their influence and resources to support fairer work and create opportunities through procurement and community benefits	Community Benefits Gateway system in place. Developments to embed community benefits into all procurement underway and encouraging all third sector organisations to upload their asks to ESES Community Benefit's Portal. The number of Scottish employers registered as paying real Living Wage has hit new high of 3,500 with Scotland having highest proportion of those over 18								Employability Partnership

Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.L EP.01. 05	Sustain level of Modern Apprenticeship (MA) / Foundation Apprenticeship (FA)	paid the RLW. H2 2023/24: Good progress made to achieve targets for year, but figures always behind as FA's not resulted until June each year.	100%	70% completing or moving into positive destination New measure Baseline completion rates : MA 85%; FA 57.3% MA - 70% FA – 70%	86%	H2 23/24: On Target 2022/2023 - 118 pupils – 91 achieved full FA Certificate. 11 of the 27 early leavers moved into a positive destination (Job, MA, College, etc) which gives us an overall achievement figure of 86% MA 2023/2024 33 achievers, 5 early leavers = 86% achievement rate		70%		Local Employability Partnership
SMP.2 3/27.L	Focus on labour market	H2 2023/24: Presentation to	25%	Labour market analysis (SDS)	N/A	H2 2023/24: Not Available		8		Business Gateway

Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
EP.01.06	gaps and new opportunities to create learning and employability pathways into new and growing occupations (green technologies, data driven innovation, health and social care and childhood practices)	LEP on SLDR and APM and labour market gaps/growth areas – met year 1 target		data reviewed twice year to identify priorities 8 reviews		SDS data presentation to LEP on SLDR/APM figures and key growth areas; updating NOLB Plan with new statistics				
SMP.23/27.L EP.01.07	Identify and develop links with employers, colleges / universities, and social enterprises	H2 2023/24: Employer links being developed through DYW, Into Work and PES with Neurodiversity training offered to 6 employers.	100%	1 new partnership opportunity offered each year to address gaps 4	0	H2 23/24: Off Target DYW links with Keir Construction offering supplier chain event for Dalkeith HS, senior career talks for Dalkeith		4		Local Employability Partnership



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
						and St. David's HS, hosting workplace visits. Into Work provided Neurodiversity training to 6 employers. Employers Fayre attracted 37 local employers who offered live job info and interviews to attendees; weekly PES career club drop in sessions attended by 7 employers				
SMP.2 3/27.L EP.01.	Maintain school leaver destinations	H2 2023/24: Midlothian has consistently	100%	Tracking: 1% above Scottish average	1%	H2 23/24: On Target APM 16 to		1%		Local Employability


Action Code	Action	Action updates	Progress	Indicators	Result	PI update	Baseline	Target	Indicator Status	Managed By
08	(SLDR) and annual participation measures (APM) at 1% above Scottish average through partnership supported transitions and direct individual support	been above the national average				19's annual 2023: 94.3% National 95.4% Midlothian 2022: 92.4% National 93.4% Midlothian SLDR 21/22 Midlothian 95.5% National 95.7% 22/23: Midlothian 95.3% National 95.9				Partnership; CLLE Management *Team
SMP.2 3/27.L EP.01. 09	Curriculum review of school's education with partners	H2 2023/24: Review underway, actions to be agreed in year 2	100%	New measure – actions identified year 1, implement recommendations years 2-4	N/A	H2 2023/24: Not Available Moving to aligned curriculum offer across schools with aligned		3		Childrens Services, Partnership and Communities; Local Employability



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
						school day				Partnership; Skills *Development Scotland; CLLE Management *Team
SMP.2 3/27.L EP.01. 10	Support young people to build skills for life and work through CLLE provision	H2 2023/24: Target exceeded for year	100%	Target 3200 young people supported each year	3,422	H2 23/24: On Target 3422 engagements have taken place over the last 12 months by young people accessing youth work provision across a range of provisions for example Croft Street Hub, Feel Good Friday, Dungeon and Dragons,		3,200		Childrens Services, Partnership and Communities; Local Employability Partnership; Skills *Development Scotland; CLLE Management *Team; Thematic Leads




Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
						Youth Platform, Soup Group, Lady Wood Youth Club, Young Carer's Projects, Duke of Edinburgh, and Youth Participation Focus Groups				
SMP.2 3/27.L EP.01. 11	Identify key priorities, develop and deliver action plan	H2 2023/24: On target	100%							Thematic Leads




Outcome 2: Local people will have increased opportunities to influence decisions through work with public sector, Third Sector and community capacity building




Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.L EP.02. 01	Create opportunities for those with direct experience to co-create and continually enhance employability services	H2 2023/24: Still developing with survey currently underway	50%	1 for each anchor organisation annually Baseline: Midlothian score card shows satisfaction rates on 12 standards with all above 50% but only 1 above 85% Target: 12 above 85% by year 4 2 annually	54	H2 23/24: On Target 54 responses to survey to date, aim to reach 100 by closing date		2		Local Employability Partnership
SMP.2 3/27.L EP.02. 02	Use Customer Charter for Employment Support Services and Employability Shared Measurement Framework to benchmark services and	H2 2023/24: Forum off target as not yet created. Priority in year 2	50%	Minimum 8 service users engaged in Forum Twice yearly questionnaire to users	N/A	H2 23/24: Not Available Not yet established joint forum but all providers use the framework to identify improvement		8		Local Employability Partnership; Jake Murray; Rebekah Sullivan

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	identify improvements					s, measure client satisfaction and act on feedback to secure improvements				
SMP.2 3/27.L EP.02. 03	Create and support volunteering programmes that engage local people in community capacity building activities	H2 2023/24: Opportunities and number of programmes increasing and engaging local people Target exceeded	100%	Number of volunteering opportunities created through UKSP New measure: 23/24 target – 996 24/25 target – 520 Interventions S8.3 and S33.2	2,254	H2 23/24: On Target Volunteering opportunities created by Development Trusts is high with two establishing Community Pantries resulting in a high number of opportunities. 6 projects overall providing volunteering opportunities. It should be		392		Local Employability Partnership

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
				Number of people engaged in community capacity activities through UKSP 23/24 Target: 122 23/24 Target 73 Intervention S9		noted that due to UK reporting timelines data for this report will be 3 months in arrears but already substantially exceeded target.		122		
SMP.2 3/27.L EP.02. 04	Maximise opportunities for volunteering to be promoted and celebrated through partnership working	H2 2023/24: Reporting timelines do not always align but on target to meet or exceed all targets	100%	Number of nominations to Volunteer Awards Baseline 2022/23: 44 nominations Target 2023/24: 40 nominations	46	H2 23/24: On Target Midlothian Volunteer Awards planned for 6 June 2024. Nominations closed March		40		TSi *TSi

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
				Number of organisations advertising volunteer vacancies with THIRD SECTOR INTERFACE	70	2024 with 46 nominations received H2 23/24: On Target		60		
				Number of people attending volunteer recruitment fair	125	156 live volunteering opportunities across 70 organisations registered with Volunteer Midlothian H2 23/24: On Target		100		
				Number of THIRD SECTOR INTERFACE Saltire Awards achieved	127	Recruitment Fair held 29 Feb 2024, exceeded targets for attendance H2 23/24: Off Target		228		



Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
				Baseline 2022/23: 223 Target 2023/24: 228 Number of THIRD SECTOR INTERFACE registrations for Saltire Awards Baseline 2022/23: 248 Target 2023/24: 250	149	target to meet end of year targets H2 23/24: Off Target Number registered on target to meet end of year targets		250		
SMP.2 3/27.L EP.02. 05	Support Third Sector organisations to manage their organisations effectively and access funding	H2 2023/24: Exceeding targets	100%	Number of THIRD SECTOR INTERFACE funding events Baseline 2022/23: 4 (due to UKSPF) Target 2023/24: 2 Number of THIRD SECTOR INTERFACE training courses Baseline 2022/23: 10	1 6	H2 23/24: Off Target Moving Forward event held Sep 23 with 23 attendees - on target to meet end of year targets H2 2023/24: Off Target On target to meet end of year targets		2 10	 	TSi *TSi


Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
				Target 2023/24: 10 Number of organisations receiving 1-2-1 support from THIRD SECTOR INTERFACE Baseline 2022/23: 56 Target 2023/24: 30	16	H2 23/24: Off Target On target to meet end of year targets		60		
SMP.2 3/27.L EP.02. 06	Work in partnership with local communities and organisations to coordinate outreach services in areas where residents must travel to access services (Loanhead, Bilston, Danderhall	H2 2023/24: Year 2 target, groundwork underway to develop outreach activity with partners and to share spaces to promote services	25%	Number of coordinated partnership outreach sessions. New measure 1 per year in identified areas Number of people attending outreach sessions – new measure to	N/A N/A	H2 23/24: Not Available Year 2 target but groundwork underway with partner organisations to share premises and deliver one stop shops H2 23/24: Not Available Year 2 target		3	 	Thematic Leads



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	and rural areas)			establish baseline						

Outcome 3: Improve the breadth, quality and impact of informal and formal lifelong learning including access to qualifications

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.L EP.03. 01	Further develop adult learning and capacity building opportunities for local residents to remain active and involved in their local communities	H2 2023/24: Below target but still good progress towards pre-Pandemic levels	73%	Number of people participating in CLLE adult and family learning programmes Baseline 22/23: 1,581 Target 23/24 – 1,600	866	H2 23/24: Off Target Slightly below target for a range of reasons including cost of living crisis impacting on paid programme attendance, difficulties in recruiting specialist tutors and limited access to Individual Training Accounts		1,600		Thematic Leads
SMP.2 3/27.L EP.03. 02	Review paid adult learning programmes to identify priorities and	H2 2023/24: CLLE review completed, still consulting with partners to	60%	% of recommendations implemented in years 2-4 Review	N/A 1	H2 23/24: Not Available 2024-26 Target H2 2023/24:		3 1	 	Thematic Leads



Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	gaps and produce action plan	identify targets and produce joint action plan		completed and priorities and actions identified by 2024		On Target Review/consultation concluded on curriculum with learners, mapping as part of the Statement of Ambition, action plan for CLLE agreed, consultation with partners ongoing.				
SMP.2 3/27.L EP.03. 03	Increase opportunities for Midlothian residents to be digitally included	H2 2023/24: These figures include young people engaging in school college partnership, unemployed people, people with disabilities, women returners, and those	95%	Midlothian Volunteer Action Connect Online baseline -74 learners, 22 volunteers Target: 74 learners, 22 volunteers Number of Midlothian learners participating in	85	H2 23/24: On Target Target exceeded		74		Thematic Leads
					173	H2 23/24: On Target Target exceeded		70		

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
		upskilling/reskilling. The distribution of learners across SCQF levels will inform planning for 2024/25		digital skills via anchor organisations and THIRD SECTOR INTERFACE Review targets annually CLLE Baseline 22/23: 57 CLLE Target 23/24: 70		third sector but below for CLLE due to some courses not being recorded as IT courses where subject is embedded and not purpose of course. Also additional digital courses being delivered through UKSP and NOLB				
				Number of Midlothian residents accessing Data Skills Gateway (Data Education in Colleges)	295	H2 2023/24: On Target Levels offered SCQF 3 (16 learners); SCQF4 (83		204		

Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
				Baseline 2020: 186 Target 2024: 204 Target 2025: 224 Target 2026: 246		learners); SCQF5 (122 learners); SCQF 6 (35 learners); SCQF 7 (24 learners); SCQF8 (15 learners)				
SMP.2 3/27.L EP.03. 04	Sustain qualification levels for adults at National Vocational Qualifications (NVQ) at all levels	H2 2023/24: All levels now exceed Scottish average and those with no quals below Scottish average	100%	Tracking only – maintain above Scottish average levels 1 to 4; below Scottish average no qualifications		H2 23/24: Data Only January to December 2023: Level 4 59.8% (55.1%) Level 3 73.9% (73.7%) Level 2 87.3% (87.1%) Level 1 90.1% (87.9%) No quals- 5.5% (8,2%)				Thematic Leads
SMP.2	Deliver CLD	H2 2023/24:	50%	Report published	100%	H2 2023/24:		100%		CLLE

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
3/27.L EP.03. 05	Plan on annual basis and prepare annual report on performance and impact	Year 2 reporting complete and showing good progress, Year 3 won't be completed until end September due to different reporting cycles but on track to meet most targets		Number of 3-year plan actions on target Baseline 21/22: 20 on target, 13 requiring some action, 1 requiring focused attention		On Target Year 2 Report published showing 23 areas making very good progress, 10 areas highlighted for progress in year 3 and none identified as red (off target). Plans underway for new CLD Plan from Oct 2024 including consultation.				Management *Team

Outcome 4: Enhance the impact of Police Scotland’s priorities to support communities through the work of the Police Scotland Local Authority Liaison Officer

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 327.L EP.04	The Police Scotland Local Authority Liaison Officer will act as a single point of contact to support partnership working:	H2 2023/24: LALO role working well with networking with partner agencies and large number of community projects engaged with. Met target.	100%	Number of partnership projects undertaken New post no baseline Number of requests for support	27	H2 2023/24: Data Only H2 2023/24: New LALO has been in place for one year and has undertaken a lot of networking with partner agencies to promote the role. The number of requests made is no longer relevant due to the introduction of the ASB Daily Report			 	Police *Scotland Liaison Officer

Midlothian will be Greener

Summary of Successes

H2 23/24:

- Supporting establishment of Midlothian Climate Action Hub and working with MEL Ltd;
- Roll out of training to Midlothian Council Ranger Service and Volunteers in river fly monitoring;
- Seeking to involve Midlothian Council active travel colleagues in the work of the Climate Emergency Group and Community Planning;
- Working with Midlothian Council Local Heat and Energy Efficiency Strategy (LHEES) and highlighting the role to Climate Emergency Group members;
- Started engaging with larger land owners with areas of peatland within their land holdings; and
- Mapping greenspace and tree canopy.




Challenges



H2 23/24:

- Being able to deliver the required actions to help hit Net Zero by 2030;
Action Response: Carry on working in partnership to deliver actions and targeting areas/activities with the highest carbon emissions;
- Having a dedicated resource to take forward (lead and support) climate projects in Midlothian.
Action Response: Keeping the Midlothian Community Planning Board aware of this and supporting climate change officers roles in Midlothian Council.
- Being able to fund and resource actual climate change and climate change adaption projects.
Action Response: Identifying resource and people that can take projects forward.
- Development of locally owned Climate Emergency projects. Discussion is being had with Council and MEL Ltd.
Action Response: Carry on working in partnership to deliver actions.
- Identify potential sites on Council and other partners land for renewable energy generation inc. solar, wind and ground-source heat pumps. Explore potential for community-owned schemes and joint ventures between public, private and community sectors;
Action Response: Work not proceeding through the group. MEL (Midlothian Energy Limited – partnership between energy firm Vattenfall and Midlothian Council) has a remit for taking

this forward. The Council will continue to work with MEL.



Outcome 1: Learning for Sustainability is increased



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G REEN .01.01	Train Midlothian Council Ranger Service and Volunteers in river fly monitoring	H2 23/24: Complete	100%	Two Council Rangers and 10 volunteers trained by 31 March 2024	100%	H2 23/24: Complete Both targets reached and undertaken.	N/A	100%		Climate Emergency Group
SMP.2 3/27.G REEN .01.02	Engage with Midlothian Council education service and encourage Midlothian schools to adopt freshwater sites, in the context of the Scottish Government's Learning for Sustainability Action Plan for Vision 2030+.	H2 23/24: In progress	50%	3 schools adopting freshwater sites by 31 March 2025	0	H2 23/24: On Target Contact made with Council Education Service to take this forward. This is not due until 31 March 2025 so is therefore considered on target and will be picked up.	N/A	0		Climate Emergency Group
				Education	Yes	H2 23/24: On		Yes		



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
				delivery package produced		Target Contact made with Council Education Service to take this forward.				
SMP.2 3/27.G REEN .01.03	Consideration given to Midlothian Council having a Climate Adaptation Vision, signed off across Council departments with Councillor support.	H2 23/24: Work has not commenced.	0%	Introduction of an adaptation vision given consideration by 31 March 2025	No	H2 23/24: On Target Work has not commenced. This is not due until 31 March 2025 so is therefore considered on target and will be picked up.	N/A	No		Climate Emergency Group
SMP.2 3/27.G REEN .01.04	Work with Midlothian Energy (MEL Ltd) on targeted education of low carbon heating and	H2 23/24: In progress Ongoing action.	50%	Delivery of actions by 31 March 2027	Yes	H2 23/24: On Target Working with Midlothian Energy (MEL Ltd) in this ongoing work. MEL is	N/A	Yes		Climate Emergency Group



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	renewable energy solutions in Midlothian					progressing with its education programme.				


Outcome 2: Sustainable Living is increased

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
SMP.2 3/27.G REEN .02.01	Establish a Midlothian Climate Hub - to act as an information and sign posting point for climate information and projects	H2 23/24: Complete	100%	Midlothian Climate "Hub" established by 31 March 2025	Yes	H2 23/24: On Target Climate Emergency Group helped support the establishment of the Midlothian Climate Hub and remains in contact with them.	N/A	Yes		Climate Emergency Group
SMP.2 3/27.G REEN .02.02	Produce and distribute electronic information on how to promote biodiversity in small scale spaces to householders, community groups, businesses	H2 23/24: In progress New work for this action has not commenced, but previous work exists.	20%	Information produced and distributed by 31 March 2025	20%	H2 23/24: On Target Work has not commenced. The due date for this indicator is the 31st March 2025 so is therefore considered on target and	N/A	20%		Climate Emergency Group



Action Code	Action	Action updates	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	and developers					will be picked up.				
SMP.2 3/27.G REEN .02.03	Community/Social Enterprise food production in Midlothian (a Midlothian Growing Network) is mapped and a Midlothian Growing Network is hosted and promoted on an accessible website	H2 23/24: In progress Work to be progressed by Midlothian Climate Action Hub.	15%	Information mapped and hosted by 31 March 2025	Yes	H2 23/24: On Target Work will progress. The due date for this indicator is the 31st March 2025 so is therefore considered on target and will be picked up.	N/A	Yes		Climate Emergency Group
SMP.2 3/27.G REEN .02.04	Identify current community scale Climate Change projects in Midlothian and have them hosted on an accessible website	H2 23/24: In progress Work to be progressed by Midlothian Climate Action Hub.	15%	Climate projects identified and hosted on accessible website by 31 March 2025	Yes	H2 23/24: On Target Work will progress. The due date for this indicator is the 31st March 2025 so is therefore	N/A	Yes		Climate Emergency Group

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
						considered on target and will be picked up.				
SMP.2 3/27.G REEN .02.05	Use Climate Emergency Group and Midlothian Climate Hub to help promote available active travel information and events e.g. Walk to School events, Sustrans Big Walk and Wheel, Cycle to Work days, and wider walk and cycle promotion events	H2 23/24: Complete Ongoing action.	100%	Promotion of active travel information and events complete	Yes	H2 23/24: On Target Events distributed when they occur. Work being undertaken to help integrate Council active travel colleagues with the Climate Emergency Group and Midlothian Climate Action Hub.	N/A	Yes		Climate Emergency Group
SMP.2 3/27.G REEN .02.06	Work with Sustrans, SEStran, and neighbouring local	H2 23/24: In progress This action is on target and needs to be	50%	Identify 3 opportunities for bike/ebike hire projects	0	H2 23/24: On Target Work will progress. The due date	N/A	0		Climate Emergency Group

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
	authorities to identify opportunities for bike/ebike hire projects and promote active travel	progressed further.				for this indicator is the 31st March 2025 so is therefore considered on target and will be picked up.				
SMP.2 3/27.G REEN .02.07	Work with public transport providers, community councils and ComoUK and others to increase the number and availability of bike storage spaces, mobility hubs, and encourage multi-modal journeys	H2 23/24: In progress This action is on target and needs to be progressed further.	50%	3 bike storage areas are created by 31 March 2025	0	H2 23/24: On Target Work will progress. The due date for this indicator is the 31st March 2025 so is therefore considered on target and will be picked up.	N/A	0		Climate Emergency Group
SMP.2 3/27.G	Engage with shared	H2 23/24: The Climate	0%	Shared Transport scheme	0	H2 23/24: On Target	N/A	0		Climate Emergenc



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
REEN.02.08	transport and car club providers to establish a shared transport scheme across Midlothian	Emergency Group has not progressed this.		established by 31 March 2026		Work will progress. The due date for this indicator is the 31st March 2026 so is therefore considered on target and will be picked up.				y Group
SMP.23/27.G REEN.02.09	The 2023-27 Single Midlothian Plan, in principle, will support and encourage climate and climate adaptation/resilience projects that come forward in its lifetime that help deliver its Vision	H2 23/24: Complete This action is ongoing.	100%	Supported and encouraged climate and climate adaptation/resilience projects	Yes	H2 23/24: On Target This is ongoing work for the Climate Emergency Group and the Midlothian Climate Action Hub.	N/A	Yes		Climate Emergency Group


Outcome 3: Low Carbon/Renewable Energy Development and Home Energy Saving is Increased



Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G REEN .03.01	Support and promote Changeworks household decarbonisation project in Midlothian – and Information on home energy savings and funding sources are signposted from a Midlothian Climate Hub	H2 23/24: Complete This action is ongoing.	100%	Promotion of Changeworks events in Midlothian and funding sources signposted from Midlothian Climate hub	Yes	H2 23/24: On Target This is ongoing work for the Climate Emergency Group and the Midlothian Climate Action Hub.	N/A	Yes		Climate Emergency Group
SMP.2 3/27.G REEN .03.02	Work with Midlothian Council on delivery of its Local Heat and Energy Efficiency Strategy (LHEES)	H2 23/24: Complete This action is ongoing.	100%	No indicator for this action	N/A	H2 23/24: This is ongoing work for the Climate Emergency Group and the Midlothian	N/A	Yes		Climate Emergency Group; Midlothian *Energy (MEL)

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
						Climate Action Hub.				

Outcome 4: Carbon Storage is increased

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator or Status	Managed By
SMP.2 3/27.G REEN .04.01	Map areas of existing wildflower and meadow in Midlothian, encourage Midlothian Wildflowers, and seek to increase number of partners on wildflower meadows, hedgerows and roadside verges projects	H2 23/24: Action not started by the Climate Emergency Group yet. Assistance/Input from the Midlothian Climate Action Hub expected, and it is expected the Hub will take on this action.	0%	No indicator for this action	N/A	H2 23/24: Work will progress but is considered on target and will be picked up.	N/A	N/A		Climate Emergency Group
SMP.2 3/27.G REEN .04.02	NatureScot to connect Midlothian Council with Peatland Action team to explore peatland	H2 23/24: Complete	100%	Advice provided from NatureScot by 31 March 2024	Yes	H2 23/24: Complete	N/A	Yes		Climate Emergency Group

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
	issues and the potential for support on assessment and future project delivery									
SMP.2 3/27.G REEN .04.03	Engage with landowners of peatland on peatland matters identified by NatureScot	H2 23/24: In progress This action is ongoing.	50%	Engagement undertaken to connect NatureScot/Midlothian Council with landowners by 31 March 2025	50%	H2 23/24: On Target There has been engagement with individual land owners and as part of the MLDP2 work with Scottish Land and Estates (overarching representative body for larger estate landowners). Work will progress, this indicator is	N/A	50%		Climate Emergency Group

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
						not due until 31 March 2025 so is therefore considered on target and will be picked up.				
SMP.2 3/27.G REEN .04.04	Investigate undertaking a natural capital audit of Midlothian, in part to help determine which areas have the most carbon sequestration potential via nature restoration -	H2 23/24: In progress This action is ongoing.	10%	Investigation undertaken by 31 March 2025	10%	H2 23/24: On Target This indicator will be progressed further. This can be considered through production of MLDP2. This indicator is not due until 31 March 2025, therefore considered on target and will be picked up.	N/A	10%		Climate Emergency Group
SMP.2	Map areas of	H2 23/24: In	85%	Mapping and	85%	H2 23/24: On	N/A	85%		Climate

Action Code	Action	Action update	Progress	Indicator	Result	PI update	Baseline	Target	Indicator Status	Managed By
3/27.G REEN .04.05	greenspace and tree canopy cover in Midlothian to identify missing links	progress This action is ongoing.		identification work complete by 31 March 2025		Target This indicator will progress as part of MLDP2 production. This is not due to be complete until 31 March 2025 so is therefore considered on target and will be picked up.				Emergency Group

Midlothian will have a wellbeing economy and be better connected

Summary of Successes

Q4 23/24:

Single Midlothian Plan:

Action 1 Outcome –Develop a Midlothian Community Wealth Building Action Plan to guide future economic activity across the partnership.

We continue to progress the internal CWB activity that will be included in the Action plan for progression and are arranging 121 meetings and group sessions with stakeholders and Council Officers to discuss their areas of work so that we can together identify new actions under each pillar to take forward in year 2 of the plan.

Action 2 Outcome – Increase economic opportunity to maximise income, empowering individuals and communities.

It has been challenging to access invitations by stakeholders to present at events or group sessions, we continue to request invitations at stakeholder meetings and now plan to create some marketing materials to further encourage stakeholders and colleagues across the Council.

Action 3 Outcome - Develop a culture of entrepreneurship, increasing business knowledge, for current and future generations.



The Business Gateway service commenced on site support at Edinburgh College at the end of November 2023, with a weekly Adviser presence. The team are working with the faculty to raise awareness of our input offer to student groups aligned to course programmes which should encourage students to then engage with one-to-one support at the Hub.

These weekly drop-in sessions are advertised across all channels as they are also open to the public too.




The Enterprise in Education programme is continuing to develop, Newbattle has requested short term support for disengaged students whereas Lasswade is working with us to develop a pilot project that will see enterprise embedded into curriculum topics through experiential learning. Early discussion has taken place on the transition of the school coffee shop to a social enterprise. We are also supporting education colleagues to access business input for career options and foundation apprentices.


Challenges

Outcome 1: Develop a Midlothian Community Wealth Building Action Plan to guide future economic activity across the partnership



Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
SMP.23/27.ECO.N.01.01	Work with Council services and local anchor organisations to develop a shared action plan to embed the CWB principles into our work with individuals, businesses, and communities	H2 23/24: In progress Meetings being held with individual stakeholders, groups of stakeholders and internal colleagues to identify actions for delivery in year 2 of the plan.	50%	Shared action plan completed	N/A	50%		50%	H2 23/24: On Target - 4 year plan
SMP.23/27.ECO.N.01.02	Partnership delivery of actions identified in the CWB Action Plan against the 5 pillars		0%	Action plan delivered	N/A	0%		0%	H2 23/24: On Target To be complete in year 2.

Outcome 2: Increase economic opportunity to maximise income, empowering individuals, and communities

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
SMP. 23/27. ECO N.02. 01	Deliver sessions in community settings to raise awareness and understanding of Self Employment and Social Enterprise as career pathways	H2 23/24: In progress Three sessions delivered, reliant on partners inviting the service to events/group sessions.	100%	Number of sessions delivered by August 2025	N/A	3		3	H2 23/24: On Target 3 sessions have been delivered so far.
SMP. 23/27. ECO N.02. 02	Referrals for continued support from Business Gateway and Midlothian Voluntary Action	H2 23/24: In progress Business Gateway/Economic Development has received 5 referrals from sessions with support provided.	83%	Number of referrals to Business Gateway/Midlothian Voluntary Action for support	N/A	6		5	H2 23/24: Off Target Business Gateway/Economic Development has received 5 referrals from sessions with support provided.
SMP. 23/27. ECO N.02.	Develop case studies to highlight success	H2 23/24: In progress Year 2 action as takes time for	0%	Number of case studies developed by August 2025	N/A	6		N/A	H2 23/24: Off Target Year 2 action as takes time for developments to materialise.

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
03	stories	developments to materialise.							
SMP. 23/27. ECO N.02. 04	1:1 support for self-employment and social enterprise development	H2 23/24: In progress	83%						
SMP. 23/27. ECO N.02. 05	Create a dedicated space on Locate in Midlothian for Social Enterprise to include learning materials, tools, case studies and signposts to funding providers.	H2 23/24: In progress This action will be progressed in year 3 to start developing digital assets for the website.	20%	Progress against completion on the development of a dedicated space on Locate in Midlothian site by August 2027	N/A	20%		20%	H2 23/24: On Target This Indicator will be progressed in year 3 to start developing digital assets for the website.

Outcome 3: Develop a culture of entrepreneurship, increasing business knowledge, for current and future generations

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
SMP. 23/27. ECO N.03. 01	Creation of Enterprise Hubs in educational and community settings to reach and support students, pupils and those in our communities that aspire to be financially independent.	H2 23/24: In progress The Enterprise Hub at Edinburgh College has secured funding to develop a pod facility that will be used by multiple partners.	100%	Establish a hub in Edinburgh in year one and in SIMD area year two (by August 2026)	N/A	1		1	H2 23/24: On Target
SMP. 23/27. ECO N.03. 02	Outreach sessions for enterprise support in community and educational settings across Midlothian.	H2 23/24: In progress	0%	Number of community/education sessions held	N/A	1		1	H2 23/24: On Target 1 session delivered in year one.

Midlothian will work towards reducing poverty

SUMMARY OF SUCCESSES

Overall, almost all actions are progressing positively in relation to being proactive in reducing poverty, although this is against rising living cost context.

Very good progress has been made by the CLLE staff team through employability funding to support local people to secure work, qualification or increase their hours or secure a higher paid post. Work has commenced on the childcare review again to support those seeking employment and remove this as a barrier. The trusted partners are actively supporting those most vulnerable in our communities across a range of geographical can communities of interest. Through shared prosperity and cost of living task force funding there has been good progressing in supporting low-income families in Woodburn through the Pantry and working to improve facilities locally through the Marc Building Feasibility study. There has been good take up of the Young Scot cards by pupils in Secondary Schools at 72%. There has also been positive progress in rolling out money matters training and the associated work by the peer poverty researchers who are completing their induction to research training for example exploring research ethics. Work is happening on joining up and promoting the benefits available to ensure effective take up.



CHALLENGES



There is still work to be completed on the base lines for the new tracking measures for child poverty. In addition, if we take the CPOP figures as a guide for child poverty they are estimating child poverty at round 41% in Central Dalkeith and Woodburn this is not reducing. Interestingly the salaries for women are improving however there is still a hourly wage gap for women. Further work is required to explore more formally how we can establish a tell us once system for council related benefits.


Outcome 1: Poverty and child poverty is reduced through use of partnership levers and resources

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
SMP. 23/27. POV. 01.01	A single Midlothian data profile produced including information from Hopkins report, Public Health Scotland and Education	H2 23/24: The Midlothian Profile has been updated to provide a more intensive insight into Poverty New tracking indicators for Poverty have been identified and are being baselined.	50%	A poverty data profile produced Initial mapping completed and improvements identified Template for poverty data set produced and updated annually by CPP 1 data profile Mapping completed 1 template completed	N/A	100%	?		H2 23/24: On Target 2 year target
SMP. 23/27. POV. 01.02	Develop a range of ways to establish relationships and gather views of those with direct experience of poverty: online forum,	H2 23/24: Surestart poverty peer research project funded by Child Poverty Accelerator Fund has commenced. Community researchers have started their training programme and will	10%	Number of residents on the Panel Number of residents trained as citizen assessors Number of processes reviewed over the 4 years	N/A N/A N/A	20 5 2	? ? ?	N/A N/A N/A	H2 23/24: Not Available In progress H2 23/24: Not Available In progress H2 23/24: Not Available In progress

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
	citizen's panel, citizen assessors, focus groups and appraisal project.	present their findings to CP Board and plan an input during Challenge Poverty Week. A plan has been produced to create two lived experience panels.		Number of staff trained to support direct experience work	N/A	3		N/A	H2 23/24: Not Available In progress
SMP. 23/27. POV. 01.03	Agree strategy and action plan for reducing the cost of the school day through the child poverty action plan	H2 23/24: Consultations with schools and young people have commenced to inform the strategy Oct 23 and action plan. Cost of School Day seminar held for elected members. Awaiting New National Guidance on School Uniform.	50%	Number of actions on target in the child poverty plan	N/A	21		N/A	H2 23/24: Not Available Data available in H1 2024-25
				School, child and parent impact statements of the difference the actions have made		2		N/A	H2 23/24: Not Available
				Number of staff completed COSD training		3		N/A	H2 23/24: Not Available
SMP. 23/27. POV. 01.04	Prioritise access to Tenancy Support for tenants and housing	H2 23/24: Overall tenancy support figures 155, 25 new, 12 internal and 118 ongoing 22/23.	25%	Number of tenants and applicants with children who access tenancy support.					H2 23/24: 4 year target
				Number of	Baselin	150		N/A	H2 23/24: Not



Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
	applicants with children who are living in or at risk of living in poverty.	Rock Trust youth service homeless and tenancy support is now in place since February 2024.		households with children in temporary accommodation	e: March 2021 - 198, March 2022 – 170, March 2023 TBA				Available Awaiting data - Year end HL1/HL3 being processed
SMP. 23/27. POV. 01.05	Reduce the number of households with children in Temporary Accommodation	H2 23/24: Allocations policy approved by Council, March 2024	0% 100%	Housing Policy Approved	N/A	1 report complete		N/A	H2 23/24 On target
SMP. 23/27. POV. 01.06	Reduce the average time taken to close a homeless case	H2 23/24: Average number of weeks to close a homeless case. 108 weeks 52 weeks is RTP target 2024	0%	Average number of weeks to close a homeless case		52		N/A	H2 23/24: Awaiting Data
SMP. 23/27. POV. 01.07	Review local childcare needs against provisions available and	H2 23/24: Work commenced April 2024, with contractor appointed and briefing held	15%	Review of local childcare needs completed	No baseline	1			H2 23/24: On Target 4 year target

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
	implement recommendations								
SMP. 23/27. POV. 01.08	Identify, influence and review Midlothian Council Service Plans to ensure reducing poverty is embedded into them – e.g. Housing, Travel and Transport.	H2 23/24: Rapid Rehousing Transition Plan action plan could be included is reviewed annually. Consider putting poverty proofing statement into all policies.	25%	3 plans reviewed over 4 years		3			H2 23/24: On Target On track - 4 year outcome
SMP. 23/27. POV. 01.09	Deliver the living well in Central Dalkeith and Woodburn placed based approach	H2 23/24: Place and Wellbeing assessments undertaken. Living Well in Central Dalkeith and Woodburn Draft Action Plan produced April 24, with consultation taking place May to Sept 2024.	50%	Evaluate improved outcomes completed Approach delivered and evaluated		1		1	H2 23/24: On Target 4 year target - 4 elements = Consultation, Draft Plan, Implementation of Plan and Evaluation of plan - One to be completed per year

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
		Marc Building Feasibility Study Produced April 2024. Several actions making good progress, particularly around travel and youth provision.							
SMP. 23/27. POV. 01.10	Create joint strategic planning sessions with employability, childcare, jobcentre plus, economic development, transport leads to improve income from employability and ensure flexible, affordable	H2 23/24: CPWG presentation on transport held. Transport graphic produced to increase understanding of current work areas. Childcare research commissioned.	25%	Target: 2 sessions per year No of recommendations implemented		2		2	H2 23/24: On Target On track 4 year target - 2 actions progressed per year.

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
	childcare which supports employment.								

Outcome 2: Benefit income maximised for individuals and families and financial resilience is improved for low-income households

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
SMP. 23/27. POV. 02.01	Ensure equitable access to income maximisation and debt advice across Midlothian, including financial referral pathways	H2 23/24: Work funded and commissioned. Draft presentation of initial results held. Awaiting full report.	50%	Review carried out and report with recommendations disseminated to key stakeholders Implementation plan developed and actioned	N/A	1		1	H2 23/24: On Target 3 year target
SMP. 23/27. POV. 02.02	Increase benefit claim rate amongst older people and disabled people/people with long term conditions through targeted interventions and campaigns	H2 23/24: Money worries leaflet promotion. COLT Red Cross free reheatable meals pilot now completed and evaluated. In discussions with HSC to look at an alternative provider of ready meals.	20%	Establish benefit baseline in Midlothian for appropriate benefits: •Social Scotland Benefit uptake •CAB related income maximisation - Social security data available Mid May of benefit take up	Midlothian – 755 CWHP payments issued (2.49%) 23/24 Midlothian n- 6285 WHP payments issued (1.5%)	100%		N/A	H2 23/24: 4 year target

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator Value	Indicator Progress
SMP. 23/27. POV. 02.03	Increase the uptake of children, young people and family benefits	H2 23/24: Communications working closely with the Poverty thematic group to increase awareness and jointly promote uptakes. The Best Start changes have been promoted through the TSI newsletter and discussed at an MFIN meeting. Young Scot Summer Promotion and Assistance Programme developed by CLLE.	20%	Educational Maintenance Allowance –	3.2%			1.7%	H2 23/24: 4 year target
				Free school meals –	22.5%		16.1%	H2 23/24: Data Only	
				School Clothing Grants –	17%		16.1%		
				Scottish Child Payment					
				Bus Passes –	65.9% (11,486)	70%		72%	H2 23/24: On Target Primary - 42% Secondary - 72%
	Best Start Grants –	790	830	Awaiting data	Awaiting data	H2 23/24: 4 year target			
SMP. 23/27. POV. 02.04	Increase access to affordable credit and savings amongst lower income Midlothian residents through	H2 23/24: Communications working with capital credit union to promote their services	0%	Increase the number of Capital Credit Union members from the 2022-23 figures	N/A	1%		2024 - 4187	H2 23/24: Not Available

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
	increasing local membership of Capital Credit Union								
SMP. 23/27. POV. 02.05	Review the changing needs of those experiencing debt and those accessing the Scottish Welfare Fund to consider additional supports or sign post to existing services better	H2 23/24: No progress	0%	1 review completed with recommendations	N/A	100%	?	N/A	H2 23/24: Not Available This is a target for year 2 and 3 of the plan.
SMP. 23/27. POV. 02.06	Increase poverty awareness amongst Midlothian based workers	H2 23/24: Approximately 60 CLLE staff participated in Money Matters training to promote the use of the leaflet	20%	New measure Target – 4 training sessions per year 4 8 12 (cumulative) August 25 August	New measure	4 per year	?	1	H2 23/24: On Target On Target for years 2,3 and 4 of plan so ahead of action dates

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
	through training programmes	and to support the CAB referral process. Housing and Libraries identified as next cohort for the training.		26 August 27					
		Public Health Child Poverty E Learning Produced. Training recommendations being analysed from this.							

Outcome 3: The most significant impacts of poverty on individuals and families are reduced

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
SMP. 23/27. POV. 03.01	Exploring funding to increase access to affordable and nutritious food for low income Midlothian residents through extending the pantry network. Review action after 2 years	H2 23/24: Two successful funding applications submitted by TSI on behalf of the pantries to Community Led Local Development for both capital and revenue funding. COLT funded the establishment of the Central Dalkeith and Woodburn Pantry	25%	Baseline – 2110 (2022/23) Target maintain levels of financial supports Collate impact statements and feedback Target: Funding secured Baseline 3 pantries	2110	2110	?		H2 23/24: On target 3 year target
					3		Funding secured	?	N/A
SMP. 23/27. POV. 03.02	Maintain networks of trusted partners to provide a cash first and dignified support for food and fuel	H2 23/24: COLT funded trusted partners cash first with an extension to June 2024. Addition of Midlothian Foodbank and Woodburn Primary as partners has	30%	Funding secured for 24/25	100% funding	100% funding	On target	Partial funding secured	25% of funding secured for April to June 24

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator or Target	Status	Indicator or Value	Indicator Progress
		increased the reach.							

Appendix D – H2 (October 23 – March 24) Reporting Scorecards Single Midlothian Plan 2023-27

Midlothian will be Healthier



Healthier Performance Indicators - Off Target

The Query did not return any results.

← 1 of 1 →

Healthier Actions - Off Target

The Query did not return any results.

23/27 CPP SMP Midlothian will be Safer-

0

Pls On Target

0

Pls Off Target

0

Pls No Data yet

0

Data Only

10

Actions on Target

0

Actions Off Target

Midlothian will be safer

The Query did not return any results.

← 1 of 1 →

23/27 CPP GIRFEC DASHBOARD ▾

59

Pls On Target

0

Pls Off Target

47

Pls No Data yet

0

Data Only

31

Actions on Target

2

Actions Off Target

GIRFEC Performance Indicators - Off Target

The Query did not return any results.

← 1 of 1 →

GIRFEC Actions - Off Target

...	Code & Title	Progress	Status	Due Date	...	Type
	SMP.23/27.G5.03 Scope elements within pathway implementation (Phase 2)	<div style="width: 25%;"><div style="width: 25%;"></div></div>	25% Overdue	31 May 2024		Action
	SMP.23/27.G5.05 Develop post-diagnostic support element of the pathway (Phase 4)	<div style="width: 0%;"><div style="width: 0%;"></div></div>	0% Overdue	31 May 2024		Action

← 1 of 1 →

23/27 CPP EMPLOYABILITY DASHBOARD ▾

23
Pls On Target

2
Pls Off Target

7
Pls No Data yet

4
Data Only

23
Actions on Target

0
Actions Off Target

Employability Performance Indicators - Off Target

Code & Title	Gauge	Value	Target	Next Update Due	Last Update	History
SMP.2327.LEP1.1d Number of economically inactive people engaging with keywork...		30	130	01 Jul 2023	H2 2023/24	
SMP.2327.LEP3.1a Number of people participating in CLLE adult and family learning...		1,525	1,600	01 Jul 2023	H2 2023/24	

← 1 of 1 →

Employability Actions - Off Target

The Query did not return any results.

← 1 of 1 →

23/27 CPP GREENER DASHBOARD ▾

19
Pls On Target

0
Pls Off Target

0
Pls No Data yet

0
Data Only

19
Actions on Target

1
Actions Off Target

CPP Greener - Pls Off target

The Query did not return any results.

← 1 of 1 →

CPP Greener - Actions Off Target

...	Code & Title	Progress	Status	Due Date	...	Type
	SMP.23/27.GREEN.04.01 Map areas of existing wildflower and meadow in Midlothia...	<input type="text" value="0%"/>	0% Overdue	31 Mar 2024		Action

← 1 of 1 →

23/27 CPP ECONOMY DASHBOARD -

6

Pls On Target

1

Pls Off Target

1

Pls No Data yet

0

Data Only


9

Actions on Target

0

Actions Off Target

Wellbeing Economy Performance Indicators - Off Target

Code & Title	Value	Target
 SMP23/27ECON2.2a Number of referrals to Business Gateway/Midlothian Voluntary ...	5	6

← 1 of 1 →

Employability Actions - Off Target

The Query did not return any results.

← 1 of 1 →

23/27 CPP POVERTY DASHBOARD ▾

3

PIs On Target

0

PIs Off Target

20

PIs No Data yet

4

Data Only

18

Actions on Target

0

Actions Off Target

Poverty Performance Indicators - Off Target

The Query did not return any results.

← 1 of 1 →

Poverty Actions - Off Target

The Query did not return any results.

← 1 of 1 →

Midlothian Local Development Plan 2 – Submission of Evidence Report to Scottish Ministers for “Gate Check”

Report by Kevin Anderson, Executive Director Place

Report for Decision

1 Recommendations

Council is recommended to:

- i. Endorse and approve the [Midlothian Local Development Plan 2 \(MLDP2\) Evidence Report](#) and all the associated documents referred to in it, for submission to Scottish Ministers for Gate Check – noting that the indicative Local Housing Land Requirement (LHLR) agreed by Planning Committee at its meeting of 4 June 2024 will be included in the Evidence Report submitted for Gate Check;
- ii. Endorse and approve for submission to Scottish Ministers for Gate Check the [MLDP2 Participation Report](#) and [MLDP2 Children and Young Person’s Participation Report](#);
- iii. Instruct the Planning, Sustainability and Investment Service Manager to submit the approved MLDP2 Evidence Report and associated documents to Scottish Ministers for Gate Check: and
- iv. Note that a “Call for Ideas” for MLDP2 will be undertaken during July-October 2024.

2 Purpose of Report

- 2.1 This report asks Council to approve the MLDP2 Evidence Report and associated documents (which includes the set LHLR), MLDP2 Participation Report and MLDP2 Children and Young Person’s Participation Report for submission to Scottish Ministers for Gate Check.
- 2.2 The report provides details of a “Call for Ideas” to be undertaken during July-October 2024 for MLDP2. Council is asked to note the “Call for Ideas” exercise.

Date: 10 June 2024

Report Contact: Grant Ballantine, Lead Officer Conservation and Environment, Planning, Sustainable Growth and Investment Service
grant.ballantine@midlothian.gov.uk

3 Background

- 3.1** At its meeting of 28 February 2023 the Planning Committee agreed to commencing the review of the adopted Midlothian Local Development Plan (2017) (MLDP). Its replacement, MLDP2, is timetabled for adoption in late 2026. MLDP2 will be required to cover a 10-year period and therefore its lifespan is expected to be 2026-2036. A series of reports on progress of the review have been submitted to the Council's Planning Committee and a report to the 4 June 2024 Planning Committee presented the MLDP2 Evidence Report and associated Participation Reports for noting/discussion prior to approval at Council and submission to Scottish Ministers/DPEA for Gate Check.
- 3.2** At its meeting of 4 June 2024 the Planning Committee set the Local Housing Land Requirement (LHLR) at the additional generosity (9001-11,000) level subject to those criteria set out in paragraph 4.15 of the [Planning Committee report](#). If the stated criteria are not met the LHLR shall be set at 8,850 – 9,000 In line with the NPF4 MATHLR target.
- 3.3** The next stage in the production of MLDP2, producing the MLDP2 Proposed Plan, cannot start until the Evidence Report has progressed through, and passed the Gate Check process.
- 3.4** Between July-October 2024 the Planning Sustainable Growth and Investment Service will be undertaking a "Call for Ideas" exercise for MLDP2 Proposed Plan. This will involve publicising the exercise and contacting stakeholders to seek their views on ideas for the MLDP2 development strategy and policy framework. It will also seek views on possible locations to avoid, or to promote for development. All responses received will be considered by the Council. The site selection methodology identified in the Evidence Report will be used to help inform the Call for Ideas exercise about the approach the Council will take in considering possible development sites that may be required for MLDP2.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

Resources required for undertaking the Gate Check of the Evidence Report for MLDP2 will be met from existing budgets. Producing MLDP2 is a requirement for which the Council will need to meet the costs.

4.2 Digital

There are no digital implications from this report.

4.3 Risk

As part of producing MLDP2, the Council is required to submit its Evidence Report to the Scottish Ministers/DPEA for Gate Check. Delaying the submission of the Evidence Report will extend the time

taken to produce MLDP2 and its eventual adoption by the Council. This will increase the length of period the Midlothian Local Development Plan 2017 remains the operative extant local development plan for Midlothian.

4.4 Ensuring Equalities (if required a separate IIA must be completed)

An integrated impact assessment (IIA) is not required for this report. An IIA will be prepared as part of the preparation of MLDP2.

4.5 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

MLDP2 relates to all seven themes of the Single Midlothian Plan 2023-27. MLDP2 will have a role in helping support delivery of identified outcomes and actions for all seven themes.

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

External work required for producing MLDP2 would be procured following local government procurement rules.

A.5 Involving Communities and Other Stakeholders

The Participation Reports accompanying this report set out the extensive engagement undertaken during production of the Evidence Report. Further engagement with communities and other stakeholders will take place in the next stage of plan preparation after the Gate Check is complete - the production of the MLDP2 Proposed Plan.

A.6 Impact on Performance and Outcomes

MLDP2 will provide the spatial strategy and policy framework against which development proposals and planning applications will be assessed. It will help guide the location and form of development in a manner consistent with Scottish Government's National Planning

Framework 4. MLDP2 will be the Council's spatial strategy and will replace the Midlothian Local Development Plan 2017.

A.7 Adopting a Preventative Approach

MLDP2's policy framework will help assist the Council in resisting development in locations, and in forms, it considers inappropriate and/or undesirable.

A.8 Supporting Sustainable Development

The spatial strategy and policy framework of MLDP2 will be focussed on promoting sustainable development in line with National Planning Framework 4.

A Strategic Environmental Assessment (SEA) will be undertaken in the production and adoption of MLDP2.

APPENDIX B

Background Papers

Reports on MLDP2 to Planning Committee at its meetings of [28 February 2023](#), [16 May 2023](#), [31 October 2023](#), [28 November 2023](#), [4 June 2024](#) and reports on Local Place Plans to Planning Committee at its meetings of [23 January 2024](#) and [4 June 2024](#).

Documents linked in the report (also reported to Planning Committee at its meeting of 4 June 2024)

- [MLDP2 Evidence Report for Submission to Scottish Ministers for "Gate Check"](#)
- [MLDP2 Participation Report](#)
- [MLDP2 Children and Young Person's Participation Report](#)

Whitecraig Traveller Site

Report by Kevin Anderson, Executive Director - Place

Report for Decision

1 Recommendations

Council is recommended to

- a. Authorise the Executive Director – Place, or nominee, to seek an early termination of the Whitecraig Traveller Site lease with Buccleuch Property Estate Office.
- b. Midlothian Council to agree a formal unauthorised encampment process between colleagues from housing, education, health, social work and Police Scotland.
- c. Midlothian Council to develop a code of conduct for those living on unauthorised sites to be highlighted and implemented as part of initial site visits.
- d. Commence discussions between Midlothian Council, University of Edinburgh and Police Scotland to ensure future unauthorised sites are managed following Scottish Government guidance.
- e. Any future Gypsy/Traveller site requirement and search can be undertaken through the development of the Local Development (LDP2) Proposed Plan which will allow a decision to be taken on whether a site is needed through LDP2 preparation.
- f. If demand exists, any future Gypsy/Traveller housing provision should have five or more pitches for both short or longer term use.
- g. If evidence suggests that a site is required, touring caravan facilities may be considered.

2 Purpose of Report

- 2.1 The purpose of this report is to evaluate Gypsy/Traveller accommodation options which meet need and demand based on current guidance and stakeholder data. The report will include recommendations on future housing provision(s) for Gypsy/Travellers in Midlothian.

- 2.2 It should be noted that local authorities are under no legal duty to provide sites for Gypsy/Travellers or for Travelling Showpeople. Local Authorities have a legal duty to provide an assessment of housing need and demand (HNDA), and the providing related services, within the Housing (Scotland) Act 2001.
- 2.3 The HNDA3 includes an assessment of the housing needs and demand for the provision of sites and pitches for Gypsy/Travellers and Travelling Showpeople in the Midlothian area. This report will incorporate those findings with a current evidence base.

Date: 10 June 2024
Report Contact: Kevin, Anderson, Executive Director - Place
Kevin.anderson@midlothian.gov.uk

3 Background

- 3.1 There is one Gypsy/Traveller site in Midlothian, it is situated on the boundary of East and Midlothian near the village of Whitecraig. The site is situated on land owned by the Buccleuch Estate with East Lothian Council and Midlothian Council acting as joint tenants. The lease between the Buccleuch Estate and East and Midlothian Councils started on 28 May 2013. It is a 21 year lease with a stated expiry date of 27 May 2034. The site lease does not contain break clause conditions for either Local Authority. The next and final leave clause for the Buccleuch Estate is in 2028 (with 12 months written notice).
- 3.2 In 2018/2019 remedial works were undertaken to ensure the site met the Scottish Government's minimum standards. The work included resurfacing the road to the site, resurfacing and installation of a new play area and the installation of a new fence around the perimeter. Midlothian Council was responsible for 50% of the cost of the remedial works. In April 2019 East and Midlothian Council's received confirmation from the Scottish Government that the site met minimum standards.
- 3.3 The Whitecraig Gypsy/Traveller Site was closed in June 2021 due to extensive vandalism caused by tenants on site. The site is not safe to be inhabited and no longer meets the minimum site standards.
- 3.4 The site had eight active pitches with East Lothian Council Housing Service responsible for the management of the site whilst Midlothian Council was responsible for education, health and social care. Midlothian Council continues to be responsible for 50% of the site fees; Midlothian Council's share was £17,060.00 in 2022/23.

- 3.5** The South East of Scotland Housing Need and Demand Assessment 3 reported that when in use, the Whitecraig site had the lowest public site pitch occupancy rate with 63% of the pitches let on average.
- 3.6** East Lothian Council wish to pursue alternative Gypsy/Traveller site options within their own boundary and are currently in the process of seeking authorisation for an early termination of the site lease. It is recommended that Midlothian Council should similarly authorise an early termination of the site lease and seek alternative Gypsy/Traveller accommodation options which meet current need and demand.

4 Unauthorised Encampments

- 4.1** Unauthorised encampments are where a person or group camps (in vans, trailers or any other moveable accommodation) on land that they do not own, and where they do not have permission to stay. An unauthorised encampment process is in place whereby officers from Housing, Education, Health, Social Work and Police Scotland work effectively together in relation to their respective roles, to meeting the needs of Gypsy/Travellers living on an unauthorised site. Midlothian Council does not have a Gypsy Traveller Liaison Officer and initial site visits tend to be carried out by Police Scotland.
- 4.2** This proposed strategic needs (Appendix B) assessment recommends that a full unauthorised encampment process is formalised and agreed to ensure good relations are fostered amongst all parties, gives due regard to equality duties and complies with Scottish Government guidance. Guidance further recommends that Local Authorities develop a code of conduct for those living on unauthorised sites to be highlighted and discussed as part of initial site visits.

5 Report Implications (Resource, Digital and Risk)

5.1 Resource

Resources required for undertaking the assessment will be met from existing budgets.

5.2 Digital

There are no digital implications from this report.

5.3 Risk

Council officers have historically found there is limited evidence on the experiences of Gypsy/Travellers living in the area and it is likely that the community is under-reported due to historical and current fears of discrimination and stigma. The actual number of Gypsy/Travellers is thought to be higher than reported both internally and externally.

5.4 Ensuring Equalities (if required a separate IIA must be completed)

An integrated impact assessment (IIA) is not required for this report.
An IIA will be prepared as part of the preparation of MLDP2.

5.5 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

Not applicable

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

An independent Site Condition Survey Report was carried out in January 2022 and estimated that costs to fully reinstate the site to the Scottish Government's minimum site standards were £222,000. A reinstated site would require the employment of a full-time warden as per clause 14 of the site lease.

A.5 Involving Communities and Other Stakeholders

Legislation states that land can be allocated to ensure the provision of accommodation for Gypsy/Travellers and Travelling Showpeople where need is identified. In order to identify the needs of Gypsy/Travellers in Council officers attended the Lothian Gypsy Traveller Forum, carried out a visit to North Cairntow Gypsy/Traveller Site and have attempted to establish evidence on the lived experience of Travelling Showpeople.

A.6 Impact on Performance and Outcomes

Not applicable

A.7 Adopting a Preventative Approach

The Local Development Plan 2 Housing Evidence Report recommends that any future Gypsy/Traveller site search can be taken through the LDP2 Proposed Plan with a decision on whether a site is needed to be taken forward through LDP2 preparation.

A.8 Supporting Sustainable Development

The Local Development Plan 2 (LDP2) is under development and once adopted, will allocate land for development and guide the future development of Midlothian. Legislation states that local authorities must:

- set out a summary of the action taken by the planning authority to meet the accommodation needs of Gypsy/Travellers in the authority's area
- Provide an analysis of the extent to which the action has helped to meet those needs.

APPENDIX B

Strategic Needs Assessment for Gypsy Travellers June 2024

Strategic Needs Assessment for Gypsy/Traveller Accommodation in Midlothian

Table of Contents

Strategic Needs Assessment for Gypsy/Traveller Accommodation in Midlothian	1
1 Introduction and Strategic Links.....	2
1.1 Improving the lives of Gypsy/Travellers: 2019-2021.....	2
1.2 Improving Gypsy/Traveller sites: guidance on minimum sites standards and site tenants' core rights and responsibilities	2
1.3 Managing unauthorised camping by Gypsy/Travellers in Scotland: guidance for local authorities.....	2
1.4 Local Housing Strategy.....	2
1.5 Midlothian Local Development Plan	3
1.6 South East of Scotland Housing Need and Demand Assessment.....	3
2 Profile of Gypsy/Traveller Accommodation in Midlothian.....	3
2.1 Whitecraig Site	3
2.2 Unauthorised Encampments	5
2.3 National and Local Statistics	6
3 Local Development Plan 2 Housing Evidence Report.....	8
3.1 Local Development Plan Gypsy/Traveller Engagement	8
3.2 Future Gypsy/Traveller Site Search	9
4 Conclusion and Recommendations.....	10

1 Introduction and Strategic Links

The term Gypsy/Travellers refers to distinct groups of people including Roma, Romany Gypsies, Scottish and Irish Travellers who consider the travelling lifestyle part of their ethnic identity.

The purpose of this report is to evaluate Gypsy/Traveller accommodation options which meet need and demand based on current guidance and stakeholder data. The report will include recommendations on future housing provision(s) for Gypsy/Travellers in Midlothian. It is important to note that local authorities are under no legal duty to provide sites for Gypsy/Travellers or for Travelling Showpeople.

Midlothian's Strategic Needs Assessment for Gypsy/Travellers will be informed by a number of external and internal strategic links.

1.1 Improving the lives of Gypsy/Travellers: 2019-2021

This is a Joint action plan by the Scottish Government and the Convention of Scottish Local Authorities (COSLA) to improve the lives of Scotland's Gypsy/Traveller communities. The action plan was extended following the Covid-19 pandemic and aims to:

- Provide more and better accommodation
- Improve access to public services
- Better incomes in and out of work
- Tackle racism and discrimination
- Improve Gypsy/Traveller representation

[Summary - Improving the lives of Gypsy/Travellers: 2019-2021 - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/documents/2021/04/Summary-Improving-the-lives-of-Gypsy-Travellers-2019-2021.pdf)

1.2 Improving Gypsy/Traveller sites: guidance on minimum sites standards and site tenants' core rights and responsibilities

This document covers minimum standards for Gypsy Traveller sites and core rights and responsibilities for those renting pitches on local authority and RSL sites. The minimum site standards are part of the Scottish Social Housing Charter. This gives site standards the same legal status as the Scottish Housing Quality Standards.

[Improving Gypsy/Traveller sites: guidance on minimum sites standards and site tenants' core rights and responsibilities - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/documents/2021/04/Improving-Gypsy-Traveller-sites-guidance-on-minimum-sites-standards-and-site-tenants-core-rights-and-responsibilities.pdf)

1.3 Managing unauthorised camping by Gypsy/Travellers in Scotland: guidance for local authorities

This guidance provides practical advice for local authorities on how to manage unauthorised camp sites. The guidance will be used in this report to improve how Midlothian Council and stakeholder partners manage future unauthorised encampments.

[Managing unauthorised camping by Gypsy/Travellers in Scotland: guidance for local authorities - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/documents/2021/04/Managing-unauthorised-camping-by-Gypsy-Travellers-in-Scotland-guidance-for-local-authorities.pdf)

1.4 Local Housing Strategy

Midlothian's Local Housing Strategy (LHS) sets out our plans and priorities for housing and housing-related services, including those for Gypsy/Travellers. The LHS will be reviewed in 2025/26 and will reference the findings of the Gypsy/Traveller Strategic Assessment to inform future housing priorities.

[Housing strategy documents | Midlothian Local Housing Strategy 2021-2026](https://www.midlothian.gov.uk/midlothian-local-housing-strategy-2021-2026)

1.5 Midlothian Local Development Plan

Development Plans allocate land for development, contain policies for assessing applications for planning permission and guide the future development of the area. Midlothian's Local Development Plan 2 (LDP2) preparation is underway with the final document scheduled for adoption in December 2026. In summer 2024 there will be a 'call for ideas' which will ask for site ideas and views on policy matters including those for Gypsy/Travellers. This report references the LDP2 Housing Evidence Report which will be used to set the housing targets for Gypsy/Travellers in the final LDP2.

[Midlothian Local Development Plan 2 | Development plans and policies | Midlothian Council](#)

1.6 South East of Scotland Housing Need and Demand Assessment

Local Authorities have a legal duty to provide an assessment of housing need and demand, and the providing related services. This falls under the Housing (Scotland) Act 2001. The Housing Need and Demand Assessments (HNDAs) are overseen by the Scottish Government's Centre for Housing Market Analysis (CHMA). It considers whether the HNDA is 'robust and credible'. The third South-East Scotland Housing Need and Demand Assessment (HNDA3) achieved robust and credible status from CHMA on Thursday 28th July 2022. HNDA3 provides the evidence base for policy decisions in Local Housing Strategies. It also influences land allocation decisions in Local Development Plans. The full South-East Scotland HNDA3 and associated reports can be found here:

[SES Regional Planning — The Edinburgh and South East Scotland City Region Deal \(esescityregiondeal.org.uk\)](http://esescityregiondeal.org.uk)

The HNDA3 includes an assessment of the housing needs and demand for the provision of sites and pitches for Gypsy/Travellers and Travelling Showpeople in the Midlothian area. This report will incorporate those findings with a current evidence base.

2 Profile of Gypsy/Traveller Accommodation in Midlothian

2.1 Whitecraig Site

There is one Gypsy/Traveller site in Midlothian, it is situated on the boundary of East and Midlothian near the village of Whitecraig. The site is situated on land owned by the Buccleuch Estate with East and Midlothian Council acting as joint tenants. The lease between the Buccleuch Estate and East and Midlothian Councils started on 28 May 2013. It is a 21 year lease with a stated expiry date of 27 May 2034. The site lease does not contain break clause conditions for either Local Authority. The next and final leave clause for the Buccleuch Estate is in 2028 (with 12 months written notice).

In 2018/2019 remedial works were undertaken to ensure the site met the Scottish Government's minimum standards¹. The work included resurfacing the road to the site, resurfacing and installation of a new play area and the installation of a new fence around the perimeter. Midlothian Council was responsible for 50% of the cost of the remedial works². In April 2019 East and Midlothian Council's received confirmation from the Scottish Government that the site met minimum standards.

The Whitecraig Gypsy/Traveller Site was closed in June 2021 due to extensive vandalism caused by tenants on site. The site is not safe to be inhabited and no longer meets the minimum site standards.

¹ [Improving Gypsy/Traveller sites: guidance on minimum sites standards and site tenants' core rights and responsibilities - gov.scot \(www.gov.scot\)](#)

² Midlothian Council's share was £25600

The site had eight active pitches with East Lothian Council Housing Service responsible for the management of the site whilst Midlothian Council was responsible for education, health and social care. Midlothian Council continues to be responsible for 50% of the site fees; Midlothian Council's share was £17,060 in 2022/23.

The South East of Scotland Housing Need and Demand Assessment 3 reported that when in use, the Whitecraig site had the lowest public site pitch occupancy rate with 63% of the pitches let on average³. This is shown in table 2.1 below which also illustrates the public site pitch data for the South East of Scotland and the whole of Scotland which have average pitch occupancy rates of 78% and 88% respectively.

Table 2.1: South East of Scotland Public Sites Pitch Occupancy

Area	Total Active Pitches	Let Pitches	Occupancy Rate
City of Edinburgh	20	18	90%
East Lothian and Midlothian Council	8	5	63%
Fife (West and Central)	30	23	77%
Scottish Borders	10	7	70%
South East of Scotland	68	53	78%
Scotland	397	351	88%

An independent Site Condition Survey Report was carried out in January 2022 and estimated that costs to fully reinstate the site to the Scottish Government's minimum site standards were £222,000. A reinstated site would require the employment of a full-time warden as per clause 14 of the site lease.

East Lothian Council officers wish to pursue alternative Gypsy/Traveller site options within their own boundary and are currently in the process of seeking authorisation for an early termination of the site lease. It is recommended that Midlothian Council should similarly authorise an early termination of the site lease and seek alternative Gypsy/Traveller accommodation options which meet current need and demand.

Conclusion and Recommendations – Whitecraig Site

- It is recommended that Midlothian Council authorises seeking an early termination of the site lease with Buccleuch Property Estate Office. It should be noted that the site would have to be cleared of all materials which, as a financial implication, would be shared with East Lothian Council.
- On average five pitches were used at the Whitecraig site. It is recommended that any future Gypsy/Traveller housing provision has five or more pitches for both short or longer term use.

³ [SES Regional Planning — The Edinburgh and South East Scotland City Region Deal \(esescityregiondeal.org.uk\)](https://www.esescityregiondeal.org.uk)

2.2 Unauthorised Encampments

Unauthorised encampments are where a person or group camps (in vans, trailers or any other moveable accommodation) on land that they do not own, and where they do not have permission to stay. An unauthorised encampment process is in place whereby officers from Housing, Education, Health, Social Work and Police Scotland work effectively together in relation to their respective roles, to meeting the needs of Gypsy/Travellers living on an unauthorised site. Midlothian Council does not have a Gypsy Traveller Liaison Officer and initial site visits tend to be carried out by Police Scotland to ascertain:

- the number of caravans and other vehicles;
- reason for stay;
- any health, education or welfare requirements;
- the condition of the site;
- plans that those on the site have for their future movement, including how long they plan to stay on the site.

This strategic needs assessment recommends that a full unauthorised encampment process is formalised and agreed to ensure good relations are fostered amongst all parties, gives due regard to equality duties and complies with Scottish Government guidance⁴. Guidance further recommends that Local Authorities develop a code of conduct for those living on unauthorised sites to be highlighted and discussed as part of initial site visits.

Table 2.2 below contains the number of unauthorised encampments in Midlothian which have been reported to Police Scotland since 2019.

Table 2.2: Number of Unauthorised Encampments in Midlothian⁵

Year	No. of unauthorised encampments
2019	1
2020	4
2021	7
2022	7
2023	18
2024 (to date)	9

In 2019 the Scottish Government published 'Gypsy Traveller Sites in Scotland'⁶ which detailed the findings from a study collating data on Gypsy/Traveller sites in Scotland. The report included an overview of unauthorised Gypsy/Traveller encampment activity across Scotland over the previous three years. Five unauthorised encampment locations were recorded in the Midlothian area with an average of two camps per annum. The average number of unauthorised encampments for the whole of Scotland was 414 with the majority of these recorded across the in North Ayrshire, Fife, Aberdeen

⁴ [Managing unauthorised camping by Gypsy/Travellers in Scotland: guidance for local authorities - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/managing-unauthorised-camping-by-gypsy-travellers-in-scotland/guidance-for-local-authorities/pages/11.aspx)

⁵ Police Scotland advised that these statistics are a result of the correct 'code' for unauthorised encampments being added to the incident by the police control room, there could be higher numbers without the correct code which has not allowed them to be included.

⁶ [6 Unauthorised Gypsy/Traveller encampments - Gypsy/Traveller Sites in Scotland - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/unauthorised-gypsy-traveller-encampments-gypsy-traveller-sites-in-scotland/pages/1.aspx)

City, Aberdeenshire, Moray, and Inverness. Midlothian represented 0.5% of all unauthorised encampments in Scotland.

It is clear from the evidence above that the number of known encampments has increased in Midlothian with an average of seven per annum between 2019 and 2023. Police Scotland data records the majority of these at the Edinburgh University owned Easter Bush Estate near Roslin. It is not known why the number of encampments has increased; a formal encampment process should improve communication between all parties and allow greater interaction with the Gypsy/Traveller community.

Conclusion and Recommendations – Unauthorised Encampments

- Midlothian Council will agree a formal unauthorised encampment process between colleagues from housing, education, health, social work and Police Scotland. The process will ensure good relations are fostered amongst all parties, gives regard to equality duties and complies with Scottish Government guidance.
- Midlothian Council will develop a code of conduct for those living on unauthorised sites to be highlighted and discussed as part of initial site visits. Scottish Government guidance notes that many unauthorised sites managed using this approach move on voluntarily at an agreed date, with minimal disruption for all concerned.
- Commence discussions between Midlothian Council, University of Edinburgh and Police Scotland to ensure future unauthorised sites are managed following Scottish Government guidance.

2.3 National and Local Statistics

It is important that the accommodation needs and preferences of Gypsy/Travellers informs future provision. Midlothian officers have historically found there is limited evidence on the experiences of Gypsy/Travellers living in the area and it is likely that the community is under-reported due to historical and current fears of discrimination and stigma. The actual number of Gypsy/Travellers is thought to be higher than reported, nevertheless table 2.3 below compares the 2011 and 2022 census results for the Midlothian area. It is of note that the number of people reporting as ‘white: Gypsy/Travellers’ has reduced by 57% whilst those reporting as ‘mixed or multiple ethnic group’ and ‘other ethnic groups: total’ have both increased by 389% and 498% respectively. It is possible that some Gypsy/Travellers in the area have self-identified their ethnicity under alternative options.

Table 2.3: Ethnic group by individuals, Scotland’s Census 2011 and 2022⁷

Ethnic Group	Number of people in Midlothian (2011)	Number of people in Midlothian (2022)
White: Gypsy/Travellers	72	31
Mixed or multiple ethnic group	210	1027
Other ethnic groups: Total	94	562
Midlothian - total	83187	96527

2.31 Midlothian Council Housing Statistics

On 31 March 2024 there were 4713 applicants⁸ on Midlothian Council waiting lists. Of these 97 were Gypsy/Travellers which is higher than reported in the 2022 census. Table 2.4 below shows the number of Gypsy/Travellers who have presented as homeless since 2019/2020. In 2023/24 just 1.2% of homeless presentations in Midlothian were from the Gypsy/Traveller community. It is of note that there are currently 15 Gypsy/Travellers living in permanent tenancies in Midlothian and 8 Gypsy/Travellers living in temporary accommodation.

Table 2.4: Number of homeless presentations in Midlothian from Gypsy/Travellers⁹

Year	No. of homeless presentations
2019/2020	1
2020/2021	3
2021/2022	4
2022/2023	2
2023/2024	8

Conclusion and Recommendations – National and Local Statistics

- There is a small Gypsy/Traveller population in Midlothian although it is likely that numbers are under-reported
- Census 2022 results indicate that the number of ‘white:Gypsy/Traveller’ people in Midlothian has decreased by 57% since the 2011 census. It is possible that some Gypsy/Travellers in the area have self-identified their ethnicity under alternative options.
- A very low number of Gypsy/Travellers have presented as homeless in Midlothian
- Gypsy/Traveller housing statistics suggest that the current level of known housing need is manageable however it also suggests that permanent bricks and mortar housing is not a priority for the community in Midlothian.

⁷ [Search | Scotland’s Census - Search by CA2019 \(scotlandscensus.gov.uk\)](https://www.scotlandscensus.gov.uk)

⁸ 23/24 Pressure Analysis

⁹ Midlothian HL1 data collection

3 Local Development Plan 2 Housing Evidence Report

The Local Development Plan 2 (LDP2) is under development and once adopted, will allocate land for development and guide the future development of Midlothian. Legislation states that local authorities must:

- set out a summary of the action taken by the planning authority to meet the accommodation needs of Gypsy/Travellers in the authority's area
- Provide an analysis of the extent to which the action has helped to meet those needs.

Furthermore, legislation states that land can be allocated to ensure the provision of accommodation for Gypsy/Travellers and Travelling Showpeople where need is identified. In order to identify the needs of Gypsy/Travellers in Midlothian officers attended the Lothian Gypsy Traveller Forum, carried out a visit to North Cairntow Gypsy/Traveller Site and have attempted to establish evidence on the lived experience of Travelling Showpeople.

3.1 Local Development Plan Gypsy/Traveller Engagement

Lothian Gypsy/Traveller Forum – 19 January 2024

'A view was expressed at the forum that the nature of sites was a factor in them not being used, and that the planning authority should speak to members of the community to understand needs better. There is evidence that the Smeaton (Whitecraig) site by its location and range of facilities did not meet current expectations of the gypsy/traveller community. The presence of pylons and electricity lines over the site, poor pedestrian and public transport accessibility, and standard of maintenance were cited as reasons for its unpopularity'¹⁰ – feedback from a Gypsy/Traveller resident via MECOPP (Minority Ethnic Carers of People Project)

Visit to North Cairntow Gypsy/Traveller Site – 25 January 2024

'The Council has visited a modern traveller site in Edinburgh (North Cairntow) to view facilities and talk to residents. The North Cairntow site is popular among its residents, and there had been no turnover of residents since it was redeveloped in 2022, but there was also interest in a less static type of site where people could move in mobile homes and stay for a short period of time before moving on'.¹¹

Travelling Showpeople

'The Scottish Showmen's Guild was contacted by the Council planning service about the needs and issues of their members in Midlothian. The Council has not, at this stage, been able to establish evidence on the lived experience of members of this group but will seek to hold dialogue as part of MLDP2 preparation, to understand Showmen's needs and identify if any yard/accommodation space is required in Midlothian. The Council understands from the Lothian Gypsy Traveller Forum that there are no travelling Showpeople in Midlothian'¹².

¹⁰ Local Development Plan 2 Housing Evidence Report

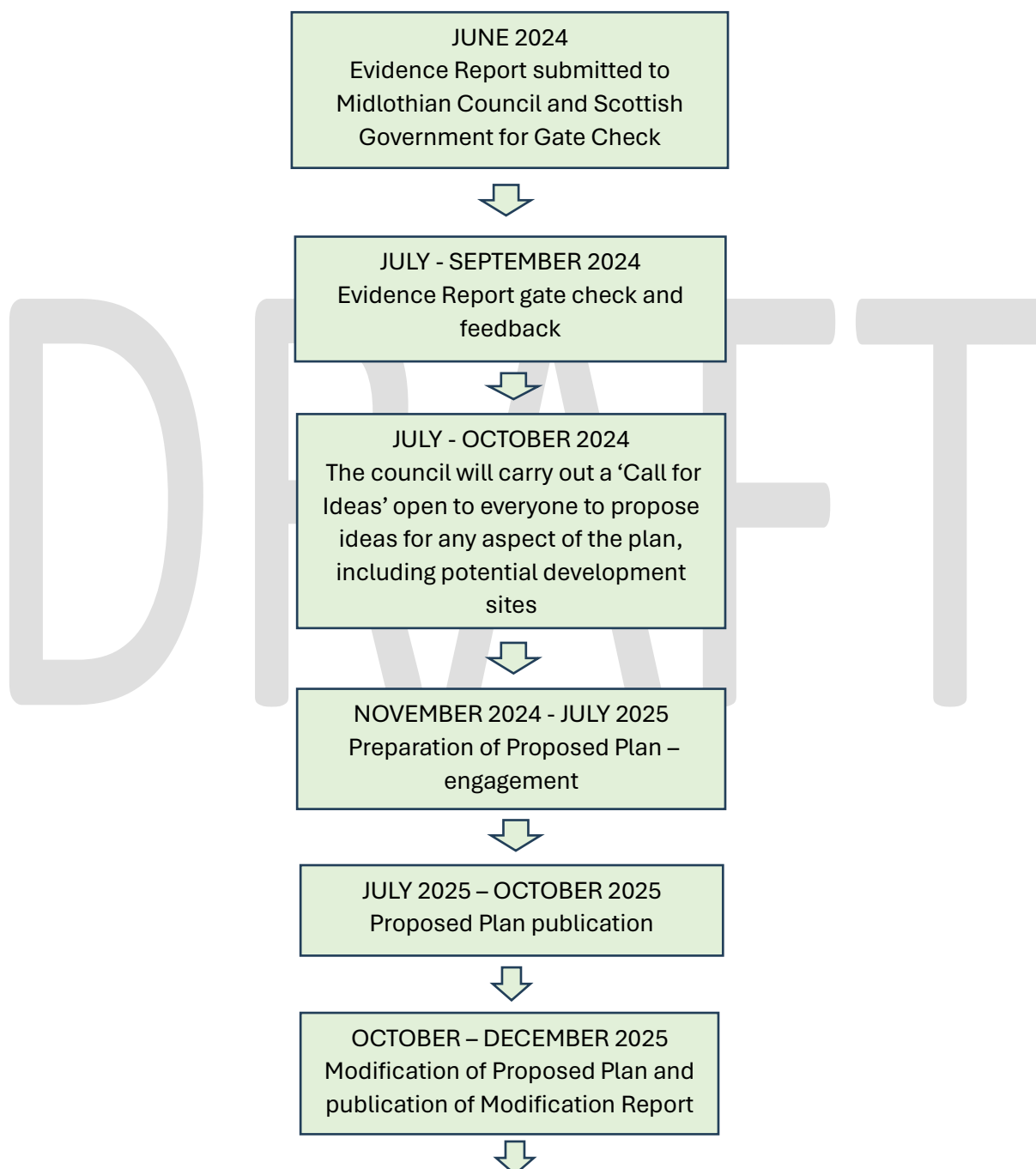
¹¹ Local Development Plan 2 Housing Evidence Report

¹² Local Development Plan 2 Housing Evidence Report

3.2 Future Gypsy/Traveller Site Search

The Local Development Plan 2 Housing Evidence Report recommends that any future Gypsy/Traveller site search can be taken through the LDP2 Proposed Plan with a decision on whether a site is needed to be taken forward through LDP2 preparation. The indicative timescale for production of the LDP2 is below:

Figure 3.1: Timescale for delivery of Midlothian Local Development Plan 2





Conclusion – Local Development Plan 2

- The LDP2 Housing Evidence Report recommends that a future Gypsy/Traveller site search can be undertaken through the development of the LDP2 Proposed Plan (July 2024 – July 2025)
- This will allow a decision to be taken on whether a site is needed through LDP2 preparation (November 2024 – July 2025)
- North Cairntow Site feedback suggests there is interest in a touring caravan facility. This should be noted during the development of the LDP2 Proposed Plan.

4 Conclusion and Recommendations

The purpose of this report is to evaluate Midlothian’s Gypsy/Traveller accommodation options to ensure they meet need and demand based on current guidance and stakeholder data.

Midlothian officers have historically found there is limited evidence on the experiences of Gypsy/Travellers living in the area and it is likely that the community is under-reported due to historical and current fears of discrimination and stigma. The actual number of Gypsy/Travellers is thought to be higher than reported both internally and externally. This strategic needs assessment recommends a number of actions to improve communication between parties thus allowing a stable needs and demand assessment to be included during the development of the Local Development Plan 2.

Recommendation 1

Authorise Midlothian Council officers to seek an early termination of the Whitecraig site lease with Buccleuch Property Estate Office.

Recommendation 2

If demand exists, any future Gypsy/Traveller housing provision should have five or more pitches for both short or longer term use.

Recommendation 3

Midlothian Council to agree a formal unauthorised encampment process between colleagues from housing, education, health, social work and Police Scotland.

Recommendation 4

Midlothian Council to develop a code of conduct for those living on unauthorised sites to be highlighted and discussed as part of initial site visits.

Recommendation 5

Commence discussions between Midlothian Council, University of Edinburgh and Police Scotland to ensure future unauthorised sites are managed following Scottish Government guidance.

Recommendation 6

Any future Gypsy/Traveller site search can be undertaken through the development of the LDP2 Proposed Plan which will allow a decision to be taken on whether a site is needed through LDP2 preparation.

Recommendation 7

If evidence suggests that a site is required, touring caravan facilities should be considered.

DRAFT

Medium Term Financial Strategy – 2025/26 to 2028/29**Report by David Gladwin Chief Financial Officer and Section 95 Officer****Report for Information****1 Recommendations**

- a) Note that the Business Transformation Steering Group (BTSG) will continue to consider measures necessary to support delivery of a balanced Medium Term Financial Strategy (MTFS) before any policy measures are presented to Council.
- b) Note that the financial outlook remains challenging for this term of Council and note the recommendation of the external Auditor that, *“as a matter of urgency, officers and elected members need to work together to develop and agree the medium-term financial strategy and progress the Council’s transformation plans”*.
- c) Note the MTFS planning assumptions set out in the report (section 4.2).
- d) Note the planned engagement on demographic pressures relating to Additional Support Needs (ASN) and transitions to adult services (section 4.4).
- e) Note that the budget gap for 2025/26, incorporating the planned use of service concession retrospection and a 5% annual Council Tax increase is projected to be £9.406 million, rising to a projected £20.645 million by 2028/29 (section 4.1).
- f) Note the urgent need to finalise savings proposals, many of which will involve extremely difficult choices, to achieve equilibrium between expenditure and income (sections 5.6 and 5.7); and
- g) Otherwise note the remainder of the report.

Date: 11th June 2024**Report Contact:**

David Gladwin Chief Financial Officer and Section 95 Officer

David.gladwin@midlothian.gov.uk

2 Purpose of Report / Executive Summary

- 2.1 The report sets out the outcome of a recent review of the Council's financial planning assumptions pointing to an increased budget gap of £9.406 million in 2025/26 rising to £20.645 million by 2028/29.
- 2.2 Pressure on budgets across the public sector is severe and as the fastest growing Local Authority in Scotland the impact is intensified in Midlothian. Recently published census information shows a 16.1% population growth in Midlothian between 2011 and 2022. This was 3.4% more than the 2nd highest growth figure with sustained growth seen in the Central belt. Population projections show a continued high level of growth in Midlothian through to 2043.
- 2.3 There is a significant funding gap that will impact on what services the Council can continue to deliver and how they are delivered. Reprioritisation and redesign is crucial to balancing the MTFs and urgent action is needed.

3 Medium Term Financial Strategy 2025/26 to 2028/29 - Background

- 3.1 The aim of the MTFs is to provide a multiyear financial strategy aligned to the Council's Strategic Plans. It seeks to support the Council in fulfilling its statutory duty to set a balanced budget and determine Council Tax levels annually with a key aspect being ongoing financial sustainability for the Council where recurring costs are matched by recurring income.
- 3.2 Council last considered the MTFs on 27 February 2024 where the 2024/25 budget was approved. To reach a balanced budget, approval was granted for a freeze in Council Tax levels for 2024/25, use of £4.093 million of service concession retrospection and a £2.680 million use of Reserves.

Population Growth

- 3.3 Edinburgh and the South East Region is Scotland's fastest growing and it is forecast that this trend will continue. Between 2011 and the 2022 Census the three Local Authorities with the fastest growing population were:
- Midlothian – 16.1%
 - East Lothian – 12.7%
 - City of Edinburgh Council – 7.6%.
- 3.4 According to National Records of Scotland (NRS) published projections the population in Edinburgh and the South East Region will rise by a further 9.1% to 2043. This is in contrast to a 2.5% population growth rate for Scotland. In terms of increased households figures equate to an 18% increase for the former and a 10% increase nationally.
- 3.5 A more detailed look at the NRS projections show a population growth in Midlothian of over 30% during this period with the next highest Local Authority area at approximately 15%.

- 3.6 Analysis of Scottish Government Funding for Councils in 2024/25, as shown in Finance Circular 8/2023 published in December 2023, shows an average per capita level of funding in Scotland of £2,368.81. All six councils in south east Scotland receive per capita funding below the national average. Midlothian's figure is £2,266.10 and is amongst the lowest in Scotland.

Economic Commentary

- 3.7 In terms of economic growth measured by Gross Domestic Product (GDP) a range of economic commentators anticipate growth of approximately 0.4% in 2024 with a modest increase to around 1% in 2025. Longer term prospects remain relatively flat.
- 3.8 The last published inflation figures at the time of writing this report were for April 2024. Consumer Price Index (CPI) fell by 0.9% from March figures to 2.3%. However, within that figure remain some erratic and stubbornly high areas like energy (5.9%) and food (3.9%).
- 3.9 Interest rates are now expected to reduce slightly late in 2024, followed by further reductions during 2025. A rate of 3.25% thereafter is seen as the equilibrium rate consistent with inflation targets.
- 3.10 Wage increases have outstripped inflation in recent times. The Scottish Government published their Public Sector Pay Policy for 2024/25 which runs through to 2026/27 with an annual pay metric of 3% per annum.
- 3.11 The election of a new UK Government may bring significant changes to current government policy and priorities and this in turn will result in a refreshed economic policy.
- 3.12 The Scottish Government are due to publish their own Medium Term Financial Strategy, including an update on draft tax strategy, on Thursday 20th June. The new First Minister has been clear on two main priorities of ending child poverty and growing the economy. Making significant headway with these, particularly the former, will require investment. At this point it is unclear what impact that investment will have on tax policy and re-prioritisation of other budgets.

4 Budget Projections

- 4.1 MTFS Budget projections were last presented to Council in February 2024. Projections have been re-worked based on updated data and assumptions. Revised figures are shown in table 1 below.

Table 1: MTFS Projected Gap to 2028/29

	2025/26 £m	2026/27 £m	2027/28 £m	2028/29 £m
Opening Budget Gap		9.406	13.045	14.776
Use of Reserves to balance the 2024/25 budget	2.680			
Retrospective Service concessions	4.093	4.093	4.093	4.091
Share of £62.7m additional consequentials	(1.083)			
Revised Opening Budget Gap	5.690	13.499	17.138	18.867
Pay Inflation	5.071	4.142	4.225	4.309
Utilities and other Contractual inflation	1.907	1.565	1.596	1.627
Provision for School Roll Increases	1.000	1.000	1.000	1.000

Loan Charges	4.713	2.347	0.369	0.811
Council Tax Band D number increase (net of Council Tax Reduction increase)	(0.844)	(1.175)	(1.234)	(1.295)
Other	0.166	(0.445)	(0.385)	(0.557)
Gross Gap	17.703	20.993	22.709	24.762
Full year impact of 23/24 approved savings measures	(0.867)	(0.212)	0.000	0.000
Gap after savings	16.836	20.721	22.709	24.762
Council Tax Rate increase (5%)	(3.337)	(3.583)	(3.842)	(4.117)
Gap after Council Tax increase of 5%	13.499	17.138	18.867	20.645
Retrospective Service Concessions	(4.093)	(4.093)	(4.091)	0.000
Budget Gap to be addressed	9.406	13.045	14.776	20.645

4.2 Projections are based on some key planning assumptions which will undoubtedly change due to economic factors, Scottish Government funding decisions, pay awards and local cost pressures. The main assumptions included in the figures above are:

- A flat cash Scottish Government Grant settlement to support existing services and an assumption that any new or enhanced Scottish Government policy requirement will be fully funded. It is likely that Midlothian will see an increasing share of the national funding pot as its population continues to grow but it remains unclear how much of this increase will be lost through the funding floor. A 1% increase in Scottish Government Grant would yield approximately £2.3 million.
- Pay Inflation – 2.5% in 2025/26 and 2% thereafter. This is based on the working assumption that any pay award in excess of this will be funded by the Scottish Government. Every 1% increase equates to a change of approximately £2 million.
- A continuation of the Employers Superannuation contribution rate (excluding Teachers) at 17.6%. The next triennial revaluation is due in 2026 and may provide opportunity to further reduce contribution rates.
- Council Tax Band D – assumed 5% increase per annum. Every subsequent increase of 1% will generate approximately £0.670m of additional income.
- Inflation provision for contracts where inflation uplifts are an integral part.
- A general provision for demographic growth in learning settings.
- Borrowing costs in-line with the most up to date approved version of the General Services Capital Plan.
- Full delivery of savings measures previously approved by Council.
- An increase in funding provided to Midlothian Integration Joint Board (MIJB) to cover pay increases and inflationary costs.

4.3 The main areas of sensitivity are outlined in table 2 below.

Table 2: Impact on MTFS of changing assumptions

Budget Area	Change	Impact on budget gap (£m)
Scottish Government Grant	1%	+/- 2.275
Council Tax	1%	+/- 0.670
Pay	1%	+/- 2.028
Contractual Inflation	1%	+/- 0.763
MIJB Funding	Flat Cash	- 1.128

4.4 Council and MIJB expenditure in recent years have shown rapidly rising Additional Support Needs (ASN) costs for young people and for those transitioning to adult services. Whilst existing budgets provide for the current level of service the MTFS does not provide for an increase. It is recognised that data in this area needs to be better developed, understood and communicated. To this end, a session with elected members will be scheduled for after the summer recess.

4.5 Assumptions will all be reviewed and updated as we move through the budget process and Members will be updated on a regular basis.

Scottish Government Funding

4.6 The Scottish Government will publish its Medium Term Financial Strategy on Thursday 20th June 2024. This will be a look ahead at the trajectory for Scotland's public spending and government spending priorities with forecasts produced by the Scottish Fiscal Commission. It remains unknown when Councils will be advised of funding through the Local Government Finance Settlement. Initial figures are normally provided in December with near final figures late-January the following year.

4.7 It is clear from commentary that the Scottish Government face a challenging public finance outlook driven by rising demand and cost pressures and that all areas of the public sector are seeing difficult financial challenges.

Scottish Government / COSLA Partnership Agreement

4.8 On 30th June 2023 COSLA and the Scottish Government signed a new Partnership Agreement (the Verity House Agreement) setting out a vision for a more collaborative approach to delivering a number of shared priorities. The agreement includes a commitment to improved budgetary engagement and specifically agreement, by September 2023, of a principle-based fiscal framework between the Scottish Government and Local Government.

- 4.9 Discussions on facets of the Verity House Agreement continue with limited tangible impact to date on the flexibility that Councils require to help tackle severe financial challenges in a way that fits with local priorities.

5 Measures to Balance the Medium Term Financial Strategy

- 5.1 As part of the 2023/24 budget setting process, Council on 21st February 2023 were presented with a range of savings measures for consideration. Not all of these were supported by Council at the time and are now consumed into the Council Transformation Blueprint. The unsupported value in year one is a saving of £3.440 million, rising to £4.960 million in subsequent years.
- 5.2 Council on 27 June 2023 approved the Council Transformation Blueprint. The five themes are:
- Following the Money.
 - 21st Century Workforce.
 - Commercialisation and Income Generation
 - Workplaces of the Future.
 - Multi-Agency Transformation.
- 5.3 Work on the blueprint involves a series of short and focused projects, described as sprints, to be phased over several years. Appendix 1 contains the latest version of the dashboard that is managed by the Business Transformation Board and subsequently shared with BTSG as a matter of course.
- 5.4 It is clear that work on the blueprint is progressing and in some areas there is a strong likelihood of achieving cost savings or generating additional income which will contribute to bridging the 2025/26 budget gap. However, at this point it is too early to attach a value to this work and although there will be some operational efficiencies which can be delivered without requiring approval from Council it remains the case that much of the delivery will require elected member approval.
- 5.5 Based on the projected budget gap for 2025/26 and the range of savings measures that are currently in play, it is clear that, in the absence of significant additional government funding, savings emanating from the Transformation Blueprint will not be sufficient, at least in the short-term, to plug budget gaps.
- 5.6 The Corporate Management Team discussed this challenge on Wednesday 29th May and have agreed to work up, with a high degree of urgency, further savings options for consideration. Included will be non-statutory areas of service that Council could withdraw from, areas of service that could be reduced to a statutory minimum level and a tightening of minimum service standards.
- 5.7 Senior officers are tasked with developing options to allow member engagement at BTSG to start soon after the summer recess.

6 Next Steps

6.1 Public engagement will take place at the appropriate point on new savings options with the outcome reported back to Council. Engagement will continue throughout with recognised Trade Unions.

6.2 Outline Timetable for the 2025/26 Budget and Setting Council Tax

Council – Tuesday 25th June

- MTFS Update (this paper)
- Transport Transformation Update

BTSG – Monday 19th August

- Transformation Blueprint dashboard
- Contract Management
- One-stop shops and Libraries Asset Management Plan
- Digital Transformation Strategy
- Building Maintenance Services Phase 1
- Early discussion on further savings measures

Council – Tuesday 27th August

- Digital Transformation Strategy

BTSG – Monday 30th September

- Transformation Blueprint dashboard
- Full discussion on savings measures

Council – Tuesday 8th October

- MTFS Update

BTSG – Monday 4th November

- Transformation Blueprint dashboard
- Agree Savings Measure to progress to Council for decision

Council – Tuesday 12th November

- BTSG recommendations

BTSG – Monday 3rd December

- Transformation Blueprint dashboard
- Agree Savings Measure to progress to Council for decision
- Update on MTFS projections
- Commentary on Scottish Government Budget (if possible)

Council – Tuesday 17th December

- BTSG recommendations
- Update on MTFS projections / Base Budget work
- Commentary on Scottish Government Budget
- Commentary on Local Government Finance Settlement (if possible)

BTSG – Tuesday 14th January

- Transformation Blueprint dashboard
- Large Grants report
- Consideration of savings measures
- Update on Base Budget (near final gap)
- Commentary on Local Government Finance Settlement

BTSG – Monday 17th February

- Consideration of final budget savings options
- Consideration of Council Tax position
- Final Base Budget
- Final Local Government Finance Settlement

Council – Tuesday 25th February

- Large Grants
- BTSG recommendations on savings options
- BTSG recommendation on Council Tax.

The scheduled meetings of the Business Transformation Steering Group and Council will support the approval of the MTFs and decisions required to finalise the 2025/26 budget at Council on 25th February 2025.

As Council Tax funds the gap between expected income and expenditure, it is necessary to first identify the proposed expenditure to determine the resulting gap that Council Tax needs to fund. If no other action is taken to redress any shortfall, then the Council Tax has to be set at a rate that will do so, otherwise the budget will not balance. Accordingly, Council Tax decisions should not be taken in advance of other budget decisions.

6.3 Midlothian Integration Joint Board

The Chief Officer and Chief Financial Officer of the MIJB will continue to be kept updated on the Council's budget position and are engaged in the development of the MTFs.

The planning assumptions for the indicative budget to be delegated to MIJB for 2025/26 together with future years indicative allocations have been prepared based on a funding increase for pay and contractual inflation. However, it will only be possible to formulate a formal offer for the IJB once the annual grant settlement is available and the quantum of any additional monies for delegated activities and any conditions attached to the settlement are known.

MIJB overspent in 2023/24 and is working through a financial recovery plan to keep 2024/25 costs within budget. Failure to do so brings further risk to partner budgets.

BTSG will be asked to consider the formal offer arising from the settlement when it meets in January 2025 and this will inform part of the final budget recommendations to Council.

7 Report Implications (Resource, Digital and Risk)

7.1 Resource

Whilst this report deals with financial issues there are no financial implications arising directly from it.

7.2 Digital

The adoption of digital solutions is a central strand of the Medium Term Financial Strategy.

7.3 Risk

Within any financial projections there are inherent risks in making assumptions to arrive at figures and also a risk of costs changing significantly or new pressures emerging.

The following key risks and issues are highlighted in the context of this report:

- Uncertainty over the Scottish Government's and Council's financial position.
- The economic outlook and decision by Scottish Government on future years grant settlements and grant distribution.
- Impact of UK Government budget announcements and any associated policy revision.
- The risk to service provision and service users associated with a continued decline in available resources to fund services.
- Future years Public Sector pay policy and current and future year pay award settlements.
- Actual school rolls varying from those provided for in the budget.
- The impact of the wider economic climate on range of factors including: inflation, interest rates, employment, tax and income levels and service demands.
- Cost pressures, particularly demographic demand, exceeding budget estimates.
- The reform of public services and the implications for the National Care Service (Scotland) Bill.
- The impact of any changes to benefits.
- The cost of implementing national policies varying from resources provided by Government.
- Potential liabilities arising from historic child abuse.
- The financial sustainability of MIJB.
- The affordability of borrowing to support capital investment; and
- Ability to continue to meet the expectations of communities within a period of fiscal constraint.

Developing and updating a MTFs is key to support the mitigation of a number of these risks by setting out the key assumptions on which forward plans are based.

The risk of not having a balanced MTFS is the potential elimination of available reserves, which in turn would severely limit the Council's ability to deal with unforeseen or unplanned events and also the imposition of significant cuts at short notice with limited opportunity for consultation. Early agreement of the measures required to balance the 2025/26 budget is crucial.

7.4 Ensuring Equalities

The MTFS together with the resource allocation measures which will support financial sustainability will, as far as the constraint on resources allow, be developed within the context of the Council's priorities, ensuring as far as possible that resources are directed towards the key priorities of reducing inequalities in learning, health and economic circumstance outcomes.

The MTFS will continue, as far as is possible, to reflect Midlothian Council's commitment to the ethos of the Equality Act 2010 with careful consideration of the interests of the most vulnerable in our communities through the preparation of equality impact assessments.

Individual EQIA's will be published in respect of future policy savings measures and an overarching EQIA will be published alongside the MTFS report presented to the Council meeting in February 2025.

7.5 Additional Report Implications

See Appendix A

Appendices

APPENDIX A – Report Implications

Appendix B – Transformation Blueprint Progress Report

A.1 Key Priorities within the Single Midlothian Plan

The MTFS facilitates decisions on how Council allocates and uses its available resources and as such has fundamental implications for delivery of the key priorities in the Single Midlothian Plan. It helps ensure that resources are available to continue to delivery key priorities.

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

The report does not directly impact on delivering Best Value.

A.5 Involving Communities and Other Stakeholders

The development of the MTFS provides for public engagement.

In addition, there has been and will continue to be, engagement with the recognised Trade Unions on the Council's financial position and the development of the MTFS.

A.6 Impact on Performance and Outcomes

The MTFS facilitates decisions on how the Council allocates and uses its available resources and as such has fundamental implications for service performance and outcomes. The financial consequences of the pandemic have impacted on the availability and allocation of resources in pursuit of key outcomes as set out in the Single Midlothian Plan for both the immediate and longer term and therefore the ability of the Council to continue to deliver services in a financial sustainable manner.

A.7 Adopting a Preventative Approach

An effective Strategic plan supported by a MTFS will support the prioritisation of resources to support prevention activities.

A.8 Supporting Sustainable Development

There are no direct sustainability issues arising from this report and work will take place to mitigate any sustainability issues which arise as a consequence of the MTFS.

MIDLOTHIAN COUNCIL TRANSFORMATION BLUEPRINT

PROGRESS REPORT

Last Updated: 22nd May 2024



Previous
RAG Status

Current
RAG Status

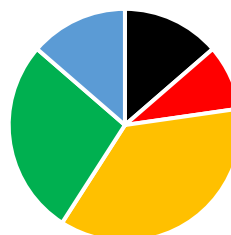
N/A



Budget (£m)	Spend (£m)	Committed (£m)	Remaining (£m)

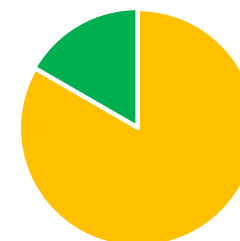
Transformation Blueprint Risk Score -All Projects

Example chart only - Risk Register being developed



■ Critical ■ High ■ Moderate ■ Low ■ Very Low

Transformation Blueprint RAG – All Projects



■ Off Track ■ Initiating / Slightly Off Track ■ On Track

TOP 3 HIGHEST TRANSFORMATION BLUEPRINT RISKS

RISK	LIKELIHOOD	IMPACT	SCORE	MITIGATING ACTION(S)
The risk that a lack of appropriate leadership and governance structures, including decision making, delay the delivery of the transformation blueprint.	3	5	15	<ul style="list-style-type: none"> Agreed Governance framework, with Terms of Reference. Elected Member sponsorship of Blueprint Themes. Senior Officer responsibility for Blueprint projects/workstreams.
The risk that there is a lack of resource, skills, and knowledge to deliver the objectives of the transformation blueprint.	5	4	20	<ul style="list-style-type: none"> Project Blueprint funding available to fill resource gaps, e.g. Project Resource. Project Management Office oversight of project resource.
The risk that the transformation blueprint does not deliver expected financial savings to reduce the projected budget gap.	4	5	20	<ul style="list-style-type: none"> Financial scrutiny of the Medium Term Financial Strategy by BTB/BTSG/CMT/Council.

TOP 3 MILESTONES (since last update)

Milestone	Next Report
<ul style="list-style-type: none"> Transitions - £100k Funding secured for additional resource to support Education, Children and Adult Services to develop a more coherent and robust Transitioning Policy. 	25/06/2024
<ul style="list-style-type: none"> Client Transport - Elected Members Briefing on Edge Transport Review on 14th June 2024. 	25/06/2024
<ul style="list-style-type: none"> Digital Transformation - Waste Services: In-cab and Route-Optimisation technology tender out for scoring. 	25/06/2024

Project Guidance

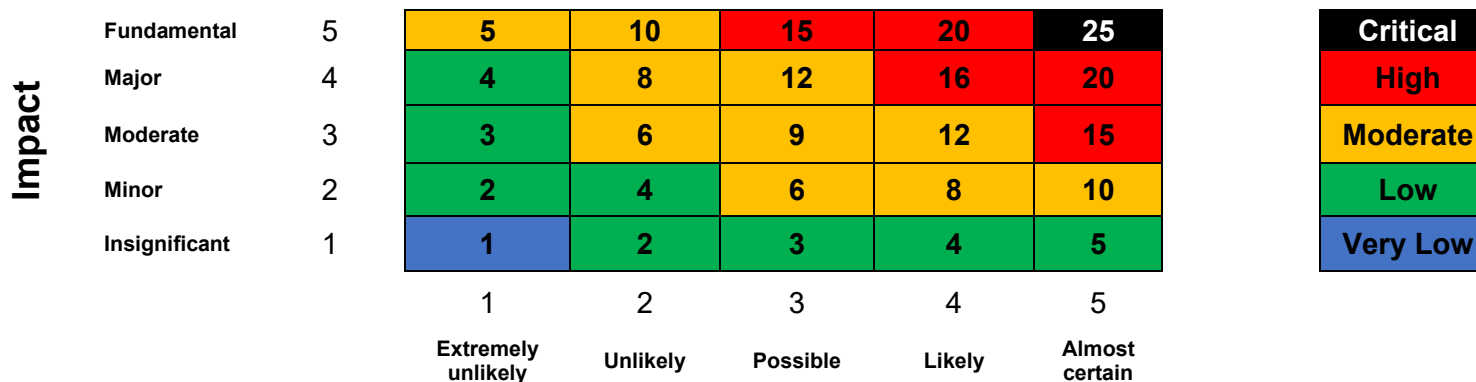
Project Stages

Stage	Definition
Initiating	Project Brief or Business Case being developed. Scoping meetings being held.
Planning	Project Brief / Business Case prepared and submitted to Business Transformation Board (BTB) for oversight, prior to submission to the Business Transformation Steering Group (BTSG), to approve project scope / workplan, including resource requirements and financial spend.
Execution	Project Brief / Business Case approved by BTSG. Project Manager appointed, key stakeholders appointed to Project Board or Project Team and Terms of Reference agreed. Project Documentation (PID, Project Plan, Risk Register etc.) being prepared.
Directing – On Track or Directing – Off Track	Project start date agreed, as per agreed scope and timelines. Project progress being monitored by Project Manager/Project Board with updates to BTB and BTSG. Delays / concerns highlighted and escalated, as required.
Closing	Project complete. Closure report prepared for Project Board for approval, prior to submission to BTB and BTSG.

Project RAG (Red, Amber, Green) Status

RAG STATUS	Resource (People)	Milestones	Costs	Action
	Significant concern that Project resource is inadequate and lacks skills/knowledge to deliver Project.	Significant delays evident in progress of Project Plan.	Project spend is significantly over approved costs, and concerns project cannot be delivered within target.	Immediate action is required by relevant Boards (Project Board, BTB, BTSG) to address issues and agree next course of action.
	Some concern that Project resource may be less than required to meet project timelines.	Delays in progress of Project Plan highlighted but considered acceptable by Project Board.	Project spend is slightly over approved costs, but confident final delivery will be within target.	Project Board and/or relevant stakeholders aware of current issues and actions required to address. Project being closely monitored.
	Project resource adequate to deliver project requirements and meeting timescales.	Milestones are being achieved in line with Project Plan.	Project spend is within approved costs and confident delivery will be within target.	Project continues to be monitored with no concerns for escalation at this time.

Project Risk Heatmap



Likelihood



TOP 3 MILESTONES (Since Last Update)

Home to School Transport – EDGE Consultancy review complete. Final report due. Elected members briefing on 14th May 2024.

Commissioning – Meetings held to process map commissioning of services. External meetings held with Providers and other Local Authorities around IJB financial actions.

Transitions - £100k Funding secured for additional resource to develop a more coherent and robust Transitioning Policy.

Project / Reporting Officer	Stage	Project Completion / Next Milestone Date	Overall RAG (Action)	Progress Update	Latest Action(s) Completed	Next Steps / Decisions
Large Grants <i>Chief Officer, Corporate Solutions</i>	Planning	Feb 2025 (Report to Council)		<p>On 26th March 2024, Council agreed an extension to the current Large Grants programme for a further year to 31st March 2026. Work is now underway to review the current Large Grants process and systems, with recommendations for future funding to be presented to Council in February 2025.</p>	<ul style="list-style-type: none"> • Large Grants Extension to 31/03/2026 agreed at Council meeting on 26th March 2024. • Scoping meeting held to define Large Grants review. • The first Large Grants Short-life Working Group (SLWG) meeting was held on 20th ay 2024 and included 3rd Sector partners to progress future funding recommendations for presentation to Council in February 2025. 	<ul style="list-style-type: none"> • Future funding recommendations report to February 2025 Council.
Commissioning <i>Chief Officer, Corporate Solutions</i>	Initiating	20/06/2024 (IJB Report) 25/06/2024 (Report to Council)		<p>At BTSG on 5th March, it was advised that a paper would be presented to June Council outlining the work done / planned for a review of Commissioned Services. This will be included within the Medium Term Financial Strategy Report being presented to Council in June 2024.</p> <p>Following the actions from the Midlothian Integration Joint Board (IJB) meeting on 21st March, a progress report on the Financial Recovery Actions for the Midlothian Health &</p>	<ul style="list-style-type: none"> • Scoping meeting held to define requirements of the Commissioning review and timeline for paper to June Council. • Process mapping meetings for commissioning services held with Adult Services, Children's Services, Education and Procurement in May 2024. 	<ul style="list-style-type: none"> • Process mapping meeting for commissioning services arranged for Education on 28th May 2024. • Progress / update report on Financial Recovery Actions to Integrated Joint Board on 20th June 2024. Draft report to Gill Main by 3rd June 2024. • Progress / update of Commissioning review to be included in the Medium

				<p>Social Care Partnership (which includes Commissioned Services) will be presented to the IJB meeting on 20th June 2024.</p> <p>As part of the Transformation Blueprint, work has been ongoing to progress the overall Commissioning review across the Council.</p>	<ul style="list-style-type: none"> • Health & Social Care presentations to care service providers to outline background to review of care packages, and the growth and financial challenges in the provision of care services. Care service providers welcomed the presentations and are keen to work collaboratively with the Council to achieve the best outcomes. • Health & Social Care have held meetings with other Local Authorities to discuss collaboratively the challenges faced in the provision of care services and actions being considered. The meetings were positive and will continue. 	<p>Term Financial Strategy Report for June 2024 Council.</p> <ul style="list-style-type: none"> • Elected Members briefing to all Councillors on IJB financial recovery actions to be arranged (still to be agreed).
<p>Contract Management (incl. Procurement)</p> <p><i>Chief Officer, Corporate Solutions</i></p>	<p>Initiating</p>	<p>August 2024</p> <p>(Report to BTSG August 2024)</p>		<p>Initial Contract Management review completed.</p> <p>The key areas covered in the review:-</p> <ul style="list-style-type: none"> • Analysis of Spikes Cavell data covering contract and non-contract spend for 2022/23 by Service area to establish levels of expenditure not on identified Council Contracts; • Analysis of individual procurement contract register/risk registers by service area identifying areas of maverick/off contract spend including areas covered by NCA agreements; • Sample testing of NCA agreements to establish if there is clear justification for these agreements. • Identify if any benchmarking data is publicly available against the identified non-compliant expenditure areas to consider savings that could be made with compliant procurement to allow prioritisation of procurement activity. 	<ul style="list-style-type: none"> • Chief Officer, Corporate Solutions completing a review of the work done by Internal Audit in the initial Contract Management Review. • Interim Procurement Resource appointed to start May / June 2024 (on completion of final checks) to develop the Improvement Plan. 	<ul style="list-style-type: none"> • Full scope of Contract Management review to be developed and reported to BTSG in August 2024, including list of actions completed.

				Fixed Term Procurement Officer has been appointed to review Cataloguing, Stores Management and Audit Report findings.		
Commercialise Fleet <i>Chief Officer, PLACE</i>	Initiating	25/06/24 (Report to Council)		<p>Previous considerations to commercialise transport services through the use of existing Council bus fleet could not be progressed due to lack of funding. Focus is now on a strategic approach to utilise the £175k (2023/2024) Local Bus Dividend.</p> <p>A Cross-Party Working Group has been established with the first meeting held w/c 13th May 2024 to review future transport options and proposals for utilising the dividend.</p> <p>A report on local bus services and future proposals to be prepared for June 2024 Council.</p>	<ul style="list-style-type: none"> • Cross-Party Working Group has been established to review proposals for future transport options, utilising the Lothian Bus Dividend. 	<ul style="list-style-type: none"> • Report on local bus services and future proposals to be presented to June 2024 Council.
Client Transport Review (incl. Education & Social Care Transport) <i>Education Chief Operating Officer</i>	Initiating	29/05/2024 (Update to BTSG 29th May 2024 re Governance)		<p>On 10th October 2023 Council agreed to a parent/carer consultation for a change to the current Home to School Transport Policy. The change is to implement a 3 mile Home to School transport provision, instead of the current 2 miles, and maximise active travel to school. If agreed, the change would be implemented for the 2024/25 academic year.</p> <p>For the 2-3 mile consultation process, it has been recommended that this is postponed until the start of the 2024/25 academic term. This is a result of the original consultation start date being delayed due to a lack of data to inform the consultation. If the consultation was to start now, it would be held over the entirety of SQA 2024 exam diet and impact on pupils.</p> <p>The Edge transport review draft report was presented to Elected Members on 14th May 2024. The report outlined a summary of recommendations and the options available for next steps to implement a robust passenger transport strategy and associated processes. A</p>	<ul style="list-style-type: none"> • EDGE Consultancy complete. • Presentation on initial findings of EDGE Consultancy Review to BTSG on 25th April 2024. • Draft EDGE Transport Review report presented to Elected Members on 14th May 2024. 	<ul style="list-style-type: none"> • Governance required from BTSG for funding to proceed with the use of an external support to progress the recommendations outlined in the EDGE Consultancy Report to implement a robust passenger transport strategy, with associated processes and systems. • Following governance to proceed, a Procurement tender exercise will be progressed to appoint an external company to manage and progress the associated work. • Agreement to change of timescales for consultation to avoid SQA 2024 Exam Diet. • Request for resource to cover time CYP Business Support will spend on transport review to progress Consultation. Report to be updated to include staffing resource

				<p>further report will be presented to Council in June 2024.</p>		<p>requirements, e.g. numbers and costs</p> <ul style="list-style-type: none"> • Update report to be included in the Medium Term Financial Strategy Report for June 2024 Council.
<p>Transitions <i>Chief Officer, Children's Services</i></p>	<p>Initiating</p>	<p>Planned Start Date Sept 2024</p>		<p>Funding secured for additional resource to support Education, Children's and Adult Services to develop a more coherent and robust transitioning policy and approach to supporting young people who have complex additional support needs. Unfortunately, despite repeated requests to try and identify a suitably qualified worker we have to date been unsuccessful in our search. Within Children's Services a job advert for a new service manager has been advertised where they will lead on the area of disability. Therefore I am proposing that additional support is put into this team to take forward the transitioning work.</p> <p>The expected timeframe to take this piece of work forward shall commence circa September 2024.</p>	<ul style="list-style-type: none"> • £100k funding secured for additional resource to support Education, Children and Adult Services to develop a more coherent and robust Transitioning Policy. 	<ul style="list-style-type: none"> • Resource requirements and responsibilities for developing Transitions is being progressed.



MILESTONES (Since Last Update)
<i>Digital Transformation – In-cab and Route Optimisation technology out for tender.</i>
<i>Digital Transformation – Pilot of Generative AI use.</i>

Project / Reporting Officer	Stage	Project Completion / Next Milestone Date	Overall RAG (Action)	Progress Update	Latest Action(s) Completed	Next Steps / Decisions
One Stop Shops <i>Chief Officer, Corporate Solutions</i>	Initiating	Aug 2024 (Report to BTSG Aug 2024)		<p>The One Stop Shop covers de-centralising services, putting more services into the communities and creating workspaces. A report on One Stops Shops and Library Asset Management will be reported to BTB on 15th May 2024.</p> <p>One Stop Shop future vision will also link with future Estate Rationalisation and Hub & Spoke considerations.</p>	<ul style="list-style-type: none"> • Draft One Stop Shops and Library Asset Management Plan Report to BTB on 15th May 2024. 	<ul style="list-style-type: none"> • One Stop Shops and Library Asset Management Plan Report to BTSG in August 2024 and Council in September 2024.
Digital Transformation <i>Chief Digital Officer</i>	Directing	25/06/24 (Digital Strategy to Council)	Overall Rating – refer to Appendix A for individual projects	<p>Digital Strategy to be presented to June 2024 Council.</p> <p>Numerous workstreams of Microsoft 365 deployment well underway, with significant progress made around providing training and adoption support to staff. Efficiency benefits being seen in various examples right across the Council, with more focused work underway to implement further efficiencies. Significant program of work underway around file management to realise full M365 benefits. New intranet homepage is nearing completion and a new internal communications strategy to leverage M365 is being implemented. Mobile and</p>	<ul style="list-style-type: none"> • Pilot for Generative AI use (concluded end April 2024). • Waste Services: In-cab and Route-Optimisation technology tender responses received. • Draft Digital Strategy to BTB 15th May 2024. 	<ul style="list-style-type: none"> • Digital Strategy to June 2024 Council. • Implement M365 training and support hub. • Service-level Business Analyst engagements for further workflow efficiencies. • Waster Services: In-cab and Route-Optimisation tenders scoring in progress.

				<p>data analytics work-streams to follow file management work.</p> <p>The Customer Services Platform, Equipped for Learning A/V upgrades, and Cyber Security workstreams continue to plan.</p> <p>New electronic forms have been created for online requests / queries on the Customer Service Platform: Elected Members Queries; New and Replacement Bins; Tree Surveys; and Bulky Uplift Requests.</p>		
<p>Making Performance Matter (MPM)</p> <p><i>HR Strategic Lead</i></p>	<p>Planning</p>	<p>Refer to Appendix B for individual project completion dates</p>	<p>Overall Rating – refer to Appendix A for individual projects</p>	<p>The current MPM workstreams program is detailed in Appendix A. Focus is on the Workforce Strategy with completion by Summer 2024 for CMT approval.</p> <p>Delivery of the Executive Leadership Programme has commenced with initial delivery to the Chief Executive and Senior Leadership Team. The MUDD Partnership has been contracted to deliver this programme.</p> <p>The overall RAG rating is based on current delivery status and ability to complete work within expected timescales, due to lack of resource and other business-as-usual priorities. Progress against the plan will continue to be monitored and the RAG status updated, as required.</p> <p>Recruitment is in progress for vacant positions in HR & Organisational Development. This additional resource is required to progress Workforce Planning and Strategy and MPM workstreams:-</p> <p>Investigating Officer – advert closed 8th May 2024. Although not a BTB funded post, the lack of Investigating Officer resource impacts Employee Relations</p>	<ul style="list-style-type: none"> • BTB funding for additional resource approved for an Organisational Development Partner, Fixed Term post. 	<ul style="list-style-type: none"> • An Investigating Officer full-time, permanent post was advertised, and failed to recruit in April 2024. This has been re-advertised and interview are being progressed. • Organisational Development Partner post, fixed term for 1 year. Failed to recruit in April 2024 - to be re-advertised May 2024.

				<p>related work, which necessitates the prioritising of HR resource.</p> <p>Organisational Development Partner – previous recruitment campaign was unsuccessful. Two of the candidates were suitable for interview for but both declined due to other employment offers. This post will be re-advertised</p>		
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MILESTONES (Since Last Update)
Just Transition to Net Zero – Draft Climate Action Plan submitted to BTB on 15 th May 2024
Estate Rationalisation – Public toilets report presented to Regeneration & Development Board on 17 th May 2024.

Project / Reporting Officer	Stage	Project Completion / Next Milestone Date	Overall RAG (Action)	Progress Update	Latest Action(s) Completed	Next Steps / Decisions
Hub & Spoke <i>Chief Officer, Corporate Solutions</i>	Initiating	25/06/24 (Linked to Estate Rationalisation Report to Council)		The scope / options for a Hub & Spoke model will be incorporated within the Estates Rationalisation project.	<ul style="list-style-type: none"> One Stops Shops and Hub & Spoke model referred to in the One Stop Shops and Library Asset Management Plan Report. 	<ul style="list-style-type: none"> Full design of a Hub & Spoke model will be dependent on the Council's Estate Rationalisation and future plans for buildings.
Estate Rationalisation <i>Chief Officer, PLACE</i>	Initiating			<p>Review of current Council Estates being undertaken to inform current usage, costs etc. and options for rationalisation.</p> <p>Most Pavilions operate on a To Let basis. A list of current usage for all Pavilions has been requested.</p> <p>Estate Rationalisation also links to the wider Capital Plan which includes the Learning Estate, Midlothian House and Fairfield House.</p>	<ul style="list-style-type: none"> Initial discussions held to review current buildings list and consider options. Details on current use of Pavilions provided for review. Report on Public Toilets presented to the Regeneration & Development Board on 17th May 	<ul style="list-style-type: none"> Discussions required to agree next steps for gathering usage and cost of current buildings, if required.

<p>Just Transition to Net Zero</p> <p><i>Chief Officer, PLACE</i></p>	<p>Initiating</p>			<p>Annual Public Bodies Climate Change Duties 2022/23 approved by Cabinet in October 2023.</p> <p>Aether appointed to produce a Climate Action Plan with costed options. The output of this project will be a report that describes the actions that will be necessary for Midlothian Council to reach net zero by 2030.</p> <p>The Climate Action plan report will inform other work, e.g. Fleet replacement.</p>	<ul style="list-style-type: none"> • Climate Change Officer appointed. • Draft Climate Change Action Plan submitted to BTB on 15th May 2024. 	<ul style="list-style-type: none"> • Members briefing on Climate Action Report to be arranged.
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MILESTONES (Since Last Update)
Advertising – 1 st signage confirmed for display on Dobbies Roundabout. Advertising opportunities signage displayed on 12 roundabouts.
Sport & Leisure (incl. Holiday Programmes & Cafes – scoping meeting held to progress Business Case.
BMS – Phase 1 Review Complete.

Project / Reporting Officer	Stage	Project Completion / Next Milestone Date	Overall RAG Status / % Complete	Progress Update	Latest Action(s) Completed	Next Steps / Decisions
Advertising & Sponsorship <i>Chief Officer, PLACE</i>	Directing	30/09/2024 (Financial Monitoring)		<p>CP Media submitted 32 planning applications to Midlothian on 10th January, all of which have been validated. The planning applications are for displaying advertisements on roundabouts across Midlothian. Consent to advertise is in progress.</p> <p>It is proposed to use social media, website and mailings (Economic Development mailing lists) to contact/inform local businesses of advertising opportunities. A register interest page has been created on the Locate in Midlothian. Businesses would contact CP Media directly.</p>	<ul style="list-style-type: none"> • Marketing Company appointed. Contract with marketing company, CP Media. • Signage Company appointed. Contract with the design and manufacturing company, McGregor Signs. Local company based in Dalkeith. • 32 planning applications for advertising on roundabouts validated, and consent to advertise in progress. • 1st signage agreed and will be displayed on Dobbies Roundabout. • Signage for advertising opportunities displayed on roundabouts across Midlothian. • Howgate and Straiton roundabouts have been contested. 	<ul style="list-style-type: none"> • Progress of advertising signage and financials to be monitored.

<p>Holiday Programmes</p> <p><i>Chief Officer, PLACE</i></p>	<p>Initiating</p>	<p>31/08/24</p> <p>(Summer Programme Financials)</p>	<p>Sport & Leisure have not run holiday programmes since pre-Covid but from Q3 2023/24 these have been trialled during the Christmas, February and Easter breaks, with a Summer programme planned.</p> <p>Attendance numbers at holiday activity sessions been mixed, with swimming activities proving most popular at this time. From an income perspective, operational costs are being covered with focus now on initiatives to increase attendance and income.</p> <p>From an inclusive perspective, the Summer Holiday Programme will be presented to the Cost of Living Task Force, with a number of free places being offered. This will be factored in offerings of free places.</p> <p>Financials will be updated following the summer programme.</p>	<ul style="list-style-type: none"> • Holiday programmes completed for Christmas 2023, February 2024 and Easter Break 2024. • Summer 2024 programme scheduled. 	<ul style="list-style-type: none"> • Summer programme to be presented to Cost of Living Task Force. • Financials to be produced following Summer 2024 programme.
<p>Sport & Leisure</p> <p><i>Chief Officer, PLACE</i></p>	<p>Initiating</p>	<p>19/08/2024</p> <p>(Business Case to BTSG)</p>	<p>In July 2023, Midlothian Council appointed Strategic Leisure Limited (SL) to undertake a leisure management options appraisal. The scope of the project covered seven leisure facilities as well as outreach services such as sports development, active schools etc. and was carried out through site visits, stakeholder consultations and a desktop review of pertinent information. SL was asked to identify what actions are necessary to enhance and improve the service as well as the most cost effective form of service delivery.</p> <p>Sport & Leisure has strived to provide varied sports, exercise, play, recreation and wellbeing to all Midlothian communities. Sport & Leisure is an integral part of our communities and has strong collaboration with groups, communities and partners.</p>		<ul style="list-style-type: none"> • Procurement tender exercise in progress for the refurbishment and refit of gyms. • Business Case for Sport & Leisure for future proposals and gym refurbishment to be prepared for BTSG in August 2024.

				<p>Most of the Midlothian gyms have had no refurbishment in over 15 years are in need of an aesthetic refresh and a refit of gym equipment. Ageing gym equipment is resulting in expensive maintenance and repair costs, as well as reducing the appeal of the facilities to the community.</p> <p>Gym facilities at Lasswade and Newbattle are used by Education during the school day. To better utilise these facilities by both Education and the community, the segregation of the gym, is being considered as part of the refurbishment.</p> <p>Other initiatives such as an incentivised employee rate are being considered to increase memberships. The current uptake of staff memberships is exceptionally low.</p>		
<p>Cafes</p> <p><i>Chief Officer, PLACE</i></p>	<p>Initiating</p>	<p>29/05/24</p> <p>(Report to BTSG)</p>		<p>A new operating model for Cafes within Sport & Leisure Centres has been trialled at Danderhall and Loanhead Leisure Centres.</p>	<ul style="list-style-type: none"> • New operating model for Cafes piloted at Danderhall and Loanhead Leisure Centres. • Scoping meeting held to confirm requirements for proposal report. • Proposal report to BTB on 22nd May 2024. 	<ul style="list-style-type: none"> • Progress report to BTSG on 29th May 2024.

<p>Waste Services</p> <p><i>Chief Officer, PLACE</i></p>	<p>Directing</p>	<p>30/05/2024</p> <p>(Procurement Tender Scoring)</p>		<p>Zero Waste Funding of £2.3m funding application for Twin-streaming initiative confirmed.</p> <p>The twin-stream collection of waste and recycling approved by Council on 19th December 2023. The transformation would include new bins for paper/card. Collection of new bins, and grey and blue bins to move to a 3-weekly cycle from September 2025. A project plan for the recycling transformation is being prepared and will be shared when complete. The service transformation is aimed at reducing costs, waste and generating income.</p> <p>Other transformation initiatives proposed for kerbside glass collections, food waste collections and recycling centre operations proposed. Options appraisal reviews to be undertaken.</p> <p>Council have requested a report on a potential booking system for all vehicles at recycling centres.</p> <p>Council agreed the new Waste Services Service Standards and Waste Collection Policy. New standards to be implemented following completion of customer communications.</p>	<ul style="list-style-type: none"> • Zero Waste Funding of £2.3m funding application for Twin-streaming initiative confirmed. • Draft Twin-stream Project Plan submitted with funding application (copy available). • Twin-stream collection of waste and recycling approved by Council on 19th December 2023. 	<ul style="list-style-type: none"> • Project Lead for Twin-stream Project to be appointed Grading and timescales currently under review before advertising. • Tenders in progress for Mixed Recycling (DMR), Kerbside Glass Collections and Bulky Waste. These contracts will cover the period to 31st August 2025, to cover the period to twin-stream collection on 1st September 2025. • Benchmarking review of booking systems at other local authority Recycling Centres to be prepared for BTSG in August 2024. • Waste Services: In-cab and Route-Optimisation technology tenders being scored.
<p>Building Maintenance Services</p> <p><i>Chief Officer, PLACE</i></p>	<p>Closing (Phase 1)</p>	<p>19/08/2024</p> <p>(Report to BTSG)</p>		<p>Closure Report on Phase 1 of service transformation to be submitted to BTSG.</p>	<ul style="list-style-type: none"> • Phase 1 of BMS review complete. 	<ul style="list-style-type: none"> • Proceed to review of Closure Report in preparation for planned presentation to BTSG in August 2024. • Phase 2 will implement service redesign and advance of new systems across the service.

Multi-agency transformation

TB: THEME 5



MILESTONES (Since Last Update)

Model for Early Intervention - STRIVE Working Group established and first meeting held

Economic Growth & Skills Agenda – Informative presentation from Aberdeenshire Council’s NHS Pathways, with overview to be given to MMATMG on 12th June 2024

Project / Reporting Officer	Stage	Project Completion / Next Milestone Date	Overall RAG Status / % Complete	Progress Update	Latest Action(s) Completed	Next Steps / Decisions
STRIVE Model of Early Intervention <i>Chief Executive</i>	Initiating	Next STRIVE Working Group to be arranged		<p>Midlothian Council and other multi-agency representatives visited Clackmannanshire on 30th January 2024 to see the multi-agency approach for early intervention, STRIVE. Although the model would not be fully replicated in Midlothian, it was agreed that a Working Group, including multi-agency representatives should be set up to explore options.</p>	<ul style="list-style-type: none"> • Visit to Clackmannanshire for an overview of STRIVE Model – January 2024. • Midlothian Council STRIVE Working Group meeting held on 14th March to discuss feasibility of a similar model for Midlothian. • Update from STRIVE Working Group and considerations for Midlothian to be presented at MMAMTG on 29th April 2024. 	
Economic Growth & Skills Agenda <i>Chief Executive</i>	Initiating	12/06/24 (NHS Pathways Presentation)		<p>Fiona Robertson, Executive Director, attended a presentation by Aberdeenshire Council on workforce development, specifically in relation to NHS Pathways, focussing on developing skills for healthcare jobs. The visit was very informative.</p>		<ul style="list-style-type: none"> • Presentation on Aberdeenshire’s NHS Pathways to be given at the next MMAMTG on 12th June 2024.

REPORT TRACKER (w.e.f. 22nd MAY 2024)

This section provides an overview of Reports for presentation to Committees / Boards.

The Action / Decision will be updated on an ongoing basis, after each meeting.

THEME	PROJECT / TOPIC	REPORTING OFFICER	NEXT REPORT (Committee & Date)	ACTION / DECISION
Follow the Money	Large Grants	Saty Kaur	Council – February 2025	
Follow the Money	Commissioning	Stay Kaur	MIJB 20 th June 2024, Council – 27 ^h August 2024	
Follow the Money	Contract Management (Scope of Plan / Actions Complete)	Saty Kaur	BTSG – August 2024	
Follow the Money	Commercialise Fleet (Local Bus Services and Future Options)	Derek Oliver		
21st Century Workforce	One Stop Shops (Libraries) – (<i>One Stop Shops and Library Asset Management Plan Report</i>)	Saty Kaur	BTSG – August 2024 Council – September 2024	
21st Century Workforce	Digital Transformation Strategy	John Rhodes	Council – 27 th August 2024	
Income Generation	Cafes	Derek Oliver	BTSG – 29 th May 2024	
Income Generation	Building Maintenance Services (Phase 1)	Derek Oliver	BTSG – August 2024	

