

Notice of Meeting and Agenda



Midlothian Council

Venue: Virtual meeting,

Date: Tuesday, 06 October 2020

Time: 11:00

Executive Director : Place

Contact:

Clerk Name: Verona MacDonald

Clerk Telephone: 0131 271 3160

Clerk Email: verona.macdonald@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

None

5 Minutes

Minutes of Previous Meetings

Minutes of Midlothian Council of 25 August 2020 submitted for approval as a correct record and Minutes of Meetings for approval, noting, information and consideration of any recommendations contained therein (as per Minute Volume)

Minute Volume Index - 6 October 2020

5 - 6

6 Questions to the Council Leader

None

7 Motions

7.1 Motion by Councillor Parry, seconded by Councillor Winchester 7 - 8

8 Public Reports

8.1 Family Leave Guidance for Councillors - Report by Chief Officer Corporate Solutions 9 - 18

8.2 Menopause Guidance for Councillors - Report by Chief Officer Corporate Solutions 19 - 30

8.3 Schedule of Meetings for the remainder of 2020 - Report by Executive Director Place 31 - 34

8.4 Midlothian Safety Advisory Group Policy - Report by Executive Director Place 35 - 54

8.5	Midlothian Compact Agreement 2020 - 2025	55 - 60
8.6	Homelessness Update - Report by Executive Director Place (TO FOLLOW)	
8.7	United Nations Convention on the Rights of the Child - Report by Executive Director Children, Young People and Partnerships	61 - 68
8.8	Early Learning and Childcare Expansion Update October 2020 - Report by Executive Director Children, Young People and Partnerships	69 - 78
8.9	Learning Estate Investment Programme - Phase 2 - Letter, dated 15 September 2020, from Learning Directorate, Scottish Government	79 - 82
8.10	Midlothian Council Supporting Emergency Food Access - Report by Strategic Service Redesign Manager	83 - 92
8.11	Ratification Report on SESplan Indicative Regional Spatial Strategy - Report by Executive Director Place	93 - 136
8.12	Introduction of Tariffs for Electric Vehicle Charging Infrastructure - Report by Executive Director Place	137 - 144
8.13	Care for People Group - Response from the Lockdown – Report by Head of Adult Services (TO FOLLOW)	

(A) TO CONSIDER RESOLVING TO DEAL WITH THE UNDERNOTED BUSINESS IN PRIVATE IN TERMS OF PARAGRAPHS 6, 8, 9 AND 10 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 Private Reports

- 9.1** Secondary School Provision for Penicuik & A701 Corridor - Report by Executive Director Children, Young People and Partnerships
- 8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.
 - 9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the

acquisition or disposal of property or the supply of goods or services.

- 10. The identity of the authority (as well as of any other person, by virtue of paragraph 6 above) as the person offering any particular tender for a contract for the supply of goods or services.

9.2 Lothian Leisure Development Ltd - Report by Legal Manager

- 6. Information relating to the financial or business affairs of any particular person (other than the authority).
- 8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.
- 9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.
- 10. The identity of the authority (as well as of any other person, by virtue of paragraph 6 above) as the person offering any particular tender for a contract for the supply of goods or services.

10 **Date of Next Meeting**

The next meeting will be held on 17 November 2020

Midlothian Council Minute Volume



**Presented to the Meeting
of Midlothian Council
on Tuesday, 06 October 2020**

1 Minutes of Meetings submitted for Approval

Midlothian Council 25 August 2020 3 - 16

2 Minutes of Meetings submitted for Consideration

**Approved Minutes for Noting, Information and Consideration of
any recommendations contained therein**

Appeals Committee 3 October 2019 17 - 20

Police and Fire and Rescue Board 17 February 2020 21 - 24

General Purposes Committee 25 February 2020 25 - 32

Cabinet 3 March 2020 33 - 42

Business Transformation Steering Group 9 March 2020 43 - 50

Performance, Review and Scrutiny Committee 17 March 2020 51 - 54

Planning Committee 9 June 2020 55 - 62

Audit Committee 22 June 2020 63 - 72

3 Minutes of Meetings submitted for Information

**Approved Minutes of Outside Organisations to which Council appoints
representatives**

Midlothian Integration Joint Board 13 February 2020 73 - 84

Special Midlothian Integration Joint Board 12 March 2020 85 - 90

Midlothian Integration Joint Board 16 April 2020 91 - 106

Midlothian Integration Joint Board 11 June 2020 107 - 116

Street Naming Protocol for new Midlothian streets

“That the Council recognises the tradition and the responsibilities that the Provost has regarding street naming.

Notes that there is no formal process or role for the local Community or elected members to input.

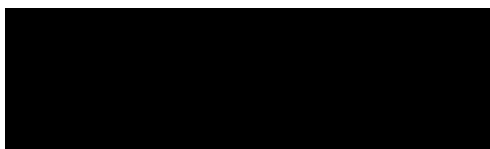
Agrees that the Council implement a scheme of notification to the relevant Ward Councillors & the relevant Community Councils with proposed new street names.

And also agrees that should there be an objection made by any parties, that there should be input from local members to resolve the issue.”

Proposed by Councillor Kelly Parry



Seconded by Councillor Pauline Winchester



22 September 2020

Family Leave Guidance for Councillors**Report by Gary Fairley, Chief Officer Corporate Solutions****Report for Decision****1 Recommendations**

Council is asked to consider the Family Leave Guidance for Councillors endorsed by COSLA Council Leaders in September 2019 for circulation to Scottish Councils for adoption on a voluntary basis. Subsequently guidance was updated in April 2020 to reflect amendments to the Local Government (Scotland) Act 1973. Council is asked to determine whether it wishes to voluntarily adopt and implement the guidance for Councillors.

2 Purpose of Report/Executive Summary

The purpose of this report is to provide a high level summary of the Special Leave Guidance for Councillors.

The full detailed guidance can be found using the link below and is also contained at Appendix B:

https://www.cosla.gov.uk/_data/assets/pdf_file/0027/17838/Family-Leave-Guidance-May-2020.pdf

Date: 11 September 2020**Report Contact:**

Dawn Farquhar Tel No: 0131 271 3610

Dawn.Farquhar@midlothian.gov.uk

3 Background/Main Body of Report

- 3.1** Whilst there is no legal right to family leave of any kind for people in elected public office, the objective of this guidance is to ensure that insofar as is possible, Elected Members can take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

The rights as set out in the guidance extend to (1) maternity, paternity, shared parental and adoption leave and (2) pay during maternity, paternity, shared parental and adoption related leave only.

This guidance is to be implemented on a voluntary basis and confers no contractual, nor worker / employment status. The guidance can be amended or withdrawn at any time. Councillors continue to retain their status as office holders.

Individuals who are employees or workers of the Local Authority will be entitled to any additional rights associated with family leave by virtue of their employment status and associated policies. No such additional rights, over and above what is set out in the guidance, shall apply to Elected Members and nothing in the guidance shall render Elected Members as employees or workers.

3.2 Periods of Leave

The key points to note are as follows:

- Members giving birth are entitled to up to 6 months maternity leave from 28 days before their due date.
- In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period.
- Members shall be entitled to take a maximum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

Further information is contained within the detailed guidance contained at Appendix B.

3.3 Basic Allowance

If the guidance is adopted all Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity or adoption leave.

3.4 Special Responsibility Allowances

The payment of SRA, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of six months, or until the date when the Member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six-month period.

Should a Member appointed to replace the Member on maternity, paternity, shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one SRA shall apply.

Unless the Member taking leave is removed from their post whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

3.5 Resigning from Office and Elections

If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.

If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

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

4.1 Resource

All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity or adoption leave.

Members entitled to a Special Responsibility Allowance (SRA) shall continue to receive their allowance in full in the case of maternity, paternity, shared parental or adoption leave.

4.2 Digital

There are no direct IT implications as a result of this report.

4.3 Risk

Whilst there are no direct risks associated with this report, adopting this guidance should in turn encourage the retention of Councillors, particularly women, and making public office more accessible to individuals who might otherwise feel excluded from it.

4.4 Ensuring Equalities

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of Local Authority councillors and making public office more accessible to individuals who might otherwise feel excluded from it.

4.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Background Information/Links

Additional Appendices - Insert as appropriate

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Midlothian Council and its Community Planning Partners have made a commitment to treat the following areas as key priorities under the Single Midlothian Plan:-

- Reducing the gap in economic circumstances
- Reducing the gap in learning outcomes
- Reducing the gap in health outcomes
- Reducing the impact of climate change

Adopting the COSLA approved guidance will contribute to reducing the gap in health outcomes and represents a further welcomed development which may encourage greater interest in citizens putting themselves forward to be elected as Councillors.

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 guidance does not directly relate to the delivery of best value.

A.5 Involving Communities and Other Stakeholders

This guidance has been developed by COSLA and endorsed by COSLA Council Leaders in September 2019.

A.6 Impact on Performance and Outcomes

Adopting and implementing the guidance will positively impact on the working lives of Councillor's during periods of maternity, paternity, shared parental and adoption leave.

A.7 Adopting a Preventative Approach

Adopting and implementing the guidance will better support Councillors in fulfilling the duties of their office.

A.8 Supporting Sustainable Development

Adopting and implementing this supportive piece of guidance will contribute to our Councillors overall wellbeing and in turn lead to our Councillors being able to better inform sustainable development.

APPENDIX B

Background Papers/Resource Links (if applicable)

COSLA – Family Leave Guidance for Councils

The Family Leave Guidance outlined below was endorsed by Council Leaders in September 2019 for circulation to Scottish Councils for adoption on a voluntary basis. Subsequently guidance was updated in April 2020 to reflect amendments to the Local Government (Scotland) Act 1973.

The term Special Responsibility Allowances (SRA) is used within the document to describe allowances paid to Council Leaders, Civic Head, Senior Councillors, Conveners and Vice Convener etc. where a Councillor receives a higher remuneration due to a specific role undertaken on behalf of the Council.

Introduction

This Guidance sets out some key principles which Local Authorities may wish to adopt to support Elected Members during periods of maternity, paternity, shared parental and adoption leave. **There is no legal right to family leave of any kind for people in elected public office.**

The objective of this guidance is to ensure that insofar as is possible, Elected Members can take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

This Guidance is to be implemented on a voluntary basis and confers no contractual, nor worker / employment status. The Guidance can be amended or withdrawn at any time.

Councillors continue to retain their status as office holders. The rights as set out in this Guidance extend to (1) maternity, paternity, shared parental and adoption leave and (2) pay during maternity, paternity, shared parental and adoption related leave only. Individuals who are employees or workers of the Local Authority will be entitled to any additional rights associated with family leave by virtue of their employment status and associated policies. No such additional rights, over and above what is set out in this Guidance, shall apply to Elected Members and nothing in this Guidance shall render Elected Members as employees or workers.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of Local Authority councillors. It will also assist with retaining experienced councillors – particularly women – and making public office more accessible to individuals who might otherwise feel excluded from it.

Leave Periods

- Members giving birth are entitled to up to 6 months maternity leave from 28 days before their due date.
- In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period.
- Members shall be entitled to take a maximum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).
- A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from the Council.
- Where both parents are Members leave may be shared up to a maximum of 26 weeks.
- Special and exceptional arrangements may be made in cases of prematurity.
- A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months' adoption leave from the date of placement.
- Any Member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1973 to attend a meeting of the Council within a six month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six- month period.
- Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return. (It is recommended that a minimum of 28 days' notice is provided to take leave. A MatB1 form or an adoption matching certificate should be provided when applying for maternity and adoption leave respectively).
- Any Member taking leave should ensure that they respond to reasonable requests for information from the Council as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.
- In the event of an Elected Member taking family-related leave, Councils are encouraged to consider:
 - how to ensure there is minimal impact on the relevant ward by arranging, where possible, reasonable and appropriate cover to ensure the needs of constituents continue to be met; and
 - providing what additional support may be required to facilitate an Elected Member's return from family related leave to ensure they feel supported and ready to return to the Council.

Basic Allowance

- All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity or adoption leave.

Special Responsibility Allowances

- Members entitled to a Special Responsibility Allowance (SRA) shall continue to receive their allowance in full in the case of maternity, paternity, shared parental or adoption leave.
- The payment of SRA, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of six months, or until the date when the Member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six-month period.
- Should a Member appointed to replace the Member on maternity, paternity,
- shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one SRA shall apply.
- Unless the Member taking leave is removed from their post whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

Resigning from Office and Elections

- If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.
- If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

Menopause Guidance for Councillors**Report by Gary Fairley, Chief Officer Corporate Solutions****Report for Decision****1 Recommendations**

Council is asked to consider the Menopause Guidance for Councillors approved by COSLA's Community Wellbeing Board in June 2020 and determine whether it wishes to voluntarily adopt and implement the guidance for Councillors.

2 Purpose of Report/Executive Summary

The purpose of this report is to provide a summary of the Menopause Guidance for Councillors approved by COSLA's Community Wellbeing Board.

The full guidance can be found using the link below and is also contained at Appendix 1:

https://www.cosla.gov.uk/_data/assets/pdf_file/0023/18662/Menopause-Guidance-for-Councillors.pdf/nocache

Date: 11 September 2020**Report Contact: Dawn Farquhar, HR Manager**

Name Dawn Farquhar Tel No 0131 271 3610

Dawn.Farquhar@midlothian.gov.uk

3 Background

The menopause is a natural part of ageing that usually occurs between 45 and 55 years of age as a woman's oestrogen levels decline.

In the UK it is estimated that around 1 in 3 women are either currently going through or have reached the menopause. The menopause affects all women, and it can often indirectly affect their partners, families and colleagues as well. Studies have shown that three out of four women experience symptoms associated with the menopause, with one in four potentially experiencing serious symptoms.

The menopause guidance for Councillors approved by COSLA has a number of aims. To ensure:

- Members Services and others supporting Councillors are aware of the menopause, related issues and how they can impact individuals.
- An environment is created where Councillors feel confident to raise issues about their symptoms and ask for adjustments when undertaking their duties.
- Member Services and others supporting Councillors have a clear process to follow with regard to how to support Councillors who raise menopause related issues and know where to signpost them for additional support.
- Absenteeism due to menopausal symptoms is minimised.

The guidance is to be adopted and implemented on a voluntary basis and confers no contractual, nor worker / employment status. The guidance can be amended or withdrawn at any time. Councillors continue to retain their status as office holders.

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

4.1 Resource

There are no direct resource implications as a result of this report.

4.2 Digital

There are no direct IT implications as a result of this report.

4.3 Risk

Whilst there are no direct risks associated with this report, adopting this guidance should in turn encourage individual's experiencing the menopause to feel better supported.

4.4 Ensuring Equalities

Providing appropriate support within an individual's place of work will better enable equality of opportunity.

4.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Background Information/Links

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Midlothian Council and its Community Planning Partners have made a commitment to treat the following areas as key priorities under the Single Midlothian Plan:-

- Reducing the gap in economic circumstances
- Reducing the gap in learning outcomes
- Reducing the gap in health outcomes
- Reducing the impact of climate change

Adopting the COSLA approved guidance will contribute to reducing the gap in health outcomes and represents a further welcomed development which may encourage greater interest in citizens putting themselves forward to be elected as Councillors.

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 guidance does not directly relate to the delivery of best value.

A.5 Involving Communities and Other Stakeholders

The guidance has been developed by COSLA's Community Wellbeing Board.

A.6 Impact on Performance and Outcomes

Adopting and implementing the guidance will positively impact on the working lives of Councillor's experiencing menopausal symptoms.

A.7 Adopting a Preventative Approach

Adopting and implementing the guidance will help to support councillors in fulfilling the duties of their office.

A.8 Supporting Sustainable Development

Adopting and implementing this supportive piece of guidance will contribute to our Councillors wellbeing and in turn lead to our Councillors being able to better inform sustainable development.

APPENDIX B

Background Papers/Resource Links

Menopause – Guidance for Councillors

Introduction

The following guidance was approved by COSLA's Community Wellbeing Board for circulation to Scottish Councils in order to be considered for voluntary adoption (June 2020).

Under the Public Sector Equality Duty Councils are required to advance equality of opportunity and not discriminate unlawfully on the basis of race, age, sex, sexual orientation, gender reassignment, disability, religion or belief, marital status or pregnancy/maternity.

Having due regard for advancing equality involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Councils should reflect on policy and practice and consider if they enable those with protected characteristics to engage with but also to sustain participation in public life.

The Menopause Guidance for Councillors should be considered by Councils as part of a suite of measures for staff, volunteers, elected members and the wider public that contribute to equal participation, providing appropriate support in an individual's place of work and enabling equality of opportunity.

Menopause Guidance for Councillors

The Menopause Guidance for Councillors, below, sets out some key principles which Local Authorities may wish to adopt to support Councillors experiencing the menopause.

The objective is to ensure that:

- Council officers understand the difficulties and anxieties of individuals currently going through this change
- Councillors are treated with fairness and dignity whilst undergoing their duties by ensuring where possible, that those experiencing symptoms associated with the menopause receive appropriate support.
- That menopause is not a barrier that prevents individuals from standing or re-standing for elected office.

This guidance is to be adopted and implemented on a voluntary basis and confers no contractual, nor worker / employment status. The guidance can be amended or withdrawn at any time. Councillors continue to retain their status as office holders.

Aims

This guidance has a number of aims:

- Members Services and others supporting Councillors are aware of the menopause, related issues and how they can impact individuals.
- An environment is created where Councillors feel confident to raise issues about their symptoms and ask for adjustments when undertaking their duties.
- Member Services and others supporting Councillors have a clear process to follow with regard to how to support Councillors who raise menopause related issues and know where to signpost them for additional support.
- Absenteeism due to menopausal symptoms is minimalised.

Scope

This guidance applies to all elected members of the Council.

Definitions

Menopause is defined as the biological stage when an individual stops menstruating and reaches the end of their natural reproductive life. The menopause is sometimes known as the 'change of life' and, if occurring naturally, is defined as having occurred when no period is experienced for twelve consecutive months. The average age to reach menopause is 51 but it can be earlier or later than this due to surgery, illness or other reasons. Those going through menopause may experience both physical and emotional symptoms.

Perimenopause is the time leading up to menopause when changes such as irregular periods or other menopausal symptoms may be experienced. This can be years before menopause.

Post-menopause is the time after menopause has occurred, starting when no period has occurred for twelve consecutive months.

For the purpose of this guidance 'menopause' refers to all stages of this process and the symptoms that might relate to them.

Symptoms of Menopause

Whilst 75% of those going through menopause experience some symptoms, and 25% could be classed as severe, it is important to note that not everyone will experience/notice every symptom, or even need help or support.

Symptoms can manifest both physically and psychologically including, hot flushes, sweats, poor concentration, insomnia, headaches, panic attacks, heavy/light periods, anxiety, loss of confidence and difficulty sleeping.

Roles and Responsibilities

Councillors are responsible for:

- Taking personal responsibility to look after their health
- Being open and honest in conversations with member services/ supporting officers should they require support
- Being willing to help and support their colleagues.

Members services and others involved in supporting elected members should:

- Familiarise themselves with the Menopause Guidance
- Be ready and willing to have open discussions about menopause, appreciating the personal nature of the conversation, and treating the discussion sensitively and professionally
- Use the additional guidance in Appendices 1 and 2, signposting and reviewing together, before agreeing with the individual how best they can be supported,
- Record support agreed, and actions to be implemented
- Ensure ongoing conversations take place and set review dates
- Ensure that all support agreed is adhered to. Update the Confidential Discussion Template (Appendix 2) and continue to review.

Appendix 1

We recognise that everyone is different, and it is, therefore, not feasible to set out a structured set of specific guidelines.

If a Councillor wishes to speak about their symptoms, or just to talk about how they are feeling (they may not recognise themselves that they are symptomatic), or if a Councillor wishes to speak about a family member, please ensure that you:

- Allow adequate time to have the conversation
- Find an appropriate room to preserve confidentiality
- Encourage them to speak openly and honestly
- Suggest ways in which they can be supported (see symptoms below) – provide the Menopause Advice Factsheet if appropriate - www.womens-health-concern.org/help-and-advice/factsheets/menopause/
- Agree actions, and how to implement them (you should use the template at Appendix 2 to record the meeting), so that all parties agree what has been discussed, and the next steps, before the meeting ends. Ensure that this record is treated as confidential and is stored securely
- Agree if other members of the team should be informed, and by whom
- Ensure that designated time is allowed for a follow up meeting.

Symptoms Support

Symptoms can manifest both physically and psychologically and support should be considered as detailed below:

Hot Flashes

- Request temperature control for their desk area, such as a fan on their desk (consider environmentally friendly options) or moving near a window, or away from a heat source
- Easy access to drinking water
- Have access to a rest room for breaks if their duties involve long periods of standing or sitting, or a quiet area if they need to manage a severe hot flush.

Heavy/Light periods

- Have access to toilet facilities.

Headaches

- Have ease of access to fresh drinking water
- Have time out to take medication if needed.

Difficulty Sleeping

- Consider how workload can best be managed if suffering from a lack of sleep.

Low Mood

- Identify a 'time out space' to be able to go to 'clear their head'.

Loss of Confidence

- Ensure there are regular Personal Development Discussions
- Have time with their supporting officers to discuss any issues
- Discuss if there are times of the day when concentration is better or worse and adjust working pattern/practice accordingly.

Anxiety

- Undertake mindfulness activities such as breathing exercises or going for a walk.

Panic Attacks

- Undertake mindfulness activities such as breathing exercises or going for a walk.

Additional support information can be found at:

- www.nhs.uk/conditions/menopause
- www.menopausematters.co.uk
- www.womens-health-concern.org/help-and-advice/factsheets/menopause

Appendix 2

Confidential Discussion Template

Name	
Location of work	

Officer Name	
Date of discussion	

Summary of discussion:

--

Agreed actions/adjustments:

--

Date of next review meeting.....

**Schedule of Meeting Dates for the remainder of 2020
Standing Orders Working Group
Report by Executive Director Place**

Report for Decision

1 Recommendation

Council is invited to confirm the current schedule of meeting dates for the remainder of 2020 (Appendix B) and note that digital by default is at the core of the Midlothian Route Map Through and Out of the Crisis and the decision taken in June 2020 that virtual meetings will continue.

2 Purpose of Report/Executive Summary

This report advises of the schedule of meeting dates approved by the Council in October 2018 (with small amendments made thereafter) in respect of the remainder of 2020 and the recommendation of the Standing Orders Working Group.

Date: 8 September 2020

Report Contact:

Verona MacDonald, Democratic Services Team Leader

Verona.macdonald@midlothian.gov.uk

0131 271 3161

3 Background

- 3.1** The Council at its meeting on 2 October 2018 approved a schedule of meetings up until the end of 2020. Small amendments in terms of changes of dates and times have been made since then.
- 3.2** At its meeting on 25 August 2020, Council agreed to confirm the next meeting of Council would be today (6 October 2020) and remit the remainder of the schedule to the Standing Orders Working Group to consider and advise.
- 3.3** The Standing Orders Working Group met on 26 August 2020 and, having considered the dates agreed to recommend to Council that the schedule of meeting dates for the remainder of 2020 (Appendix B) be approved without amendment. In reaching a decision the Group noted the difficulties which would occur should changes be made to the schedule which has been in the public domain for some time and other commitments now in diaries.
- 3.4** Members are therefore requested to confirm the schedule of meetings for the remainder of 2020 (as per Appendix B).

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

None

4.2 Digital

None

4.3 Risk

Key decisions are likely to be required and without a schedule of meetings the Council may be unable to fulfil its obligations.

4.4 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.

4.4 Additional Report Implications

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

The report does not directly impact on Delivering Best Value but the absence of a schedule of meetings may result in delays in the ability to carry out proper scrutiny.

A.5 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities

A.6 Impact on Performance and Outcomes

The absence of a schedule of meetings may 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 – Report dated 12 September 2018 entitled “Short Life Working Group Schedule of Meeting Dates 2019 and 2020”; Report to Midlothian Council on 25 August 2020 entitled “Schedule of Meetings for the remainder of 2020”

Schedule of Meetings for the remainder of 2020 –

October 2020

Thursday 8	14.00	Midlothian Integration Joint Board
Monday 12	14.00	Planning Site Visits
Tuesday 13	10.00	General Purposes
Tuesday 13	13.00	Planning
Tuesday 20	11.00	Cabinet
Monday 26	11.00	Business Transformation Steering Group
Tuesday 27	10.00	Local Review Body Site Visits
Tuesday 27	13.00	Local Review Body

November 2020

Tuesday 3	10.00	Petitions
Tuesday 3	11.00	Performance, Review and Scrutiny
Monday 9	11.00	Police and Fire and Rescue Board
Tuesday 10	14.30	JCG
Thursday 12	14.00	Midlothian IJB Development Workshop
Tuesday 17	11.00	Midlothian Council
Monday 23	14.00	Planning Site Visits
Tuesday 24	10.00	General Purposes
Tuesday 24	13.00	Planning
Monday 30	10.00	Local Review Body Site Visits
Monday 30	13.00	Local Review Body

December 2020

Tuesday 1	11.00	Cabinet
Monday 7	11.00	Business Transformation Steering Group
Tuesday 8	11.00	Audit
Tuesday 8	14.30	JCG
Wednesday 9	11.00	Performance, Review and Scrutiny
Thursday 10	14.00	Midlothian Integration Joint Board
Tuesday 15	11.00	Midlothian Council

Midlothian Safety Advisory Group Policy

Report by Kevin Anderson, Executive Director Place

Report for Decision

1 Recommendation

- 1.1 It is recommended that Midlothian Council approves the Midlothian Safety Advisory Group Policy.

2 Purpose of Report

- 2.1 Within Scottish local authorities, there is no standardised approach to event planning. Many local authorities manage the coordination of event planning in their area on an ad hoc basis. Midlothian Council has a system in place to cover large events; however, ad hoc arrangements are put in place for other events that are brought to the Council's attention. The approval of the Midlothian Safety Advisory Group Policy will create a transparent process, implement a single point of contact for organisers and multi-agency partners, and ensure a standardisation and consistency to event planning arrangements across all events, with the aim of improving public safety and communication.

Date: 15th September 2020

Report Contact:

Derek Oliver, Chief Officer Place

Derek.Oliver@midlothian.gov.uk

0131 271 3418

3 Background

- 3.1 A spectator and child were tragically killed at the Highland Snowman Rally in 2013. Just over a year later, during the Jim Clark Rally on Saturday, 31st May 2014, two separate incidents left 3 people dead and another 6 injured. This prompted discussion on whether a common approach was required to improve safety at events held within Scotland.
- 3.2 CoSLA chaired a Safety at Public Events Working Group with representation from key professional networks and agencies (including Police Scotland, Scottish Fire and Rescue Service and Event Scotland) to look at developing a standard national approach to event safety.
- 3.3 A number of recommendations were developed and agreed, following a series of Working Group meetings. The Working Group strongly recommended that these are accepted by local authorities and other agencies working at a local level, unless local processes are deemed to be adequate:

Recommendations of the CoSLA Safety at Public Events Working Group

- i. Each local authority should establish a system for planning events which should be referred to as the Safety Advisory Group (SAG).
- ii. Each SAG process will be compatible with the needs of national partner agencies.
- iii. The primary focus of each SAG will be the safety of all people participating in an event; however, consideration will also be given to the safety of members of the general public who could be affected by the event.
- iv. All SAG meetings will be chaired by a local authority officer. Administrative support at SAG meetings should be provided by the local authority, where possible.
- v. Senior officers from the local authority, Police Scotland, Scottish Fire and Rescue Service and Scottish Ambulance Service are encouraged to meet annually (the 'Core Group') to determine which regular events will be required to come under the scrutiny of the SAG process. Extraordinary meetings may be required to allow for new events to be identified and included as appropriate.
- vi. To assist in the process described at point 5, a risk profile should be developed for all of the events that will be considered.
- vii. Following the annual meeting of the Core Group, regular SAG meetings will take place to manage multi-agency and multi-departmental oversight of events.
- viii. Local authorities, in consultation with partner agencies, will produce a SAG policy document to provide clarity on the structure and

purpose of the SAG group in each local authority area. This will include a section on debriefs following event completion.

- ix. Local authorities are also encouraged to implement the SAG process for events where they are recognised as the event organiser.
- 3.4 The Safety Advisory Group process is a multi-agency approach aimed at ensuring the organisers of significant events plan for and then execute their events in a manner which is safe for both participants and for members of the public.
 - 3.5 The recommendations assume that Local Authorities will themselves adopt the same approach where they are organising significant events.
 - 3.6 It is recognised that ensuring safety at an event is ultimately the legal responsibility of the event organiser.
 - 3.7 There are clear multi-agency benefits from having a uniform approach to the planning and execution of events in Scotland. These include standardised terminology and processes. More importantly, there are several benefits of having a SAG process in place in each local authority area:
 - It ensures that there is a consistent approach to safety at all of the events which come under the scrutiny of the SAG process
 - Safety Advisory Groups directly benefit event organisers by providing a 'one stop shop' for discussing their proposals and seeking advice from partner agencies
 - It limits the number of interactions between event organisers and partner agencies, therefore potentially reducing workload.

4 Midlothian Safety Advisory Group

- 4.1 Having engaged with internal services and multi-agency partners, it is proposed to formalise and approve a policy for events held in Midlothian and incorporate the CoSLA working group recommendations, as specified at paragraph 3.3.
- 4.2 The guiding principle for determining which events will be invited to attend the Safety Advisory Group process is determined by the Strategic Event Safety Group (SESG) and is as detailed within 4.3 of the Policy. This includes events where Midlothian Council is recognised as the event organiser.
- 4.3 The SESG will be chaired by the Chief Officer – Place, or nominee, and attended by Council services and partner agencies identified in the membership list.
- 4.4 The SESG core members will develop and maintain an events risk register and, so far as is reasonably practicable, through the provision of specialist advice, ensure that event organisers instructed to attend

the SAG process uphold the highest standards of public safety at public events.

- 4.5 The SESG objectives will be achieved through the formation of a Safety Advisory Group (SAG) for each event instructed to attend the SAG process. A specific SAG will be chaired and administered by Midlothian Council.
- 4.6 The arrangements for the operation of the Safety Advisory Groups are detailed in the Policy.
- 4.7 Multi-Agency Partners, including Police Scotland, Scottish Fire and Rescue Service and Scottish Ambulance Service, have been consulted on the draft Policy and are in agreement with the proposal.
- 4.8 It is the responsibility of Midlothian Council and all members of the Midlothian Safety Advisory Group to ensure that event organisers uphold a suitable and sufficient standard of public safety that ensures compliance with legislative obligations and promotes safety for/of the public, event staff and event participants. The Policy confirms and ensures delivery of that responsibility when implemented.

5 Report Implications (Resource, Digital and Risk)

5.1 Resource

Preparation of the Policy has been managed within existing resources. However, in order to successfully implement this Policy, there is an importance of allocating sufficient resources. A dedicated resource will be necessary to create a single point of contact and to coordinate all Midlothian events, along with augmenting wider public safety and resilience activities. This will be met within current budgets.

5.2 Digital

In order to facilitate a “Digital by Default” approach, and the Council’s transition to net zero carbon working practices, the appropriate corresponding computer hardware, software, online access and back office permissions will need to be in place in order to support remote working. A dedicated events mailbox will be created: events@midlothian.gov.uk to provide a single point of contact for public events communications.

5.3 Risk

There is no perceived risk with the approval and implementation of the Policy. Failure to have a Policy in place opens the Council to potential reputational and financial risks should an incident occur at a Midlothian event.

5.4 Ensuring Equalities

The Midlothian Safety Advisory Group Policy has been prepared following an internal consultation across Council services and key partner agencies.

The subject of this report has a positive impact in the environment and as such does not affect the wellbeing of the community or have a significant detrimental impact on equality, the environment or economy.

5.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Midlothian Safety Advisory Group Policy

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

Through the SAG process, there is a preventative approach towards community safety issues, as they relate to events.

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers



MIDLOTHIAN SAFETY ADVISORY GROUP POLICY

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1. Introduction

- 1.1 Midlothian Council recognises that public events positively promote tourism, community development, social cohesion, civic and cultural identity and can enhance community life as well as benefit the local economy.
- 1.2 Midlothian Council recognises this value in hosting events and encourages their undertaking whilst operating safely and in consideration of those affected by the event. To aid this, Midlothian Council maintains a Safety Advisory Group (SAG) process for public events.
- 1.3 The Midlothian SAG process is a multi-agency approach towards ensuring that organisers of events plan for and then implement their processes in a manner that is safe for everybody involved with, and impacted by, the event.

2. Midlothian Safety Advisory Group Strategy

- 2.1 The Midlothian Safety Advisory Group (SAG) Strategy comprises two main elements:
 - Strategic Event Safety Group (SESG)
 - Safety Advisory Group (SAG)
- 2.2 The SESG will prescribe criteria to determine which event organisers are invited to participate in the Safety Advisory Group process. The SESG will be Chaired by the Chief Officer – Place of Midlothian Council.
- 2.3 The Chief Officer – Place will delegate the Chair of the SAG to an appropriately qualified and competent Officer, except for any specific events where the SESG determines otherwise.
- 2.4 The nominated Events Safety Officer will coordinate and facilitate all event notifications and correspondence received via the events@midlothian.gov.uk mailbox. The Officer will maintain and make available an Events Register on behalf of the SESG.
- 2.5 Figure 1 below provides a brief summary of the SAG process. A contact list is maintained.
- 2.6 The SAG process shall be managed and administered by the Environmental Health Service.

3. Midlothian Safety Advisory Group Terms of Reference

- 3.1 The Midlothian Safety Advisory Group (SAG) will operate in accordance with the following Terms of Reference:
 1. To provide a multi-agency forum within which SAG members will develop a co-ordinated approach to achieving high levels of public safety
 2. To promote good practice in safety and welfare planning
 3. To consider the advice published in all available statutory guidance documents and impart to event organisers
 4. To receive and discuss all proposals for public events within Midlothian as determined by the Strategic Event Safety Group (SESG), with the emphasis on minimising the risk to public safety

5. To ensure that event organisers are aware of the roles of individual SAG members
 6. To ensure that there is, in existence, adequate planning and documentation before the event takes place
 7. To ensure that there are agreed contingency and emergency plans for dealing with major incidents at events
 8. To receive reports relevant to de-briefs, visits and / or inspections of the venue or event with the aim of improving safety arising from an event in future
- 3.2 The Core Members of the SAG must declare any material conflict of interest in relation to any item put before the Group, prior to any discussion on that matter. If the interest could be considered prejudicial, then the person should consider if they should withdraw and be replaced by an appropriate party agreed with the group.
- 3.3 Any Agency within the SAG process can recover costs / charge Event Organisers for services in line with their own policies and procedures. Such matters are independent from the scope of SAG.

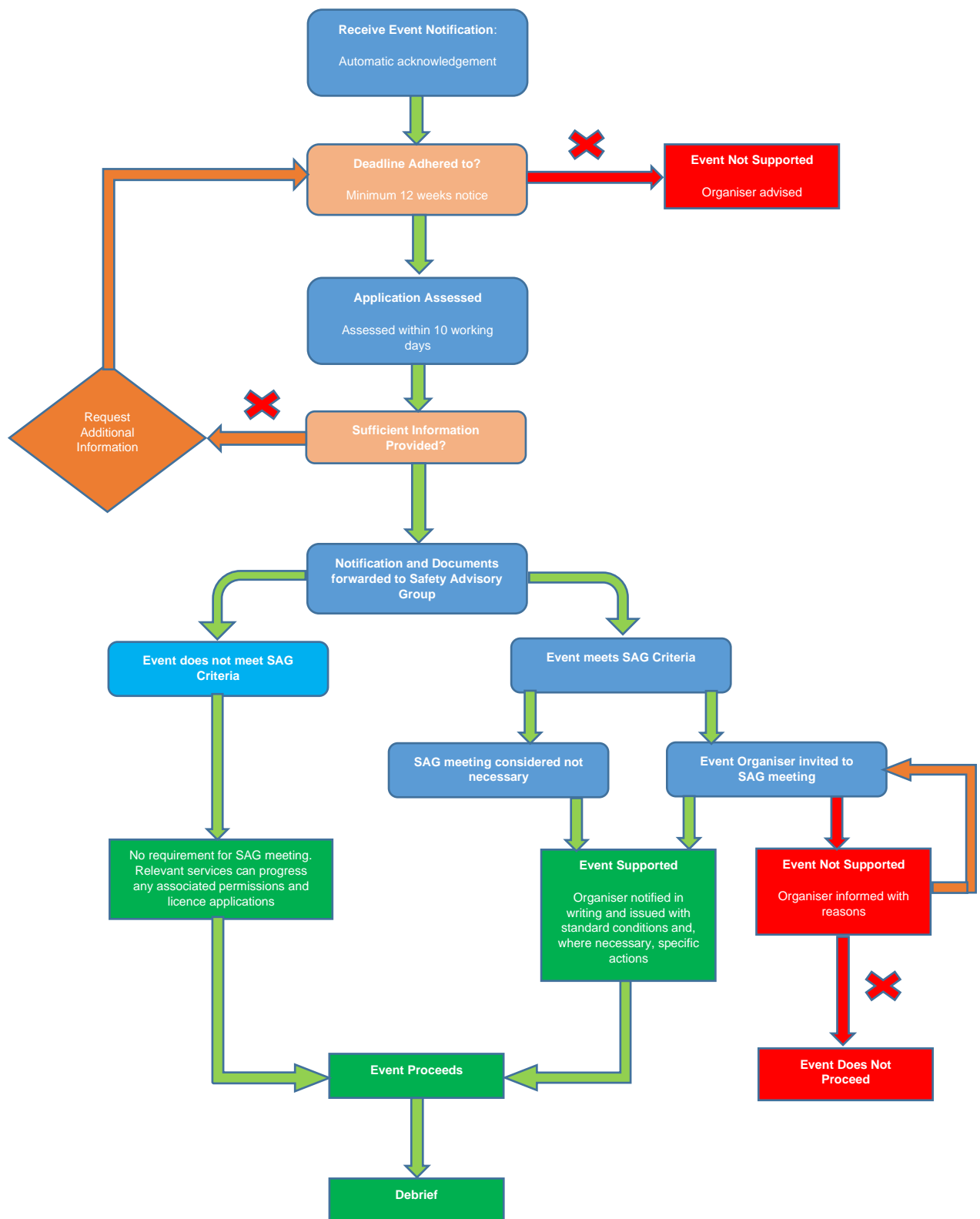


Figure 1: SAG Process

4. Strategic Event Safety Group (SESG)

Aim

- 4.1 The Strategic Event Safety Group is established to determine and oversee the Midlothian Safety Advisory Group Strategy and process. It will ensure that the Safety Advisory Group process is followed by member agencies and event organisers.

Primary Focus

- 4.2 The primary focus of the SESG is the safety of all people working at, or participating in, an event and to the safety of members of the general public who may be impacted by the event.

Guiding Principle

- 4.3 The guiding principle for determining which events are covered by the SAG process are those events that may impact on public safety or the wellbeing of the community, considered on a risk-based approach through the following criteria:
- The status of attendees
 - The status of the event organisers
 - The profile of the event
 - Event category and size – Appendix 1
 - Type of Activity
 - Event site
 - Whether alcohol is available or any other licence is required
 - Transport implications
 - Event safety concerns raised by a SAG representative
- 4.4 The SESG will keep and make available, as appropriate, records of its activities in order that it effectively carries out its function ensuring the transparency of decision making. All records are subject to Freedom of Information requests and could be released publically subject to the exemptions provided.

Status and conflicts of interest

- 4.5 The SESG cannot take any decisions on behalf of Midlothian Council or other partners. The statutory decision making powers sit with Midlothian Council or other agencies, where designated.
- 4.6 The ultimate responsibility for the event safety lies with the event organiser and event management team.
- 4.7 Members of the SESG must declare any material conflict of interest in relation to any item put before the group prior to any discussion on that matter. If the interest could be considered prejudicial, then that person should consider if they should withdraw and be replaced by an appropriate person agreed with the group.
- 4.8 All members of the SESG will retain a high degree of professionalism and probity at all times and will not at any time act in any way which may compromise the position of the Group or members of the Group.

SESG Composition

- 4.9 The SESG shall consist of persons with sufficient seniority / experience / competency / knowledge of their service / agency to be able to advise members on behalf of their service / agency. Membership will include:
- A Chair ((Midlothian Council, Chief Officer) or delegated to another senior officer as required).
 - Midlothian Council: Environmental Health (including Events)
 - Midlothian Council: Legal
 - Midlothian Council: Emergency Planning
 - Midlothian Council: Licensing
 - Midlothian Council: Roads
 - Midlothian Council: Building Standards
 - Police Scotland (Senior Officer)
 - Scottish Fire & Rescue Service (Senior Officer)
 - Scottish Ambulance Service (Senior Officer)
 - BEAR / Transport Scotland
- 4.10 Invited representatives may be drawn from any body which the SESG considers appropriate.
- 4.11 The SESG may create focused sub-groups for specific events of a large or major nature. These Sub-Groups, which includes the SAG, will be convened to deal with specific operational issues or events as required. These Sub-Groups will only involve those representatives relevant to the issues in question. The Chair or any other core member may request the setting up of a Sub-Group, and the Chair shall invite such representatives as are considered appropriate to meetings of such a Sub-Group.

SESG Administration

- 4.12 The Chair will ensure that:
- The SESG will meet twice per calendar year. Any member may request an additional meeting or meetings of the group, whether in response to a particular event or otherwise
 - Due account is taken of the views of all members of SESG
 - Midlothian Council will provide the administrative support to the SESG
 - All relevant agencies should be represented at a meeting of the SESG and representatives must be fully briefed to ensure a consistent approach and at a rank or level to enable decisions to be made and implemented where necessary
 - Each meeting of the SESG will be prearranged to an agenda published in advance of the meeting with minutes recorded
 - The minutes of the meetings will be circulated to all SESG members, and to such other parties as may be determined by the Chair

5. Safety Advisory Group (SAG)

SAG Aim

- 5.1 Event Organisers who have been invited to a meeting with the Safety Advisory Group, will be expected to attend. SAG meetings are scheduled monthly, with supplementary meetings programmed where deemed necessary.
- 5.2 So far as is reasonably practicable, through the provision of specialist advice, the aim of the SAG is to ensure that event organisers uphold the highest standards of public safety at public events. Where SAG members have concerns regarding Event Organisers participation in the process they should immediately bring their concerns to the attention of the SESG.

SAG Objectives

- 5.3 The SAG will:
- Provide specialist advice to Event Organisers to help them discharge their public safety functions
 - Encourage the safety and wellbeing of the public and staff at public events
 - Ensure as far as possible that any inconvenience to residents, businesses and the general public arising from events is minimised.

SAG Composition

- 5.4 The SAG shall consist of persons with sufficient experience / competency / knowledge of their service / agency to be able to advise members on behalf of their service / agency. Membership will include:
- A Chair ((Midlothian Council – Chief Officer) or delegated to another senior officer as required).
 - Midlothian Council: Environmental Health (including Events)
 - Midlothian Council: Emergency Planning
 - Midlothian Council: Licensing
 - Midlothian Council: Roads
 - Midlothian Council: Transportation
 - Midlothian Council: Economic Development
 - Midlothian Council: Land & Countryside
 - Midlothian Council: Building Standards
 - Police Scotland
 - Scottish Fire & Rescue Service
 - Scottish Ambulance Service
 - BEAR / Transport Scotland

SAG Administration

- 5.5 The Chair will ensure that:

- Meetings of the SAG take place on a monthly basis, with supplementary meetings scheduled where necessary
- Each meeting of the SAG will be prearranged to an agenda published in advance of the meeting
- Due account is taken of the views of all members of the SAG
- Notes of Meetings are taken at each meeting and those Notes are agreed and provided to the Event Organiser at the close of the meeting by email distribution to all SAG representatives, and to such other parties as may be determined by the Chair, following the meeting
- Midlothian Council will provide the administrative support to the SAG
- All relevant agencies should input and/or be represented at a meeting of the SAG and representatives must be fully briefed to ensure a consistent approach and at a rank or level to enable decisions to be made and implemented where necessary
- Details of events (dates, activities and locations) will be made public through the Council website. Elected Members and Community Councils will also be informed of events within their respective areas

Appendix – 1: Event Category

Midlothian Council will assess applications for all types of events. Applications are considered from all sections of the community. In order to allow us to give the best level of support and to help direct our resources better, Midlothian Council will use the following set of categories:

Category	Description
Active Recreation	These events encourage those who regularly participate in active lifestyles to engage in activities such as active play, recreational walking, running or cycling. These are free events, community focused, non-competitive and led by volunteers.
Charity (National)	This category covers those operated by national charities for the purpose of fundraising for the benefit of the charity.
Charity (Regional)	This category covers those operated by regional charities for the purpose of raising the profile and fundraising for the benefit of the charity.
Commercial	These events provide a commercial benefit to a profit making business or operation including product launches, corporate events, music festivals, concerts, and fun fairs as the principle component of the event, one-off boot fairs and trade shows.
Community	Any events organised by community or voluntary groups that directly benefit the residents and visitors to the area or the group members and do not provide significant advertising or other commercial benefit to a profit-making business or organisation. They are aimed at a social group, specific locality and have a common cultural or heritage link. There is no principal entry fee, activities are free or at reasonable costs. This includes village fetes, parades (e.g. Remembrance Day), community sports, fireworks, holiday celebrations and parades.
Not for Profit / Enthusiast	This category covers not for profit events, including specialist interest subjects such as motor vehicles and re-enactments. It could also cover specialist sports events. Likely to have small scale commercial activity for which money received is fully re-invested into the activity or not for profit group.

The Council recognises that some events may not exactly fit into these categories and Council Officers reserve the right to choose the category for the event. Events will be assessed on the information the Event Organiser provides in the Events Notification Form and organisers informed in the early stages of planning.

When considering events there is also a scale by their size:

Event Size	Numbers in Attendance (Participants & Spectators)
Small	Less than 500
Medium	500-999
Large	1000-4999
Major	5000+

**These numbers need to be tied into Public Entertainment Licence criteria at MLC*

Midlothian Compact Agreement 2020-2025

Report by A Lang Strategic Service Redesign Manager (Services with Communities) and Rebecca McKinney (Third Sector Representative)

Report for Information**1 Recommendations**

- To note and support the priorities outlined in the Compact Agreement.
- To adhere to the TRACK values in our joint work with the third sector - Togetherness, Respect, Accountability, Creativity and Kindness

2 Purpose of Report/Executive Summary

The purpose of this report is to present the Midlothian Compact 2020 to 2025. The Midlothian Compact creates the foundation for positive working relationships between the Third Sector and Midlothian Council to support better outcomes for communities. It updates and builds upon the original Compact, which was created in 2008 based on Scottish Government Guidance. It sets out the values that will underpin our relationship, provides a clear overview of the legislative framework, the current social and economic environment, and identifies a series of actions and outcomes that we will seek to achieve through strengthened cross-sector collaboration.

Midlothian has been recognised for the strength of its cross-sector partnerships and relationships. There has been a long track-record of good collaboration between Midlothian Council and the Third Sector, and this gives us an excellent foundation for future partnership and innovation.

Due to the current challenges including the current Pandemic we consider it to be more important than ever to continue to maintain and strengthen our commitment to shared values and partnership working.

Date 1st September 2020

Report Contact:

Annette Lang

07880279937

annette.lang@midlothian.gov.uk

3 Background

The Midlothian Compact establishes a set of core values that will shape and define the relationship between the Third Sector and the community planning partners. These values should form the basis of all strategic and day-to-day interactions and communications between the sectors. These are:

Togetherness: the sectors will work together to design and deliver services for the people of Midlothian. Public sector decisions affecting the operation and/or resourcing of Third Sector organisations will not be made without engagement with the sector. Similarly funding bids by Third Sector partners which affect the operation/ resourcing of public services will not be made without engagement with the relevant public sector partners.

Respect: we will offer each other mutual respect and parity of esteem, valuing the knowledge, skills and constraints within both sectors, at all levels.

Accountability: we will work with each other openly and mutually accountable.

Creativity: we will seek creative approaches to both opportunities and challenges.

Kindness: a commitment to putting kind, socially-inclusive interactions at the heart of all our work, trusting our partners to make meaningful connections, creating space for partners to come together, addressing people's needs holistically.

The TRACK values of this compact—Togetherness, Respect, Accountability, Creativity and Kindness—will ensure that the relationships between our sectors develop and evolve in ways which ensure the best outcomes for local communities, yet fostering respect, accountability and challenge.

The Compact also sets out what the Third Sector is and how it interacts with Midlothian Council and partners. The document also contains a logic model with areas for action. These include:

- Develop a communications strategy to promote the Compact among staff, volunteers, service users, community members and Elected Members
- Develop and disseminate a statement of key messages about the Third Sector, to raise awareness of the value of the sector in Midlothian
- Develop a training session for Elected Members about the Compact
- Promote codes of conduct and good governance for Elected Members, staff, volunteers and directors of Third Sector organisations

- Highlight and celebrate successes of the Third Sector and cross-sector partnerships
- Work in partnership to address emergency and or crisis situations.
- Work together to plan next round of Midlothian Council Third Sector grants
- Build closer collaboration between the Third Sector Interface (TSI) and Midlothian Council for supporting rights under the Community Empowerment Act
- Strengthen community capacity-building services across sector boundaries through:
Regular networking meet-ups between key teams from the TSI, Midlothian Council, NHS Lothian and other relevant agencies

Joint training and collaborative planning opportunities, and supporting cross-sector participation in existing training opportunities

Cross-sector development/training sessions for effective partnership working

- Explore opportunities for sharing resources, skills, processes and facilities across sector boundaries (buildings, IT, knowledge...)
- Develop Joint Participation Strategy for Midlothian (CPP), promoting community leadership, activism and organization in response to local needs
- Share/disseminate data and evidence about issues, needs, and outcomes affecting Midlothian
- Trial multi-disciplinary 'team' approach to creative problem-solving around complex issues
- Establish joint creative ideas forums
- Explore opportunities for Third Sector to be involved in core decision-making processes – co-planning, co-design, as well as widening use of Participatory Budgeting
- Explore opportunities for establishing local citizens' assemblies involving local volunteers
- Creating new networks and opportunities to bring community members, Third Sector and public sector together to address climate change

The full Midlothian Compact 2020 is contained in Appendix 1.

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

4.1 Resource

The Midlothian Compact is undertaken within current resources although through joint working it is hoped to attract funding and increase efficiencies.

4.2 Digital

Through the recent experiences of working on line through Covid19 the compact agreement will continue to explore opportunities to address digital solutions and address digital exclusion.

4.3 Risk

The Midlothian Compact 2020 sets out clear principles, values and areas of work therefore recognising the strength in partnership working which reduces the risks of duplication and conflict of interests.

4.4 Ensuring Equalities

Ensuring equalities is a key principle of partnership working with the third sector as reflected in the Midlothian Community Partnership Plan. Advice has been taken and as this is a partnership agreement which does not directly affect people at this stage a separate IAA is not required. However when projects are taken forward linked to the action plan separate individual IAA will be undertaken.

4.5 Additional Report Implications (See Appendix A)

The Midlothian Compact 2020 reaffirms our joint commitment to working in partnership with the third sector detailing values, principles and key areas for future work which can be fully viewed in Appendix A

Appendices

[Appendix A – Compact 2020 -2025](#) *(this is a live link to the appendix due to the format it cannot be attached to the report in word).*

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The Compact Logic Action Plan reflects the 4 key outcomes of the Midlothian Community Partnership Plan. Specifically:

- Reducing the gap in learning outcomes.
- Reducing the gap in health outcomes.
- Reducing the gap in economic circumstances.
- Reducing the impact of climate change

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 Compact sets out the principles of partnership working which have Best Value at their core with the intention of reducing duplication, maximising attraction of resources to Midlothian, yet with appropriate support and challenge.

A.5 Involving Communities and Other Stakeholders

The Compact has been co designed with members of the Council and third sector.

A.6 Impact on Performance and Outcome

The Midlothian Compact supports performance and support in delivering positive outcomes for our communities through partnership working.

A.7 Adopting a Preventative Approach

Our partnership with the third sector across a number of key areas adopts preventative approaches from early years to work with older people.

A.8 Supporting Sustainable Development

Sustainable development work is also a key area of partnership work between the Council and third sector partners. With Climate change specifically identified as a key area of joint partnership working.

**United Nations Convention on the Rights of the Child (Incorporation)
(Scotland) Bill****Report by Fiona Robertson Executive Director Children, Young People
and Partnerships****Report for Decision****1 Recommendations**

Council is recommended to:

- a) Note the content of this report;
- b) Agree that a further report is presented to Council setting out the potential implications for the Council of the incorporation of the United Nations Convention on the Rights of the Child into domestic law; and
- c) To note that Officers intend to work closely with COSLA, SOLACE and SOLAR in considering potential implications for the Council if the United Nations Convention on the Right of the Child (Scotland) Bill is incorporated into domestic law; and
- d) To ensure that the Council's position is relayed to the Scottish Government, either by sending a letter from the Council, or by contributing to a response by COSLA, SOLAR and/or SOLACE.

2 Purpose of Report/Executive Summary

To provide the Council with a summary of the United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Bill ("the Bill") as introduced in the Scottish Parliament on 1 September 2020.

To seek agreement that a response is sent to the Scottish Government setting out the Council's position and any potential implications for the Council and seek assurance from the Scottish Government that these will be considered fully and addressed prior to the Bill's provisions coming into effect as a matter of law.

Date 6 October 2020

Report Contact:

Name Fiona Robertson

Fiona.Robertson@midlothian.gov.uk

3 Background

United Nations Convention on the Rights of the Child (UNCRC)

- 3.1 The UNCRC was adopted by the General Assembly of the United Nations in 1989 and it was ratified by the UK Government in 1991. It is the most widely ratified human rights treaty in the world. The UNCRC was a landmark treaty, recognising the importance of childhood and the unique needs of children across the globe. It sets out the civil, political, economic, social and cultural rights that all children, everywhere, are entitled to. The rights in the UNCRC are guaranteed to every child, whatever their ethnicity, gender, religion, language, abilities or any other status.
- 3.2 The UNCRC consists of 54 articles. Articles 1 to 42 contain the substantive rights and obligations which States Parties must uphold and give effect to. These include the right to life, survival and development; the right to protection from violence, abuse or neglect; the right to an education that enables children to fulfil their potential; the right to be raised by, or have a relationship with, their parents and the right to express their opinions and be listened to. Articles 43 to 52 concern procedural arrangements for the signature, ratification and amendment of the UNCRC and the establishment of the CRC (UN Committee on the Rights of the Child) and the reporting process for States Parties.
- 3.3 The UK Government has ratified the first optional protocol on the involvement of children in armed conflict and the second optional protocol on the sale of children, child prostitution and child pornography. While the UNCRC and the first and second optional protocols apply in the UK as a matter of international law, because they have not been incorporated into domestic law they cannot be enforced directly in the Scottish courts.
- 3.4 The Community Planning Partnership Single Midlothian plan 2020-2021 sets out the Partnership's commitment to realising the children's rights approach to all of our work and making sure that we embed the principles of the UNCRC. It is also important to note that the three year outcomes for 2020-23 and priorities for action in 2020-21 have been directly informed by the views of over 500 children and young people.

Scottish Government's Policy Objectives of the Bill (as set out within the Policy Memorandum)

- 3.5 If enacted into law, Scotland will be the only part of the UK where the UNCRC requirements are directly enforceable in the courts.

The United Nations Convention on the Rights of the Child (UNCRC) is the global "gold standard" for children's rights. By incorporating the UNCRC, the Bill aims to deliver a fundamental shift in the way children's rights are respected, protected and fulfilled in Scotland, ensuring that children's rights are built into the fabric of decision-making in Scotland and that these rights can be enforced in the courts.

- 3.6 The approach which the Bill takes aims to ensure that children's rights are protected, respected and fulfilled in Scotland to the maximum extent of the Scottish Parliament's powers. The Bill seeks to ensure that there is a proactive culture of everyday accountability for children's rights across public services in Scotland. If enacted public authorities will be required to take proactive steps to ensure compliance with children's rights in their decision-making and service delivery. This will mean that the structures within which decisions are made in Scotland must enable children and young people to be heard and take an active role in their own lives and communities.
- 3.7 If passed, the Bill will mean that children, young people and their families will experience public authorities consistently acting to uphold the rights of all children in Scotland. Public authorities, including the Scottish Ministers, will be legally obliged to respect children's rights and rights-holders will be able to challenge public authorities in the courts for breaches of their rights.
- 3.8 Children and young people face additional barriers to realising their rights and accessing justice. In recognition of this some specific measures are provided for which remove barriers and build in greater accountability and transparency in relation to the proactive realisation of children's rights in practice. These provisions include giving power to the Children and Young People's Commissioner in Scotland to raise claims in the public interest and provision requiring the Scottish Ministers to make a Children's Rights Scheme.
- 3.9 The Scottish Government is of the view that the incorporation of the UNCRC will provide a strong platform from which to build stronger rights-based approaches and decision-making structures that will support children and young people recovering from the effects of the Coronavirus pandemic and which will better support children's health, wellbeing and participation into the future.
- 3.10 Incorporating the UNCRC into domestic law in Scotland requires domestic legislation. The overarching intention of the Bill in this respect is to embed the rights in the UNCRC into the law in Scotland. In doing so, the Scottish Government aims to further ensure that children's rights are woven into policy, law and practice in Scotland and enable children to rely on their rights in the domestic courts.
- 3.11 In developing the policy for the Bill, the Scottish Government report that they sought to consult as widely as possible including through a formal consultation, by establishing a working group, supporting the engagement by children and young people and by continued engagement with key stakeholders in the weeks and months towards the Bill's introduction. The Scottish Government published a consultation document on 22 May 2019 which invited views on the best model of incorporating the UNCRC into Scots law. The consultation was undertaken from 22 May 2019 to 28 August 2019.

- 3.12 Through the responses to the consultation, it was evident to the Scottish Government that there was wide support for directly and fully incorporating all the rights that are set out in the UNCRC. Children in Scotland said that they want the same rights that children have all around the world. Although there was some limited support for the approach of having a suite of Scottish rights, the Government heard that such an approach would carry a risk of diluting or changing rights, even if that were unintended. The Scottish Government, therefore, confirmed in November 2019 that the Bill would take a direct approach to the incorporation of the UNCRC.
- 3.13 The Scottish Government have stated that they remain committed to further engagement throughout the Bill's passage through the Parliament and beyond to ensure that an effective and inclusive implementation strategy is developed and implemented in support of the Bill.
- 3.14 Since the consultation closed the Scottish Government has had further discussions with a range of organisations including the Convention of Scottish Local Authorities (COSLA) and local authorities, child protection committees, justice and courts partners, social work bodies, and children's rights stakeholders to explore the implications of the Bill. They report that broadly these organisations have been supportive of the proposals for the Bill. Themes which have arisen out of these discussions were similar to those raised in the consultation itself such as the importance of accessible guidance for duty-bearers to support preparation and planning, as well as training for staff in public authorities. In relation to preparation time, some public authorities considered six months to one year will allow sufficient time to ensure their policies and practices are aligned with the UNCRC requirements. However, others saw this as a two- or three-year programme of work, noting the ongoing impact of Covid-19 and the UK's exit from the European Union on resources.
- 3.15 The Scottish Government have reported that engagement with public authorities has been more complex in the context of the Covid-19 pandemic. However the Scottish Government have stated their commitment to further detailed engagement with public authorities in the coming months in support of the Bill's progress through the Parliament. The Scottish Government have also undertaken to continue this dialogue with public authorities in the development and delivery of an implementation plan in support of the Bill. The Scottish Government states that the recognise that participation and engagement by children and young people is essential to the realisation of all rights in the UNCRC and that there will be a need to continue to build capability and capacity across the public sector within the context of an implementation plan and beyond.

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

4.1 Resource

There are no resource implications arising directly from this report

4.2 Digital

There are no digital implications arising directly from this report.

4.3 Risk

There are no risks arising directly from this report. A further report will be provided to Council setting out any potential reputational and financial risks to the Council on incorporation of the UNCRC Bill into domestic law.

4.4 Ensuring Equalities

An Integrated Impact Assessment is not required at this time as the subject of this report has not been incorporated into law.

4.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Background Information/Links

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Reducing the gap in learning outcomes
 Reducing the gap in health outcomes
 Reducing the gap in economic circumstances

A.2 Key Drivers for Change

Key drivers addressed in this report:

- ☐ Holistic Working
- ☐ Hub and Spoke
- ☐ Modern
- ☐ Sustainable
- ☐ Transformational
- x ☐ 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
- x ☐ Preventative and Sustainable
- ☐ Efficient and Modern
- ☐ Innovative and Ambitious

A.4 Delivering Best Value

Not applicable at this stage.

A.5 Involving Communities and Other Stakeholders

The report did not require any involvement of communities and other stakeholders.

A.6 Impact on Performance and Outcomes

The subject of this report does not impact currently on performance and outcomes. The

A.7 Adopting a Preventative Approach

As stated within the Single Midlothian Plan 2020-2021 the Getting it Right for Every Midlothian Child Board is fully committed to realising the children's rights approach to all of our work and making sure that we embed the principles of the United Nations Conventions on the Rights of the Child.

A.8 Supporting Sustainable Development

APPENDIX B

Background Papers/Resource Links

<https://beta.parliament.scot/bills/united-nations-convention-on-the-rights-of-the-child-incorporation-scotland-bill>

<https://www.gov.scot/policies/human-rights/childrens-rights/>

Early Learning and Childcare Expansion Update October 2020

Report by Fiona Robertson Executive Director Children, Young People and Partnerships

Report for Information

1 Recommendations

To note progress with the implementation of 1140 hours Early Learning and Childcare in Midlothian and the revised plans being taken forward to deliver 1140 funded hours for all eligible children in Midlothian by the end of October 2020.

2 Purpose of Report/Executive Summary

To provide an update to Council on progress with the implementation of 1140 hours Early Learning and Childcare in Midlothian.

6 October 2020

Report Contact:

Julie Fox

Julie.Fox@midlothian.gov.uk

3 Background

- 3.1 Previous reports to Council, prior to the Coronavirus pandemic and emergency response period, set out the delivery of the expansion to 1140 hours of funded Early Learning and Childcare (ELC) was on course in Midlothian, with around 40% of ELC places offered in March 2020 being 1140 hours. This was in line with Scottish Government (SG) expectations of where local authorities should have been on the path to full implementation if they were to successfully deliver the expanded hours from August 2020.
- 3.2 Since then the pandemic has had a considerable impact upon delivery plans across all local authorities. This has been recognised by the Scottish Government who paused the statutory requirement placed on local authorities to deliver 1140 hours from August 2020, meaning that the statutory requirement remains 600 hours at this time. The Scottish Government has stated that they will give at least six months' notice of the statutory requirement of increasing to 1140 funded hours and that the earliest date that this may come into effect is August 2021.
- 3.3 The central aim behind the expansion in hours is to support the development of children and hence contribute towards reducing the gap in learning outcomes. The expansion programme also aims to enable parents and carers to take up education, training and work opportunities. These aims also align with the Single Midlothian Plan's key priorities. Given the impact of the pandemic, achieving these aims is even more critical and it is therefore important that we sustainably maximise the offer of hours to maximise the benefit to families across Midlothian.

Critical Childcare

- 3.4 Throughout the lockdown critical childcare was provided for key workers and vulnerable children. The majority of this was delivered by funded providers (including childminders), in line with the Scottish Government's expectation that councils support providers through the lockdown in order to retain the capacity for delivering the expansion in ELC hours when lockdown was eased. An uplift to reflect the net cost of opening was paid to providers who delivered critical childcare and the expenditure on this is anticipated to be around £800,000.

1140 hours

- 3.5 There is a very clear and repeated expectation from Scottish Government that councils should ensure the sustainability of providers through the ongoing period of uncertainty. Providers developed their annual business plans in expectation of 1140 hours being implemented, increasing physical and staffing capacity accordingly. They also now face uncertainty over parent-funded take up due to the increase in home working, flexible working hours as well as redundancies reducing demand. It is therefore essential at this time that we ensure the sustainability of funded providers by proceeding with funding 1140 hour places during 2020/21 as planned. In addition,

the cost of delivering ELC has increased due to infection control measures. The Government is making available grant funding to registered providers of day care for children through the Transitional Support Fund, administered by councils, to assist them with these additional costs. All providers in Midlothian are able to offer 1140 hours to parents within the agreed funding from the council.

- 3.6 Prior to the pandemic the Council was also preparing the additional capacity and workforce needed at council provisions to implement the increase to 1140 hours from August 2020. A range of construction and refurbishment projects are underway or planned and tranches of Modern Apprentices (MAs) recruited and being trained, as well as additional qualified staff taken on. The lockdown and infection control measures halted and slowed many of the construction projects being undertaken and these delays will impact upon the capacity available and hence number of places in certain geographical areas of Midlothian for a period of time.
- 3.7 Recruitment of staff was paused during the height of the pandemic and as a result two cohorts of Modern Apprentices will be recruited shortly along with additional qualified childcare practitioners and learning assistants. Children become eligible for an ELC place as they turn three and the recruitment of qualified staff will enable staffed capacity to increase in line with this, as we go through the academic year, and as construction projects complete and additional physical capacity comes on stream.

Allocation of places and the offer of hours

- 3.8 In June 2020 children eligible for a funded place starting up to the end of December 2020 were allocated places at council settings in order to give parents and schools time to make arrangements. At that time the infection control measures expected to be in place in August were very restrictive and meant only 600 hours could be offered. These restrictions were expected to continue and as a result, at three settings where there is very high demand for places, more children were allocated a place than would normally be able to be accommodated under 1140 hours ("over allocated"). The revised guidance issued by Scottish Government on 30 July eased the restrictions, meaning that settings which are not over allocated will be able to move to delivering 1140 hours after a short period of transition and reorientation for the children. Arrangements are being made so that the over allocated settings can maximise their offer of hours through a variety of means, and parents can top up their hours to the full 1140 through a blended place with a funded provider (including childminders). One example of this is at Woodburn PS where children will have the offer of one day per week at Vogrie Outdoor ELC to take them up to 1140 hours, enabling more children to get a place at Woodburn while also benefiting from the Vogrie experience.
- 3.9 It is anticipated that by the end of October 2020 all parents and carers in Midlothian will have an offer of 1140 funded hours, either wholly at one setting/childminder, or blended across two settings or one setting and a childminder. This has been achieved as a result of the

partnership working and considerable efforts of early years' staff from the Council, private and voluntary providers and childminders, supporting and collaborating with each other through this very challenging time.

Funding

- 3.10 Scottish Government announced the funding to local authorities to deliver the expansion in 2018, covering the period up to and including financial year 2021/22.
In March 2018, Midlothian Council were allocated £13.524m in revenue for 21/22 against a funding request of £18.9m (both figures include estimates for inflation). This shortfall of £5.36m has meant that the council have had to significantly review the implementation plans for the delivery of 1140 hours. Revisions to population projections mean that the shortfall of £5.4m will in practice be lower but leaves a shortfall of .c£3m from 2021/22 onwards. The distribution of funding to support expansion is to be revisited for financial years 2022/23 onwards.
- 3.11 The Council have thus far managed to roll out 1140 hours through adjustments to core budgets and by making adjustments from the costing set out in the original financial template. This has also enabled the council to roll out 1140 hours in 19/20 with a full 1140 delivery expected within the 20/21 financial year. However, this model does not appear sustainable and there are a number of delivery risks. Areas where cutbacks may be required are those that impact on quality of delivery eg. Staffing arrangements, lunch cover, non-ratio time for CPD, updating records of children's progress, and flexibility and choice with a more restrictive model and limited choice of local authority settings.
- 3.12 A review of the cost of delivery will commence shortly and determine the funding from 2022/23 onwards. Progress towards implementation of 1140 hours and the funding arrangements were discussed at the Public Audit and Post-Legislative Scrutiny Committee at the Scottish Parliament on 10 September 2020. During the discussions Scottish Government confirmed that this review will look at the impact of population changes on the funding required by local authorities with high rates of growth, particularly Midlothian.
- 3.13 The expansion funding through to 2021/22 is ring-fenced and can only be spent on delivering the increase in hours, or on related activities during the pandemic. This expansion funding is in addition to the ongoing budget allocated by the council to the early years' service for the delivery of the existing, 600 hours, entitlement referred to as "core budget".
- 3.14 The table below sets out the expected funding and expenditure position for financial years 2020/21 and 2021/22. As set out in previous papers to Council, Scottish Government set the expansion funding allocated to Midlothian using population projections which did not anticipate the growth which has taken place. In anticipation of the pressure on the

early years budget during 2020/21 and 2021/22, Midlothian adopted a prudent spending approach in previous years and created a carry-forward to be used to enable delivery of 1140 hours.

- 3.15 Analysis of the cost of delivering the critical childcare during the pandemic along with providing the full offer of 1140 hours to all eligible children from August at private and voluntary childcare providers and childminders, and from September or October at council settings, has established that this can be achieved within the totality of the funding available.
- 3.16 Engagement with Scottish Government and CoSLA in respect of the review to establish the funding calculation and distribution methodology will be of great importance for Midlothian, to ensure that it properly recompenses local authorities with increasing populations.
- 3.17 The delivery of 1140 hours in 2020/21 will support the sustainability of funded providers and will be of significant benefit to children and their families in Midlothian, supporting the recovery from the effects of the pandemic.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

Appendix B sets out the funding and budgeted expenditure for financial years 2020/21 and 2021/22 and demonstrates how 1140 hours can be implemented within the funding available.

4.2 Digital

There are no digital implications directly arising from this report.

4.3 Risk

There are three main strands of risk associated with the delivery of the expansion: staffing; infrastructure; funding. The suspension of the statutory duty to deliver 1140 hours means that the Council's duty is to offer 600 hours. This provides further time for the council to put in place the staffing and infrastructure necessary to deliver 1140 hours this academic year and in future years as the population continues to rise, and the funding is reviewed to support this growth.

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

The expansion to 1140 hours is a Scottish Government policy and they have undertaken an IIA.

4.4 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

**Appendix B – Expenditure, budget and funding for Early Learning and
Childcare 2020/21 and 2021/22**

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Reducing the gap in learning outcomes
Reducing the gap in economic circumstances

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 expansion in ELC is funded by ring fenced grant from Scottish Government. Every decision involving expenditure as part of the delivery of the expansion is considered from a Best Value perspective.

A.5 Involving Communities and Other Stakeholders

The implementation of the expansion has been driven by the needs of parents and carers, as established through surveys, and is delivered in partnership with private and voluntary providers and childminders.

A.6 Impact on Performance and Outcomes

The expansion in hours will result in medium and longer-term positive impacts upon the two key priorities of the Single Midlothian Plan identified above.

A.7 Adopting a Preventative Approach

High quality early learning and childcare is, by its very nature, preventative.

A.8 Supporting Sustainable Development

Not applicable to the overall policy of expansion in ELC.

APPENDIX B

Expenditure, budget and funding for Early Learning and Childcare 2020/21 and 2021/22

	2020/21	2021/22
Expenditure		
Setting staff	£ 10,529,219.92	£ 11,078,086.88
Core staff	£ 1,593,034.99	£ 1,640,826.04
Lunches	£ 1,140,519.36	£ 1,996,000.00
Running costs	£ 1,075,000.00	£ 1,075,000.00
Funded Providers	£ 5,473,695.00	£ 6,102,420.00
LA TSF	£ 149,500.00	
Critical Childcare	£ 762,000.00	
Total expenditure	£ 20,722,969.27	£ 21,892,332.92
Budget/funding		
Core setting staff budget	£ 5,025,537.32	£ 5,176,303.43
Core staff budget	£ 1,669,099.02	£ 1,219,171.99
Funded Provider 600 budget	£ 2,007,286.00	£ 2,007,286.00
SG expansion funding	£ 12,124,000.00	£ 13,524,000.00
2019/20 Carry Forward	£ 3,000,000.00	
Total budget/funding	£ 23,825,922.34	£ 21,926,761.42
Net	£ 3,102,953.07	£ 34,428.50

Learning Directorate
Workforce, Infrastructure and Reform
Division



Scottish Government
Riaghaltas na h-Alba
gov.scot

T: 0131 244 3925
E: Andrew.Drought@gov.scot

Local Authority Chief Executives
CC: LA Directors of Finance / Directors of Education / COSLA officers

Sent by email on 15th September 2020

Dear Chief Executive

Learning Estate Investment Programme – Phase Two

In September 2019, the Deputy First Minister announced the publication of the new Learning Estate Strategy which was co-produced with local government and other strategic partners. This agreed the collective vision of “a Learning Estate which supports Excellence and Equity for all”.

At the same time, the Deputy First Minister also announced the first phase of projects to form part of the Learning Estate Investment Programme (LEIP). Alongside the announcement of the first phase of projects, there was a public commitment to announce the second phase of projects within a year.

Given the circumstances presented by COVID 19 a decision has been taken to delay this announcement until December 2020. This allows your authority further time to ensure the appropriate political/financial approvals are in place for any investment priority, if still required, while still providing a strong message to the construction industry regarding a future pipeline, which will be a key part of the overall economic recovery.

Over recent months significant work has been undertaken with COSLA and local government representative bodies to support the ongoing development of the LEIP and the Phase 1 projects.

This letter sets out the strategic outcomes of the LEIP, outlines the funding approach, and requests that each local authority provide a brief update to the Scottish Government on the status of its current learning estate strategy and associated investment plans, including any priority project(s) they wish to put forward for consideration as part of phase two.

Victoria Quay, Edinburgh EH6 6QQ
www.gov.scot



Accredited
Until 2020



All local authorities will be eligible to receive funding through a second phase of the programme, with all local authority submissions being reviewed by a working group including Scottish Government, SFT, COSLA and local authority representatives. This group will review potential projects against criteria as defined in the flow chart at *Appendix i*. In line with all previous phases of the Schools for the Future programme and the first phase of the LEIP, project selection will rest with Scottish Ministers. The Scottish Futures Trust will continue to coordinate, facilitate and manage the delivery of the investment programme.

Strategic Outcomes

Consistent with the principles of the Learning Estate Strategy, Scottish Ministers are seeking to invest in projects which connect people, places and learning, deliver improved outcomes for all, and enable sustainable and inclusive economic growth.

In particular, investment will be focused on sustaining and improving the condition of the learning estate, establishing links across the learner journey where appropriate, and supporting sustainable estate planning and improved stewardship.

It is recognised that demographic changes can impact upon need across the learning estate. With that in mind, Scottish Ministers are open to considering projects which are responding to these demographic changes particularly where there is a clear linkage to sustainable and inclusive economic growth and / or there is an associated link to sustaining and improving the condition of the local authorities wider learning estate.

The investment programme is being designed to deliver high quality, suitable, sustainable, low carbon, digitally enabled learning environments. Through the development of the LEIP, alongside the first phase projects, the programme now has approved programme conditions and outcomes which align to these areas.

The national investment programme is intended to augment, not replace, local authorities' own investment plans. Scottish Ministers would anticipate that every local authority will continue to invest in its wider learning estate, in line with the significant local investment which has been undertaken in recent years.

Shared Funding Approach

All local authorities will be eligible to benefit from the new investment programme to sustain and improve the condition of their learning estate or respond to demographic changes outlined above. A project will not be eligible for funding on both a condition and demographic changes basis.

Each local authority must provide a commitment to deliver a new / refurbished facility that will achieve and maintain 'A' good or 'B' satisfactory category condition throughout a minimum of a 25-year period.

To support this investment the Scottish Government has developed, in collaboration with COSLA and local authority colleagues, an outcomes based funding model which will provide funding to local authorities on the achievement of agreed outcomes in relation to condition, energy efficiency, digital and economic growth. The premise of this funding will be on a 50:50 “like for like” basis to support the delivery of the outlined outcomes, as in line with the first phase of the LEIP.

The 50:50 funding approach will also be applied to those projects addressing demographic changes, including extensions and will apply to the specific learning facilities.

Request for Status Update

As noted earlier, the Scottish Government is seeking to announce a second phase of projects to be supported by the LEIP.

It is important that there is a comprehensive current understanding of local authorities’ own plans to support decision making.

It would be appreciated if you could provide a short status update setting out how your authority is developing or has developed its local learning estate strategy and associated investment plans. If the local authority has identified a priority project(s) for investment, that is supported with an approved financial and political commitment, please identify the project(s) in your update and outline how the proposal is responding to the strategic outcomes and phase two criteria outlined.

For any priority project(s) being put forward for consideration, at this stage, please include high level costs and programme.

Responses should be submitted by email or letter to myself at the Scottish Government by close of 13th October 2020 if this deadline causes significant issues then please get in touch. If you have any queries please contact me on 0131 244 3925, or Andy Dailly, Head of School Building, on 0131 244 7866 or Andrew.Dailly@gov.scot or Sarah Watters, COSLA on 0131 474 9329 or sarah@cosla.gov.uk

Andrew Drought
Deputy Director

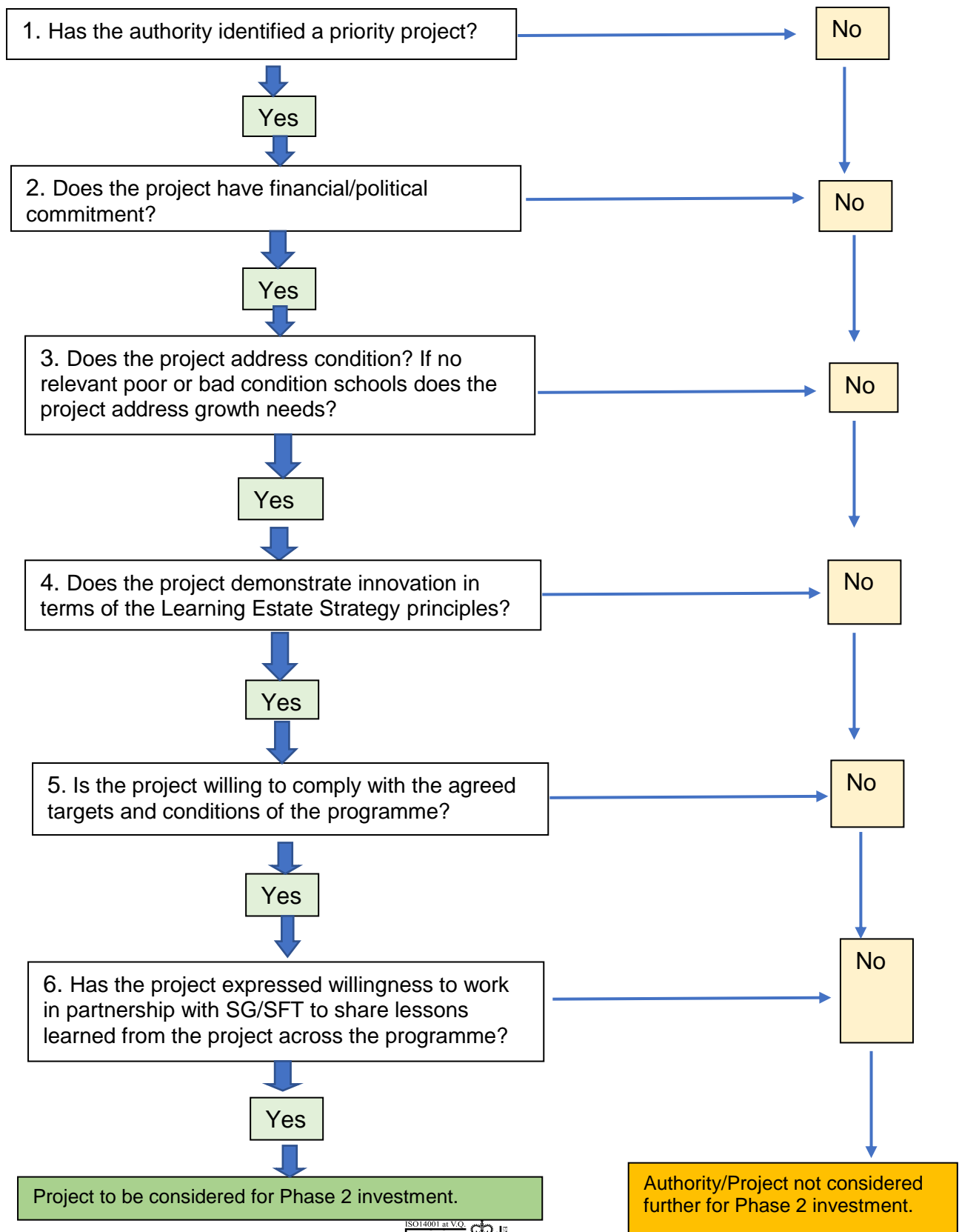
Victoria Quay, Edinburgh EH6 6QQ
www.gov.scot



Accredited
Until 2020



Appendix i) – Phase 2 criteria flowchart



Midlothian Council Supporting Emergency Food Access

Report by A Lang Strategic Service Redesign Manager (Services with Communities)

Report for Information

1 Recommendations

- Agree council support for direct access to Cyrenians Food share up to £10,000 (20/21) and provision of council vehicles in the event of low food supplies, Covid19, EU exit, increased unemployment, winter weather and close the Midlothian Temporary Food Depot.
- Agree which emergency food options should be explored further and included in the November Food Insecurity/Access with Dignity Report. It is recommended that options for direct payments/food vouchers and a supermarket agreement should be investigated further.
- To note that a full report on access to food with dignity in Midlothian is underway and will be presented to November Council 2020.

2 Purpose of Report/Executive Summary

The purpose of this report is to outline the emergency food support options for Midlothian for 2020/21 in order to flexibly respond to emerging issues which could cause or increase food insecurity.

A further more detailed report will be presented to November Council 2020 including recommendations for future development work to ensure we have confidence that those who need access to food can do so as part of their human rights and with dignity.

Date 14th September 2020

Report Contact:

Annette Lang

07880279937

annette.lang@midlothian.gov.uk

3 Background

- 3.1 Currently in Midlothian there are 6 Foodbanks across Midlothian supporting our citizens. The majority are accessed on a referral basis, with collections with a few offering a delivery model. They are mainly operated by volunteers with few of them having limited paid staff. (Appendix B)

The food banks have a number of systems in place to ensure food supplies which include: community donations, arrangements with supermarkets/other suppliers and also through the formal Fare share subscription arrangements with Cyrenians.

During Covid19, Midlothian created a food depot and accessed weekly food supplies through the Scottish Government free fare share scheme operated by Cyrenians in the East of Scotland. On average the food depot supplied between 4 – 6 foodbanks per week, up until week eight and thereafter the number dropped to two. It is believed that when the route map was progressed the demand at each foodbank reduced and indeed this appeared to be replicated in other Local Authority areas.

Staff operating the food depot have analysed the options going forward to address future food insecurity issues. They recommend that a fixed food depot would not be required and instead that a rapid mobile plan is put into place in partnership with the Cyrenians. This would involve the local authority subscribing to the Cyrenians Fare Share food scheme when the need arose. Most likely in the case of an emergency or another pandemic. Currently the Fare Share food we have been accessing, has been funded by the Scottish Government Food Fund. This may not continue after September 2020 however we are awaiting confirmation.

The cost of membership is governed by the weight of food you expect to access ranging from £25.50 to £350 per month depending on weights and delivery/collection methods. (Appendix C). For this financial year these costs could be covered from existing funding/budget arrangements.

The rapid plan would be for Council staff and volunteers to make collections from the Edinburgh depot in Leith and deliver directly to the agreed food banks in Midlothian if supplies were threatened or low. If this model is approved in principle, further work with Cyrenians would be required to explore the practicalities. To date the depot arrangements have operated through the Council and third sector with a coordinated approach involving the Place Directorate and Community Transport.

In winter the current Midlothian Food depot could be challenging to access in relation to snow and ice. The Leith depot even in extreme weather is more likely to remain accessible with 4 by 4 vehicles collecting and then delivering back to each of the 6 foodbanks as required.

This model reduces duplication and costs of operating a localised depot whilst providing direct access to additional food when required. This would take into account winter weather as it is easier to travel in

and out of Midlothian to Edinburgh than across Midlothian in extreme weather.

Therefore it is recommended that the food depot is closed and that a mobile/flexible solution is progressed with the Cyrenians which would include confirmation of the cost model to be used in emergency situations.

3.2 Additional emergency food models

In addition to accessing extra food as described above, three other additional options to support emergency food access have been generated and are described below:

Option 1 – Direct Payment/Vouchers

We have considered practice from other local authorities through the national Covid19 Food fund group. A number of local authorities have operated direct food payment schemes into bank accounts or vouchers. These have operated with an agreed value of payment, an upper limit on the number of times this can be accessed and on condition the individual/family takes part in a session/s to look at maximising income and reducing outgoings. For example limits depending on family circumstances have been from £25 to £150 and this can be accessed 3 times in total in a year. Restrictions around spend on Cigarettes and Alcohol would need to be considered. An approximate budget on this model could be in the region of £100,000 based on 250 people accessing in a year with sliding scale of payments however it is difficult to predict demand in the current context.

The rationale for this option is that the on costs are lower than running a direct access to food provision. In addition those accessing the service can purchase the food they wish. This means they can take into account household food needs rather than struggling to create meals with a limited food range thus increasing dignity and choice. However currently we have no dedicated financial resource or system in place to accommodate this. For August and September 2020 the British Red Cross have managed the referrals to access the food fund support provided by the Scottish Government for Covid19.

If this is a model the Council would wish us to explore further, this can be explored with further details about this financial model being presented in the November Council Food Access with Dignity Report based on further research. It could be directly provided or a commissioned service.

Option 2 – Supermarket Agreement

Explore with a local food supermarkets if they could facilitate those referred by Midlothian Council to undertake an online order or click and collect service or telephone shop with pre agreed selection and financial amount and then to bill Midlothian Council, They would be required to guarantee a slot for those most vulnerable. This option would also require dedicated financial resources. If this is a desired

option then further work can be undertaken to explore viability and forecast financial costs with upper limits.

Option 3 – Food Boxes

Commission or directly provide food boxes similar to the national shielding model. Guidance has been given on contents of food boxes by the food standards agency.

<https://www.foodstandards.gov.scot/publications-and-research/publications/food-package-provision-during-covid>

If this is a desired model, further work can be undertaken to consider viability, costs and delivery models. However this can be a resource intensive model and limits choice. Therefore it is not recommended to explore this model further, unless directed otherwise.

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

4.1 Resource

There will be a direct cost implication for the membership fees for Cyrenians Fare share dependent on weight and delivery/collection models. For example 6 food banks, monthly fee, covering November to March 2020. Lowest rate example total cost £25.50 x 6 x 5 = £765 (extra light), an alternative option is £350x 6 x 5 = £10,500, (900Kg + model). It would be unlikely that the 900kg + model would be viable in Midlothian due to the limited storage space and predicted levels of demand due to size and nature of the local authority area.

If additional models are to be explored then detailed financial forecasting will be a key factor in the report.

4.2 Digital

It is important to consider as we progress, additional options for those who do not have digital access or skills.

4.3 Risk

Food Banks and those supporting our most vulnerable in communities are currently meeting requests. There is concern that a spike in demand will be experienced if there is a local lock down, severe weather, EU exit and increased unemployment when furlough ends. Therefore to reduce these risks in the short term agreement is sought on rapid response measures for access to food. For the longer term a commitment to further develop a holistic approach to food insecurity in Midlothian will require to be developed ensuring dignity and respect, whilst reducing risks.

4.4 Ensuring Equalities

Ensuring equalities is a key principle of partnership working on food insecurity. Any new models would be subject to an IAA.

Appendices

Appendix A Additional Report Implications

Appendix B Food Banks in Midlothian

Appendix C Fare Share Subscription

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The partnership work on food insecurity can have a direct impact on the 4 key outcomes of the Midlothian Community Partnership Plan.

Specifically:

- Reducing the gap in learning outcomes through increasing readiness to learn by ensuring access to food.
- Reducing the gap in health outcomes through increased access to food and nutrition.
- Reducing the gap in economic circumstances through income maximisation as part of the overall food access work thereby improving economic circumstances
- Reducing the impact of climate change through a reduction in food waste.

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 food insecurity partnership work has Best Value at its core. The intention of this work is to reduce duplication, maximise the attraction of resources to Midlothian and providing the most dignified and accessible models for those in need within our communities.

A.5 Involving Communities and Other Stakeholders

The Food and Health Alliance is a sub group of the community planning partnership and members actively link and consult with those operating food banks. To date these options have not been presented to the wider stakeholder group until governance is secured through this report.

A.6 Impact on Performance and Outcome

Food insecurity work is essential if we are to ensure positive outcomes for our communities through partnership working.

A.7 Adopting a Preventative Approach

Our partnership with the third sector across a number of key areas adopts preventative approaches. The November Food access report will further explore this approach.

A.8 Supporting Sustainable Development

Sustainable development work is also a key area of partnership work between the Council and third sector partners. With Climate change specifically identified as a key area of joint partnership working which is directly relevant to food insecurity, fare share and food waste

Individual and Families Profiles and Options

- Families with dependent children (or care experienced Young Adults)**

AREA	PROVIDER	Contact	
Dalkeith Area including Danderhall, Woodburn & Pathhead	Dalkeith Storehouse. (Full Gospel Church)	Referral service from a professional working with the family. Phone or text referral.	Will deliver to the home same day or within 24 hours
Newbattle Area Including: Mayfield Easthouses, Kippielaw, Newbattle and Newtongrange	Newbattle Storehouse (Newbattle Churches)	Referral service from a professional working with the family. Phone referral	Will deliver same day or within 24 hours
Penicuik – Area: Including Roslin / Roswell/ Auchindinny/ Bilston etc.	FoodStore@ PNK Penicuik North Kirk, 95 John Street, Penicuik.	Referral service from a professional working with the family. Phone referral	Referrer / staff collection at Penicuik North Kirk at noon on Thursdays at Church hall (they do not deliver)
Bonnyrigg - Area	Bonnyrigg Development Trust anne Elliotbasc@gmail.com By Telephone 1 to 4pm 01316632555	Referral service from a professional working with the family. Phone referral Further Development Work Planned	

All Populations:

Serves All areas of Midlothian	Gorebridge Church Trussell Trust Gorebridge Church	Any professional can refer Phone mobile - 07789 173 276 (Janice) or 07597 359 910 A referral must be made by an agency and no-one can self-refer.	Client collects: from Gorebridge Parish Church Mon-Fri 10am until 2pm All population
Penicuik – will accept other areas.	Food Fact Friends	Any professional can refer & under normal circumstances will accept walk-in referrals & offers Café/ befriending role. Penicuik - St Mungo's Church Hall Monday & Friday 10. 30 -1pm Moving to purpose build premises on 17 September at 42 John Street Penicuik & open 5 days per week.	Referrals only no walk in service. Families can take the referral form with them or it can be sent to foodfactsfriends@gmail.com 07507 697109
Woodburn - will accept other areas.	Food Fact Friends	Any professional can refer & under normal circumstances will accept walk-in referrals & offers Café/ befriending role. Woodburn - MARC building on Woodburn Road Monday 3.30-5pm & Thursday 11am – 2pm	Referrals only no walk in service. Families can take the referral form with them or it can be sent to foodfactsfriends@gmail.com 07507 697109
Bonnyrigg Area – will accept other areas	Bonnyrigg Development Trust	anne Elliotbasc@gmail.com By Telephone 1 to 4pm 01316632555	Bonnyrigg Development Trust anne Elliotbasc@gmail.com By Telephone 1 to 4pm 01316632555

Appendix C (April 2020 figures)

Membership level	Monthly Weight (kg)	Collection from Depot		Delivery		Local Collection Point	
		Monthly 2020/21 Fees	Yearly 2020/21	Monthly 2020/21	Yearly 2020/21	Monthly 2020/21	Yearly 2020/21
Extra light	>100	£25.50	£306.00	£66.30	£795.60	£45.90	£550.80
Small	100- 300	£51.00	£612.00	£91.80	£1,101.60	£71.40	£856.80
Regular	300-600	£102.00	£1,224.00	£142.80	£1,713.60	£122.40	£1,468.80
Large	600-900	n/a		£244.80	£2,937.60	£224.40	£2,692.80
SUPER	900+	n/a		£350.00	£4,200.00	£320.00	£3,840.00
Multiple deliveries	600+	Should be charged at £10.20 per extra delivery					

Ratification Report on SESplan Indicative Regional Spatial Strategy**Report by Kevin Anderson, Executive Director - Place****Report for Decision****1 Recommendations**

Council is recommended to:

- a) Note the content of this report; and
- b) ratify the decision of the Joint Committee, so that there is unity in the six local authorities submission of the Indicative Regional Spatial Strategy to Scottish Government.

2 Purpose of Report/Executive Summary

To provide the Council with the report on the Indicative Regional Spatial Strategy for South East Scotland (iRSS) considered by the SESplan Joint Committee on 21/09/20. The recommendations in the report were approved, and therefore each constituent SESplan Council is to be requested to ratify that decision of the Joint Committee.

Date 6 October 2020**Report Contact:**

Name Fiona Robertson

Fiona.Robertson@midlothian.gov.uk

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

4.1 Resource

There are no additional resource implications arising directly from this report

4.2 Digital

There are no digital implications arising directly from this report.

4.3 Risk

There are no risks arising directly from this report.

4.4 Ensuring Equalities

An Integrated Impact Assessment is not required.

4.5 Additional Report Implications (See Appendix A)

Appendices

Appendix A – Additional Report Implications

Appendix B – Background Information/Links

APPENDIX A – Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Reducing the gap in learning outcomes
 Reducing the gap in health outcomes
 Reducing the gap in economic circumstances

A.2 Key Drivers for Change

Key drivers addressed in this report:

- ☐ Holistic Working
- ☐ Hub and Spoke
- ☐ Modern
- x ☐ 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
- x ☐ Preventative and Sustainable
- ☐ Efficient and Modern
- ☐ Innovative and Ambitious

A.4 Delivering Best Value

Not applicable at this stage.

A.5 Involving Communities and Other Stakeholders

The report did not require any involvement of communities and other stakeholders.

A.6 Impact on Performance and Outcomes

The subject of this report does not impact currently on performance and outcomes.

A.7 Adopting a Preventative Approach

A.8 Supporting Sustainable Development

APPENDIX B**Background Papers/Resource Links**

copies of the SESplan report and draft iRSS attached.

ITEM 8 – Indicative Regional Spatial Strategy

Report by: Robin Edgar, Acting SESplan Manager/Team Manager, East Lothian Council

Purpose

This report presents the indicative Regional Spatial Strategy for the South east of Scotland. It outlines the purpose of the Strategy, summarises its content and recommends it for approval by the Joint Committee.

Recommendations

It is recommended that the SESplan Joint Committee:

1. Approve the indicative Regional Spatial Strategy for the South East of Scotland, attached as Appendix 1 to this report;
2. Direct the Chair of the SESplan Board to submit the indicative Regional Spatial Strategy to the Scottish Government as part of the National Planning Framework process; and
3. Directs the indicative Regional Spatial Strategy for ratification by the six SESplan Local Authorities.

Resource Implications

No SESplan financial resources were used in the production of this document. Resources came from existing SESplan authority staff. The SESplan member authorities will want to engage in future developments in the Regional Planning and the National Planning Framework, again this will be from existing staff resource.

Legal and Risk Implications

All risks are detailed in the SESplan Risk Register and reported to Joint Committee on an annual basis.

Policy and Impact Assessment

No separate impact assessment is required as the document is indicative in nature and does not have any planning policy status.

1. Background

- 1.1 The Scottish Planning Act 2019 introduces the concept of Regional Spatial Strategies. These are non-statutory documents which provide a spatial representation of the key regional land use issues requiring to be addressed across the region.
- 1.2 Although non statutory in nature (they do not form part of the development plan and will not have a status in planning decisions) their purpose is to guide the development of the two parts of the Development Plan set out in the 2019 Act, namely the National Planning Framework and Local Development Plans.
- 1.3 The Scottish Government is bringing the Planning Act into force in stages and the section that deals with Regional Spatial Strategies will be enacted in the latter part of 2021. However, the Scottish Government has already started the process of producing National Planning Framework 4 (NPF4) with the aim of having a draft NPF4 ready in September 2021.
- 1.4 To ensure the Regional Spatial Strategy fulfils its role of guiding the content of the NPF the government has asked Local Authorities to produce Regional Spatial strategies by the autumn of 2020. As these are being produced in advance of the relevant section of the Planning Act coming into force these Regional Spatial Strategies have an indicative nature.
- 1.5 The indicative Regional Spatial Strategy (iRSS) will help guide future Local Development Plans but its main aim is to input into the development of NPF4.
- 1.6 The iRSS exercise was originally to have been completed by June of this year but due to the impact of Covid the timescales have been pushed back. This also applies to the timetable for the production of NPF4 which has been moved back by a year, with the draft now expected in September 2021.

2. Summary of the indicative Regional Spatial Strategy

- 2.1 Early in the process of developing the iRSS the Directors from the SESplan Local Authorities took the decision that the Strategy should be based on the content of SESplan2, which was rejected by the Scottish Government in 2019. This encapsulates the most of the regional challenges and projects that would be in the iRSS and it had been agreed through the local authority officer and political process and through independent examination. Added to this would be the projects that have been agreed through the Edinburgh and South East Scotland City Deal. Also, as the iRSS is to guide NPF4 it is important that there is also a close synergy between the content of the iRSS and the SESplan submission to National Planning Framework 4 'Call for ideas' process that was carried out by the Scottish Government early in 2020.

2.2 The iRSS begins by setting out three overarching themes that require to be addressed across the region. These are as follows:

Recovery and Renewal – Tackling economic recovery, environmental improvement and inequality.

Accessibility – addressing sustainable transport options, digital access, access to employment and sustainable housing land.

Adaptable – tackling climate change, ensuring conservation and high design standards.

2.3 The strategy provides context under each of these themes, setting out the challenges the region faces. The remainder of the document sets out the actions and projects that are proposed to address these regional challenges.

2.4 The strategy emphasises the proactive stance the SESplan authorities have taken over the last 10 years to facilitate the unprecedented levels of growth that the region has experienced. However, a key part of the document is highlighting to the Scottish Government, actions that must be taken through the National Planning Framework 4 to allow either long-standing infrastructure requirements to be resolved or changes that are required at a national level to allow progressive future planning policy to be implemented. This is particularly around areas such as climate change.

2.5 The Strategy includes housing land requirements at the same level that was agreed by the SESplan authorities and the independent reporter through SDP2, and for North East Fife those approved through TAYplan. These are recommended to the Scottish Government for inclusion in NPF4.

2.6 The document contains an overall strategy, highlighting the inter relationship between the key themes and challenges set out at the start of the document and the projects identified to address them. It also contains more focussed sub regional sections which concentrate on areas that are more specific to one part of the region but are equally important in achieving the overall success of the strategy.

Next Steps

2.7 If approved by the Joint Committee then the iRSS will then require to be ratified by the six SESplan authorities. This process will take place during September and October 2020. In the interim the acting SESplan Manager will submit to the Scottish Government the iRSS agreed by the Joint Committee, making clear that the ratification process is still underway.

2.8 The Scottish Government will use the information submitted by the Scottish Local Authorities through the iRSS process to formulate a regional planning position statement. They will publish this in the autumn of 2020 to

encourage discussion. Following on from this the Scottish Government will publish their draft of NPF4 in September 2021.

Appendices

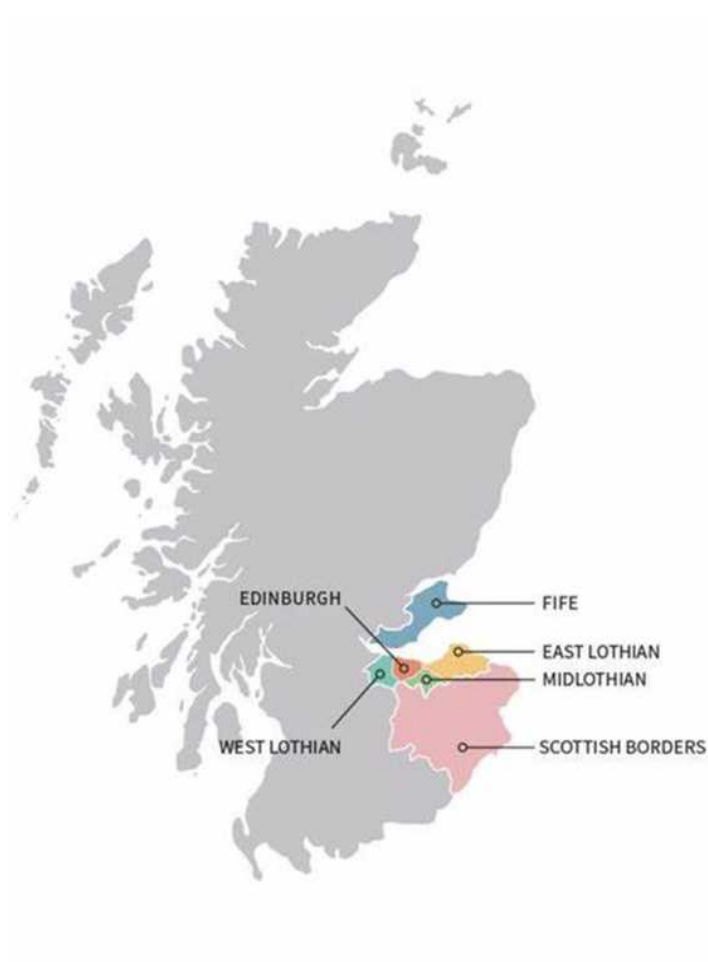
Appendix 1 indicative Regional Spatial Strategy for South East Scotland

Report Contact

Robin Edgar

Acting SESplan Manager/Team Manager, East Lothian Council

Regional Spatial Strategy for Edinburgh and South East Scotland City Region



Foreword

I am delighted, along with my fellow Council Leaders and Planning Leads in City of Edinburgh, East Lothian, Fife, Midlothian, Scottish Borders and West Lothian councils to agree this interim Regional Spatial Strategy for the South East of Scotland. The South East of Scotland has for many years been the powerhouse of the Scottish economy. The six authorities in the southeast have worked individually and in partnership to ensure that growth occurs while ensuring the protection and enhancement of the regions important environmental and culture assets. The authorities have and will support the right developments in the right place, particularly where they increase opportunities for our businesses, people and communities.

The interim Regional Spatial Strategy sets a framework for this support to continue. The regional authorities are committed to meeting significant levels of housing growth already planned for and providing for sustainable economic development but we cannot do this alone. This was most apparent when Ministers rejected the second Strategic Development Plan (SDP2) that covered much of the area now covered by the Regional Spatial Strategy.

SDP2 set a strategy to meet the most recent agreed assessment of housing growth in full. However, questions were raised about the capacity of the roads and transport infrastructure to cope with the level of growth proposed. Ultimately, the plan was rejected on the basis that the transportation impacts had not been fully assessed and mitigated, highlighting the need for an infrastructure led approach to delivering development.

The interim Regional Spatial Strategy commits to supporting the level of growth in SDP2 and the area of North East Fife which is now incorporated within the strategy area. However, if this growth is to be delivered significant investment in sustainable transport and other infrastructure, including schools, will be required. It is imperative that the forthcoming review of the National Planning Framework addresses the link between development and infrastructure once and for all and puts a funding regime in place which supports an “infrastructure first” approach. Fellow Leaders, Planning Leads and I look forward to working with government to achieve this.

Of course, many things have happened since the six authorities agreed the spatial strategy set out in SDP2. The COVID-19 pandemic will undoubtedly change the way people work and the climate emergency requires everyone to think differently about what they do and how they do it. That will require a flexible approach to achieving resilience and sustainable growth. Brexit may also bring challenges for all sectors of the rural and urban economies of the region.

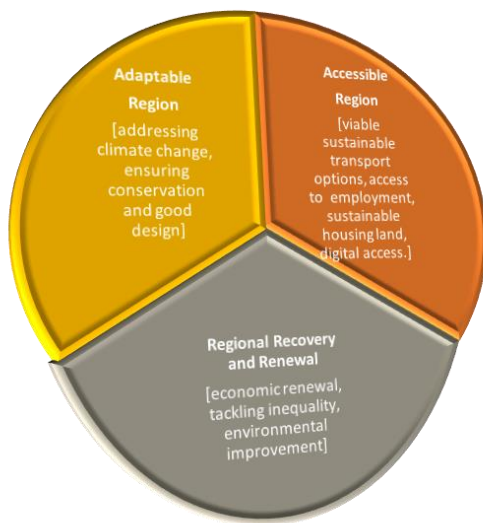
Fellow Leaders, Planning Leads and I believe that the strategy provides a flexible framework to address the challenges ahead and we remain, as a partnership, committed to working with government and agencies to ensure that the necessary investment to support the strategy is in place.



Councillor Russell Imrie

SESplan Convenor

Regional Challenges and Strategy



As the Capital region of Scotland, with connections to the rest of the country and beyond, the South East Scotland Local Authorities will work together for the benefit of the region and Scotland as a whole. As mentioned in the Scottish Government's Advisory Group's Report 'Towards a Robust Wellbeing Economy for Scotland' (June 2020), differences between regional geography and sectors need to be "recognised, respected and championed". To this end, the Local Authorities have agreed on a series of shared overarching themes through which the economic and environmental prosperity of the region and benefits to health and well-being will be realised.

The report of the Advisory Group on Economic Recovery sets out the importance of a green recovery as a major change in renewal in the post Covid environment. All the South East Scotland Local Authorities will soon have declared climate emergencies and are looking to pursue climate change related action at a corporate level and through their Local Development Plans. The National Climate Change Strategy and policy in National Planning Framework 4 (NPF4) must provide the context for the Local Authorities to take decisive action and assist with this green recovery.

As Scotland's capital region, it is vitally important that it functions effectively for the benefit of the whole country. The timely delivery of strategic infrastructure will provide the framework for the delivery of all development that is required to effectively meet the themes outlined above. The implementation of the Transport Transition Plan (TTP) recovery following the COVID 19 crisis, the Infrastructure Commission findings, particularly around on the early delivery of infrastructure, and the alignment of Strategic Transport Projects Review (STPR2) with the progression of NPF4 require to happen to allow carbon reduction and the sustainable delivery of new development.

These national actions will be made a reality through spatial interventions, council policies and through the policy and programmes of other regional stakeholders to achieve a robust, resilient and wellbeing economy. They will also be progressed through a Regional Growth Framework to be developed by the six South East Scotland Local Authorities and partners over the coming year.

Regional Overview

The Edinburgh City Region will continue to be a very attractive area for business and people to locate and this focus will accelerate due to the Covid crisis and the realisation of business that it can locate to smaller city regions without losing their global reach. The population of the region is expected to grow over the next 10 years by over 200,000 people. Including the nation's capital city, the region will continue to be the main driver of the Scottish economy so for the benefit of the country, it requires a significant level of investment and action to successfully perform this role and accommodate this growth. International, national and regional transport infrastructure needs continued investment to support sustainable growth and change.

The six South East Scotland Local Authorities and the wider stakeholders in the region have responded to this demand over the last few years by identifying locations for an unprecedented level of development that will be required to address the increasing population and employment base. To plan for this, effective land for just under 100,000 houses has already been identified across the region for the period to 2032. Tables 1 and 2 below highlight the effective land available when compared with the land supply targets set out in SESplan2 (see Table 3). Although these sites are effective their effective delivery as part of this overall strategy is dependent on the provision of large amounts of strategic infrastructure which requires interventions at a national level. Much of this housing development is still to be delivered and will provide a significant supply of future housing well into the lifetime of this Regional Spatial Strategy and consequently NPF4. A key element of this housing delivery are the seven strategic sites, including the proposed national development at Blindwells, that will deliver new communities in key locations across the region.

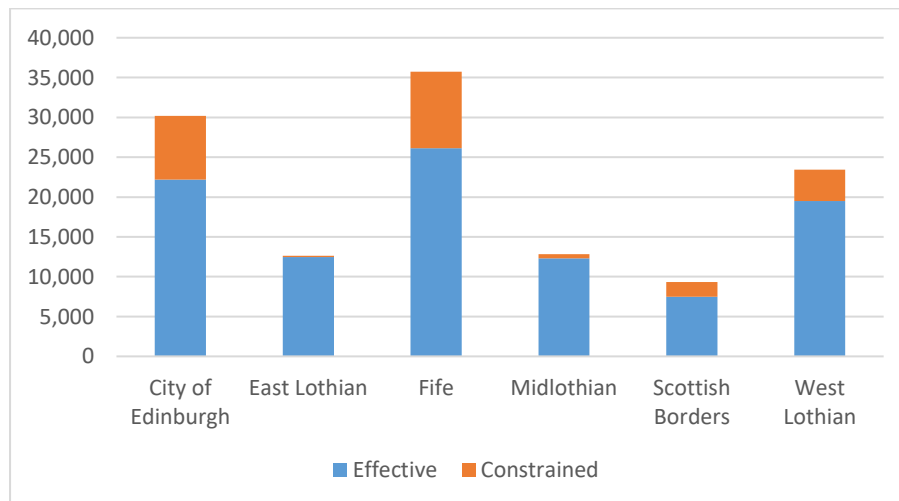


Table 1: Constrained and Effective Housing Supply (2018)

	Effective Land Supply	Average completions for last 5 years	No. of years effective supply
City of Edinburgh	22,194	2,185	10
East Lothian	12,456	486	26
Fife	26,119	1,429	18
Midlothian	12,323	619	20
Scottish Borders	7,500	281	27
West Lothian	19,505	690	28
Total	100,097	5,690	18

Table 2: Effective land supply based on comparison with SDP2 +TAYplan (NE Fife only) housing Supply targets

As Regional Spatial Strategies and Local Development Plans are reviewed they will need to consider the emerging impacts of Covid-19 and Brexit on business and other sectors including tourism, culture, higher education and on population growth through UK, European and world migration trends.

The challenge is always to deliver housing land in a sustainable manner that enhances existing communities and creates low carbon, accessible communities. This is made more important by the critical need to address climate change and community and economic resilience to threats such as Covid 19. Education, transport and green network infrastructure identified must be delivered as an integrated part of this overall development strategy. Without this, the challenges of the region would become acute and the aims set out in this strategy and at a national level cannot be achieved.

Delivering the planned levels of development is a challenge but one which the six South East Scotland Local Authorities are proactively addressing. The projects set out in this strategy have, on the whole, been progressed through being allocated and scrutinised through the development plan process. To assist with delivery, partnerships between the local authorities and wide variety of stakeholders are in place. An example of this is the Edinburgh and South East Scotland City Region Deal which will go some of the way to assist with the delivery of this infrastructure and strategy.

Also, further growth and development can only be accommodated sustainably in the region through appropriate sustainable transport interventions. Infrastructure will have to be programmed and properly funded if the strategy is to be delivered. That will require public and private investment but ultimately it will be for NPF4 to set a framework for deliverable infrastructure investment. This spatial strategy aims to mitigate the delivery of committed development and associated infrastructure and make better use through renewal of existing assets whilst identifying interventions to enhance both sustainability and potential to accommodate further growth with lower climate change impacts and more resilient communities.

Private sector contributions to delivery of some of this infrastructure is often subject to challenge and the extra pressure on local authorities through capital expenditure and revenue consequences is significant and unsustainable. These are significant challenges that the region has faced for a long time without funding mechanisms to address them and cannot be solved simply through developer contributions or local authority action. There are cross boundary issues of national importance which

require interventions and investment at a national level, particularly the shift from car based travel to public transport and active travel. Some of these requirements relate to existing development and needs (e.g. carbon neutral transport) rather than growth so cannot therefore be funded by new development. A holistic approach towards investment is therefore required in order to reach sustainability targets.

The six South East Scotland Local Authorities and stakeholders will actively pursue the delivery of the projects and themes in this regional spatial strategy, a task that will be made easier with their reflection in NPF4. Whilst there has been significant recent investment in the Queensferry Crossing and the rail network across central Scotland and from the city to the Borders, regionally there requires to be substantial investment by national agencies in the infrastructure required to give sustainable movement solutions for the level of nationally important growth and economic activity in the city region. There are also areas of policy that require national action as individually or collectively the member authorities do not currently have the policy backing to implement their aims. These investment and policy gaps must be addressed by NPF4 as well as regional action to allow the shared themes of the Regional Spatial Strategy and national agendas to be delivered.

To achieve this, NPF4 must achieve the following key requirements:

- A commitment from the Scottish Government to fully fund, or where appropriate part fund, strategic infrastructure. The region will, and can, support significant growth, but it cannot be to the burden of individual authorities, or authorities working in partnership, to deliver the infrastructure required to benefit the national economy of Scotland.
- A commitment from Scottish Government to establish an investment mechanism whereby local authorities working in partnership with the development industry and other key agencies can deliver upfront infrastructure so that sustainable development is delivered on an infrastructure first basis as recommended through the Infrastructure Commission report;
- A commitment from Scottish Government to coordinate a low carbon transportation strategy across the Edinburgh City Region, addressing the reasons why Ministers rejected SESplan2. The strategy shall include a commitment to deliver the planned Sheriffhall Roundabout upgrade, Edinburgh bypass orbital public transport solutions and coastal transport options;
- NPF4 needs to set clear housing targets at the levels set out below and included in SESplan SDP2*** Where targets cannot be met, through lack of market delivery, Councils must be supported in the first instance by Scottish Government, rather than being faced with the prospect of housing allocations being awarded on appeal on unsustainable sites contrary to the national planning principle of a plan lead system;
- NPF4 shall enshrine the principles of planning; which include the primacy of place-making and good design for the benefits of communities, economic growth, climate change mitigation, wellbeing, and biodiversity enhancement, enabling local development plans based around significant active travel and public transport solutions; and
- NPF4 shall commit the development industry to carbon neutral and biodiversity enhancement only development, requiring a position statement on carbon and biodiversity offsetting.

Local Authority	Recommended annual average housing supply target	housing supply target ** +	Recommended housing land requirement ** +
*City of Edinburgh	3,100	43,400	47,000
East Lothian	516	9,282	10,224
Fife	1,093	19,674	21,654
Midlothian	518	9,318	10,260
Scottish Borders	289	5,202	5,760
West Lothian	523	9,420	10,350
Total	6,039	96,296	105,248

Table 3: Recommended Housing land requirements and Housing supply targets for inclusion in NPF4

*City of Edinburgh Council Choices for City Plan 2030 and Housing Study, January 2020, subject to approval

**Figures for East Lothian, Scottish Borders, West Lothian, Fife and Midlothian are for the period 2012 – 2030

+ Figures for City of Edinburgh are for the period 2018 to 2032.

*** SESplan 2 plus the NE Fife element of TAYplan

Through NPF4 connections must be made across all relevant policy areas, and major influences on the planning system including; climate, inequality, ecology, housing, health, welfare, education, economy, technology, transport and energy. The current challenges brought about by Covid 19 may have lasting effects on the economy. While demand for new development will recover it is important that in the short-term standards in new development are not prejudiced by a desire to stimulate growth. The ambitions around climate change, health and well-being, connectivity and place making remain through the pandemic and when it recedes.

Regional challenges and strategy

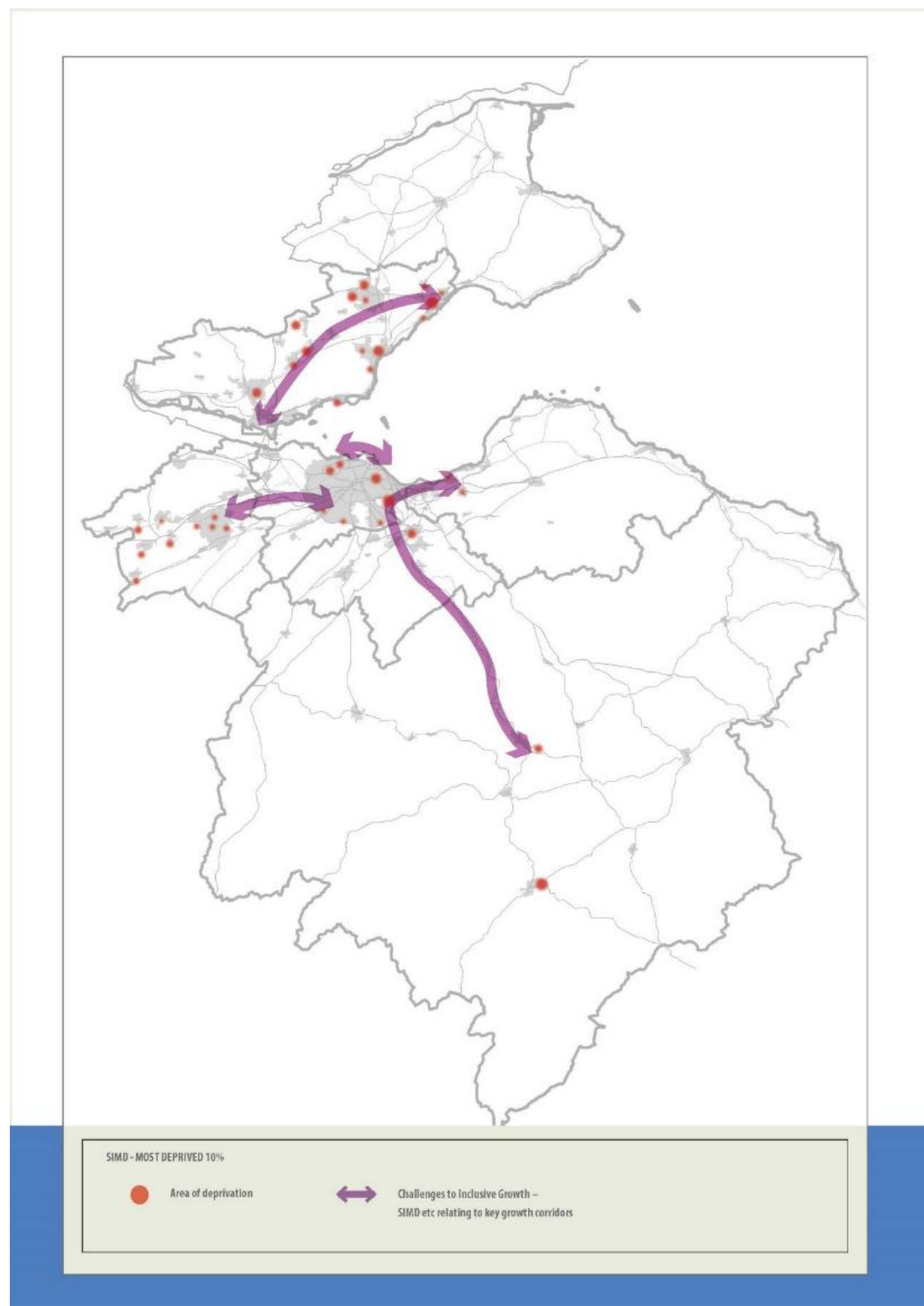
This strategy is expressed in two sections:

The challenges and solutions that affect the whole region or are of a cross boundary nature; and, those that are specific to a distinct part of the region.

The delivery of both sections is required to successfully achieve the environmental, economic and accessibility themes of the spatial strategy for South East Scotland.

Regional Recovery and Renewal [Tackling inequality, environmental improvement, economic renewal]

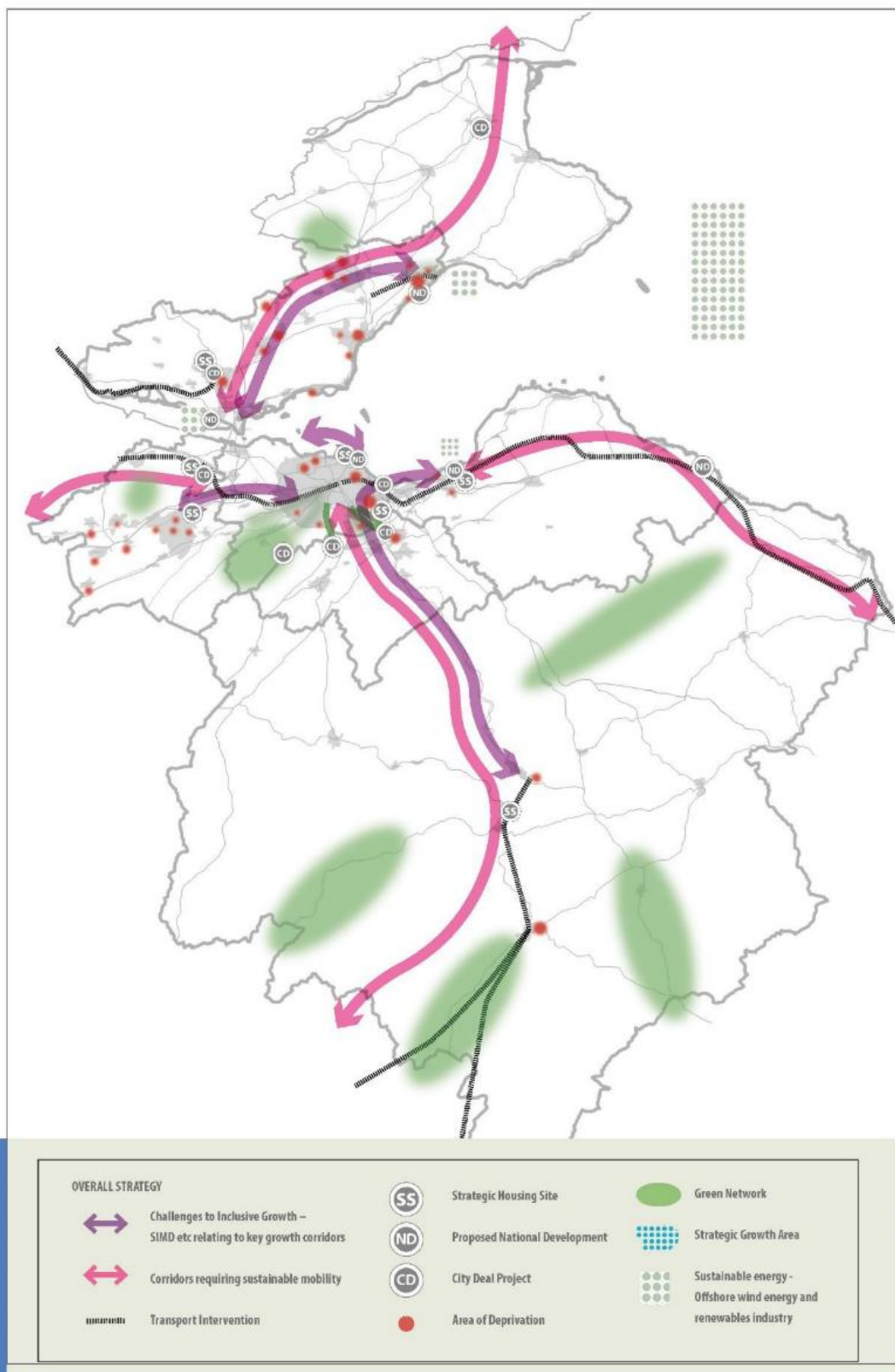
Tackling Inequality



Pockets of multiple deprivation persist in part of the region, and nearly a fifth of children live in poverty. Inequality is reflected, in concentrations of poorer households in relatively poorer neighbourhoods: these include disadvantaged groups such as ethnic minorities and the disabled, in neighbourhood contexts, which have negative effects on economic and social wellbeing. Areas that currently experience higher levels of deprivation including, southwest and northwest Edinburgh, east Edinburgh/west east Lothian, Mid Fife, Midlothian and the west of West Lothian and areas of the Scottish Borders will be the focus of investment to improve the quality of the urban environment including town centres. These areas should be made more accessible through greater affordable connectivity and access to employment and training.

The Covid crisis confirms the importance of digital connectivity and improved investment in this is essential for a just transition into a future economy. Many areas experience digital skills poverty, with almost one in five adults in Scotland not having the skills to make full use of digital technology at home or at work. This presents a significant challenge and opportunity for communities to benefit from digital infrastructure, including how services can be delivered, where this is made accessible.

Housing need and demand has recovered from the levels of the post 2008 recession, with high levels of completions across the area. The need and demand for affordable housing is significantly above deliverable levels given funding arrangements. The impact of Covid on the economy may have a future impact on these levels of housing demand as well as on work and commuting patterns, all of which need to be considered. However, housing will remain an important driver of the economy but delivery must balance local need and emerging sectoral requirements such as adaptable housing for older people, accessible homes for the disabled and appropriate provision for travellers. It is also important to ensure that new housing is situated in genuinely sustainable areas that meet the challenges of accessibility and climate change. Other services and facilities must be readily accessible along with housing through mixed-use neighbourhoods and local connectivity.



Economic Renewal

Committed and potential opportunities provide sufficient employment land for economic renewal, regeneration and redevelopment. The region includes a number of significant business clusters. These are broad locations where groups of similar business sectors operate where there are opportunities for expansion. Some of these largest clusters are around west and southeast Edinburgh, Mid Fife, Dunfermline, and Guardbridge/St Andrews, Galashiels, Midlothian and the M8 corridor. West Edinburgh remains an area of significant strategic potential of national and regional importance and the ongoing collaborative West Edinburgh Study will inform strategy here.

The region has a competitive advantage of data driven innovation e.g. Building Information Modelling as the basis of a circular economy re-using building materials or the 70+ spin outs in central Edinburgh from the University's campus there. Several innovation hubs and new assets are coming on stream through City Region Deal funding. The Local Authorities and partners will work on how best to link them to strategic business clusters so that there is greater regional impact.

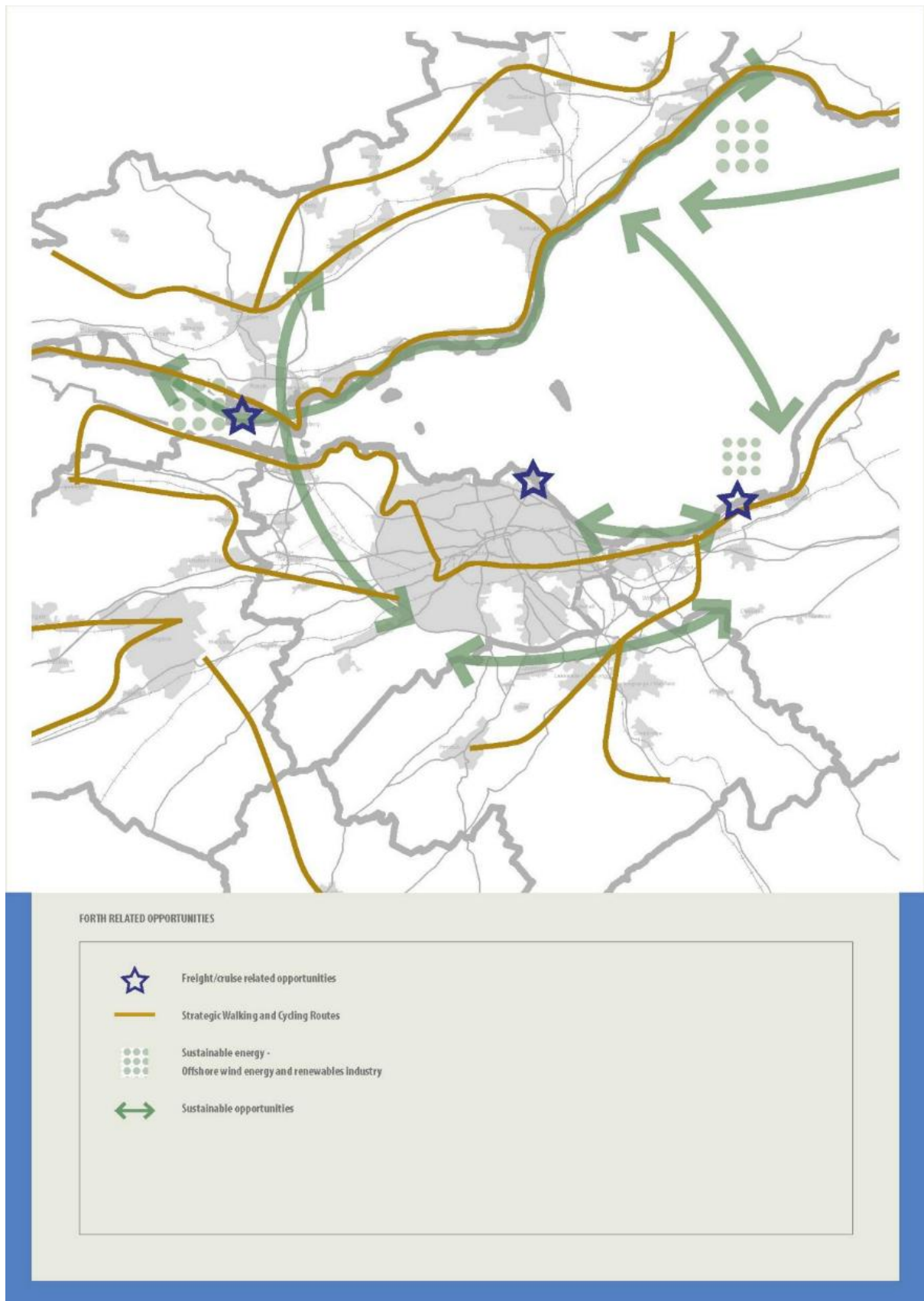
Support for investment along key transport corridors – M8, M9, M90 and existing rail corridors – is crucial to provide for economic development and growth in business clusters at Newbridge, Livingston, Winchburgh, Bathgate and Whitburn, and the M90 through Fife. Economic cluster linkages could be improved by cross boundary tram connectivity e.g. from Edinburgh Bioquarter to the Bush in Midlothian. In addition existing innovation projects will continue to be delivered at Queen Margaret University, Easter Bush, St Andrews, and Eden Campus Energy Centre, Guardbridge. Economic regeneration through low carbon development at Granton Waterfront will be led by City of Edinburgh Council.

Alongside this provision there will need to be flexibility to respond to business sectors which need flexible and co-located/connected industrial/business hubs. This post COVID-19 focus needs to recognise that large serviced and planning policy safeguarded estates may not meet all modern business requirements. Office use and related travel is likely to reduce because of the Covid pandemic but work related travel will still be significant and more sustainable modes of travel must be accessible if climate change targets are to be met, with transport emissions one of the top two impacts on air quality and CO2 emissions.

Not all parts of the region, such as Scottish Borders Council and Mid Fife, have shared the growth or productivity levels typical of other parts of the region. A fundamental strategic aim is to ensure that the economic benefits of the city region are distributed more effectively across the city region's more deprived urban communities and rural hinterland. The rural economy is also very important to the region and will be allowed to diversify in an appropriate manner with particular emphasis being of support in a post Brexit era. In rural areas, the authorities will support further appropriate agricultural diversification, which will be required as a counter to likely Brexit issues. Equally, there will be support for the promotion of tree planting and food production both as a rural industry and due to its positive contribution to tackling climate change. For Borders forestry opportunities may come through the SOSE / Borderlands funding opportunities, which will be developed in conjunction with Dumfries and Galloway Council, Carlisle City, Cumbria and Northumberland Councils. Tourism will be one key area that can be encouraged although the impact on local housing and community will need to be carefully managed.

The region's coastlines are underused and for this to change recognition and action needs to be included in NPF4. On the Forth, there are opportunities primarily at Leith, Rosyth and Burntisland to rebuild and support the resilience of sea freight, deliver associated economic development, which is

underpinned by port infrastructure and through development of cruise infrastructure, support the area as a destination. With this aim passenger/cruise opportunities will also be investigated at the former Cockenzie power station site. The Forth currently has no passenger services either on a local or national level and these require to be developed and implemented.



There are already recreational paths round most of the Forth in the form of the Fife Coastal Path, the Pilgrims Way and the John Muir Way and these must be maintained and extended in an appropriate

manner to provide community access to the coast. Renewable energy opportunities both onshore and offshore can contribute to climate change targets. Climate change will also bring the need to plan for sea level rises. Regional partnership can assist in the consideration of these opportunities, both through this strategy and the proposed regional partnership of the Upper Forth Valley.

Environmental Improvement

The region has a wide range of countryside, coast and urban green, blue networks, and high quality urban environments, important assets for both human health and the wider natural environment. The protection and enhancement of the natural environment is key to retaining the identity of the region. The quality of its urban realm requires to be enhanced through the implementation of a strong place based approach.

The coastline of south-east Scotland helps define the identity of the region and presents significant opportunities and challenges, particularly in relation to an expanding population and climate change. The coast itself is an important asset that supports globally important wildlife and is crucial in the context of climate change. The coast is also increasingly recognised for its value to human health and wellbeing. Consideration will be given to how a regional coastal strategy could assess, balance and plan for all of these issues, particularly in relation to climate change.

Addressing climate change needs general environmental improvement and protection, with green networks for travel and recreation to connect existing and new development as essential parts of any large-scale development. Green and blue networks and active travel links should support decarbonised public transport to ensure the effective connection of new neighbourhoods with adjoining communities, as well as learning and work opportunities and other commercial and public services. Particular focus is needed to ensure that deprived communities have equal access to high quality greenspace and connectivity.

As part of the post Covid 'Green Recovery', the significance of renewables, and the role of regions will increase. To achieve the net zero carbon nation (2045) targets, areas like the Scottish Borders will have a significant role in addressing the carbon challenge through programmes such as tree planting and peat land restoration. This will be carried out in a structured manner.

Proximity and access to green and blue spaces form an important part of the city regional spatial strategy.. Green and blue networks will be extended across the region, including as integral parts of new development. An urban green network will extend across and out from Edinburgh that will link with other networks across the south east. The delivery of the blue network will be assisted by the work of the Edinburgh and Lothian Strategic Drainage Partnership. These networks will provide routes for wildlife and sustainable travel whilst connecting existing assets of the Lammermuirs, the Pentlands and lowland river valleys. The River Leven Project will deliver significant benefits for communities, the environment and wellbeing and has the potential to stimulate economic growth. The role of the Central Scotland Forest and Green Networks requires to be reassessed and reinvigorated through NPF4 to ensure it has the ability to coordinate the delivery of strategic scale green indicatives. Opportunities such as the ClimateZone in East Lothian will be progressed with the dual aim of environmental improvement and the enhancement of the quality of surroundings for deprived communities. Pentland Hills Regional Park is co-managed by Edinburgh, Midlothian and West Lothian, located near to over half of the City region's population and through increased investment can provide for wellbeing benefits for residents and visitors.

Peatland forms a critical carbon sink; restoration of peatland therefore needs to be a regional priority. Afforestation in appropriate locations within river catchment area has the potential to contribute to water flow management.

Adaptable, a more resilient region [Tackling climate change, building design and conservation]

Tackling climate change

Whilst in this Strategy as a specific theme, the response to climate change will flow through all themes of national and local planning policy. Strong policies at a national level and the delivery of sustainable infrastructure are essential now to address sustainable movement, provide sustainable energy, contribute to net zero targets and promote inclusive growth. Without stronger policy in these areas the national climate targets will not be achieved.

The regions changing climate will bring challenges that will require more climate resilient communities. Particular challenges will be around the need to increase flood risk management and manage the impact of sea level rise. Frameworks like the Edinburgh Water Management Strategy will assist with this process. Also, addressing the biodiversity crisis, people's health and wellbeing and urban design need to be integral in climate change strategy as they are key factors in the success of the region's future development.

National and regional strategy must support investments to deliver net zero emissions through green transport infrastructure, local, regional and cross boundary heat and power networks, carbon capture and storage, energy generation and storage, and hydrogen. Building design must improve to address climate change and large-scale new developments must be in sustainable locations, have an energy efficient ethos and be adaptable to future uses.

Councils will, where appropriate and acceptable in planning terms, support the decarbonisation of the energy supply system. However, to make this a reality there needs to be much stronger policy in NPF4 or legislation to allow local authorities to require developments to contribute to net zero targets. To meet the Scottish Governments 2045 target, greater action is required now.

Existing renewable energy across the region can be enhanced by a wide range of as yet unused opportunities including sea water along the Forth Estuary and North Sea coast, mine water across much of the region, solar, and further offshore wind energy. These should be promoted and linked in with future investment and development. The necessary transition to a greener economy will be pursued in a 'just' manner to avoid further exacerbating rural inequality. It is vital to recognise the interrelationship between climate change and biodiversity/ecosystems loss and promote the prioritisation of biodiversity and net biodiversity gain. The development of offshore wind energy is supported however, careful consideration needs to be given to addressing the requirements for land-based infrastructure to support offshore wind energy.

Retrofitting existing housing stock to better energy efficiency standards, construction of low and zero carbon buildings, installation of district heating networks, new renewables technology, hydrogen and new EV technology, the circular economy, all create economic opportunities. The six South East Scotland Local Authorities will pursue the delivery of carbon neutral development at all scales of site but they will put particular emphasis on the delivery of carbon neutral new settlements and areas at locations such as the proposed national development at Blindwells and Granton Waterfront, and

creating opportunities around Fife Energy Park for hydrogen facilities and beyond to Burntisland and Longannet which will advance low carbon technologies into mainstream development on a strategic scale. Overall, design and performance must be pushed up the agenda to enable poor layout, design or response to the landscape context of a proposal become primary reasons for refusing applications. The same should be true in terms of measures to address future climate.

Conservation

The pace and scale of housing growth across the city region is now visibly changing the appearance and character of many of our communities. Across the region the current protection for listed buildings, conservation areas, town centres, open spaces and green networks will continue. Conservation Areas will continue to be promoted and properly managed as the best examples of Scottish townscape that there are and that promote much of the tourism benefit for the country. However, stronger enforcement powers and funding are required by local authorities to deal with dereliction of listed buildings and to manage their maintenance.

Accessible Region [connectivity, infrastructure delivery, sustainable housing sites]

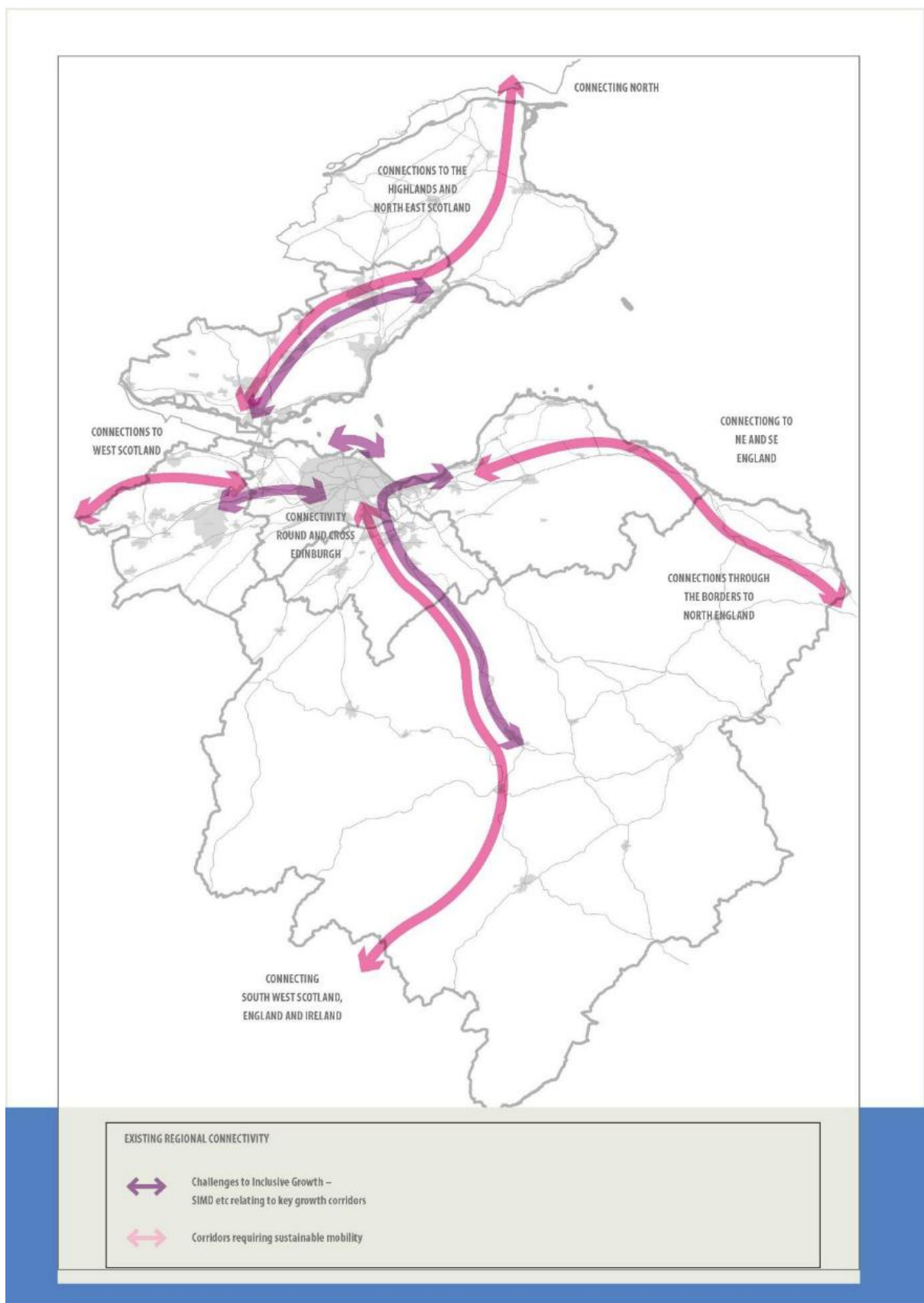
Connectivity

The Edinburgh Forth coast, the west of East Lothian and mid Fife/Levenmouth and parts of the Scottish Borders are particular cases with poor connectivity to the area's economy. Connectivity is both about transport infrastructure and strong connections between communities and settlements to ensure there are no barriers to participation. Addressing the challenges of the Covid crisis and climate change emergency needs a transformational approach to transport and travel - connecting people and places by sustainable strategic public transport and active travel corridors. Cross boundary deficiencies in connectivity and affordable public transport options can mean disconnection from work opportunities, including in more rural areas. To this aim the Local Authorities will actively engage with the STPR2 process and will expect it to align with the development of NPF4.

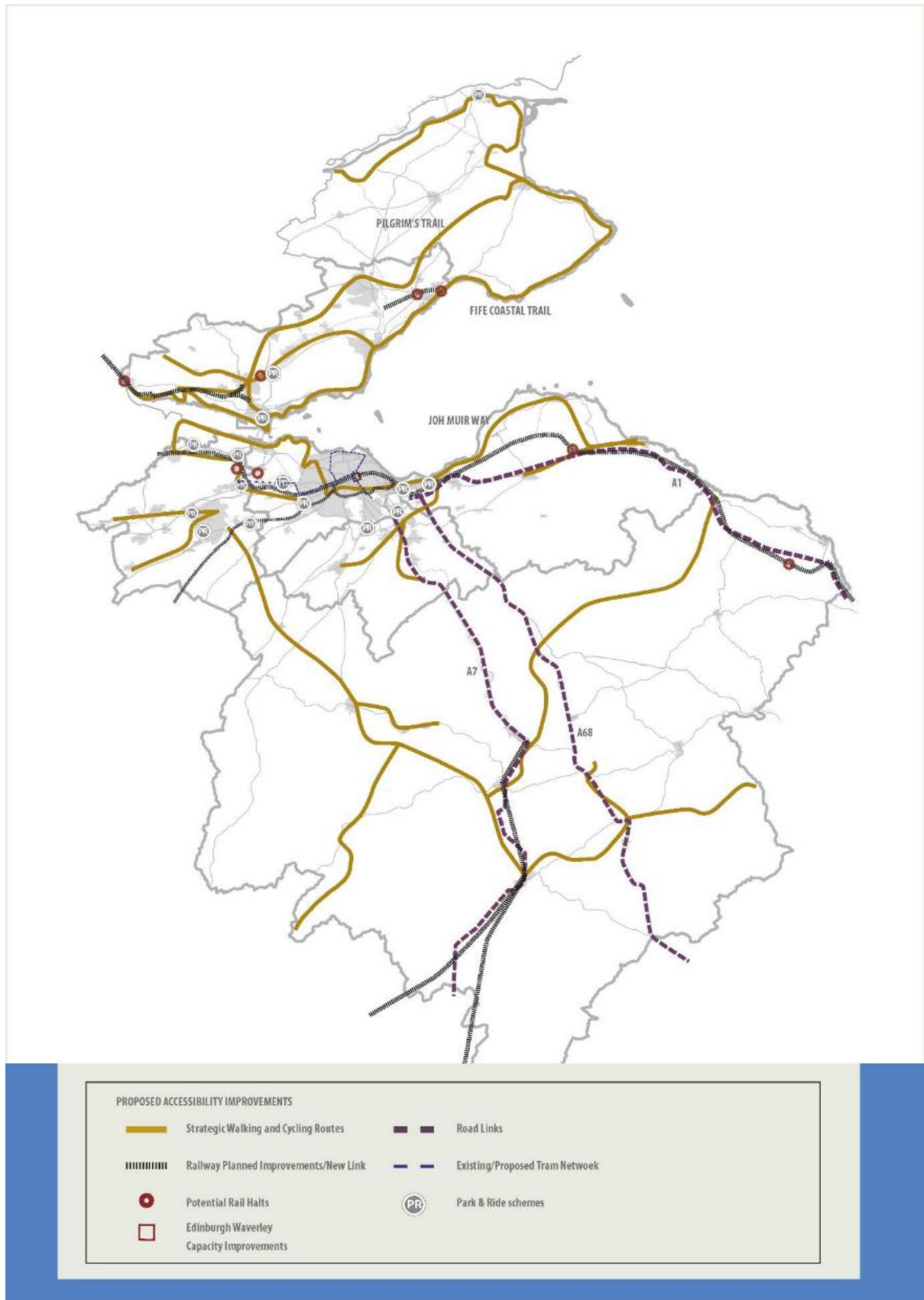
Better connectivity, physical and digital, and new infrastructure that allows sustainable movement is critical to success. This applies to both the urban and rural areas. Indeed, many rural parts of the region experience poor connectivity, putting them at a competitive disadvantage. Connecting infrastructure needs to be identified and delivered before new development sites are completed to give the best opportunity for sustainable habits to develop. In a post Covid19 "new normal" and in response to the climate change emergency this means regional public transport, an active travel commuter network and more sustainable use of road networks through EV infrastructure for public and private transport.

The strategy focus is twofold. Firstly, improve the linkages along existing major transport corridors to enhance connectivity beyond the region. Better direct public transport connections between the City Region and the south and southwest is needed to alleviate significantly higher unemployment in recent years. Connections west and south of Glasgow (including onwards to Ireland) involve changing in central Glasgow adding to journey time or at Carlisle for the southwest. An extended Borders railway line and a link to the West Coast Main Line would create stronger links with Dumfries and Galloway across east and west of South Scotland and to Ireland as well as the more urbanised northern parts of the region. Improvements to the East Coast Main Line, including the delivery of East Linton and Reston Station, will improve accessibility around the region and to the North, Midlands and South

of England and onwards to Europe while also addressing local line congestion issues. Working alongside existing East Coast Mainline stops such as Dunbar, a new Edinburgh to Berwick service could also more local connections to the North of England.



Connectivity to major regional Cities in England from Edinburgh and the wider region is limited and the East Coast Mainline needs better connections with the north and Midlands of England and onwards to Europe and the potential for a direct connection between the Edinburgh City Region and Channel Tunnel via Ebbsfleet to avoid London connections should be promoted. Sustainable public transport development in heavy rail including Waverley and Haymarket Stations capacity, the 'Chord' proposed link with Kirkliston with a potential station, potential 4 tracking of the East Coast Main Line and High Speed Rail would facilitate sustainability and capacity in regional settlements and beyond. Additionally, rail investment would allow for greater connectivity in and beyond the city region, including the regions of England and to Europe and to Ireland. The Alloa-Dunfermline rail line will open up the Fife Circle to wider connections with access to Rosyth Port and opportunities to reopen a direct rail link via Kinross would improve connectivity in Fife and northwards and link to significant growth in south Fife. The regeneration benefits of existing, underused rail infrastructure linking to redevelopment at Leith and Seafeld should be part of an integrated investment strategy. Four tracking of the East Coast Main Line and High Speed Rail requires to be pursued.



Sea connectivity is a very sustainable travel option which is currently very under utilised in a commercial and leisure sense. Sea connections to the rest of the UK and beyond are important and

needs to be developed further. Opportunities for freight and leisure facilities at Leith, Rosyth and Burntisland, as well as the potential for Cruise facilities at Cockenzie require to be explored. Travel across the Forth needs to be improved with routes made available between Fife and East Lothian.

Secondly, enhance the inter region links. Infrastructure investment is essential in both urban and rural areas to ensure that locations such as northeast Fife the Scottish Borders are part of an 'inclusive City Region economy'. Key infrastructure links between deprived areas to the wider region are already planned. Improved connectivity within the region is vital, including North-South transport links such as the full dualling of the A1, A68 and A7 Trunk Road networks. Improved linkages to the North east of England can bring a great deal of economic opportunity. Cross border liaison with proposals in Northern England is essential to ensure coordinated action. East-West links which are currently poor will also require significant investment. The spatial strategy addresses the impact of over a decade of economic austerity with the commitment to the reopen the Levenmouth Rail line, the likely undertaking of the partial electrification of the rail network between Dunfermline and Alloa and the provision of new rail stations in areas such as East Linton and Winchburgh. The extension to the tram network and routes around Edinburgh and major improvements to the West of the City along the M8 and M9 corridors, through new stations and sustainable transport routes and the improvements to rail infrastructure to the East that will increase the level of local services.

The Edinburgh City bypass and its key linkages require a comprehensive solution to address the severe congestion that the area experiences. Although not the focus of climate policy, efficiency in roads is required to be addressed, both around the Edinburgh City Bypass. Implementing existing commitments including the new Sheriffhall junction, the A701 relief road and associated A702 link/active travel improvements and the A7 urbanisation project contribute towards this objective although they must be part of an overall zero carbon vehicle use strategy for the area.

Faster and more efficient bus services in and out of the City from areas like East Lothian would provide a sustainable travel option. Such a move would be supported by the planned moves towards transport interchanges / hubs around Edinburgh, coupled with the increasing uptake and potential of e-bikes, demonstrate that delivery of cross-boundary active travel routes should be planned for if opportunities for modal shift and more sustainable lifestyles are to be fully exploited.

These projects should be supplemented by the delivery of the Edinburgh City orbital bus route, extending the Edinburgh tram network to areas adjacent to Edinburgh, including South Fife and identifying new Park and Ride opportunities. The upscaling of electric vehicle charging infrastructure across the region will support the transition to zero carbon vehicle use.

Infrastructure Delivery

Timely delivery of infrastructure will be key to successful delivery of NPF4 and any regional strategy. Local Development Plans and new development sites need to plan for and identify this connecting infrastructure and have confidence over its delivery before the sites are completed in order to give the best opportunity for sustainable habits to develop. Achieving sustainable growth must be linked to investment in, and realistic programming of, the required infrastructure, facilities and services to support development – a sustainable infrastructure first approach. Such a change will require greater collaboration and partnership between providers, Government, local authorities and the development sector. This could include the development and use of more innovative finance initiatives and extending the City Growth Deal model.

Digital Access

The shift to digital infrastructure will also help with both climate change mitigation and adaptation. The experience of Covid 19 impacts and restrictions have rapidly enhanced the ability for people in some sectors of the economy to work remotely and reduce travel. Major investment in digital connectivity must become a key focus to increase regional and countrywide resilience to maximise the potential benefits of new ways of working. The rural areas which continue to experience poor digital connectivity will be a focus for investment in broadband infrastructure to ensure the increase viability of rural businesses and sustaining dispersed homeworking to reduce commuting.

Critically, there are still significant deficiencies in mobile and internet networks in the area and across the South of Scotland and parts of Fife which recent investment programmes have not adequately addressed. The potential for greater commercial benefits and home working to compete with urban areas can only be realised through investment to unlock the area's economic potential.

Sustainable Housing Sites

Local authorities will aim to ensure that there is a sufficient supply of housing land to meet the housing land requirements/targets as to be set out in NPF4. Within the region policy will continue to promote the presumption in favour of brownfield development and minimum levels of density appropriate to urban and edge of urban sites, to promote better public transport and active travel provision and more sustainable neighbourhoods where the density supports a level of local services, public transport and employment opportunities. Community resilience and sustainability needs to be planned for in this way.

The six South East Scotland Local Authorities will ensure that Planning is aligned with other regimes, including Local Housing Strategies and Health and Social Care Strategic Plans. Planning must be closely linked to Housing to 2040 and the Scottish Government's ambitions for the housing system. To enable this approach, it must also be reflected in planning policy, guidance, decisions and actions to ensure climate change mitigation through low carbon place making

However, there is also the need to develop a new approach to the calculation of required housing delivery through an effective provision of land, as an essential part of its vision for how economic renewal should be distributed across the region. This is not to avoid the need to deliver housing but to allow the planning system to focus on the delivery of high quality development and places.

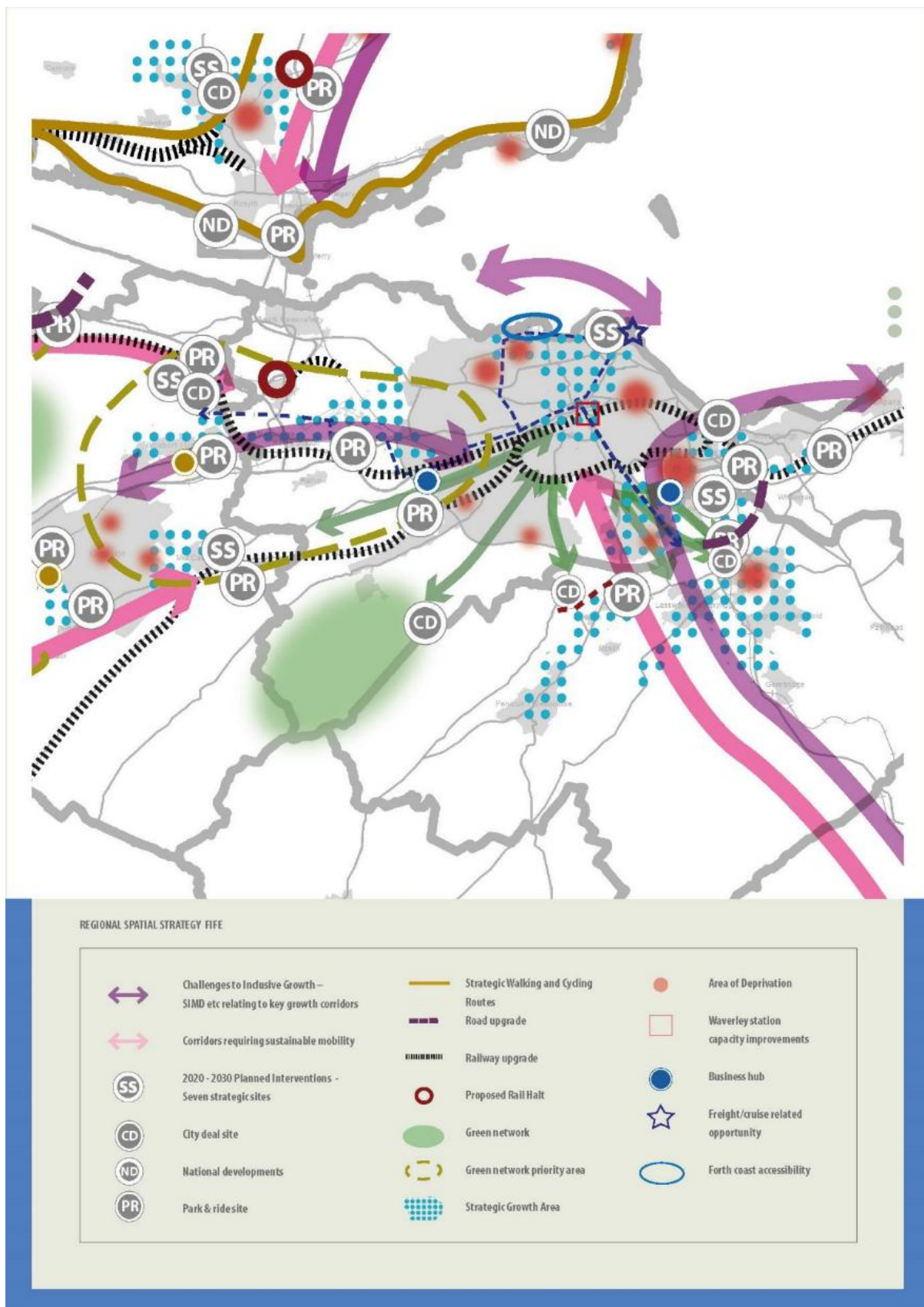
The seven strategic sites and significant brownfield sites are major opportunities to contribute to national and regional growth and should be exemplars in design and place making. This requires appropriate funding mechanisms to ensure that the opportunities for delivery are matched by quality of outcomes.

It is important to recognise that areas of South East Scotland located in close proximity to Edinburgh experience very different rural pressures from some of those in the south of the region. Countryside areas within an hour's drive time of the city, are under significant development pressure and do not need repopulated. Restraint towards housing development will continue to be implemented in these areas, whilst growth should be focused around key sustainable transport locations such as Borders railway stations.

The needs of the rural areas are diverse and this strategy recognises that further away from the city, housing is a key driver of the economy and provides a key part of our social and physical infrastructure. In recent years investment in affordable housing has been particularly important in meeting needs of differing sectors of communities across the city region. It is critical to deliver high

quality housing in the right locations, maximising the benefits of investment from both the public and private sectors.

Focus on the City



Edinburgh is the centre of the city region, providing significant opportunities for employment, higher education and leisure dependent on good connectivity. The city is home to 10% of the Scottish population. In recent years there has been infrastructure investment in central Scotland's heavy rail network, increasing capacity; the first line of the city region tram network and also in active travel. Given the accelerating climate change challenge and requirement for sustainable renewal there is a need for significant ongoing infrastructure investment improving connectivity within the city and city region as part of a coordinated regional and national sustainable growth and change strategy.

Edinburgh has approved commitments to build a minimum of 20,000 affordable homes by 2027, to be carbon neutral by 2030 and for inclusive good growth. The increasingly urgent national and local commitments to address climate change, housing need, inclusive growth and health and wellbeing need planning and transport strategies which deliver the potential for active travel and public transport interventions to support local and national objectives.

Edinburgh and the region must focus on development which enables carbon neutral targets to be reached, building neighbourhoods, promoting brownfield development, higher densities and mixed uses with high amenity green spaces in locations where good public transport and active travel connections can be made and used to ensure need to travel and travel distances are minimised. Transport based development corridors may provide opportunities where needed.

Edinburgh's role in the regional and national economy in providing jobs means it experiences high levels of in-commuting (60,000 in bound car journeys daily). To address congestion, air quality and carbon impacts, investment in decarbonised public transport systems is a priority to promote non car based travel behaviours. The scale of investment to support rail capacity), tram network, bus transit and active travel interventions across the region to support national and regional carbon neutral commitments is significant. The wider area impacts of travel as a result of nationally significant city and region economic growth need to capture the objectives of the National Transport Strategy and STPR2 as requiring national as well as regional and local action.

Mass rapid transit by tram or guided bus through north/south Edinburgh with cross boundary regional links to east, south and west would offer sustainable links to reduce car commuting. This expanding regional network requires to connect key development sites within the city, such as the Waterfront (both at Granton and Seafield) and the Bio Quarter / regional hospitals and for West Edinburgh, providing connectivity within the city and the city region to harness their full potential to provide necessary homes and nationally significant employment opportunities. A wider review of transport options and how these could contribute to the nationally significant contribution of Edinburgh to inclusive growth, carbon reduction and sustainability is listed below.

Green infrastructure needs to be a policy objective in terms of design as well as overall green network and as part of travel and flood risk management options. The latter will require a coordinated approach with other public agencies including Scottish Water. Through increasing rainfall intensity alluvial flooding is an issue which will require to be dealt with through changes to place based attenuation which will require to form a citywide strategy and will require investment.

South East Scotland partners have developed an ambitious regional housing programme, which aims to increase the supply of homes across all tenures, to deliver vibrant and sustainable communities across the region. Taking a place-based approach across infrastructure, land, finance, innovation and skills, it seeks to accelerate the delivery of affordable housing, the seven regional strategic sites and incorporate innovation in construction.

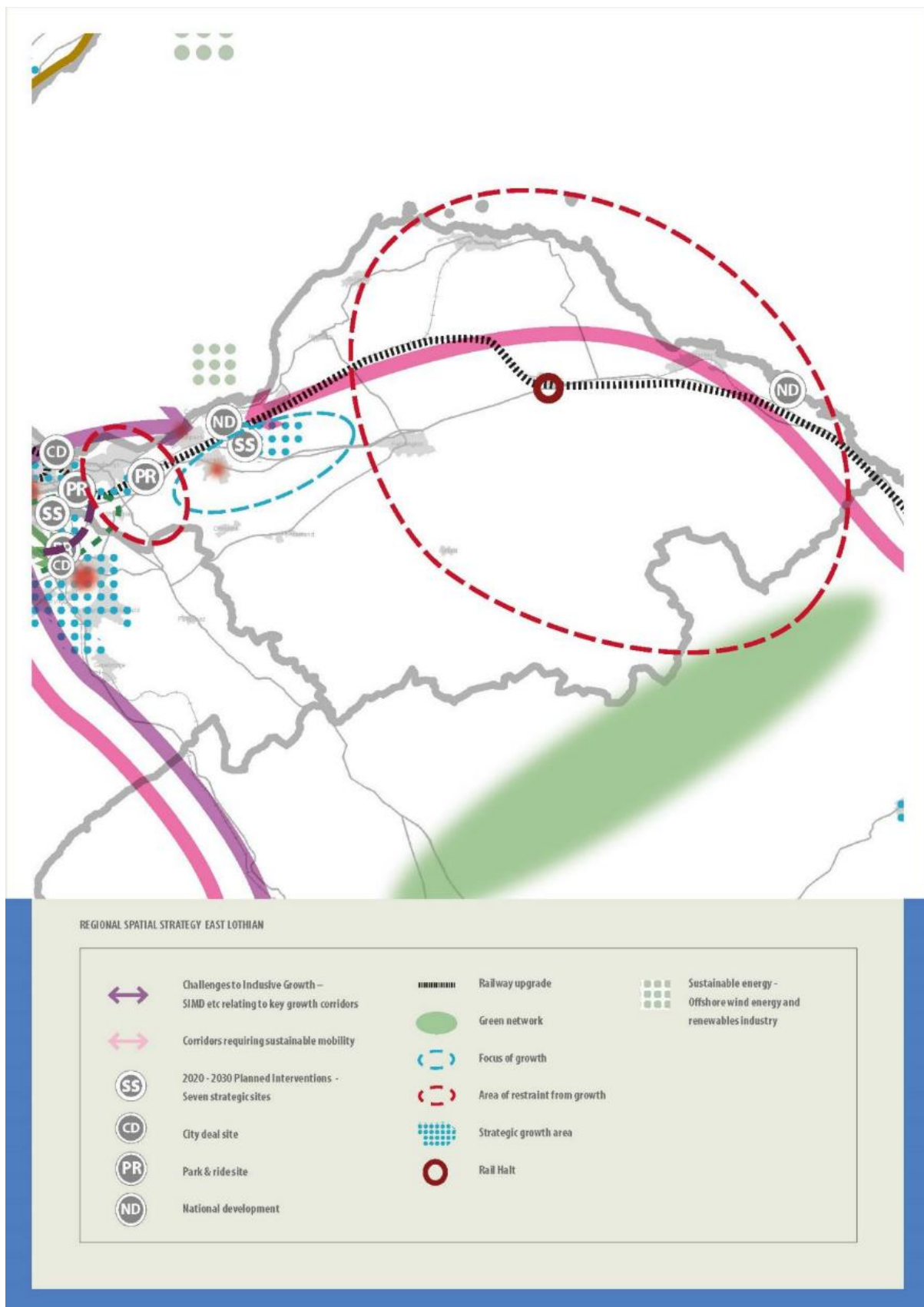
There are significant brownfield development opportunities within the city bypass which can contribute towards sustainable long-term regional growth. A strategic spatial approach for sites which are in public sector ownership, working across national and local public sector agencies to maximise the strategic benefits of their development to the city and city region needs to be encouraged. A coordinated development approach can address affordable housing (including for key workers), provide mixed use communities with integrated facilities and employment opportunities.

Edinburgh's spatial strategy focuses on harnessing the economic and social potential of improved connectivity. Brownfield sites of regional and national significance will be promoted through the next City local development. These will require infrastructure to support them and ensure they are well connected and zero carbon. Coordinated regional and national infrastructure investment in the heart of the city region can enable the above to be delivered, with other significant public health benefits resulting, for national objectives on physical and mental health and wellbeing.

The coastal path linked to development at the waterfront with significant areas of open space also offers opportunity for city regional recreation. These key development sites are physically linked to neighbouring authorities.

The Green Belt forms an important part of the spatial strategy for Edinburgh and the city's relationship to the surrounding countryside. In addition to recreational benefits, prime agricultural land has strategic importance for sustainable local food production. At a micro level the importance of food growing within place making is acknowledged and incorporated into citywide strategies for green spaces.

Focus on the East



Key strategic priorities for East Lothian are to the west of the County around strategic sites at Blindwells and Cockenzie and the ClimatEvolution Zone as an opportunity to genuinely address national climate change targets and to place Scotland as a world leader in developing net zero carbon places.

A one of the seven strategic housing sites in the region, the Blindwells Development Area and former Cockenzie Power Station site are together some 625 hectares of mostly brownfield land. Over a 30 year period, these strategic projects can enable significant new employment and economic development opportunities, including a new regional town centre. There is significant potential enable this long term development opportunity in a sustainable, inclusive, healthy and low carbon way.

Circumstances have changed in relation to the former Cockenzie Power Station and there is a need to recognise the wider opportunities and multiple benefits that a more flexible approach to the delivery of employment generating uses on the site and not just focus on energy and related development.

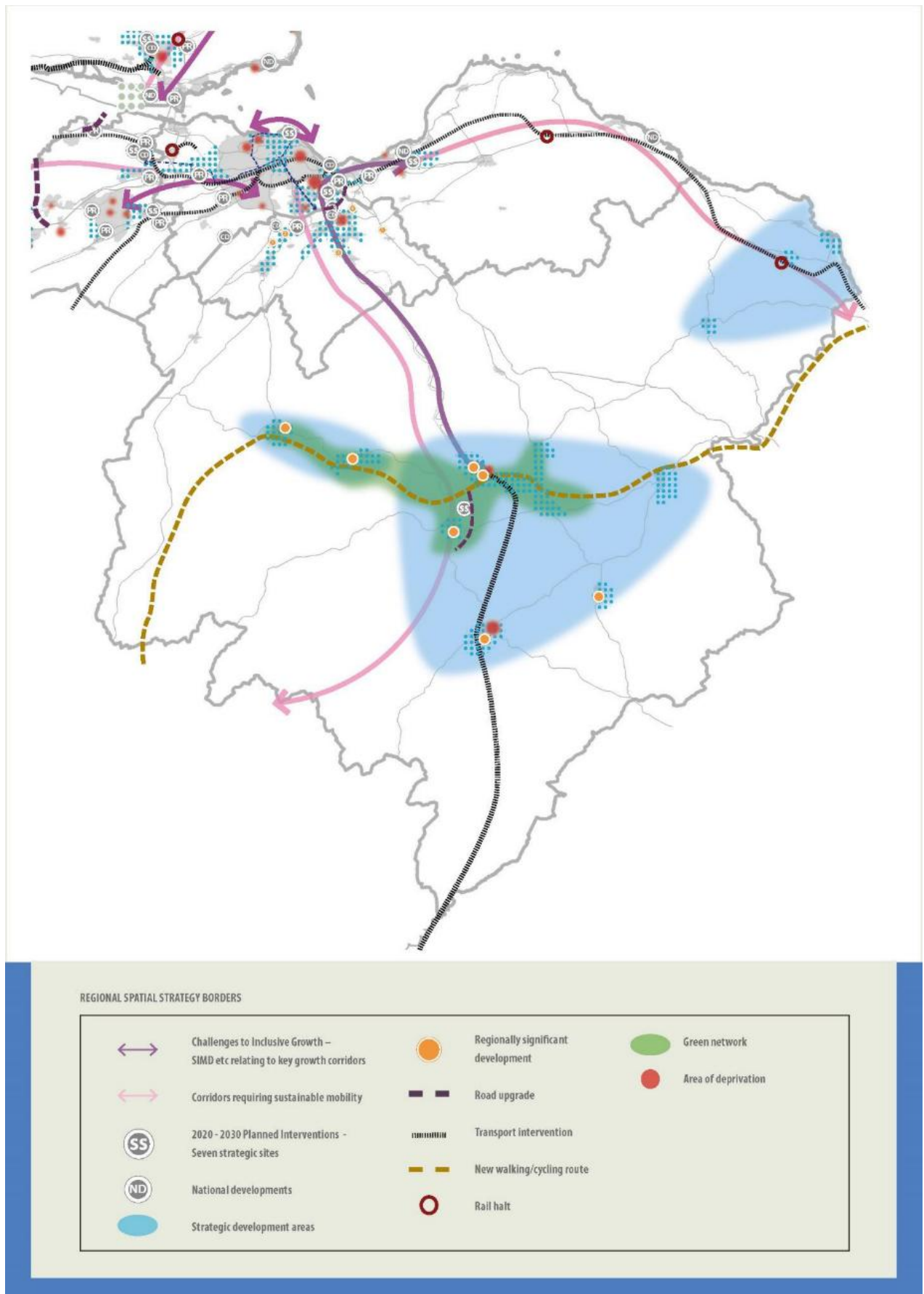
Future housing development will be focused within parts of the west of the County around Blindwells. This is due to the land availability and the sustainable opportunities to link in with travel routes to and from the City. Conversely, restraint to growth will be shown to the far west and east of the county where large scale development has recently taken place. Here existing infrastructure and settlement patterns have been altered at a fast pace and there are few options for the expansion of some infrastructure.

Torness nuclear power station, scheduled to close in 2032, has a major role in the country's energy supply. The Council supports its continued presence and potential for redevelopment, and notes the particular challenges and opportunities that will arise from decommissioning, including its deep-water access. It is important to recognise the key role this site plays in the local economy and the need to have a 'just transition' around any changes proposed.

Torness also provides a grid connection, with another grid connection nearby further inland to serve Crystal Rig Wind Farm. Clearly, the maritime setting off the coast of East Lothian is of increasing national importance for offshore energy generation, and the Council would welcome a national approach through the NPF to addressing the requirements for land based infrastructure to support offshore wind energy whilst considering cumulative seascape and landscape impacts.

One of East Lothian's assets are large areas of prime agricultural land including a good proportion of the very best soils in Scotland. With the need to improve food security and encourage more local production there needs to be greater protection of this resource through the direction of future development across the region to brownfield land.

Focus on the South



Key strategic interventions in Scottish Borders will be delivered through interaction of a range of initiatives including the Edinburgh and South East Scotland City Deal, the Borderlands Deal and the evolving iRSS for Southern Scotland with Dumfries & Galloway Council. Participation in the South of Scotland Regional Economic Partnership and the work of the South of Scotland Enterprise Agency is also be critical to the delivery of inclusive economic growth, sustainable development and addressing existing economic fragility.

There are three identified growth zones in the Borders based around central Borders (incorporating Galashiels, Hawick, Selkirk, Jedburgh, Kelso, Earlston), Eastern Borders (Duns, Eyemouth) and western Borders (Peebles, Walkerburn, Innerleithen), which are the principal areas of search for growth, investment, redevelopment and regeneration.

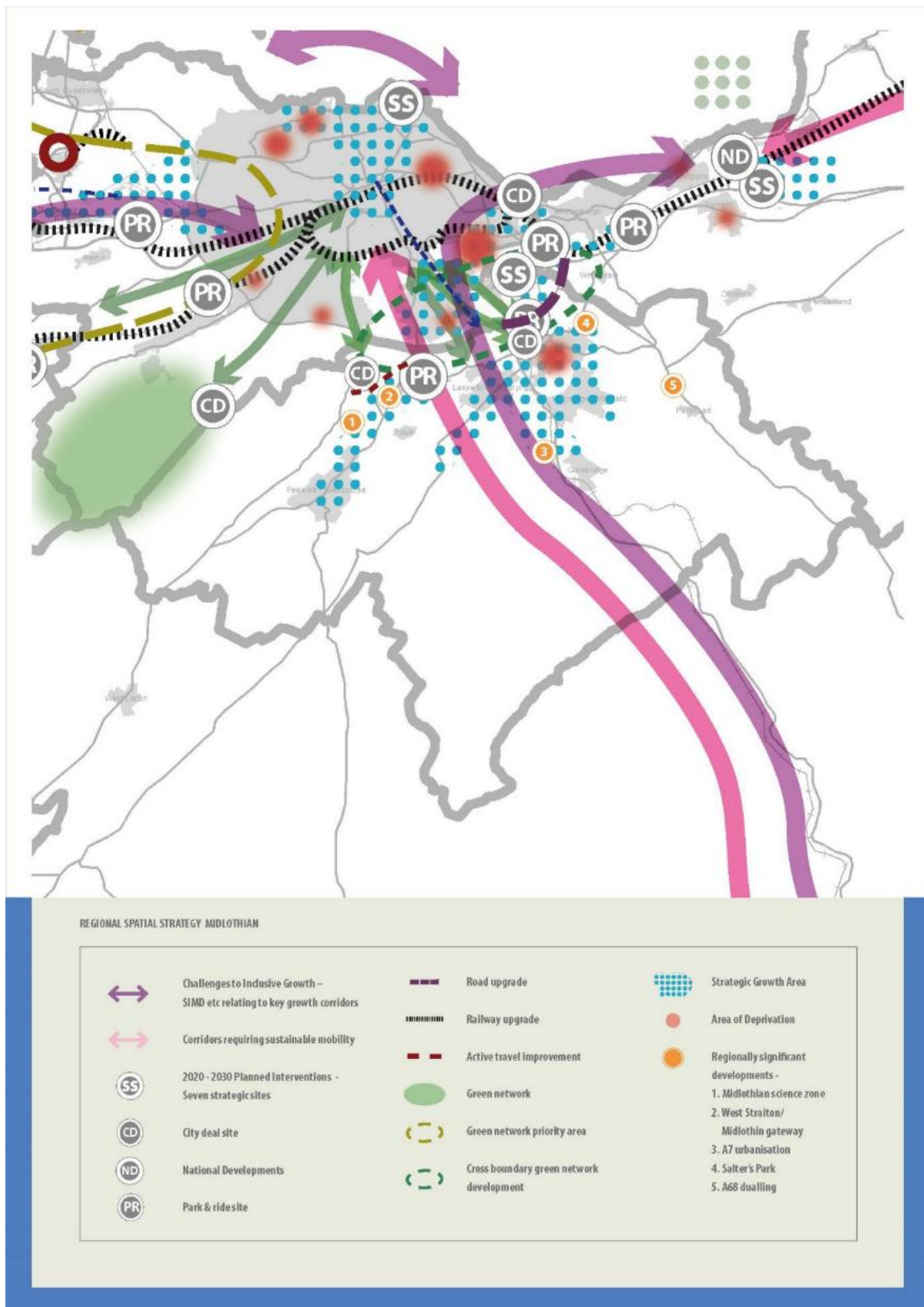
Regionally significant development in the central Borders is linked to the existing railhead at Tweedbank, with the development of the Tweedbank Business Park and a mixed-use expansion of the settlement, plus the potential for the extension of the Borders Rail to Hawick and Carlisle. In the eastern Borders, it relates to the proposed new station at Reston. In the western Borders, this involves the development of the Mountain Biking Innovation Centre in Innerleithen. A significant cross Borders project is Destination Tweed a new National Walking/Cycling route that follows the route of the Tweed from source to sea.

Critically, there are still significant deficiencies in mobile and internet networks in the area and across the South of Scotland which recent investment programmes have not adequately addressed. The potential for greater commercial benefits and home based working to compete with urban areas can only be realised through investment to unlock the area's economic potential.

The strategy promotes a place-based approach to our communities and the repurposing of town centres, moving away from retail and recognising the importance of the integrated service provision including education and community uses as well as supporting the Health and Social Care agenda. Town centre regeneration is promoted through various tools including BID's, CARS schemes and projects such as the Great Tapestry of Scotland in Galashiels.

The Scottish Borders benefits from a high quality natural, built and cultural heritage, the sensitive stewardship of which assists economic and social vitality. The Scottish Borders has a vital role to play in national and regional action in response to Climate Change, reflecting its capacity for renewable energy production and woodland creation.

Focus on the Centre – Midlothian

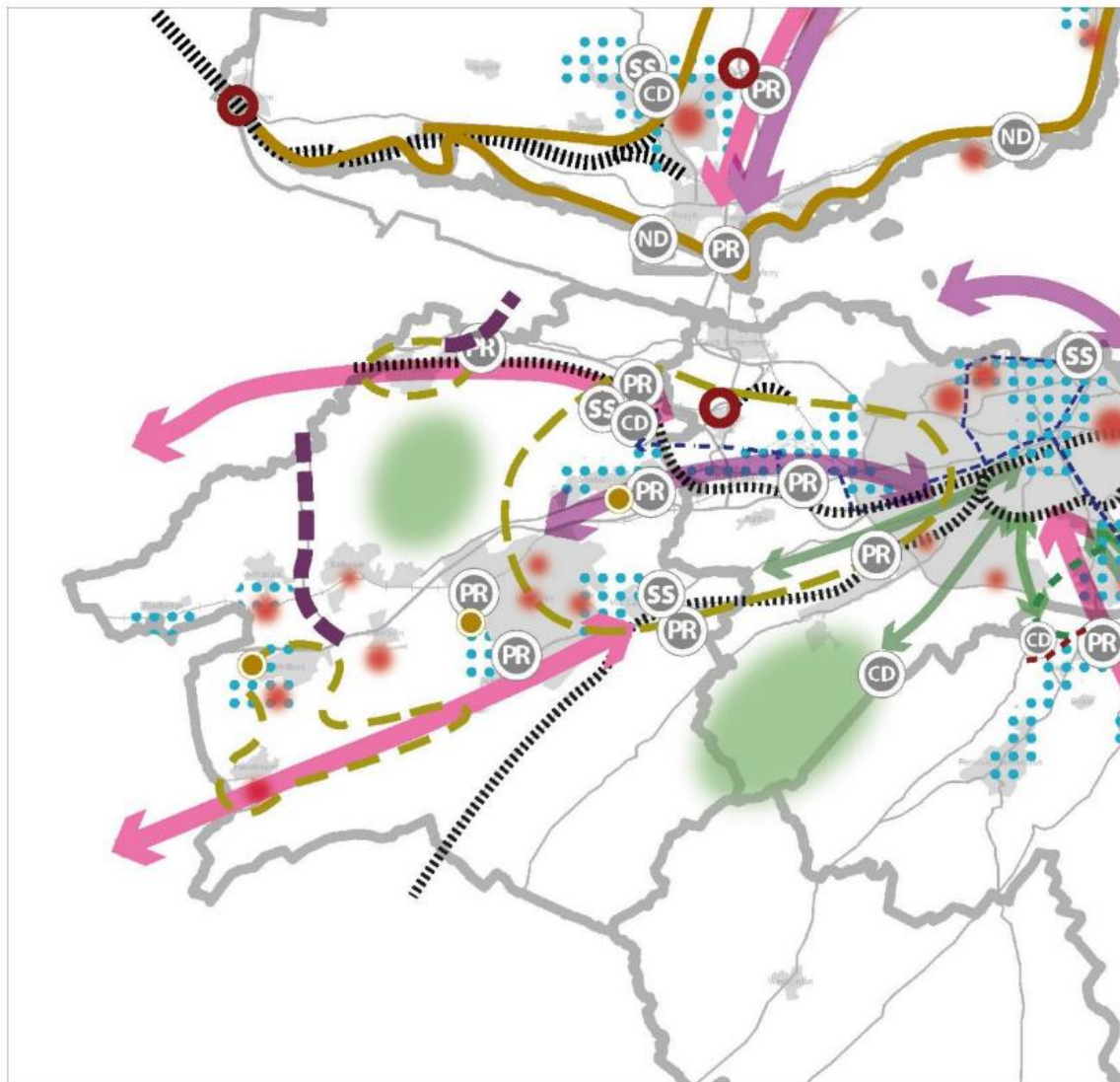


To ensure Midlothian benefits from, and contributes to, the shared prosperity of the region it is important to maintain the identity of Midlothian by supporting and promoting its existing town centres while also seeing key development sites of regional significance being delivered. In particular; the Shawfair new settlement which will comprise over 5,000 new homes, a town centre, 70 hectares of employment allocations, a railway station on the Borders Rail line, renewable energy projects and new schools and community facilities.

In addition it is essential to have the continued development of the Midlothian Science Zone (The biotechnology campus at the Bush); the 60 hectare 'Midlothian Gateway' employment site at West Straiton (which it is hoped will incorporate a new arena to service the south east of Scotland and beyond) and the Salters Park employment site (which it is hoped will incorporate a new film and television studio).

To help, to maintain the character of the area action will be taken to reinforce the green belt and expand cross boundary green network opportunities along the A720 City Bypass between Straiton, Lasswade, Gilmerton and Sheriffhall junctions to mitigate impacts of new development either side of the City bypass.

Focus on the West



REGIONAL SPATIAL STRATEGY WEST LOTHIAN

	Challenges to Inclusive Growth – SIMD etc relating to key growth corridors		Road upgrade
	Corridors requiring sustainable mobility		Railway upgrade
	2020 - 2030 Planned Interventions - Seven strategic sites		Green network
	City deal site		Green network priority area
	National development		Strategic Growth Area
	Park & ridesite		Significant business cluster

In West Lothian the spatial strategy is focused on strategic growth corridors along key transport routes – M8, M9 (Winchburgh) and rail corridors (Linlithgow/Bathgate/Livingston South lines to Glasgow and Edinburgh). This allows for containment and promotion of the urbanised area to deliver the core development areas/strategic allocations at East Broxburn/Winchburgh, Armadale, Livingston and Almond Valley (Calderwood, Gavieside and Mossend) and Heartlands.

Enhanced public transport including rail enhancement, the provision of a new rail station at Winchburgh, park & ride facilities at key transport hubs at Broxburn/Uphall and active travel routes across West Lothian will promote sustainable access to local facilities.

This includes provision of strategic walking and cycling routes within and through the district and key active travel routes identified in the Council's Active Travel and Core Path Plans.

To further promote sustainable transport and connectivity, opportunities to extend the tram line into West Lothian will be kept under review. Improvements to the A801 and M9 junction 3 upgrade will further assist with economic growth and connectivity.

Livingston will continue in its role as a strategic town centre providing a mix of retail, residential, leisure and commercial uses whilst promoting the 5 traditional town centres – Armadale, Bathgate, Linlithgow, Whitburn, Broxburn to continue to thrive as town centres.

Delivery of the Polkemmet and Breich Water Green Network priority area, Linlithgow and west Edinburgh together with the protection of the sensitive landscapes in the Pentlands and Bathgate Hills and enhancement of the landscape character at and around settlement gateways.

Focus on the North



REGIONAL SPATIAL STRATEGY FIVE

	Challenges to Inclusive Growth – SIMD etc relating to key growth corridors		Strategic Walking and Cycling Routes		Area of Deprivation
	Corridors requiring sustainable mobility		Road upgrade		Sustainable energy - Offshore wind energy and renewables industry
	2020 - 2030 Planned Interventions - Seven strategic sites		Railway upgrade		
	City deal site		Proposed Rail Halt		
	National developments		Green network		
	Park & ridesite		Green network priority area		
			Strategic Growth Area		

Fife's strategic position stretching between three of Scotland's cities from Edinburgh north to Dundee and west to Stirling with a long coastline and strategic transport routes provides excellent opportunities for investment to strengthen Fife's communities and economy.

Ongoing planned strategic growth of Dunfermline is the largest of the City Region's development areas, with levels of strategic infrastructure investment highest outwith a Scottish city. Fife will build on this strong growth around Dunfermline and the Forth bridgehead area through further development across the former Fife coalfield communities, Kirkcaldy, Glenrothes, and through to Levenmouth to regenerate communities and strengthen town centres.

St Andrews strategic growth area will deliver a mixed use development within a high quality environment. The Eden Campus Energy Centre, and associated research and commercialisation hub at Guardbridge is central to the University of St Andrews' strategic drive to become the UK's first energy carbon neutral university. Strategic growth is also proposed at Cupar North. Opportunities in more rural areas to the west and east for low carbon, renewable energy, and food production need to be considered further. The River Leven Project is significant in its scale with transformational opportunities, and SGN's H100 Fife project is seeking to deliver a 'first of a kind' demonstration of a 100% hydrogen network to supply 300 customers in the area of Levenmouth; this will comprise of an end to end system from power generation, distribution, to customer connections and requires to be reflected in NPF4 as a national development.

Continuing to facilitate the long term planned growth of Fife's strategic growth areas remains a focus to provide over 21,000 new homes with mixed business and commercial development. This requires public sector collaboration, Government investment and partnership working with the private sector to achieve investment in physical and community infrastructure such as transportation, water and drainage and education to support committed development and attract further private and public investment, and in digital infrastructure to enable data driven innovation, diversify the economic base, and create employment opportunities in areas in challenging economic circumstances.

Growth clusters at the Forth bridgehead, mid- and east Fife include opportunities for renewable energy innovation, hydrogen, and district heating which can contribute to a green economic recovery. Each are also set to benefit from significant capital investment in new rail links and road enhancement to establish strategic economic links to Clackmannanshire/Forth Valley and Dundee, and energy network investment at the University of St Andrews' Eden Campus.

In west Fife, the Port of Rosyth can enhance import and export infrastructure, linked by improved road and rail corridors including freight rail access via the Fife Circle. On the M90 regional growth/investment zones have the potential to strengthen Fife's outdoor leisure and tourism opportunities and further economic development potential, as well as A92 corridor. Further opportunities for sea transportation (freight and leisure) on the Forth and Fife coast as part of Scotland's east coast connectivity requires to be part of NPF4's strategy.

As we look to a green economic recovery, the strategy includes exploring the potential for a more sustainable, resilient logistics and distribution network considering experiences in that area during the Coronavirus pandemic. Fife's Sustainable Energy and Climate Action Plan (2020-30) demands changes to land use to decarbonise how we live and increase the resilience of Fife's communities and economy. Funding from across the public sector will be required to deliver this.

Introduction of tariffs for Electric Vehicle Charging infrastructure

Report by Kevin Anderson Executive Director, Place

Report for Decision

1 Recommendations

Council is recommended to:-

- a. support the introduction of tariffs for electric vehicle charging infrastructure hosted by Midlothian Council as a response to increasing usage of the electric vehicle charging points.
- b. Implement the charging structure outlined in 2.6;
- c. Agree that the net projected income of £0.016 million in 2020/21 be added to Council reserves and the 2021/22 budget be adjusted accordingly.

2 Purpose of Report

Midlothian Council has been providing free electricity for electric vehicles on all EV charging points hosted by the council. The electricity cost for these EV chargers has been rapidly increasing every year, especially at our most popular rapid chargers at Sheriffhall Park & Ride.

Due to the increasing electricity costs it is no longer sustainable for the Council to provide free electricity for public EV infrastructure and Midlothian Council should introduce tariff for electric vehicle charging infrastructure.

Date 22 September, 2020

Report Contact:

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2 Background

2.1 Increased usage of chargers

Electric vehicle car (EV) chargers hosted by Midlothian Council have been increasingly used in last two financial years. Figures 1 to 3 show data from 3 charging points, which are separately metered and where data can be analysed. Other charging EV chargers hosted by Midlothian Council have their electricity metered within the main electricity bill for the site, therefore separate kWh data solely for the EV charger cannot be extracted.

The most popular EV charger site hosted by Midlothian Council is Sheriffhall Park & Ride. At this location there are 2 rapid (50kW) chargers (with an additional 2 to be installed in Autumn 2020) and 2 fast (22kW) chargers. The rapid chargers seem to be the most popular since these draw the most kWh, and the increase in usage is the most pronounced at this site. The average kWh drawn per month has almost doubled from 2018/19 (6,274 kWh) to 2019/20 (11,470 kWh). The associated average cost per month increased from £822 in 2018/19 to £1,782 in 2019/20. This accounts for a 125% increase in expenditure in two financial years. It is also important to note that the average price for kWh increase from £0.13 in 2018/19 to £0.16 in 2019/20. The increase in usage can also be seen in recent months, with consumption in August 2020 more than doubling compared to August 2019 (Figure 1).

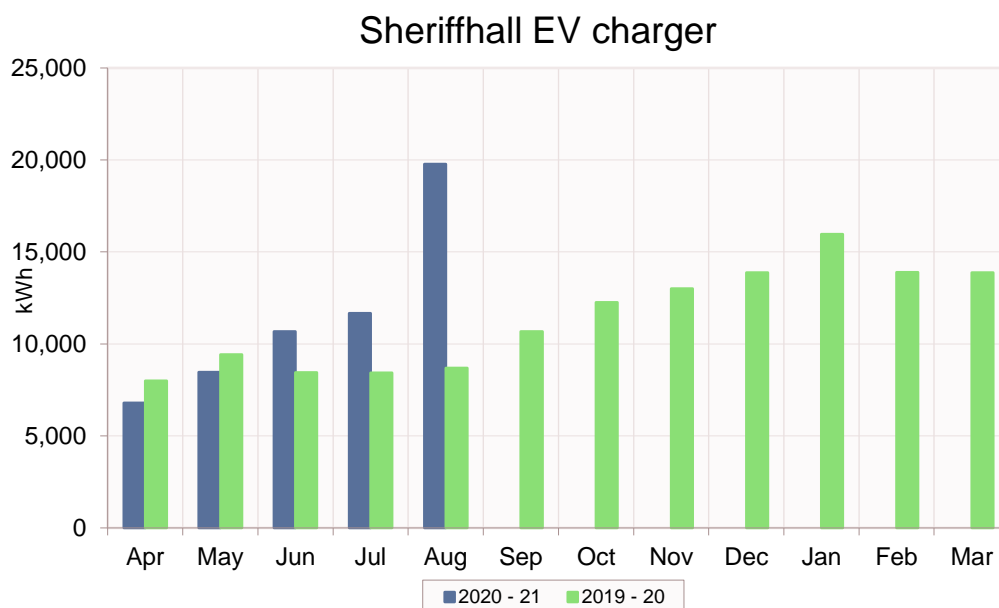


Figure 1: Increase in kWh used by the electric vehicle charging point at Sheriffhall Park & Ride from year 2019/20 to 2020/21.

Figure 2 shows electricity usage data for an EV charger at Indoor Bowling Club Car Park, Dalkeith, which hosts 2 fast (22kW) chargers. Compared to Sheriffhall P&R this location is less popular, which is also mirrored in the lower electricity usage than at Sheriffhall P&R. The electricity usage also increased substantially compared to previous year. In July 2020 the usage rose by 70% compared to July 2019.

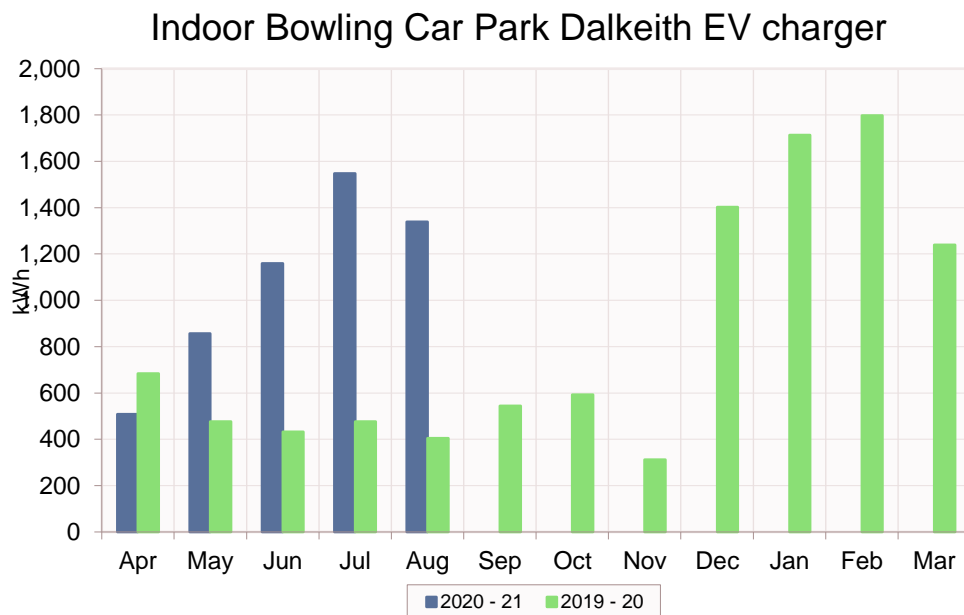


Figure 2: Increase in kWh used by the electric vehicle charging point at Croft Street car park from year 2019/20 to 2020/21.

Figure 3 below depicts kWh usage at Penicuik Leisure Centre EV charger. During April and May 2020 the kWh usage was more than double compared to the previous year. Even though the usage in June and July was slightly lower than last year, it is expected to increase in the future.

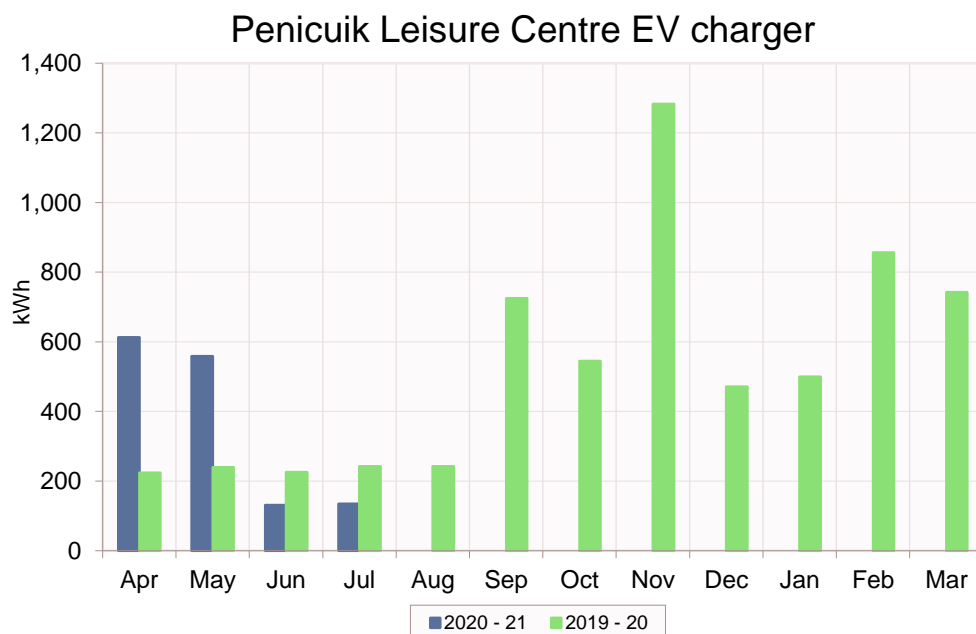


Figure 3: Increase in kWh used by the electric vehicle charging point at Penicuik Leisure Centre from year 2019/20 to 2020/21.

2.2 Tariffs at other Councils in Scotland

Several councils within Scotland have already introduced tariffs for EV charging, which are detailed in Table 1. Other Scottish councils are also in a process of introducing tariffs. The tariffs differ across councils as

there are different models for adopting a tariff. Some councils have chosen to charge a flat tariff for all types of chargers and different connection fee for different type of charger (e.g. Edinburgh City Council). Other councils have chosen to charge more per kWh for the rapid chargers and did not introduce a connection fee (e.g. East Lothian Council). Many councils have also introduced an overstay fee to increase the availability of the EV chargers.

Table 1: EV charging tariffs for individual Scottish Councils.

Council	Tariff* (VAT inclusive)
Edinburgh City	20p/kWh; connection fee: £2 (slow), 30p (fast), £1 (rapid).
East Lothian	Tariff fee is £1.00 minimum charge (not a connection fee) and £0.30 per kWh (rapid) and £0.16 per kWh (fast & slow) thereafter. An automatic overstay fee applies if charging exceeds 45 minutes (only for rapid).
Dundee City	15p/kWh; connection fee: 38p
Dumfries & Galloway	£1.50 minimum charge, with 25p/per kWh
Orkney Islands	£1.00 minimum charge and £0.20 per kWh. There is a penalty charge of £5 if charging exceeds 3 hours.
Moray	£3.80 flat fee per charge.

2.3 Tariffs at private businesses within Midlothian

Other private businesses within Midlothian have also installed EV chargers in their parking lots. The tariffs differ from 15p/kWh at Edinburgh Technopole to 36p/kWh at McDonald's Dalkeith or The Old Colliery Pub & Restaurant.

Table 2: EV charging tariffs introduced by private businesses with Midlothian.

Business within Midlothian	Tariff
IKEA Edinburgh	30p/kWh
Edinburgh Technopole (Bush Estate)	15p/kWh
The Old Colliery Pub & Restaurant (Sheriffhall)	36p/kWh
McDonald's Dalkeith	36p/kWh

2.4 Study case from East Lothian and recommendations from the Electric Vehicle Association

East Lothian Council introduced EV charging tariffs in February 2020. Their model is as following (sourced from eastlothian.gov.uk):

- £0.30 per kWh for rapid charger (over 43kW)
- £0.16 per kWh for other destination chargers (22kW and lower)
- Overstay charge of £1 per minute after 45min of charge only for rapid chargers.
- A minimum charge of £1 per session, which would be waived if the session is interrupted.

A cheaper rate for destination chargers (22kW and less) is designed to motivate users to use destination chargers as well to spread the load to all types of chargers. The overstay charge on the rapid chargers also discourages users to block the bay for other users once the charging finished. It is important for users to understand that the EV charging bays are to be used solely for charging EVs and not as a regular parking bay.

The Electric Vehicle Association (EVA) Scotland has also issued guidance on introducing tariffs. This detailed guidance can be found on their website <https://www.eva.scot/>. Their goal is to ensure that host (e.g. Scottish councils) can provide and maintain the service and to encourage the best practice amongst users of the EV infrastructure. EVA Scotland is opposed to introduction of connection fees as these just encourage misuse of the chargers as users tend to maximise their stay to minimise the costs. Instead they recommend a minimum fee (likely £1) to ensure the cost for each session is at least cost neutral for the host. In terms of the unit cost, EVA Scotland is in favour of tiered tariff, which means that higher the rate of energy (e.g. rapid charger) the greater the cost for the kWh. Also, the tariff should be affordable for users without access to home charging.

2.5 Charge Place Scotland recommendations

The Charge Your Card (CYC) scheme as a part of Charge Place Scotland is responsible for applying the tariff through their back office. They require 21 days' notice to apply the tariff. The CYC back-office collects the generated revenue and forward this to the host (Midlothian Council) on a quarterly basis, minus fees. Their fees detailed below are applied per charging session:

- Transaction fee: £0.36 (including VAT)
- Banking fee: 2.95% of total cost of charging session (including VAT)
- Merchant fee: 1.50% of total cost of charging session (including VAT)

There is also an option to exclude Midlothian Council staff from the tariff, therefore the tariff would only apply to general public users. Their recommendation is to charge 50% extra of the charge per kWh the council is paying for the electricity, i.e. if the council is being charged £0.20 per kWh, Council's tariff for the public should be £0.30 per kWh.

Other options are for setting up overstay charges and maximum possible amount charged for single session.

2.6 Proposal for Midlothian Council

As seen from the EV charging infrastructure, this varies amongst councils and private businesses. Based on the recommendations from East Lothian Council and Electric Vehicle Association (EVA) Scotland, the following terms of EV infrastructure are recommended:

- £0.30 per kWh for rapid charger (over 43kW)
- £0.16 per kWh for rapid and slow chargers (22kW and lower)
- Overstay charge of £1 per minute after 60 min of charge only for rapid chargers (over 43kW).
- A minimum charge of £1 per session, which would be waived if the session is interrupted.

3 Report Implications (Resource, Risk, Digital)

3.1 Resource

The financial implications in 2020/21 and the first full year thereafter are as follows:-

	2020/21	2021/22
	£	£
Estimated Electricity Cost	17,741	23,109
Existing Budget	16,246	16,246
Additional Budget Required	1,495	6,863
Total Income	21,934	38,807
less Fees	(4,067)	(6,465)
Income after fees	17,867	32,342
Additional Income Generated	16,372	25,479

3.2 Risk

A failure to introduce tariffs will put further pressures on council budgets.

There is an operational risk of a charger failure as the charger reverts to 'free to vend' therefore it is important that the maintenance contractor responds within the agreed timescales.

3.3 Digital

No digital service implications

3.4 Ensuring Equalities

There are no equality issues in this service applied to EV chargers.

3.5 Additional Report implications (See Appendix A)

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

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

By introducing the tariffs, Midlothian Council will no longer have to cover the electricity costs associated with the EV charging. The tariff will generate a small income to cover maintenance of the EV charging points.

A.5 Involving Communities and Other Stakeholders

Involvement with Charge Place Scotland.

A.6 Impact on Performance and Outcomes

The proposed initiative will bring realisable efficiencies in internal processes and help deliver modern and reliable services to Midlothian customers.

3.9 Supporting Sustainable Development

Midlothian Council has been supporting the Scottish Government's efforts to transition from diesel and petrol cars to electric vehicles by providing free charging for the electric vehicles since the first EV charger has been installed. Since the electricity costs for the EV chargers has been increasing rapidly every year, it is no longer sustainable for the Midlothian Council to provide free electricity for the EV chargers.

3.10 IT Issues

None.

4 Summary

Other Scottish councils have already introduced tariffs. Neighbouring East Lothian Council has introduced their tariff in February 2020: £0.30/kWh for rapid chargers with overstay fee of £1/min after 45 min, £0.16 for other destination chargers with no overstay charge; minimum £1 charge for any charging session.

The Electric Vehicle Association (EVA) Scotland approves of the tariff model East Lothian has introduced and recommends similar tariff model to be placed by Midlothian Council.

The charging proposal for Midlothian Council: £0.30 per kWh for rapid charger (over 43kW); £0.16 per kWh for rapid and slow chargers (22kW and lower); Overstay charge of £1 per minute after 60 min of charge only for rapid chargers (over 43kW).

Background Papers:

None