



Appendix B

Budget Proposals – Savings Templates

Midlothian Council

21 February 2023

V12 14/02/23

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2.	Supporting individuals and communities to be the best they can be	2
3.	Transforming health and social care	3
4.	Accelerating inclusive growth	4
5.	Carbon neutral by 2030	5
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Financial Outlook 2023/24 to 2025/26 - Measures to address projected budget gaps

	2023/24	2024/25	2025/26	RAG	CAT	TEMP	EQIA
	£m	£m	£m				
Recurring Reductions to Service Budgets from:-							
<i>Corporate Solutions</i>							
1 Redesign of Community and School Libraries	-0.315	-1.029	-1.029	G	1	Y	Y
2 Adopt e-book services	-0.144	-0.144	-0.144	G	1	Y	Y
3 Civic Licencing fees to reflect full cost recovery	-0.050	-0.050	-0.050	G	6	Y	Y
4 Reduce administration costs of benefits process	-0.070	-0.070	-0.210	G	6	Y	Y
5 Fees and Charges summary	-0.038	-0.038	-0.038	G	6	Y	Y
Corporate Solutions	-0.617	-1.331	-1.471				
<i>Place</i>							
6 School Crossing Patrol Service	-0.153	-0.306	-0.306	G	1	Y	Y
7 Remove Christmas light funding	-0.060	-0.060	-0.060	G	1	Y	Y
8 Galas and events support - costs recovery or cancel support	-0.044	-0.044	-0.044	G	1	Y	Y
9 Dalkeith Bowling Green maintenance cancelled	-0.025	-0.025	-0.025	G	1	Y	Y
10 Reduce shrub bed maintenance	-0.036	-0.036	-0.036	G	1	Y	Y
11 PPP School closures during holidays	-0.040	-0.040	-0.040	G	2	Y	Y
12 Cease out of Hours Footpath Gritting	-0.073	-0.073	-0.073	G	1	Y	Y
13 Supported Bus Travel	-0.060	-0.120	-0.120	G	1	Y	Y
14 Community Transport Funding	-0.157	-0.314	-0.314	G	1	Y	Y
15 Economic Recovery - Discretionary charge for Planning Services	-0.010	-0.010	-0.010	G	6	Y	Y
16 Building Standards- increase fees for no statutory duties & continue virtual inspections	-0.006	-0.006	-0.006	G	6	Y	Y
17 Penicuik Recycling Centre closure	-0.109	-0.109	-0.109	G	1	Y	Y
18 Standalone Public Toilet closures	-0.081	-0.081	-0.081	G	1	Y	Y
19 Burials Income raised to Scottish Average value	-0.080	-0.080	-0.080	G	6	Y	Y
20 Non Housing Maintenance budget reduction	-0.300	-0.300	-0.300	G	6	Y	Y
21 Reduction in frequency of grass cutting	-0.025	-0.025	-0.025	G	1	Y	Y
22 Safety Advisory Group SAG Co-ordination fee	-0.025	-0.025	-0.025	G	6	Y	Y
23 Protective Services: Trading Standards Collaboration, Efficiencies & Income Generation	-0.090	-0.090	-0.090	G	1	Y	Y
24 Cease the Night Security Service at Stobhill Depot	-0.150	-0.150	-0.150	G	1	Y	Y
25 Reduce 5 FTE PFM roles	-0.125	-0.125	-0.125	G	6	Y	Y
26 Reduce Countryside Rangers Posts	-0.075	-0.075	-0.075	G	1	Y	Y
27 Cease the Midlothian Community Action Team	-0.436	-0.582	-0.582	G	1	Y	Y
28 Increase Garden Waste Fee	0.000	-0.026	-0.026	G	6	Y	Y
29 Road Construction Consent - charging developers	-0.093	-0.093	-0.093	G	6	Y	Y
30 Location and vehicle advertising	-0.010	-0.025	-0.025	G	1	Y	N
Place	-2.263	-2.820	-2.820				
Place Directorate	-2.880	-4.151	-4.291				
<i>Children, Young People & Partnerships</i>							
<i>Childrens Services, Partnerships and Communities</i>							
31 Transformation of grants funding	-0.089	-0.089	-0.609	G	1	Y	Y
32 Reduction in Instrumental Music Service	-0.444	-0.444	-0.444	R	2	Y	Y
Childrens Services, Partnerships and Communities	-0.533	-0.533	-1.053				
<i>Education</i>							
33 Reduction in non-statutory early years provision	-0.215	-0.215	-0.215	R	2	Y	Y
34 Cease P4 swimming programme	-0.027	-0.027	-0.027	G	2	Y	Y
35 Reduction in commissioned services	-0.500	-0.500	-0.500	G	2	Y	Y
36 Rationalise Home to School and ASN Transport	-0.030	-0.060	-0.090	G	2	Y	Y
37 Devolved School Management Budgets involving other staff groups and budgets	-0.034	-0.034	-0.034	G	2	Y	Y
38 Rationalisation of school estate	0.000	-0.290	-0.290	R	2	Y	Y
39 Reduction in the Devolved School Management Scheme allocation to Schools by 1%	-0.400	-0.607	-0.607	R	2	Y	Y
40 Increase shared headships	-0.017	-0.027	-0.027	R	2	Y	Y
41 Transformation of school week	0.000	-1.500	-2.000	G	2	Y	Y
	-1.223	-3.260	-3.790				
Children, Young People & Partnerships	-1.756	-3.793	-4.843				
<i>Health & Social Care</i>							
<i>Non Delegated Sport & Leisure</i>							
42 Stop all overtime	-0.472	-0.472	-0.472	R	3	Y	Y
43 Community Asset transfer or alt Closure of Newtongrange	-0.136	-0.136	-0.136	R	3	Y	Y
44 Community Asset transfer or alt Closure of Gorebridge Leisure Centre - figures not shown as either / or with Newtongrange	0.000	0.000	0.000	R	3	Y	Y
45 Reduction of Welfare Rights Service	-0.027	-0.027	-0.027	R	3	Y	Y
Health & Social Non Delegated	-0.635	-0.635	-0.635				
<i>Health & Social Care Delegated</i>							
46 UB Delegated Budget - potential reduction	0.000	0.000	0.000	?	3	Y	N
Health & Social Delegated	0.000	0.000	0.000				
Health & Social Care	-0.635	-0.635	-0.635				
<i>Chief Executive</i>							
47 Continuous Improvement - Non-recruitment of vacant post	-0.028	-0.028	-0.028	G	6	Y	Y
48 To remove Internal Audit by 1FTE vacancy	-0.055	-0.055	-0.055	G	6	Y	Y
Chief Executive	-0.083	-0.083	-0.083				
Overall Savings Measures	-5.354	-8.662	-9.852				
Savings Measures Approved by BTSG	-0.401	-0.416	-0.416				

1.		
Directorate	Place	
Service Area	Customer Services	
Proposal	Redesign of Community and School Libraries	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.315	0.714	0.000	1.029
Cumulative savings	0.315	1.029	1.029	1.029
FTE staff impact	11	12	0	23

Description of Savings Proposals
<p>Redesign of the library service, bringing together school and community library provision. Savings figures above are aligned with the removal of staffing in all libraries (school and community) and the implementation of full self-service.</p> <p>Alternative models of delivery to consider include the roll out of self-service in specific locations across the library estate, shared staffing provision across locations, community run options, relocation/co-location in alternative spaces within communities and/or closure. Alternative provision also includes the review of the Mobile Library service and further adoption of the locality Hub and Spoke model.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Shifting how the services provided by Libraries are sustained in communities will inevitably lead to criticism of the Council and needs to be considered in the context of the locality model being considered. Given the integration of Libraries in Hubs it will be a challenge to reduce the property ownership costs and so the focus would be on pursuing different delivery models of delivery which reduce the cost to be met through taxation on a co-production basis with communities.</p> <p>Self-service provision is already available out of hours at the Newbattle and Loanhead Hub libraries.</p> <p>Community and staff engagement would be a key part of any next stage. The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and</p>

additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

2.		
Directorate	Place	
Service Area	Corporate Solutions	
Proposal	Adopt e-book services	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.144	0.000	0.000	0.144
Cumulative savings	0.144	0.144	0.144	0.144
FTE staff impact	0	0	0	0

Description of Savings Proposals
Shift the focus on Libraries to online services and do not replace or refresh the books on offer to customers. The more traditional lending service of Libraries would be impacted and lending would ultimately reduce as stock becomes old and dated, though there are an ever increasing proportion of the population who have moved from physical books to e -books. Library services would shift to other emerging service areas in a Hub & Spoke model.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
Shifting how the services provided by Libraries are sustained in communities will inevitably lead to criticism of the Council but in the absence of funding to support local services sustain the book refresh programme it is an option open to the Council.
The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

3.		
Directorate	Place	
Service Area	Corporate Solutions	
Proposal	Civic Licencing fees to reflect full cost recovery	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.050	0.000	0.000	0.050
Cumulative savings	0.050	0.050	0.050	0.050
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Increase Civic Licencing Fees to reflect full cost recovery. Costs include staff time across Licencing, Corporate Resources, Legal and Governance and Protective Services. These costs have risen in recent years but the charging for processing have remained static; not reflective of the cost to the Council.</p> <p>Benchmarking of Public Entertainment Licences within the LGBF family group show that overall Midlothian is charging less than other local authorities.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Licence applicants will respond negatively to increased charges, even if these simply reflected full cost recovery. It will place additional costs on businesses and voluntary sector.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

4.		
Directorate	Place	
Service Area	Corporate Solutions	
Proposal	Reduce administration costs of benefits process	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.070	0.000	0.140	0.210
Cumulative savings	0.070	0.070	0.210	0.210
FTE staff impact	2	0	2	4

Description of Savings Proposals

The Council administers a range of benefits, including Housing Benefit and Council Tax reductions scheme. The proposal here is to focus on the effective administration of these benefits and seek to reduce the element that falls on the Council by 6%, this will require the effective recovery of overpayments, potentially limiting discretionary awards and careful assessment and evaluation of the benefits payable and grant subsidy arrangements.

Efficiencies can be achieved through more use of e-forms and cessation of paper based processes; introduction of online payments for arrears and e-billing (e.g. council tax). Furthermore the introduction of online claim applications including the ability to upload evidence; and self-service aligned to the revenues system.

Potential challenge to achieving this is the current financial climate and cost of living crisis. There is additional pressure on the service as demand for revenue support increases i.e. increased applications received which require assessment.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

There is no change in policy and all claims and assessments will be dealt with in line with the benefit criteria. The change is about the effective operation of benefits within a pre-defined policy framework.

5.		
Directorate	Place	
Service Area	Corporate Solutions	
Proposal	Fees and Charges – Review and increase Council wide fees and charges	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.038	0.00	0.00	0.038
Cumulative savings	0.038	0.038	0.038	0.038
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Fees and Charges have been reviewed in line with our corporate charging strategy, benchmarking against other local authorities/competitors and ensuring costs to provide the service are met. Council wide charges have remained static since April 2020. Prior to April 2020 a standard inflationary rate of 4.79% was applied across some services.</p> <p>Based on the proposed increases to the Council’s fees and charges it is anticipated that additional income for 2023/24 is £38,000.</p> <p>This includes only income from the increase in fees for:</p> <ul style="list-style-type: none"> • Electric Vehicle charging (Fast and Slow charger types (22kW and lower) with a proposed increase of 118% from 16p per KWh to 35p per KWh), Rapid charger types (over 43kW capacity) with a proposed increase of 66% from 30p to 50p per KWh. In addition, proposals to overstay charges of £1 per minute after 60 minutes of charge for rapid chargers (over 43kW), capped at £30. £1 per minute after 4 hours of charge for fast chargers (8kW-22kW), capped at £30. (Not applied between 22:00 and 08:00) and overstay charge of £1 per minute after 12 hours of charge for slow chargers (up to 7kW), capped at £30. (Not applied between 22:00 and 08:00). Proposals to increase charges cover service costs including maintenance. Benchmarking carried out against other local authorities and private sector shows that Midlothian is charging less for both rapid and fast and slow chargers. Guidance received from Scottish Futures Trust provided further insight into current and planned EV charging prices. • A 15% increase in all street naming and numbering fees, including naming of a new street, allocation of a house name or renumbering/change of address and scaled charges for the naming and numbering of new properties or alternations

to existing properties. Charges for street naming and numbering have been benchmarked with other local authorities.

- New proposed administration charges for the issuing of food hygiene certificates for premises looking for a premises licence under Section 50 of the Licensing (Scotland) Act 2005 and Certificates of Compliance, for street trading vehicles under Section 39 Civic Government Scotland Act.

All other income forecasted from fees and charges is set out in separate budget proposals in this pack as follows:

- Civic Licencing Fees to reflect full cost recovery (document no 3) – est. income £50k
- Economic Recovery – Discretionary charge for Planning Services (document no 15) – est. income 10k
- Building Standards – increase fees for non-statutory duties and continue virtual inspections (document no 16) – est. income £6k
- Burials income raised to Scottish Average value (document no 19) – est. income £80k
- Safety Advisory Group (SAG) coordination fee (document no 22) – est. income £25k
- Increase Garden Waste Fee (document no 28) – est. income £26k **note implementation would be 2024/25 onwards*
- Road Construction Consent – charging developers (document no 29) – est. income £93k
- Location and vehicle advertising (document no 30) – est. income £25k

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes, EQIA

Concessionary rates are available across a range of services in most circumstances.

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

6.		
Directorate	Place	
Service Area	Place	
Proposal	School Crossing Patrol Service	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.153	0.153	0.000	0.306
Cumulative savings	0.153	0.306	0.306	0.306
FTE staff impact	5	5	0	10

Description of Savings Proposals
<p>The Council currently provides school crossing guides to assist children primarily to cross the roads on their journey to and from school. This is a non-statutory service.</p> <p>Aim to implement after Easter break to those with controlled crossings or zebra crossings.</p> <p>Subsequent years is for uncontrolled crossings implementation based on risk review and any engineered mitigations, i.e. traffic controls or the opportunity to align with a possible 20mph speed limit introduction.</p> <p>An alternative sponsorship option for the service is a prospect that could be investigated.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>This would almost certainly lead to substantial concerns raised by parents/guardians of the pupils affected, and others e.g. the elderly or disabled. The EQIA has not identified any further mitigation or issues. However, there is the option to replace guides with controlled crossings (where none exist) although this would have capital and ongoing revenue implications.</p> <p>Communication would be through the schools directly to the parents/guardians affected. In addition there would be a need for wider information release. Communication with staff would be through the normal Council process involving trade unions.</p>

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

7.		
Directorate	Place	
Service Area	Place	
Proposal	Remove Christmas Light Funding	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.060	0.000	0.000	0.060
Cumulative savings	0.060	0.060	0.060	0.060
FTE staff impact	0	0	0	0

Description of Savings Proposals

Council withdraws all resource and support for setting up and dismantling Christmas lights across the county. Where relevant, community groups involved would be required to set up (and maintain) all equipment on an annual basis (or elect to keep lights in place). Pull tests for equipment would be required along with maintenance.

An alternative sponsorship option is a prospect that could be investigated. A rechargeable service from the Council is also an alternative option.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

Event organisers have come to rely on this support. Local events attract a number of residents and visitors which will have a local economic benefit.

Communication with groups could be undertaken at the annual meeting involving councillors and group committees.

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

8.		
Directorate	Place	
Service Area	Place	
Proposal	Galas and events support - costs recovery or cancel support	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.044	0.000	0.000	0.044
Cumulative savings	0.044	0.044	0.044	0.044
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Staff currently assist at a variety of events across Midlothian which predominantly occur outside the normal working day. This includes galas and events in local towns and villages for example in Gorebridge, Newtongrange and Loanhead. Assistance includes the provision, erection and dismantling of marquees, staging and temporary fencing, generators and floral troughs. In addition, staff are engaged and support with litter pick-ups and clearance.</p> <p>Events are supported currently approximately 26 weekends a year. This support costs up to £34,000 per annum and a further £10,000 in grants.</p> <p>An alternative option is for income generation through charging organisations for the full cost recovery of workforce services, staging and facilities provided.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Event organisers have come to rely on this support and have indicated previously that events may not take place without this support. Local galas attract a number of visitors to their event which will have a local economic benefit.</p> <p>Communication with groups could be undertaken at the annual meeting involving councillors and Gala committee staff.</p>

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

9.		
Directorate	Place	
Service Area	Place	
Proposal	Dalkeith Bowling Green maintenance cancelled	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.025	0.000	0.000	0.025
Cumulative savings	0.025	0.025	0.025	0.025
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>This measure would mean that no further maintenance on the green would be carried out other than occasional grass cutting for amenity purposes. The bowling club has approximately 100 members and generally performs well in the local competitions.</p> <p>A rechargeable service for cost recovery is an alternative option.</p> <p>The pavilion building is used by social work clients and it is intended that this would remain open.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>The bowling green has been used for many years by Dalkeith bowling clubs and currently has approximately 100 members. One option may be an asset transfer although there is no evidence that this would be taken up.</p> <p>Members could migrate to other local clubs but the local identity would be lost.</p> <p>Communication with staff would be through the normal Council process involving trade unions.</p> <p>Communication with the affected Dalkeith bowling clubs and any other users would be undertaken and include option for asset transfer.</p>

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10.		
Directorate	Place	
Service Area	Place	
Proposal	Reduce shrub bed maintenance	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.036	0.000	0.000	0.036
Cumulative savings	0.036	0.036	0.036	0.036
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>There are a significant number of shrub beds generally in urban areas. These have been put in place for a variety of reasons including general landscape value, to protect a particular area from parking or to discourage anti-social use. The cost of maintenance is circa £180,000. Through a combination of reduced maintenance and removal a reduction of 20% of the overall cost is achievable.</p> <p>An alternative option is for income generation through sponsored advertising. An alternative option is for community involvement in maintenance and planting.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>There will be a general deterioration in the built environment where standards are reduced. Where shrub beds are removed they will be replaced with grass which will have an ongoing maintenance need. Any further changes would result in significantly increased impact on the built environment and potential safety concerns e.g. at sightlines. It is inevitable that there would be an increase in complaints received.</p> <p>Communication with staff would be through the normal Council process involving trade unions.</p> <p>Communication would be carried out with local communities more widely to advise of the change in grounds maintenance standards together with an offer to work with local communities to mitigate the effects.</p>

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

11.		
Directorate	Place	
Service Area	Place	
Proposal	PPP School closures during holidays	
Strategic Theme	Supporting individuals and communities to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.040	0.000	0.000	0.040
Cumulative savings	0.040	0.040	0.040	0.040
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Closing PPP2 schools (7 primary schools) during school holidays would realise £40k savings. However, this would impact on the increased out of school term use of buildings for early years and nursery groups that have been utilising this space.</p> <p>An alternative is cost recovery from user groups.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources</p>

12.		
Directorate	Place	
Service Area	Place	
Proposal	Cease out of hours Footpath Gritting	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.073	0.000	0.000	0.073
Cumulative savings	0.073	0.073	0.073	0.073
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Cessation of early morning (start time from 05:30am) footpath gritting which would reduce additional payments. Gritting of footpaths would take place during normal working hours, commencing at 7.30am instead, and so no overtime payments.</p> <p>Crews would continue treating road carriageways out of hours.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>By not gritting in the early morning, there is a risk of pavements being dangerous and impacting on the safe routes to schools and amenities in the early part of the day. There would be an impact on accessibility.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

13.		
Directorate	Place	
Service Area	Place	
Proposal	Supported Bus Travel	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.060	0.060	0.000	0.120
Cumulative savings	0.060	0.120	0.120	0.120
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>This measure would see the removal of grants that currently support commercial bus services. As a consequence the bus providers may remove the services in part or in entirety.</p> <p>This currently directly impacts service 339 (since withdrawn by the operator from October); 101/102 bus station charges; 111 ELC cross boundary service; and the SBC cross boundary service.</p> <p>A lead in notice period of 6 months has been included for contract withdrawal in 2023/24.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
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The service loss would be particularly felt by those on low incomes, the elderly and the disabled and may be the only way for these groups to lead a full life.

If the Lothian Buses dividend came to fruition it may be considered prudent to use this to maintain the current service level and still achieve a lesser saving overall. However, this will be challenging given Lothian Buses commitments to CEC in terms of its extra ordinary dividend to support the tram network.

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's

population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

14.		
Directorate	Place	
Service Area	Place	
Proposal	Community Transport Funding	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.157	0.157	0.000	0.314
Cumulative savings	0.157	0.314	0.314	0.314
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>The Council provides grants to HcL (£104k) for Dial-a-Ride to provide individual transport for users unable to access main stream bus services due to the nature of their disability. HcL also operate Dial-a-bus (£61.5k) which offer scheduled services for trips to shopping locations to the same client group.</p> <p>LCTS provide group transport for various voluntary and disabled user groups across Midlothian and provide direct services to Midlothian Council (£106k). They also provide community bus scheduled services in areas not served by mainstream operators (£37k). In addition the Council provide and maintain two vehicles to LCTS and one vehicle to HcL.</p> <p>LCTS provide a Midas driver training service at a discounted rate to the Council.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>A lead in notice period of 6 months has been included for contract withdrawal in 2023/24.</p> <p>Removal of HcL service could mean that some users would not have access to public transport. Loss of LCTS would have a similar impact on transport for the voluntary sector and would impact on social work clients supported by Midlothian Council.</p> <p>Both the organisations involved would be communicated with in terms of any reductions. This in turn would be relayed to the users of these services. Discussions would also be held with colleagues in other services to agree any prospective mitigation measures.</p>

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15.		
Directorate	Place	
Service Area	Place	
Proposal	Economic Recovery – Discretionary charge for Planning Services	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.010	0.000	0.000	0.010
Cumulative savings	0.010	0.010	0.010	0.010
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Income generation - provision of an advisory and check service over and above the measures currently captured as part of the planning application mechanism and charges.</p> <p>Note this is a new charge and requires Council approval which would be assumed through the acceptance of the proposal.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Means discretionary services and helpful services can continue to be provided and an income derived from the same. Provides a resource to allow all applicants the opportunity to engage with Planning Service without seeking independent advice (probably chargeable) from Agents.</p>

16.		
Directorate	Place	
Service Area	Place	
Proposal	Building Standards – increase fees for non-statutory duties and continue virtual inspections	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.006	0.000	0.000	0.006
Cumulative savings	0.006	0.006	0.006	0.006
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Income generation - provision of an advisory and check service over and above the measures currently captured as part of the building warrant application mechanism and charges.</p> <p>Note this is a new charge and requires Council approval which would be assumed through the acceptance of the proposal.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Means discretionary services and helpful services can continue to be provided and an income derived from the same. Provides a resource to allow all applicants the opportunity to engage with Building Standards Service without seeking independent advice (probably chargeable) from Agents.</p>

17.		
Directorate	Place	
Service Area	Place	
Proposal	Penicuik Recycling Centre closure	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.109	0.000	0.000	0.109
Cumulative savings	0.109	0.109	0.109	0.109
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Within the draft waste strategy there are a range of options listed for consideration; Closure of the facility, retention of the facility, upgrading of the facility, moving to a new purpose built site</p> <p>The proposed facility closure would save £86,000 of Waste Services staff costs initially with staff potentially transferring to Stobhill for any current vacancies. Current users of the site would be directed to Stobhill.</p> <p>Site savings amount to £23,000, subject to alternative welfare facilities in the Penicuik area being identified for the area based workforce in other services.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Current users of the site would be required to bring their waste to Stobhill which would result in additional journeys on the road network and inconvenience to users. There is a potential for contamination in the bins and a potential increase in fly tipping.</p> <p>The closure of the site would be communicated widely to existing users.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public</p>

services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

18.		
Directorate	Place	
Service Area	Place	
Proposal	Stand Alone Public Toilet closures	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.081	0.000	0.000	0.081
Cumulative savings	0.081	0.081	0.081	0.081
FTE staff impact	1	0	0	1

Description of Savings Proposals
<p>Closure of the 5 standalone Public Toilets across Midlothian. In the first year there would be a one off capital cost for the demolition of the buildings to avoid continuing rates and utilities liabilities.</p> <p>The residents and visitors of Midlothian would still be able access toilet facilities within our Public buildings such as Penicuik Centre, Lasswade Centre, Newbattle Centre, Loanhead Centre and Dalkeith Art Centre. An alternative toilet access scheme with commercial premises could be investigated.</p> <p>Alternative options are community asset transfer, community group operation, or commercial sale.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>These facilities are regularly closed due to vandalism, with remedial costs incurred, although complete closure may lead to criticism of the Council.</p> <p>Due to the ability to transfer staff between locations, it is expected that employees will be able to be accommodated elsewhere through normally occurring vacancies.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public</p>

services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

19.		
Directorate	Place	
Service Area	Place	
Proposal	Burials Income raised to Scottish Average value	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.080	0.000	0.000	0.080
Cumulative savings	0.080	0.080	0.080	0.080
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Benchmarking with other local authorities show that overall Midlothian is charging less than other councils.</p> <p>Increasing burial charges to derive an increase of £80k brings Midlothian to a comparable level to Scottish Average: Midlothian Exclusive Right of Burial: £866.00; Coffin Interment £827.00. Scottish Averages: £943.43 and £860.46 respectively (CEC £1515.00 and £1322.00)</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

20.		
Directorate	Place	
Service Area	Place	
Proposal	Non-Housing Maintenance budget reduction	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.300	0.000	0.000	0.300
Cumulative savings	0.300	0.300	0.300	0.300
FTE staff impact	0	0	0	0

Description of Savings Proposals
A reduction of £300k from the non-domestic maintenance budget is a significant decrease to the annual budget for property repairs. This would move to a Safe & Secure only maintenance policy on non- housing buildings.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>This would create a deteriorating asset position with little to no repairs and maintenance on the assets.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

21.		
Directorate	Place	
Service Area	Place	
Proposal	Reduction in frequency of grass cutting	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.025	0.000	0.000	0.025
Cumulative savings	0.025	0.025	0.025	0.025
FTE staff impact	0.5	0	0	0.5

Description of Savings Proposals
<p>This measure concerns all rural and urban grass cutting which has a total cost of circa £440,000 per annum.</p> <p>Currently rural verges are cut twice per year at a cost of circa £80,000. This is restricted to one metre from the road edge and is largely to ensure visibility is maintained and the road width is not reduced. It is not proposed that this is reduced.</p> <p>Urban areas are generally in towns and villages adjacent to housing. Currently cuts are twelve times per year. To reduce this to make significant savings would require a significant change to three cuts per year in a number of areas (not all). This would lead to a significant deterioration in the built environment (long grass, excess litter, dog fouling and fly tipping).</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>There would be a significant impact on the built environment with a similar rise in complaints. Whilst efforts would continue to have communities take on grounds maintenance responsibilities this is proving to be a very slow process currently with minimal uptake.</p> <p>Communication with staff would be through the normal Council process involving trade unions.</p> <p>Communication would be carried out with local communities more widely to advise of the change in grounds maintenance standards together with an offer to work with local communities to mitigate the effects.</p>

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22.		
Directorate	Place	
Service Area	Place	
Proposal	Safety Advisory Group (SAG) Co-ordination fee	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.025	0.000	0.000	0.025
Cumulative savings	0.025	0.025	0.025	0.025
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Income generation - commercial events require a significant amount of time from various services across the Council. This would require a fee to be paid to assist in the delivery of the commercial event (not planning or managing the event).</p> <p>Note this is a new charge and requires Council approval which would be assumed through the acceptance of the proposal.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Not applicable to smaller scale, community type events.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

23.		
Directorate	Place	
Service Area	Place	
Proposal	Protective Services: Trading Standards Collaboration, Efficiencies & Income Generation	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.090	0.000	0.000	0.090
Cumulative savings	0.090	0.090	0.090	0.090
FTE staff impact	2	0	0	2

Description of Savings Proposals
<p>A Chief Officer for Weights & Measures is required to be retained to satisfy the Council's legal obligations, other staff reduction is a prospect, or alternative service delivery could be through Protective Services witnessing corroboration and regulatory work.</p> <p>An alternative cost reduction option is to initiate and engage in a Trading Standards collaborative model with neighbouring authorities to best utilise resource across the region, and explore options for a shared service, which could result in the reduction of the current FTE.</p> <p>Introduce/initiate:</p> <ul style="list-style-type: none"> • Primary Authority Agreements • Fixed Penalty Notices • Trusted Trader Scheme • Negotiation of existing contracts and revision of fees and charges across Protective Services • Training delivery on a chargeable basis • Discretionary charges for non-statutory activities across Protective Services

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Reduction in statutory service provision creates a risk. The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for</p>

public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources. Retaining current establishment across the regulatory services of Protective Services safeguards our communities and visitors. The participation within a regional collaborative model ensures expertise and targeted campaigns benefit our citizens as well as regional deterrence and diversion of crime. The income/savings proposal whilst generating equivalent targets, retains existing staffing establishment and maximises regulatory outcomes.

24.		
Directorate	Place	
Service Area	Place	
Proposal	Cease the Night Security Service at Stobhill Depot	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.150	0.000	0.000	0.150
Cumulative savings	0.150	0.150	0.150	0.150
FTE staff impact	2	0	0	2

Description of Savings Proposals

The positioning of redeployable CCTV units would negate the requirement to have an omni-presence onsite. Key holders would be allocated as part of existing standby arrangements for BMS, Waste and Land Services.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

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25.		
Directorate	Place	
Service Area	Place	
Proposal	Reduce 5 FTE PFM roles	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.125	0.000	0.000	0.125
Cumulative savings	0.125	0.125	0.125	0.125
FTE staff impact	5	0	0	5

Description of Savings Proposals

Existing Grade 1 vacancies deletion would realise an equivalent 5FTE posts across the Property & Facilities Management Team from a range of part time roles.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

26.		
Directorate	Place	
Service Area	Place	
Proposal	Reduce Countryside Rangers Posts	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.075	0.000	0.000	0.075
Cumulative savings	0.075	0.075	0.075	0.075
FTE staff impact	2	0	0	2

Description of Savings Proposals
Senior Countryside Ranger post would be retained to maximise the number of voluntary hours currently being realised and benefiting the Council. Remove 2 FTE Grade 5 Countryside Rangers Posts

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Risk that volunteer offering from communities is impacted by withdrawal and necessary tasks revert to limited workforce.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.</p>

27.		
Directorate	Place	
Service Area	Protective Services – Place	
Proposal	Cease the Midlothian Community Action Team	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.436	0.146	0.000	0.582
Cumulative savings	0.436	0.582	0.582	0.582
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>This proposal would be to terminate the SLA between Midlothian Council and Police Scotland for the Midlothian Community Action Team (MCAT). Currently, this provides 2FTE Police Scotland Sergeants and 12FTE Police Scotland Constables. The aim of the MCAT is to impact positively on the quality of life within the communities of Midlothian, concentrating on preventing anti-social behaviour and crime.</p> <p>It should be noted that the current contract ends on 31 March 2024 and is currently circa 582k/year. If the contract was to be terminated early, the Council is required to give three months written notice, therefore no savings would be realised until part way into 23/24 (this proportion can only be fully understood at the point that members agree to this proposal i.e. if this is agreed in March 2023, then the contract would end no sooner than 30 June 2023, so the first year savings would be 75% of the annual costs)</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>There would be a negative impact on community safety and anti-social behaviour and there would be a decrease in Police Scotland support and activity as a result of this proposal.</p> <p>The Council's statutory responsibilities of developing and implementing an ASB Strategy and also council housing landlord responsibilities would require as a minimum an alternative resource provided in an ASB/ Housing Officer Grade 6 role to fulfil those.</p> <p>The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to</p>

increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

28.		
Directorate	Place	
Service Area	Neighbourhood Services – Place	
Proposal	Increase Garden Waste Fee	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.000	0.026	0.000	0.026
Cumulative savings	0.000	0.026	0.026	0.026
FTE staff impact	0	0	0	0

Description of Savings Proposals	
Income Generation.	
Propose annual fee increase for the non- statutory, optional Garden Waste collection service from current £35.00 up to £37.00 in 2024/2025.	
Assuming Same Current Customer Base in 2023/24	No. 19,582
Increased Annual Subscription Cost from 24/25	£37.00
Current Income 2024/25 Budget Increase	724,534 26,467
Benchmarked values in 2022/23 with other councils- City of Edinburgh Council and Stirling Council are £35.00 Highland Council charge £47.74 Perth & Kinross Council, East Renfrewshire Council and Moray Council are £40.00	

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
Garden Waste collection is a non- statutory, optional service with no Equalities outcomes. The online service request can be accessed at libraries where facilities and assistance is provided for customers requiring digital support.
The subscription portal opens each year in January and customers then have until mid- February to “sign up and pay”. This gives time to check the addresses and pass them to the mail fulfilment company before collections start on 13 March.

To reduce the admin burden/cost of the service, we aim to introduce payments “phases” rather than allow customers to sign up and pay at any time.

We propose to have the initial payment phase and then “suspend” this while processing the bin stickers issue. This would then “re-open” after a couple of weeks ie:

Jan to mid-February – Registration Phase 1

March to 30 March – Registration Phase 2

April to 11 May – Registration Phase 3 etc

This also means customer receive their bin sticker a maximum of 2 weeks after payment, rather than the current 6 weeks.

From a customer consultation in 2021, 63% of respondents would prefer set payment “phases” as we propose.

29.		
Directorate	Place	
Service Area	Neighbourhood Services – Place	
Proposal	Road Construction Consent - charging developers	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	N

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.093	0.000	0.000	0.093
Cumulative savings	0.093	0.093	0.093	0.093
FTE staff impact	0	0	0	0

Description of Savings Proposals
<p>Income Generation.</p> <p>To bring income from developers into line with expenditure and simplify the charging process it is proposed that the charging mechanism be changed. Instead of an hourly rate it is proposed that a fixed fee be charged in relation to the size of the Road Bond. The charge rate will be 4.5% of the bond value. The fee increase is also comparable to other local authorities.</p> <p>A proposed fee increase is contained in the separate Fees & Charges exercise for an hourly rate of £77.70 to full cost recovery in contrast to the present £42.81 and will be included hereinafter in the fees & charges exercise.</p> <p>Section 21 of the Roads (Scotland) Act 1984 (the Act) requires that any person or organisation who seeks to construct a new road, or an extension of an existing road, must first obtain a Road Construction Consent (RCC). This is additional to planning consent.</p> <p>Before commencement a developer must first lodge security with the Council in the form of a road bond or cash to cover the cost of providing the roads to the standard set out in the RCC if the developer is unable to do so. Depending on the size of the development the road bond value can reach around £2m but is more typically around £0.5m.</p> <p>Section 140 of the Act gives the Council the power to recover costs for inspecting roads which are constructed by developers. These inspections are performed by officers in the RCC and Street Lighting teams during the construction process to ensure that the road is built in accordance with the consent.</p> <p>Developers are charged from officer timesheets on an hourly basis at a rate of £42.81 per hour. This charging mechanism currently recovers less than half of the cost to the</p>

Council. The Council is subsidizing this service for developers. In addition, due to the increase in developer activity in recent years that has put significant pressure on the team impacting on turnaround times and customer service.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

The proposal does not have a significant detrimental impact on equalities, the environment or economy.

A downturn or recession in the economy may lead to a risk of reduction or pause in the pace of development. This would mean that income would not cover the full costs of officers. The current pipeline of 800 housing units per year planned for the next decade and more provides some reassurance.

30.		
Directorate	Place	
Service Area	Neighbourhood Services	
Proposal	Location and vehicle advertising	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Y

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.010	0.015	0.000	0.000
Cumulative savings	0.010	0.025	0.025	0.025
FTE staff impact	0	0	0	0

Description of Savings Proposals
Income generation - tender an advertising offer for council vehicles and prime location spaces i.e. traffic roundabouts for commercial advertising income and also a sponsorship option for services is a prospect to be investigated.
Note this is a new charge and requires Council approval which would be assumed through the acceptance of the proposal.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county's population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

31.		
Directorate	Children, Young People and Partnerships	
Service Area	Children's Services, Partnerships and Communities	
Proposal	Transformation of grants funding	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Yes (reduced in previous years)

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Cumulative savings removal of all 3 year large grants	0.000	0.000	0.520	0.520
Cumulative savings removal of annual small grants	0.089	0.089	0.089	0.089
FTE: Will impact Third sector staff	0	0	0	0

Description of Savings Proposals
<p>Currently, the council offers large grant funding for a three year period which currently supports 28 community/third sector projects and initiatives aimed at reducing poverty, improving health, learning outcomes, climate change and supporting the most vulnerable members of our communities. Funding was allocated and approved at full Midlothian Council > Meetings (cmis.uk.com)</p> <p>This proposal is to review allocation of large grants from 2025 onwards.</p> <p>Small grants are awarded annually to small locally based groups/organisations to tackle priorities such as carbon emissions, improving health and learning outcomes and reducing economic circumstances. The maximum grant awarded to any organisation/group is £3,000.</p>

32.		
Directorate	Children, Young People and Partnerships	
Service Area	Children's Services, Partnerships and Communities	
Proposal	Reduction in Instrumental Music Service	
Strategic Theme	Fostering empowered, inclusive, resilient and safe communities	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	No

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.444	0.000	0.000	0.444
Cumulative savings	0.444	0.444	0.444	0.444
FTE staff impact	8.8	0	0	8.8

Description of Savings Proposals
As a result of a Scottish Government and COSLA agreement, no charging fees for children learning a musical instrument was introduced academic session 2021/22. The proposal is to operate an instrumental music service within the funding provided by the Scottish Government; this will equate to £206k.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Within the funding available, prioritisation would be given to supporting those studying for music qualifications within secondary schools.</p> <p>Over 1,200 pupils currently access the instrumental music service, less than 10% are eligible for free school meals.</p>

33.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Reduction in non-statutory early years provision	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	No

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.215	0.000	0.000	0.215
Cumulative savings	0.215	0.215	0.215	0.215
FTE staff impact: Might impact PVI staffing				

Description of Savings Proposals
<p>Good Time to be Two hours is available for 2 years olds within Midlothian in certain situations in line with the Scottish Government criteria Funded early learning and childcare - mygov.scot Local authorities have discretion to award further places based on circumstances beyond that included within the Scottish Government criteria.</p> <p>The proposal is to remove the use of discretionary allocations. This would provide a saving of circa £215k</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Removal of support that is currently available to parents and children who may be in need due to trauma, illness or change in family circumstance</p> <p>EQIA available</p>

34.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Cease P4 swimming programme	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.027	0.000	0.000	0.027
Cumulative savings	0.027	0.027	0.027	0.027
FTE staff impact : potential on Sport and Leisure staff				

Description of Savings Proposals
<p>Currently swimming is provided for free to all primary 4 pupils across the authority, in blocks of 12 weeks with lesson periods of forty minutes.</p> <p>The Learn to Swim programme would be offered to all pupils who cannot swim and would otherwise have benefitted from school swimming lessons.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Benefits:</p> <ul style="list-style-type: none"> The current programme is staff intensive and the revised model will free up staff to support in-class learning. <p>EqlA available</p>

35.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Reduction in commissioned services	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.500	0.000	0.000	0.000
Cumulative savings	0.500	0.500	0.500	0.500
FTE staff impact: May impact staffing at partner organisations				

Description of Savings Proposals
<p>The proposal is to review all service contracts as they come up for renewal.</p> <p>There is currently c£1.3m of contracted third party services/arrangements. Taking into consideration statutory provisions, we may be able to realistically save £500k.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Benefits:</p> <ul style="list-style-type: none"> • There are potentially budget savings to be had, mainly through the Early Years. <p>Risks:</p> <ul style="list-style-type: none"> • Removal of commissioned services may impact some of our more vulnerable children and families. <p>EqlA available</p>

36.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Rationalise Home to School and ASN Transport	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.030	0.030	0.030	0.090
Cumulative savings	0.030	0.060	0.090	0.090
FTE staff impact	Mainstream transport provision is outsourced			

Description of Savings Proposals		
<u>School transport</u>		
<p>Jointly with the Transport Team, we propose to increase the distance for eligibility to free transport for all Secondary age pupils from 2 to 3 miles. Current legislation requires us to provide transport for all pupils over the age of eight years where the safe walking route is more than three miles, for those up to eight years the current legislation is for routes over two miles. The introduction of the National Entitlement Card also provides an opportunity to replace some of our school transport with public transport, which would provide additional savings. Neighbouring authorities are already signposting pupils to public transport timetables and promoting the NEC cards.</p> <p>Recent transport costs are highlighted in the table below.</p>		
	2022	2021
Primary & Secondary	1,311,905	1,515,057
Special	867,613	804,268
Total	2,179,518	2,319,325
<u>ASN Transport</u>		
There is scope to review our ASN transport in line with other authorities.		

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

School transport

Benefits:

- Aside from budgetary benefits, this would contribute positively to our carbon neutral strategy
- The healthiest and most fun way for children to get to school is by **walking, cycling and scooting**.
- Making more use of active travel options will improve their physical and mental health too.

Mitigating Action:

- Provision of safe walking routes

EqIA available

37.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Devolved School Management Budgets involving other staff groups and budgets	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	No

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.034	0.000	0.000	0.000
Cumulative savings	0.034	0.034	0.034	0.034
FTE staff impact: Change in job remit and responsibilities				

Description of Savings Proposals
<p>Proposal:</p> <p>We propose that each ASG should have their own Business Manager who would provide peripatetic support to the primary schools.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Benefits:</p> <ul style="list-style-type: none"> • Along with the central business support team, the Business Managers would also be responsible for inductions and ongoing training of the admin teams in schools, raising the calibre of our staff and creating ongoing efficiencies in our Education provision. • The ASG BMs would work closely with the central Business Support Team, which would strengthen the relationships between the centre and the schools even further. This would be particularly beneficial in terms of the information flowing from the schools to the centre. • Similar models are currently applied at other local authorities, therefore, there is strong evidence of the benefits it provides in practice. <p>Risks:</p> <ul style="list-style-type: none"> • This model is a change for the current structure, we would need to carefully consider the training requirements to implement this model successfully and undertake a service review in line with our managing change policy. <p>EqlA available</p>

38.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Rationalisation of school estate	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.000	0.290	0.000	0.290
Cumulative savings	0.000	0.290	0.290	0.290
FTE staff impact: staff redeployed				

Description of Savings Proposals

The proposal is to seek Council approval to undertake a statutory consultation on the closure of St Matthew’s RC PS. There is currently 51 children over three classes attending the school. Midlothian Council does not own the school building which is category C condition and suitability. The proposed savings relate to staffing and utility costs.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

Benefits:

- There may be further benefits in terms of educational outcomes as pupils would be able to experience a broader range of learning experiences, in which they could interact with a larger group of peers at their age and stage.

Risks:

- If approved, the impact on Rosewell PS and St Mary’s RC PS will require to be factored into school roll projections.

EqIA available

39.		
Directorate	Children, Young People and Partnerships	
Service Area	Education	
Proposal	Reduction in the Devolved School Management Scheme allocation to Schools by 1%	
Strategic Theme	All children, young people and adults are supported to be the best they can be	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.400	0.207	0.000	0.607
Cumulative savings	0.400	0.607	0.607	0.607
FTE staff impact				

Description of Savings Proposals			
<p>Include:</p> <p>The Devolved School Management scheme (DSM) is the funding provided to early learning and childcare, primary, secondary and special schools. It includes staffing (teaching & non-teaching), educational supplies, staff development, property repairs, cleaning materials, excursions, copyright and other supplies. Staffing accounts for 98% of a schools DSM budget.</p> <p>This measure would involve pursuing an initial percentage cut from each school budget (proposed 1%) or a cash target.</p> <p>Savings:</p> <p>The table below presents the savings for two options:</p> <ul style="list-style-type: none"> • 1% of the total schools budget. Savings: £607k • 1% of the non-staff budget only. Savings: £13k 			
	Primary Devolved	Secondary Devolved	TOTAL
Teachers	30,200,000	25,598,000	55,798,000
Non Teachers	1,662,000	1,959,000	3,621,000
Non Staffing	731,000	579,000	1,310,000
TOTAL	32,593,000	28,136,000	60,729,000
1% TOTAL	325,930.00	281,360.00	607,290
1% Non-staffing only	7,310.00	5,790.00	13,100

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

Benefits:

- Depending on the amount we pursue, the clawback could lead to significant savings.

Risks:

- Impact on closing the poverty related attainment gap exacerbated by the pandemic due to reduced staffing and resources.
- There is a reputational risk of presenting a five-year plan that focuses on improving attainment in our schools, while simultaneously reducing the resources/ability to help achieve this outcome.
- This will lead to a reduction in support staff which would impact on the workload of school management as well as our more vulnerable children and young people.
- A full clawback means loss of teachers. This must be considered in conjunction with the proposal to reduce Education staffing levels in schools and ELC settings.
- Activities currently funded by schools such as, skiing at Hillend may have to cease because of the reduction in budget to schools. This would have an impact on the revenue and staffing required at Hillend.

EqIA available

40.	
Directorate	Children, Young People and Partnerships
Service Area	Education
Proposal	Increase shared headships
Strategic Theme	All children, young people and adults are supported to be the best they can be
Proposal (requires Council Approval)	Yes
RAG Rating: RED	Has the Proposal been presented to Council previously?

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.017	0.010	0.000	0.027
Cumulative savings	0.017	0.027	0.027	0.027
FTE staff impact depends on the model chosen				

Description of Savings Proposals
<p>Head teacher recruitment is becoming increasingly difficult, from the number of applications to the calibre of applicants. This is recognised nationally and is, in part, due to the requirement for suitable candidates to hold the Into Headship qualification. With this, there is an opportunity to develop the way we recruit head teachers that will strengthen our leadership and promote more collaborative working.</p> <p>Proposal: We propose that our smaller schools enter into joint Headships, within their ASG. We currently have successful joint headships in the authority (Sacred Heart and St Matthew's), and this model could be replicated across the authority.</p> <p>We are presenting two options. Capping the total roll of the shared schools to 300 or capping the roll of the schools to be in line with our largest primary school, Woodburn (700). Introducing a shared headship does require us to maintain some level of management across the schools so we may need to appoint additional deputy head teachers or principal teachers to ensure there is appropriate management available at all schools at all times.</p> <p>Savings: The savings from the two options are presented below. As anticipated, while there are savings to be realised with head teacher salaries, there is a significant increase in the costs associated with deputy head teachers and principal teachers. This requirement is set out in the current DSM. If we wanted to review the management time allocations, we would need to overhaul the DSM and undergo further consultation.</p>

Option One –Three Shared Headships				
	HT	DHT	PT	TOTAL
Current	486,906	146,790	302,870	936,566
Proposed	258,656	289,645	363,444	911,745
<i>Diff</i>	228,250	- 142,855	- 60,574	24,821
Option Two – Seven Shared Headships				
	HT	DHT	PT	TOTAL
Current	1,341,198	879,160	1,150,906	3,371,264
Proposed	674,608	1,458,236	1,211,480	3,344,324
<i>Diff</i>	666,590	- 579,076	-60,574	26,940

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

Benefits:

- One of the key drivers for the shared headship model is to strengthen leadership pathways, especially for those aspiring to be head teachers (by creating more DHT posts) and those in headships already who aspire to take on wider responsibilities.
- Joint headships would decrease the ongoing recruitment challenges, which is already becoming costly.

Risks:

- There is a reputational risk associated with this strategy.
- This would be an overhaul of the current structure which would mean removing HTs from their current posts or waiting for HT posts to become vacant. Both options would be costly and time consuming, with very little reward if we are to follow the management time of the DSM allocations.
- In order to realise any significant savings, we would need to adjust the DSM and seek re-approval with MNCT. Given the controversial nature of this proposal, this will be difficult.

EqlA available

41.	
Directorate	Children, Young People and Partnerships
Service Area	Education
Proposal	Transformation of school week
Strategic Theme	All children, young people and adults are supported to be the best they can be
Proposal (requires Council Approval)	Yes
RAG Rating: GREEN	Has the Proposal been presented to Council previously?

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.000	1.500	0.500	2.000
Cumulative savings	0.000	1.500	2.000	2.000
FTE staff impact				

Description of Savings Proposals
This proposal is to redesign the primary school week and a review of the secondary school curriculum.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>Benefits:</p> <ul style="list-style-type: none"> The redesign of the primary week could support Scottish Government plans to increase non-contact time. A revised secondary curriculum would allow our pupils to enjoy a greater depth and breadth of choice with regards to subjects offered. <p>Risks:</p> <ul style="list-style-type: none"> We are still to receive confirmation of the additional funding that will be required to accommodate a reduction in class contact time. Any changes to the curriculum needs to be appropriate to meet local needs of children and young people of Midlothian as well as national expectations (CFE, ASFL etc.). <p>EqIA available</p>

42.		
Directorate	Health and Social Care	
Service Area	Sport and Leisure	
Proposal	Stop All Overtime	
Strategic Theme	Transforming Health and Social Care	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.472	0.000	0.000	0.472
Cumulative savings	0.472	0.472	0.472	0.472
FTE staff impact				

Description of Savings Proposals
<p>The proposal is to stop all overtime within Sport and leisure as a cost saving measure. Staff would work their contracted hours only with no option of overtime.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>The service is reliant on overtime throughout the year, primarily to accommodate staff annual leave, and stopping overtime would result in service reductions and periodic leisure centre closures. Whilst the service would work hard to mitigate these, no guarantee could be given that closures would not affect times when leisure facilities are more busy. There is a further risk that closures would further erode the membership base.</p> <p>Whilst there are current opportunities, through a staffing review, to reduce a reliance on overtime, there remains and would remain a need for some overtime to ensure current opening hours were maintained in all circumstances.</p> <p>This proposal will impact on a range of ages in the areas affected should the proposal result in shorter opening hours as this is most likely to affect weekends and evenings. Leisure facilities are open to all and used by all ages.</p> <p>Currently, Sport and Leisure provide opportunities at reduced rates (and in some cases, free) for people who meet the criteria set. The opportunity to provide these in their local community would be lost with closure and the ability of people to access resources further from home would be significantly compromised due to their economic circumstances.</p>

43/44.		
Directorate	Health and Social Care	
Service Area	Sport and Leisure	
Proposal	Community Asset Transfer or alt Closure of Leisure Centre – Newtongrange or Gorebridge	
Strategic Theme	Transforming Health and Social Care	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Cumulative savings - Newtongrange	0.136	0.136	0.136	0.136
Cumulative savings - Gorebridge	See note below	See note below	See note below	See note below
FTE staff impact	4.34	0	0	4.34

Description of Savings Proposals

This measure would be to either close one of the non-hub Leisure Centres in Midlothian - in Newtongrange or Gorebridge – or undertake a Community Asset Transfer. Either measure would result in the loss of Sport and Leisure facilities in that location. The saving actualised would be as follows:

- Gorebridge – Based on actual 2022/23 activity if this centre was to close the savings made on costs would be £244k, however the income that would be lost is £22k. The net effect being a **£222k** saving.
- Newtongrange – Based on actual 2022/23 activity if this centre was to close the savings made on costs would be £152k, however the income that would be lost is £16k. The net effect being a **£136k** saving.

The income figures do not vary markedly from 2019/20 (pre-Pandemic).

Both Centres provide a range of activities alongside gym access:

- Group sessions or classes – classes provided to members and customers;
- Private bookings where an individual or community group hire facilities and are charged room hire as per the scale of the charges;
- NHS activity where staff lead a group of individuals to aid them in their recovery.

Income can be variable due to fluctuations in “pay-as-you-go” customers. Also, some classes are have low income yield but high numbers so it is not always a clear picture.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

Currently, Gorebridge have 171 members paying monthly direct debits and Newtongrange has 427. This is determined by where the member took out their membership and the facility they use the most as Tone Zone members can use any leisure facility in Midlothian. There is some evidence that both Gorebridge and Newtongrange members also use Newbattle Leisure Centre with a degree of frequency.

Usage figures for both sites for Tone Zone only usage (October 2022 – December 2022):

- Gorebridge: 1743;
- Newtongrange: 849.

This figure refers to an episode of Tone Zone usage and incorporates “pay-as-you-go” customers, Access to Midlothian customers (free and concession) and Tone Zone members.

The benefits of this measure are as follows:

- There are clear budget savings by closing a Leisure Centre.
- Customers can access any Leisure Centre in Midlothian as part of their membership currently so, in theory, customers would have access to Leisure facilities.

The risks of this measure are as follows:

- Reputational risk.
- Opposition from community affected as each Leisure Centre covers a specific geographical area.
- Evidence suggests most customers use their local Leisure Centre so likely to be loss of customers from area affected by closure.

45.		
Directorate	Health and Social Care	
Service Area	Welfare Rights	
Proposal	Reduction of Welfare Rights Service	
Strategic Theme	Transforming health and social care	
Proposal (requires Council Approval)	Yes	
RAG Rating: RED	Has the Proposal been presented to Council previously?	Yes

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.027	0.000	0.000	0.027
Cumulative savings	0.027	0.027	0.027	0.027
FTE staff impact	0.6 Reduction	0	0	0.6 Reduction

Description of Savings Proposals
<p>This proposal is to reduce the number of Welfare Rights Officers against a value of £27,000. This corresponds to approximately 0.6WTE of a Welfare Rights Officer.</p> <p>The Welfare Rights Service is managed by Midlothian Health and Social Care Partnership although is a non-delegated service so sits out with the Midlothian Integrated Joint Board. The Welfare Rights Service has two main components:</p> <ul style="list-style-type: none"> • The Welfare Rights Team that provides welfare benefits advice to individuals who are being supported by Midlothian Social Care Services and also advice to cancer patients in partnership. The service to cancer patients is provided in partnership with McMillan Cancer Support • Funding to support community based benefits advice services in Midlothian. Currently this is contracted to Citizen’s advices who operate CAB service in Dalkeith and Penicuik. <p>Welfare rights services include:</p> <ul style="list-style-type: none"> • Welfare advice and benefits checks • Help with applying for benefits • Help in a crisis, e.g. if you have no money • Help with benefit appeals and tribunal representation • Basic debt and housing advice. <p>The Welfare Rights Team are employed by Midlothian Council. In the past year this team has supported approximately 1000 individuals and generated financial gains of £4.3m for the people they supported. The close working with colleagues in the Health and Social Care Partnership mean that they are able to respond to many or the most vulnerable people in Midlothian. They work significantly in No.11, the Justice, Mental Health and Substance Use Hub – these clients represent some of the most vulnerable people in society and bring a high level of acuity and complexity.</p> <p>The Team attempts to operate without a waiting list, although not always possible but this means caseloads are high and there is no evidence that activity will lessen and</p>

there is some early evidence to suggest that activity will increase.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

A reduction of 0.6WTE of a Welfare Rights Officer would broadly result in 130-140 fewer people being engaged with per annum and would therefore see incomes not being maximised. There is also a risk of waiting lists increasing.

It is anticipated there will be in increased pressure on all welfare rights service in the coming years due to the overall economic position and the pressures that increases in the cost of living will have on households that are already stretched financially.

Proposal Template

46.	
Directorate	Health and Social Care
Service Area	IJB Delegated Budget
Proposal	IJB Delegated Budget – potential reduction
Strategic Theme	Transforming health and social care
Proposal (requires Council Approval)	Yes
RAG Rating:	Has the Proposal been presented to Council previously?

Forecast Savings	2023/2 4	2024/2 5	2025/2 6	Total
	£m	£m	£m	£m
Incremental savings				
Cumulative savings				
FTE staff impact				

Description of Savings Proposals
<p>Members may wish to consider a reduction of their offer to the IJB for delegated services. This should be considered in the context of Scottish Government correspondence on maintaining a minimum cash flat IJB budget plus additional annual funding flowing through the Local Government Finance Settlement as described in sections 3.20 and 4.3 to 4.6 of the Medium Term Financial Strategy – 2023/24 to 2027/28 report.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA

47.		
Directorate	Chief Executive	
Service Area	Continuous Improvement Team	
Proposal	Continuous Improvement Team - Non-recruitment of vacant post	
Strategic Theme	Reviewing income, concessions and other contributions	
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.028	0.000	0.000	0.028
Cumulative savings	0.028	0.028	0.028	0.028
FTE staff impact	1	0	0	1

Description of Savings Proposals
Remove existing Grade 4 vacancy.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
<p>The Continuous Improvement Team functions include responsibility for Performance Management and Reporting at a corporate level. Removal of the Grade 4 post will reduce the future capacity of the performance function of the team resulting in reduced development activity relating to performance monitoring and reporting.</p> <p>Future developments in respect of ‘Pentana’ the online browser for Performance Management data, while continuing to progress, will be impacted in terms of delivery timescales. However, the ongoing focus and development of digital tools, automation and data analytics via the Digital Strategy could provide a potentially more efficient and effective approach to what is currently a significant time consuming exercise to produce quarterly and annual reports which could mitigate the reduction in FTE.</p> <p>The initial impact will be monitored in terms of statutory and quarterly corporate performance activities and a close link to the project looking at the development of the proposed Midlothian Office of Data Analytics (MODA) as part of the Digital Strategy will inform future considerations.</p>

48.		
Directorate	Chief Executive	
Service Area	Internal Audit	
Proposal	To remove Internal Audit by 1FTE vacancy	
Strategic Theme		
Proposal (requires Council Approval)	Yes	
RAG Rating: GREEN	Has the Proposal been presented to Council previously?	

Forecast Savings	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m
Incremental savings	0.055	0.000	0.000	0.055
Cumulative savings	0.055	0.055	0.055	0.055
FTE staff impact	1	0	0	1

Description of Savings Proposals
Remove existing vacancy.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes. Include EQUiA
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The internal audit workplan will require to be revised and presented to audit committee as part of the 2023/24 planning process, a more significantly risk based process will need to be applied as a result of reduced staff capacity removing a third of the auditor capacity. As a result of the reduction in Internal Audit Staff there may not be the capacity to complete enough work to provide and maintain moving forward a full opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control. Limitation of scope of the of the opinion would then be reflected in the Annual Governance Statement as advised in the CIPFA Guidance to Internal Auditors and the Leadership Team and Audit Committee of Local Government Bodies Head of Internal Audit Annual Opinions: Addressing the Risk of a Limitation of Scope, November 2020.

As per the CIPFA guidance consideration will be given to the mitigating actions that can be taken to review the audit processes to mitigate the risk including the following:

- Streamlining audit processes to increase capacity, beyond what has already been achieved.
- Narrowing the focus of audit scopes to examine only key risks, beyond what is already completed.
- Buying in audit expertise from an external provider or considering a deepening of the Shared Service Arrangement with East Lothian Council.
- Evaluating any requests for advisory work and prioritising assurance work and advisory work that supports the annual opinion.

- Avoiding diversion of internal audit staff on to counter fraud work, or other non-core audit work, beyond that which is already accommodated within the plan.
- Increasing communication with client services to help ensure good co-operation from client services and avoid unnecessary delays in undertaking engagements, beyond what is already in place.

Review of the assurance requirements as part of the planning process will then be completed with the Audit Committee on an annual basis to confirm that enough assurance can be provided and that the Internal Audit Team is appropriately resourced to provide the appropriate assurance for the Council.