

MIDLOTHIAN COUNCIL TRANSFORMATION BLUEPRINT

PROGRESS REPORT

Last Updated: 22nd May 2024



Previous
RAG Status

Current
RAG Status

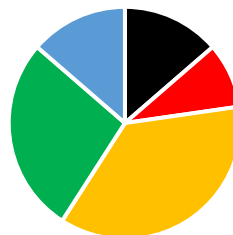
N/A



Budget (£m)	Spend (£m)	Committed (£m)	Remaining (£m)

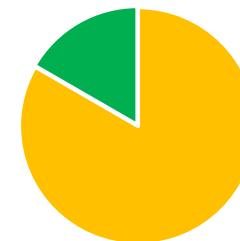
Transformation Blueprint Risk Score -All Projects

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

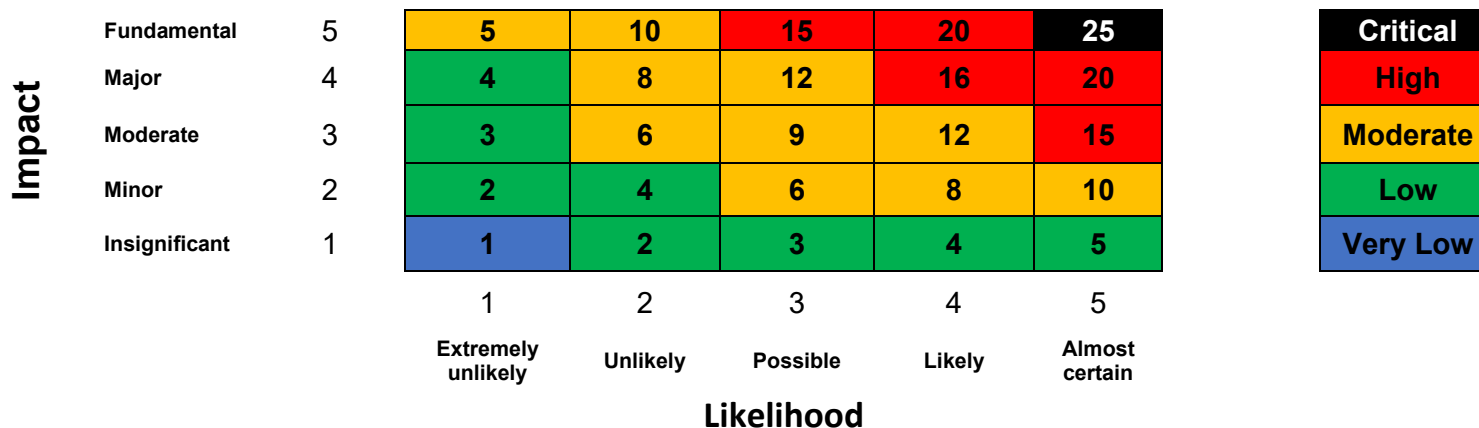
Project Stages

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



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 Chief Officer, Corporate Solutions	Planning	Feb 2025 (Report to Council)		On 26 th March 2024, Council agreed an extension to the current Large Grants programme for a further year to 31 st 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.	<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 Chief Officer, Corporate Solutions	Initiating	20/06/2024 (IJB Report) 25/06/2024 (Report to Council)		At BTSG on 5 th 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. Following the actions from the Midlothian Integration Joint Board (IJB) meeting on 21 st March, a progress report on the Financial Recovery Actions for the Midlothian Health &	<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			Review of current Council Estates being undertaken to inform current usage, costs etc. and options for rationalisation. Most Pavilions operate on a To Let basis. A list of current usage for all Pavilions has been requested. Estate Rationalisation also links to the wider Capital Plan which includes the Learning Estate, Midlothian House and Fairfield House.	<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.t 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 trialed 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		Midlothian Council and other multi-agency representatives visited Clackmannanshire on 30 th 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.	<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)		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.		<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	