

Notice of Meeting and Agenda



Midlothian Council

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

Date: Tuesday, 27 June 2023

Time: 11:00

Executive Director : Place

Contact:

Clerk Name: Democratic Services

Clerk Telephone:

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

Further Information:

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

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

1 Welcome, Introductions and Apologies

2 Order of Business

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

3 Declaration of Interest

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

4 Deputations

5 Minutes

5.1 Minute 9 May 2023 - submitted for approval 5 - 16

5.2 Minute Volume - issued separately

- Minute of Cabinet 28 February 2023
- Minute of Local Review Body 17 April 2023
- Minute of Planning 28 March 2023

5.3 Action Log - Council 27 June 2023 - Final 17 - 20

6 Questions to the Council Leader

7 Motions

7.1 Pre payment Meters 21 - 22

7.2 Volunteer Week 23 - 24

7.3 Motion Gala Days 25 - 26

7.4 Pride 27 - 28

8 Public Reports

8.1 Financial Monitoring 2022-23 - General Fund Revenue, Report by Chief Finance Officer 29 - 42

8.2 Housing Revenue Account Revenue and Capital Final Outturn 2022/23 and Capital Plan 2023/24 - 2025/26 report by Chief Finance Officer (Acting) 43 - 52

8.3	General Services Capital Plan Outturn 2022/23, report by Chief Finance Officer (Acting)	53 - 64
8.4	Treasury Management 2022/23, report by Chief Finance Officer (Acting)	65 - 96
8.5	Developer Contributions, report by Executive Director Place	97 - 102
8.6	Midlothian Council Transformation Blueprint (2023-28), report by Chief Executive	103 - 122
8.7	Single Midlothian Plan 2023/27 and Single Midlothian Plan H2 Performance Report (Half year October 2022 to March 2023), report by Chief Executive	123 - 256
8.8	Service Plans 2023/24 – 2027/28, report by Chief Executive	257 - 360
8.9	Equalities Outcomes and Mainstreaming Progress Report 2021-23, report by Chief Executive	361 - 434
8.10	Second Review of Scottish Parliament Boundaries, report by Legal and Governance Manager	435 - 440
8.11	Midlothian Integration Scheme Review, report by Executive Director Place	441 - 512
8.12	Midlothian Negotiating Committee for Teachers schedule of meeting dates, report by Executive Director Place	513 - 516
8.13	Easthouses Education Consultation, report by Executive Director Children, Young People and Partnerships	517 - 630
8.14	Structural Report - Mayfield Primary School and St Luke's Primary School, report by Executive Director Place	631 - 640
8.15	Beeslack Community High School and Penicuik Community High School, report by Executive Director Place	641 - 722
8.16	Penicuik Townscape Heritage and Conservation Area Regeneration Scheme (Penicuik TH-CARS) - Public Realm Developer Contributions and 2-4 West Street, report by Executive Director Place	723 - 734
8.17	Scottish Government Funding for Children's Outdoor Play - Refurbishment of Play Areas 2023/24, report by Chief Officer Place	735 - 746
8.18	Cycle Path (Rosewell to Auchendinny), report by Chief Officer Place	747 - 756
8.19	Advertising and Marketing Policy, report by Chief Officer Place	757 - 764
8.20	Analogue to Digital Capital Bid, report by Executive Director Place and Chief Officer, Midlothian Integrated Joint Board & Director, Health & Social Care	765 - 776

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|-------------|---|-----------|
| 8.21 | National Housing Project, report by Chief Social Work Officer and Chief Officer Children's Services, Partnerships and Communities | 777 - 784 |
| 8.22 | The Promise, report by Chief Social Work Officer and Chief Officer Children's Services, Partnerships and Communities | 785 - 792 |

Exclusion of Members of the Public

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

AND

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

9 Private Reports

- | | |
|------------|---|
| 9.1 | Dundas Highbank (Extra Care) St Mary's Bonnyrigg – Update on Tenders report by Executive Director Place |
| 9.2 | Midlothian House Update Health and Safety Works and Remediation Options <ul style="list-style-type: none"> • 6. Information relating to the financial or business affairs of any particular person (other than the authority). • 8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services. • 9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services. |

10 Date of Next Meeting

The next meeting will be held on Tuesday 29 August 2023 at 11am.

Minute of Meeting



Midlothian Council

Date	Time	Venue
9 May 2023	11.00 am	Council Chambers, Midlothian House

Present:

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

In attendance:

Dr Grace Vickers, Chief Executive	Kevin Anderson, Executive Director Place
Morag Barrow, Joint Director Health and Social Care	Michelle Strong, Education Chief Operating Officer
Alan Turpie, Monitoring Officer	David Gladwin, Acting Chief Financial Officer (Section 95 Officer)
Joan Tranent, Chief Officer Children's Services, Partnerships and Communities	Saty Kaur, Acting Chief Officer Corporate Solutions
Derek Oliver, Chief Officer Place	

Ross Neill, Democratic Services Team Leader (Minutes)
Hannah Forbes, Assistant Democratic Services Officer
Janet Ritchie, Democratic Services Officer

Religious Representatives:

Mrs Anne-Marie Lawrie	
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1. Welcome and Apology for Absence

The Provost welcomed everyone to the meeting, advising that this meeting was a public meeting and would be webcast live. Democratic Services confirmed apologies had been received for Councillor Curran and Mrs Elizabeth Morton.

The Provost sent her condolences to his Grace the Duke of Buccleuch on the recent passing of his wife the Duchess of Buccleuch and Queensferry.

The Provost informed the Council of the passing of Peter De Vink who served Midlothian East as Councillor from 2012 to 2017 and expressed condolences to the family at this time.

2. Order of Business

Order of business to include an emergency motion, all other business as per the agenda.

3. Declarations of interest

No declarations of interest.

4. Deputations

None.

5. Minutes of Previous Meetings

Report No.	Report Title	Report by:
5.1	Minute of Council 21 March 2023 for approval	Executive Director Place
Outline of Report and Summary of Discussion		
Moved by Councillor Parry Seconded by Councillor McManus		
Decision		
The Minute was unanimously approved and the Provost was authorised to sign as a true record of the meeting.		
Action		
None		

Report No.	Report Title	Report by:																														
5.2	Minute Volume Index Midlothian Council 21 March 2023	Executive Director Place																														
Outline of Report and Summary of Discussion																																
<table><tr><th>Meeting</th><th>Date of Meeting</th></tr><tr><td>Minute of Business Transformation Steering Group (BTSG)</td><td>28 November 2022</td></tr><tr><td>Minute of Special BTSG</td><td>12 January 2023</td></tr><tr><td>Minute of Special BTSG</td><td>19 January 2023</td></tr><tr><td>Minutes of Special BTSG</td><td>9 February 2023</td></tr><tr><td>Minute of Special BTSG</td><td>14 February 2023</td></tr><tr><td>Minute of Special BTSG</td><td>21 February 2023</td></tr><tr><td>Minute of BTSG</td><td>13 March 2023</td></tr><tr><td>Minute of General Purposes Committee</td><td>7 February 2023</td></tr><tr><td>Minute of Local Review Body</td><td>6 March 2023</td></tr><tr><td>Minute of Performance Review and Scrutiny Committee meeting</td><td>12 December 2022</td></tr><tr><td>Minute of Planning meeting</td><td>28 February 2023</td></tr><tr><td>Minutes of the MIJB</td><td>09 February 2023</td></tr><tr><td>Minutes of the Special MIJB</td><td>16 March 2023</td></tr><tr><td>Note of Seminar Learning Estate Investment Programme (LEIP)</td><td>25 April 2023</td></tr></table>			Meeting	Date of Meeting	Minute of Business Transformation Steering Group (BTSG)	28 November 2022	Minute of Special BTSG	12 January 2023	Minute of Special BTSG	19 January 2023	Minutes of Special BTSG	9 February 2023	Minute of Special BTSG	14 February 2023	Minute of Special BTSG	21 February 2023	Minute of BTSG	13 March 2023	Minute of General Purposes Committee	7 February 2023	Minute of Local Review Body	6 March 2023	Minute of Performance Review and Scrutiny Committee meeting	12 December 2022	Minute of Planning meeting	28 February 2023	Minutes of the MIJB	09 February 2023	Minutes of the Special MIJB	16 March 2023	Note of Seminar Learning Estate Investment Programme (LEIP)	25 April 2023
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Moved Councillor Parry Seconded Councillor McManus																																
Decision																																
N/a																																
Action																																
N/a																																

Report No.	Report Title	Report by:
5.3	Action Log	Executive Director Place
Outline of Report and Summary of Discussion		
Action log was agreed by all Councillors		
Decision		
All to note.		
Action		
N/a		

6. Questions to the Leader of the Council

None received

7. Notices of Motion

Report No.	Report Title	Report by:
7.1	Lothian Buses lack of consultation with elected members	Councillor Imrie and Councillor Parry
Outline of Report and Summary of Discussion		
<p>The emergency motion was as follows:</p> <p>Midlothian Council is disappointed that the recently proposed changes announced by Lothian Buses did not allow for any democratic input by elected members. These proposed changes were made without any prior knowledge whatsoever to Councillors, passengers or the general public. It was only by constituents raising their significant concerns with elected members that they became aware of the proposed changes.</p> <p>At a time when there is unprecedented growth within Midlothian this is a lost opportunity to do a root and branch review of the public transport offer within Midlothian, taking account of links to Edinburgh and East Lothian.</p> <p>With both a Scottish Government and Midlothian Council policy which is to encourage people out of cars and onto public transport these changes do absolutely nothing to implement this policy.</p> <p>As the changes to Lothian Buses will have a major effect on the corridor from Rosewell through Bonnyrigg and beyond, Midlothian Council resolves to request an urgent meeting with Lothian Buses to discuss these changes and put forward alternatives that will better serve our communities. This meeting is to consist of the appropriate officers and the six elected members for Midlothian West and Bonnyrigg.</p> <p>Moved by Councillor Imrie. Seconded by Councillor Parry.</p> <p>Members agreed to amend the proposed motion to request Lothian Buses delay the implementation of the new routes until after the meeting has occurred.</p> <p>Members agreed unanimously to support the motion and the amendment as outlined.</p>		
Decision		
Midlothian Council to request an urgent meeting with Lothian Buses representatives to delay implementation of the new routes and to discuss the		

changes and alternatives. The elected members of Midlothian West and Bonnyrigg will be part of the meeting along with appropriate Council officers.

Action

Arrange an urgent meeting with Lothian Buses and request a delay in implementing the new routes - Executive Director, Place

8. Reports

Report No.	Report Title	Report by:
8.1	Midlothian Integration Joint Board – Appointment of Vice-Chair	Joint Director Health and Social Care
Outline of Report and Summary of Discussion		
<p>This report invites Council to nominate an elected member to act as Vice-Chair of the Midlothian Integration Joint Board (MIJB).</p> <p>Ms Barrow introduced the report and its recommendations to nominate a Vice-Chair and recommend that the nominated individual accede the post of Chairperson in August 2023.</p> <p>Councillor Parry nominated Councillor McManus and agreed the recommendations outlined in the report. Councillor Cassidy seconded.</p> <p>Councillor McManus was confirmed as the Vice-Chair of the MIJB.</p>		
Decision		
<p>Midlothian Council agreed :-</p> <ul style="list-style-type: none"> To appoint Councillor McManus to act as Vice-Chair until the eighth anniversary of the establishment of the Midlothian Integration Joint Board in August 2023; Councillor McManus as the Vice-Chair acceding to the post of Chairperson of the Midlothian Integrated Joint Board in August 2023; and Note the schedule of Board meeting dates for 2023 at Appendix 2. 		
Action		
MIJB to be informed of the appointment – Democratic Services		

Report No.	Report Title	Report by:
8.2	Hybrid meeting protocol – interim arrangements	Executive Director, Place
Outline of Report and Summary of Discussion		
<p>This report outlines the proposed approach to hybrid meetings of Council and its Committees and presents a draft hybrid meeting protocol for approval.</p>		

Ms Kaur spoke to the report and invited questions from members.

Members questioned the requirement for 24 hours' notice to attend remotely, and raised concerns about connectivity and power outages during votes or debates.

Officers confirmed attempts would be made to bring Councillors back into the meeting should connectivity be lost, however meetings require a cut-off point to allow business to continue.

Officers confirmed that in exceptional circumstances less than 24 hours' notice would be accommodated as reasonably practical.

Officers confirmed that this was an interim protocol to be reviewed later in the year once piloted, and the Standing Orders Working Group can review arrangements at regular intervals.

Council voted unanimously to accept the recommendations.

Decision

Midlothian Council agreed to:-

- Adopt the draft hybrid meeting protocol on an interim basis until the review of Standing Orders is concluded; and
- Approve the phased implementation plan for hybrid meetings as outlined in sections 3.5 to 3.7.

Action

All to note.

Report No.	Report Title	Report by:
8.3	Proposed Revised Schedule of Meeting Dates for January to June 2024	Executive Director, Place
Outline of Report and Summary of Discussion		
<p>Good governance requires that the Council forward plan dates of its governance meetings. The schedule of dates has been developed taking into consideration school holidays and this schedule is now presented to Council for approval.</p> <p>Members requested that the February budget Council to be moved from 20 February 2024 to 27 February 2024.</p> <p>Proposed by Councillor Drummond. Seconded by Councillor Parry.</p> <p>Report and amendment unanimously passed by members.</p>		
Decision		
<p>Midlothian Council agreed to approve the Schedule of Meeting Dates for January to June 2024 as detailed in Appendix B.</p>		

Action

February budget Council to be changed to 27 February 2023 – Chief Officer Corporate Solutions (Acting).

Report No.	Report Title	Report by:
8.4	Cost of living crisis - Cost of the school day	Education Chief Operating Officer, Education

Outline of Report and Summary of Discussion

This paper outlines the steps that are being taken locally by Midlothian Council and key partners to respond to the Cost of Living Crisis faced by our communities, with a focus on the cost of the school day and in particular school meals.

Council is asked to approve the development of Cost of the School Day Guidance and a School Meal Debt Policy for consideration and approval by Cabinet.

Council is also asked to approve a one-off write-off of school meal debt, currently estimated at circa £32,000, in response to the current Cost of Living Crisis.

Ms Strong spoke to the report highlighting work of the taskforce and child poverty groups.

Members discussed many of the issues facing Midlothian residents including food and fuel poverty. Members felt a seminar focused on the cost of living and, in particular, the cost of a school day would be helpful. It was acknowledged that Midlothian cannot combat poverty on its own, wider changes are required.

Councillor Parry moved the report.
Councillor Scott seconded.

Councillor Milligan proposed an amendment that includes a seminar to be held on the cost of living/cost of a school day prior to the next meeting of Council on 27 June 2023.

Seconded by Councillor Cassidy.

The recommendations and the amendment were passed unanimously.

Decision

Midlothian Council agrees to :-

- Note the ongoing work of the Midlothian Cross Party Cost of Living Task Force, Child Poverty Working Group and the Children, Young People and Partnerships Directorate to tackle child poverty;
- Note that the Child Poverty Action Plan will be presented to September Council for consideration and approval;
- Approve the development of a local authority position and guidance on the cost of the school day and a school meal debt policy for 2023/24 onwards;

- Agree the draft school meal debt policy be presented to Cabinet for consideration and approval; and
- Approve a one-off write-off of school meal debt, currently estimated at circa £32,000, in response to the current Cost of Living Crisis and delegate authority to Executive Director, Place, to apply this as appropriate.

Action

Cost of Living/Cost of a school day seminar to be arranged prior to June Council – Executive Director, Children, Young People and Partnerships.

Report No.	Report Title	Report by:
8.5	Community Council Grants 2023-2024	Education Chief Operating Officer, Education
Outline of Report and Summary of Discussion		
<p>The grants scheme for Community Councils is allocated annually basis. Funding of up to £300 is available each year to support administration and general running costs in addition to funding to deliver new projects which benefit local communities. £10,000 is available for period 1st April 2023 to 31st March 2024.</p> <p>This report asks Council to approve the recommendations of the scoring panel for the period 1 April 2023 to 31 March 2024.</p> <p>Ms Strong spoke to the report and invited questions.</p> <p>Councillor McManus moved the report. Councillor Smaill seconded.</p> <p>Unanimously passed by members.</p>		
Decision		
Midlothian Council agrees to approve the allocation of £6,610 for Community Council Grants detailed in Appendix C.		
Action		
None.		

Report No.	Report Title	Report by:
8.6	Midlothian Council Speed Policy Review	Chief Officer, Place
Outline of Report and Summary of Discussion		
<p>The purpose of this report is to advise Council of the speed limits review for 20 mph and 30 mph roads in order to improve road safety.</p> <p>Mr Oliver introduced the report and then invited questions.</p>		

Members welcomed the report and its recommendations.

Councillor Alexander moved the report.

Councillor McKenzie seconded.

Responding to questions Mr Oliver confirmed the recommendations within the report would be implemented imminently. In response to a question from Councillor Milligan that referred to advice provided twelve years earlier he confirmed the recommendations within the report were based on the current advice to make roads safer, and any costs incurred would be closely monitored. Further requests from roads or villages not currently covered would be considered on a street by street basis. A future report on 'Signing and Lining' roads could be brought back to the council if members requested.

Unanimously passed by members.

Decision

Midlothian Council agrees to :-

- Approve the development towards implementation of the proposed 20 mph and 30 mph speed limits across Midlothian and the associated action plan; and
- Requests the Chief Officer Place to return to Council with a proposal for roads with other speed limits and an associated action plan for implementation.

Action

Return to Council with a proposal for roads with other speed limits and an associated action plan for implementation – Chief Officer Place.

Report No.	Report Title	Report by:
8.7	Rapid Rehousing Transition Plan – Housing First Report	Chief Officer, Place
<p>The purpose of this report is to update Council and outline plans for the delivery of Housing First in Midlothian in 2023/24. The objective of this proposal is to ensure continuity of the service for a further year with a view to incorporating Housing First into a revised tenancy support contract from April 2024.</p> <p>Mr Oliver introduced the report and the recommendations for approval.</p> <p>Responding to questions Mr Oliver confirmed people appear content where they reside, turnaround of void houses is improving and there are reduced waiting times for homeless housing. He added that population growth will continue to add pressure to housing stock. Overall the plan has been very successful.</p>		

Councillor McKenzie moved the report.
Councillor Scott seconded.

Decision

Midlothian Council agreed to :-

- Approve the continuation of Housing First for a fourth year up to 31st March 2024, and
- Approve the proposals for Housing First to be considered as part of the wider Temporary Accommodation and Support Services contract from 1st April 2024.

Action

None.

Public section of the meeting concluded at 12.40pm.

9. Private

Report No.	Report Title	Report by:
9.1	Health & Safety works at Midlothian House	Executive Director, Place
Outline of Report and Summary of Discussion		
<p>The purpose of the report is to inform Council of the situation arising following failure of building elements of the external façade at Midlothian House and the utilisation of existing resources to cover the current incurred costs and provision for ongoing scaffolding costs.</p> <p>Mr Anderson introduced the report before inviting questions.</p> <p>Responding to various queries Mr Anderson confirmed a further report would be presented to Council in June and will list options for member's consideration. He added that cost can be capitalised as there will be significant improvements to the building, this however would affect the capital plan.</p>		
Decision		
<p>Midlothian Council noted:-</p> <ul style="list-style-type: none">• the requirement for actions taken to date to ensure the safety of public and staff in the environs in and around Midlothian House,• the expenditure incurred in relation to the safety works undertaken including ongoing scaffold hire costs, the further opening up investigation works and fees totalling £148,535.17 (plus VAT);		

- the appointed contractor will, as part of any subsequent works contract, take over responsibility for the existing scaffold or any changes required to it once the future action is determined,
- an interim report provided on the 27th March recommended further investigation and opening up work to determine the lateral and vertical support in place within the external cladding panels, which were undertaken between the 3rd to 14th April, and
- a further and final report from the structural engineers setting out their findings is expected in May 2023 and this, together with an options appraisal report, is expected to be submitted to Council in June 2023.

Action

Report setting out the structural engineers' findings and an options appraisal report to be presented to Council in June 2023 – Executive Director Place

Report No.	Report Title	Report by:
9.2	Midlothian Bereavement Campus including Forensic Pathology Centre	Executive Director, Place
Outline of Report and Summary of Discussion		
<p>This report updates on plans for a crematorium to be located in Midlothian and describes development of a wider Bereavement Campus. The Bereavement Campus seeks to bring together on one site a crematorium, an additional cemetery and a forensic pathology centre including a mortuary.</p> <p>Mr Oliver spoke to the report. He confirmed future reports would be presented covering the Forensic Pathology centre.</p> <p>Responding to questions he advised that it was envisaged one campus would be preferred but it may need to be adapted to two separate campuses.</p> <p>Councillor Parry moved the report. Councillor Cassidy seconded.</p>		
Decision		
<p>Midlothian Council agreed to :-</p> <ul style="list-style-type: none"> • approve council officers to continue to work with interested stakeholders to develop a crematorium in the area over the medium term; • approve council officers continue to work up a business case to develop a Forensic Pathology Centre for east Scotland area with partners such as NHS Lothian, Crown Office and neighbouring local authorities, • the cemetery provision be included as part of the Local Development Plan with a view to reducing the number of active cemeteries as they become full and instead utilising spare capacity in other parts of the local authority area; • note that there is no funding requirement from Council at this stage; and • note the contents of this report. 		

Action
None.

Private section of the meeting concluded 1.05pm.

Date of Next Meeting

The next meeting will be held on Tuesday 27 June 2023 at 11am.

Action Log

Midlothian Council
Tuesday 27 June 2023
Item 5.3



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Motion - Infrastructure	14/12/2021	Report to Council Strategic Investment Framework	Executive Director Place	August 2023	To be presented to Council in August 2023.
2	Minute Action - CCTV	14/12/2021	To provide a report outlining an expansion of sites for CCTV	Chief Officer Place	September 2023	Phase 2 expansion needs further consideration with a report deferred to Council in Q2 2023/24.
3	Arm's Length Company to Manage Industrial Sites in Midlothian	28/06/2022	Explore and outline process for creating an arm's length company	Chief Officer Place	August 2023	Work progressing on report deferred to Council in August 2023.
4	Briefing - Trauma Informed practice	23/08/2022	Members Briefing on Trauma Practice and Mental Health First Aid	Head of Adult Services	TBC	A date is being arranged with Midlothian Council's Trauma Lead to deliver trauma training to members.
5	Minute from 21 February 2023	21/02/2023	The Cross-Party Business Transformation Steering Group recommend that the remaining measures be brought back to Council in the form of an updated Medium Term Financial	All lead officers	June 2023	Complete – Transformation Blueprint presented to Council in June 2023.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
			Strategy Transformation Programme.			
6	Capital Plan Prioritisation	21/02/2023	Refer approved Council report to BTSG on additional affordability scope and projects.	Executive Director Place	August 2023	Update provided to BTSG in June and report to follow to Council in August
7	Tender Returns – Temporary Units (various)	21/03/2023	a) Councillor visit to temporary units b) To review unit purchases Repot back to Council to request a supplementary budget estimate for 2023/24 rental costs and inclusion in the 2024/25 base budget, alongside confirmation these will be fully funded from developer contributions	a) Head of Development b) Executive Director Place	TBC	a) Site visit being scheduled b) Complete Costs included in Developer Contributions report to Council in June 2023
8	Fees and Charges 2023	21/03/2023	a) Events Charging Policy to be presented to Council for consideration and approval b) Sponsorship and Advertising Policy to be presented to Council for consideration and	Chief Officer Place	Q2 2023/24	a) In progress b) Complete Report presented to Council in June 2023

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
			approval			
9	Motion - Lothian Buses lack of consultation with elected members	9/05/23023	Arrange an urgent meeting and request a delay in implementing the new routes. Bonnyrigg, West Midlothian Councillors and appropriate officers included	Executive Director, Place	TBC	Complete – meeting held 22 May 2023.
10	Cost of Living/Cost of a school day	9/05/2023	Seminar to be arranged prior to June Council	Executive Director, Place	June 2023	To be arranged
11	Midlothian Council Speed Policy Review	9/05/2023	Proposal for roads with other speed limits and an associated action plan for implementation	Chief Officer Place	TBC	In progress
12	Midlothian Integration Joint Board – Appointment of Vice-Chair	9/05/2023	MIJB to be informed of the appointment	Democratic Services		Complete – reported to MIJB
13	Proposed Revised Schedule of Meeting Dates for January to June 2024	9/05/2023	February budget Council to be changed to 27 February 2023	Chief Officer Corporate Solutions (Acting).	June 2023	Complete – schedule updated

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
14	Health and Safety works at Midlothian House	9/05/2023	Report setting out the structural engineers' findings and an options appraisal report to be presented to Council in June 2023			Complete - report presented to Council in June 2023.

Midlothian Council

Labour Group

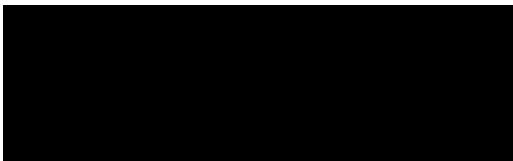
Item 7.1

Midlothian Council Tuesday 27 June 2023 Notice of Motion

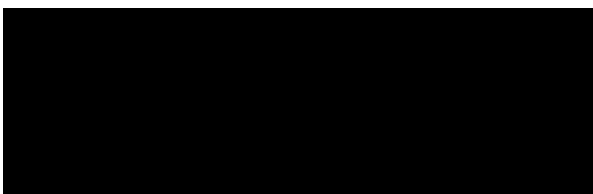
Midlothian Council notes the great hardship the people of Midlothian are now living with as a result of the Cost of Living Crisis and the dysfunctional market providing unaffordable energy costs.

Midlothian Council opposes the force fitting of pre-payment meters and will write to the Minister demanding that each warrant to fit such a meter be treated individually on its own merit and any vulnerability be taken into account before a decision is made, and also that the tariff charged should be in keeping with the most competitive rate offered to other consumers, it should never be more expensive to be poor.

Moved: Councillor Willie McEwan



Seconded: Councillor Stephen Curran

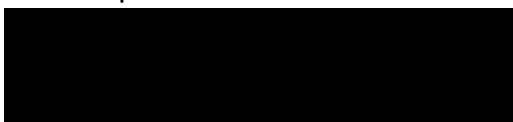


Midlothian Council
27 June 2023

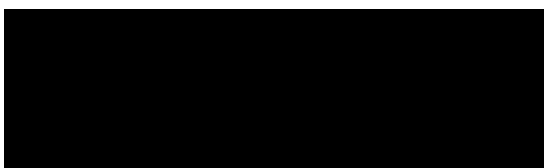
Notice of Motion

That Council recognises Volunteers' Week, which ran from 1 to 7 June 2023, with the theme of "Celebrate and Inspire"; notes that Volunteer Midlothian hosted the annual Volunteer Awards at Newbattle Abbey College on Thursday 1 June 2023, with ten different awards being presented on the night; welcomes the diversity of volunteering opportunities within Midlothian; congratulates all the winners and nominees and thanks them for their commitment and dedication.

Proposed: Debbi McCall



Seconded: Margot Russell



Midlothian Council

Labour Group

Item 7.3

Midlothian Council
27th June 2023

Notice of Motion

Midlothian Council recognises the hard work put in to all the community events across Midlothian and would like to congratulate all the gala courts, committees and volunteers for the wonderful celebrations across the county this gala season.

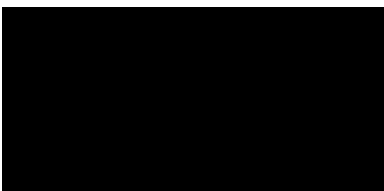
Midlothian Council would like to take particular note of Gorebridge Gala who celebrated their 100th year and made it a Gala Day to remember.

In these particularly tricky times, events that bring people together and foster community spirit are particularly important.

Congratulations and thank you to all who are involved in making these celebrations such great fun and leaving communities with such great memories.

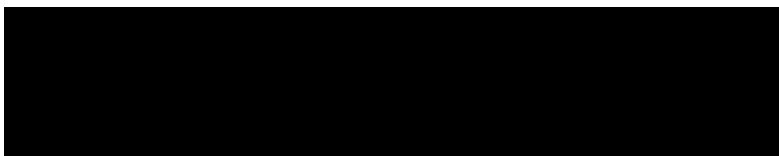
Moved:

Councillor Kelly Drummond



Seconded:

Councillor Russell Imrie



Midlothian Council

Tuesday 27 June 2023

Motion on Pride Month in Midlothian

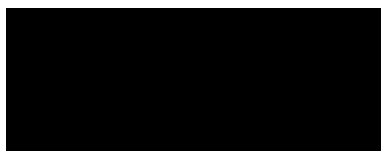
The month of June is recognised as Pride Month across Scotland and also internationally, to celebrate and honour the contributions and experiences of lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA+) individuals and communities.

Pride Month is an opportunity to acknowledge the ongoing struggles and challenges faced by LGBTQIA+ individuals, including discrimination, harassment, and violence, and enables us to commit to creating a more inclusive and equitable society for all.

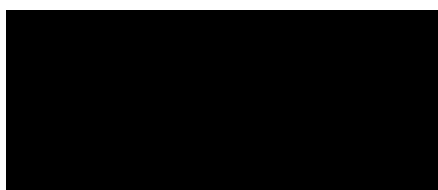
We acknowledge that Midlothian is committed to promoting diversity, equity, and inclusion, and recognises the importance of celebrating and supporting all members of our community, regardless of their sexual orientation or gender identity.

Consequently, Midlothian Council wish all of those who identify as LGBTQIA+ a happy Pride Month, and we recommit to working towards a more just and equitable community for all.

Proposed: Councillor Connor McManus



Seconded: Councillor Kelly Drummond



Financial Monitoring 2022/23 – General Fund Revenue**Report by David Gladwin, Acting Chief Financial Officer****Report for Decision****1 Recommendations**

Council is recommended to:

- a) Approve the use of Capital Receipts Flexibility of £0.397 million as laid out in section 3.17 of this report;
- b) Approve the earmarking of £2m of the £9.877m General Reserve to invest in projects to support delivery of the Transformation Blueprint with authority to release this funding delegated to the Business Transformation Steering Group (BTSG) as laid out in section 5.2 of this report; and otherwise
- c) Note the contents of this report.

2 Purpose of Report / Executive Summary

- 2.1 The purpose of this report is to provide Council with information on performance against service revenue budgets in 2022/23 and to provide commentary on areas of material variance against budget. The budget performance figures as shown in appendix 1 result in a net underspend of £11.631 million. This is a £10.039 million improvement on the projected position at quarter 3 although £7.565 million relates to the one-off positions on VAT and Servitude income and also unbudgeted Waste third party income as explained in sections 3.3 to 3.8 below.
- 2.2 The most notable factors in the remaining favourable movement of £2.474 million are a further upside in loan charges and vacant posts, lower spend in educational settings and higher than anticipated distribution of previously undistributed Scottish Government Grant. Whilst very difficult to quantify, the moratorium on non-essential spend will also be significant. The underspend, excluding one-off's, is 1.51% of the revised budget.
- 2.3 The General Fund balance at 31st March 2023 is £34.194 million, of which £17.477 million is earmarked for specific use and a further £6.839 million relates to VAT claims leaving a non-earmarked General Fund balance of £9.877 million, of which Council are asked to earmark a further £2 million to support Transformation Blueprint work,

Date: 15 June 2023**Report Contact:** David Gladwin, Acting Chief Financial Officer

David.Gladwin@midlothian.gov.uk

0131 271 3113

3 Background

- 3.1 This report encompasses all performance against revenue budget for General Fund services including additional costs incurred and lost income as a consequence of the Covid-19 pandemic.
- 3.2 In response to the immediate and challenging financial outlook the Chief Executive introduced a moratorium on non-essential spend and a freeze on non-essential vacancies. The financial impact is reflected in this report.

Value Added Tax (VAT) on Leisure services

- 3.3 The Council has two claims with HMRC for overpaid VAT on sporting activities. These date back to around 2009 and have been the subject of ongoing legal debate until March 2023 when HMRC announced in Revenue and Customs Brief 3 (2023) that Local Authorities' leisure services are "provided under a statutory framework and can be treated as non-business for VAT purposes". In simple terms, for every £1 collected previously, an element for VAT was paid over to HMRC. Updated guidance allows the Council to retain the whole £1 and to reclaim VAT previously paid over to HMRC.
- 3.4 The two claims relate to:
 - the period from August 2006 to March 2023; and
 - the period from January 1981 to December 1989 (known as the Fleming period).
- 3.5 The cumulative value of the claims is £6.279 million. Once HMRC have finalised their review, interest will be added to each claim and a fee is payable to KPMG who have acted on behalf of the Council. The estimated net impact amounts to £6.839 million and that figure is included in the 2022/23 accounts.
- 3.6 As the claims are not yet settled by HMRC the Council has not received any cash. However, there is now enough certainty that cash will be received to necessitate accounting for income due in 2022/23. Until final settlement is received income will remain set-aside in the General Fund Balance. Once everything is finalised a full report will be presented to Council.

2022/23 one-off variances against budget

- 3.7 Council Officers from Midlothian and the City of Edinburgh Council (CEC), as part of the joint management and monitoring arrangements for the waste plant at Millerhill, have been working through calculations for third party income due. In financial year 2022/23 £0.879 million of unbudgeted income was paid to Midlothian. Income projections for future years are included in Medium Term Financial Strategy (MTFS) projections.
- 3.8 A one-off receipt of income of £0.573 million was received in respect of agreed legal right of access (servitude) across Midlothian Council land.

Performance against budget

3.9 The other main areas of variance against service budget for the year are:

Overspends

- There remains £0.671 million of MTFS cost reductions to be finalised mainly relating to Management Reviews across Place (£0.305 million), Sport & Leisure (£0.166 million) and also including a review of the Council's Creative Arts service (£0.200 million). Clearly the pandemic has impacted on progress with these but they are all now at implementation stage. These cost pressures are fully mitigated by the holding of vacancies pending completion of reviews;
- The volume and value of school pupil transport invoices was considerably higher than projected giving rise to an overspend of £0.738 million. An urgent root and branch review of the service is underway and is incorporated into the Transformation Blueprint;
- Sport and Leisure income remains lower in 2022/23 than budgeted by £0.628 million but is moving much closer to pre-covid levels. The income shortfall is fully offset by reduced running costs in leisure facilities;
- Additional budget of £1.058 million was provided by Council early in 22/23 to cover energy price increases. Continued price inflation during the year gave rise to a further £0.484 million of cost in excess of budget;
- Costs of vehicle repairs mainly relating to external works exceeds budget by £0.319 million. A service review is underway;
- Costs of software and licencing due to increased cyber security measures and a continued move to cloud-based software gives rise to an overspend of £0.303 million. Ongoing digital costs have been provided for in the MTFS;
- Insurance costs are over budget by £0.285 million due to provisions made for new or reopened claims on the Council. Whilst no individual claim is of particularly high value the volume of individual claims is higher than is customary. Council officers and loss adjusters review each claim with oversight by the Risk and Resilience Group;
- Council run cafes and the outside catering service have reopened after a long period of closure. Business is considerably slower than experienced pre-pandemic and may not fully recover leading to an overspend of £0.186 million. Management are reviewing the offering;
- Fuel purchase costs for the Council's fleet are £0.131 million in excess of budget. Supply costs increased considerably in the earlier part of the year although have now returned close to budgeted levels;

- Customer income from the Trade Waste service is lower than provided for in the budget. The customer base is contracting and management are reviewing the implications of this. The overspend is £0.113 million;
- Whilst the majority of the winter period required a normal level of emergency response the adverse winter conditions in December resulted in an overspend for Winter Maintenance of £0.103 million.

Underspends

- Significantly higher surplus cashflow than expected linked to lower than planned spend on Capital Programmes alongside a continued higher interest rate environment provided opportunity to generate a significantly higher return on short term deposits in 22/23 than was anticipated when the budget was set. Approved methodology for allocating Loan Charges between General Fund and Housing Revenue Account results in the majority of this upside benefitting the General Fund. There is an underspend of £1.812 million;
- Costs across the spectrum of learning settings for children and young people are lower than provided for in the budget mainly due to lower pupil numbers thus giving rise to a positive variance of £0.854 million;
- Waste disposal costs are lower than budgeted by £0.383 million. Lower volumes are being found in domestic waste streams possibly as an impact of household behaviours seen during Covid starting to unwind;
- Income from charges for Building Warrants exceeds budget by £0.348 million. Building Regulations changed in December 2022 and this may have prompted an influx of applications prior to the change;
- Focus on progressing the Residential Streets capital programme and weather conditions on the latter part of the financial year contributed to an underspend against the Roads Maintenance budget. External customer income in excess of budget for services provided brings the combined underspend to £0.347 million;
- When the budget was set the Council share of undistributed Scottish Government Grant was estimated. Actual distribution, most notably for Discretionary Housing Payments, was slightly higher. Total distributed Scottish Government Grant amounts to £195.436 million;
- The cost of residential, day education and family placements for children was £0.230 million less than budget with a continued push to recruit foster carers;
- Savings continue to accrue from the avoidance of use of Bed and Breakfast accommodation for homeless clients with an in-

year underspend of £0.183 million. The ongoing implications are reflected in the MTFS.

Covid Costs

- 3.10 Covid related funding provided to the Council by the Scottish Government alongside other funding streams aligned to Covid recovery were carried forward from 2021/22 to 2022/23. Funding continues to be applied in-year to match costs as applicable. The planning assumption remains that funding will be required in future years to mitigate the continued impact of the pandemic and to support increased service costs across Midlothian.
- 3.11 The main draw on the Covid budget during 2022/23 was funding for enhanced cleaning measures in sport and leisure facilities, schools and council offices put in place during the pandemic. Total supported spend was £0.927 million.

Pay + National Insurance

- 3.12 The 2022/23 pay claims for the Scottish Joint Council (SJC) bargaining group were settled during quarter 3. The agreed offer represents:
- For those on the Local Government Living Wage and pay scale point (SCP) 19 to 24 and undifferentiated 5% or a £2,000 uplift (calculated on a nominal 36 hour working week), whichever is larger;
 - A 10.2% increase for the lowest paid. For SCP 38 (£24,984) a 7.7% increase (£1,925) and for SCP 52 (£30,212) a 6.37% increase (£1,925); and
 - An undifferentiated 5% or a £1,925 uplift (calculated on a nominal 36 hour working week), whichever is larger, capped for those currently earning £60,000 or more at a £3,000 uplift (based on a 37 hour working week).

It is estimated that this equates to a 7.23% increase in the Council's SJC paybill.

- 3.13 The Scottish Negotiating Committee of Teachers (SNCT) settled on a flat offer of 7%. Payments to Teachers were made in April with costs accounted for in 2022/23.

Funding

- 3.14 A pay increase of 2.5% was provided for in the 2022/23 base budget. The Scottish Government have provided additional funding for 3.73% of the increased cost:
- £140m revenue funding nationally of which £2.401m flowed to Midlothian as part of general revenue funding;
 - £120.6 million of Capital Funding (Capital Flexibilities) of which £2.069 million flowed to Midlothian as a capital grant. A one-off flexibility option to allow capital grant to fund in-year revenue expenditure was developed with Scottish Government and CoSLA officials and has now been approved by Scottish Government Ministers.

- 3.15 The remaining 1% equated to £2.057 million and linked into ongoing national discussions around funding flexibilities. Progress with deliverable options available for Councils was very limited. The Scottish Government / CoSLA planning assumption was that there would be an option(s) that works for all Councils.
- 3.16 Council Officers reviewed areas of the available budget to fund pay. In the absence of workable funding flexibilities the following areas were used to fully fund costs:
- Employers National Insurance Savings;
 - Capital Receipts Flexibility;
 - One-off in-year savings; and
 - A review of 2021/22 budgets carried forward to 2022/23.

Capital Receipts Flexibility

- 3.17 Council previously approved the use of a financial flexibility permitting the use of capital receipts to fund projects designed to transform service delivery or reduce costs. Capital Receipts in 2021/22 of £0.554 million were set aside for this purpose. For the flexibility to apply funding must have been utilised by 31st March 2023.
- 3.18 There are very specific criteria set out in Scottish Government Finance Circular 7/2022 including:
- Expenditure must be non-recurring on a transformation / service redesign project where up-front costs generate ongoing savings or reduce demand;
 - Expenditure includes the set up and implementation costs of any new processes or arrangements, but not the ongoing revenue costs; and
 - A meeting of full Council must be provided with costs and benefits associated with individual projects eligible for this flexibility and provide formal approval.
- 3.19 A number of different areas of transformational work were initially considered appropriate for consideration:
- Client Travel Review;
 - Sport and Leisure Review;
 - Local by Default;
 - Commercialisation;
 - School week / curriculum review;
 - Climate Change;
 - Building Maintenance Review; and
 - Customer Services Project.

- 3.20 The projects outlined in Table 1 below were those that met eligibility conditions. Council are therefore asked to approve use of the capital receipts flexibility to fund these.

Table 1: Eligible Capital Receipts Flexibility Funded Projects

Project	Project Description / Benefits	2022/23 Cost (£)
Building Maintenance Review	Radical service redesign and modernisation of all processes within the Building Maintenance Service with the purpose of raising the business efficiency and effectiveness at all levels across the organisation.	137,067.14
Customer Services Project	In 2022/23 the multi-year project developed and delivered new FOI, Registrar and Contact Us modules. These all provide significant service enhancement and efficiency.	193,993.13
School Week Transformation	Drive transformational change in the design and delivery of the curriculum within secondary schools taking into account national development and digital solutions.	40,509.16
Climate Change – Zero Carbon	External support to develop the Council's ambition to make the Council's activities net carbon zero by 2030.	25,925.00
	Total	397,494.43

- 3.21 Approval of the use of Capital Receipts to fund costs shown in table 1 releases budget to fund pay as covered in sections 3.14 to 3.16 above.
- 3.22 In accordance with conditions of Finance Circular 7/2022 the unused value of £156,045.57 is added to the Capital Fund.

4 Delegation of resources to Midlothian Integration Joint Board

- 4.1 The approved budget provided for the allocation of £56.438 million to the Midlothian Integration Joint Board (MIJB) for the provision of delegated services. Minor technical adjustments to this allocation during the year to date increases the allocation to £56.611 million.
- 4.2 In accordance with the Integration Scheme the MIJB is required to deliver delegated services within the budget allocations from the Council and NHS Lothian and where any overspend is projected to put in place a recovery plan to address that. As a last resort the integration scheme allows for the MIJB to seek additional financial support from its partners, either by way of an additional budget allocation or by "brokerage" (provision of additional resources in a year which are repaid in the following year).
- 4.3 The MIJB financial position for 2022/23 will be reported to the MIJB Board on Thursday 22nd June. Outturn figures show an in-year underspend so there will be no requirement for an additional budget allocation from the Council.
- 4.4 Financial Monitoring reports covering all of the MIJB activity are presented to the Integration Joint Board and are available on the committee management section of the Council website:-

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

5 General Fund Reserve

5.1 The balance on the General Fund as at 31 March 2023 is as follows:

	£ million	£ million
General Fund Reserve at 1 April 2022		32.432
<i>Planned movements in reserves</i>		
Application of Budgets carried forward from 2021/22 for use in 2022/23	(19.923)	
Funding of Corporate Solution for 2022/23 Budget	(4.689)	
Supplementary Estimate for Inflationary Pressures	(1.395)	
Supplementary Estimate for costs of the additional public holiday	(0.030)	
Other movements	0.027	
		(26.010)
Application of Business Transformation Funding to support service re-design		(0.268)
Underspend per appendix 1		11.631
In year budgets carried forward for use in 2023/24		16.409
General Fund Balance at 31 March 2023		34.194

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

	£ million
General Fund Balance at 31 March 2023	34.194
<i>Earmarked for specific purposes</i>	
Budgets carried forward and earmarked for use in 2023/24	(15.243)
Set aside to balance 23/24 budget	(1.166)
To support Council Transformation	(1.069)
General Reserve at 31 March 2023	16.716
VAT Windfall not yet settled	(6.839)
Revised General Reserve at 31 March 2023	9.877

5.2 The Midlothian Council Transformation Blueprint presented to Council later on today's agenda incorporates MTFS projections of a budget gap of £29.121 million to 2028/29 and lays out the transformation themes and detailed projects within to tackle the financial challenge. Success in delivering change at pace will depend on significant up-front investment and some ongoing enabling costs. To create an initial fund for this it is recommended that Council earmark £2 million of the £9.877 million General Reserve and delegate governance to release these funds to BTSG.

- 5.3 The Reserves Strategy approved by Council on 12th February 2019 requires Council to maintain an adequate level of General Reserve to provide a contingency for unforeseen or unplanned costs. In the financial context at that time Council approved the adoption of 2% of the approved budgeted net expenditure (excluding resources delegated to the IJB) to be considered a minimum. This now equates to £4.178 million. Council also agreed that where projections indicate that should the 2% minimum General Reserve balance be breached an immediate recovery plan be implemented to recover the position, failing which, the next available budget would need to provide for the reinstatement of reserve position.
- 5.4 The General Reserve, excluding windfall VAT income, of £7.877 million (assuming Council approve earmarking of £2m to support the transformation blueprint) is well above the minimum set in the Reserves Strategy but will only remain that way if there is no further adverse performance against budget or any draw on reserves. Critically, it must also be viewed in the context of Council reaching a position of ongoing financial sustainability. The latest projected budget gap to 2028/29 is £29.121 million as laid out in the Transformation Blueprint.

6 Report Implications (Resource, Digital and Risk)

6.1 Resource

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

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

6.2 Digital

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

6.3 Risk

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

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

Ensuring that adequate systems and controls are in place reduces the risk of significant variances arising, and where they do arise they help to ensure that they are identified and reported on and that appropriate and robust remedial action is taken. The primary purpose of this report

is to provide an assessment of performance against budget for the full year. The material variances detailed in the report highlight that the financial management and budgetary control arrangements require continual review and enhancement if financial risk is to be effectively mitigated during the year.

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

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

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

6.4 Ensuring Equalities

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

6.5 Additional Report Implications

Appendix A – Report Implications
Appendix B – Financial Tables

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

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

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

The development of the Medium Term Financial Strategy reflected a community consultation exercise carried out in 2019 which has also helped shape the drafting of the “Midlothian Promise” and the early development of the Council’s Longer Term Financial Strategy.

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

A.6 Impact on Performance and Outcomes

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

A.7 Adopting a Preventative Approach

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

A.8 Supporting Sustainable Development

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

GENERAL FUND 2022/23

Performance against budget

Function	Approved Budget	Revised Budget Expenditure	Revised Budget Income	Revised Budget Net £	Outturn £	(Underspend) / Overspend £
Management and Members	1,965,977	1,993,394	0	1,993,394	1,988,715	(4,679)
Place						
Corporate Solutions	22,257,262	51,687,980	(25,137,188)	26,550,792	25,869,868	(680,924)
Place	35,788,604	52,264,513	(11,998,248)	40,266,266	38,693,847	(1,572,419)
Central Costs	973,593	118,013		118,013	294,216	176,203
People and Partnerships						
Midlothian Integration Joint Board	56,437,641	67,509,194	(10,897,442)	56,611,752	56,611,752	0
Non-Delegated Services - Sport and Leisure, Community Safety and Welfare Rights	1,995,738	7,233,506	(5,118,508)	2,114,998	(4,821,209)	(6,936,207)
Childrens Services, Partnerships and Communities	18,235,760	21,476,438	(2,432,429)	19,044,010	18,795,618	(248,392)
Education	110,823,384	140,291,988	(20,336,592)	119,955,396	119,698,442	(256,954)
Lothian Valuation Joint Board	581,659	581,659	0	581,659	564,798	(16,861)
Non Distributable Costs	898,936	898,936	0	898,936	772,936	(126,000)
GENERAL FUND SERVICES NET EXPENDITURE	249,958,554	344,055,622	(75,920,407)	268,135,215	258,468,982	(9,666,233)
Loan Charges	2,763,485	2,763,485		2,763,485	951,206	(1,812,279)
NDR Discretionary Relief	70,300	70,300		70,300	81,618	11,318
Investment Income	(110,736)	0	(110,736)	(110,736)	(34,100)	76,636
Allocations to HRA, Capital Account etc.	(5,331,603)	(5,331,603)		(5,331,603)	(5,145,503)	186,100
	247,350,000	341,557,804	(76,031,143)	265,526,661	254,322,202	(11,204,459)
less Funding:						
Scottish Government Grant	(184,165,000)	0	(195,091,916)	195,091,916	195,434,566	(342,650)
Council Tax	(58,496,000)	0	(58,496,000)	58,496,000	58,580,096	(84,096)
Transfer from Housing Revenue Account	0	0	(2,069,000)	2,069,000	2,069,000	0
Utilisation of Reserves	4,689,000	341,557,804	(331,688,059)	9,869,744	(1,761,461)	(11,631,205)

**Housing Revenue Account
Revenue and Capital Final Outturn 2022/23 and Capital Plan 2023/24 -
2025/26****Report by David Gladwin, Acting Chief Financial Officer****Report for Noting****1 Recommendations**

Council is recommended to note the contents of this report.

2 Purpose of Report/Executive Summary

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

- The final outturn position for 2022/23 for both the Housing Revenue Account (HRA) Capital Plan and the Revenue Account;
- A revised capital plan for 2023/24 to 2025/26 reflecting the cross-year budget movements.

The summarised financial performance for 2022/23 is:

- Capital Investment in the year totalling £51.710 million;
- A net underspend of £0.245 million on the Revenue Account;
- An HRA reserve at 31st March 2023 of £32.142 million, the majority of which is committed to finance investment in the new build programme.

Date 1st June 2023**Report Contact:**

Name Lisa Young Tel No 0131-271-3111
lisa.young@midlothian.gov.uk

3 Background

3.1 Capital Plan 2022/23

The Capital Plan reported to Council on 21st February 2023 allowed for investment of £41.331 million in 2022/23. The capital plan has been updated and re-profiled in line with recent delivery programmes resulting in cross-year movements of £10.422 million to 2022/23 from 2023/24, as shown in Appendix C to reflect:-

- The most up-to-date delivery programme for Phases 2-4 and Phase 5 of the New Social Housing programme resulting in a requirement to bring budget from future years of £5.891 million and £0.506 million, respectively into 2022/23. This has also resulted in earlier receipt of Scottish Government subsidy of £0.424 million;
- Market conditions have allowed for more buybacks to be purchased than initially projected for the year resulting in a requirement to bring budget forward from future years for both expenditure and Scottish Government subsidy of £1.084 million and £0.776 million, respectively;
- General acceleration of the Scottish Housing Quality Standard (SHQS) upgrade programme and Central Heating System Upgrades of £2.807 million and £0.135 million, respectively; and
- Backdated developer contributions being applied earlier than anticipated of £0.066 million.

Offset by:-

- £0.067 million to be carried forward for contingency works for the temporary accommodation unit at Jarnac Court.

There were no material variances reported to Council on 21st February 2023, the final outturn position is showing a small underspend £0.043 million against the revised budget of £51.753 million, as shown in Appendix C.

The variations explained above result in a decrease in borrowing against the budget of £41.835 million of £0.057 million for the year.

3.2 Revenue Account 2022/23

The projected overspend reported to Council on the 21st February 2023 was £0.103 million. This has decreased by £0.348 million to an underspend of £0.245 million, as shown in Appendix D, due to:

- Lower overall borrowing requirements during 2022/23 and higher than budgeted interest earned on short term deposits

due to the prolonged higher interest rate environment resulted in a reduction in debt charges of £0.415;

- Revision of general fund costs properly chargeable to HRA and also some favourable general fund variances thus reducing costs available to be recharged resulted in a lower recharge from the General Fund of £0.186 million; and
- An on-going review of the Land Services costs properly chargeable to the HRA resulted in an underspend of £0.200 million for the year.

Offset by:-

- A reduction in the use of temporary accommodation has resulted in less rent being received of £0.117 million. The turnaround of these properties has also resulted in an increase in the number of void repairs being carried out of £0.342 million.

The HRA reserve balance is £32.142 million at 31st March 2023. The longer-term financial projections demonstrate that this will be required to finance existing investment commitments to 2037/38.

3.3 Capital Plan 2022/23 – 2026/27

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

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

4 Report Implications

4.1 Resource

There are no direct resource implications arising from this report.

4.2 Digital

There are no direct digital implications arising from this report.

4.3 Risk

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

Whilst the HRA reserve balance is £32.142 million at 31 March 2023, the longer-term financial projections demonstrate that the majority of this will be required to finance existing investment commitments.

4.4 Ensuring Equalities

There are no equality issues arising directly from this report.

4.5 Additional Resource Implications

See Appendix A.

Appendices

Appendix A – Additional Resource Implications

Appendix B – Background Information

Appendix C - Capital Plan 2022/23

Appendix D – Revenue Account 2022/23

Appendix E – Capital Plan 2023/24-2025/26

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value

A.5 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities

A.6 Impact on Performance and Outcomes

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

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers/Resource Links (if applicable)

HRA Capital Plan and Revenue Budget

HOUSING REVENUE ACCOUNT CAPITAL PLAN 2022/23

	Revised Budget 2022/23 £'000	Budget Brought Forward from 2023/24 £'000	Revised Budget 2022/23 £'000	Final Outturn £'000	Variation (Under)/Over £'000
FUNDING					
Grants					
- Incentivising New Build	7,742	424	8,166	8,166	0
- Buy Backs Funding	880	776	1,656	1,656	0
Other Capital Receipts	0	0	0	3	3
Council Tax on Second Homes	96	0	96	107	11
Borrowing Requirement	32,613	9,222	41,835	41,778	(57)
TOTAL AVAILABLE FUNDING	41,331	10,422	51,753	51,710	(43)

	£'000	£'000	£'000	£'000	£'000
APPROVED EXPENDITURE					
New Build Houses Phase 2, Phase 3 & Phase 4	31,295	5,891	37,186	37,186	0
New Build House Phase 5	0	506	506	506	0
Backdated Developer Contribution	0	66	66	66	0
Buy Backs	3,300	1,084	4,384	4,384	0
Aids & Adaptations	454	0	454	411	(43)
Homelessness - Temporary Accommodation Provision	439	(67)	372	372	0
Scottish Housing Quality Standard					
-Upgrade Central Heating Systems	1,073	135	1,208	1,208	0
-SHQS Repairs	4,770	2,807	7,577	7,577	0
TOTAL EXPENDITURE	41,331	10,422	51,753	51,710	(43)

MIDLOTHIAN COUNCIL

Appendix D

HOUSING REVENUE ACCOUNT 2022/23

	Revised Budget	Final Outturn	Variation (Under)/Over
Average No of Houses	7,451	7,372	(79)
	£000's	£000's	£000's
Repairs and Maintenance			
General Repairs	6,356	7,444	1,088
Decant/Compensation	63	67	4
Grounds Maintenance	801	627	(174)
	7,220	8,138	918
Administration and Management	5,332	5,146	(186)
Loan Charges	13,790	11,587	(2,203)
Other Expenses	2,898	3,236	338
TOTAL EXPENDITURE	29,240	28,107	(1,133)
Rents			
Houses	31,950	31,026	924
Garages	617	615	2
Others	486	524	(38)
TOTAL RENTS	33,053	32,165	888
NET EXPENDITURE/(INCOME)	(3,813)	(4,058)	(245)
<u>Movement in HRA Reserve</u>			
Opening HRA Reserve		(28,084)	
Enhancement during 2022/23 as above		(4,058)	
Reserve Earmarked to fund capital investment plans		(32,142)	

HOUSING REVENUE ACCOUNT CAPITAL PLAN 2023/24-2025/26

	Revised Budget 2023/24 £'000	Proposed Budget 2024/25 £'000	Proposed Budget 2025/26 £'000
FUNDING			
Grants			
- Incentivising New Build	10,016	14,375	7,881
- Buy Backs Funding	1,055	715	715
Council Tax on Second Homes	110	113	116
Borrowing Requirement	78,522	83,198	59,075
TOTAL AVAILABLE FUNDING	89,703	98,401	67,787

	£'000	£'000	£'000
APPROVED EXPENDITURE			
New Build Houses Phase 2 - Phase 4	50,747	46,788	14,609
New Build Houses Phase 5	2,890	24,992	31,861
Backdated Developer Contributions	9,571	0	0
Housing Led Town Centre Regeneration	10,000	10,000	0
Buy Backs	3,000	1,950	1,950
Aids & Adaptations	499	519	529
Bonnyrigg District Heating Scheme Meters	1,300	0	0
Homelessness - Temporary Accommodation Provision	67	0	0
Environmental Improvements	2,000	2,000	2,000
Scottish Housing Quality Standard			
-Upgrade Central Heating Systems	1,677	1,677	2,791
-Energy Efficiency Standard for Social Housing	2,933	6,112	10,573
-SHQS Upgrades	5,019	4,363	3,474
TOTAL EXPENDITURE	89,703	98,401	67,787

General Services Capital Plan 2022/23 Final Outturn

Report by David Gladwin, Acting Chief Financial Officer

Report for Decision

1 Recommendations

It is recommended that the Council:-

1. Note the General Services Capital Plan outturn position for 2022/23 as set out in Section 4.

2 Purpose of Report/Executive Summary

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

- Information on the final outturn performance against budget for 2022/23 (Section 3.1-3.5);
- An update on the capital fund balance at 31 March 2023 (Section 4).

Date: 06 June 2023

Report Contact:

Gary Thomson, Senior Finance Business Partner

gary.thomson@midlothian.gov.uk

3. 2022/23 Final Outturn Position

3.1 Expenditure

The latest 2022/23 General Services Capital Plan was approved by Council on 21 February 2023, with an expenditure budget of £28.470 million.

After reflecting the rephasing of 2022/23 budgets to/from 2023/24 as shown in Tables 1 and 2 below, the final budget for the year is £23.291 million.

Table 1: Material rephasing of budgets from 2023/24 back to 2022/23

Project	2022/23 Budget £000's	2022/23 Actual £000's	Rephased Amount £000's	Notes
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD				
Easthouses Primary School	645	941	+296	Project progressed at pace – overall budget unchanged
Others	6,399	6,808	+409	
Total	7,044	7,749	+705	

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

Table 2: Material Rephasing of budgets from 2022/23 forward to 2023/24

Project	2022/23 Budget £000's	2022/23 Actual £000's	Rephased Amount £000's	Notes
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD				
Woodburn Primary School	765	598	-167	Delayed site start due to requirement to undertake value engineering exercise.
King's Park Primary School Extension/ Refurbishment	200	5	-195	Development work for project on hold until outcome of LEIP bid known.
Mayfield & St. Luke's Primary School Campus Replacement	1,086	460	-626	Programme extended due to requirement to review procurement strategy for contractor.
New Danderhall Primary hub	277	136	-141	Investigative works were complex and required appropriate times to open up and investigate certain areas, and therefore duration was extended to allow exploratory works to be carried out. Remaining budget required for anticipated payment of retention in 23/24
Learning Estate Strategy Development	1,222	476	-746	Development work for projects on hold until outcome of Learning Estate Investment Programme bids known.
ASSET MANAGEMENT PROGRAMME BOARD				
Digital Equipped for Learning	776	257	-519	A large proportion of the roll out of Classroom display solutions had been originally planned to be carried out in 2022/23, however after the process of selection and procurement this has been put back to utilize the Summer 2023 school holidays to minimize disruptions
Accelerated Roads Residential Streets	2,650	2,484	-166	Rephased budget to 2023/24 with programmed completion on track for October 2023.
Vehicle & Plant Replacement	2,066	1,911	-155	4 vehicles scheduled for delivery in late 2022/23 will now be delivered in summer of

Programme				2023
Property Upgrades	1,166	837	-329	Rephasing of expenditure in cemetery wall refurbishment and Newbyres Care Home flooring replacement to 2023/24. Property upgrade planned projects also re-prioritised to allow for extensive roof replacement projects amid health and safety concerns, with those projects commencing in 2023/24.
TRANSPORT, ENERGY & INFRASTRUCTURE PROGRAMME BOARD				
A701 & A702 Relief Road Project	889	509	-380	Programme extended due to requirement for further modeling work and redesign of elements of route.
REGENERATION & DEVELOPMENT PROGRAMME BOARD				
Place Based Investment Fund 2021/22	612	289	-323	Fund fully committed with projects delivering in 2023/24.
Place Based Investment Fund 2022/23	543	73	-470	Contracts for remainder of expenditure have been let in 2022/23 and contractors are now on site with Vogrie project now due to complete in September 2023 and Penicuik projects in December 2023
Destination Hillend	1,585	697	-888	Delay in the civil engineering works contract due to challenges in securing the necessary Transport Scotland agreements.
OTHER				
Food Waste Rural Routes	132	13	-119	Manufacturing delays have resulted in purchase of food waste vehicle delayed until the 2023/24 financial year
General Fund Share of Extra Care Housing	297	107	-190	Timescales for awarding tender for Polton Street project, including Extra Care, have been delayed to Summer 2023.
Others	5,124	4,654	-470	
Total	19,390	13,506	-5,884	

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

Actual expenditure in the year was £23.322 million, giving an overspend of £0.031 million against the rephased budget as noted in table 3 below.

Table 3: Project Under/Over Spends in 2022/23

Project	Rephased Project Budget 2022/23 £000's	Actual Outturn 2022/23 £000's	(Under)/ Over Spend 2022/23 £000's	Notes
Beeslack CHS Replacement	1,054	1,097	+43	Redesign required to accommodate First Opinion Practice on site. Additional cost to be met through Learning Estate Strategy Development Budget and partly funded by £0.020 million of developer contributions
Play Park Renewal 2022/23	97	132	+35	Overspend in relation to clerical error with additional items ordered. To be funded initially from prudential borrowing in 2022/23, offset in 2023/24 by utilisation of £0.035 million of £0.197 million of Play Park Renewal 2023/24 grant funding
Nature Restoration Fund 2021/22	40	42	+2	Overspend of £0.002 million in relation to 2021/22 grant funded projects offset by application of underspend of £0.002 million

				in 2022/23 grant funded projects. Utilisation of remaining £0.009 million underspend in NRF 2022/23 will be considered in addition to 2023/24 NRF when 2023/24 NRF funding allocation confirmed by Scottish Government.
Nature Restoration Fund 2022/23	100	89	-11	
Hardengreen One and Two	3,101	3,060	-41	Reconciliation at year end of fees incurred were less than forecast
Others	0	3	+3	
Total	4,392	4,423	+31	

3.2 Funding

After adjusting for carry-forwards, the plan budgeted for funding of £18.605 million, as shown in table 4 below.

Actual funding was £18.627 million (see table 4 below), reflecting the movements in funding as noted in table 3 above.

Table 4: General Services Capital Plan Funding

Item	2022/23 Rephased Budget £000's	2022/23 Actual Outturn £000's	2022/23 Variance £000's
General Capital Grant	8,236	8,236	0
Specific Grants	2,143	2,145	+2
Developer Contributions	5,226	5,246	+20
Other	3,000	3,000	0
Total Funding	18,605	18,627	+22

3.3 Borrowing

After adjusting for carry forwards and rephasing, the plan budgeted for in-year borrowing of £4.686 million.

Actual borrowing was £4.695 million, reflecting the net overspend and movements in funding as noted in Sections 3.1 and 3.2.

3.4 Summary

A summary of the final outturn position for 2022/23 is outlined in the table below.

Table 5: General Services Capital Plan Performance against Rephased Budget 2022/23

Item	2022/23 Budget Q3 £000's	2022/23 Rephased Budget £000's	2022/23 Actual Outturn £000's	2022/23 Variance £000's	2022/23 Carry Forward £000's
Expenditure	28,470	23,291	23,322	+31	-5,179
Funding	19,136	18,605	18,627	+22	-531
Borrowing Required	9,334	4,686	4,695	+9	

3.5 2022/23 General Services Capital Plan Performance against 2022/23 Base Budget

The original 2022/23 capital expenditure & funding budgets, and the resulting borrowing required, as reported to Council on 15 February 2022, are as noted in Table 6 below, with the final rephased budget (as per table 5) also shown in Table 6 below:-

Table 6: General Services Capital Plan Revised Budgets against Base Budget 2022/23

Item	2022/23 Base Budget £000's	2022/23 Rephased Budget Q4 £000's	2022/23 Of Base Budget Spent %	2022/23 Total Carry Forward £000's
Expenditure	68,240	23,291	34%	-44,949
Funding	32,796	18,605	57%	-14,191
Borrowing Required	35,444	4,686	13%	-30,758

As can be noted from the table above, £23.291 million (34%) of the original base budget of £68.240 million has been spent in 2022/23, with the remainder (£44.949 million, or 66%), of the original base budget rephased forward into 2023/24 or later years. Similarly, only £4.686 million (13%) of borrowing has been required, with the remainder (£30.758 million or 87%) of the borrowing requirement has been rephased back to later years. The resultant reduction in loan charges in 2022/23 will largely be unwound in 2023/24 and 2024/25, once the capital expenditure relating to these projects is incurred.

The Capital Fund at the start of the 2022/23 financial year was £22.178 million. £7.694 million of this is currently committed to fund the A701 Relief Road / City Deal project, with a further £12.061 million committed to support capital investment across the wider General Services Capital Plan. This includes the utilisation of £3.000 million in 2022/23 as noted in the budget setting report approved by Council on 15 February 2022 to support capital investment across the General Services Capital Plan in 2022/23.

The non-committed capital fund balance at 31 March 2023 is £2.864 million, as shown in the table below.

Item	Amount £000's
Balance at 01 April 2022	22,178
Actual Capital Receipts received in 2022/23	820
Developer contributions received in 2022/23 and transferred to capital fund	15
Capital Receipts transferred to General Fund Reserve in 2021/22 not applied	156
Capital Fund Applied to GSCP in 2022/23	-3,000
Developer Contributions released to fund expenditure	-62
Balance at 31 March 2023	20,107
Committed to fund City Deal Project	-7,694
Committed to support Capital Investment	-9,061
Developer Contributions earmarked for specific purposes	-488
Non-committed balance at 31 March 2023	2,864

5 **Report Implications**

5.1 **Resource**

The 2022/23 borrowing requirement has reduced from £9.334 million as reported at Quarter 3, to £4.695 million, with the resultant impact on loan charges reported in the Financial Outturn 2022/23 – General Fund Revenue report presented elsewhere on today's agenda.

The reduction in borrowing in 2022/23 is largely due to rephasing of a number of projects, with expenditure subsequently carried forward / rephased into 2023/24. As such, the movement in loan charges in 2022/23 will largely be unwound in 2023/24 and 2024/25, once the capital expenditure relating to these projects is incurred.

5.2 **Digital**

None.

5.3 **Risk**

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

5.4 **Ensuring Equalities**

There are no equalities issues arising directly from this report.

5.5 Additional Report Implications

See Appendix A.

Background Papers:

Appendix A: Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable.

A.2 Key Drivers for Change

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

No external consultation has taken place on this report.

A.6 Impact on Performance and Outcomes

There are no issues arising directly from this report.

A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable.

Appendix 1: General Services Capital Plan 2022/23 Expenditure Outturn

Budget is approved in principle - requires approval of SOBC before budget is fully approved					
	with adjustment				
	Rephased	Rephased			
	2022/23	2022/23	2022/23	2022/23	2022/23
GENERAL SERVICES CAPITAL PLAN	Budget	Budget	Actual	Variance	Carry
2022/23 Outturn	Q3	Outturn	Outturn	Outturn	Forward OT
	£000's	£000's	£000's	£000's	£000's
CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BOARD					
Education - Primary					
Woodburn Primary 9 class & activity hall extension	762	598	598	-	164
Easthouses Primary School	645	941	941	-	(296)
Kings Park PS upgrade to existing building	200	5	5	-	195
Mauricewood Refurbishment	70	-	-	-	70
Mayfield & St. Luke's School Campus	1,086	460	460	-	626
Burnbrae Primary - Conversion of ASN to GP Space	1	11	11	-	(9)
Modular Units 2023/24	-	21	21	-	(21)
Education - Primary - Projects near completion					
Paradykes Primary Replacement	54	10	10	-	44
St. Mary's RC & Early Burnbrae Primary Schools	29	7	7	-	22
New Danderhall Primary hub	585	189	189	-	396
Sacred Heart Primary School Extension	379	386	386	-	(6)
Acoustic Upgrades	15	-	-	-	15
Danderhall Modular Unit Relocation	-	-	3	3	-
Education - Secondary					
Beeslack CHS Replacement	1,054	1,054	1,097	43	-
Lasswade High - Toilets & Changing to 1,600 pupil capacity	50	1	1	-	49
Education - ASN					
Hawthornden Primary - ASN Unit	146	243	243	-	(97)
Saltersgate Alterations Phase III - Playground Improvements	191	191	191	-	-
Saltersgate Phase IV - Internal Alterations	2	2	2	-	-
Education - Early Years					
King's Park Primary School	40	48	48	-	(8)
Roslin Primary School	10	19	19	-	(9)
Capital grants to partner providers	343	343	343	-	-
Hawthorn Children & Families Centre Alteration	77	44	44	-	33
Mauricewood Primary School	150	144	144	-	6
Vogrie Outdoor Early Learning Centre	-	0	0	-	(0)
Other Outdoor Spaces	67	46	46	-	21
Education - General					
Learning Estate Strategy: Development Budget	1,222	476	476	-	746
Modular Units - Session 2017/18	0	0	0	-	0
Burnbrae Primary School External Works	73	17	17	-	57
TOTAL - CHILDREN, YOUNG PEOPLE & ESTATES PROGRAMME BO	7,262	5,254	5,300	46	2,008

	Rephased 2022/23 Budget Q3 £000's	Rephased 2022/23 Budget Outturn £000's	2022/23 Actual Outturn £000's	2022/23 Variance Outturn £000's	2022/23 Carry Forward OT £000's
GENERAL SERVICES CAPITAL PLAN					
2022/23 Outturn					
ASSET MANAGEMENT PROGRAMME BOARD					
Digital					
Business Applications	8	71	71	-	(63)
Front Office - Hardware, Software & Services	422	241	241	-	181
Back Office - Hardware, Software & Services	130	-	-	-	130
Network, Software & Services	179	141	141	-	38
Schools - Hardware, Software & Services	753	1,159	1,159	-	(406)
Digital: Equipped for Learning	776	257	257	-	520
Roads & Street Lighting					
Street Lighting and Traffic Signal Upgrades - New	1,100	1,060	1,060	-	40
Footway & Footpath Asset Management Plan - New	500	540	540	-	(40)
Roads Asset Management Plan - New	1,733	1,750	1,750	-	(17)
Accelerated Roads Residential Streets	2,650	2,483	2,483	-	167
Fleet					
Vehicle & Plant Replacement Programme	2,066	1,911	1,911	-	155
Property					
Property Upgrades	1,166	837	837	-	329
Open Spaces / Play Areas					
Outdoor Play Equipment - Gorebridge	1	-	-	-	1
Mauricewood Road Bus Shelter	4	-	-	-	4
Welfare Park, Newtongrange	96	-	-	-	96
Pump Track, North Middleton	74	74	74	-	-
Play Park Renewal 2021/22	96	89	89	-	6
Play Park Renewal 2022/23	97	97	132	35	-
Nature Restoration Fund 2021/22	41	41	42	2	-
Nature Restoration Fund 2022/23	100	100	89	(11)	-
Contaminated Land	70	67	67	-	3
Sport & Leisure Equipment					
Property - Poltonhall Astro & Training Area Resurfacing	527	490	490	-	37
Property - Penicuik Astro Resurfacing	6	6	6	-	0
Dalkeith Thistle - Pavilion Upgrade	6	-	-	-	6
Loanhead Memorial Park Pitch	4	-	-	-	4
Flotterstone Car Park Infrastructure & Charging	16	-	-	-	16
TOTAL - ASSET MANAGEMENT PROGRAMME BOARD	12,622	11,414	11,439	25	1,209
TRANSPORT, ENERGY & INFRASTRUCTURE PROGRAMME BOARD					
Transport					
A701 & A702 Relief Road City Deal Project	889	509	509	-	380
A7 Urbanisation	106	27	27	-	79
Cycling, Walking & Safer Streets Projects	50	14	14	-	36
TOTAL - TRANSPORT, ENERGY & INFRASTRUCTURE PROGRAMME	1,045	551	551	-	494
REGENERATION & DEVELOPMENT PROGRAMME BOARD					
Regeneration					
Place Based Investment Fund 2021/22	612	289	289	-	323
Place Based Investment Fund 2022/23+	534	73	73	-	461
Development					
Destination Hillend	1,585	697	697	-	888
TOTAL - REGENERATION & DEVELOPMENT PROGRAMME BOARD	2,731	1,059	1,059	-	1,672

	Rephased 2022/23 Budget Q3 £000's	Rephased 2022/23 Budget Outturn £000's	2022/23 Actual Outturn £000's	2022/23 Variance Outturn £000's	2022/23 Carry Forward OT £000's
GENERAL SERVICES CAPITAL PLAN					
2022/23 Outturn					
OTHER (PROGRAMME BOARD NOT YET DEFINED)					
PLACE					
Digital					
Newbattle Centre of Excellence	26	26	26	-	-
Civica Automation	47	-	-	-	47
Council Hybrid Meetings	52	-	-	-	52
Transport					
North Middleton Bridge	37	36	36	-	1
Food Waste Rural Routes	132	13	13	-	119
LEZ Electric Vehicles & Charging Points	48	74	74	-	(26)
Rosewell Road Toucan Crossing	62	62	62	-	-
Property/Development					
Midlothian & Fairfield House Shower Upgrades	5	-	-	-	5
32-38 Buccleuch Street Ground Floor Redevelopment	346	346	346	-	-
Hardengreen One and Two	3,101	3,101	3,060	(41)	-
Public Sector Housing Grants	366	287	287	-	79
Penicuik THI	120	-	-	-	120
Mayfield Town Centre Regeneration	-	-	-	-	-
CCTV Network	55	28	28	-	27
Town Centre Regeneration Fund 2019/20	0	14	14	-	-
Town Centre Regeneration Fund 2020/21	91	48	48	-	43
Purchase to Pay	2	-	-	-	2
EWIM - Buccleuch House Ground Floor	33	-	-	-	33
Millerhill Pavilion	23	0	0	-	23
PEOPLE & PARTNERSHIPS					
Education					
CO2 Monitors for Schools / Ventilation 21/22 Phase II	92	93	93	-	-
Free School Meal Provision	150	137	137	-	13
Children's Services					
Residential House for 5-12 year olds	146	134	134	-	12
Communities & Partnerships					
Members Environmental Improvements	233	274	274	-	(41)
Adult Social Care					
Assistive Technology	176	116	116	-	59
Homecare	55	-	-	-	55
Highbank Intermediate Care Reprovisioning	100	159	159	-	(59)
General Fund Share of Extra Care Housing	297	107	107	-	190
TOTAL NOT ALLOCATED TO PROGRAMME BOARDS	5,795	5,054	5,014	(41)	734
SUBTOTAL - PRE RETURN OF CONTINGENCIES	29,455	23,332	23,362	31	6,117
Provision for Return of Contingencies	(985)	(41)	(41)	-	(939)
GENERAL SERVICES CAPITAL PLAN TOTAL	28,470	23,291	23,322	31	5,179

Annual Treasury Management Report 2022/23

Report by David Gladwin, Acting Chief Financial Officer

Report for Noting

1 Recommendations

It is recommended that Council note the Annual Treasury Management Report 2022/23.

2 Purpose of Report/Executive Summary

The purpose of the report is to inform members of the Council of the Treasury Management activity undertaken in 2022/23 and the year-end position.

Audit Committee on 26 June 2023 scrutinised a draft of this report in advance of its consideration today by Council. The final version of this report to Council will incorporate Audit Committee comments arising from the meeting on 26 June 2023.

Date: 13 June 2023

Report Contact:

Gary Thomson, Senior Finance Business Partner

gary.thomson@midlothian.gov.uk

3 Background

The main points arising from treasury activity in 2022/23 were:

- The pooled internal loans fund rate for General Fund and HRA was 2.41% in 2022/23, which is again expected to be one of the lowest when benchmarked against all mainland Authorities in Scotland;
- Were the pooled internal loans fund rate to have equated to the Scottish weighted average of 3.38%, this would have generated loan charges in 2022/23 of £15.7 million. The Council's actual 2022/23 loan charges for General Services and HRA were £12.5 million, representing a cash saving (compared to the Scotland average) of £3.2 million in 2022/23;
- Total long term borrowing maturing in the year amounted to £1.518 million, comprising the following:-
 - One £0.648 million Maturity Loan with PWLB matured on 3 February 2023 (original tenor 28 years at an interest rate of 8.63%);
 - £0.048 million of PWLB Annuities of various tenors and interest rates;
 - £0.657 million of Annuity and EIP, and £0.165 million of interest free loans.
- No new long term borrowing was taken in the year, with the Council able to defer new long-term borrowing, at higher than expected PWLB rates, as a result of £50.000 million of long-term borrowing secured in December 2021 which pre-funded part of the 2022/23 borrowing requirement. The remainder of the 2022/23 borrowing requirement was funded through the utilisation of the Council's surplus cash / working capital balances;
- The Council were under-borrowed by £25.908 million (7.5% of the borrowing Capital Financing Requirement) at 31 March 2023. This means that the Council has funded the majority (92.5%) of its underlying borrowing requirement as at 31 March 2023. This position is prudent in the current economic climate (with PWLB rates forecast to drop from their prevailing rates, across the next 2 financial years), as it balances longer-term interest rate and refinancing risk with short-medium term budgetary implications;
- The average rate of interest paid on external debt was 3.01% in 2022/23, down from 3.22% in 2021/22 and reflecting the historically low interest rates secured on longer-term PWLB borrowing in recent years;

- Cash balances in instant access accounts throughout the year were significantly higher than normal, and reflective of (a) the Scottish Government providing upfront funding to local authorities to support a range of grant schemes, (b) developer contribution receipts, (c) PWLB borrowing taken in advance, and (d) the impact on the Council's cashflow due to re-phasing of capital expenditure plans. The majority of the level of higher cash balances that are being held are committed to fund revenue and capital expenditure in the 2023/24 and forthcoming financial years.
- Fixed Term Deposits were placed during the year in line with the Council's approved creditworthiness process as outlined in the "*Treasury Management and Investment Strategy 2022/23 & Prudential indicators*" (TMSS 22/23) report approved by Council on 15 February 2022. These fixed term deposits were placed with high credit worthy banks and the UK Government's Debt Management Account Deposit Facility. The Council's deposit portfolio at 31 March 2023 is outlined in Table 2 below and in detail in Table 11 in Appendix 1;
- The average rate of return on deposits was 2.03% in 2022/23 (exceeding the benchmark¹ of 1.42% for the nineteenth year in succession) with total interest earned on deposits totalling £3.260 million and reflecting the significantly higher than normal levels of surplus cash;
- The Council useable reserves of £90.583 million at 31 March 2023 are fully cash backed, in line with the approved TMSS 22/23.
- No debt rescheduling was undertaken during 2022/23.

A detailed report "*Annual Treasury Management Review 2022/23*" on the activity during 2022/23 is attached as Appendix 1.

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

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

Table 1: Loan Portfolio at 1 April 2022 and 31 March 2023

Loan Type	Principal Outstanding 1 Apr 2022 £000's	Principal Outstanding 31 Mar 2023 £000's	Movement £000's
PWLB Annuity	553	505	-48
PWLB Maturity	284,776	284,128	-648
LOBO	20,000	20,000	0
Other Market Loans	17,542	16,885	-657
Salix Loans	400	235	-165
Total Loans	323,271	321,753	-1,518
CFR	307,247	347,661	+40,414
Over/(Under) Borrowed	+16,024	-25,908	-41,932

Table 2: Deposits at 1 April 2022 and 31 March 2023

Deposit Type	Principal Outstanding 1 Apr 2022 £000's	Principal Outstanding 31 Mar 2023 £000's	Movement £000's
Bank Call Accounts	31,058	2	-31,056
Money Market Funds	30,324	15,980	-14,344
Bank Notice Accounts	14,985	0	-14,985
Bank Fixed Term Deposit Accounts	35,000	96,000	+61,000
Other Local Authorities	45,000	2,000	-43,000
Total Deposits	156,367	113,982	-42,385
Useable Reserves	86,412	90,583	+4,171

Throughout 2022/23, all counterparties that the Council placed deposits with met their obligations in respect of the return of the deposited funds and interest receivable in full and on the required dates.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

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

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

The loan charges associated with Capital Expenditure and Treasury Management activity during 2022/23 are reported in the Financial Monitoring 2022/23 – General Fund Revenue report and HRA 2022/23 Outturn report elsewhere on today's agenda.

4.2 Digital

None.

4.3 Risk

As the Council follows the requirements of the new CIPFA Code of Practice and the Prudential Code this minimises the risks involved in Treasury Management activities place. For those risks that do exist there are robust and effective controls in place to further mitigate the level of risks. These include full written Treasury Management Practices, which define the responsibilities of all staff involved, and which were updated during the 2022/23 financial year to reflect the provisions of the new Prudential and Treasury Management Codes and approved by Audit Committee.

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

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

4.5 Additional Report Implications

See Appendix A

Appendices:-

Appendix B: Annual Treasury Management Review 2022/23

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

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

A.6 Impact on Performance and Outcomes

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

A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable

Annual Treasury Management Review 2022/23

Midlothian Council
June 2023

Contents

- 1 The Council's Capital Expenditure and Financing 2022/23
- 2 The Council's overall borrowing need
- 3 Treasury Position as at 31 March 2023
- 4 The Strategy for 2022/23
- 5 The Economy and Interest Rates
- 6 Borrowing Rates in 2022/23
- 7 Borrowing Outturn for 2022/23
- 8 Deposit Rates in 2022/23
- 9 Deposit Outturn for 2022/23
- 10 Performance Measurement
- 11 Conclusion

This Council is required by regulations issued under the Local Government in Scotland Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2022/23. This report meets the requirements of both the updated CIPFA Code of Practice on Treasury Management, (the Code), and the updated CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2022/23 the minimum reporting requirements were that the full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 15/02/2022);
- a mid-year, (minimum), treasury update report (Council 13/12/2022);
- an annual review following the end of the year describing the activity compared to the strategy, (this report);

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

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Audit Committee before they are reported to the full Council.

1. The Council's Capital Expenditure and Financing 2022/23

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

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

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

Table 1: Capital Expenditure + Financing			
	2021/22	2022/23	2022/23
	Actual	Budget	Actual
	£000	£000	£000
General Fund			
Capital Expenditure	22,969	68,240	23,322
Available Funding	17,115	32,796	18,627
Borrowing Required	5,854	35,444	4,695
HRA			
Capital Expenditure	39,477	124,894	51,710
Available Funding	33,058	7,240	9,932
Borrowing Required	6,419	117,654	41,778
General Fund and HRA			
Capital Expenditure	62,446	193,134	75,032
Available Funding	50,173	40,036	28,559
Borrowing Required	12,273	153,098	46,473

2. The Council's Overall Borrowing Need

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and what resources have been used to pay for the capital spend. It represents the 2022/23 unfinanced capital expenditure (see above table), plus prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

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

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

The total CFR can also be reduced by:

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

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

Table 2: Council's Underlying Borrowing Requirement			
	31-Mar-22	2022/23	31-Mar-23
CFR:	Actual	Budget	Actual
	£000	£000	£000
Opening balance	£ 302,758	£ 312,806	£ 307,247
Add Borrowing Required	£ 12,273	£ 153,098	£ 46,473
Less scheduled debt amortisation	£ (7,784)	£ (5,843)	£ (6,059)
Closing balance	£ 307,247	£ 460,061	£ 347,661

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

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2021/22) plus the estimates of any additional capital financing requirement for the current (2022/23) and next three financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs in 2022/23. The table below highlights the Council's gross borrowing position against the CFR (excluding PFI schemes). The Council has complied with this prudential indicator.

Table 3: Council's Gross Borrowing Position			
	31-Mar-21	2021/22	31-Mar-22
	Actual	Budget	Actual
	£000	£000	£000
Gross Borrowing	£ 323,271	£ 363,996	£ 321,753
CFR	£ 307,247	£ 460,061	£ 347,661

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

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

Table 4: Gross Borrowing against Authorised Limit / Operational Boundary	
	2022/23
Authorised limit - borrowing	£ 472,662
Operational boundary - borrowing	£ 472,662
Maximum gross borrowing position	£ 323,271
Average gross borrowing position	£ 322,650

3. Treasury Position as at 31 March 2023

The Council's debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through Member reporting detailed in the Purpose section of this report, and through officer activity detailed in the Council's Treasury Management Practices. At the beginning and the end of 2022/23 the Council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

Table 5: Treasury Position						
	31 March 2022 Principal	Rate/ Return	Average Life (Yrs)	31 March 2023 Principal	Rate/ Return	Average Life (Yrs)
Debt						
Fixed Rate Debt						
PWLB	£ 285,328	2.94%	33.18	£ 284,633	2.92%	32.25
Market	£ 22,943	2.95%	29.49	£ 22,120	2.98%	28.89
Total Fixed Rate Debt	£ 308,271	2.94%	32.91	£ 306,753	2.92%	32.01
Variable Rate Debt						
PWLB	£ -	n/a	n/a	£ -	n/a	n/a
Market	£ 15,000	4.63%	28.71	£ 15,000	4.63%	27.71
Total Variable Rate Debt	£ 15,000	4.63%	28.71	£ 15,000	4.63%	27.71
Total debt/gross borrowing	£ 323,271	3.02%	32.71	£ 321,753	3.00%	31.81
CFR	£ 307,247			£ 347,661		
Over/ (under) borrowing	£ 16,024			£ (25,908)		
Deposits						
Fixed Rate Deposits						
In House	£ 80,000	1.06%	0.41	£ 98,000	3.77%	0.31
With Managers	£ -	n/a	n/a	£ -	n/a	n/a
Total Fixed Rate Deposits	£ 80,000	1.06%	0.41	£ 98,000	3.77%	0.31
Variable Rate Deposits						
In House	£ 76,367	0.61%	0.10	£ 15,982	3.96%	0.01
With Managers	£ -	n/a	n/a	£ -	n/a	n/a
Total Variable Rate Deposits	£ 76,367	0.61%	0.10	£ 15,982	3.96%	0.01
Total Deposits	£ 156,367	0.84%	0.26	£ 113,982	3.80%	0.27

The maturity structure of the debt portfolio was as follows:

Table 6: Maturity Structure of Debt Portfolio						
	31-Mar-22		2022/23	31-Mar-23		
	Actual		Original Limits	Actual		
	£000	%	%	£000	%	
Under 12 months	£ 1,465	0%	0% to 50%	£ 812	0%	
12 months to 2 years	£ 830	0%	0% to 50%	£ 1,496	0%	
2 years to 5 years	£ 3,553	1%	0% to 50%	£ 2,795	1%	
5 years to 10 years	£ 33,857	10%	0% to 50%	£ 45,136	14%	
10 years to 20 years	£ 43,421	13%	0% to 50%	£ 32,239	10%	
20 years to 30 years	£ 12,563	4%	0% to 50%	£ 39,691	12%	
30 years to 40 years	£ 95,534	30%	0% to 50%	£ 84,584	26%	
40 years to 50 years	£ 127,048	39%	0% to 50%	£ 110,000	34%	
50 years and above	£ 5,000	2%	0% to 50%	£ 5,000	2%	
Total	£ 323,271	100%		£ 321,753	100%	

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

Table 7: Maturity Structure of Deposit Portfolio		
	31-Mar-22	31-Mar-23
	£000	£000
Deposit		
Under 1 Year	£ 154,367	£ 113,982
Over 1 Year	£ 2,000	£ -
Total	£ 156,367	£ 113,982

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

Table 8: Fixed/Variable Interest Rate Exposure of Debt Portfolio					
	31-Mar-22		2022/23	31-Mar-23	
	Actual		Original Limits	Actual	
	£000	%	%	£000	%
Fixed Interest Rate Exposure	£ 308,271	95%	0% to 100%	£ 306,753	95%
Variable Interest Rate Exposure	£ 15,000	5%	0% to 30%	£ 15,000	5%
Total	£ 323,271	100%		£ 321,753	100%

4. The Strategy for 2022/23

At the outset of the financial year, the Council were over borrowed by £16.024 million – this being a result of prudent long-term borrowing of £50.000 million of PWLB long-term maturity loans at rates of between 1.26% and 1.36% in December 2021 when PWLB rates were at an all-time historically low level.

Also at the outset of the financial year, the Council were holding £156.367 million in instant access accounts and fixed term deposits; this level of deposits being higher than normal and reflective of (a) the Scottish Government providing upfront funding to local authorities to support a range of grant schemes, in particular schemes to support local businesses, (b) developer contribution receipts, (c) PWLB borrowing taken in advance, and (d) the impact on the Council's cashflow due to re-phasing of capital expenditure plans. The majority of the level of higher cash balances that are being held are fully committed to fund revenue and capital expenditure in the 2023/24 and forthcoming financial years.

Interest rate forecasts within the 2022/23 Treasury Management & Investment Strategy initially suggested only gradual rises in short, medium and longer-term fixed borrowing rates during 2022/23 (see first table below) but by August it had become clear that inflation was moving up towards 40-year highs, and the Bank of England engaged in monetary policy tightening at every Monetary Policy Committee meeting during 2022, and into 2023, either by increasing Bank Rate by 0.25% or 0.5% each time. Currently the CPI measure of inflation is still above 10% in the UK. Nonetheless, there remain significant risks to that central forecast. Interest rate forecasts at the end of the financial year are also shown in the second table below.

Link Group Interest Rate View 7.2.22												
	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
BANK RATE	1.00	1.00	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
3 month ave earnings	1.00	1.00	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
6 month ave earnings	1.10	1.20	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30
12 month ave earnings	1.50	1.60	1.70	1.70	1.60	1.60	1.50	1.40	1.40	1.40	1.40	1.40
5 yr PWLB	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30
10 yr PWLB	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40
25 yr PWLB	2.50	2.50	2.60	2.60	2.60	2.60	2.60	2.60	2.60	2.60	2.60	2.60
50 yr PWLB	2.30	2.30	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40

Link Group Interest Rate View 27.03.23												
	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
BANK RATE	4.50	4.50	4.25	4.00	3.50	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.50	4.50	4.30	4.00	3.50	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.50	4.40	4.20	3.90	3.40	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.40	4.20	3.80	3.30	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.10	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.20	3.10
10 yr PWLB	4.20	4.20	4.00	3.90	3.80	3.70	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.50	4.40	4.20	4.10	4.00	3.80	3.70	3.60	3.50	3.50	3.40
50 yr PWLB	4.30	4.20	4.10	3.90	3.80	3.70	3.50	3.50	3.30	3.20	3.20	3.10

With interest rates on new borrowing higher than forecast during financial year 2022/23, and the Council holding both an over-borrowed position and significant levels of surplus cash, the opportunity existed throughout the financial year to defer any new long term borrowing and run down surplus cash

balances, given that a cost of carry generally remained in place during the year on any new long-term borrowing that was not immediately used to finance capital expenditure, as it would have caused a temporary further increase in cash balances; and this would have incurred a revenue cost – the difference between (higher) borrowing costs and (lower) investment returns. This strategy was prudent as investment returns were initially low and minimising counterparty risk on placing investments also needed to be considered.

As a result, all new borrowing in 2022/23 was deferred.

At 31 March 2023, the Council was under-borrowed by £25.908 million. This means that the capital borrowing need, (the Capital Financing Requirement), is not fully funded with loan debt, with the Council's surplus cash and liquidity / working capital supporting this position.

Useable Reserves of £90.583 million at 31 March 2023 are fully cash backed.

5. The Economy and Interest Rates

UK. Economy.

Against a backdrop of stubborn inflationary pressures, the easing of Covid restrictions in most developed economies, the Russian invasion of Ukraine, and a range of different UK Government policies, it is no surprise that UK interest rates have been volatile right across the curve, from Bank Rate through to 50-year gilt yields, for all of 2022/23.

Market commentators' misplaced optimism around inflation has been the root cause of the rout in the bond markets with, for example, UK, EZ and US 10-year yields all rising by over 200bps in 2022. The table below provides a snapshot of the conundrum facing central banks: inflation is elevated but labour markets are extra-ordinarily tight, making it an issue of fine judgment as to how far monetary policy needs to tighten.

	UK	Eurozone	US
Bank Rate	4.25%	3%	4.75%-5%
GDP	0.1%q/q Q4 (4.1%y/y)	+0.1%q/q Q4 (1.9%y/y)	2.6% Q4 Annualised
Inflation	10.4%y/y (Feb)	6.9%y/y (Mar)	6.0%y/y (Feb)
Unemployment Rate	3.7% (Jan)	6.6% (Feb)	3.6% (Feb)

Q2 of 2022 saw UK GDP deliver growth of +0.1% q/q, but this was quickly reversed in the third quarter, albeit some of the fall in GDP can be placed at the foot of the extra Bank Holiday in the wake of the Queen's passing. Q4 GDP was positive at 0.1% q/q. Most recently, January saw a 0.3% m/m increase in GDP as the number of strikes reduced compared to December. In addition, the resilience in activity at the end of 2022 was, in part, due to a 1.3% q/q rise in real household disposable incomes. A big part of that reflected the £5.7bn payments received by households from the government under the Energy Bills Support Scheme.

Nevertheless, CPI inflation picked up to what should be a peak reading of 11.1% in October, although hopes for significant falls from this level will very much rest on the movements in the gas and electricity markets, as well as the supply-side factors impacting food prices. On balance, most commentators expect the CPI measure of inflation to drop back towards 4% by the end of 2023. As of February 2023, CPI was 10.4%.

The UK unemployment rate fell through 2022 to a 48-year low of 3.6%, and this despite a net migration increase of c500k. The fact remains, however, that with many economic participants registered as long-term sick, the UK labour force shrunk by c500k in the year to June. Without an increase in the labour force participation rate, it is hard to see how the UK economy will be able to grow its way to prosperity, and with average wage increases running at over 6% the

MPC will be concerned that wage inflation will prove just as sticky as major supply-side shocks to food (up 18.3% y/y in February 2023) and energy that have endured since Russia's invasion of Ukraine on 22 February 2022.

Bank Rate increased steadily throughout 2022/23, starting at 0.75% and finishing at 4.25%.

In the interim, following a Conservative Party leadership contest, Liz Truss became Prime Minister for a tumultuous seven weeks that ran through September and October. Put simply, the markets did not like the unfunded tax-cutting and heavy spending policies put forward by her Chancellor, Kwasi Kwarteng, and their reign lasted barely seven weeks before being replaced by Prime Minister Rishi Sunak and Chancellor Jeremy Hunt. Their Autumn Statement of the 17th of November gave rise to a net £55bn fiscal tightening, although much of the "heavy lifting" has been left for the next Parliament to deliver. However, the markets liked what they heard, and UK gilt yields have reversed the increases seen under the previous tenants of No10/11 Downing Street, although they remain elevated in line with developed economies generally.

As noted above, GDP has been tepid throughout 2022/23, although the most recent composite Purchasing Manager Indices for the UK, US, EZ and China have all surprised to the upside, registering survey scores just above 50 (below suggests economies are contracting, and above suggests expansion). Whether that means a shallow recession, or worse, will be avoided is still unclear. Ultimately, the MPC will want to see material evidence of a reduction in inflationary pressures and a loosening in labour markets. Realistically, that is an unlikely outcome without unemployment rising and wage settlements falling from their current levels. At present, the bigger rise in employment kept the ILO unemployment rate unchanged at 3.7% in January. Also, while the number of job vacancies fell for the ninth consecutive month in February, they remained around 40% above pre-pandemic levels.

Our economic analysts, Capital Economics, expect real GDP to contract by around 0.2% q/q in Q1 and forecast a recession this year involving a 1.0% peak-to-trough fall in real GDP.

The £ has remained resilient of late, recovering from a record low of \$1.035, on the Monday following the Truss government's "fiscal event", to \$1.23. Notwithstanding the £'s better run of late, 2023 is likely to see a housing correction of some magnitude as fixed-rate mortgages have moved above 4.5% and affordability has been squeezed despite proposed Stamp Duty cuts remaining in place.

As for equity markets, the FTSE 100 started 2023 strongly, rising to a record high of 8,014 on 20th February, as resilient data and falling inflation boosted earnings. But global equities fell sharply after concerns over the health of the global banking system emerged early in March. The fall in the FTSE 100 was bigger than the drop in the US S&P 500. Indeed, at around 7,600 now, the FTSE is 5.2% below its record high on 20th February, while the S&P 500 is only

1.9% lower over the same period. That's despite UK banks having been less exposed and equity prices in the UK's financial sector not falling as far. It may be due to the smaller decline in UK interest rate expectations and bond yields, which raise the discounted value of future earnings, compared to the US.

USA. The flurry of comments from Fed officials over recent months suggest there is still an underlying hawkish theme to their outlook for interest rates. Markets are pricing in a further interest rate increases of 25-50bps, on top of the current interest rate range of 4.75% - 5%.

In addition, the Fed is expected to continue to run down its balance sheet once the on-going concerns about some elements of niche banking provision are in the rear-view mirror.

As for inflation, it is currently at c6% but with the economy expected to weaken during 2023, and wage data already falling back, there is the prospect that should the economy slide into a recession of any kind there will be scope for rates to be cut at the backend of 2023 or shortly after.

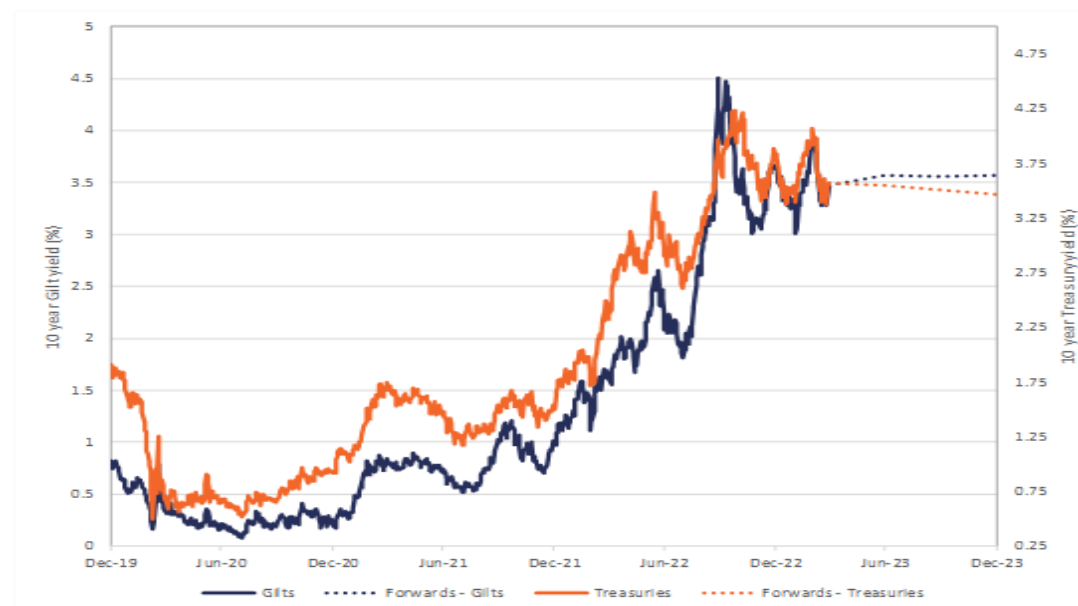
EU. Although the Euro-zone inflation rate has fallen below 7%, the ECB will still be mindful that it has further work to do to dampen inflation expectations and it seems destined to raise rates to 4% in order to do so. Like the UK, growth has remained more robust than anticipated but a recession in 2023 is still seen as likely by most commentators.

6. Borrowing Rates in 2022/23

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

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

Graph of UK gilt yields v. US treasury yields



Gilt yields have been on a continual rise since the start of 2021, peaking in the autumn of 2022. At the close of the day on 31 March 2023, all gilt yields from

1 to 50 years were between 3.64% and 4.18%, with the 1 year being the highest and 6-7.5 years being the lowest yield.

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

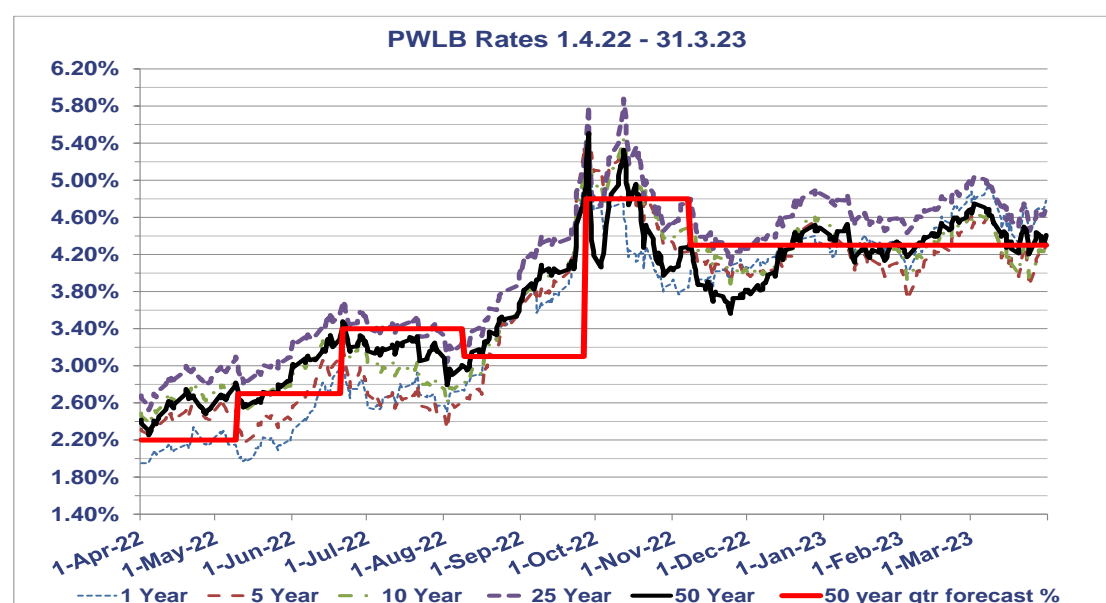
- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate first rises to dampen inflationary pressures and a tight labour market, and is then cut as the economy slows, unemployment rises, and inflation (on the Consumer Price Index measure) moves closer to the Bank of England's 2% target.

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

The Bank of England is also embarking on a process of Quantitative Tightening, but the scale and pace of this has already been affected by the Truss/Kwarteng government in the autumn of 2022 and more recently by the financial market unease with some US (e.g., Silicon Valley Bank) and European banks (e.g., Credit Suisse). The gradual reduction of the Bank's original £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.

HIGH/LOW/AVERAGE PWLB RATES FOR 2022/23



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.95%	2.18%	2.36%	2.52%	2.25%

Date	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
High	5.11%	5.44%	5.45%	5.88%	5.51%
Date	28/09/2022	28/09/2022	12/10/2022	12/10/2022	28/09/2022
Average	3.57%	3.62%	3.76%	4.07%	3.74%
Spread	3.16%	3.26%	3.09%	3.36%	3.26%

7. Borrowing Outturn for 2022/23

New Treasury Borrowing:-

No new loans were drawn in 2022/23.

Maturing Debt:-

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

Table 10: Maturing Debt in Financial Year 2022/23						
Lender	Date Repaid	Principal £000's	Interest Rate	Fixed/ Variable	Date Originally Taken	Original Term (Yrs)
PWLB	03 Feb 2023	£ 648	8.63%	Fixed	16 Feb 1995	28.00
PWLB Annuities	Various	£ 48	7.75%-9.50%	Fixed	02 Aug 1968 to 15 May 1972	56-60 years
Salix	Various	£ 165	0.00%	Fixed	Various	7-8 years
Deutsche Pfandbriefbank	Various	£ 357	2.63%	Fixed	29 Jun 2017	28.00
Deutsche Pfandbriefbank	Various	£ 300	2.73%	Fixed	15 Nov 2018	25.50
Total		£ 1,518				

Rescheduling:-

No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

Summary of debt transactions:-

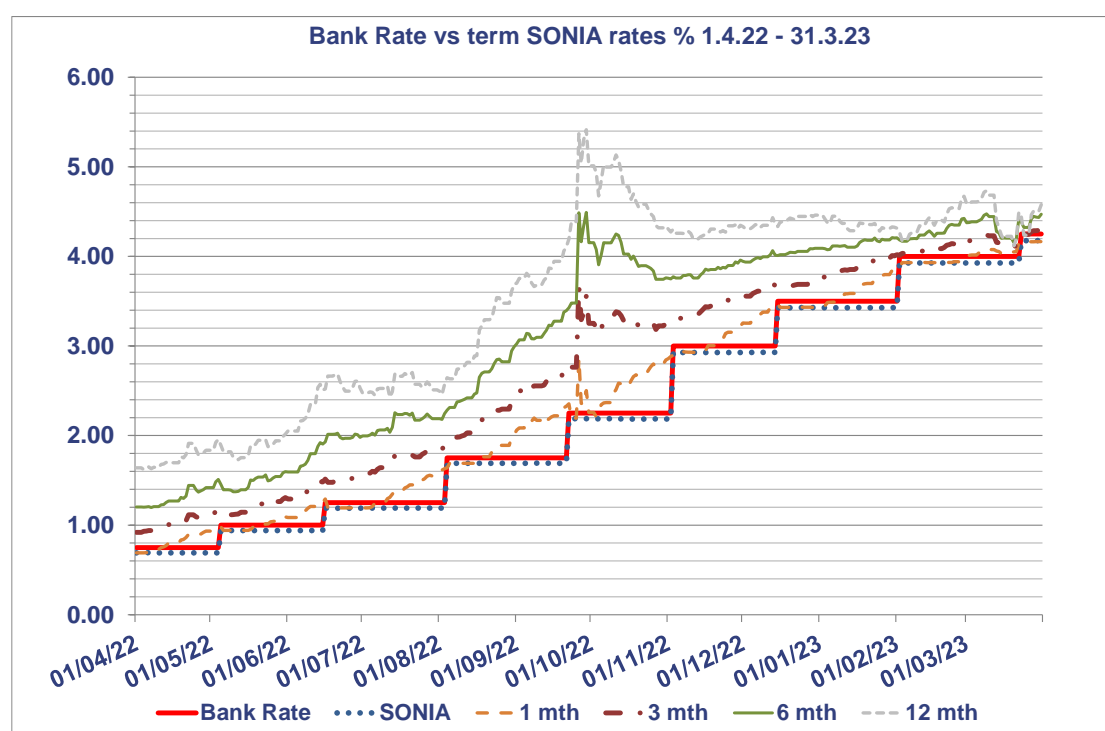
The average interest rate payable on external debt remained steady throughout the year, from an opening rate of 3.02% falling marginally to an end of year rate of 3.00%. The average life of debt within the loan portfolio dropped from 32.71 years to 31.81 years.

8. Deposit Rates in 2022/23

Investment returns picked up throughout the course of 2022/23 as central banks, including the Bank of England, realised that inflationary pressures were not transitory, and that tighter monetary policy was called for.

Starting in April at 0.75%, Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 4.25% by the end of the financial year.

Money market fund rates started the year at 0.51-0.53%, increasing throughout the year in line with movements in Bank of England Base Rates, ending the year at 3.92-3.96%, with money market funds and instant access call accounts being utilised to manage the Council's day to day liquidity needs.



The sea-change in fixed term investment rates meant local authorities were faced with the challenge of balancing the maintenance of cash for liquidity purposes, and “laddering” deposits on a rolling basis to lock in the increase in investment rates as duration was extended, which became an on-going feature of the investment landscape.

With bond markets selling off, equity valuations struggling to make progress and, latterly, property funds enduring a difficult Q4 2022, the more traditional deposit options, such as vanilla fixed term deposits (simple to understand, and less than a year in duration) became more actively used by local authorities across the UK.

Meantime, through the autumn, and then in March 2023, the Bank of England maintained various monetary policy easing measures as required to ensure

specific markets, the banking system and the economy had appropriate levels of liquidity at times of stress.

9. Funds on Deposit Outturn for 2022/23

Deposit Policy:-

The Council's policy for placing deposits is governed by Scottish Government Investment Regulations, and the requirements of the CIPFA Prudential and Treasury Management Codes, which have been implemented in the annual investment strategy approved by the Council on 15 February 2022. This policy sets out the approach to the considerations when placing deposits, specifically security, liquidity and then yield (in that order) and sets out the approach for choosing counterparties based on their credit strength, and for financial institutions is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.).

The activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties. The position at 31 March 2023 was as follows:-

Counterparty	Principal Outstanding 31 Mar 2023 £000's	Security Long/Short Term Rating (Colour)	Liquidity		Yield	UK Local Authority Investment*** £000's
MMF - Aberdeen Liquidity Fund	2,342	AAAmf (Yellow)	Instant Access Money Market Fund		3.93%	943,280
MMF - Federated	14	AAAmf (Yellow)	Instant Access Money Market Fund		3.92%	540,049
MMF - LGIM	13,624	AAAmf (Yellow)	Instant Access Money Market Fund		3.96%	327,840
Handelsbanken	2	AA/F1+ (Orange)	Instant Access Call Account		3.80%	258,821
Stoke on Trent City Council	2,000	Quasi-UK Government (AA- / Yellow)	06-Apr-20	06-Apr-23	1.60%	3,354,054
Lloyds Bank Corporate Markets plc	30,000	A+/F1 (Red)	30-Nov-22	30-May-23	4.25%	216,902
Standard Chartered Bank	10,000	A+/F1 (Red)	30-Nov-22	30-May-23	4.06%	702,000
National Westminster Bank plc	15,000	A+/F1 (Blue)	31-May-22	31-May-23	2.00%	830,477
SMBC Bank International plc	11,000	A-/F1 (Red)	02-Feb-23	02-Jun-23	4.13%	125,000
Toronto Dominion Bank	10,000	AA-/F1+ (Orange)	16-Jun-22	15-Jun-23	2.85%	433,405
Landesbank Hessen-Thüringen Girozentrale	5,000	A+/F1+ (Orange)	30-Nov-22	29-Nov-23	4.47%	220,000
National Westminster Bank plc	15,000	A+/F1 (Blue)	08-Mar-23	08-Mar-24	4.80%	830,477
Total Deposits	113,982				3.80%	8,782,305

Deposits placed by the Council:-

The Council maintained an average balance of £159.870 million of instant access and fixed term deposits, earning an average rate of return of 2.03%. The comparable performance indicator¹ is 1.42%.

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

10. Performance Measurement

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

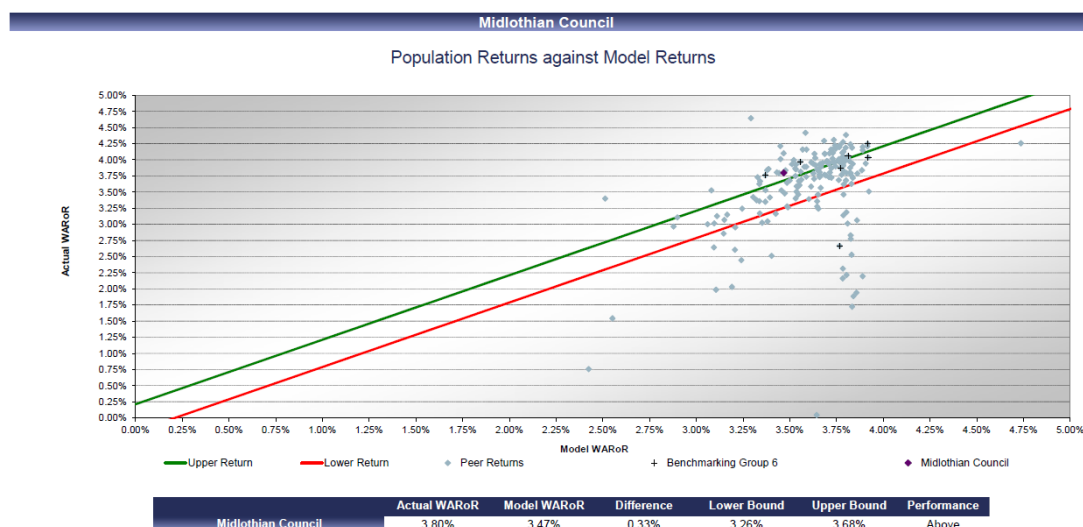
Loans Fund Rate

Combining the interest paid (earned) on external debt (deposits) with charges for premiums written off and internal interest allowed into an average Loans Fund Rate, Midlothian's result of 2.98% for 2021/22 was the fifth lowest Loans Fund Rate amongst all mainland authorities in Scotland, as reported previously to Council.

The comparative Loans Fund Rate for 2022/23, of 2.41%, is once again expected to be one of the lowest when benchmarked against all mainland authorities in Scotland (note that at present, these benchmark figures are not yet available).

Deposit Benchmarking

The Council participates in the Scottish Investment Benchmarking Group set up by its Treasury Management Consultants, Link. This service provided by Link provides benchmarking data to authorities for reporting and monitoring purposes, by measuring the security, liquidity and yield within an individual authority portfolio. Based on the Council's funds on deposit as at 31 March 2023, the Weighted Average Rate of Return (WARoR) on deposits of 3.60% against other authorities is shown in the graph below:-



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

Debt Performance

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

11. Conclusion

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

The cost of long term borrowing has been maintained throughout the year, with the benefit of long term borrowing in December 2021 allowing the Council to defer borrowing at higher than forecast rates during the 2022/23 financial year.

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

Overall Midlothian's Loans Fund Rate of 2.41% for the year is expected to be one of the lowest when benchmarked against all mainland Authorities in Scotland.



27 June 2023
Midlothian Council

Item No

Developer Contributions – Update Report

Report by Kevin Anderson, Executive Director - Place

Report is for Decision

1 Recommendations

Council is recommended to:

- a) Note the base value of planning obligations entered into in the period 01.10.2022 to 31.03.2023
- b) Developer contributions accounted for / received by the Council in the 2022/23 financial year
- c) The developer contributions to be applied at the close of Financial Year 2022/23
- d) Developer contributions due to potentially expire by the end of Financial Year 2026/27
- e) Confirm, as an action from Council meeting in March 2023, the rental costs for a modular units for Woodburn Primary School will have a revenue cost of £0.150m split between 2023/24 and 2024/25 and note that these costs are covered in full by relevant planning obligations.

2 Purpose of Report

To provide an update to Council on developer contributions received in 2022/23 financial year and specifically to confirm that some of these will be utilised to deliver a modular unit at Woodburn Primary School.

Date: 15 June 2023

Report Contact:

Matthew Atkins, Lead Officer Planning Obligations

matthew.atkins@midlothian.gov.uk

Tel No. 0131 271 3429

Gary Thomson, Senior Finance Business Partner

gary.thomson@midlothian.gov.uk

3 Background

- 3.1** Midlothian Council have implemented various measures to improve the handling of developer contributions by the Council following a previous internal audit review. One of the recommendations was that regular reporting to Capital Plan and Asset Management Board (CP&AMB) takes place regarding developer contributions received, applied and held. The report has been referred onto elected members for information as an annual report is submitted separately to Planning Committee.

4 Contributions Received & Applied in 2022/23

- 4.1** The details reported highlight key points in relation to the period 01/04/2022 to 31/03/2023 (financial year 2022/23):-
- Planning Obligations with a base value of £0.227 million were entered into;
 - £8.326 million was accounted for by the Council in private sector and HRA developer contribution receipts;
 - £6.082 million of developer contributions will be applied to fund capital and revenue expenditure;
 - As at 31 March 2023, the Council are holding £43.117 million of contributions.
- 4.2** The Development Team reports that it has now secured a quote for the lease of a 100sqm modular unit for Woodburn Primary School. This lease is for 70 weeks, in order to address a breach in capacity that will occur in August 2023, prior to the extension of the school being completed.
- 4.3** The modular unit will be procured through the NHS Framework with Portakabin the supplier. The specification is being finalised with Education services. The cost breakdown is provided below. Total cost for unit hire is £0.144m over 70 weeks. £0.060m of this is provisional at this stage and may vary following site survey. Therefore, a contingency of £0.006m is to be allowed for, with total budget allowance of £0.150m. Midlothian Council is currently holding circa £1.9m in developer contributions from new housing which fall within the catchment of Woodburn Primary School and which have contributed towards additional capacity at Woodburn to accommodate the children arising from those developments. These developer contributions will cover the cost of the Woodburn PS modular unit in full.

Figure 1: Hire rate and installation costs for Modular Unit

 4 Slice Modular Building as per drawing 1313076-PKE-HQ-GF-DR-A-100		
The minimum hire period		
WEEKLY HIRE RATE		
	70 Weeks	One Off Costs
Building(s) Hire including all specified products and services	980.00	
Prelim - 70tn Crane - Install		1,144.00
Prelim - 70tn Crane - Dismantle		1,144.00
Prelim - Delivery Of Building To Site		1,497.60
Prelim - Collection Of Building		1,497.60
Prelim - Installation of Building		4,933.50
Prelim - Dismantle of Building		4,933.50
Prelim - Architectural Services		15,298.00
Prelim - Civils Package		44,969.00
Overall weekly hire rate	980.00	
Total one off charges		75,417.20
Projected contract value for 70 weeks		144,017.20

5 Contributions at risk of expiry

- 5.1** Of the £43.117 million of developer contributions held by the Council at 31 March 2023, there are £4.263 million of held contributions that will expire in the 4 years up to the end of Financial Year 2026/27. These are being allocated accordingly, aligned to the conditions of use before the expiry date.

6 Report Implications

6.1 Resource

As noted above the Council is the fastest growing local authority in Scotland and is currently holding developer contributions totalling £43.117 million towards the costs of necessary infrastructure to serve our communities.

Application of £0.150 million of developer contributions split over 2023/24 and 2024/25 will fully support the rental costs associated with the modular unit at Woodburn Primary School.

6.2 Risk

The planned use is designed to reduce the risk of contributions expiring and having to be repaid to developers which would have consequential implications for the Council's ability to deliver essential infrastructure, the Council's financial position and its reputation.

6.3 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☐ Community safety
- ☐ Adult health, care and housing
- ☐ Getting it right for every Midlothian child
- ☐ Improving opportunities in Midlothian
- ☒ Sustainable growth
- ☐ Business transformation and Best Value
- ☐ None of the above

6.4 Key Priorities within the Single Midlothian Plan

The appropriate management of developer contributions will assist in ensuring that the infrastructure required to meet our growing communities can be provided.

6.5 Impact on Performance and Outcomes

The appropriate management of developer contributions will assist in ensuring that the infrastructure required to meet our growing communities can be provided.

6.6 Adopting a Preventative Approach

The steps outlined above will assist in ensuring that developer contributions towards essential infrastructure are adequately monitored and managed to reducing the likelihood of those contributions expiring.

6.7 Involving Communities and Other Stakeholders

The application of developer contributions towards infrastructure will provide facilities for our growing communities. Local communities and their elected members are likely to be involved in considerations about facilities to be delivered in particular where there is an element of direction about the spending of contributions for example in relation to children's play and community facilities.

6.8 Ensuring Equalities

This report does not relate to a new / revised policy / service change / budget change. It is therefore considered that undertaking an Equalities Impact Assessment (EqIA) in relation to this report is unnecessary.

6.9 Supporting Sustainable Development

Managing this accurate picture of developer contributions held will assist the Council in the provision of infrastructure to underpin the growth of communities in Midlothian

6.10 Digital Issues

There are no Digital Services implications from this report.

Appendix A: Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable.

A.2 Key Drivers for Change

Not applicable.

A.3 Key Delivery Streams

☐ One Council Working with you, for you

☒ Preventative and Sustainable

☐ Efficient and Modern

☐ Innovative and Ambitious

☐ None of the above

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

No external consultation has taken place on this report.

A.6 Impact on Performance and Outcomes

There are no issues arising directly from this report.

A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable.

Background Papers: None

Midlothian Council Transformation Blueprint (2023-2028)**Report by Dr Grace Vickers, Chief Executive****Report for Decision****1 Council is recommended to:**

- A: Note the decisions of Business Transformation Steering Group on 23 April 2023
- B: Note the progress on the quarter 1 sprints outlined in section 4
- C: Approve the Midlothian Transformation Blueprint and the supporting Medium Term Financial Strategy projections
- D: Consider appointing an elected member to sponsor each of the transformation themes

2 Purpose of Report

Following the briefing with all elected members, and the meeting of BTSG on 5 June 2023, the purpose of this report is to provide Council with the opportunity to consider the updated Midlothian Transformation Blueprint which is submitted to Council for approval.

Date: 06 June 2023**Report Contact:** Dr Grace Vickers**Email:** Myra.forsyth@midlothian.gov.uk

3 Background

- 3.1 In February 2023, Council approved the Medium Term Financial Strategy for 2023-24. As part of the Business Transformation Steering Group (BTSG) amendment, approved by Council, the Cross-Party BTSG recommended to Council that *the remaining measures outlined in appendix B (pages 229—300) which are not contained in recommendation 1 and 2 be brought back to Council no later than June 2023 in the form of an updated Medium Term Financial Strategy Transformation Programme. Members of the Business Transformation Steering Group recommended that a number of transformation projects should be delivered at pace in the form of sprints.*
- 3.2 In response to the approved amendment, the draft Midlothian Transformation Blueprint was presented to BTSG on 23 April and BTSG approved the commencement of the first 8 sprints in Q1 (2023-24) and another 3 sprints in Q2 (2023-24).
- 3.3 Given the significant challenge ahead, BTSG also approved devolving Business Transformation Board (BTB) to Chief Officers and the formation a new Midlothian Multi-Agency Transformation Management Group (M-MATMG), to be chaired by the Council's Chief Executive. M-MATMG will aim to drive forward the multi-disciplinary and multi-agency change which will be required in order to deliver services within the budgets available. Both the BTB and M-MATMG will report into BTSG. The newly formed M-MATMG had its first meeting on 29 May.
- 3.4 BTSG on 23 April also approved the establishment of a Transformation Project Management Office, utilising BTB funding, in order to drive the change required. This is currently being progressed.
- 3.5 On the recommendation of BTSG, a briefing was held for all elected members on 30 May 2023 to introduce the Midlothian Transformation Blueprint and to invite feedback from members.
- 3.6 On 5 June the updated medium term financial strategy projections were introduced to members and agreed to update the blueprint accordingly with the updated figures as presented on page 5 of the blueprint.

4 Main Report

- 4.1 Eight sprints commenced in quarter 1. These are:

Theme 1 – Following the Money

- Commissioning, including increasing the % spend in Midlothian
- Contract Management
- Transport Review

The following savings not approved at February 2023 Council which are included in this theme are proposals 7, 8, 13, 31 and 36. These total £834,000.

Theme 2: 21st Century Workforce

- Developing roles which move away from silo-based working to the delivery of joined-up services in our 'One Stop Shop' hubs

The following savings not approved at February 2023 Council which are included in this theme is proposal 1. This totals £1.029m.

Theme 3: Commercialisation and Income Generation

- Advertising and Marketing
- Holiday Programmes
- Sports and Creative Arts

Theme 5: Multi-Agency Transformation

The following savings not approved at February 2023 Council which are included in this theme is proposal 27 and proposal 41 which was accepted for a future year is also included. These total £2.582m.

4.2 Theme 1: Follow the money

The Acting Chief Officer Corporate Solutions will be the SRO for this sprint 1, commissioning and sprint 2 contract management. Internal Audit have now been appointed to undertake the first phase of review work. Scope has been agreed, Terms of Reference are being drafted and work is ongoing to inform the completion of the Spikes Cavell report on spend. The main areas of focus at this stage are:

- The use of non-competitive action
- Health and Social Care contract management and monitoring

An initial findings report is expected late June/early July to inform the action plan and work programme.

The Chief Officer Place will be the SRO for the Transport Review. This Review commenced in Quarter 1. Education and Transport Services are working collegiately to review the home to school transport policy and provision of services, which is aimed to be in place for the new academic year. In addition, Transport Services are scoping the provision of a service on a commercialised basis though the county. Engagement with community transport providers is also underway, together with operators of the existing commercial routes.

4.3 Theme 2: 21st Century Workforce

The Acting Chief Officer Corporate Solutions will be the SRO for the 'One Stop Shop' sprint. This sprint commenced in April with the first phase supported by Nesta. A community listening exercise is taking place to inform how to use the existing library spaces better for both standalone and hub libraries. The engagement took the form of an online survey, with focused face to face discussions in Loanhead and Danderhall. The Procurement Strategy for the mobile One Stop Shop is in development.

- 4.4 Theme 3: Workplaces for the future will commence in quarter 2 which includes the Hub and Spoke model, estate rationalisation and net zero. The following savings not approved at February 2023 Council which may be included in this theme are proposals 6, 10, 21, 38, 43 and 44.

4.4 Theme 4: Commercialisation and Income Generation.

The Chief Officer Place is the SRO for the three sprints in this theme. An overarching Commercialisation Strategy will be devised and presented for Council approval in early course. This will explore and cover all relevant parameters to enable services to operate on a commercial basis. However, in the interim, and order to maximise income generation on a transactional basis, key sprints have been identified that can progress in tandem with the strategy development.

The Advertising and Marketing Policy has been drafted for consideration by Council in June. This Policy will seek to permit advertising by third parties with branding installed on assets directly owned by the Council and opportunities for third party sponsorship of Council events and initiatives.

Events Management and Holiday Programmes are sprints to further generate income, provide suitable offers to our communities and attract visitors to Midlothian. A report will follow in early course.

The transfer of Sport & Leisure Services from the Health and Social Care Partnership to Place Services will be delivered as soon as practicable.

4.5 Theme 5: Multi-agency transformation.

The new M-MATMG met for the first time on 29 May for a preliminary meeting.

Report Implications

5.1 Resource

BTB funding will be required in order to drive transformation at pace. Updated financial figures will be included in the final Blueprint following Q4 reporting. In addition, estimated savings targets are currently being scoped for the sprints conducted over Q1 and Q2.

5.2 Digital

Digital Transformation is a key driver and is included within theme 2. Significant transformation will be required in order to support the workforce to continue to deliver services within the financial envelope available.

5.3 Risk

The rate of demographic growth and financial constraint is a high risk for the Council and therefore a five year Transformation Blueprint will provide the important strategic direction, and level of pace, required in order to transform services within the budget available.

5.4 Ensuring Equalities

Early Intervention, Prevention and the creation of a Wellbeing economy is essential to ensuring equality of provision. However, within the finances available it is essential that we have strategic demand management plans in place and transform services accordingly.

Appendices

B: Updated Midlothian Transformation Blueprint

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The Blueprint is in line with the SMP and outlines five themes for transformation supported by 19 sprints over a five year period

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report aims to deliver best value within the resources available.

A.5 Involving Communities and Other Stakeholders

Public consultation will be built into relevant themes and sprints. The establishment of the M-MATMG will ensure wider involvement of a number of statutory CPP partners.

A.6 Impact on Performance and Outcomes

The report aims to measure progress through outcomes and appendix B of the Blueprint outlines the bottom two quartile performance indicators which have been prioritised for improvement.

A.7 Adopting a Preventative Approach

The report is based on the creation of a wellbeing economy which prioritises prevention, fairness for people, the economy and the environment.

A.8 Supporting Sustainable Development

A Just Transition to Net Zero is a key theme throughout and is also a specific sprint within theme 3.

MIDLOTHIAN COUNCIL



TRANSFORMATION BLUEPRINT 2023-2028 AND SUPPORTING MEDIUM TERM FINANCIAL STRATEGY

VISION AND PURPOSE

Our vision for Midlothian is to be a great, green place to grow. This transformation blueprint, and supporting medium term financial strategy, are designed in line with the Single Midlothian Plan and is supported by the Council's Service Plans.

SHAPING SERVICES FOR THE FUTURE

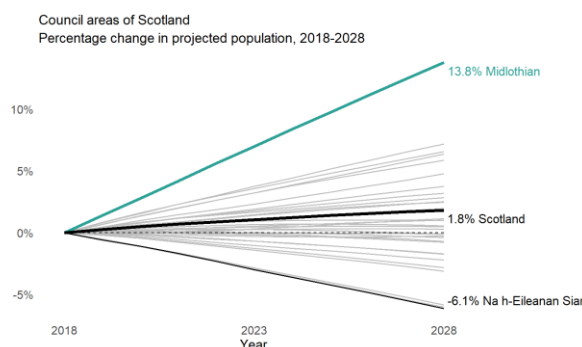
The last three years have brought significant and unprecedented challenge to our communities as we responded to the COVID-19 pandemic and the cost of living crisis. This strategy builds on the nine drivers for change which were approved by Council in 2019 and our Midlothian Route Map through and Out of the Covid pandemic which was approved in June 2020. As we move into a new post-pandemic world, we are committed to building on the learning and new ways of working that were adopted during this period, and renew our focus on delivering our key priorities at the most local level possible.

Rooted in the creation of a wellbeing economy, the vision of our new 5 year strategy focuses on reducing inequalities at the same time as looking after the health of our planet. Specifically we have three main aims:

- Individuals and communities have improved health and learning outcomes
- No child or household live in poverty
- Significant progress is made towards net zero carbon emissions by 2030

As the fastest growing local authority in Scotland, Midlothian will see a growth rate between now and 2028 of 13.8% compared to the Scottish average of 1.8%:

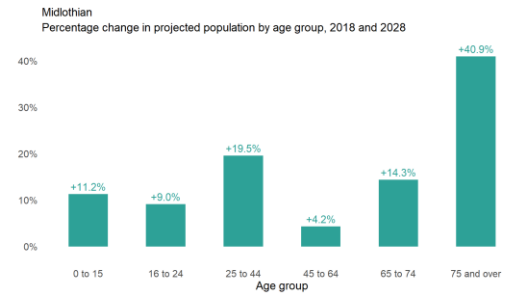
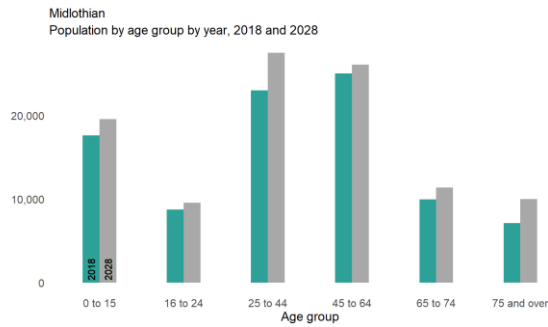
Fig 1: NRS 2018-28 % Change in Projected Population



Our demographic profile shows growth in all age groups but particularly acute in the 0-15 years and over 75 age groups and therefore there will be significant demand for early years, schools and older people's services. In 2021 there were 9.3% more births than in 2020. There is also an increase in working age population:

Fig 2: NRS Midlothian 2018-28, Population by age group

Fig 3: Midlothian % change in projected Population by age group 2018-28



Therefore, to accommodate growth within the resources available we will need to think differently about the services we deliver and how we deliver them.

Some services will be transformed to meet our growing population within the financial envelope available, others may be delivered in a different way and some will need to stop. Fostering a collaborative culture where everyone is focused on the same end goal – creating effective and efficient services which will benefit our citizens – will be crucial to future success.

This Transformation Blueprint will focus on the nature of the work we will do, developing a 21st century workforce supported by a workplace fit for the future where joined up services are delivered in a holistic and integrated way. We will deliver the Blueprint through a series of transformation sprints to ensure that we drive forward the pace of change. These sprints will take the form of a series of 100 day collaborative challenges, a proven method of delivery within Midlothian.

Transformation Blueprint Objectives

1. Support the Council to address the 5 year funding gap of £29.121 million outlined in the MTFS
 2. Follow the Money to ensure that the services we commission, contracts we manage and digital solutions we use deliver value for money.
 3. Develop an organisational workforce that is flexible ensuring that all staff have the necessary skills to work effectively supported by digital technologies that fit for a 21st century workforce
 4. Design a workplace fit for the future delivering services in a holistic and integrated way as well as utilising our assets to maximise their potential.
 5. Drive forward multi-agency transformation to deliver systems-level change resulting in integrated service delivery which improve community outcomes
-

MEDIUM TERM FINANCIAL STRATEGY

The fiscal environment continues to be extremely challenging and, together with rapid demographic growth, presents both opportunities and challenges. This means that we will need to transform our services so they are fit for the future, embracing new technologies and data analytics in order to adapt.

Councils have a difficult balance between maximising assets in support of their social purpose against protecting the bottom line. We must think innovatively, review how digital technology can drive efficiencies and make the most of existing assets and partnerships to explore new ways of working, including consolidation, collaboration and commercialisation. This is necessary to only to ensure that organisations survive, but is vital if we want to thrive. Battling with tight budgets, an unstable economy, rapid demographic growth and increasingly complex demands from customers will need strong leadership, discipline and commercial acumen to identify new revenue streams and open up new channels to market, enhance efficiencies and most importantly to improve the lives of all households.

	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m	2028/29 £m
<u>Opening Budget Gap</u>		7.001	12.492	16.298	20.649
2023/24 Approved Budget	0.000				
Use of Covid Funding to mitigate savings shortfall	1.166				
Retrospective Service concessions	4.093	4.093	4.093	4.093	4.091
	5.259	11.094	16.585	20.391	24.740
Funding for 23/24 pay costs met from 22/23 cross year flexibility (2.5% in 23/24 budget, SG funding assumption of 3% = 0.5% gap)	0.873				
Revised Opening Budget Gap	6.132	11.094	16.585	20.391	24.740
Pay Inflation (3%)	5.817	5.991	6.171	6.356	6.547
Utilities and other Contractual inflation	2.199	2.125	2.161	2.199	2.238
Containment of MIJB funding at Flat Cash	(1.241)	(1.271)	(1.307)	(1.345)	(1.383)
School Demographics	2.000	2.000	1.000	1.000	1.000
Loan Charges (4% of net revenue budget from 25/26 onwards – see Capital Plan Prioritisation Exercise)	4.984	2.588	0.134	0.149	0.155
In-year Service Concession impact	(0.188)	(0.209)	(0.222)	(0.232)	(0.249)
Destination Hillend Net Income	(0.919)	(1.413)	0.133	(0.028)	(0.016)
VAT on Leisure income	(0.400)	0.000	0.000	0.000	0.000
Scottish Government Grant - funding for pay (otherwise flat cash)	(2.012)	0.000	0.000	0.000	0.000
Council Tax Band D number increase	(1.391)	(1.354)	(1.394)	(1.436)	(1.479)
Lothian Buses Dividend	0.000	0.000	(0.450)	0.000	0.000
Other costs	0.065	(0.030)	(0.033)	(0.029)	(0.033)
Gap	15.046	19.521	22.778	27.025	31.520
Full year impact of 23/24 approved savings measures	(1.980)	(0.867)	(0.212)	0.000	0.000
Council Tax Rate increase (3%)	(1.972)	(2.069)	(2.175)	(2.285)	(2.399)
Retrospective Service Concessions	(4.093)	(4.093)	(4.093)	(4.091)	0.000
Budget Gap to be addressed	7.001	12.492	16.298	20.649	29.121

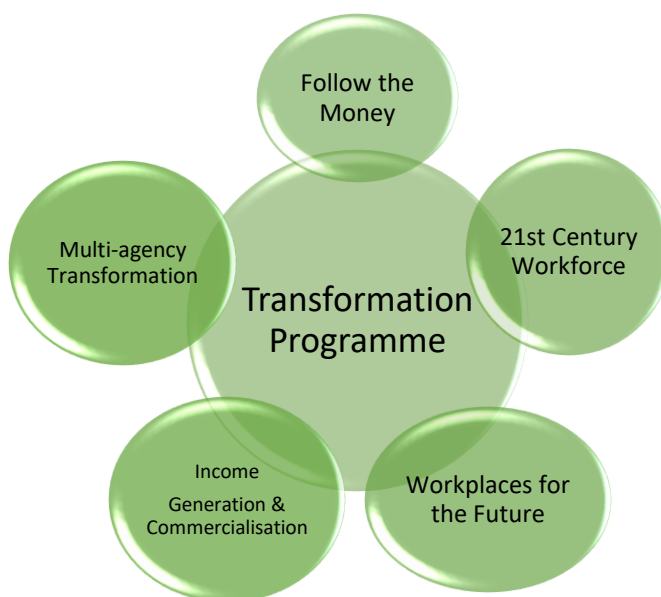
OUR APPROACH

The Transformation Blueprint

The key strategic linkages to create a future environment for the way in which we operate can be summarised in the following dimensions



Transformation Programme Themes at a glance



TRANSFORMATION THEMES

Theme 1: Follow the Money

Elected Member Sponsor:

This theme focusses on how we commission and contract services to ensure that we deliver value for money. Due to the rapid demographic growth we are experiencing we will need to think differently about how we commission services and how we manage contracts to ensure that we instil early intervention and prevention into all service planning and design, providing the foundation for the commissioning cycle and budget planning. Key strategic outcomes include demand control, independence, improved prediction and agile response. Strategic resource allocation and reduced operating costs will be key to this theme.

There are five sprints within this theme, each sprint will have a Senior Responsible Officer (SRO):

- Commissioning including increasing the % spend in Midlothian (SRO: Chief Officer Corporate Solutions)
- Contract Management (SRO: Chief Officer Corporate Solutions)
- Transport Review (SRO: Chief Officer Place)
- The Promise (SRO: Chief Social Work Officer)
- Included, Engaged and Involved (SRO: Chief Operating Officer Education)

Commissioning is the strategic activity of identifying need, allocating resources and procuring a provider to best meet that need, within available means. The Blueprint aims to transform the way we commission services, increasing the amount we spend locally and how we manage our contracts. We also aim to look at how we can commission more services with a focus on Prevention and Early Intervention in order to reduce expensive spend further down stream. This will mean that we need to work as 'One Council' planning services around whole families. The table below provides a summary of the steps we will take, why and what success will look like:

What will we do?	Why?	What will success look like?
Forensic identification and examination of internal and external demand	Quick identification and elimination of unwanted demand	We will prevent more than we provide
A clear analysis of demand using a tiered approach	Increased sense of ownership by communities	A more mature relationship between the Council and its Citizens
Utilise predictive analytics to identify future need	To identify harm before it happens	More people will be supported within the community, reducing the spend on statutory service
Work as 'One Council' designing support around households	To reduce expensive spend further down stream	



Theme 2: 21st Century Workforce

Elected Member Sponsor:

The world we live in is changing fast. Multi-agency working, government policy and a changing population continues to place enormous pressure on the public sector and the leadership teams that deliver these essential services. As the role of councils adjusts to the changing landscape, so too are the skills required, and responsibilities of management and front-line staff. Leadership teams need to become more commercially astute to create a sustainable business model, drive innovation and maximise the technology across the organisation. It is also important that we are a trauma-informed workforce with strong interpersonal and communication skills. Front-line staff must be ready to take on more varied responsibilities, such as managing and delivering quality health and social services, renewing community cohesion and supporting the most vulnerable.

There are three sprints within this theme

- Developing roles which move away from silo-based working to the delivery of joined-up services in our 'One Stop Shop' hubs (SRO: Chief Officer Corporate Solutions)
- Digital Transformation (SRO: Chief Digital Officer)
- Making Performance Matter (SRO: HR Strategic Lead)

The overall purpose of this theme is to continue to transform the culture of the Council in line with the ethos of the 21st Century Public Servant and our people values: CREST:

- **Celebrate** - Recognise, celebrate and share all our achievements
- **Respect** - Respect each other's differences in a culture of trust and flexibility
- **Excellence** - Make the most of opportunities to develop ourselves and our teams to provide excellent services
- **Support** - Lead by example and be approachable and supportive of each other
- **Together** - Work together to make a difference for Midlothian

We will develop a flexible workforce together with enhancing our "Grow your own Talent" strategy by creating generic working roles and clear progression routes so that our workforce can see e.g. how they can develop from starting out as an apprentice to promoted positions.

What will we do?	Why?	What will success look like?
We will work as 'one council' removing silo based working	To ensure that we take a person-centred approach	Joined-up services, delivered at the most local level possible
Create flexible, generic remits to meet the needs of citizens	To enable our workforce to flexibly respond to the needs of our citizen at the first point of contact	Single, holistic points of contact for citizens e.g. Generic Hub centre staff who are trauma-informed
We will implement the updated Digital Strategy	To give citizens and businesses the ability and choice to interact with the council through integrated digital access To reduce unavoidable contact so that we can focus on those most in need	Updated Customer Portals with self-service and online services Deploy an 'assisted digital' customer delivery model
We will review our Making Performance Matter policy and practices	To ensure that our employees are supported, provided with appropriate CPD and regular feedback on performance	A supported workforce within a framework of high expectations and well developed development opportunities so that we 'grow our own talent'
We will update the Workforce Strategy		



Theme 3: Workplaces of the Future

Elected Member Sponsor:

This theme will focus on our Estates and Assets and has three main sprints:

- Hub and Spoke (SRO: Chief Officer Place)
- Estate Rationalisation (SRO: Executive Director Place)
- Just Transition to Net Zero (SRO: Chief Officer Place)

The theme will consider how the Council, and its partners, can best use their asset base to efficiently deliver services to support our wider transformation aims. Assets make a significant contribution to Council revenue, but also carry significant holding and maintenance costs along with compliance and income risks. Our backlog maintenance costs will continue to increase, and substantial investment is required to meet our net zero aspirations.

Through the implementation of an updated Estate and Asset strategy we will continue to optimise the use of our assets, including a review of assets in our communities, to maximise utilisation with a reduced more affordable footprint. By its nature, the estate should react to organisation for the future by supporting the work we do, how we do it and the physical spaces used to deliver it. Working across all services and transformational workstreams we aim to have the right assets, at the right time, in the right place to deliver for our citizens, staff and partners.

The Estates and Assets strategy will include the Learning Estate Strategy, and a review of housing, operational and commercial properties. We will clarify and implement key roles and responsibilities in maintenance and management of our buildings, and develop standard practices and guidance on premises, all ensuring sustainability and carbon reduction is at the heart of decision-making. We will move to implement a 'One Stop Shop' approach in our Hubs to maximise the integrated services we can offer our citizens at the most local level within the financial envelope available.

As part of this transformation theme, we will also review the Council work/spaces and link this with our Multi-Agency transformation programme, looking for opportunities to share with partners and make the estate fit for purpose, including connectivity and digital delivery options

In order to achieve this, the table below outlines what we will do, why and what success will look like:

What will we do?	Why?	What will success look like?
Update the Learning Estate Strategy	We cant afford to have assets not fully utilised	Assets will be fit for purpose, in good condition and well utilised
Conduct a Housing Asset Review	Our assets need to be safe environments for users	Assets will be safe, secure and legally compliant
Accelerate our Net Zero Strategy	We are committed to meeting our net zero ambitions	Assets will be environmentally and economically sustainable
Reduce and Rationalise Property Assets	We require statutory school places to meet our rapid growth	Best Value will be received from our assets
Further develop medium and long term maintenance and investment plans	Realising best value (including non-financial returns) allows assets to be properly maintained and contribute to other aspects of service delivery	We will be sharing our asset base with partners and communities
Undertake a review of council spaces for the future		
Implement local by default ' One Stop Shop' solutions		

Theme 4: Income Generation and Commercialisation

Elected Member Sponsor:

Commercialisation and diversification to generate revenue is not an entirely new concept for the Council and plays a part in this strategy. Diversification and commercialisation will continue to be an important priority and senior decision makers must start thinking about short, medium and long term strategies for generating our own income. Effective e-commerce strategies will also need consideration as it is widely acknowledged that the UK population has embraced online shopping with retail providers and our adopting this approach with careful consideration is required of technology which is fit for purpose to cater for the diverse needs of our communities.

In order to maximise the potential of our assets, there are four initial sprints which are contained within this theme. The Chief Officer Place will be the SRO for the four sprints outlined below:

- Advertising and Marketing
- Holiday Programmes
- Events Management
- Sports Management

Keen to work at pace, three of these sprints will commence in Q1 (2023-24) and one in Q2 (2023-24):

Sprint	Q1 23-24	Q2 23-24	Q3 23-24
Advertising and Marketing	Plan	Implement Phase 1	Implement Phase 2
Holiday Programmes	Plan	Run Summer Programme	Review
Events Management		Plan	Implement
Sports and Creative Arts	Plan	Approval to move S&L to Place	Implement

What will we do?	Why?	What will success look like?
We will launch the advertising and marketing approaches to help business advertise across Midlothian	We cant afford to have assets not fully utilised	Assets will be fit for purpose, in good condition and well utilised
We will sweat our assets to ensure that we maximise their full potential	We cant afford to have assets not fully utilised Income generation can then be invested in care for the vulnerable	We will secure income generation on a sustainable basis
We will offer a range of wrap around and holiday provision for children and young people at Easter, Summer and October holiday times	To enable our children and young people to access a wide range of our of school opportunities while their parents/carers are working	High quality out of school provision delivered locally
We will review and update our Sport and Leisure Offer so that we are competitive in this market	We cant afford to have our sport and leisure facilities not fully utilised	We will secure income generation on a sustainable basis

Theme 5: Multi-Agency Transformation

Chair: Council's Chief Executive

Multi-agency transformation will be key if we are going to deliver sustainable futures at a time of fiscal constraint and rapid demographic growth. We will need to embrace 21st century solutions including technology driving positive outcomes in the community to consider how more advanced solutions such as connected devices, smart buildings and data analytics offer ways to manage property assets and resolve issues before they even become a problem. Given the multi-agency nature of this work, a new Board, called the Midlothian Multi-Agency Transformation Management Group (M-MATMG) will be established to deliver whole system change.

GOVERNANCE FRAMEWORK FOR THE TRANSFORMATION BLUEPRINT

Business Transformation Steering Group

In line with Standing Orders, this group will comprise of 5 Elected Members 2 SNP, 2 Labour and 1 Conservative. The composition, business, frequency of meetings, quorum and minute arrangements are all detailed within Standing orders.

Business Transformation Board

The membership of the Business Transformation Board will be amended to devolve responsibility for the work of the blueprint to Chief Officers. The chair will rotate annually. The purpose of this group is to drive forward the work of the transformation Blueprint, lead on their SRO sprints and report their progress into CMT and BTSG:

BTB Membership	
Chief Officer Corporate Solutions	Chief Digital Officer
Chief Operating Officer Education	HR Strategic Lead
Chief Officer Finance	Continuous Improvement Manager
Chief Officer Place	PMO
Chief Social Work Officer	Head of Adult Health and Social Care

Midlothian Multi-Agency Transformation Management Group (M-MATMG)

A new Board, called the Midlothian Multi-Agency Transformation Management Group, will be established to deliver whole system change outlined in theme 5. Governance for the projects within the multi-agency whole system reform work will be overseen by the Midlothian Multi-Agency Transformation Management Group (M-MATMG). M-MATMG will be chaired by the Council's Chief Executive with support from the PMO. Membership of the group consists of:

M-MATMG Membership	
Midlothian Council Chief Executive	
Director of Place	Area Commander, Scottish Fire and Rescue
Director of Education, Children and Partnerships	Chief Executive, NHS Lothian
Director of Health and Social Care (Chief Officer IJB)	Principal, Edinburgh College
Police Commander, J Division	Vice-Principal, University of Edinburgh

Project Management Office (PMO)

A three year fixed term PMO will be established to drive forward the Transformation Blueprint. Funded from the BTB budget, the PMO will lead on key projects and will also provide project support to the Chief Officers, M-MATMG and BTSG.

Appendix A: Project Timeline

Sprint	Q1 23-24	Q2 23-24	Q3 23-24	Q4 23-24	Q1 24-25	Q2 24-25	Q3 24-25	Q4 24-25	Q1 25-26	Q2 25-26	Q3 25-26	Q4 25-26
	Apr-June	July-Sept	Oct- Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar
Commissioning	Appoint	Scope	Agree	Implement			Evaluate					
Contract Management Review	Appoint	Scope	Agree	Implement			Evaluate					
Transport Review	Review	Implement		Demand assessmnet updated								
The Promise		Updated plan implemented										
Included, Engaged Involved		Demand assessment updated	Scope									
One Stop Shop Hubs	Develop	Approve Strategy	Open Hub 1	Open Hub 2	Review	Learn	Open Hub 3	Open Hub 4				
Digital Transformation		Approve Strategy	Imp Phase 1									
Making Performance Matter		Imp Phase 1										
Hub and Spoke		Scope	Agree	Implement								
Estate Rationalisation		Approve Strategy	Implement									
Just Transition to Net Zero		Update Strategy	Implement									
Advertising and Marketing	Plan	Implement Phase 1	Imp phase 2									
Holiday Programmes	Plan	Run Summer Programme	Review									
Events Management		Plan	Implement									
Sports and Creative Arts	Plan	Approve moving S&L to Place	Implement									
Mult Agency Transformation	Plan	Scope	Propose	Design Phase	Approve							

Appendix B: A relentless focus on performance outcomes

Each programme will have a series of KPIs embedded within each sprint. The Chief Executive will monitor performance at CMT, Quarterly meetings with Executive Directors and Quarterly reports will be submitted to Cabinet and PRS. As part of our commitment to continuous improvement there will be a significant focus on making shift happen by moving the number of Quartile 3 and 4 LGBF into the top two measures in order to deliver better outcomes.

The LGBF indicators currently within the bottom two quartiles are:

Culture & Leisure	Net Cost per attendance at Sports facilities
	Percentage of adults satisfied with libraries
	Percentage of adults satisfied with parks and open spaces
	Percentage of adults satisfied with leisure facilities
Corporate Assets	Proportion of operational buildings that are suitable for their current use
	Proportion of internal floor area of operational buildings in satisfactory condition
Education	% achieving 5 or more awards at SCQF Level 5
	% SIMD Quintile 1 achieving 5 or more awards at SCQF level 5
	% SIMD Quintile 1 achieving 5 or more awards at SCQF level 6
	Overall Average Total Tariff
	Average Total Tariff SIMD Quintile 1
	Average Total Tariff SIMD Quintile 2
	Average Total Tariff SIMD Quintile 5
	Percentage of funded early years provision which is graded good/better
Corporate	The Percentage of council employees in top 5% of earners that are women
	Cost of collecting council tax per dwelling
	Percentage of income due from council tax received by the end of the year %
	Percentage of invoices sampled and paid within 30 days
	Proportion of Scottish Welfare Budget Spent
Economic Development	Percentage of Unemployed People Assisted into work from Council
	Cost of Planning and Building Standards Services per planning application
	Percentage of procurement spent on local enterprises
	No of business gateway start-ups per 10,000 population
	Cost of Economic Development & Tourism per 1,000 population
	Proportion of properties receiving superfast broadband
	Town Centre vacancy rates
Environment	Street Cleanliness Score
	Percentage of C class roads that should be considered for maintenance treatment
	Percentage of unclassified roads that should be considered for maintenance treatment
	Cost of trading standards and environmental health per 1,000 population
	Corporate Indicator - Cost of environmental health per 1,000 population
Financial	Uncommitted General Fund Balance as a % of council annual budgeted net revenue
	Ratio of Financing Costs to Net Revenue Stream - Housing Revenue Account

Adult Social Care	Self Directed Support (Direct Payments + Managed Personalised Budgets) spend on adults 18+ as a % of total social work spend on adults 18+
	Percentage of people aged 65 and over with long-term care needs receiving personal care at home
	Percentage of adults supported at home who agree that they are supported to live as independently as possible (data based on respondents whose care was funded by the council or health board)
	Percentage of adults supported at home who agree that they had a say in how their help, care or support was provided (data based on respondents whose care was funded by the council or health board)
	Percentage of carers who feel supported to continue in their caring role (data based on respondents whose care was funded by the council or health board)
	The Net Cost of Residential Care Services per Older Adult (+65) per Week
	Rate of readmission to hospital within 28 days per 1,000 discharges
	Proportion of care services graded 'good' (4) or better in Care Inspectorate inspections

The Single Midlothian Plan 2023/27 and Single Midlothian Plan H2 Performance Report (Half year October 2022 to March 2023)

Report by Dr Grace Vickers, Chief Executive

Report for Noting

1 Recommendations

It is recommended that Council notes the approval of the Single Midlothian Plan 2023-27 as a live working document to meet the legal requirements of the Community Empowerment Act (2015).

The Community Planning Partnership Board would like Council to note the excellent partnership working which has produced the Single Midlothian Plan 2023/27, with a key focus to work with communities to secure improved outcomes and reduce poverty. In addition the Community Planning Partnership would like you to note the H2 Performance Report 22/23 (October 2022 to March 2023), which highlights progress on indicators and actions in H2 which aimed to improve outcomes in communities and reduce inequalities.

2 Purpose of Report/Executive Summary

This Community Planning Partnership (CPP) Board's thematic partnerships developed the attached four year plan, outcomes and indicators for 2023-27. It was approved on Thursday 1st June 2023 as a live working document. The purpose of this report is to draw Elected Member's attention to the Single Midlothian Plan 2023/27 and the H2 performance report of Midlothian Community Planning Partnership. It is a statutory duty for the partnership to publish Local Outcome Improvement Plan and associated performance reports. The Single Midlothian Plan is adopting a new structure with 7 thematic groups as opposed to 5 this includes a dedicated poverty thematic group to build on the work of the current Community Planning Strategic Poverty Group and the Elected Member Cost of Living Task Force.

Date: 7th June 2023

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

Email: annette.lang@midlothian.gov.uk

3 Background

- 3.1** Part 2 of the Community Empowerment Act 2015 sets out clear expectations for what the purpose of community planning is, and how it is to operate.
- 3.2** Statutory Guidance flowing from the 2015 Act makes clear that community planning is about: “how public bodies work together and with the local community to plan for, resource and provide or secure the provision of services which improve local outcomes in a local authority area, with a view to reducing inequalities”.
- 3.3 The 2015 Act specifically requires CPPs to:**
- prepare and publish a local outcomes improvement plan (LOIP) which sets out the local outcomes which the CPP will prioritise for improvement;
 - identify smaller areas within the local authority area which experience the poorest outcomes, and prepare and publish locality plans to improve outcomes on agreed priorities for these communities. There is a pilot for producing new localised outcome improvement plans taking place called Living Well in central Dalkeith and Woodburn; and
 - review and report publicly on progress towards their LOIP and locality plans, and keep the continued suitability of these plans under review.
- 3.4** The CPP Board has an established annual planning and performance cycle which occurs every 6 months.
- 3.5** All Council service plans are expected to show connections to this strategic plan, known as the “Single Midlothian Plan”, which meets the statutory requirement for a local outcomes improvement plan for Midlothian.
- 3.6** The Community Empowerment Act’s statutory guidance requires CPP’s to set 3 year outcomes and to show one year measurable actions towards these. The top priorities of the Single Midlothian Plan (SMP) for the period 2023-27 are:
- Individuals and communities have improved health and skills for learning, life and work
 - No child or household living in poverty
 - Progress is made towards net zero carbon emissions
- 3.7** The H2 reporting is based on the outcomes and indicators contained in the SMP 2022-23 which encompasses 5 themes of work, identified through public engagement as main areas in which the public expected partners to make improvements. These are summarised as Adult Health and Care, Community Safety, Sustainable Growth, Improving Opportunities and Getting It Right For Every Child. Performance against the outcomes in each of these areas is set out in the attached H2 Performance Report (Half year October 2022 to March 2023) which has been approved by the Community Planning Partnership Board at its meeting on 1st June 2023 for H2 (October 2022 to March 2023).

The SMP 2023-27 encompasses 7 themes of work, identified through public engagement as main areas in which the public expected partners to make improvements. These are summarised as Health, Community Safety, Greener, Improving Skills and Opportunities, Getting It Right For Every Child, Wellbeing Economy including being Better Connected and Reducing Poverty.

3.8 Next Steps

The Single Midlothian Plan over the next 4 years will be a live working document with changes and adjustments being made as the context and factors dictate. Further work will be undertaken to embed the Shaping Places for Wellbeing recommendations which strengthen the plans focus on place based outcomes. Further work will be undertaken to enhance success stories and the impact of community planning, as well further embedding feedback and changes from the recent consultation events. A review of membership of the community planning thematic groups will be taken place and meeting dates will be set for the next four years. A chair for the new poverty thematic group will be required. A community planning launch event will take place in November 2023 formal progress, scrutiny and monitoring will continue 6 monthly with the inclusion of an annual report, which will focus on highlighting the impact of community planning and success stories. Over the next 4 years there will be an increased profile of community planning led events, showcasing the work of the partnership.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

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

4.2 Digital

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

<https://youtu.be/H9CpFtqiFsU>

4.3 Risk

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

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

The SMP is subject to an equality impact assessment process available in Members Library. Key Priorities established by the partnership focus on reducing inequalities.

4.5 Additional Report Implications

APPENDIX A - Report Implications

APPENDIX B - Single Midlothian Plan 2023/27

APPENDIX C - Single Midlothian Plan Performance Reporting H2 October 2022- March 2023

APPENDIX D - Single Midlothian Plan Performance Reporting Scorecard

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

All Single Midlothian Plan Priorities

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Involving Communities and Other Stakeholders

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

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

We have worked with the improvement service to self-evaluate the work on child poverty and identify improvement recommendations. In addition the Hopkins Report 2023 on Reducing Poverty in Midlothian which included the voice of those with lived experience has greatly influenced the outcomes and actions contained in the Single Midlothian Plan.

A.5 Impact on Performance and Outcomes

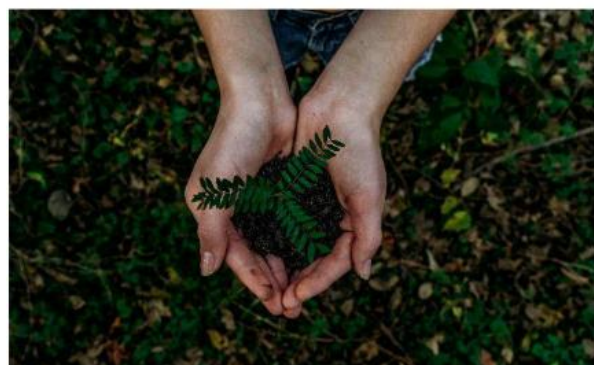
Performance is tracked using the “Pentana” performance management software system. This system is used by over 50% of Scottish Local Councils. A scorecard has recently been developed for the Single Midlothian Plan and the indicator and actions are reflected in the scorecard approach for H2 (22/23) and are noted in appendix D.

A.6 Adopting a Preventative Approach

The CPP is committed to adopting a ‘Preventive approach’. Preventive work takes place at a variety of levels including universal and targeted. Partnership work throughout 2022 has focused on key preventative areas for work for example young people’s mental health, community resilience and more recently in terms of climate change. The main focus going forward overall will be reducing poverty and supporting those most affected by the cost of living crisis.

A.7 Supporting Sustainable Development

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



Single Midlothian Plan 2023-27



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Introduction

This is our local outcome improvement plan, which sets out the needs of our local communities and brings the key priorities for Midlothian into one place. It shows how the Public, Private, Voluntary sectors and local communities will undertake actions together to secure improvements. The plan focuses on reducing inequalities, promotes preventative approaches and it supports communities to increase their influence in decision making.

Our outcomes for the next 4 years are:

- **Individuals and communities have improved health and skills for learning, life and work**
- **No child or household living in poverty**
- **Significant progress is made towards net zero carbon emissions by 2030**

We use a range of qualitative and quantitative data and consult with people who use and provide our services to plan and deliver services. We meet throughout the year to work together in a shared planning cycle:

- Revision of the data in the Midlothian Profile: April - September
- Engagement with stakeholders and those with direct experience (Citizens Panel, direct experience panel, citizens assessors, youth engagement, stakeholder events, and CPP planning day): ongoing throughout the year
- An annual refresh of the 4 year plan will take place each year between March – June

Our Vision

By working together as a Community Planning Partnership, individuals and communities will be able to lead healthier, safer and greener lives by 2030. No child or household need live in poverty. Midlothian will be a Great Green Place to Grow by achieving our net zero carbon ambitions and supporting local people to strengthen the skills they need for learning, life and work.

Who we are

We are Midlothian Community Planning Partnership who work together to best use all of the available resources to improve people's lives. Key organisations, both statutory and Third Sector, work together with communities to plan services that will deliver better outcomes for people. Our Community Planning Partnership is led by the Community Planning Board. A number of organisations sit on the Board including:

- Police Scotland
- Edinburgh College
- East and Mid Lothian Chamber of Commerce
- NHS Lothian
- Midlothian Health and Social Care Partnership
- Newbattle Abbey College
- Ministry of Defence
- Federation of Small Businesses
- Department Working Pensions
- Skills Development Scotland
- Sustran (South East Scotland Transport Partnership)
- Scotent (Scottish Enterprise)
- Third Sector Strategic Interface/Midlothian Voluntary Action
- Scottish Fire and Rescue Service
- Scottish Ambulance Service
- Midlothian Federation of Community Councils
- Representatives of Community Planning Working Group, Chief Officers' Group, Research, and Information Group and Faith Communities Partnership

Changes we have made

As we move to a four year Single Midlothian Plan our structure will now consist of 7 thematic priorities with key actions across the four years.

You will see in our actions table four squares, which will represent the year the action will be achieved by, as shown below:

Achieved in 2023-24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Achieved in 2024-25	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Achieved in 2025-26	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Achieved in 2026-27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Supporting all our communities

There is a gap in outcomes for people in different parts of Midlothian. Some areas have poorer levels of employment; lower wage rates; lower average life expectancy, greater concentrations of people who are elderly or disabled; poorer access to physical amenities such as shops, health care, public spaces and play facilities; lower than average qualifications and higher levels of crime.

In Midlothian there are 3 communities in the top 20% of most deprived areas in Scotland. These are Central Dalkeith/Woodburn; Mayfield/Easthouses and Gorebridge. People living in Danderhall, Bilston, Loanhead and the rural areas have to travel more to access a number of services. This is a key area for consideration to co-ordinate outreach services supporting access in these communities.

In 2023 and beyond we would like to take a more focused approach to reducing poverty and working with communities to increase community wealth, reflecting the wellbeing and circular economy principles using a place based model.

The newly formed community planning theme on reducing poverty will undertake a pilot using a place based model to create supports around reducing poverty and increasing community wealth. Specific communities will have tailored plans and our current pilot is the Living Well in Central Dalkeith and Woodburn Group in conjunction with the wider approach to [Shaping Places for Wellbeing](#).

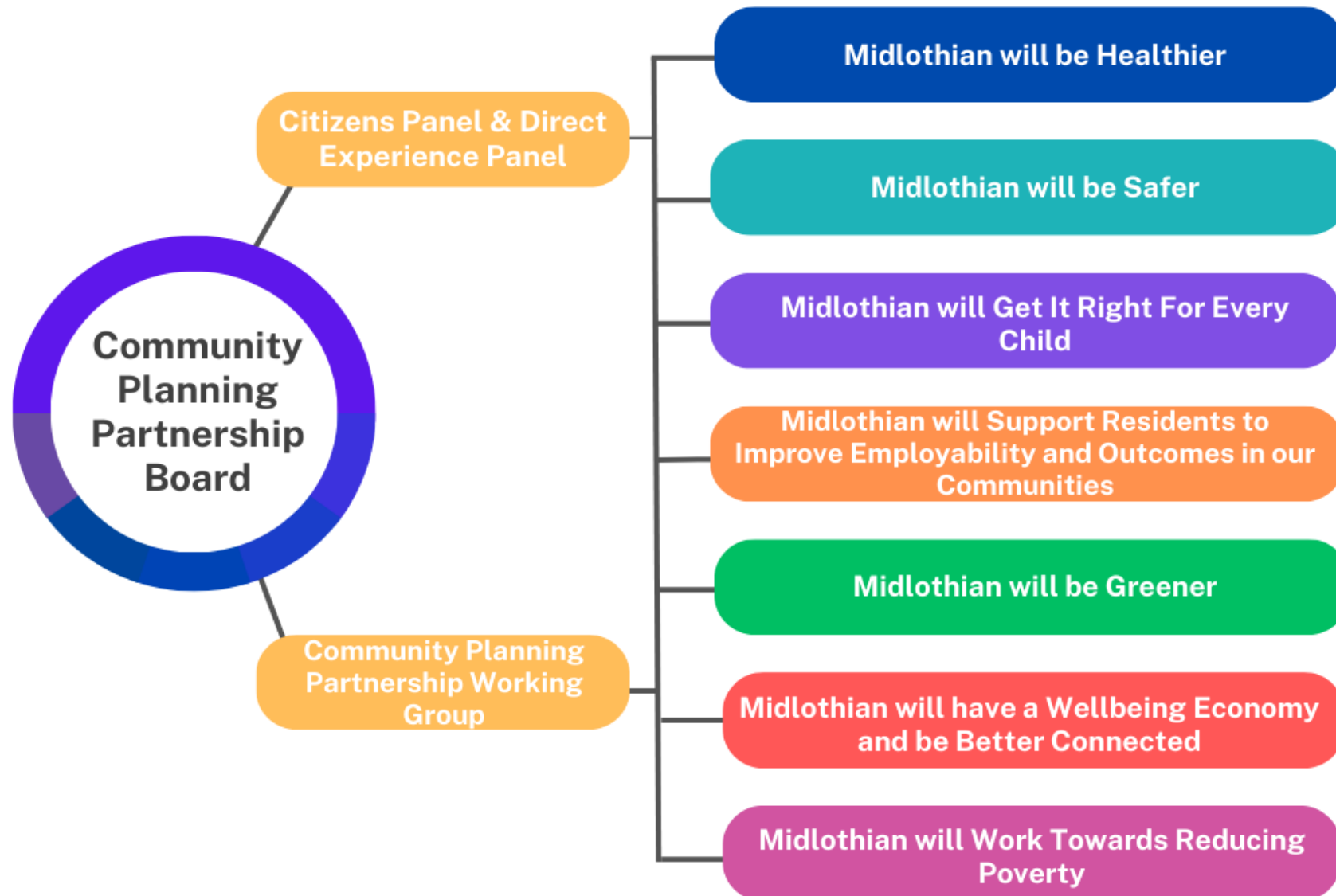
Following the release of the fourth national planning framework the review of Local Development Plan 2 (MLDP2) began, with climate emergency as a key focus. Consultations on MLDP2 will begin in May 2023 and will give local communities an opportunity to give views on the future use of land in Midlothian. When adopted, MLDP2 will set out how Midlothian will develop over the 10-year period 2026-2036.

[Local Place Plans](#) will allow community bodies to set out their own proposals for the development or use of land in their area, agree priorities, and work with others to make change happen. Midlothian Council is required to take into account Local Place Plans it receives and registers when preparing MLDP2. To allow this to happen, community bodies need to submit Local Place Plans to the Council by 31 October 2023.

The policies being taken forward create a number of opportunities for place based plans. The Community Planning Partnership will review and adapt their work annually as plans progress in order to address gaps and emerging priorities.

The Third Sector plays a vital role in fostering a sense of identity and belonging within communities. They provide essential resources, services and opportunities that enable individuals to actively participate and drive positive change within their communities.

How we work together:



Our Previous Achievements

Some previous partnership achievements from Single Midlothian Plan 2022-23 include:

- ageing well programme delivered over 50 activities each week
- volunteering at Midlothian Community Hospital increased by 125%
- the number of children and young people receiving support from community-based services increased
- incorporated biodiversity work on school curriculum
- secured £10,000 grant to the Midlothian Tourism Forum
- 1-1 support was offered for 22 Third Sector organisations
- annual participation measure for young people over 16 is 93.4% for Midlothian

In October 2022 the **Youth Community Planning Hackathon** was held at the Dalkeith Campus, providing a platform for 67 of Midlothian's youth to voice their views on Working Together Towards a Thriving and Greener Future. You will see their influence on the outcomes and actions contained in this plan.

In 2022 we further developed our cash first trusted partner model utilising the Local Authority Covid Economic Recovery **LACER funding** to support residents struggling with the cost of living crisis. Up to 31st March 2023, 2110 instances of support have been delivered through this model, 72% of these are first payments.

In February 2023 a coffee morning was held for Ukrainian and Afghan 'New Scots' at Penicuik Town Hall where approximately 30 people participated. Partners were in attendance to help those new to Midlothian with queries around education, employment, volunteering, benefits and health. Where possible flyers and information were printed in Ukrainian and other languages to improve communication and understanding of services available. Further events are planned for 2023/2024.

Policies that inform Community Planning

Our work is informed and governed by national and international policies. This plan aligns with the priorities of the [United Nations Convention on the Rights of the Child](#) and [The Promise](#) to safeguard and uphold the well-being and rights of children.

[All Learners in Scotland Matter](#) report (May 2023) presents the findings of the national discussion on education in Scotland. It places children and young people at the heart of Scottish education and underlines the importance of valuing collaborative partnerships with all those working in, or connected to, the education system

The [Community Empowerment \(Scotland\) Act 2015](#) empowers communities in making decisions about public services, giving clear statutory purpose focused on improving outcomes and reducing inequalities. Community Planning Partnerships are responsible for producing the following:

- Local Outcomes Improvement Plans, which cover the whole council area, Midlothian's is known as the Single Midlothian Plan and is this document.
- Locality Plans, which cover smaller areas within the Community Planning Partnership area that will benefit most from improvement.

The [Climate Change \(Emissions Reduction Targets\) \(Scotland\) Act 2019](#), sets targets to reduce Scotland's emissions of all greenhouse gases to net zero by 2045. The elected members of Scottish Parliament and of Midlothian Council have declared a “Climate Emergency” and that this must be addressed by collective action to reduce carbon and other greenhouse gas emissions.

Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. It sets out the different ways in which it's unlawful to treat someone.

The [Armed Forces Covenant](#) is a promise by the nation ensuring that those who serve or who have served in the armed forces, and their families, are treated fairly. This has now been enshrined in law through the Armed Forces Act 2021. Councillor Pauline Winchester is the Armed Forces Champion and will act as an advocate for those serving, their families and veterans.

The [Learning and Development in the Community Plan 2021-24](#) sets out the commitment of partners to meet the duties of the Community Learning and Development (Scotland) Regulations 2013.

The **Midlothian Compact** creates the foundation for positive working relationships between the Third Sector and Midlothian Council to support better outcomes for communities [Midlothian Compact 2020-2025 \(PDF\)](#) |



[Local Police Plan](#) for Midlothian forms a core strand of the work of the community safety and justice partnership arm of community planning in Midlothian. Beyond this, the police service in Midlothian is integrated with, and contributes significantly to the wider work of the partnership.

Getting Involved with Community Planning

People of all ages have a rewarding opportunity to input on issues that matter to their neighbourhood, bringing about real change to help improve the quality of life and wellbeing.

There are also additional opportunities for young people to get involved in Community Planning through Midlothian Youth Platform ([Midlothian Youth Platform \(MYP\) | Midlothian Council](#)).

In 2023 we are creating a variety of new ways of connecting with those that have direct experience of the issues the plan aims to improve and live in Midlothian. To find out more on how to get involved, or to register your interest, email Community.Planning@midlothian.gov.uk or keep a watch on our [webpage](#) and social media channels for workshops, conferences, and other events.

Midlothian Will Be Healthier



Who we are, What we do and Why

We bring together 60 services, parts of Midlothian Council and NHS Lothian to help everyone in Midlothian live well and get the right support when they need it.

To achieve this, we must make progress towards the aims of Midlothian IJB Strategic Commissioning Plan, with Community Planning Partners, and contribute to the strategic aims of both NHS Lothian and Midlothian Council.

From the public consultation on [Midlothian Integration joint Board Strategic Commissioning Plan for 2022-25](#) people told us they wanted to work together to improve outcomes, live healthier lives, for longer, and in the place of their choosing.

The Midlothian Citizens Panel and feedback from the Community Planning Conference in November 2022 found that people were most interested in seeing support:

- for a growing and aging population
- for vulnerable people
- to improve mental wellness and wellbeing

The Midlothian Citizens Panel and Community Planning Partnership Conference have helped us consider where we can accelerate progress in key priority areas and many of our services are already transforming to improve outcomes, often in partnership with the organisations in the Community Planning Partnership. For example, the Midlothian HSCP Mental Health and Substance Use Service provides a wide range of support that is embedded in our communities, works closely with a range of community partners, and is nationally recognised as an example of excellence.

What the Data tells us

Outcome 1: Midlothian Care and Support Community Cooperative

The [Scottish Health and Care Experience \(HACE\) Survey](#) told us:

- 19% described themselves as having carer responsibilities
- 60% of people felt they had a good balance between caring and other things in their life
- 40% felt they had a say in the services provided to the person they care for

The 2021 VOCAL survey told us what matters most to people who undertake a caring role:

- 17% of carers feel they had no say in the services provided for the person they look after. This was greater for those caring for someone due to substance use (31%) or visual impairment (26%) and those caring for people aged 16-25 (26%)
- 38% did not feel services were well coordinated and described additional stress caused by having to interact with several agencies to get support
- 24% told us there were no services available to provide care whilst they take a break

- 39% told us there was nobody else to provide care, and 27% reported that the person they care for won't accept care from others
- carers would like to see more services in their local communities at a time that suits them and was provided in one place (33%)
- helped understand legal rights and entitlements (40%)
- assisted carers to work with statutory agencies like health, social care, or education (36%)

Outcome 2: Falls Prevention and Support

In Midlothian the rate of falls is 6.5 per 1000 population and is one of the top ten reasons for hospital admissions in Midlothian. The rate of falls for people in Midlothian over the age of 85 is 86.1 per 1000 population, higher than the national rate of 72 per 1000 population, and Lothian rate of 78.9 per 1000 population.

Staying well is particularly important in reducing the risk of falling for older people and the evidence tells us that multifactorial risk assessment can reduce falls by 24%.

Outcome 3: Digital Self-Management Platform

Research by [The Health Foundation](#) suggests self-management may reduce visits to health services by up to 80%. With a population of 94,680, there is potential to see real change in Midlothian by improving the range of available self-management options and tools. A digital self-management platform can support people to access information, exercises, and activities easily, set personal goals, measure progress, and take control of their own health and wellbeing.

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

In Midlothian, the number of people who are living with frailty is estimated to be 15%, or 7,935 people, around half of people aged over 85. As frailty increases, people are more likely to stay in hospital for longer, will see their GP more often and the costs for medication will increase. The annual average cost for medication is £255 per person, but this is nearly 4 times higher for people living with frailty (£916 per person).

What the consultation told us

Outcome 1: Midlothian Care and Support Community Cooperative

Consultation from Midlothian Health and Social Care Partnerships Carers Strategy indicated carers felt that bring together a range of information and support made things simpler and they are more likely to connect with services if there was a 'warm' hand over. Carers described their relationship with Third Sector organisations as 'consistent' and were given 'time to be listened to', however public sector services were often described as 'short-term' and 'multiple'.

Consultation in 2022 on a Midlothian Care and Support Community Co-operative told us carers wanted:

- hubs or access points in the community
- central points of contact
- information tailored to the needs of the carer

- better linkages between services and have sources of information and contacts for community services and equipment
- a focus on maximising resources in local communities
- services to be offered in different, flexible ways
- better outreach

Outcome 2: Falls Prevention and Support

People told us preventing ill or worsening health for as long as possible is important and want to avoid hospital stays and to return home as soon as they are ready. Establishing a community approach to identify and support people at risk of falling in Midlothian would allow for recommendations in the upcoming NHS Lothian Falls Prevention and Management Strategy to be carry out.

Outcome 3: Digital Self-Management Platform

The Midlothian Citizens Panel told us it was important to equip people with the information and skills they needed to better understand their own health and wellbeing needs, increase the number of people who use technology, and improve visibility and accessibility of services.

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

Supporting a growing and ageing population, more ways to support the most vulnerable and have more pretention and early intervention approaches are high priorities for the people of Midlothian. People told us that they wanted to see more person-centred approaches, receive care as close to home as possible, and only go into hospital when this was the only way to provide the care they require.

What will be achieved and how will Midlothian's future look different?

By working with all our community partners, we will help more people in Midlothian live healthier lives for longer.

A **Midlothian Care and Support Community Cooperative** will provide carers with an increased range of resources and advice through a community-based support network, allowing more flexible support, more choice, and more control for carers in decisions that affect them and the person they care for.

Improving **Falls Prevention and Support** will support more people remaining independent for longer. By reaching people at risk of falls earlier, providing appropriate information and support this will reduce pressure on both hospital and community services.

Evidence suggests that a **Digital Self-Management Platform** would result in people gaining the support they need earlier. More people will have easy access to information and support without having to wait for services.

Early Identification and Support for People Living with Frailty means more people will receive the right support at the right time. We know that by providing timely support it is possible to delay or prevent people becoming frail.

Our Shared Outcomes & Actions


Outcome 1: Midlothian Care and Support Community Cooperative

Actions	Baseline and Target	Year	Managed by	Resources required
<p>Explore and define the demand for and the benefit of a Midlothian Care and Support Co-operative by January 2024 through a process of co-design</p> <ul style="list-style-type: none"> • Complete feasibility study • Establish delivery model • Sign off implementation plan for service 	<p>Baseline: not established Target: established</p>		<p>Midlothian HSCP, Planning Officer, Carers / Midlothian HSCP, Service Manager, Disabilities</p>	<ol style="list-style-type: none"> 1. Integration Manager 2. Service Manager Disabilities 3. Carer Planning Officer 4. Project Steering Group 5. Community Planning Partners
<p>Support the implementation and growth of the Midlothian Care and Support Co-operative across 2025</p>	<p>This work is developmental: appropriate targets will be developed following the scoping stage</p>		<p>Midlothian HSCP, Planning Officer, Carers / Midlothian HSCP, Service Manager, Disabilities</p>	<ol style="list-style-type: none"> 1. Integration Manager 2. Service Manager Disabilities 3. Carer Planning Officer 4. Project Steering Group 5. Community Planning Partners
<p>Complete an evaluation of delivery and impact to inform future development</p>	<p>This work is developmental: appropriate targets will be developed following the scoping stage</p>		<p>Midlothian HSCP, Planning Officer, Carers / Midlothian HSCP, Service Manager, Disabilities</p>	<ol style="list-style-type: none"> 1. Integration Manager: 2. Service Manager Disabilities 3. Carer Planning Officer 4. Project Steering Group 5. Project Staff 6. Community Planning Partners
<p>Develop and support a sustainable model across 2026-27</p>	<p>This work is developmental: appropriate targets will be developed following the scoping stage</p>		<p>Midlothian HSCP, Planning Officer, Carers / Midlothian HSCP, Service</p>	<ol style="list-style-type: none"> 1. Integration Manager 2. Service Manager Disabilities 3. Carer Planning Officer: Delivery 4. Project Steering Group 5. Project Staff



Actions	Baseline and Target	Year	Managed by	Resources required
			Manager, Disabilities	6. Community Planning Partners

Outcome 2: Falls Prevention and Support

Actions	Baseline and Target	Year	Managed by	Resources required
<p>To develop a community approach to improving whole population knowledge and information about falls, identify people at risk of falls as early as possible and create whole system opportunities for prevention and support</p> <ul style="list-style-type: none"> Define the future Midlothian Falls Pathway Establish an emergency falls phone line Implementation of multi-factorial falls assessments Establish urgent falls referral routes and processes Design falls prevention and management training Deliver falls prevention and management training to 100 people at risk of falling 	<p>Baseline: not defined Target: pathway defined</p> <p>Baseline: not in operation Target: in operation</p> <p>Baseline: not in operation Target: in operation</p> <p>Baseline: not defined Target: referral routes and processes defined</p> <p>Baseline: not designed Target: training designed</p> <p>Baseline: 3 Target: 50</p>		<p>Midlothian HSCP, Programme Manager, Frailty</p>	<ol style="list-style-type: none"> Integration Manager Chief AHP Frailty Programme: HSCP Services Community Planning Partners:
Evaluate progress and develop an improvement plan to inform required progress in relation to	This work is developmental: appropriate targets will be		Midlothian HSCP, Programme	<ol style="list-style-type: none"> Integration Manager Chief AHP Frailty Programme


Actions	Baseline and Target	Year	Managed by	Resources required
<ul style="list-style-type: none"> available data intelligence proactive identification and engagement with people at risk of falls access to service offers and supports cross- system preventative approaches promoting self-management developing new accessible programmes to support prevention available and/or embedded technology 	developed following the scoping stage		Manager, Frailty	4. HSCP Services 5. Community Planning Partners
Embed the Midlothian Integrated Falls Pathway aligned to national and local strategy.	This work is developmental: appropriate targets will be developed following the scoping stage		Midlothian HSCP, Programme Manager, Frailty	1. Integration Manager 2. Chief AHP: 3. Frailty Programme 4. HSCP Services 5. Community Planning Partners


Outcome 3: Digital Self-Management

Actions	Baseline and Target	Year	Managed by	Resources required
Collaboratively develop a minimum viable Digital Self-Management product in 2023-24	Baseline: not developed Target: developed		Midlothian HSCP, Programme Manager, Frailty / Midlothian HSCP, Clinical lead Occupational Therapist/Physical Disabilities Team Lead	1. Integration Manager 2. Chief AHP 3. Frailty Programme 4. HSCP Services 5. Community Planning Partners
Using insight from the early development and testing, continue to build and connect the	This work is developmental:		Midlothian HSCP, Programme	1. Integration Manager 2. Chief AHP

Actions	Baseline and Target	Year	Managed by	Resources required
range of resources available in 2024-2025	appropriate targets will be developed following the scoping stage		Manager, Frailty / Midlothian HSCP, Clinical lead Occupational Therapist/Physical Disabilities Team Lead	<ol style="list-style-type: none"> Frailty Programme HSCP Services Community Planning Partners
Upscale engagement and use of platform in 2026-27	This work is developmental: appropriate targets will be developed following the scoping stage		Midlothian HSCP, Programme Manager, Frailty / Midlothian HSCP, Clinical lead Occupational Therapist/Physical Disabilities Team Lead	<ol style="list-style-type: none"> Integration Manager Chief AHP Frailty Programme HSCP Services Community Planning Partners
Further develop functionality based on evaluation and feedback	This work is developmental: appropriate targets will be developed following the scoping stage		Midlothian HSCP, Programme Manager, Frailty / Midlothian HSCP, Clinical lead Occupational Therapist/Physical Disabilities Team Lead	<ol style="list-style-type: none"> Integration Manager Chief AHP Frailty Programme HSCP Services Community Planning Partners

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

Actions	Baseline and Target	Year	Managed by	Resources required
<p>To develop a community approach to improve the early identification of people living with frailty to support people to live healthy lives for longer.</p> <ul style="list-style-type: none"> Provide training for 	Baseline: 3		Midlothian HSCP, Programme Manager, Frailty	<ol style="list-style-type: none"> Integration Manager Chief AHP Frailty Programme HSCP Services Community Planning Partners

Actions	Baseline and Target	Year	Managed by	Resources required
people/staff/volunteers within the Community Planning Partners on the signs of Frailty <ul style="list-style-type: none"> • Increase the identification of people living with frailty using an Electronic Frailty Index (EFI) • Increase the number of people living with frailty who have a completed holistic assessment 	Target: 25 Baseline: 2022-23 = 0 Target: 2023-24 = 350 Baseline: 2022-23 = 0 Target: 2023-24 = 200			
Expand the use of Rockwood Frailty Index to identify the most vulnerable people living with frailty in the community and connect them with support to live healthy lives for longer.	This work is developmental: appropriate targets will be developed following the scoping stage		Midlothian HSCP, Programme Manager, Frailty	1. Integration Manager 2. Chief AHP 3. Frailty Programme 4. HSCP Services 5. Community Planning Partners

Midlothian Will Be Safer



Who we are, What we do and Why

We aim to address the underlying causes of offending behaviour, working with a range of individuals and organisations within community justice. The Community Justice (Scotland) Act 2016 supported a redesign of the community justice system, transferring the responsibilities for reducing offending and reoffending to local Community Planning Partnerships (CPPs). A National Strategy for Community Justice (2022) and National Outcomes, Performance and Improvement Framework (2023) were published by the Scottish Government to outline the new model.

In Midlothian the following partners make up Community Safety & Justice Partnership:

Police Scotland	VAWG	
Health Boards	SOLD Network	
Skills Development Scotland	Scottish Prison Service	
Thriving Survivors	Families Outside	
Public Protection Office (East & Midlothian)	Integrated Joint Boards for Health & Social Care	
Woman's Aid East & Midlothian	Scottish Fire & Rescue Service	
Department of Work & Pension	Local	Authorities

Participation, engagement and consultation between statutory partners; non-statutory partners; Third Sector organisations; people in communities; survivors and witnesses of crime; people that have an offending history and families of people with an offending history on their views on ways to reduce offending and re-offending will be reflected in our Community Justice Outcomes Improvement Plan (CJOIP). The initial process has identified themes that will be prevalent within the national landscape, which include factors of uncertainty such as the needs of people alongside availability of resources. These are themes that will require consideration throughout the life span of this CJOIP.

What the data tells us

- crime in Midlothian has decreased and currently sits at 13% below the 5 year average
- crime of dishonesty, for example theft, makes up 39% however this is a decrease of 17% over the past 5 years
- non-sexual violent crime has seen an increase of 20% from previous years
- there is a growing trend of sexual crime observed in Midlothian, specifically involving technology in which the number of crimes of communicating indecently, and threatening to or disclosing intimate images, have jointly increased to 39 in 2021/22 from a three-year average of 25
- reconviction rates for Community Payback Orders are decreasing across Edinburgh and Midlothian, with most recent data showing the reconviction rate at 26.7%

What the consultation told us

The Citizens Panel, Community Planning Partnership Conference and our range of partnership consultations helped identify what was important to our communities. These consultations told us:

- communities want more support for young people to desist from anti-social/criminal behaviours
- communities want more support services for individuals affected by childhood adversity and trauma
- communities want more support services for mental health and substance use
- communities want to have a better understanding of Restorative Justice
- there is a need for Community Justice to raise awareness of Community Payback within our communities




What will be achieved and how will Midlothian's future look different?

We want to tackle inequalities and marginalised populations through trauma and survivor focussed objectives. The plan has been developed with our range of partners, giving consideration to all elements of Community Justice and tackling issues that often comes with significant societal stigmatisation limiting the core foundations of prevention and desistence within our communities. The new plan will lead in innovative approaches to reduce stigmatisation of Justice and criminological factors, ensuring systems are trauma informed and support people to reach their full potential. The intended outcome is that people can live in Midlothian free of fear and harm. The plan outlines new and alternative approaches in supporting people affected by crime or involved in the Justice System. We will work collaboratively with partner agencies and those with lived experience to: benefit from a specialist knowledge base; contribute to knowledge and understanding; work more effectively with our young people.

Our Shared Outcomes & Actions

Outcome: Midlothian communities will be safer

Actions	Baseline and Target	Year	Managed by	Resources required
Partnership delivery of restorative café programme to support the development of Restorative Justice delivery in Midlothian.	2x inputs delivered	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	Venues to hold events Partnership working with Thriving Survivors
Conduct a bi-annual public consultation with the community to gather views and perspectives on Safety & Justice within Midlothian	Bi-annual consultation: 2024, 2026 & 2028	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	Survey Monkey Venues to hold events Service user groups
Complete an annual project with Edinburgh College media department and students with a focus on Community Justice and the wider partnership.	Project delivered	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	Partnership working with Edinburgh College
Support the implementation of Equally Safe Policy	Implementation of Equally Safe Strategy	<div><div></div><div></div><div></div><div></div></div>	All Thematic Groups	Oversight and Governance of Equally Safe Strategic Leadership Group
Support the facilitation of Public Protection Office (PPO) Training Briefs to support and promote the prevention agenda.	2x training inputs delivered to the Public Protection Office per year.	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	Provided by Public Protection Office
Promote and support individuals in the justice system to access timely and person-centred support services for mental health and substance use.	Partnership to form a booklet directory to be shared within Midlothian Police custody units to signpost to support services in Midlothian.	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	N/A
Ensure buildings are trauma informed and meet the needs of those accessing a range of supports	Conduct annual survey with people accessing support services at No11	<div><div></div><div></div><div></div><div></div></div>	Midlothian Community Safety & Justice Partnership	Survey Monkey

Actions	Baseline and Target	Year	Managed by	Resources required
within, and that their voice shapes joint service delivery.	to measure collaborative working.			
Engage with further and higher education establishments on a range of projects that promote the work of community justice	Facilitate 2x lectures to Napier University Undergraduate Criminology students to raise awareness of Community Justice		Midlothian Community Safety & Justice Partnership	Provided by Napier University
Raise public awareness of the work and responsibilities of public protection among the general public	Facilitate podcasts with professionals within the justice system and health to raise public awareness of their roles and remits.		Midlothian Community Safety & Justice Partnership	Technology to conduct podcasts
Set out our view of including Boys and Men describing the essential features for services based on the Equally Safe gender framework.	Consult with boys via group work approach that is multi-dimensional in both informing and learning from young people.		Midlothian Community Safety & Justice Partnership	N/A

Midlothian will Get It Right for Every Child



Who we are, What we do and Why

We oversee the effective delivery of the Integrated Children's Services Plan which is built around a set of core principles that guide everything we do together.

Our vision for children and young people in Midlothian is to have the best possible start in life and live safe, healthy, active, happy and independent lives.

Based on the national [Getting it right for every child wellbeing framework](#) we have developed a set of priority actions that we believe will make a significant contribution towards achieving the wellbeing outcomes.

The Community Planning Partnership (CPP) are fully committed to realising the children's rights approach to all of our work and ensuring that we embed the principles of the United Nations Conventions on the Rights of the Child (UNCRC).

There is a range of national strategies and plans that pertain to improving the lives of children, young people, and their families in Midlothian.

- **Children and Young People (Scotland) Act 2014** aims to improve the lives of children and young people in Scotland by providing a range of measures to promote their welfare, safety and rights.
- **United Nations Conventions on the Rights of the Child (UNCRC)** commit Scotland and the UK to protect the rights of children and young people and promoted in all areas of their life.
- **The Promise** is that Scotland's children and young people will grow up loved, safe and respected. Scotland must bring about the change demanded by the Independent Care Review, which was built on what children and young people had to say. The five underpinning Foundations of The Promise are:
 1. **Voice** of the children must be heard at all stages
 2. **Family** - what all families need to thrive
 3. **Care** that builds childhoods for children who Scotland has responsibility
 4. **People** with a relentless focus on the importance of relationships
 5. **Scaffolding**, the structure is there to support children and families when needed.
- **The Scottish Government's Best Start, Bright Futures** is a plan for all of Scotland that sets out how we will work together to deliver on the national mission to tackle child poverty.
- **The Children and Young People's Mental Health and Wellbeing Action Plan** outlines the Scottish Government's approach to improving mental health and wellbeing for children and young people.
- **The Scottish Attainment Challenge** aims to close the attainment gap between children from disadvantaged backgrounds and their peers.
- **The Youth Employment Strategy** aims to increase employment opportunities for young people in Scotland, by providing support and training to help them enter the labour market.

What the data tells us

26% of Midlothian residents are aged between 0-22 years of age and is expected to continue, projected to increase by 6% over the next decade (Midlothian Council, 2019).

The Covid-19 pandemic and the ongoing cost-of-living crisis continue to impact families with an estimated 20% of Midlothian's children and young people living in low-income households, affecting 3,539 children and young people, in 2020/21.

Physical and mental health

[Scotland's Wellbeing: The Impact of COVID-19](#), outlines key findings on the harmful impacts the pandemic had on children and young people. Social and language development in young children was particularly impacted as Early Learning Education could not be replicated in remote learning. Increasing numbers of younger people are overweight, which is the main modifiable risk factor for type 2 diabetes.

Children and Young People in Need

- 171 children and young people are in Care (Looked After), with 61 children and young people in Kinship Care (Snapshot at 31/03/22)
- over 200 children and young people identify as Young Carers (1%)
- 38 children and young people (0.2%) are on Child Protection Register (Snapshot at 31/03/22)
- 110 households with children presented as homeless in 2022/23 in Midlothian
- 227 children and young people currently live in temporary accommodation

Education

Most of Midlothian's students are white Scottish, whilst 19.1% are black or another minority, 6.2% of students speak another language other than English at home. While there have been improvements in reading, writing and numeracy outcomes at primary level, secondary school attainment rates in Midlothian are falling slightly below the national average. In 2022, 40% of Midlothian's students required additional support, which is an increase of 13% since 2018. 331 children and young people with disabilities and/or long term conditions attend Schools in Midlothian.

What the consultations told us

At our Youth Community Planning Hackathon young people told us to:

- focus on well being
- increase the voice and influence of children and young people
- provide more accessible information on support, activities and places for young people
- provide more activities for children and young people

Other consultations included the Midlothian's Champions Board and the National Lottery funded Midlothian Early Action Partnership. Within education, focus groups allow students to voice their views on national issues and what they want to change.

What will be achieved and how will Midlothian's future look different?

These actions are designed to ensure the rights of every child and young person in Midlothian will be upheld, as UNCRC is fully embedded into daily practice and processes. With a robust commissioning process in place, we will work together more effectively to ensure the services are in place, providing children, young people and families with the support they need. Midlothian's children and young people will have more timely access to appropriate emotional, mental health, and wellbeing support. Through holistic whole-family wellbeing support, children, young people and families will experience improved outcomes. Families will be supported in a way that demonstrably improves outcomes for mothers and babies. Less families will be living in relative poverty.

All professionals will be appropriately trained and equipped to deliver services in a trauma-informed way, so that more children and young people feel safe. Children and young people will receive the appropriate needs-based support whilst they are assessed for neurodevelopmental concerns. Children and young people with Additional Support Needs transition into adult services in a planned, safe, and seamless manner. Children and young people will be able to safely and easily make use of facilities and activities across the Midlothian. Young people will have access to more positive physical environments.

Our Shared Outcomes & Actions

Outcome: Midlothian children and young people are healthy, active and nurtured

Actions	Baseline and Target	Year	Managed by	Resources required
Develop a single point of access to efficiently allocate mental health and wellbeing supports	Single point of access and support is in place and operational	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Implement a neurodevelopmental pathway in line with the SG service specification, linking with the single point of access	Neurodevelopmental pathway is in place and operational	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource

Outcome: Midlothian children and young people are achieving and responsible

Actions	Baseline and Target	Year	Managed by	Resources required
Implement our whole family wellbeing approach and effectively utilise the whole family wellbeing fund	Whole family wellbeing approach is established and fully embedded	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Family well being funding
Implement and deliver on the actions set out in the Local Poverty Action Plan	Local Poverty Action Plan actions are delivered and outcomes achieved	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Develop robust joint commissioning processes and oversight	Joint commissioning processes in place and operational	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource

Outcome: Midlothian children and young people are respected and included

Actions	Baseline and Target	Year	Managed by	Resources required
Develop an Additional Support Needs (ASN) Transitions Framework to support local services and processes	ASN Transitions Framework in place and operational	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Consistently demonstrate Trauma Informed Practice throughout the partnership workforce	Trauma Informed Practice consistently demonstrated and evidenced	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Collectively demonstrate UNCRC is implemented across all partnership programmes	UNCRC adherence is consistently demonstrated and evidenced across the Partnership	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource

Outcome: Midlothian children and young people are safe and nurtured

Actions	Baseline and Target	Year	Managed by	Resources required
Delivery of The Promise and the Corporate Parenting plans within Midlothian	Actions identified in The Promise and Corporate Parenting plans are completed and contributions towards the desired outcomes are evidenced	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Apply a partnership approach to test targeted support during pregnancy and early years to reduce inequalities	Targeted support during pregnancy and early years delivered. taking a Partnership approach	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Develop strengthened information sharing between partners to effectively support prevention and early intervention measures	Processes in place to enable strengthened information sharing between partners	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource
Develop and deliver a partnership approach to Spatial Planning that ensures Midlothian is a place where children enjoy growing up in	Partnership approach to Spatial Planning developed and delivered	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	GIRFEC	Partner's staff time & resource

**Midlothian will support
residents to improve
employability and
outcomes in our
communities**



Who we are, What we do and Why

Our vision is to reduce the gaps in learning, economic circumstances and poverty. We will do this by supporting individuals of all ages to access lifelong learning and employability opportunities. We will work together to build resilient communities. To be successful in achieving this we will need to engage and work with communities to provide opportunities for local people to shape services and secure investment in the Third Sector.

The [Community Learning and Development Partners Strategic Plan 2021-24](#) aims to build skills for learning, life and work and supporting communities to improve outcomes through community development approaches.

The [No One Left Behind plan](#) 2022-25 is aimed to address the needs of Midlothian residents seeking employability support. It sets out how the Council and partners will work together to offer a range of targeted programmes and support for all.

Poverty and in-work poverty continues to increase due to the rise in the cost of living, particularly food and energy costs. This means that more individuals and families are struggling to support themselves and provide for their basic needs.

Although some employers are experiencing recruitment challenges, there is still a significant number of people experiencing barriers to employment who require support. In addition there are significant number of people in low paid employment who require support to secure a better paid job.

Financial contraction in the public sector will mean that we will have to secure investment in the Third Sector to deliver better outcomes working with communities.

What the data tells us

- unemployment is at a record low of 3.1% in Scotland and in Midlothian 81.5% of people aged 16 to 64 are economically active, however employers are having difficulty recruiting
- economic inactivity in Midlothian is 17.4%, lower than the Scottish average of 22.8% with almost a quarter of this is due to long-term sickness.
- Midlothian job density is 0.64%, which is below the Scottish average of 0.81%, suggesting job opportunities are relatively scarce within Midlothian
- the outlook for households remains challenging as Real Household Disposable Income is forecast to fall by 5.7% over 2023 to 2024
- positive destinations for young people leaving school remain above the Scottish average at 93.4% (92.4% Scotland). Young people in Midlothian often move directly into employment or training, such as Modern Apprenticeships, rather than into further or higher education
- the number of adults with qualification levels at NVQ 1 to 4 is above the Scottish average and the number of people with no qualifications is reducing and is now below the Scottish average.
- in Midlothian 8.3% of workers are very low paid in comparison to Edinburgh and West Lothian,

evidence suggests that wages have slipped back further since 2019

- Midlothian residents earn an average of £622.90 per week, which is less than the Scottish average (£640.30).
- Men in Midlothian earn £10.30 less than other men in Scotland (£675.10) and women in Midlothian earn £58.40 less than Midlothian men per week (2022)
- volunteering activity is increasing in Midlothian following Covid particularly among young people but the cost of living crisis and funding reductions are having an impact on both existing and potential volunteers

What the consultation told us

The top priorities identified by the Citizens Panel and young people for increasing skills and capacity were:

- develop learning hubs for people of all ages to make learning accessible
- increase the number of people who are able to use digital technology
- support people into work
- ensure a bigger say for citizens
- communities are better connected by creating opportunities for local people to build skills for learning, life and work

The Community Planning Conference also highlighted the need for:

- innovation, arts and learning hubs
- increased digital connectivity
- schemes to help the creation of jobs in new sectors including opportunities to train and work at same time e.g. apprenticeships for all ages

What will be achieved and how will Midlothian's future look different?

As a Community Planning Partnership, we will work together to ensure that young people, adults and families are supported to move out of poverty and provide employability support, digital skills and devices, access to qualifications and opportunities to ensure good mental health and wellbeing.

We will work together with local communities to build strong, cohesive places where people feel a sense of pride and belonging and can build networks to support each other.

We want individuals of all ages in communities of geography and interest to shape the future direction of all services in Midlothian by giving them a voice and influence to ensure that services meet their needs and aspirations.

Our Shared Outcomes & Actions





Outcome: Improve employability outcomes for Midlothian residents

Actions	Baseline and Target	Year	Managed by	Resources required
<p>Target employability support to those in the following groups:</p> <ul style="list-style-type: none"> • Priority families highlighted in Child Poverty Action Report • People with longer term health conditions • Young people under age of 25 • Those aged over 50 • Those in low paid or insecure work 	<p>Midlothian residents earn above the national average (NOMIS – tracking only) Baseline: Midlothian full time workers gross weekly pay (£622.90) is below Scottish average (£640.30)</p> <p>No One Left Behind all age provision 22/23 baseline: 361 23/24 target: 110 Child Poverty (was PES) 22/23 baseline: 263 including LTU 23/24 target PES (including grants and LTU) - 320 Fair Start: 22/23 baseline: 216 23/24 target: 289 UKSP: baseline – new measure 23/24 target: 130 24/25 target: 121</p>		Local Employability Partnership	No one left behind funding from Scottish Government
Anchor organisations create pathways into better paid, secure and local employment	2 tests of change are completed and impact evaluated – years 1 and 2 target		Community Planning Partnership thematic Group	Staff time and resource
Identify opportunities to establish collaborative practices between NHS Lothian, Midlothian Council and colleges that support HSCP and LEP members to create more opportunities for local people to enter HSC work	1 opportunity identified years 2-4		Community Planning Partnership thematic Group	Staff time and resource


Actions	Baseline and Target	Year	Managed by	Resources required
Anchor organisations deploy their influence and resources to support fairer work and create opportunities through procurement and community benefits	Value of Community Benefits secured by anchor organisations New measure – no baseline	   	Community Planning Partnership thematic Group	Staff time and resource
Sustain level of Modern Apprenticeships (MA) / Foundation Apprenticeships (FA)	70% completing or moving into positive destination New measure Baseline completion rates : MA 85%; FA 57.3%	   	Communities, Lifelong Learning and Employability	Skills Development Scotland funding Staff time
Focus on labour market gaps and new opportunities to create learning and employability pathways into new and growing occupations (green technologies, data driven innovation, health and social care and childhood practices)	Labour market analysis (SDS) data reviewed twice year to identify priorities	   	Business Gateway Edinburgh College	Staff and partners time
Identify and develop links with employers, colleges / universities and social enterprises	1 new partnership opportunity offered each year to address gaps	   	Local Employability Partnership	Staff and partners time
Maintain school leaver destinations (SLDR) and annual participation measures (APM) at 1% above Scottish average through partnership supported transitions and direct individual support	Baseline 2021/22 - Positive destinations (SLDR): Midlothian (95.5%) Scotland (95.7%) APM Midlothian (93.4%) Scotland (92.4%)	   	Skills Development Scotland, Communities, Lifelong Learning and Employability, LEP partners Children, young people and partnerships Directorate CLLE	Staff and partners time

Actions	Baseline and Target	Year	Managed by	Resources required
Curriculum review of schools education with partners	New measure – actions identified year 1, implement recommendations years 2-4	   	Skills Development Scotland, Communities, Lifelong Learning and Employability, LEP partners Children, young people and partnerships Directorate CLLE	Curriculum review Group
Support young people to build skills for life and work through CLLE provision	Target 3200 young people supported each year	   	Skills Development Scotland, Communities, Lifelong Learning and Employability, LEP partners Children, young people and partnerships Directorate CLLE	Staff and partners time CLLE
Identify key priorities, develop and deliver action plan	% priorities delivered	   	Poverty & Skills and communities thematic groups	Staff and partners time




Outcome: Local people will have increased opportunities to influence decisions through work with public sector, Third Sector and community capacity building



Actions	Baseline and Target	Year	Managed by	Resources required
Create opportunities for those with direct experience to co-create and continually enhance employability services	1 for each anchor organisation annually Baseline: Midlothian score card shows satisfaction rates on 12 standards with all above 50% but only 1 above 85% Target: 12 above 85% by year 4		Local Employability Partnership	Staff and volunteers time
Use Customer Charter for Employment Support Services and Employability Shared Measurement Framework to benchmark services and identify improvements Twice yearly meetings of service users forum using customer charter to ensure employability services reflect the needs of the users and the wider population	Minimum 8 service users engaged in Forum		Local Employability Partnership/ Community Planning Partnership Development Officer	Staff and volunteers time
Create and support volunteering programmes that engage local people in community capacity building activities	Number of volunteering opportunities created through UKSP New measure: 22/23 target – 910 23/24 target – 392 Number of people engaged in community capacity activities through UKSP 22/23 target – 135 23/24 target – 110		Skills and community capacity thematic group, UKSP	Staff and partners time
Maximise opportunities for volunteering to be promoted and celebrated through partnership working	Number of people attending volunteer recruitment fair Baseline 2022/23: 26 VIO and 140 visitors Target 2023/24: 20 VIO and 100 + visitors		Skills and community capacity thematic group, UKSP	Staff and partners time

Actions	Baseline and Target	Year	Managed by	Resources required
	<p>Number of nominations to Volunteer Awards Baseline 2022/23: 44 nominations Target 2023/24: 40 nominations</p> <p>Number of organisations advertising volunteer vacancies with THIRD SECTOR INTERFACE Baseline 2022/23: 59 Target 2023/24: 60</p> <p>Number of THIRD SECTOR INTERFACE registrations for Saltire Awards Baseline 2022/23: 248 Target 2023/24: 250</p> <p>Number of THIRD SECTOR INTERFACE Saltire Awards achieved Baseline 2022/23: 223 Target 2023/24: 228</p>			
Support Third Sector organisations to manage their organisations effectively and access funding	<p>Number of THIRD SECTOR INTERFACE training courses Baseline 2022/23: 10 Target 2023/24: 10</p> <p>Number of THIRD SECTOR INTERFACE funding events Baseline 2022/23: 4 (due to UKSPF) Target 2023/24: 2</p> <p>Number of organisations receiving 1-2-1 support from THIRD SECTOR INTERFACE Baseline 2022/23: 56 Target 2023/24: 30</p>	<div> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>	Skills and community capacity thematic group Third Sector Interface	Staff and partners time

Actions	Baseline and Target	Year	Managed by	Resources required
Work in partnership with local communities and organisations to coordinate outreach services in areas where residents have to travel to access services (Loanhead, Bilston, Danderhall and rural areas)	<p>Number of coordinated partnership outreach sessions. New measure 1 per year in identified areas</p> <p>Number of people attending outreach sessions – new measure to establish baseline</p>		Skills and community capacity thematic group & poverty thematic group	Staff and partners time

Outcome: Improve the breadth, quality and impact of informal and formal lifelong learning including access to qualifications

Actions	Baseline and Target	Year	Managed by	Resources required
Further develop adult learning and capacity building opportunities for local residents to remain active and involved in their local communities	<p>Number of people participating in CLLE adult and family learning programmes Baseline 22/23: 1,581 Target 23/24 – 1,600</p>		Skills and community capacity thematic group	Staff and partners time
Review paid adult learning programmes to identify priorities and gaps and produce action plan	<p>Review completed and priorities and actions identified by 2024</p> <p>% of recommendations implemented in years 2-4</p>		Skills and community capacity thematic group	Staff and partners time
Increase opportunities for Midlothian residents to be digitally included	<p>Number of Midlothian residents accessing Data Skills Gateway (Data Education in Colleges)</p> <p>Baseline 2020: 186 Target 2024: 204 Target 2025: 224 Target 2026: 246</p> <p>Number of Midlothian learners participating in digital skills via anchor organisations and THIRD SECTOR INTERFACE</p>		<p>Digital Steering Group</p> <p>Skills and community capacity thematic group</p>	Staff and partners time

Actions	Baseline and Target	Year	Managed by	Resources required
	Review targets annually CLLE Baseline 22/23: 57 CLLE Target 23/24: 70 Midlothian Volunteer Action Connect Online baseline -74 learners, 22 volunteers Target: 74 learners, 22 volunteers			
Sustain qualification levels for adults at National Vocational Qualifications (NVQ) at all levels	Maintain above Scottish average at NVQ levels 1-4 and below average for those with no qualifications (Nomis – tracking only) Baseline 2022/23: NVQ4 = 51.7% (Scotland 50%) NVQ3 = 68.2% (Scotland 64.8%) NVQ3 = 85.3% (Scotland 79.6%) NVQ1 = 89.1% (Scotland 86.4%) No Qualifications = 4.4% (Scotland 7.8%)		Skills and community capacity thematic group	Staff and partners time
Deliver CLD Plan on annual basis and prepare annual report on performance and impact	Report published Number of 3 year plan actions on target Baseline 21/22: 20 on target, 13 requiring some action, 1 requiring focused attention		Communities, Lifelong Learning and Employability with Third Sector Interface	Staff and partners time

Outcome: Enhance the impact of Police Scotland's priorities to support communities through the work of the Police Scotland Local Authority Liaison Officer

Actions	Baseline and Target	Year	Managed by	Resources required
The Police Scotland Local Authority Liaison	New post no baseline		Police Scotland Local	Staff and



Actions	Baseline and Target	Year	Managed by	Resources required
<p>Officer will act as a single point of contact to support partnership working on:</p> <ul style="list-style-type: none"> • Protecting vulnerable people in a physical and digital world • Reducing violent crime and antisocial behaviour • Tackling acquisitive crime • Tackling serious and organised crime • Improving road safety 	<p>Number of requests for support</p> <p>Number of partnership projects undertaken</p>		Authority Liason Officer	Partners Time

Midlothian Will Be Greener



Who we are, What we do and Why

The Climate Emergency Group's and Community Planning Partnership vision is significant progress is made towards net zero carbon emissions by 2030. Our values are to get to net zero equitably, taking into account different people and communities capacities and abilities to get there.

The Group consists of individuals and representatives of Midlothian Community Councils, Community Groups, national government agencies, Third Sector organisations, Midlothian Council, local chamber of commerce, land owners and Midlothian Energy Ltd.

Scotland's national target is to be Net Zero by 2045 and in 2020 the Midlothian Community Planning Partnership (CPP) Board agreed to a target of 'Reducing Midlothian Carbon emissions to net zero by 2030'. The Board set up a Climate Emergency Partnership to focus collective effort on meeting this 2030 net zero commitment. At the start of 2023, the CPP Board appointed a climate emergency champion to help raise the profile of climate emergency work and ensuring climate emergency actions and commitments are met.

[National Planning Framework 4 \(NPF4\)](#) was published on 13 February 2023 and sets out principles, regional priorities, national developments and national planning policy. It has a real focus and drive on the climate crisis, sustainability and biodiversity. While it contains policy on the wide range of matters that form part of the planning system, it places great emphasis and significance on:

- the climate and nature crises;
- biodiversity – its safeguarding and enhancement;
- sustainability and quality environments;
- location and quality of different types of development;
- living locally and the 20 minute neighbourhoods concept;
- community wealth building and a well-being economy;
- infrastructure and services; and
- renewable energy

NPF4 now forms part of the local development plan for Midlothian and will also be the strategic basis that future plans and applications will need to take into account.

What the data tells us

The biggest sources of carbon emissions in Midlothian are still domestic uses (30.5%) and transport (27.5%). Therefore, we will concentrate in reducing carbon emissions in the areas of domestic heating/power and transport to get to Net Zero.

Year 2020 CO² equivalent (greenhouse gas emissions) in Midlothian

Source	Year	Total (kt CO ₂ e)	% of Midlothian Total
Industry	2020	29.6	6.7
Commercial	2020	27.4	6.2

Source	Year	Total (kt CO ₂ e)	% of Midlothian Total
Public Sector	2020	17.6	3.9
Domestic (Use)	2020	135.2	30.5
Transport (All)	2020	122	27.5
Land use, land use change, and forestry (LULUCF)	2020	36.9	8.3
Agriculture	2020	58.9	13.3
Waste Management	2020	15.8	3.6
Total	2020	443.4	100%

Data Source: [UK Government – National Statistics](#)

The Scottish Government's [Biodiversity Strategy to 2045](#) highlights the scale and nature of Scotland's continued biodiversity crisis. The strategy document highlights that:

- natural capital has declined by over 15% since 1950
- only around 64% of Scotland's protected woodlands are in a favourable or recovering condition
- there has been a 24% decline in average abundance of 352 terrestrial and freshwater species since 1994 and a 14% decline in range for 2,970 terrestrial and freshwater species since 1970
- of 26 key species selected for assessment, four were classed as being at risk of severe genetic problems. Drought-sensitive plants (mosses and liverworts) have shown strong declines since 1990 and pollution-sensitive lichens have continued to decline since 1971

Midlothian's biodiversity and associated geodiversity are among a range of important factors that will contribute in helping to adapt to, and ameliorate, the effects of climate change.

What the consultation told us

Consultation feedback from Midlothian Citizens Panel, Community Planning Conference and Young People Hackathon was reviewed. Key points of feedback from the 2022 Youth Platform Community Planning Hackathon were:

- better recycling;
- less house building and more affordable housing;
- more active travel (cycling and paths);
- support for electric vehicles;
- more climate focused education at school and food growing at school; and
- protection of green spaces and more protection and planting of trees

Suggested action areas raised through the annual Community Planning Conference 2022 included:

- ensuring young people have a voice in the decision making process;
- empowering communities to take action through projects such as green energy and food growing; and improving information and support;
- partnership working;
- more local food growing;
- shift to a green economy;

- more local living; and
- green travel and reduced need to travel

From the Citizen's Panel survey:

- 94% of responses want communities better connected with good transport and active travel links, and improved network infrastructure and connectivity;
- 81% of responses would like improved greener travel options;
- 75% want to reduce carbon emissions from businesses and homes

The Citizens Panel also indicated actions should focus on implementing renewable energy and a green travel projects, and support for growth and employment opportunities in green jobs.

What will be achieved and how will Midlothian's future look different?

Our actions are designed to increase awareness, promote reflection and action on the key Climate Emergency issues of energy, food and travel. They will lead to a better understanding of carbon emissions and greater investment in greener travel, renewable heat, energy sources and heating efficiency in Midlothian. The actions will help inform and give people the opportunity to get involved to make a difference. Midlothian's future will be different through having more people aware and engaged in Climate Emergency issues, both consciously and subconsciously. This will make Midlothian more resilient to the effects of Climate Change and in addition help contribute more widely to Climate Change resilience.





Our Shared Outcomes & Actions

Outcome: Learning for Sustainability is increased













Actions	Baseline and Target	Year	Managed by	Resources required
Train Midlothian Council Ranger Service and Volunteers in river fly monitoring	Baseline N/A Two Council Rangers and 10 volunteers trained by 31 March 2024	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	None
Engage with Midlothian Council education service and encourage Midlothian schools to adopt fresh water sites, in the context of the Scottish Government's Learning for Sustainability Action Plan for Vision 2030+. Produce an education delivery package will be taken forward.	Baseline N/A 3 schools adopting fresh water sites by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	None
Consideration given to Midlothian Council having a Climate Adaptation Vision, signed off across Council departments with Councillor support. Could include alignment of Financing, Design, Delivery and Maintenance of the different infrastructures needed to support Council and national climate transformation objectives	Baseline N/A Introduction of an adaptation vision given consideration by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Midlothian Council/Climate Emergency Group	None/Climate Emergency Group
Work with Midlothian Energy (MEL Ltd) on targeted education of low carbon heating and renewable energy solutions in Midlothian	Baseline N/A Delivery of actions by 31 March 2027	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Midlothian Council/Midlothian Energy Ltd (MEL)	Midlothian Council/Midlothian Energy Ltd (MEL)

Outcome: Sustainable Living is increased













Actions	Baseline and Target	Year	Managed by	Resources required
Establish a Midlothian Climate Hub - to act as an information and sign posting point for climate information and projects	Baseline N/A Midlothian Climate "Hub" established by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	Website Creation/Hosting
Produce and distribute electronic information on how to promote biodiversity in small scale spaces to householders, community groups, businesses and developers	Baseline N/A Information produced and distributed by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Midlothian Council/ Climate Emergency Group	Desktop publishing/Website Hosting
Community/Social Enterprise food production in Midlothian (a Midlothian Growing Network) is mapped and a Midlothian Growing Network is hosted and promoted on an accessible website	Baseline N/A Information mapped and hosted by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	Compiling Information and web hosting
Identify current community scale Climate Change projects in Midlothian and have them hosted on an accessible website	Baseline N/A Information compiled by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	Compiling Information
Use Climate Emergency Group and Midlothian Climate Hub to help promote available active travel information and events e.g. Walk to School events, Sustrans Big Walk and Wheel, Cycle to Work days, and wider walk and cycle promotion events	Baseline N/A Information circulated and 6 events promoted by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Climate Emergency Group	None/ website hosting when hub established
Work with Sustrans, SEStran, and neighbouring local authorities to identify opportunities for bike/ebike hire projects and promote active travel	Baseline N/A Three opportunities by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Midlothian Council/SEStran/Sustrans	Midlothian Council/SEStran/Sustrans
Work with public transport providers, community councils and ComoUK and others to increase the number and availability of bike storage spaces, mobility hubs, and encourage multi-modal journeys	Baseline N/A 3 bike storage areas are created by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Midlothian Council	Midlothian Council
Engage with shared transport and car club providers to establish a shared transport scheme across Midlothian	Baseline N/A Shared Transport schemes are established by 31 March 2026	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Midlothian Council	Midlothian Council

Actions	Baseline and Target	Year	Managed by	Resources required
The 2023-27 Single Midlothian Plan, in principle, will support and encourage climate and climate adaptation/resilience projects that come forward in its lifetime that help deliver its Vision	Baseline N/A	   	Midlothian Council Climate Emergency Group	Midlothian Council Climate Emergency Group

Outcome: Low Carbon/Renewable Energy Development and Home Energy Saving is Increased

Actions	Baseline and Target	Year	Managed by	Resources required
Support and promote Changeworks household decarbonisation project in Midlothian – and Information on home energy savings and funding sources are signposted from a Midlothian Climate Hub	Baseline N/A Help promote Changeworks events in Midlothian by (and beyond) 31 March 2025	   	Climate Emergency Group/Midlothian Council Communications	Midlothian Council/ Climate Emergency Group Communications
Work with Midlothian Energy (MEL Ltd) on targeted provision of low carbon heating and renewable energy solutions in Midlothian	Baseline N/A Delivery of partner actions by 31 March 2027	   	Midlothian Council/Midlothian Energy Ltd (MEL)	Midlothian Council/Midlothian Energy Ltd (MEL)
Work with Midlothian Council on delivery of its Local Heat and Energy Efficiency Strategy (LHEES)	Baseline N/A Delivery of partner actions by 31 March 2027	   	Midlothian Council/Midlothian Energy Ltd (MEL)	Midlothian Council/Midlothian Energy Ltd (MEL)

Outcome: Carbon Storage is increased

Actions	Baseline and Target	Year	Managed by	Resources required
Map areas of existing wildflower and meadow in Midlothian, encourage Midlothian Wildflowers, and seek to increase number of partners on wildflower meadows, hedgerows and roadside verges projects	Baseline N/A Information mapped and two new partners by 31 March 2024	   	Climate Emergency Champion & Midlothian Council	Mapping Capability
NatureScot to connect Midlothian Council with Peatland Action team to explore peatland issues and the potential for support on assessment and future project delivery	Baseline N/A Advice provided from NatureScot by 31 March 2024	   	Midlothian Council/ Climate Emergency Group	None
Engage with landowners of peatland on peatland matters identified by NatureScot	Baseline N/A Engagement undertaken by 31 March	   	Midlothian Council/ Climate Emergency	None/Midlothian Council

Actions	Baseline and Target	Year	Managed by	Resources required
	2025		Group	
Investigate undertaking a natural capital audit of Midlothian, in part to help determine which areas have the most carbon sequestration potential via nature restoration - this could include identification of projects for restoration of peatland, grassland and woodland habitats. The natural capital audit may prompt/support further related work, e.g. water flow/flooding	Baseline N/A Investigation undertaken by 31 March 2025	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Midlothian Council/ Climate Emergency Group	None/Midlothian Council
Map areas of greenspace and tree canopy cover in Midlothian to identify missing links	Baseline N/A Mapping and identification work done by 31 March 2026 Information mapped and gaps identified by 31 March 2026	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Midlothian Council/ Climate Emergency Group	Mapping Capability

Midlothian Will Have a Wellbeing Economy and be Better Connected



Who we are, What we do and Why

We have the aim to create a connected, collaborative and ambitious economic culture in Midlothian. It will support the transition to a Wellbeing Economy for Scotland, as detailed in the Scottish Government National Strategy for Economic Transformation (NSET), with the vision:

‘To build an economy that will maximise Scotland’s economic, social and environmental wellbeing in the face of opportunities and challenges that Scotland faces now and in the future’

To develop a wellbeing economy we will use Community Wealth Building (CWB) which is based around five interconnected pillars that centres on People, Place and Planet. Community Wealth Building changes the way local economies function by redirecting wealth into local economies, creating opportunities for the benefit local people. We have embedded three of the pillars into our delivery over the past two years and will continue to build on this work:

- **Plural ownership of the economy:**

2022/23 Single Midlothian Plan actions included hosting virtual Community Social Enterprise conversations sessions in partnership with Midlothian Voluntary Action.

- **Fair employment and just labour markets:**

The Business Gateway Midlothian service supports employers to understand and implement the principles of the [Fair Work](#) and has introduced fully funded HR consultancy for employers to access.

- **Progressive procurement of goods and services:**

Following the Midlothian Local Procurement Strategy 2021, we now work closely with internal services including the procurement team to ensure local opportunities reach the local business base. The Business Gateway Midlothian service helps businesses access tenders on a national basis and signposts them to support provided by the Supplier Development Programme and our in-house procurement mentor.

Midlothian Council has been delivering on the Local Procurement Strategy since 2021 and by working with the Community Planning Partners build on this approach to ensure that procurement opportunities reach the local supply base.

The [Regional Prosperity Framework](#) (RPF) 2021 guides and integrates public, private and Third Sector decisions, actions, collaborations, strategies, policies and investments and sets out 3 key areas to support the rebuilding of the economy:

- people – to access fair work, to learn and develop new skills and to live happy and healthy lives
- places – that are sustainable, and attractive to live and work in and where enterprise thrives
- planet – meeting our needs in a way that will allow future generations to meet theirs, with a focus on reduction of greenhouse gas emissions (sustainability).

The Economic Development priorities for the 2023/27 Single Midlothian Plan align to the social, environmental and economic aspirations of the wellbeing economy with people focussed outcomes that will also deliver local economic benefit.

What the data tells us

In 2022 the Business Index register listed 2,740 enterprises in Midlothian, an increase from 2,705 in 2021. This data does not include sole traders that do not employ or trade above the VAT threshold.

The number of self-employed remained at 4,400 in 2022, an average of 7.4% of Midlothian's economically active population compared to the Scotland average of 7.7%.

Those who are economically active increased by 2.3% to 48,000 (81.5%) of people aged 16 to 64, in 2022. Unemployment in Scotland was 3.1% in December 2022, the lowest since February 2019 when it was 3.0%.

Midlothian residents earn less on average than the Scottish average, with women having a bigger gap in earnings compared to men. In 2022 the weekly pay in Midlothian was £622.90, less than Scotland (£640.30) and Great Britain (£642.20).

The outlook for households remains challenging as Real Household Disposable Income is forecast to fall by 5.7% over 2023 to 2024.

What the consultation told us

Consultation feedback from Midlothian Citizens Panel, Community Planning Partnership Conference and Young People Hackathon was considered and reviewed. Key themes from the Citizen Panel & CPP Conference 2022 were:

- increased events and collaborative meetings
- targeted, tailored support to groups i.e. elderly, in work, young people
- breaking the generational poverty cycle – education/social enterprise
- increase the number of businesses offering good fair work opportunities
- change the funding package so that money generated in Midlothian stays there
- increase people's health and wellbeing
- encourage people who can work to work and reduce benefits

Key themes that emerged from the Young People Hackathon were:

- emphasis on well being
- more pupil voice
- attracting local businesses
- hospitality better pay
- distribute money evenly
- support people into work
- take young people seriously
- bigger say for young people
- living wage for all

What will be achieved and how will Midlothian's future look different?

A wellbeing economy aims to deliver increased economic opportunities for all, providing meaningful and fair work, better outcomes for young people, sustainable places, improved health outcomes, reduced poverty and environmental sustainability.

The Community Planning Partnership will work together to increase the wealth reaching the local economy, directing procurement opportunities to local suppliers and supporting businesses and social enterprises to access tenders through training.

We will support our local communities to develop community owned services where there are gaps in provision or needs are unmet, leading to improved health and wellbeing outcomes.

We will support individuals to develop income maximisation opportunities through enterprise support.

We will create a connected, collaborative and ambitious environment for people ensuring that the place principle is embedded in our work to create cohesive and empowered communities.

Our Shared Outcomes & Actions

Outcome: Develop a Midlothian Community Wealth Building Action Plan to guide future economic activity across the partnership

Actions	Baseline and Target	Year	Managed by	Resources required
Work with Council services and local anchor organisations to develop a shared action plan to embed the CWB principles into our work with individuals, businesses and communities	No baseline Target: Action plan completed. Commence delivery on actions as they are identified.	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	Project Management: ED Service Manager. Project Team: Council Officers & Anchor Org Leads Project Administration: ED Officer.
Partnership delivery of actions identified in the CWB Action Plan against the 5 pillars: <ul style="list-style-type: none"> Plural ownership of the economy Making financial power work for local places Fair employment and just labour markets Progressive procurement of goods and services Socially productive use of land and property 	No Baseline Target: Identify roles, responsibilities & measurements for tracking/reporting Partner delivery on collective actions	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	Project Management: ED Service Manager. Project Team: Council Officers & Anchor Org Leads Project Administration: ED Officer.

Outcome: Increase economic opportunity to maximise income, empowering individuals and communities

Actions	Baseline and Target	Year	Managed by	Resources required
Deliver sessions in community settings to raise awareness and understanding of Self Employment and Social Enterprise as career pathways	No baseline Target: 6 sessions per annum	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	
Referrals for continued to support from Business Gateway and Midlothian Voluntary Action	12 referrals to Business Gateway/Midlothian Voluntary Action for support	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	Referrals: Council Services CP Partners invite to existing

Actions	Baseline and Target	Year	Managed by	Resources required
				events/groups
Develop case studies to highlight success stories	6 case studies	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	Delivery: Economic Development Business Gateway Midlothian SEAM
1:1 support for self-employment and social enterprise development	No baseline Target: 1:1 - 18 per year	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Economic Development	Delivery: Economic Development Business Gateway Midlothian SEAM Referrals: Council Services CP Partners invite to existing events/groups
Create a dedicated space on Locate in Midlothian for Social Enterprise to include learning materials, tools, case studies and signposts to funding providers.	Space created	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Economic Development	Delivery: Economic Development Business Gateway Midlothian SEAM Referrals: Council Services CP Partners invite to existing events/groups

Outcome: Develop a culture of entrepreneurship, increasing business knowledge, for current and future generations

Actions	Baseline and Target	Year	Managed by	Resources required
Creation of Enterprise Hubs in educational and community settings to reach and support students, pupils and those in our communities that aspire to be financially independent.	No baseline Target: Year one – establish hub in Edinburgh College. Year 2 – establish hub in area of SIMD	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Economic Development	Delivery: Economic Development Business Gateway Midlothian Partner with colleges & schools and Development Trusts.
Outreach sessions for enterprise support in community	No baseline		Economic	Economic Development

Actions	Baseline and Target	Year	Managed by	Resources required
and educational settings across Midlothian.	Target: sessions completed	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Development	Business Gateway Midlothian Space provision by Council services, CP Partners/Anchor organisations

Midlothian Will Work Towards Reducing Poverty



Who we are, What we do and Why

We will, as a partnership, work together to reduce all aspects of poverty using a data informed approach whilst learning from those with direct experience of poverty.

The number of local people finding themselves under financial pressure has increased due to the cost of living crisis. Supporting individuals and families to increase income, reduce outgoings and ensure they are receive all income supports has become even more vital.

During 2022/23 the Community Planning Partners created dedicated groups and designed new services to support communities through the cost of living crisis. The Strategic Poverty Prevention Group was set up with a focus on prevention and our elected members created a formal Council Cost of Living Crisis Task Force which focused on mitigation. The learning from both these groups have informed the action plan below.

What the data tells us

Due to the cost of living crisis households earning £40,000 or less will be feeling a more significant impact of the increased living costs. Going into the pandemic 3,539 children in Midlothian were living in poverty. The number of crisis grant applications and acceptances has almost doubled since 2013/14 with a rapid increase in 2021/22. The table below estimates that adults in Midlothian are facing the most challenges with keeping their homes warm, energy bills and affording balanced meals.

Estimated Impacted/ Experiencing in Midlothian out of 76,400 adults (population Midlothian)	
Cannot afford to keep home warm	17,000 to 21,000 adults
Quite/ very worried about energy bills	28,000 to 34,000 adults
Cannot afford to eat balanced meals	21,000 adults
Hungry due to lack of money in last month	8,000 adults
Missed priority payment over last three months	8,000 adults
Mental health/ health negatively affected	16,000 adults

(Estimated from the Resolution Foundation Living Standard Audit January 2023)

The tables below highlight the extent of child poverty across Midlothian and for different population groups in the UK:

Ward	%
Penicuik	14%
Bonnyrigg	11%
Dalkeith	35%
Midlothian East	23%
Midlothian South	26%
Midlothian West	11%

(Source: [Midlothian Profile 2022](#); based on data from 2019)

The two-child limit to Universal Credit affects larger families (those with three or more children) higher in Midlothian compared to the rest of Lothian, there are 34 per 100 in Midlothian (Source: DWP/HMRC).

Evidence suggests that that pay levels in Midlothian have deteriorated relative to the rest of Lothian and has the lowest job start payments approved by local authority from August 2020 to March 2022.

What the consultation told us

From our Citizens Panel survey in 2022:

- 92% want us to focus on reducing the number of people who struggle to pay for food and fuel
- 90% want us to ensure there is fair work for people and increase the number of businesses offering good fair work opportunities

It is important that we have strong links with economic development, employability and the wellbeing strand of Community Planning to not only support local people to secure jobs or better paid jobs but also to work with employers to support fair work.

In relation to poverty the Midlothian Youth Hackathon told us to:

- focus on better pay and support for everyone trying to gain employment
- improve transport links and better access to support available

Feedback from the Cost of Living workshop at the Community Planning Conference included:

- maintaining support services to those in need
- having actions around childcare and the cost of the school day across all sectors, including early years
- having local credit unions
- more recycling shops or free furniture recycling programmes
- measures to help heat homes and combat food prices, for example a food network similar to “Too Good To Go”

What the external review told us

People in Midlothian with direct experience of poverty told us they are not fully aware of the support and benefits available, and that when accessing or applying for support many feel it is an intrusive and judgmental process.

People would like us to focus on improving access to pantries in all communities and more information on cooking and recipes. They would like better, consistent communication on services available and how to access them. Communities would like to see ‘repair and reuse’ shops which up-cycle unwanted household items and more access to credit unions, including quick access loans.

Areas of further exploration in the future could include developing a standard referral system to make the process simpler and developing better information and support for those applying unsuccessfully to the Scottish Welfare Fund.

What will be achieved and how will Midlothian's future look different?

The partnership will work together to increase the number of employers offering fair work in Midlothian and support local people to be in a strong position to secure higher paid jobs. We can help local people maximise their income by ensuring they know where to access support and how to claim the financial support available to them.

We need to make sure that childcare and transport is meeting the needs of individuals and families to support them to be able to take up and retain employment opportunities.

The following data will be used to show if financial and living conditions in Midlothian are improving:

- **Working Population:** The economically active population was 48,000 (81.5%) of people aged 16 to 64, in 2022
- **Earnings:** In 2022 the weekly pay in Midlothian was £622.90, less than Scotland (£640.30) and Great Britain (£642.20)
- **Women's earnings:** Female full-time workers in Midlothian (by place of residence) earned on averages £16.50 less than the overall Midlothian full-time employee in 2022, the gap has reduced from the 2020 figure by £1.40, £49.00 less in 2019 and £31.10 less in 2018
- **Job Density** (rate of jobs in location to population aged 16-64) is 0.64% in Midlothian, which is below the Scottish average of 0.81%

The Living Well in Central Dalkeith and Woodburn pilot will be evaluated to understand what makes most difference when using a place based approach and share these lessons for future work across Midlothian.



Our Poverty Champion will challenge the group using the following questions to ensure we are making a difference in Midlothian:

- Are we really taking a whole system approach?
- How consistently are our approaches being delivered across Midlothian?
- Are front line staff able to direct people to the right support?
- Do communities have access to services and community supports at the right time and right place?
- Are we working collaboratively to influence other strategies including employability, housing, education, travel and childcare?

Our Shared Outcomes & Actions







Outcome: Poverty and child poverty is reduced through use of partnership levers and resources

Actions	Baseline and Target	Year	Managed by	Resources required
A single Midlothian data profile produced including information from Hopkins report, Public Health Scotland and Education.	A poverty data profile produced	<div><div></div><div></div><div></div><div></div></div>	Poverty CP Thematic Group	Staff and External Partners time
Develop a range of ways to establish relationships and gather views of those with direct experience of poverty: online forum, citizen's panel, citizen assessors, focus groups and appraisal project.	New baseline Target – 20 residents on the Panel; 5 residents trained as citizen assessors 2 processes reviewed over the 4 years. 3 staff trained to support direct experience work Initial mapping completed and improvements identified Template for poverty data set produced and updated annually by CPP	<div><div></div><div></div><div></div><div></div></div>	Community Planning Development Officer	Staff and volunteers time
Agree strategy and action plan for reducing the cost of the school day through the child poverty action plan	Number of actions on target School, child and parent impact statements of the difference the actions have made Number of staff completed COSD training	<div><div></div><div></div><div></div><div></div></div>	Executive Director & Children, Young peoples and Partnership Directorate	Staff time
Prioritise access to Tenancy Support for tenants and housing applicants with children who are living in or at risk of living in poverty.	Number of tenants and applicants with children who access tenancy support.	<div><div></div><div></div><div></div><div></div></div>	Midlothian Council Housing	Staff time
Reduce the number of households with children in	Number of households with children in	<div><div></div><div></div><div></div><div></div></div>	Midlothian Council	Staff time & financial

Actions	Baseline and Target	Year	Managed by	Resources required
Temporary Accommodation	temporary accommodation Baseline: March 2021 - 198, March 2022 – 170, March 2023 TBA		Housing	resources
Reduce the average time taken to close a homeless case	Average number of weeks to close a homeless case. 52 weeks		Midlothian Council Housing	Staff time & financial resources
Review local childcare needs against provisions available and implement recommendations	No baseline Review of local childcare needs completed		Poverty CP Thematic Group	External funding required, potentially parental employability support funding
Identify, influence and review Midlothian Council Service Plans to ensure reducing poverty is embedded into them – e.g. Housing, Travel and Transport.	3 plans reviewed over 4 years		Poverty CP Thematic Group	Staff time
Deliver the living well in Central Dalkeith and Woodburn placed based approach.	Evaluate improved outcomes completed		Poverty CP Thematic Group	Staff and volunteers time
Create joint strategic planning sessions with employability, childcare, jobcentre plus, economic development, transport leads to improve income from employability and ensure flexible, affordable childcare which supports employment. (Note: Local Employability Partnership leading on employment)	Target: 2 sessions per year No of recommendations implemented		Poverty CP Thematic Group	Staff time
Review local childcare needs against provisions available and implement recommendations	Childcare offers meet the needs of Midlothian families		Poverty CP Thematic Group	External funding required, potentially

Actions	Baseline and Target	Year	Managed by	Resources required
				parental employability support funding

Outcome: Benefit income maximised for individuals and families and financial resilience is improved for low income households

Actions	Baseline and Target	Year	Managed by	Resources required
Ensure equitable access to income maximisation and debt advice across Midlothian, including financial referral pathways	Review carried out and report with recommendations disseminated to key stakeholders Implementation plan developed and actioned	   	Child Poverty Working Group	Review commissioned and oversight group established.
Increase benefit claim rate amongst older people and disabled people/ people with long term conditions through targeted interventions and campaigns	Establish benefit baseline in Midlothian for appropriate benefits: <ul style="list-style-type: none"> Social Scotland Benefit uptake CAB related income maximisation 	   	Midlothian Council Communications Strategic and operational Poverty Partners (e.g. CAB, Welfare Rights etc.) Health and Social Care Partnership Child Poverty Co-ordinator (for parents)	Staff time and resources
Increase the uptake of children, young people and family benefits	Best Start Grants – baseline 790; target 830 Educational Maintenance Allowance – baseline 3.2%; target 8% Bus Passes – 11,486 (65.9%) baseline; target 70% Free school meals – baseline 22.5%; target 27%	   	Child Poverty Group	Tracking changes in the school's poverty profiles could be a potential measure for various outcomes.

Actions	Baseline and Target	Year	Managed by	Resources required
	School Clothing Grants – baseline 17%; Scottish Child Payment			
Increase access to affordable credit and savings amongst lower income Midlothian residents through increasing local membership of Capital Credit Union	Increase the number of Capital Credit Union members from the 2022-23 figures Target – increase members by 5%	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Poverty Thematic Group	Staff time
Review the changing needs of those experiencing debt and those accessing the Scottish Welfare Fund to consider additional supports or sign post to existing services better	1 review completed With recommendations	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Poverty Thematic Group	Requires external funding
Increase poverty awareness amongst Midlothian based workers through training programmes	New measure Target – 4 training sessions per year	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Child Poverty Working Group	Staff and partners time

Outcome: The most significant impacts of poverty on individuals and families are reduced

Actions	Baseline and Target	Year	Managed by	Resources required
Exploring funding to increase access to affordable and nutritious food for low income Midlothian residents through extending the pantry network. Review action after 2 years	Target: Funding secured Baseline 3 pantries	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Third Sector Interface/Midlothian Council	Volunteer and Staff Time
Maintain networks of trusted partners to provide a cash first and dignified support for food and fuel	Baseline – 2110 (2022/23) Target maintain levels of financial supports Collate impact statements and feedback	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Poverty Thematic Group	Secure funding on an individual organisational or Midlothian wide basis to sustain cash first approaches for 24/25 onwards

COMMUNICATING CLEARLY

We are happy to translate on request and provide information and publications in other formats, including Braille, tape or large print.

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Körler için kabartma yazılar, kaset ve büyük nüshalar da dahil olmak üzere, istenilen bilgileri sağlamak ve tercüme etmekten memnuniyet duyarız.

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Adult, Health and Social Care



Summary of successes

H2 22/23:

General Update

Midlothian Health and Social Care Partnership (HSCP) continues to experience system pressures across all services. All services continue to work with a wide range of partners to support local care options where appropriate. Workforce continues to be a challenge and in line with national recruitment difficulties.

In H2, the officers of the HSCP have reviewed the health and social care contribution to the Community Planning Partnership and the Single Midlothian Plan (SMP) to improve the system impact of this additionally. Significant planning and revision has taken place to ensure the HSCP offers are not the routine operational work of delegated services and aim to dress cross cutting system wide issues to maximise the contribution of the Community Planning partners. As a result, the HSCP will take a more targeted approach to the SMP in 2023-27 to drive transformation across the 4 years of the new plan.

Unpaid Carers

Successes:

Work in H2 saw taking forward advertising for a new Carer Dementia Advisor post with Alzheimer Scotland. This post will offer support carers and connect them to a range of support delivered by Alzheimer Scotland as well as the network of carer support in Midlothian.

Carers Act funding was awarded to Grassy Riggs in Q3 to engage carers and deliver support through their services and by connection to other services (including VOCAL) offering carer support.

Carer consultation across H2 on the priorities in the carers strategy highlighted that carers prefer support close to in the community, trusting the experience of others and positive relationships with service providers. Ongoing work to develop the range of high-quality community-based services aims to deliver this.

Active Older People

Successes:

There are currently 54 groups and 17 different activities offered in Midlothian supported by 53 active volunteers with 2430 volunteer hours given. Success across this reporting period are

- Two new table tennis session and a new monthly more challenging walk as requested by participants.
- Annual New Age Kurling tournament with 28 participating
- 7 attended dementia friendly training
- 2 new walk leaders trained
- 9 completed first aid training
- Walking Rugby group raised £500 for Midlothian Foodbank which was doubled by sponsor 99 Ventures
- Honky Tonk Pancake Stomp Charity line dance event raised £165 for Cancer Research
- Two taster sessions and talks to ladies' groups
- Stall at Midlothian Volunteer Recruitment Day resulted in one potential new volunteer
- Ageing Well participating in an NHS pilot project on Green Health Prescribing

Learning Disability

Successes:

Work has started on the eight units at 83 High Street in Bonnyrigg. Scheduled for completion in summer 2024. Work at Teviot Court is now complete, and Primrose Lodge is now vacant again.

Trauma Informed Workforce

Successes:

NHS Lothian have reviewed their Trauma training and have provided access to the new Trauma train the trainer training.

The service is working alongside the Improvement Service and Scottish Government Trauma Development Team to focus on developing Trauma informed communities in addition to a training offer. We are also working closely with Education and Children and Families services relating to The Promise and a relational approach in Education.

The Midlothian Council Leadership forum is developing a Trauma Strategy for Midlothian and our Trauma development worker is part of this work

Weight Management

Successes:

Let's Prevent Type 2 Diabetes support now includes face to face, virtual and digital (MyDesmond) options. Virtual groups are running in the early evening, able to support patients after work hours, those unable to travel or simply preferring to attend online. This timing is proving popular. Referral and overall opt in rates are steadily increasing for Let's Prevent programmes. The Let's Prevent team have been actively progressing close collaboration with the Midlothian MEHIS team.

The opt in rate of the new digital programme, Second Nature (app), is exceptional at 96.9% with very positive feedback: 'I am very glad I signed up, it is one of the best things I have ever done'; 'I am very grateful that I have been able to engage with this programme and would very much recommend it to anyone who wants to lose weight and improve their lifestyle'.

Volunteering at Midlothian Community Hospital

Successes:

A new voluntary service manager took over the site of Midlothian Community Hospital in January 2023. Since taking over management of the site they have spent time getting to know key personnel within the hospital, reviewed the existing role descriptions and advertisements for the roles available on site. There are plans to launch a volunteer led book service and the voluntary service manager has attended some of the recent school recruitment fairs to promote the opportunities. We have also been working with Transform Midlothian to encourage young people accessing their service to consider volunteering within their local hospital.

There are currently 19 active volunteers placed within the community hospital, 12 new volunteers have been placed in the reporting period and 7 have stopped volunteering during this period.

0-5 Vaccinations

Successes:

Immunisation Services in Midlothian have developed methods by which regular feedback can be received from families in order that services can be co-designed to provide a person-centred service keeping the children at the heart. Services are delivered at a variety of centres, offer flexibility to change appointment times via a dedicated phone line. Flu clinics are offered in NHS, Council, third sector and private venues with an option for appointment, drop in, twilight and weekend sessions. Siblings can be accommodated together, and parental consent can be obtained over the phone to allow flexibility for others to bring children to appointments. A dedicated venue was used to vaccinate children with Additional Support Needs to optimise their experience and maximise attendance. Families considered harder to reach were contacted individually and reminded about appointments, children who were not brought were followed up to either re-appoint or ascertain why they were not attending.

The latest quarterly data for the pre-school vaccination programme (up to June 2022) shows that in Midlothian by the time children are 5 years old the government target of 95% has been reached for all vaccines bar the 4:1 and MMR2 (92.7% (n=22) and 92% (n=24) respectively). This follows a national trend. However, by the time children in Midlothian are 6 years old the government target of 95% has been exceeded for all vaccines.

The winter influenza programme for Midlothian shows an uptake rate of 58.6% (Lothian 53.85%, no national comparator at this point).

Substance Use and Recovery

Successes:

SMART recovery groups are peer led or peer co-facilitated groups for people who are affected by their own drugs and alcohol use. By definition these groups provide a licensed self-help programme.

Activities to improve geographical access to substance use recovery support have continued. The number of SMART Recovery Groups in Midlothian fluctuates to meet demand and the service has been able to respond to this with as many as 6 groups running at one time across this reporting period.

The number of licensed groups in operation is now sitting at 3 and will be increase to 4 in the coming months. It is worth noting that two of the previous SMART groups have been developed into non SMART licensed peer led support groups meaning Midlothian currently has 5 self-help groups [3 SMART, 2 developed Self-help Groups].

Physical Disability Team and Good Conversations

Successes:

The Good Conversation approach is discussed in Physical Disability Team Meetings in order to ensure this remains current for staff. The Service is planning to embed the Good Conversations Supervision template into Supervision. A feedback form has been introduced for people who have engaged with the Service. This asks people to feedback on what matter to them. Results are so far entirely positive. There are still 2 staff, including Service Manager waiting to be trained. This is due to the fact that no more training has been offered in the time frame.

Summary of major challenges and actions to address them

H2 22/23:

Unpaid Carers

Challenges and Future Plans

Despite staffing challenges, our partners have continued to work collaboratively and benefit from close working relationships across health, social care and the Third Sector. VOCAL and Citizens Advice Bureau (CAB) Dalkeith have worked together to deliver vital support for carers in Midlothian

Future work will focus in responding to consultation and the request from local carers for more services based in the community, well connected and easily accessible. Work will continue in the SMP 2023-27 to collaboratively develop and grow a Midlothian Care and Support Community Co-operative that facilitates personalised support for carers, identifies local assets, and enhances local economic value.

Learning Disability

Challenges and Future Plans

The delay necessitated a renewed application for funding and new bid is in place to secure the necessary funding to renovate the building.

Trauma Informed Workforce

Challenges and Future Plans

There have not been any new people trained in Trauma Informed Practice at level 1 or 2 in this last performance period. This is largely due to staffing changes and an extended recruitment period for the trauma development worker who started in post during January 2023.

The service acknowledges that there is a need to increase the number of trainers to train staff across the council and third and independent sector. Before any further commitment to training, there are other performance targets the service wishes to consider e.g., awareness raising, trauma informed spaces, and the 3-year service strategy.

Weight Management

Challenges and Future Plans

Get Moving with Counterweight programme opt in (31.2%) and attendance rates (~50%) continue to require addressed. We are responding to waiting times, preferred venues/timings, and any barriers to access, completion rates, health outcomes data and patient feedback.

Immediate changes include a reduction in the frequency of programmes, alongside maximisation of group numbers per venue capacity to improve the group experience. The adult Tier 2 SLA has been modified to reflect this plan, hoping for better opt in rates and attendance.

Volunteering at Midlothian Community Hospital

Challenges and Future Plans

There has been a significant drop in interest in volunteering across all settings. To address this, the volunteering service has improved their 'offer' with more optional training and events, and by promoting the opportunity to claim expenses. The service will continue to promote the volunteering opportunities and will focus efforts on identifying new potential volunteers and those who can make a longer-term commitment to volunteering.

0-5 Vaccinations

Challenges and Future Plans

While Midlothian and NHS Lothian as a whole are performing well with regards to delivering the Pre-School Vaccination Programme there is acknowledgement from Public Health Scotland and Scottish Government that vaccination uptake for all vaccines is decreasing across Scotland and the UK as a whole. Of all the 4 Nations, Scotland is showing the least decline, however a national SLWG has been set up, led by PHS, to tackle this. Local PH teams have undertaken analysis and drawn up papers detailing the scale of the problem and suggestions to tackle this decline. Midlothian HV teams have volunteered on behalf of NHS Lothian to take part in a QI project led by PH using QI methodology to address this locally.

Substance Use and Recovery

Challenges and Future Plans As with any new support group, the challenge is getting the offer right to maximise uptake from people in recovery, including those in the early stages of recovery. The nature of these groups means membership numbers can fluctuate and this may create instability. However, the support from a range of agencies, SMART Recovery and MELDAP continue to minimise these risks.

Physical Disability Team and Good Conversations

Challenges and Future Plans

There are still 2 staff, including Service Manager waiting to be trained in the Good Conversation approach. This is due to no further training offers in the reporting period. Staff will take up training when another cohort begins.


Adult, Health and Social Care Actions and PIs 22/23






01. Increase awareness of the caring role

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.1.1	Increase awareness of the caring role e.g.: Identifying as a carer/identification of carers, the positive contribution of unpaid carers in supporting our services and communities, Carer rights and Support available.	H2 22/23: On Target In addition to the Community connector role discussed in H1, there have been further carer support developments. Alzheimer Scotland are taking forward advertising for a new Carer Dementia Advisor post, aiming to offer support carers and connect them to a range of support delivered by Alzheimer Scotland and the network of carer support in Midlothian depending on need. Carers Act funding was awarded to Grassy Riggs in Q3 to engage carers and deliver support through their services and by connection to other services (including VOCAL) offering carer support. Carer consultation during Q3 2022/23 on the priorities in the carers strategy highlighted that carers prefer support close to home and in the community, trusting the experience of others and positive relationships with service providers. Supporting a range of high quality community based services aims to deliver this.	100%	No of referrals to VOCAL		400		526	H2 22/23: On Target H2 Referrals - 196


02. Increase the opportunities for older people to be physically active

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.2.1	Continue the Ageing Well programme	<p>H2 22/23: On Target 53 groups and 16 different activities are currently underway in Midlothian. This work continues to be supported by 52 active volunteers.</p> <ul style="list-style-type: none"> . Ageing Well win the Midlothian Volunteer Team Award at the annual awards ceremony at Newbattle Abbey . Two new weekly walking groups . Tai Chi online ends due to lack of participants . Develop and trial new exercise class called Moves4U to be offered in all leisure centres once staff have been trained. . Ladies walking football group participate in the Ravenscraig league fixtures. 17 invited to attend a play on women's football called Sweet FA. . 14 volunteers completed first aid training. . New seated exercise and circuit class started as well as another badminton group. . Walk the Line returned, our annual walk offering a 3/5/or 8 mile walk open to all ages. 81 took part. Project Coordinator and three volunteers continue to produce weekly shows for Black Diamond broadcast on Sundays with interviews, physical activity sessions and music requests as well as advice/importance on keeping active and other issues relating to older people. 	100%	Return to working operational capacity provision for Ageing Well, volunteering and participation by April 2023.		20,000		24,056	H2 22/23: On Target 12,670 (H2 period)



03. Develop a greater range of Housing Options for people with Learning Disability and Autism

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.3.1	Develop a greater range of Housing Options for people with Learning Disabilities and Autism	H2 22/23: Off Target Work has started on the eight units at 83 High Street in Bonnyrigg. Scheduled for completion in summer 2024. Work at Teviot Court is now complete and Primrose Lodge is now vacant again. The delay necessitated a renewed application for funding and new bid is in place to secure the necessary funding to renovate the building.	50%	Completion of 8 units in Bonnyrigg		8		0	H2 22/23: Off Target Scheduled for completion in summer 2024.
				Completion of 4 units in Loanhead, for people with Profound and Multiple Learning Disability		4		0	H2 22/23: Off Target Delay necessitated a renewed application for funding and new bid is in place to secure the necessary funding to renovate the building. Outcome of funding bid expected within the next quarter.
				Completion of 2 respite units in Loanhead		2		0	H2 22/23: Off Target Delay necessitated a renewed application for funding and new bid is in place to secure the necessary funding to renovate the building. Outcome of funding bid expected within the next quarter.



04. Increase number of people who report feeling connected to others

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.4.1	Continue to provide 1:1 befriending support, volunteer 1:1 support for physical activity, support day services to offer creative ways to connect with clients who lack confidence and work with community-led groups to reach out to people	<p>H2 22/23: On Target</p> <p>The HSCP continues to develop and promote its volunteering service, including Fancy a Blether volunteer befriending. The service now supports people who previously attended Grassy Riggs and who struggled to reconnect with the service due to low confidence following the pandemic. The HSCP invests in Connect and Connect Online services, providing volunteer befriending and IT upskilling to improve social connection. During summer 2022, the British Red Cross Local Area Coordination Service delivered 22 pop up events in four communities of Midlothian over a 6 week period. 27 community groups received funding through the Community Mental Wellbeing Fund, administered by MVA and supported by the HSCP.</p>	100%	% of people aged 65+ who report feeling connected to others all or most of the time during the past 12 months		85%		N/A	<p>H2 22/23: Data unavailable to the HSCP. The 2022 Citizens Panel Survey did not include this question – the focus was on themes, outcomes and actions.</p>

05. Increase the number of staff who are trauma informed


Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.5.1	Work with learning and development to support the delivery of training and the co-ordination of trauma informed practice within the Midway	H2 22/23: Off Target No new people trained in Trauma level 1 or 2 in this last performance period due to a review of the NHS Lothian Trauma training. New focus on developing Trauma informed communities. Midlothian Council Leadership forum leading on a Trauma strategy for Midlothian and our Trauma development worker is included in developing this for the whole of Midlothian council. Working closely with Education and Children and Families services relating to The promise and a relational approach in Education.	60%	The number of people who participated in Level 1 trauma training		400		359	22/23: Off Target 359 people participated during 2022-23
				The number of people who participated in Level 2 trauma training		40		107	22/23: On Target 107 people participated during 2022-23

06. Increase the number of people participating in Get Moving with Counterweight and Let's Prevent (Pre-diabetes programme)


Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.6.1	Increase the number of people participating in Get Moving with Counterweight and Let's Prevent (Pre-diabetes programme)	<p>H2 22/23: On Target Participant numbers increasing. Tier 2 widened to include digital programme: Second Nature/ Live from August 2022. Low Tier 2 opt in rates addressed. Midlothian Council Tier 2 SLA planned for 12 months April 2023 – March 2024: Reduce programme frequency, aim 6 groups throughout 12 months, with active management of bookings to site capacities/minimum 2 sites Midlothian wide. Improve group experience for participants and maximise resources per group. LPD Patient information leaflet completed, added to website and referral platforms. For wider language translations to support inclusion. Evening LPD sessions offered 5.15pm – 7.45pm using the virtual NearMe groups platform to widen access options. % Opt in rates, aim to improve with better targeted group frequency and maximised group bookings to venue capacity. 4 Groups ran in Midlothian Oct 22 – March 23. Web based LPD programme available via 'MyDESMOND'. Number of registrants from Midlothian GP practices added for 22/23. TRAK Outpatient Redesign: Get Moving with Counterweight, Second Nature (Patient Cohorts) and LPD now transitioned to TRAK functionality. Collaborative LPD</p>	100%	The number of people participating in Get Moving with Counterweight		160		250	H2 22/23: On Target
				The number of people participating in Let's Prevent (Pre-diabetes programme)		84		63	H2 22/23: Off Target 120 Referral (52.5% Opt in) - % Opt in rates, aim to improve with better targeted group frequency and maximised group bookings to venue capacity.

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
		working with Midlothian MEHIS team.							


07. Increase opportunities for people to volunteer at Midlothian Community Hospital

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.7.1	Increase opportunities for people to volunteer at Midlothian Community Hospital	H2 22/23: Achieved Conversations with front line staff identified new volunteer roles and locations. A new voluntary service manager took over the site of Midlothian Community Hospital in January 2023, since taking over management of the site they have spent time getting to know key personnel within the hospital, they have rejuvenated the existing roles descriptions and advertisements for the roles available here. They have also been working to launch a volunteer led book service and have attended some of the recent school recruitment fairs to promote the opportunities. We have also been working with Transform Midlothian to encourage young people accessing their service to consider volunteering within their local hospital.	100%	A minimum of 6 volunteer posts filled		6		19	H2 22/23: On Target Currently 19 active volunteers placed within the community hospital. 12 new volunteers placed in the H2 reporting period and 7 have stopped volunteering during this period.



08. Increasing uptake of 0 to 5yrs vaccinations

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.8.1	Deliver core vaccination programmes for under 5s utilising Child Health Information to provide timely and accessible services, deliver flu and seasonal vaccination programmes and proactively support families who do not bring children for immunisation	H2 22/23: On Target Immunisation Services in Midlothian have developed methods by which regular feedback can be received from families in order that services can be co-designed to provide a person-centred service. The latest data for the pre-school vaccination programme shows that in Midlothian by the time children are 5 years old the government target of 95% has been reached for all vaccines bar the 4:1 and MMR2. This follows a national trend. By the time children in Midlothian are 6 years old the government target of 95% has been exceeded for all vaccines. The winter influenza programme for Midlothian shows an uptake rate of 58.6%.	100%	Delivery of seasonal flu vaccination programmes with improved update (>57%)		57%		58.6%	H2 22/23: On Target

09. Improve geographical access to substance use recovery support

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.9.1	Increase the number of SMART recovery groups in 2022-23 to improve outreach across Midlothian's communities	H2 22/23: On Target Activities to improve geographical access to substance use recovery support have improved in this year. At one point there were six groups in operation in Midlothian. However, one has ceased and two have developed into other specific peer led recovery groups, One further SMART group is still to start.	100%	Increase the number of SMART recovery groups from 1 to 3 by March 2023		3		3	H2 22/23: On Target

10. Increase the number of staff in the Physical Disability Team supported to develop their skills in having Good Conversations with Disabled People

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.AHSC.10.1	Increase the number of staff in the Physical Disability Team supported to develop their skills in having Good Conversations with Disabled People	H2 22/23: Achieved	100%	Hold 4 peer support sessions for staff in 2022-23		4		3	H2 22/23: On Target Annual target of 4 achieved.
				Over 55 of the cases audited through the case file audit system will have personal outcomes clearly identified		55		N/A	H2 22/23: Performance Indicator no longer relevant. All of the cases audited have personal outcomes identified at the start of the assessment. An extra element has been added to our 'end involvement' form to identify if personal outcomes were achieved.

Summary of successes

H2 22/23:

The Midlothian Community Safety & Justice Partnership are delighted to present the progressive and innovative five year CJOIP which tackles inequalities and marginalised populations which echoes a trauma and survivor focussed objectives. The plan has been developed with our range of partners, giving consideration to all elements of Community Justice and tackling issues that often holds significant societal stigmatisation which limits the core foundations of prevention and desistence within our communities. The new plan intends on leading in innovative approaches to reduce stigmatisation of Justice and criminological factors ensuring the systems in which we manage are truly trauma informed and support people in to fulfil their full potential meaning people can live in Midlothian free of fear and harm. The plan outlines new and alternative approaches in supporting people affected by crime or that are involved with the Scottish Justice System through actively involving lived and living experiences; utilising specialist knowledge base; providing a contribution to knowledge; working with our young people.

The partnerships planning and horizon scanning for the ambitious 5 year plan has indicated completed has identified themes that arguably will be prevalent within the national landscape which include factors of uncertainty such as the needs of people alongside availability of resources. These are themes that will require consideration throughout the life span of this CJOIP and collaborative approaches and relationships with partners and communities to ensure people have access to timely, trauma-informed and person centred services across Midlothian. These findings highlight the need to maintain and form new dynamic relationships and hold people centre to our planning.

We look forward to continuing to develop strong links in Midlothian and involve our communities actively in decision making, service development and design.

Summary of successes:

- Scottish Social Services Council Award winner for 'Excellence in Justice Services' (2022)
- Published 'The voices of those who have harmed' (2022) – A ground-breaking consultation exploring motivational factors of engaging in Restorative Justice for individuals that are in custody for a sexual offence(s)
- Service development, delivery and intervention provision for Restorative Justice in generic cases (non-sexual)
- Partnership working in the development, design and delivery provision for Restorative Justice in cases of sexual harm utilising a multi-modal and agency approach
- Community Justice project with Edinburgh College Media students in developing community awareness films on pertinent subjects including VAWG, Community Payback Orders; Restorative Justice
- Completed a range of community engagement and consultation opportunities
- Provided specialist training
- Keynoted at both national and international events
- Development of the 'Justice Update Report' providing partners and wider agencies a summary of relevant reports, legislation and research within the field of Justice
- Increased third sector board and working group membership
- The growth of Spring Women's service to 1.5 days per week
- Developed and delivered 'Stride' service for men subject to Community Payback Orders in Midlothian
- Collaborative working with the VAWG Public Protection team to actively support 16 days of activism campaign and event

Summary of major challenges and actions to address them

22/23:


Factors of uncertainty including the impact of short term and reduced third sector funding has been a considerable challenge in meeting need within the partnership. The partnership have consistently advocated for an increase in third sector provision within Midlothian which has been challenging due to limited resource or funding opportunities. Although we have provided alternative solutions such as exchange of training and expertise between third sector groups, we acknowledge the ongoing challenge in meeting the needs of our communities without further funding opportunities to support effective partnership working.

Community Safety and Justice Actions and PIs 22/23





01. Improve awareness with communities and businesses


Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.CSJ.1.1	Stories about Community Payback Orders(CPOs) & Unpaid Work on social media	Action completed and co-delivered in partnership with Community justice Scotland.	100%	Increase the number of combined followers on Community Safety & Justice Partnership social media platforms (Facebook and Twitter) by 5%		Total 539 on Twitter 215 on Facebook.			
P.CSJ.1.2	Advertising campaign on the link between education/training, employment, health inequalities, substance misuse, housing, positive attitudes, relationships and (re)offending	Not complete – carrying forward to new CJOIP	0%	Advertise campaign on the link between education/training, employment, health inequalities, substance misuse, housing, positive attitudes, relationships and (re)offending		Yes			
P.CSJ.1.3	Second Chancers spin off with press – voices of unpaid work telling their story (film)	Completed	100%	Second Chancers spin off with press – voices of unpaid work telling their story (film)		Yes			
P.CSJ.1.4	Rebrand CJ logo with Midlothian secondary school	Not complete – action condensed into Edinburgh College project which has now been completed.	0%	Rebrand CJ logo with Midlothian secondary school		Yes			
P.CSJ.1.5	Launch ALISS database of services for Midlothian	Completed	100%	Positive feedback received from pupils ALISS publicised to all Community Councils in Midlothian		Yes			
				Number of Midlothian searches		(unable to			

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
				carried out on ALISS		source this data)			
P.CSJ.1.6	Publish Community Justice Directory	Completed	100%	Publish Community Justice Directory		Yes			

02. Improve support for people after a Community Payback Order

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.CSJ.2.1	Develop a volunteering pathway	Completed.	100%	25% justice social work clients involved in volunteering, training or employment at the point of completion of order		Yes			
P.CSJ.2.2	Develop an after care service	Action complete. After care service initiated with all individuals completing unpaid work given a six week post completion check-up.	100%	New process initiated for recording of telephone calls 6 weeks post completion - Attempt made to contact 100% of clients 6 weeks post CPO		Yes			

03. Improve access to Mental Health and Substance misuse services for people on a CPO

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.CSJ.3.1	Automating the referral process to third sector support agencies with a focus on males aged 18-26	Not completed, being carried forward	0%	Referral process designed 80% of relevant individuals on CPOs referred to Number 11 Practitioners Forum		Yes			

Summary of successes

22/23:**Priority 1: More children and young people are safe, healthy and resilient**Action: Identify positive physical environments for young people to promote wellbeing

For this year, the GIRFEC Board agreed that the Midlothian Early Action Partnership (MEAP) Youth-led Test of Change would be the focus for this priority action. MEAP is a Lottery-funded partnership comprising of Third Sector, Health, Council and young people via the Midlothian Youth Platform. MEAP undertakes Tests of Change to explore different ways to improve the mental health and wellbeing of children and young people, and to identify how the changes might re-allocate resources towards early action and system change.

Young people proposed a Test of Change for a youth wellbeing space: this idea involves co-designing an open space for young people that is timetabled with a mix of activities, individual support and opportunities to relax. In November 2022, after much searching, MEAP secured a suitable venue for one year, based within a community-owned hub called 'One Dalkeith'. At the time of writing this report, young people are busy using and developing the space with the support of Communities and Lifelong Learning and Employability (CLLE) youth worker and a youth action research lead. This small group of young people are putting in significant time and effort to create this youth space for young people across Midlothian. The Test of Change will conclude in December 2023.

Action: Establish a Whole Family Wellbeing Service in Midlothian

The staff to support the Midlothian Family Wellbeing Service have been recruited and the service is now live. Although in its infancy the service is supporting families through multi-agency and partnership approaches. It is anticipated that the new service will grow and develop over time.

Action: Support children and young people affected by domestic abuse, parental alcohol or drug misuse and support young people to address their own alcohol and drug use

Midlothian and East Lothian Drug and Alcohol Partnership (MELDAP) co-ordinates the design, delivery and evaluation of drug and alcohol services across East Lothian and Midlothian. MELDAP funds two Midlothian services to deliver additional support to children and young people affected by domestic abuse, parental alcohol or drug misuse: MYPAS (Midlothian Young People's Advice Service) and Children 1st.

MYPAS works with young people aged 12-22 to provide information on the use of alcohol and other drugs including support to young people wishing to address their unhealthy use of these substances, primarily alcohol and cannabis. Children and young people have been supported by MYPAS to address their own alcohol and drug use and/or to minimise the impact of other's alcohol and drug use on their lives. Between April 2022 and March 2023, 49 young people engaged in on-going support for drugs/alcohol related issues. 409 appointments were attended, with an average of 8.4 meetings attended per young person. Of those engaged, 63% of young people reported reductions in drugs/alcohol use and 16% of young people reported becoming drug/alcohol free. 39% of young people who were engaged in drugs/alcohol support reported improvements in family relationships.

Children 1st provide whole family support to families where parental alcohol and drug use is a risk factor. While ensuring the children are safe and have the opportunity to thrive, there is support for adults to improve their parenting skills. Children 1st works closely with adult treatment and recovery partners to help parents address their substance use. Main highlights from this work during 2022/23 include:

- 93 children were supported; of these, 60 children reported improved family relationships (or their parents have reported on their behalf).
- Residential outdoor activity trip for 6 families as part of Children 1st "Bide oot" experience at Ardrouy Outdoor

Education centre.

- Families' involvement in fun based summer activity programme.
- Families' involvement in 2 weekly "weekend family activity programme" co-designed with families.
- Connecting as a "whole family" using systemic approach to support.
- Supporting children to have a voice regarding the impact of their lived experience within their families.
- Parents reporting that they have a better understanding of their child's trauma responses and what they can do to respond to this.
- Children supported to have a voice within education and other statutory settings and decision making processes, with meaningful impact.
- Joint partnership working with Women's Aid and Health in Mind to deliver a 'Women's Supper'.

Action: Deliver responsive and accessible income maximisation support to reduce the number of families that are living in poverty.

During 2022-23 Midlothian have been supported by the Improvement Service and national partners to engage in a process of self-assessment to review governance, actions and reporting on child poverty. This process aims to align actions to support families across Midlothian and identify priority areas for improvement that will be led by the poverty and financial inclusion planning/working groups. Governance and funding is now in place to take forward a review of income maximisation support and this will be completed in 2023-24.

Action: Increase the proportion of children and young people who feel safe.

An evaluation was undertaken on the Positive Approaches to Risk guidance in 2022, which includes recommendation and areas for future developments. The guidance has been well received, is useful to practitioners and it addresses areas that concern practitioners and also explores areas they feel they have limited understanding and/or experience of. MYPAS was commissioned to deliver the next phase of the programme, which included delivering training and leading on the second edition of the guidance. Training sessions have been delivered in person to 30 Children's Services staff and to staff working in residential services. The training, which now includes the correlation between Self-harming and the Teenage Brain, has been delivered twice and feedback from these sessions are being used to develop both the chapter within the handbook and future training sessions. The training programme for 2023/24 is open to all universal staff and carers, with bespoke sessions for kinship and foster carers.

Priority 2: More children and young people receive timely and effective mental health support when they need it

Action: Build capacity within early intervention and prevention mental health supports and services to meet local need

The Midlothian Early Action Partnership (MEAP) is a Lottery-funded partnership comprising of Third Sector, Health, Council and young people via the Midlothian Youth Platform. Between April 2022 and March 2023, 608 children and young people were engaged in MEAP Tests of Change that explore different ways to improve the mental health and wellbeing of children and young people, and to identify how the changes might re-allocate resources towards early action and system change.

Over 240 children and young people and 50 family members/carers accessed supports and services funded by the Children and Young People's Community Mental Health and Wellbeing Fund between April 2022 and March 2023. The numbers of beneficiaries are lower this year because the activities delivered focused on individual support sessions and activities, whereas last year there was greater focus on group activities and workshops. Beneficiaries have reported improvements to mental health and wellbeing, in confidence and resilience, and to school attendance and learning engagement following their participation in a range of activities including art and supported play therapy, family counselling and therapeutic support, and highly personalised creative development placements. The Scottish Government has made a commitment to invest a further £15 million in Children and Young People's Community Mental Health and Wellbeing. This means that Midlothian's funding for 2023/24 will be the same as for 2022/23, although it may increase or decrease slightly taking account of the most up-to-date population, poverty and rurality weightings.

Priority 3: Inequalities in learning are reduced

Action: Develop an Equity and Inclusion Strategy and plan, which focuses on actions to reduce educational inequalities through local and inclusive actions and resources

The Equity and Inclusion Strategy and plan focus on support for children with Additional Support Needs (ASN), improving education attendance and outcomes, developing nurturing approaches and improving opportunities for family learning. Good progress continues to be made in relation to each of these areas:

- ASN – revised processes and policies are providing greater clarity for schools as well as improved multi-agency supports for children and families. The newly formed Education Resource Group (ERG) is a multi-agency support for schools when in-house supports have been exhausted.
- Attendance – the creation of an attendance dashboard combined with revised procedures is ensuring earlier intervention. The addition of the Family Wellbeing Service will further promote positive attendance.
- Nurture – A relational framework has been developed and will be rolled out by nurture leads in schools and across services.

Action: Develop a Midlothian Family Learning Strategy and plan that encourages family members to learn together

The Family Learning Strategy is finalised followed detailed consultation. Our next step is to develop a plan that builds understanding and opportunities that encourage family members to learn how to support their children's learning and development.

Action: Develop a system of sharing information from the Child Health Reviews, which ensures that the partnership is able to identify and articulate how the educational experiences and health and wellbeing of children has been impacted by the pandemic

Fantastic progress has been made through multiagency working to identify a safe and efficient process by which information on child development can be shared with educational settings in order for children to receive additional support when it has been recognised that this would be beneficial in helping them to achieve their developmental milestones. We are at the final hurdle of finalising the format of the data reports and receiving sign off by Information Governance.

Action: Improve children's early language and communication skills through embedding the Circle Up, Up and Away approach in early learning and childcare provision and other early years support services

The training of Early Years staff in 'Up, Up and Away' (a resource to support children to achieve in language literacy and learning) has continued apace with further sessions booked for 2023. All settings are expected to be fully trained by the end of the academic year.

Summary of major challenges and actions to address them

22/23:

Across the Partnership, we have continued to experience high levels of staff attrition and absences; these changes and gaps in staffing has meant that the progress in some areas was slower than we anticipated. Partners have seen increased complexity around family support needs, including poor mental health, domestic abuse and increased persistent financial pressures.

Children 1st are seeing higher tariff concerns, with increased levels of co-working with social work with families on the Child Protection Register and accommodated care-experienced children. The reduced capacity within Substance Use Services at No. 11 has had a significant impact on families accessing these supports.

As highlighted in the H1 progress report, the target outlined in the GIRFEC action plan - to fully establish a Single Point of Access by March 2023 - has not been achieved. This is due to a combination of delayed funding and resource shortages, which has meant this action was not progressed during 22/23. Partners are committed to commencing work on this during 23/24. Establishing a Single Point of Access for mental health supports for children and young people has the potential to transform our mental health support system in Midlothian, ensuring children and young people receive more timely and effective support when they need it. Significant financial investment is required to ensure the longer-term operation of the Single Point of Access and the exact source of all of the funding required has yet to be identified.

When delivering the Positive Approaches to Risk programme, accessing rentable community space to deliver sessions has and continues to be a challenge. To ensure both a balance of accessibility in terms of staff numbers as well as fostering the appropriate environment for discussion, numbers are capped at 30 participants. This means that

sessions sell out quickly. Understandably, school strikes have impacted attendance and a number of participants let us know in advance that they couldn't attend due to childcare.

While the process for sharing data across sectors has been agreed, the format of the templates and final sign off by Information Governance has been delayed due to unforeseen absence. These two items will be picked up once a suitable person in education has been identified to take this forward.









There has been a huge commitment to delivering training in Early Years settings and in the face of many challenges; this has taken priority over gathering data. Although data gathering tools were made available, it has become apparent that settings require support in the form of training and resources in order to complete this effectively and meaningfully. This 'data journey' is set to commence in August 2023.



Getting it Right for Every Child Actions and PIs 22/23








01. More children and young people are safe, healthy and resilient

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.GIRFEC.1.1	Continue to support children and young people affected by domestic abuse, parental alcohol or drug misuse by supporting children and young people to address their own alcohol and drug use	22/23: MYPAS: 49 young people engaged in on-going support for drugs/alcohol related issues. 409 appointments attended (average of 8.4 meetings attended per young person). 63% of young people reported reductions in drugs/alcohol use. 8 young people reported becoming drug/alcohol free. 19 young people engaged in drugs/alcohol support reported improvements in family relationships.	100%	Number of children and young people provided with support		55		162	H2 22/23: On Target MYPAS: 49 young people engaged in on-going support for drugs/alcohol related issues. 409 appointments were attended (average of 8.4 meetings attended per young person). Children 1st: 93 children were supported during 22/23.
		Children 1st: 93 children were supported during 22/23. Of those, 60 children reported improved family relationships (or their parents have reported on their behalf) within the last financial year.		Number of children and young people reporting improved family relationships		55		79	H2 22/23: On Target MYPAS: 19 young people engaged in drugs/alcohol support reported improvements in family relationships. Children 1st: 60 children/families reported improved family relationships.
P.GIRFEC.1.2	Deliver responsive and accessible income maximisation support to reduce the number of families that are living in poverty	22/23: During 2022-23 Midlothian have been supported by the Improvement Service and national partners to engage in a process of self-assessment to review governance, actions and reporting on child poverty. This process aims to align actions to support families across Midlothian and identify priority areas for improvement that will be led by the poverty and financial inclusion	25%	Existing Income maximisation services are mapped and evaluation of impact is completed		Yes		No	H2 22/23: Off Target This is still in progress
				Delivery of income maximisation services are re-designed in Midlothian to meet the needs of the residents		Yes		No	H2 22/23: Off Target Not started. No progress can be made until the income maximisation services are mapped.
				Increased income received through benefits claimed		Yes		No	H2 22/23: Off Target Not started. No progress can be made until the income maximisation services are

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
		planning/working groups. Governance and funding is now in place to take forward a review of income maximisation support and this will be completed in 2023-24.							mapped.
P.GIRFEC.1.3	Increase the proportion of children and young people who feel safe. We will do this by evaluating the work undertaken during 21/22 and developing the next stage of work, to commission and embed our Positive Approaches framework	22/23: An evaluation report was completed for the GIRFEC Board in 2022 and the recommendations provided the basis for the 2022/23 work streams. MYPAS was commissioned to continue the work which included delivering training and leading on the 2nd edition of the guidance.	100%	Evaluation report completed		Yes		Yes	H2 22/23: On Target Evaluation for first phase has been completed
				Work plan has been developed		Yes		Yes	H2 22/23: On Target Work plan developed and in place
				Partners are commissioned and delivered commissioned work		Yes		Yes	H2 22/23: On Target MYPAS are leading on this work stream
				Monitor through school wellbeing surveys		Yes		N/A	H2 22/23: Not Applicable This PI is no longer applicable: School wellbeing surveys have not been carried out – this is currently with the Education Leadership Team
P.GIRFEC.1.4	The Partnership will further embed the children's rights approach to all of our work, including rights relating to health and education, leisure and play, fair and equal treatment, protection from exploitation and the right to be heard	22/23: GIRFEC Partners have focused on raising awareness and understanding of UNCRC principles and how we embed it into our practise, policies and processes. Further action is required around gathering evidence of how we are implementing UNCRC in our working practise and what we hope to do next.	61%	Actions identified and undertaken		Yes		Yes	H2 22/23: On Target
				Evidence gathered on our progress made in incorporating children's rights into our work		Yes		No	H2 22/23: Off Target In progress. Partners are gathering evidence of how we are implementing UNCRC in our working practise.
P.GIRFEC.1.5	Identify positive physical spaces for young people that promote wellbeing	22/23: Young people are leading on this Midlothian Early Action Partnership (MEAP) Youth-led Test of Change: developing a youth wellbeing space involving	100%	Positive physical environments for young people identified		Yes		Yes	H2 22/23: On Target 'One Youth' established.
				Plans co-designed with young people, on use of the positive spaces identified		Yes		Yes	H2 22/23: On Target 'One Youth' is being developed by young people, for young people.




Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
		co-designing an open space for young people that is timetabled with a mix of activities, individual support and opportunities to relax. MEAP secured a suitable venue for one year, based within a community-owned hub called 'One Dalkeith'. Young people are busy using and developing the space with the support of CLLE and partners. The Test of Change will conclude		Actions taken to future-proof this positive physical environment for young people		Yes		Yes	H2 22/23: On Target Actions are being taken to future-proof this positive physical environment for young people throughout the Test of Change, which comes to an end in December 2023.
P.GIRFEC.1.6	Establish a Whole Family Wellbeing Service in Midlothian, that provides preventative, needs-based support for families when they need it, and for as long as they need it	22/23: The staff to support the Midlothian Family Wellbeing Service have been recruited and the service is now live. Although in its infancy the service is supporting families through multi-agency and partnership approaches. It is anticipated that the new service will grow and develop over time.	100%	Develop a multi-agency and multi-disciplinary approach that draws in support across the partnership		Yes		Yes	H2 22/23: On Target The Family Wellbeing Service is now live.





02. More children and young people receive timely and effective mental health support when they need it

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.GIRFEC.2.1	Deliver quick and easy access to all levels of support for mental health and wellbeing by establishing a Single Point of Access to mental health and wellbeing supports and services	22/23: A combination of delayed funding and resource shortages has meant this action was not progressed during 22/23. The Partners are committed to commencing work on this during 23/24.	0%	Blueprint for a Single Point of Access approved by GIRFEC Board		Yes		No	H2 22/23: Off Target Not progressed. See Action update.
				Work commenced on establishing a Single Point of Access		Yes		No	H2 22/23: Off Target Not started. See Action update.
P.GIRFEC.2.2	Build capacity within early intervention and prevention mental health supports and services to meet local need by further investing in community-based activities that support mental health and emotional wellbeing in children and young people	22/23: Between April 2022 and March 2023, 608 children and young people accessed supports and services through MEAP early action Tests of Change. Over 240 children and young people accessed supports and services funded by the Children and Young People's Community Mental Health and Wellbeing Fund.	100%	The number of children and young people who receive support from additional early MH support provision as a result of Community Framework and MEAP early action funding		300		848	H2 22/23: On Target 848 children and young people accessed supports and services from additional early MH support provision as a result of Community Framework and MEAP early action funding
P.GIRFEC.2.3	Increase the percentage of children and young people who receive a comprehensive assessment of their health needs within 4 weeks of becoming "looked after", to increase chances of timely and appropriate supports being put in place	22/23: We received 58 Referrals (23 (40%) pre-school children and 35 (60%) school age children). 100% of pre-school child health assessments were carried out within 4 weeks, as part of the Health Visiting Pathway. Of the 35 school age children offered a comprehensive health assessment, 28 school consented to an assessment (80%) . 23 of these had a comprehensive health	100%	New process is implemented		Yes		Yes	H2 22/23: On Target Process in place
				Percentage of children and young people who receive a comprehensive assessment of their health needs within four weeks of becoming "looked after"		95%		80%	H2 22/23: Off Target Due to extraneous factors: 1) 5 school age children refused assessment (14%) . 2) 2 ceased to be "looked After" within a short space of time before assessment was offered (6%) .

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
		assessment carried out within 4 weeks of becoming "looked after".							

03. Inequalities in learning are reduced

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.GIRFEC.3.1	Develop a Midlothian Family Learning Strategy and plan that encourages family members to learn together, with a focus on intergenerational learning, and enables parents to learn how to support their children's learning/development	22/23: The Family Learning Strategy is finalised followed detailed consultation. The next step is to develop a plan that builds understanding and opportunities that encourage family members to learn how to support their children's learning and development.	70%	Midlothian Family Learning Strategy and plan is in place		Yes		No	H2 22/23: Off Target The Family Learning Strategy is finalised followed detailed consultation. The plan will be developed during 2023.
P.GIRFEC.3.2	Develop an Equity and Inclusion Strategy and plan, which focuses on actions to reduce educational inequalities through local and inclusive actions and resources	22/23: The Equity and Inclusion Strategy and plan focus on support for children with Additional Support Needs (ASN), improving education attendance and outcomes, developing nurturing approaches and improving opportunities for family learning. Good progress continues to be made in relation to each of these areas.	100%	The Equity and Inclusion Strategy and plan is in place and implemented		Yes		Yes	H2 22/23: On Target The Equity and Inclusion Strategy and plan is now in place, with activities in progress and continuing throughout 23/24.
P.GIRFEC.3.3	Develop a system of sharing information from the Child Health Reviews, which ensures that the partnership is able to identify and articulate how the educational experiences and health and wellbeing of children has been impacted by the	22/23: System in place and data reports have been drafted. Information would be available at area level and at an individual child level. DPIA to be concluded to ensure that information can be shared between health, the council and partners delivering funded ELC	70%	System in place to share information on the health visiting pathway		Yes		No	H2 22/23: Off Target The final actions have been delayed due to the unavailability of key education person leading on this. The final data templates are still to be agreed by education. DPIA to be concluded to ensure that information can be shared between health, the council and partners delivering funded ELC.

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
	pandemic								
P.GIRFEC.3.4	Improve children's early language and communication skills through embedding the Circle Up, Up and Away approach in early learning and childcare provision and other early years support services	22/23: The final actions have been delayed due to the unavailability of key education person leading on this. The final data templates are still to be agreed by education. DPIA to be concluded to ensure that information can be shared between health, the council and partners delivering funded ELC.	80%	The number of Early Learning and Childcare establishments using the Up, Up and Away approach				41	H2 22/23: Data Only 41 settings are fully trained and using Up Up and Away. 19 settings due to have their second training in and 4 settings still to have training
				The number of children that make over 30% progress on the early literacy assessment		50%		N/A	H2 22/23: Not Available No specific data available. Gap identified and all settings will be taken on a 'data journey' from August 2023 implementing a modernisation programme which will include appropriate support and paperwork
				Number of Practitioners (education, health, private/voluntary sector) trained in approach				480	H2 22/23: Data Only Approximately 480 practitioners have been trained
				Children that have been identified as at risk are assessed to have improved in their language and play development		Yes		N/A	H2 22/23: Not Available No specific data available. Gap identified and all settings will be taken on a 'data journey' from August 2023 implementing a modernisation programme which will include appropriate support and paperwork

Summary of successes

22/23:

Significant progress has been made in supporting 367 number of young people/adults and 108 parents on NOLB programmes. 36 parents have secured employment in this period, 8 have sustained employment, 3 moved into Modern Apprenticeships and 3 into self-employment.

The LTU project which ran for one year was extremely successful in supporting people out of work for more than 12 months back into employment. 22 paid work placements were provided across the Council and third sector partners with 15 people moving into sustained employment, a success rate of 68%.

IOM partners have proactively supported the strategic poverty and mitigation work through the trusted partner model, the wash and dry services and the recently launched reheatable foods pilot.

The in depth work undertaken with the improvement service on child poverty and with Nick Hopkins will set a clear direction for our work on poverty over the next 4 years.

262 qualifications have been secured for adults through the CLLE programme and 1,126 participants from 40% SIMD deprivation areas have participated in programmes.

Partnership working to produce and submit the Shared Prosperity Investment Plan has secured over £3.5million for Midlothian over 3 years with 17 projects being awarded funding of over £2million to deliver projects from climate change to employability.

Central Dalkeith and Woodburn have become a project town as part of the Shaping Places programme and the Living Well in Central Dalkeith and Woodburn group have agreed terms of reference and planned a community event for the 5th May.

Edinburgh College

Improved third sector access to Edinburgh College Midlothian Campus and a free breakfast club delivered to 150 students a week.

£2.2million secured by Edinburgh College to decarbonise the Midlothian Campus

Edinburgh College hosted UK World Skills competition with over 150 competitors and 600 visitors

Volunteer Midlothian

22/23 has been a year of rebuilding traditional volunteering without Covid restrictions. Volunteer Midlothian have once again been accessing places and people to promote the benefits of volunteering and have redeveloped promotional materials since moving office during the pandemic. In particular, access to young people through schools has expanded once again, as well as an increased awareness by individuals and referrers about the benefits of volunteering to the volunteer (increased confidence, structure, routine, skills, experience and improved employability). Our Scottish Government Saltire Awards statistics for Midlothian's young people have more than doubled in terms of the numbers of young volunteers registering and the number of certificates issued – proving more of Midlothian's young people are taking up volunteering and sustaining it. Furthermore, we have received 9 nominations for the prestigious Saltire Summit Award highlighting that young people are not only sustaining volunteering but going above and beyond!

Volunteer Midlothian's Transform Supported and Supervised volunteering opportunities for young people have again been in popular demand, where we have had to operate waiting lists for young people keen to volunteer with our Intergenerational Activities. Additional funding enabling us to offer an extra weekly session (increasing to 3 sessions per week) helped reduce the waiting list for a period of time.

Summary of major challenges and actions to address them

22/23:

Developing new group to replace IOM with more streamlined focus on skills, employability and capacity building
Retaining productive partnerships and work between Council, FE/HE and third sector at a time of diminishing resources and competing demands and priorities

Delivering the ambitions and targets of the CLD Plan with less resources – plan will be reviewed and updated this year

Edinburgh College

Establishing a new enterprise hub at Midlothian Campus in partnership with Business Gateway

Volunteer Midlothian



Despite the successes and opportunity to engage even more people in volunteering; stricter and time intensive reporting requirements, as well as funding cuts has a direct impact on our continued and future delivery. With uncertainty in Midlothian Councils' Third Sector Grants in the future, and tough competition for other funders the future remains unsettled. We will continue to explore funding options and partnerships to sustain (and ideally further develop) our services. The current cost of living crisis is having a detrimental impact on both existing volunteers and potential volunteers. Volunteer Midlothian are aiming to address this issue by reinforcing that we will reimburse travel expenses for our volunteers (many existing volunteers are now claiming where they previously decided not to) and by providing refreshments at volunteering sessions.

Improving Opportunities for People in Midlothian Actions and PIs 22/23






01. Deliver the actions in the Child Poverty Action Plan



Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.1.1	Deliver responsive and accessible income maximisation support to reduce the number of households that are living in poverty	22/23: Mapping of services and re-design have been delayed due to capacity to take this forward. Nick Hopkins research has gathered the views of those with lived experience, report concluded and shared and will be used to move forward	50%	Existing income maximisation services are mapped, baseline of income achieved is recorded and evaluation of impact is completed		Yes		No	H2 22/23: Off Target Will be progressed under Child Poverty Strategic Group
				Delivery of income maximisation services are re-designed to meet the needs of the residents		Yes		No	H2 22/23: Off Target Will be progressed under Child Poverty Strategic Group
				Those with lived experience of poverty are consulted		Yes		Yes	H2 22/23: On Target Nick Hopkins Report published
P.IOM.1.2	Reduce food insecurity and fuel poverty through co-ordinating services and working in partnership	22/23: Trusted partners model and other pilots on reheatable food and wash and dry are in place.	100%	Mapping of existing provision to establish a baseline		Yes		No	H2 22/23: Off Target Mapping not concluded due to capacity
				Implement new projects from Food and Health Alliance food insecurity recommendations		3		N/A	H2 22/23: Not Available No longer applicable as group does not exist – remove as target
P.IOM.1.3	Support adults into employment through partnership working	22/23: PES – 108 engaged in service, 36 secured employment, 3 into MA's, 3 into self-employment LTU – 22 paid work placements offered across Council and third sector resulting in 15 people securing regular sustained employment IFS – currently supporting people furthest from labour market so no progress into employment at present. Soft	100%	Number of Midlothian residents gaining positive outcome through accessing Regional Skills Centres		20		70	H2 22/23: On Target 70 Midlothian residents registered with Fort Kinnaird Recruitment & Skills Centre with 5 progressing into employment. 11 clients registered with wider RSC's with 2 progressing into employment,

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
		indicators re increasing income from benefits, supporting children back into school, engaging with adult learning and employability support have all been met. Changing outcomes for phase 2 of programme currently underway.		Number securing employment through participation in employability programmes (Target: NOLB - ; PES - ; YPG - ; LTU – 20 places; IFS - 6)				367	H2 22/23: Data Only PES has exceeded targets, LTU has resulted in 68% of participants securing employment following placement Referral process for IFS is changing with phase 2 of programme. NOLB successfully supported 367 young people and adults on employment journey
				Reduce the number of adults aged 16 to 64 economically inactive in Midlothian - Tracking Only		22.9%		17.4%	H2 22/23: On Target The latest available information (Oct 21 - Sept 2022) shows Midlothian is below the Scottish average of 22.8%







02. Participation measures for young people over 16 increased

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.2.1	Ensure that transitional support is offered to young people in S4, 5, 6 who are at risk of leaving school without a destination	22/23: On target with Midlothian above national average for SLDR and APM. Increase in number of Foundation Apprenticeships offered and taken up	100%	'Unknown's' on list average below 100		100		158	H2 22/23: Off Target Unknowns in the 16-19 cohort has increased due to a recent data cleanse that has increased the overall figure
				Sustain Participation Measure at 1% above national average		1%		1%	22/23: On Target APM is 93.4% for Midlothian which is above the national average of 92.4%
				Care experienced / young carers % positive destinations is monitored and maintained within national average		71%		88%	H2 22/23: On Target Latest figures 2021/22 show 88.00% of looked after children in a positive destination compared to 85.96% in Scotland. Some caution is needed due to the small number of children captured in this data for Midlothian.



03. Improve qualification levels for adults at levels Scottish Vocational Qualifications (SVQ) 3 and 4

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.3.1	Improve qualification levels for adults at National Vocational Qualifications (NVQ) levels 3 and 4	22/23: Progress being made towards adults gaining qualifications at all levels (now above Scottish average) and a decrease in number of adults with no qualifications	100%	Track number of qualifications for adults through NOMIS					H2 22/23: Data Only NVQ4 = 51.7% (Scotland 50%) NVQ3 = 68.2% (Scotland 64.8%) NVQ3 = 85.3% (Scotland 79.6%) NVQ1 = 89.1% (Scotland 86.4) No Qualifications = 4.4% (Scotland 7.8%)
				Increase accredited adult learning opportunities		500		750	H2 22/23: On Target CLLE target of 750 qualifications exceeded, 1803 achieved.




04. CLD Partnership Plan aims to increase skills for learning life and work

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.4.1	CLD Partnership Plan aims to increase skills for learning life and work	22/23: Reporting period for CLD Plan is September to September so reporting is difficult. In year 1, there was one target requiring focused attention, 13 targets requiring some action in years 2 and 3 and 20 targets completed or making good progress.	100%	CLD Strategic Plan Actions are on target which will contribute to Covid-19 recovery and engagement		Yes		Yes	H2 22/23: On Target Year 1 CLLE engagement targets exceeded – target 4,000; 10.303 achieved
				CLD Strategic Plan Actions are on target which will contribute to Improving social interaction, health, wellbeing and poverty		Yes		Yes	H2 22/23: On Target
				CLD Strategic Plan Actions are on target which will contribute to Pathways to learning, personal development and employment		Yes		Yes	H2 22/23: On Target
				CLD Strategic Plan Actions are on target which will contribute to Digital and resilient communities of the future		Yes		No	H2 22/23: Off Target Needs some attention in year 2
				CLD Strategic Plan Actions are on target which will contribute to Midlothian being carbon neutral by 2030		Yes		No	H2 22/23: Off Target Needs some attention in years 2 & 3
				CLD Strategic Plan Actions are on target which will contribute to Enhancing our workforce and volunteer skills		Yes		Yes	H2 22/23: On Target





05. Increase opportunities for Midlothian residents to be digitally included

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.5.1	Increase opportunities for Midlothian residents to be digitally included	22/23: Community based drop ins had 30 attendees; 1 course offered jointly with Edinburgh College piloting a new data skills qualification, Developing your digital and data skill and had 11 participants. In addition, 3 CLLE staff are participating in professional learning around Data Science, undertaking the PDA Data Science with Edinburgh College's professional learning programme.	100%	Map provision and produce Midlothian Digital Pathway with routes into support networks		Yes		Yes	H2 22/23: On Target
				Number of digital opportunities offered				7	H2 22/23: Data Only 7 community based courses offered by CLLE including 2 qualifications




06. Third Sector organisations and volunteers have improved skills, resources and knowledge to achieve positive change

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.6.1	Deliver an annual Third Sector Interface training programme, of 10 training events	22/23: 13 online training events have been delivered so far: . Net Zero and the 3rd sector . Ukraine and the Third Sector . Investing in Communities fund . Shared Prosperity Fund x 2 . Meet your Midlothian Councillors . Third Sector Forum x 2 . Trustees Training x2 . Conflict Management Training . First Aid . Meet the Funders	100%	Number of training events delivered		10		10	H2 22/23: On Target
P.IOM.6.2	Deliver one to one business support, information and training to around 300 third sector organisations and individuals per year	22/23: Midlothian Third Sector update currently has a subscription number of around 600, with links to funding, training, local and national news. Currently we have offered 1-1 support for 56 organisations.	100%	Number of instances of assistance		300		300	H2 22/23: On Target
P.IOM.6.3	Deliver the 1 year actions in the revised Midlothian Third Sector Compact (co-produce Council and third sector grants schemes)	22/23: Grant scheme co-produced and launched in 21/22 and continued in 22/23. Midlothian council and MVA co-produced on the UK Shared Prosperity Fund focus, application forms and guidance.	100%	Co-produce new Council grants scheme		Yes		Yes	H2 22/23: On Target

07. Health inequalities for people in Midlothian are reduced

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.7.1	Health inequalities for people in Midlothian are reduced	22/23:	50%	Review draft IOM plan of action for whole system approach to Type 2 Diabetes and agree priorities		Yes			
				Support Midlothian organisations to develop a prevention confident staff by providing learning sessions to statutory and third sector partners		10			
				80 staff from the HSPC, Council and Third Sector trained in Good Conversations		80			
				Increase awareness and action on health inequalities - 12 bitesize workshops to be delivered		12			

08. Reduce the cost of the school day for families

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.IOM.8.1	Reduce the cost of the school day for families	22/23: Awareness raising completed at Strathesk PS, all other actions will now be progressed as part of Child Poverty Strategic Plan	100%	Support the implementation of COSD measures in Penicuik, Dalkeith and Gorebridge Area School Groups		Yes		N/A	H2 22/23: Not Available Data not available from schools
				Involve families in the development of local measures		Yes		N/A	H2 22/23: Not Available Data not available
				Deliver poverty awareness-raising sessions across participating schools		Yes		No	H2 22/23: Off Target Only completed in Penicuik

Summary of successes

22/23:

Climate Emergency

The Actions identified in the 2021/2022 Single Midlothian Plan were intended to cover a three year period 2021/2024, and not all were expected to be delivered in the year 2022/2023. The Climate Emergency Group has selected a number of the actions for rolling forward into the 2023-2027 Single Midlothian Plan.

The summary of success are:

- continued raising Climate Emergency on partners work agendas and the creation of a body of people working and interested in this area;
- work on biodiversity measures, including; incorporating further biodiversity work on school curriculum and engagement with Scottish Government; delivery of actions and priorities of the Midlothian Local Biodiversity Action Plan 2019-2024 and primary school tree planting in Dalkeith Country Park;
- engagement with partners on energy, including MEL Ltd and Scottish Power Energy Networks on electricity grid issues in Midlothian;
- starting work on trying to create a hub(s) for information on Climate Emergency; and
- support for partners events on energy efficiency and domestic renewable energy technologies.

Economic Development

Community Wealth Building

Local Procurement Strategy

The Business Gateway team continue to promote localised procurement with clients, encouraging registration with the Supplier Development Programme and Public Contract Scotland (PCS). We actively encourage businesses to register with The Supplier Development Programme which provides access to free training and support in all aspects of public sector tendering to improve the tender readiness of local suppliers.

Working with our Procurement Team, we identify upcoming procurement opportunities, promoting local procurement opportunities via our digital channels and for any that we know suit a specific business we contact the client directly. Support via the teams Procurement Mentor is available to clients and is made to clients via the Business Gateway adviser. We also proactively identify regional and national opportunities that suit our client base on PCS.

Events, mainly those by the Supplier Development Programme, are also shared with local businesses and across our social media channels to support local businesses to become "tender ready".

A Meet the Buyer event was held at Newtongrange Mining Museum on 29th March regarding Midlothian Council's upcoming building/roofing framework and was attended by ED, BG, Procurement and BMS. The event was attended by 24 people from businesses in the local area. Without requesting, we received very positive feedback from attendees and BMS reported they found it very worthwhile, more meet the buyer events are planned in support of the Local Procurement Strategy and the transition to a wellbeing economy.

Social Enterprise

Two Social Enterprise Conversations held in Bonnyrigg and Roslin (and surrounding areas). Projects being supported from these sessions include:

- . A start up social entrepreneur now accessing business support to take forward their idea.
- . Existing business owner starting a new venture and considering social enterprise.
- . Existing charity exploring income generation.
- . One participant signed up to join Wellbeing Business Association.

Each of these projects will become income generating social enterprises and are presently working with the BG team on legal structure, identification of revenue streams, local and national referrals/introductions with connections made to existing social enterprises where a collaborative opportunity is identified.

Business Gateway

2 Expert Help Programmes (HR Support & Financial Management) launched on 28th February 2023. The Expert Help programme provides consultancy support in specialised areas to businesses in Midlothian. 6 clients have been referred to each programme with 3 of the HR Support now complete. Areas supported for those completed include:

- . Support to review job descriptions, induction pack, creation of Employer Value Proposition to further embed culture and position recruitment and create a marketing structure for job adverts;
- . Support to create Employee Handbook, Employment Contract and Induction Checklist;
- . Support in creating contracts for subcontractors and clients and information to support staff to understand registering for self-employment

Start-ups

Q4 saw a welcome increase in the number of start-ups to 63, most of these had accessed pre-start support in 2021/22 and some from earlier this financial year. This reflects the continued and focused activity of our dedicated Start Up Adviser and broader economic trends including:

- . Part time work sufficient before but not during cost of living crisis.
- . Developing "side hustles" in order to create additional income to cover gaps in earnings, whilst remaining in employment.
- . Redundancies or threat of job loss motivating clients to investigate self-employment.

The total number of start-up businesses for the full financial year 2022/3 was 118. This should realise a forecasted creation of 142 jobs. Quarter 4 jobs forecast of 74.

LACER Funds

The Green Transition fund is now closed as oversubscribed. We have awarded a total of £113,983.90 leaving a balance of £85,938.10 from a total allocation of £199,922.00. There are 10 applications to be assessed

Social Enterprise - £8k awarded - £69,387 remaining
Business Associations – no draw down yet

There are 5 emerging business associations:
Locality – Penicuik & Gorebridge
Thematic - Green Trades, Wellbeing & Food/Drink.

Inward Investment Prospectus

Launched online on 9th January 2023 - <https://locateinmidlothian.co.uk/invest-in-midlothian/>

Locate in Midlothian

The Locate in Midlothian website continues to be a valuable tool for employability opportunities and employment support with 37 property enquires received via the site during Q4, all enquirers contacted by Business Gateway advisors to offer wider support. In total the team have received 138 enquires this year. The Locate in Midlothian website received 10,095 visits from 1st of April to 10th of November 22. (It should be noted that website visits for the remainder of the year cannot be reported on at present due to a switch in software, reporting issues are being progressed with the developer). Each social media channel is targeting different audiences and each is performing well in terms of audience growth and interaction with 1,880 'Business Gateway Midlothian' followers and 1,676 'Locate in Midlothian' followers across Facebook, Twitter and LinkedIn.

Midlothian Carbon Pledge

We had 9 new sign ups to the Midlothian Business Green pledge taking the total to 50. The LinkedIn group is making progress, we are starting to see pledgers sharing their stories and we continue to share a mix of green information, from partners on learning opportunities, support or funding,

The sign up process has been streamlined, previously an Adviser met with the client to explore their current green activities, those planned and areas where support is required, this then led to referrals to partners. The discovery is now done through an online form, the business is immediately signed up as a Pledger and the Adviser can then

contact with the information they need and explain who and why they recommend a particular referral, this has shortened the process on both sides and freed up Adviser time.

Property

37 property enquiries were received in Q4 via the Locate in Midlothian website. All enquirer's are contacted by the Business Gateway team to offer wider support. 2022/23 year to date total property enquiries 138.

Housing

SHORE standards

Working Closely with Scottish Prison Service, Scottish Government and Local Authorities in the East Hub Area to develop a Memorandum of Understanding for the delivery of housing advice to Prisoners in HMP Edinburgh, SHORE standards.

Voids

Reduction in time between terminations from exiting tenant to the new tenant being let the property is down to 25 days on average, last year we averaged 46 days.

Community Planning

Working closely with the Community planning group and looking at how we can help Midlothian residents. With YOU our tenancy and hostel managing contractor has now become a trusted partner and is distributing the £44000 LACER funding as required.

The formation and start of the Dalkeith shaping places for wellbeing project started this quarter, headed up by the IHUB.

ONE housing – new housing management database

We are in the final testing phase for our new housing management database, which is due to go live in May 2023. The system is like for like, however in time and with budget, the system has functionality for the service to provide a modern digital platform. When the two systems switch over, it is anticipated that the whole service will be without system for up to two weeks. During this time, we will have a minimum service, emergencies only.

Rent letters

The rent letters for 2023-2024 have been distributed. Mainstream rents will be increasing by 4.8% and temporary accommodation properties will be decreasing in line with new build prices. This doesn't include hostel charges.

New Build Projects

We have received the delayed handover for our Newtongrange new build site street name is Arrol Place/Avenue providing 79 much needed accommodations.

Wheatley Homes East, Register Social Landlord has asked for applicant's details from our waiting list, in order to shortlist for the 57 homes in Lyell Crescent, Penicuik.

We are working alongside the health and social care partnership around the Extra Care housing facility in Dalkeith called Normandy Court, anticipated June 2023.

We are also working with the planning department around our social housing requirements in the Shawfair area.

Iron Mountain

Housing have its own Iron Mountain account for storage of paper documents, we are moving this over to the main council contract. We will be reviewing the 287 boxes in storage to align with the retention schedules.

Resettlement Schemes

We have a range of activities around the resettlement programme, this includes:

The UK Resettlement Scheme which provide routes for people from a range of different countries who may be fleeing conflict.

The Afghan Resettlement Schemes, which provide routes for people who supported the UK efforts in Afghanistan to settle in the UK.

The Homes for Ukraine Scheme which provides a range of routes for people fleeing the conflict in Ukraine.

The Asylum Dispersal Programme through which people seeking asylum are provided with accommodation in specified nations.

The main activities this quarter are providing housing options.

Summary of major challenges and actions to address them

22/23:

Climate Emergency

The Actions identified in the 2021/2022 Single Midlothian Plan are intended to cover a three year period 2021/2024, and not all were expected to be delivered in the year 2022. The Climate Emergency Group has selected a number of the actions for rolling forward into the 2023-2027 Single Midlothian Plan.

The summary of major challenges are:

- **Challenge:** Being able to deliver the required actions to help hit Net Zero by 2030;
Action Response: Carry on working in partnership to deliver actions.
- **Challenge:** Development of locally-owned Climate Emergency projects. Discussion is being had with Council and MEL Ltd.
Action Response: Carry on working in partnership to deliver actions.
- **Challenge:** Identify potential sites on Council and other partners land for renewable energy generation Inc. solar, wind and ground-source heat pumps. Explore potential for community-owned schemes and joint ventures between public, private and community sectors;
Action Response: Work not proceeding through the group. MEL (Midlothian Energy Limited – partnership between energy firm Vattenfall and Midlothian Council) has a remit for taking this forward. The Council will continue to work with MEL.
- **Challenge:** Producing a climate change hub to host information and exemplars of best practice for community and business climate change projects.
Action Response: With partners and Scottish Government seek to establish how such hubs can be created.
- **Challenge:** Being able to fund and resource actual climate change and climate change adaption projects.
Action Response: Identifying resource and people that can take projects forward.
- **Challenge:** Working with car dealers, approve EV charger installers, Energy Saving Trust etc. to establish a 'one stop shop' for EV buyers in Midlothian to improve uptake, make the process of buying an EV and establishing the charging infrastructure seamless and smooth;
Action Response: Conversations within the Climate Emergency and Council are occurring but no firm action has been identified. The Climate Emergency Group has discussed the actual capability of the Climate Emergency Group to arrange this and benefit of such an engagement, given the increasing take up of electric vehicles.

Economic Development

SMP Employer Surgeries

Q4 continued to be challenging in engaging employers, with no employers booking despite direct contact, employers' report that uncertainties are creating a reluctance to recruit for growth or new projects.

MTF Roundtable

Similar to the employer surgeries these sessions started off well but then no bookings since the sessions scheduled from September.

Many of the tourism businesses have not fully recovered from the financial impact of the Pandemic so when the energy price increases started to be felt, alongside lower visitor numbers reducing income, the pre summer optimism we saw at the April and June roundtables was understandably replaced with a drive to take stock and drive down costs.

Housing

Homelessness pressures

This quarter the Homelessness officers are witnessing an increase in presentations due to the current cost of living crisis. The impact is disproportionately felt by those who are already struggling to make ends meet. Our support and guidance is an important contribution to tackling poverty and supporting good health and wellbeing in Midlothian.

Housing applicants who are assessed as Homeless can request temporary accommodation at any point whilst they hold an open Homeless Application or are being assessed as Homeless, we have seen an increase in requests for accommodation from this group. Which places a daily basis at risk of breaching the order. The Homeless Persons (Unsuitable Accommodation) (Scotland) Amendment Order 2020 extended the order for councils to accommodate all households, within 7 days. We work smartly, to ensure the small stock of properties that we have for allocation covers the increasing demand for temporary accommodation.

Unsuitable accommodation is defined in the Order as accommodation which does not meet standards relating to the physical properties of the accommodation (the physical standard), its proximity to health and education services (the proximity standard) and its suitability for use by children (the safety standard). With the recent removal of local connection into homelessness, we are seeing out of area placement into our area. We believe this is due to our excellent practice on temporary accommodation compared to our surrounding local authorities, however this is placing an even greater demand on our stock.

With YOU tenancy and hostel support provider

Manager and CEO no longer work for With YOU this quarter.

Traveller site We are working jointly with East Lothian around the long term plans for the site. There has been some damage to the site and we are currently assessing the costs to make good

Sustainable Growth - Climate Change Actions and PIs




01. Agree and implement a standard methodology and tool(s) for measuring and accounting for carbon emissions in Midlothian





Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.1.1	Review the range of extant carbon calculation methodologies and tools in use in government, academia and the private sector (to note this action forms part of a three year plan)	H2 22/23: Complete	100%	Review of the range of extant carbon calculation methodologies and tools in use in government, academia and the private sector undertaken (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete View taken by Climate Emergency that there was no single agreed methodology to use and efforts would be better concentrated on delivering other actions.


02. 20 minute neighbourhoods in Midlothian

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.2.1	Promote the principles of the '20 minute neighbourhood' concept within all partner organisations, including layout and make up of new development for local services (to note this action forms part of a three year plan)	H2 22/23: Complete Principles have been promoted.	100%	Promotional work and awareness raising undertaken with relevant partners (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Engagement and promotional work undertaken with partners. Will be taken forward in the next Midlothian Local Development Plan.




Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.2.2	Work with local shop owners and service providers to identify opportunities for new local premises and outlets to serve currently unmet need - work to producing a directory highlighting Midlothian produce and how/where it can be obtained	H2 22/23: Complete Ongoing	100%	Engagement has taken place with local shop owners and service providers and directory is in production (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete and ongoing Estates and Economic Development sections of the Council involved in identifying locations for new local premises and maintaining a directory of Midlothian businesses.

03. Climate Emergency Awareness Raising and Community Engagement






Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.3.1	Promotion of Climate Emergency issues through a programme of engagement activities, including a sustained social media presence and investigation of setting Climate Emergency Hubs (to note this action forms part of a three year plan)	H2 22/23: Complete Ongoing	100%	Promotion group established and is operational (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. Group members have undertaken engagement events and they have been promoted. Investigation of setting up a Climate Change Hub.
P.SG.CLIM.3.2	Development of locally-owned Climate Emergency projects (to note this action forms part of a three year plan)	H2 22/23: Off Target Promotion work for homeowner renewable energy projects has occurred, but not, as envisaged, also for the development of community scale renewable energy projects.	40%	Work progressed to take forward development of locally-owned Climate Emergency projects (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Promotion work for homeowner renewable energy projects has occurred, but not, as envisaged, also for the development of community scale renewable energy projects.
P.SG.CLIM.3.3	Learn from other Climate Emergency related projects and Community Planning Partnerships on Best Practice on Net Zero and Housing to prompt action and involvement (to note this action forms part of a three year plan)	H2 22/23: Complete Ongoing.	100%	Relevant projects identified and understood (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. Climate Emergency Group members have inputted experience from other bodies/groups.
P.SG.CLIM.3.4	Work with Midlothian Council education services, and youth platforms, to engage young	H2 22/23: Complete	100%	Climate Emergency group partners liaise with Midlothian Council Education service (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing, and work done to promote this through the school curriculum and work with Scottish Government.



Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
	people in Climate Emergency matters								
P.SG.CLIM.3.5	Compile exemplars of Climate Emergency related projects, for wider circulation, that can prompt action and involvement (to note this action forms part of a three year plan)	H2 22/23: Off Target Group meetings have occurred on this and examples are being pulled together. More need to be pulled together and methods of information distribution identified.	50%	List of exemplar projects is compiled (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Group meetings have occurred on this and examples are being pulled together. More need to be pulled together and methods of information distribution identified.

04. Development of Renewable Energy


Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.4.1	Explore developing a plan for decarbonising the electricity and hot water output from the Millerhill Energy from waste plant (to note this action forms part of a three year plan)	H2 22/23: Complete	100%	Work undertaken with Midlothian Energy to take forward the action (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete View taken by members Climate Emergency that the action is for the plant operators and regulators, and developing the plan would not be an efficient (or possible) use of time of members of the Climate Emergency Group.
P.SG.CLIM.4.2	Review electricity grid capacity across Midlothian and assess its ability to handle predicted growth in electric vehicles, electric heating etc. Identify bottlenecks and engage with relevant bodies to invest in upgrades	H2 22/23: Complete Work commenced but issues encountered in getting information.	100%	Assess capacity electricity grid capacity in Midlothian (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Engagement undertaken with Scottish Power Energy Networks to understand electricity grid capacity issues in Midlothian.
P.SG.CLIM.4.3	Identify potential sites on Council and other partners land for renewable energy generation Inc. solar and exploration of potential for community-owned schemes and joint ventures	H2 22/23: Complete Ongoing.	100%	Consideration given by partners to potential sites for renewable energy (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. MEL Ltd is and will be looking at sites for renewable energy developments.

05. Support and Promotion of Biodiversity


Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.5.1	Work with schools on biodiversity projects in their local areas, including on establishment of B-line projects (to note this action forms part of a three year plan)	H2 22/23: Complete Ongoing.	100%	Climate Emergency group partners liaise with Midlothian Council Education service and other relevant bodies (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. Work done to promote this through the school curriculum and work with Scottish Government.
P.SG.CLIM.5.2	Take forward community driven citizen science projects and investigate potential locations and interested parties in taking forward a community woodland including "Tiny Forest" proposals, or managed open space	H2 22/23: Off Target Ongoing.	50%	Promotion group established and is operational (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Ongoing. No group established for taking forward a community woodland. Tiny Forrest established at Bonnyrigg Primary school from in 2021/2022 actions. Tree planting facilitated in Dalkeith country park and on south west Midlothian border.
				Work progressed to take forward development of locally-owned Climate Emergency projects (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target See Action P.SG.CLIM.3.2
P.SG.CLIM.5.3	Promote wildlife corridors that connect urban and rural areas and across local authority areas (to note this action forms part of a three year plan)	H2 22/23: Complete Ongoing.	100%	Climate Emergency group partners work with Midlothian Council, adjacent local authorities and relevant bodies (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. Council Planning service is key to delivery.
P.SG.CLIM.5.4	Promote local food growing (to note this action forms part of a three year plan)	H2 22/23: Off Target Ongoing. Sites searches being undertaken and implementation of Council Food Growing Strategy being taken forward.	50%	Climate Emergency group partners help take forward the Midlothian allotment and food growing strategy (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Ongoing. Implementation of Council Food Growing Strategy have been taken forward and sites searches being undertaken. More work

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
									needed.
P.SG.CLIM.5.5	Take forward community driven citizen science projects and keep people connected to nature (to note this action forms part of a three year plan)	H2 22/23: Complete Ongoing.	100%	Climate Emergency group partners work with relevant community and other bodies (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Ongoing. River Esk River Fly monitoring project and introduction of Climate Emergency Group and Council Ranger Service occurred.
P.SG.CLIM.5.6	Investigate potential locations and interested parties in taking forward a community woodland including "Tiny Forest" proposals, or managed open space (to note this action forms part of a three year plan)	H2 22/23: Off Target Ongoing.	50%	Climate Emergency group partners work with relevant community and other bodies (including investigation of mapping of food growing areas) (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Ongoing. No group established for taking forward a community woodland. Tiny Forrest established at Bonnyrigg Primary school from in 2021/2022 actions. Tree planting facilitated in Dalkeith country park and on south west Midlothian border. See Action P.SG.CLIM.5.2.

06. Place the Climate Emergency as the Central Theme of the Midlothian Local Development Plan no. 2

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.6.1	Investigate possibilities for peer review of the climate emergency credentials of the next Midlothian Local Development Plan (to note this action forms part of a three year plan)	H2 22/23: Complete	100%	Climate Emergency Group members to work with Midlothian Council (Planning) to take forward (to note this indicator forms part of a three year plan)		Yes		Yes	H2 22/23: Complete Action will be taken forward as part of the review of the Midlothian Local Development Plan.

07. Transport

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.CLIM.7.1	Work with car dealers, approved EV charger installers, Energy Saving Trust etc. to establish a 'one stop shop' for EV buyers in Midlothian to improve uptake, make the process of buying an EV and establishing the charging infrastructure seamless and smooth	H2 22/23: Off Target	20%	Climate Emergency Group members to work with Midlothian Council (Planning) to take forward (to note this indicator forms part of a three year plan)		Yes		No	H2 22/23: Off Target Action discussed by the Climate Emergency but not completed. Discussion had on whether the Group could have any real impact, given the comparatively rapid uptake of electric vehicles, and level of influence the Group could have on the matter.

Sustainable Growth - Economic Development Actions and PIs




01. Social Enterprise Development

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.ECON. 1.1	Work with communities to identify service gaps or community ideas suited to the social enterprise model and support the development of new models via Business Gateway and MVA	H2 22/23: Complete 6 events now held across the County with projects developing from each event.	100%	No of community events held		6		6	H2 22/23: Complete

02. Employer Engagement Surgeries

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.ECON. 2.1	Access to employability initiatives, access to training opportunities for staff and Business Gateway support	H2 22/23: Complete All five events marketed with employers contacted directly, employers only attended the first two events.	100%	No of sessions held		5		5	H2 22/23: Complete

03. Tourism Roundtable Events

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.ECON.3.1	MTF membership offer for businesses to share collectively, or individually, challenges and opportunities to access support at early stage	H2 22/23: Complete 6 out of 6 delivered with attendees at first two events only.	100%	No of sessions held		6		6	H2 22/23: On Target 6 out of 6 delivered with attendees at first two events only.

Sustainable Growth - Housing Actions and PIs




01. Ensure households, including the private sector, are supported to access a wide range of housing advice

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.HSN.1.1	Ensure households, including the private sector, are supported to access a wide range of housing advice	22/23: Complete Housing Advice and Assistance is given to all households that come to Housing Services requesting this.	100%	Number of advice and assistance cases		1,000		978	H2 22/23: Off Target It is out with the control of Housing Services as to how many people come through the door asking for advice and assistance.


02. Increasing the number of housing advice cases where homelessness was prevented

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.HSN.2.1	Increasing the number of housing advice cases where homelessness was prevented	22/23: Off Target Housing Options are limited in Midlothian, in addition to this we have been impacted by the resettlement of displaced persons and those with no recourse to public funds who are being accommodated in private lets. We continue with build on the positive trend of RRTP compared to last year.	62%	% of prevented cases		55%		41.2%	H2 22/23: Off Target Due to housing market pressure, demand for private rented sector or affordable housing is rising.

03. Provide more social housing - taking account of local demand, including specialist housing - in partnership between the Council, Registered Social Landlords and private developers

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.HSN.3.1	Provide more social housing - taking account of local demand, including specialist housing - in partnership between the Council, Registered Social Landlords and private developers	22/23: Off Target Delays due to economic factors out with the control of Midlothian Councils.	59%	Number of new homes completed, including specialist housing	16/17: 80 17/18: 114 18/19: 188	300		177	H2 22/23: Off Target Delays due to economic factors out with the control of Midlothian Councils.

04. Increase the number of households accessing energy saving or fuel poverty advice and assistance schemes

Action Code	Action	Action update	Action Progress	Indicator	Baseline	Indicator Target	Status	Indicator Value	Indicator Progress
P.SG.HSN.4.1	Raise awareness of energy saving or fuel poverty advice and assistance schemes	22/23: Complete Midlothian Council tenants supported through the energy advice service include, 112 people reached with advice at light touch events (15 events), 117 completed cases between 1st April 2022 and 31st March 2023 and 23 current cases (cases opened before 1st April 2023)	100%	Number of households accessing advice	16/17: 3278 17/18: 2583 18/19: 2131	150		252	H2 22/23: On Target Midlothian Council tenants supported through the energy advice service include, 112 people reached with advice at light touch events (15 events), 117 completed cases between 1st April 2022 and 31st March 2023 and 23 current cases (cases opened before 1st April 2023).

Appendix D – H2 (October 22 – March 23) Reporting Scorecards Single Midlothian Plan 2022-23

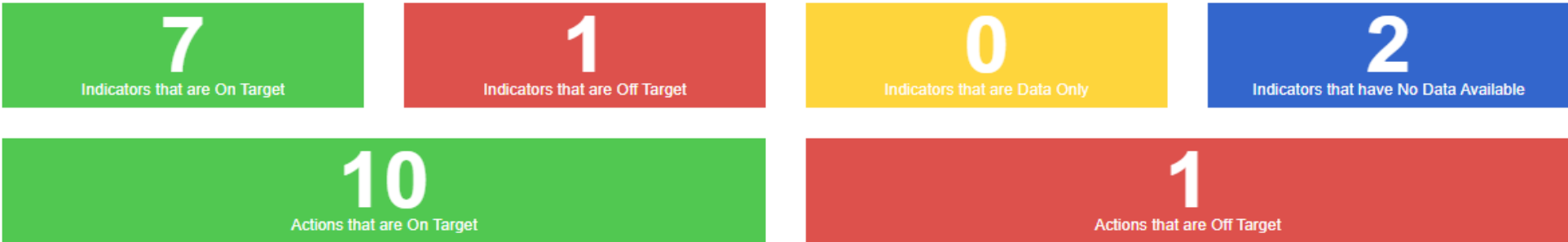
SMP Adult Health and Social Care



SMP Adult Health and Social Care INDICATORS Off Target					
...	Code & Title	Gauge	Value	Target	Last Update
	PAHSC.3.1a Completion of 8 units in Bonnyrigg	<div></div>	0	8	H2 2022/23
	PAHSC.3.1b Completion of 4 units in Loanhead, for people with Profound and Multi...	<div></div>	0	4	H2 2022/23
	PAHSC.3.1c Completion of 2 respite units in Loanhead	<div></div>	0	2	H2 2022/23
	PAHSC.10.1a Hold 4 peer support sessions for staff in 2022-23	<div></div>	3	4	H2 2022/23
	PAHSC.6.1b The number of people participating in Let's Prevent (Pre-diabetes prog...	<div></div>	63	84	H2 2022/23
	PAHSC.5.1a The number of people who participated in Level 1 trauma training	<div></div>	359	400	2022/23
← 1 of 1 →					

SMP Adult Health and Social Care ACTIONS Off Target						
...	Code & Title	Progress	Status	Due Date	...	Type
	PAHSC.5.1 Work with learning and development to support the delivery of training a...	<div></div>	60% Overdue	31 Mar 2023		Action
← 1 of 1 →						

SMP Community Safety and Justice-



SMP Community Safety and Justice INDICATORS Off Target

...	Code & Title	Gauge	Value	Target	Last Update	History
	P.CSJ.1.2a Advertise campaign on the link between education/training, employment,...	<div></div>	No	Yes	2022/23	

1 of 1

SMP Community Safety and Justice ACTIONS Off Target

...	Code & Title	Progress	Status	Due Date	...	Type
	P.CSJ.1.2 Advertising campaign on the link between education/training, employment,...	<div></div>	0% Overdue	31 Mar 2023		Action

1 of 1

SMP Improving Opportunities for People In Midlothian

16

Indicators that are On Target

9

Indicators that are Off Target

3

Indicators that are Data Only

3

Indicators that have No Data Available

12

Actions that are On Target

2

Actions that are Off Target

SMP IOM INDICATORS Off Target

...	Code & Title	Gauge	Value	Target	Last Update	History
	P.IOM.1.1a Existing income maximisation services are mapped, baseline of income ...		No	Yes	H2 2022/23	
	P.IOM.1.1b Delivery of income maximisation services are re-designed to meet the ne...		No	Yes	H2 2022/23	
	P.IOM.1.2a Mapping of existing provision to establish a baseline		No	Yes	H2 2022/23	
	P.IOM.4.1d CLD Strategic Plan Actions are on target which will contribute to Digital a...		No	Yes	H2 2022/23	
	P.IOM.4.1e CLD Strategic Plan Actions are on target which will contribute to Midlothi...		No	Yes	H2 2022/23	
	P.IOM.7.1d Increase awareness and action on health inequalities - 12 bitesize works...		0	12	H2 2022/23	
	P.IOM.8.1c Deliver poverty awareness-raising sessions across participating schools		No	Yes	H2 2022/23	
	P.IOM.2.1a 'Unknown's' on list average below 100		158	100	H2 2022/23	
	P.IOM.7.1c 80 staff from the HSPC, Council and Third Sector trained in Good Conve...		68	80	H2 2022/23	

← 1 of 1 →

SMP IOM ACTIONS Off Target

...	Code & Title	Progress	Status	Due Date	...	Type
	P.IOM.1.1 Deliver responsive and accessible income maximisation support to reduce...		50% Overdue	31 Mar 2023		Action
	P.IOM.7.1 Health inequalities for people in Midlothian are reduced		80% Overdue	31 Mar 2023		Action

← 1 of 1 →

SMP Getting It Right For Every Child-

13

Indicators that are On Target

9

Indicators that are Off Target

2

Indicators that are Data Only

3

Indicators that have No Data Available

10

Actions that are On Target

5

Actions that are Off Target

Actions		Indicators	
Income maximisation/reduce numbers of households in poverty		● P.GIRFEC.1.2a Existing Income maximisation services are mapped and evaluation o...	<div><div></div></div>
		● P.GIRFEC.1.2b Delivery of income maximisation services are re-designed in Midlothi...	<div><div></div></div>
		● P.GIRFEC.1.2c Increased income received through benefits claimed	<div><div></div></div>
Evidencing UNCRC adherence		● P.GIRFEC.1.4b Evidence gathered on our progress made in incorporating children's ...	<div><div></div></div>
Single Point of Access for MH supports		● P.GIRFEC.2.1a Blueprint for a Single Point of Access approved by GIRFEC Board	<div><div></div></div>
		● P.GIRFEC.2.1b Work commenced on establishing a Single Point of Access	<div><div></div></div>
Family Learning Strategic Plan		● P.GIRFEC.3.1a Midlothian Family Learning Strategy and plan is in place	<div><div></div></div>
Data sharing – early years		● P.GIRFEC.3.3a System in place to share information on the health visiting pathway	<div><div></div></div>
'Looked After' assessments within 4 weeks		● P.GIRFEC.2.3b Percentage of children and young people who receive a comprehen...	<div><div></div></div>

SMP SG Housing-



22/23 SMP Sustainable Growth Housing Off Target							
...	Code & Title	Gauge	Value	Target	Next Update Due	Last Update	History
	P.SG.HSN.3.1a Number of new homes completed, including specialist housing		177	300	01 Jul 2022	H2 2022/23	
	P.SG.HSN.2.1a % of prevented cases		41.2%	55%	01 Oct 2023	H2 2022/23	
	P.SG.HSN.1.1a Number of advice and assistance cases		978	1,000	01 Oct 2023	H2 2022/23	

← 1 of 1 →

22/23-SG Housing Actions - Off Target						
...	Code & Title	Progress	Status	Due Date	...	Type
	P.SG.HSN.2.1 Increasing the number of housing advice cases where homelessness ...		62% Overdue	31 Mar 2023		Action
	P.SG.HSN.3.1 Provide more social housing - taking account of local demand, includi...		59% Overdue	31 Mar 2023		Action

← 1 of 1 →

SMP SG Climate Change-

13
22/23 SMP Sustainable Growth Climate Change
On Target

7
22/23 SMP Sustainable Growth Climate Change
Off Target

0
22/23 SMP Sustainable Growth Climate Change
Data Only

0
22/23 SMP Sustainable Growth Climate Change
No Data

13
22/23-SG Climate Change Actions On Target

6
22/23-SG Climate Change Actions Off Target

SMP Sustainable Growth INDICATORS Off Target

...	Code & Title	Gauge	Value	Target	Next Update Due	Last Update	History
●	P.SG.CLIM.3.2a Work progressed to take forward development of locally-owned Cli...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.3.5a List of exemplar projects is compiled (to note this indicator forms pa...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.5.2a Promotion group established and is operational (to note this indicat...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.5.2b Work progressed to take forward development of locally-owned Cli...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.5.4a Climate Emergency group partners help take forward the Midlothian...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.5.6a Climate Emergency group partners work with relevant community a...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	
●	P.SG.CLIM.7.1a Climate Emergency Group members to work with Midlothian Council...	<div><div></div></div>	No	Yes	01 Oct 2023	H2 2022/23	

← 1 of 1 →

SMP Sustainable Growth ACTIONS Off Target

...	Code & Title	Progress	Status	Due Date	Type
🔍	● P.SG.CLIM.3.2 Development of locally-owned Climate Emergency projects (to note t...	<div><div></div></div> 40%	Overdue	31 Mar 2023	🔍 Action
🔍	● P.SG.CLIM.3.5 Compile exemplars of Climate Emergency related projects, for wider ...	<div><div></div></div> 50%	Overdue	31 Mar 2023	🔍 Action
🔍	● P.SG.CLIM.5.2 Take forward community driven citizen science projects and investiga...	<div><div></div></div> 50%	Overdue	31 Mar 2023	🔍 Action
🔍	● P.SG.CLIM.5.4 Promote local food growing (to note this action forms part of a three y...	<div><div></div></div> 50%	Overdue	31 Mar 2023	🔍 Action
🔍	● P.SG.CLIM.5.6 Investigate potential locations and interested parties in taking forward...	<div><div></div></div> 50%	Overdue	31 Mar 2023	🔍 Action
🔍	● P.SG.CLIM.7.1 Work with car dealers, approved EV charger installers, Energy Savin...	<div><div></div></div> 20%	Overdue	31 Mar 2023	🔍 Action

← 1 of 1 →

SMP SG Economic Development-

3

22/23 SMP Sustainable Growth Economic Development On Target

0

22/23 SMP Sustainable Growth Economic Development Off Target

0

22/23 SMP Sustainable Growth Economic Development Data Only

0

22/23 SMP Sustainable Growth Economic Development No Data

3

22/23-SG Economic Development Actions - On Target

0

22/23-SG Economic Development Actions - Off Target

22/23 SMP Sustainable Growth Economic Development Off Target

The Query did not return any results.

← 1 of 1 →

22/23-SG Economic Development Actions - Off Target

...	Code & Title	Progress	Status	Due Date	...	Type
✓	P.SG.ECON.1.1 Work with communities to identify service gaps or community ideas ...	<div></div>	100% Completed	31 Mar 2023	⚙	Action
✓	P.SG.ECON.2.1 Access to employability initiatives, access to training opportunities fo...	<div></div>	100% Completed	31 Mar 2023	⚙	Action
✓	P.SG.ECON.3.1 MTF membership offer for businesses to share collectively, or indivi...	<div></div>	100% Completed	31 Mar 2023	⚙	Action

← 1 of 1 →

Service Plans 2023/24 - 2027/28**Report by Dr Grace Vickers, Chief Executive****Report for Decision****1 Recommendations**

Council is recommended to approve the 2023/24 – 2027/28 Service Plans.

2 Purpose of Report/Executive Summary

This report presents the 2023/24 – 2027/28 Service Plans for Council approval.

Date: 2 June 2023**Report Contact:**

Myra Forsyth

Continuous Improvement Manager

myra.forsyth@midlothian.gov.uk

3 Background

3.1 Councils have a statutory duty to demonstrate continuous improvement on how they deliver services. This was introduced in the Local Government (Scotland) Act 2003 to ensure that we secure Best Value. Under this legislation each council is obliged to:

- Work with its partners to identify a clear set of priorities that respond to the needs of the local community and be organised to deliver those priorities.
- Meet and clearly demonstrate that it is meeting the community's needs.
- Operate in a way that drives continuous improvement in all of its activities.

3.2 Council delivers its priorities through the Community Planning Partnership (CPP) and the Single Midlothian Plan (SMP).

3.3 Our vision for Midlothian is to be **a great, green place to grow**. The Transformation Blueprint, and supporting Medium Term Financial Strategy, have been developed in line with the Single Midlothian Plan and all are supported by the Council's Service Plans.

3.4 Rooted in the creation of a wellbeing economy, the vision of our new 5 year strategy focuses on reducing inequalities at the same time as looking after the health of our planet. In line with the Single Midlothian Plan we have three main aims:

- Individuals and communities have improved health and learning outcomes
- No child or household live in poverty
- Significant progress is made towards net zero carbon emissions by 2030

3.5 In line with the Single Midlothian Plan, our strategies and service plans reflect the next four year period and support the 7 thematic priorities within the SMP as follows:



- 3.5 The Transformation Blueprint focuses on the nature of the work we will do, developing a 21st century workforce supported by a workplace fit for the future where joined up services are delivered in a holistic and integrated way. Delivery will be through a series of transformation sprints to ensure that we drive forward the pace of change.



4 Report Implications (Resource, Digital and Risk)

4.1 Resource

Resource implications have been considered and identified during individual Service Plan development

4.2 Digital

Specific Digital issues are considered within individual Service Plans as appropriate.

4.3 Risk

This report seeks to ensure that the Council and partners have strategic and sustainable plans for future service delivery. Chief Officers will consider, on an ongoing basis, possible risk exposures to the successful achievement of all priorities.

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

Each service plan is subject to an Integrated Impact Assessment (IIA) which are available within the electronic Members' Library within CMIS.

4.5 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Adult Social Care Service Plan

Appendix C – Education Service Priorities

Appendix D – Place Service Plan

Appendix E – Corporate Solutions Service Plan

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The Single Midlothian Plan informs all Service Plan activity with a key requirement that all plans demonstrate the services contribution to the SMP outcomes and priorities.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

Service Plans identify activities which deliver across the key drivers for change streams.

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

Service Plans identify activities which deliver across the key delivery streams.

A.4 Delivering Best Value

Service Plans demonstrate the services delivery of Best Value and provide the basis for ongoing oversight and management of Best Value duties.

A.5 Involving Communities and Other Stakeholders

Service Plans demonstrate the services contribution to the SMP outcomes and priorities which are identified following a range of consultation and engagement activities with communities and stakeholders.

A.6 Impact on Performance and Outcomes

Service Plans demonstrate the services contribution to the SMP outcomes and priorities and will provide the basis for ongoing performance management.

A.7 Adopting a Preventative Approach

All plans consider the adoption of a preventative approach to service delivery.

A.8 Supporting Sustainable Development

The development of the Single Midlothian Plan and Service Plans represent a robust approach to supporting sound planning of council services.



Midlothian
Health & Social Care

Adult Social Care Plan

2023/24

Contents

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How we do this	4
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How we plan	16
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Health and Social Care in Midlothian

The Midlothian Integration Joint Board (IJB) plan and direct delegated health and social care services for the people of Midlothian. Midlothian Health and Social Care Partnership (HSCP) oversees the delivery of all the services delegated to Midlothian IJB. The aim of integrated health and social care is for the people to experience more joined up treatment and care.

To achieve this, all the services within Midlothian HSCP must make progress towards the aims of Midlothian IJB Strategic Commissioning Plan, work alongside the Community Planning Partnership, and contribute to the strategic aims of both NHS Lothian and Midlothian Council.

WE PLAN HEALTH & CARE SERVICES FOR

94,680

**PEOPLE IN THEIR HOMES,
IN THE COMMUNITY
& IN HOSPITALS**



OUR SERVICES INCLUDE:

ADULT SOCIAL CARE	CARE HOMES	A&E	COMMUNITY HOSPITAL
DAY SERVICES	END OF LIFE CARE	VACCINATIONS	ALLIED HEALTH PROFESSIONALS
CARE AT HOME	JUSTICE	MENTAL HEALTH	COMMUNITY NURSES
SUPPORT FOR CARERS	SPORT & LEISURE	GP	REHAB & RECOVERY

Midlothian HSCP brings together parts of Midlothian Council and NHS Lothian to help people live well and get the right support when they need it. There are over 60 services that are overseen by Midlothian HSCP, and their contribution towards improving outcomes for people and communities is reported in the Midlothian Integration Joint Board Annual Performance Report (APR) 2022/23.

Adult Social Care Services

What we do

Adult Social Care services protect and improve the wellbeing of the people and communities of Midlothian. They help people get the support they need in the right place, and at the right time.

We work in partnership with people to contribute to sustaining thriving communities. We provide information, education, and support to help people take positive action to prevent ill or worsening health and wellbeing. When people need our support, our intervention should help people achieve the things that matter to them. We have 'Good Conversations' with people, provide personalised care, promote self-management, and ensure well-coordinated services across health, social care and the Third and Independent sectors.

Social work services in Midlothian are delivered jointly by Midlothian Council and Midlothian Integration Joint Board. Adult social work and social care services, including justice social work, are delegated to Midlothian IJB. This means we are part of integrated health and social care and overseen by Midlothian HSCP and IJB. Adult Social Care therefore contributes to the Midlothian IJB Strategic Commissioning Plan, the strategic aims of both NHS Lothian and Midlothian Council, and contributes to the work of the Community Planning Partnership through the Single Midlothian Plan.

How we do this

To meet the needs of people and communities we will need to deliver on the strategic priorities of all our partners. We have identified a number of similar themes and priorities that we must work together to achieve. We need to:

- Provide more preventative care
- Understand how peoples' and communities' needs have changed and build the right offers of support
- Ensure effective and efficient services while also maintaining quality
- Improve socio-economic, health, wellbeing, and personal outcomes

We must develop a whole-system-approach to service design and delivery. This relies on shared decision-making, and shared responsibility for outcomes that enable proactive and consistent approaches to performance and quality improvement.

We have recognised we must do more to support the workforce. This means investing in the wellbeing, training, and development of our workforce, including our third sector partners and unpaid carers.

We must continue to improve the coordination of care and find ways to share information between services. We will have to make better use of existing technologies and provide people with access to accurate information and services.

Legislation that shapes & directs our services

The main legislation that shapes and directs our services is:

- **The Social Work (Scotland) Act 1968** sets out the duty to assess the needs of people living in the community consider if support is required and take account of their preferences.
- **The Adults with Incapacity (Scotland) Act 2000** aims to protect adults who are unable to make decisions for themselves because of a mental disorder or an inability to communicate.
- **The Community Care and Health (Scotland) Act 2002** introduced free personal care for adults regardless of income or where people live. This legislation also established the rights of unpaid carers.
- **The Adult Support and Protection Act 2007** requires services to work together to support and protect the rights of people who are unable to keep themselves or their property safe.
- **The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012** set out the specific duties in Scotland. It is our duty to ensure equal opportunity and foster good relations with groups that have protected characteristics.
- **The Self-Directed Support (Scotland) Act 2013** makes legislative provisions relating to the arranging of care and support, and community care services to provide a range of choices to people for how they're provided with support. The aim of the legislation is to increase the choice and control to people in how their care is organised and delivered.
- **The Public Bodies (Joint Working) (Scotland) Act 2014** brought together integrated health and social care in legislation. The Act created integration authorities that hold a joint budget for health and social care services to plan and direct services that feel 'joined up' from the point of view of the people using them.
- The **Carers (Scotland) Act 2016** outlines the duty to ensure better and more consistent support for carers and young carers to help them continue to provide care for as long as they were able and wished to.
- The **Mental Health (Care and Treatment) (Scotland) Act 2003** increases the rights and protection of people who experience poor mental health, a learning disability, or a personality disorder. The act set out the need for community-based mental health services and the importance of involving people, their families, and carers in decisions. The Act also ensures that people are not detained unless there is a risk they are unable to keep themselves safe or might risk the safety of other people.

Key successes 2022/23

Every year we report on how the services delegated to the Midlothian IJB have improved outcomes for people and communities. Some examples of the work of Adult Social Care services in 2022/23 include:

Learning Disability

We have continued to develop our Learning Disability services and reviewed our services. It is important that people with learning disabilities in Midlothian have good access to Day Services that help them meaningfully participate in their community. Our Day Services have provided opportunities for people to learn new skills and connect with each other. We have worked in partnership with Thera Trust who are a charity offering support to people with learning disabilities in Midlothian. This increased our ability to provide integrated care and support in partnership with our Learning Disabilities team.

During 2022/23, we worked alongside people and communities through our Expert Panels to deliver the change that matters most to them.

Complex Care Expert Panel

The Complex Care Expert Panel's financial recommendations for Community Change Fund spending priorities were approved. This included recruiting a new Transition Development Worker, making improvements to Day Service venues for people with complex needs, developing a Positive Behavioural Support Training Programme, and supporting grants to the Third Sector organisations.

The Human Rights Expert Panel

The first programme of activity was agreed in 2022/23. A programme of two-monthly meetings will oversee work to ensure we are promoting and protecting peoples' human rights and our duties under human rights law.

Unpaid Carers

We know that access to quality information, advice, and support allow carers to provide care for as long as they are willing and able to do so. In 2022/23 we increased the number of Adult Carer support plans by 150%. We have focused on listening to carers, our partners, people, and communities to ensure that we use all our available resources in ways to make the biggest difference. We have developed a range of plans for 2023/24 to best support carers in Midlothian.

Older People

In 2022/23, we worked with a range of partners to ensure we provided more than 230 online, outdoor, and creative opportunities each month for older people to connect with each other. We reviewed our Home Care Service to ensure our services are sustainable and fit for the future. A new Resource Manager is overseeing our Service Improvement Plan. We have continued to focus on improving the knowledge and skills of our staff and our new training suite at Hardengreen has supported a number of learning opportunities.

Physical Disability, Long Terms Conditions and Sensory Impairment

The Physical Disability team has had a focus in 2022/23 to increase collaborative and integrated working to improve health and wellbeing. We worked with more partners to increase the range of care and support available in Midlothian.

We increased the amount of care we provide in people's homes and in the community. A volunteer organisation worked with us to provide a hearing aid maintenance and repair home service. Volunteers collected faulty hearing aids from people at home and returned them after repair by an audiology technician.

We have continued to develop partnership working with Sight Scotland who have reduced their waiting lists for community-based services. In partnership with Midlothian Council, we are working alongside Deaf Action's new social worker to collaboratively provide the right care.

The Physical Disability team, Long Term Conditions team, and the Thistle Foundation worked together to improve support for people with neurological conditions.

Number 11

Number 11 houses a number of our adult services. The success of this integrated model of care and support relies on the strong relationships and joint working.

Justice Social Work

Justice Social Work developed more interventions and services to help people who need additional support to live safely in their community. We have built strong links with the Scottish Prison Service and HMP Edinburgh. This ensures that those leaving custody have the right support at the right time to meet their needs.

Substance Use

The Substance Use team provides quality information, advice, and support to people and their families. WE have continued to learn and develop new supports, treatment, and care to keep the most vulnerable people as safe as possible. This has included increasing the safe use of injecting equipment and new medical treatments.

Mental Health

In 2022/23 we have successfully supported 34 people experiencing poor mental health into employment, education, or volunteering. Taking a whole-person approach has increased people's opportunities to succeed. We have been able to develop meaningful service offers with strong partnership working between social care, health, housing and the third sector. We have successfully provided support for more people with complex needs using the Housing First model.

Good Conversations

We always work in partnership with people as experts in their own lives. Using the Good Conversations approach we work alongside people who often have more than one long term conditions to support them to manage their conditions effectively and enjoy the things that matter most to them. This includes support for people with their physical health and mental wellbeing.

Adopting Good Conversations as business as usual has helped our services redesign and establish a 'no wrong door' approach. Our staff can quickly connect people with the right services and get the right help at the right time. This has contributed to improved outcomes for people and is evidenced in OutNav.

DRAFT

Our communities

Midlothian is a great place to live, work, learn, and relax which all contribute to good health and wellbeing. This includes our green spaces, villages, towns, and the transport we need to move between them. Midlothian's population has grown every year since 2006. In 2018 there were 39,122 households in Midlothian. This is projected to reach 52,266 by 2040. In Midlothian, the proportion of people aged 75 and over is predicted to grow by over 40%. The number of people aged between of 30-59, and 0-15, has also increased.

Towns and communities in Midlothian are organised across 15 community council areas. More people live in Penicuik, Bonnyrigg and district, Mayfield and Easthouses and Dalkeith and district than other areas (2011 census). Information about each area can be found in the [Midlothian profile 2022](#). Midlothian also has wide range of green spaces and wildlife habitats including one Local Nature Reserve; one Regional Park; four Country Parks and two Woodland Trust sites, with active transport links between places and to and from Edinburgh and other surrounding areas.

The Scottish Index of Multiple Deprivation (SIMD) is how the Scottish Government identifies deprivation in Scotland. SIMD data is organised into 10 data zones, from the most to the least deprived. In Midlothian, approximately 31,522 people live in a zone that is considered to be the most deprived. While not everyone living in a deprived area will experience high levels of deprivation, we know there is a link between deprivation and poorer health outcomes. This means people who live in the most deprived communities are more likely to die younger.

People living in the most deprived areas of Midlothian are 30% more likely to need a prescription for anxiety or depression, and 24% of children live in poverty. We know that families that include a person with a disability are more likely to be financially disadvantaged than other families.

The largest local employer is Midlothian Council. Other employers include public sector organisations, a mix of sole traders, micro enterprises, and small and medium-sized enterprises (SMEs). Over 50% of the working age population work in Edinburgh. There is a thriving local Third Sector, which is supported by the Third Sector Interface (TSI). There are at least 500 formal groups or voluntary associations and other community planning partners. It is estimated that approximately 56% of the population volunteer informally.

More information on the health and social care needs of the Midlothian adult population can be found in the [Health and Social Care Partnership's Joint Strategic Needs Assessment](#).

Our partners

The aim of integrated health and social care is to ensure that everyone in Midlothian has joined up treatment and care. To achieve this, Midlothian HSCP works towards the aims of Midlothian IJB, works alongside the Community Planning Partnership, and contributes to the strategic aims of NHS Lothian and Midlothian Council.

Midlothian Council

The Midlothian Council strategy sets the ambition to grow and transform by harnessing opportunities. The strategic objectives and key priorities align with the Scottish Government's Economic Strategy and links to the Community Planning Partnership's Single Midlothian Plan vision.

Community Planning Partnership and the Single Midlothian Plan

Adult Social Care contribute to the 'Single Midlothian Plan' to work with the Community Planning Partnership members to achieve more together than health and social care can do alone. We lead the 'Midlothian will be Healthier' thematic area with 4 multi-sector projects.

1. Midlothian Care and Support Community Co-operative
2. Falls prevention and support
3. Digital self-management platform
4. Early Identification and Support for People Living with Frailty

Adult Social Care is leading on the first of these projects to explore and define the demand for and the benefit of Midlothian Care and Support Community Co-operative that facilitates personalised support for carers, identifies local assets, and enhances local economic value.

Last year, 17% of carers did not feel they had a say in the services provided for the person they look after. This number rose to 31% for those caring for someone due to substance use. 38% of carers did not feel services were well coordinated and described additional stress caused by having to speak to several organisations to get support. Carers in Midlothian told us that they would like to see more services in their local communities at a time that suits them and was provided in one place. We anticipate that a Community Cooperative will help carers find the right support, in the right place at the right time.

Third Sector

The Scottish Government considers the Third Sector to be equal partners in health and social integration. There are at least 700 voluntary sector groups and organisations in Midlothian, and 228 registered charities (voluntary organisations or community groups) who identify their main operating area to be Midlothian.

Midlothian Health and Social Care Partnership contracts services from approximately 40 organisations to support people and communities. This is approximately 33% of the total Adult Social Care budget.

Third Sector Interfaces (TSIs) also play a key role. TSIs provide the third sector with a single point of access for support and advice.

NHS Lothian

The Lothian Strategic Development Framework sets out what needs to happen across Lothian's Health and Care system over the next 5 years. It is a joint plan between the all the Health and Social Care Partnerships in the Lothians.

The vision is that

- Citizens live longer, healthier lives, with better outcomes from the care and treatment we provide
- We connect health and social care services seamlessly, wrapping around the citizen in their home
- We improve performance across our system, with better experiences for citizens and those who work for and with us

Our services

Adult Social Care covers a wide range of services. This plan brings together the priority actions of the 7 main areas that plan and deliver integrated care and support.

Adult Services

This service includes Learning Disability, Physical Disabilities, Long Term Conditions and Sensory Impairment, Unpaid Carers, and Welfare Rights.

These teams support people with a range of needs to live independently and access the right care, at the right time. This includes promoting and protecting peoples' human rights, including social and economic rights, and meeting our duties under human rights law. Teams are made up of a range of professionals including Occupational Therapists, Social Workers, and Community Care Assistants to provide assessment, care, and support.

Our work to support unpaid carers helps them to focus on their own health and wellbeing and enable them to continue in their caring role. The Welfare Rights team help people to claim welfare benefits, and make sure they receive all the benefit income they are entitled to.

The majority of direct support is provided by services commissioned from external organisations.

Older People

This service includes Newbyres Care Village, Extra Care Housing, Older Peoples' Social Work, Older Peoples' OT, Care at Home, Rapid Response/MERRIT, Day Services, and Respite. For the purposes of this plan, Older Peoples Services includes Highbank Intermediate Care Facility and the InReach Social Work Team.

The Older Peoples' Service ensures that people over 65 receive person-centred care to live well in their community for as long as possible. This includes a range of service offers, support and equipment to help people live independently at home. These services provide support that often means people don't need to go to hospital, or supports people recover in their own home when they leave hospital.

Our services provide a combination of residential and non-residential care, both at home, in care homes, and in extra care housing. Some older people need more support to live at home. Our teams also provide social care support on discharge from hospital for all adults.

Highbank can provided rehabilitation for people who would benefit from additional support after leaving hospital. There are 40 beds in this facility.

Justice Service and Protection

This service includes Justice, Community Justice, Duty Social Work, Adult Support and Protection, and Public Health.

The Justice team supports people involved in the Parole and Pre-release process including the preparation of Criminal Justice Social Work Reports and pre-release reports. The team supervises people aged 18 and over who are subject to Community Payback Orders, Parole, Life and Non-Parole Licences, Extended Sentences and Supervised Released Orders.

Social Workers in the Duty Team support people aged 16 and over with crisis interventions, urgent and planned assessments, development of adult care support plans, reviews, and short-term interventions.

The Adult Support and Protection (ASP) Team provides support and protection for people aged 16 and over who may be at risk of harm. The ASP Team uses the 'three-point test' to identify people who are:

- unable to safeguard their own wellbeing, property rights or other interests
- are at risk of harm, and
- because they are affected by disability, mental disorder, illness, or physical and mental infirmity, are more vulnerable to being harmed than those not so affected.

The ASP Team works to keep people safe by considering all suspicions, disclosures or actual harm are acted upon. This helps us provide the right support to protect vulnerable adults in Midlothian, by developing outcomes-focused care plans.

Public Health

The Public Health Practitioners work to support services to improve wellbeing and reduce health inequalities for the people of Midlothian. We support staff to design and deliver services that support early intervention and prevention. We make connections and share good practice about how to avoid inequalities, and we monitor and evaluate long term, population level outcomes. The Health Inclusion team works directly with vulnerable people in the community to understand what matters to them and live the lives they choose.

Mental Health and Substance Use

This service includes Integrated Mental Health Teams and Substance Use.

This service works in partnership with people to achieve their personal health and wellbeing goals. This includes prevention and early intervention activity, assessment, treatment, care and support. Being trauma aware and a Good Conversation approach are central to delivering person-centred care. These teams work with a wide range of partners across health and care including the third sector, peer services and volunteers.

Learning and Development

The Practice Learning and Development team design, develop and deliver training and learning opportunities across Midlothian HSCP and Council services. The team offers accredited Scottish Vocational Qualifications (SVQ) assessment across a number of subjects and supports apprenticeships.

Midlothian and East Lothian Drug and Alcohol Partnership (MELDAP)

MELDAP plans, commissions, and funds a network of services for people affected by their own or someone else's alcohol or drug use. Support is available for families and adult carers, and recovery-focused services are provided to address people's alcohol and drug use. These include residential rehabilitation, recovery services to reduce isolation, and opportunities to be supported into education, training, volunteering, and employment.

How we are funded

Midlothian IJB allocates the integrated budget it receives from Midlothian Council and NHS Lothian. Midlothian IJB's Strategic Commissioning Plan sets out an overall plan for its delegated services every three years.

The IJB asks services to prioritise a number of outcomes each year. Financial planning allocates funding to each service area to ensure the health and care needs of the people of Midlothian are met. This involves considering the best way to use available resource to provide the highest quality of care.

The budget for Adult Social Care Services is managed directly by the Midlothian Health and Social Care Partnership. Resources have been stretched due to salary increases for our staff and our commissioned services, and a larger population with more complex needs.

The challenge in recent years has been finding the right balance between meeting people's needs in times of crisis while also supporting people to take action to prevent ill or worsening health in the future. We know the whole population programmes of prevention and early intervention activity will reduce pressure on emergency services in the future. However, it can be difficult to distribute and prioritise resources that allow for more community services. This is because we need to keep people safe in times of crisis and this can be unpredictable.

All services have a duty to ensure we deliver Best Value. This means we ensure resources are well managed, to improve services, and deliver the best possible outcomes for people and communities.

Our workforce

We must ensure we have the right staff, in the right place, at the right time. Good Workforce Planning will ensure that our workforce has the knowledge and skills to deliver health and care in the future. [The Midlothian Health and Social Care Partnership Integrated Workforce Plan for 2022-2025](#) recognises local and national challenges and describes how we will respond.

Our workforce is our greatest asset. We must invest in developing a skilled, flexible, and adaptable workforce to support people and communities to achieve the outcomes that matter most to them. We must plan in partnership with other sectors to ensure we have an integrated workforce, fit for the future, that puts people at the heart of all we do.

We have highly skilled and experienced teams within Midlothian Adult Social Care. However, we face staff retention challenges, particularly in relation to Mental Health Officers. We are focusing on staff engagement and experience and increasing staff development opportunities. Succession planning will be supported by a new local Career Development Toolkit.

How we plan

Our Service Plans

The Health and Social Care Partnership ensures that all services can describe their contribution to improving outcomes for the people and communities of Midlothian. These one-year plans set out how each service area contributes to the Head of Services' overarching plan to deliver on the ambitions of Midlothian IJB, Midlothian Council and NHS Lothian.

How we use data

We use data to continually improve our services and help us make good future decisions. We use a variety of data sources, not just activity numbers, to tell us about people's experiences, and outcomes. By using a variety of information sources, we can be more confident about what the data tells us. This approach is called 'data triangulation'.

Public engagement

People are the experts in their own health and wellbeing. We work with people as partners and co-design services to best meet the needs of our communities. Our [Public Engagement Statement](#) sets out how we work with people in all our operational planning groups

How we evaluate our performance

Midlothian HSCP has developed a Performance Framework which sets out service objectives and indicators to provide evidence of progress. For each objective, services must also describe how they will know they are making improvements and where they will find the data to provide evidence.

The key objectives that relate directly to Midlothian Council services are also included in the quarterly Council reporting process. This requires all indicators to be updated to indicate if services are making sufficient progress towards their objectives.

Activity data

Service delivery activity (Pentana)

Every year, Midlothian Council services set objectives and agree indicators. These objectives and indicators are recorded within Pentana, the software system used by Midlothian Council to record performance and create reports. Services need to update each indicator on a quarterly basis to demonstrate progress towards the objectives. The information can be viewed at any point by Midlothian Council employees and elected officials.

Service governance activity (Governance and Assurance Framework)

It is vital that all our services can provide assurance on the safety and quality of the care we provide. The Health and Social Care Partnership has developed a Governance and Assurance Framework (GAF) that considers quality in four areas: Safe, Effective, Person-Centred, and Regulatory.

All services are asked to use the GAF to provide quarterly reports. This allows us to take a consistent approach across all our services and provide Midlothian IJB, NHS Lothian and Midlothian Council with assurance on our governance arrangements across the organisation.

Experience data

The Scottish Health and Care Experience (HACE) Survey is a postal survey which is sent every 2 years to a random sample of people who are registered with a GP in Scotland. The questionnaires are sent out in the autumn asking about people's experiences during the previous 12 months. The survey asks about people's experiences of aspects of care and support provided by local authorities and other organisations, and caring responsibilities and related support.

The Scottish Government measure our performance based on 9 Health and Wellbeing Outcomes:

1		Health & Wellbeing People are able to look after and improve their health and wellbeing and live in good health for longer.
2		Living in the Community People are able to live, as much as possible, independently and at home or in a homely setting in their community.
3		Positive Experiences & Dignity People who use health & social care services have positive experiences of those services, and have their dignity respected
4		Quality of Life Health & social care services help to maintain or improve the quality of life of people who use those.
5		Health Inequalities Health & social care services contribute to reducing health inequalities.
6		Support for Carers People who provide unpaid care are supported to look after their health and wellbeing.
7		Safe from Harm People using health & social care services are safe from harm.
8		Workforce Staff are engaged with their work and are supported to continuously improve the information, support, care and treatment they provide.
9		Use of Resources Resources are used effectively and efficiently.

Outcomes

The services we plan must, by law, aim to improve outcomes for people who use our service, their carers, and families. It is hard to evaluate how the work we do contributes improve the health and wellbeing of people and communities. This is because so many factors influence peoples' lives, what difference this makes, and the impact this has in their life.

We have invested in work to understand the role of how we plan and deliver services contributes to our strategic aims, and the outcomes that matter most to people. Using Outcome Mapping on the OutNav system we can describe what we do, who with, what people learn and gain as a result, how this makes them feel, and the difference this makes in their lives.

This approach allows us to record, analyse and understand our impact on people and communities and helps us make more targeted, locally informed decisions about how to commission services for the future.

Midlothian IJB has asked all services to be using OutNav by January 2024.

How we will measure our progress

Prevention

Action (Service objective)	Performance Indicator and Measure	Data Source
Justice services will work collaboratively to ensure that those subject to statutory supervision are enabled and supported to effectively participate.	<ol style="list-style-type: none"> 1) % of people living in Midlothian, who are subject to a Community Payback Order and effectively participate. 2) Successful completion rate for people living in Midlothian who are subject to Community Payback Orders is maintained at or above the national average. 	<ol style="list-style-type: none"> 1) Service updates 2) Scottish Government benchmarking report
To evidence improvements in population health by expanding integrated working with key strategic partners to develop change TBC	<ol style="list-style-type: none"> 1) Increase in number of partners 2) Increase in (TBC) population health indicators 	TBC
Duty Social Work will be able to provide unpaid carers with timely support and interventions and are supported in crisis.	<ol style="list-style-type: none"> 1) Number of people making contact with Duty Social Work Team who are identified as unpaid carers and documented within Mosaic. 2) Return rate for Duty Social Work Feedback Form for Unpaid Carers. 3) Number of unpaid carers assessed and identified as requiring support. 	<ol style="list-style-type: none"> 1) MOSAIC 2) Service update 3) MOSAIC
All Mental Health teams use of a variety of digital models to adopt a@ supported self-management approach.	<ol style="list-style-type: none"> 1) Number of digital models being used 2) Number of people signposted to digital tools 3) Number of people who access each digital tool 	<ol style="list-style-type: none"> 1) Service update 2) Service update 3) Digital provider report

Understanding changing needs

Action (Service objective)	Performance Indicator and Measure	Data Source
All services will explore, define and implement a mechanism to capture experience information of those using health and social care	1) Number of service areas with a functioning feedback mechanism (target: 7) Baseline TBC	Service update
Reintroduce and evaluate the effectiveness of a new model of respite at Highbank Intermediate Care Facility that meets changing needs of people who require support and their unpaid carers.	1) Highbank bed occupancy (available beds and occupied beds) 2) Number of unpaid carers reporting positive experience 3) Number of people receiving respite who have the opportunity to complete Emotional Touchpoints activity 4) Target for Quarter 2 : 2 beds available 5) Revised target for Quarter 4 to be agreed following November review (anticipated 4 beds)	All Service update
The InReach team will ensure fair and timely access to support for people whose needs change.	1) Time from referral to allocation 2) Time from allocation to completion of assessment 3) Time from assessment to outcome	All MOSAIC
Review and evaluate the functionality, effectiveness and uptake of Health and Social Care specific LearnPro modules	1) Number of Health and Social Care specific LearnPro modules working / accessible 2) Number of Health and Social Care specific LearnPro modules with up to date content 3) Number of Health and Social Care specific LearnPro modules completed by staff	All LearnPro
Complete a service review of MERRIT to improve staff wellbeing and increase sustainability.	1) % of staff working on new rota (baseline: 0) 2) % of employee engagement index score (baseline: TBC)	1) Service update 2) iMatter

Effective, efficient, and quality (Best Value)

Action (Service objective)	Performance Indicator and Measure	Data Source
To explore & design a model for whole system support for unpaid carers from the point of Planned Date of Discharge	<ol style="list-style-type: none"> 1) Design a support pathway for unpaid carers of people in hospital with a Planned Date of Discharge. 2) Establish monthly activity numbers for referrals to VOCAL for unpaid carers of people in hospital with a Planned Date of Discharge. 	<ol style="list-style-type: none"> 1) Service update 2) VOCAL via service
People who are referred to Occupational Therapy are assessed in a timely manner.	<ol style="list-style-type: none"> 1) Target: 6 weeks referral to assessment 	<ol style="list-style-type: none"> 1) MOSAIC
People who are referred to Social Work are assessed in a timely manner.	<ol style="list-style-type: none"> 1) Target: 6 weeks referral to assessment 	<ol style="list-style-type: none"> 1) MOSAIC
All services to consider and demonstrate Best Value with evidence-based data and meet cost efficiency targets	<ol style="list-style-type: none"> 1) Meet Mental Health Officer service budget. 2) Meet Mental Health Officer service cost efficiency target. 	Service update

Improving outcomes – socioeconomic, health and wellbeing, personal outcomes

Action (Service objective)	Performance Indicator and Measure	Data Source
Every service area will be using the OutNav software and have completed a heat map and first full draft of the complete framework	<ol style="list-style-type: none"> 1) Number of service areas using OutNav (Target: 7) 2) Number of heat maps (Target: 7) 3) Number of full drafts of completed framework (Target: 7) 	All OutNav
People with a Learning Disability are able to look after and improve their health and wellbeing and live in good health for longer.	<ol style="list-style-type: none"> 1) Number of people with a Learning Disability who require support from services in Midlothian. 2) Number of surveys sent out 3) Return rate 	All service update
MAT standards- (Medication Assisted Treatment) TBC awaiting Scottish Government targets	<ol style="list-style-type: none"> 1) Awaiting confirmation of Performance Indicators from Scottish Government 	Service update

Corporate actions and measures

Action (Service objective)	Performance Indicator and Measure	Data Source
Manage stress and absence	1) Average number of working days lost due to sickness absence (cumulative)	Continuous Improvement Team
Complete all service priorities	1) % of service priority Actions on target / completed, of the total number	Continuous Improvement Team
Process invoices efficiently	1) % of invoices paid within 30 days of invoice receipt (cumulative)	Continuous Improvement Team
Improve Performance Indicator performance	1) % of Service Performance Indicators that are on target/ have reached their target. (does not include Corporate Performance Indicators)	Continuous Improvement Team
Control Risk	1) % of high risks that have been reviewed in the last quarter	Continuous Improvement Team
Implement Improvement Plans	1) % of internal/external audit actions progressing on target or complete this quarter	Continuous Improvement Team
Complaints	1) Number of complaints received (quarterly) 2) Number of complaints closed in the year 3) Number of complaints upheld (quarterly) 4) Number of complaints partially upheld (quarterly) 5) Number of complaints not upheld (quarterly) 6) Number of complaints Resolved (quarterly) 7) Average time in working days to respond to complaints at stage 1 8) Average time in working days to respond to complaints at stage 2 9) Average time in working days for a full response for escalated complaints 10) % of complaints at stage 1 complete within 5 working days	Continuous Improvement Team

Action (Service objective)	Performance Indicator and Measure	Data Source
	11) % of complaints at stage 2 complete within 20 working days 12) % of complaints escalated and complete within 20 working days 13) Number of complaints where an extension to the 5- or 20-day target has been authorised (quarterly) 14) Number of Compliments	
Review and evaluate the functionality, effectiveness and uptake of Council-wide statutory and mandatory LearnPro modules	1) Number of LearnPro modules working / accessible 2) Number of LearnPro modules with up-to-date content 3) Number of LearnPro modules completed by staff	Learn Pro

COMMUNICATING CLEARLY

We are happy to translate on request and provide information and publications in other formats, including Braille, tape or large print.

如有需要我們樂意提供翻譯本，和其他版本的資訊與刊物，包括盲人點字、錄音帶或大字體。

Zapewnimy tłumaczenie na żądanie oraz dostarczymy informacje i publikacje w innych formatach, w tym Braillem, na kasecie magnetofonowej lub dużym drukiem.

ਅਸੀਂ ਮੰਗ ਕਰਨ ਤੇ ਖੁਸ਼ੀ ਨਾਲ ਅਨੁਵਾਦ ਅਤੇ ਜਾਣਕਾਰੀ ਤੇ ਹੋਰ ਰੂਪਾਂ ਵਿੱਚ ਪ੍ਰਕਾਸ਼ਨ ਪ੍ਰਦਾਨ ਕਰਾਂਗੇ, ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਬਰੇਲ, ਟੇਪ ਜਾਂ ਵੱਡੀ ਛਪਾਈ ਸ਼ਾਮਲ ਹਨ।

Körler için kabartma yazılar, kaset ve büyük nüshalar da dahil olmak üzere, istenilen bilgileri sağlamak ve tercüme etmekten memnuniyet duyarız.

اگر آپ چاہیں تو ہم خوشی سے آپ کو ترجمہ فراہم کر سکتے ہیں اور معلومات اور دستاویزات دیگر شکلوں میں مثلاً بریل (تایید افراد کے لیے ابھرے ہوئے حروف کی لکھائی) میں، ٹیپ پر یا بڑے حروف کی لکھائی میں فراہم کر سکتے ہیں۔

Contact 0131 270 7500 or email: enquiries@midlothian.gov.uk

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Education Service Improvement Priorities (2023-27)

The following describes education specific priorities aimed at improving the quality of the experiences we provide for our children, young people and staff. These priorities take account of the vision for education in Scotland as set out in the Scottish Government's National Improvement Framework:

- **Excellence through raising attainment and improving outcomes:** ensuring that every child and young person achieves the highest standards in literacy and numeracy, as well as the values, attitudes, knowledge and skills necessary to shape a sustainable future as successful learners, confident individuals, responsible citizens, and effective contributors.
- **Achieving equity:** ensuring every child and young person has the same opportunity to succeed, no matter their background or shared protected characteristics, with a particular focus on closing the poverty related attainment gap.

We have identified 2 key areas for improvement over the next 4 years. These are the areas where current data analysis and evidence shows improvement is required.

Midlothian Priority 1	Midlothian Priority 2
Raising attainment to ensure that all children and young people in Midlothian achieve outcomes which lead to positive destinations <ul style="list-style-type: none">• Learning, teaching & assessment• Curriculum• Equity	All children & young people feel valued & included, and have the same opportunities to succeed <ul style="list-style-type: none">• Relationships• Wellbeing & care• Inclusion & targeted support

We have identified 6 Midlothian improvement drivers to support the delivery of our education improvement priorities. These will enable us to develop a leadership environment and service culture which is conducive to achieving, and exceeding, the goals stated in our priorities. Our drivers take into account the drivers of improvement outlined in Scottish Government's National Improvement Framework

Midlothian Education Service Improvement Drivers <ul style="list-style-type: none">• Continuous professional learning for all colleagues• Data which drives improvement• Quality improvement framework• Strong leadership at all levels• A children's rights-based approach• Digital empowerment
--

Priority 1: Raising attainment to ensure that all children and young people in Midlothian achieve outcomes which lead to positive destinations

Strategic Lead - Julie Fox, Quality Improvement Manager

1.1 Learning, teaching & assessment

By 2027

- School and ASG Learning, Teaching & Assessment Frameworks align with Midlothian LTA principles.
- All Midlothian schools and settings have demonstrated sustained, validated progress in QI 2.3.
- Robust moderation processes in place within and across ASG are increasing impact of data-driven LTA approaches.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Raising Attainment Strategy finalised and shared.</p> <p>Quantitative and qualitative data from QI visits is being used to inform development of professional learning and proportionate improvement support for all schools and settings.</p> <p>All schools prioritise raising attainment and learning, teaching and assessment in improvement plans for 2023/24.</p> <p>All schools now have access to the data dashboard which will enable analysis of trends in attendance and attainment across Midlothian and inform priorities and planning.</p>	<p>Midlothian Learning, Teaching & Assessment Framework in place and there is some evidence that it supports robust self-evaluation of LTA.</p> <p>The impact of the Raising Attainment strategy is monitored through analysis of Key Performance Indicators in all schools and settings.</p> <p>All Midlothian schools & settings can evidence improvement in QI 2.3.</p> <p>Strong correlation between high quality LTA (good or above) and highly effective use of digital skills in majority of schools and settings.</p>	<p>Midlothian LTA principles are seen in all schools due to effective alignment with school and ASG level LTA frameworks.</p> <p>All schools & settings have shown improvement in their validated self-evaluation of QI 2.3.</p> <p>Almost all schools and settings are confidently self-evaluating at good or above. Robust moderation of LTA is embedded within and across all Midlothian ASGs to substantiate evidence of good or above at QI 2.3 and provide opportunities to share good practice.</p>

1.2 Curriculum

By 2027

- Data-led Literacy and Numeracy Moderation processes in place in all ASGs.
- All schools & settings to be good or better for Q.I 2.2.
- All schools & settings to have curriculum rationale aligned with Midlothian curriculum framework.
- Midlothian Skills Framework implemented in all settings and embedded within the curriculum.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>All schools & settings have plans in place for full implementation of Midlothian progression pathways.</p> <p>Literacy & numeracy progression pathways in use in all settings and schools.</p> <p>All schools & settings to prioritise time for ASG moderation with writing focus.</p> <p>Midlothian 2-18 curriculum framework developed in consultation with ASGs.</p>	<p>All schools & settings can evidence engagement with Literacy and Numeracy BGE progressions to support moderation and understanding of standards.</p> <p>All schools & settings engaging in cross-sector ASG moderation with writing focus as a minimum.</p> <p>All ASG improvement plans articulate how they are developing a curricular area at 2-18.</p> <p>All schools & settings can evidence improvement in QI 2.2.</p> <p>Midlothian skills framework in place and supporting planning for 2024-27.</p>	<p>Data-led literacy & numeracy moderation processes in place within and across ASGs.</p> <p>Curriculum rationale of all schools & settings are aligned with Midlothian curriculum framework.</p> <p>All schools & settings have shown improvement in their validated self-evaluation of QI 2.2.</p> <p>Midlothian skills framework implemented in all schools & settings and embedded within the curriculum.</p> <p>All secondary schools obtain SCQF Award of at least silver.</p>

1.3 Equity

By 2027

- Poverty-related gaps in relation to attainment, achievement, wellbeing, participation, engagement and attendance are narrowed.
- All members of staff are aware of their responsibilities to mitigate effects of poverty on outcomes for children and young people, and can evidence their roles in this.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>All schools & settings have access to the data dashboard which enables: analysis of trends in attendance and attainment across Midlothian; data-driven priorities and planning.</p> <p>Cross directorate working party established to consider our actions to reduce the impact of poverty across Midlothian.</p> <p>Attendance procedures have been revised in collaboration with stakeholders in order to establish clarity and improve consistency of practice.</p> <p>Attendance strategy articulates how we are developing partnerships and pathways to promote attendance and engagement in education.</p>	<p>All ASGs can evidence effective use of data dashboards to inform planning to reduce poverty-related gaps.</p> <p>All schools & settings can evidence how they are addressing barriers to learning informed by analysis of intersectional data relating to poverty, attainment, achievement, wellbeing, participation, engagement and attendance.</p> <p>All members of staff can evidence an increased understanding of poverty and the impact it has on life chances.</p> <p>Attendance procedures are applied consistently and promote equity across all schools & settings.</p> <p>Partnerships & pathways are piloted to promote attendance at whole-school level, reduce risk of non-attendance and rebuild attendance and engagement in education following absence.</p>	<p>Poverty-related gaps in relation to attainment, achievement, wellbeing, participation, engagement and attendance are narrowed.</p> <p>All members of staff can demonstrate how their practice mitigates against the effects of poverty on outcomes for children and young people.</p> <p>All schools & settings have clear pathways of support to promote attendance and engagement informed by local data, with evidence that these are supporting improved attendance.</p>

Priority 2: All children & young people feel valued & included, and have the same opportunities to succeed

Strategic Leads – Anna Walton, Quality Improvement Manager; Kirsty Quinn, Principal Educational Psychologist

2.1 Relationships

By 2027

- Improved wellbeing for all children and young people, including those who have experienced mental health issues
- Reduced exclusions
- Improved wellbeing of staff supporting children and young people experiencing stress

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Midlothian framework of relational practice, co-produced with children & young people, through detailed analysis of nurturing, trauma-informed practice.</p> <p>ASG-wide approach to assessing & measuring progress in relation to wellbeing trialled and ready to be shared across all ASGs.</p> <p>Scoping activities undertaken with school leaders in relation to current practice and links to staff wellbeing.</p>	<p>Relationship policy is co-produced with children & young people, families, schools, settings and partners to guide relational practice in schools.</p> <p>All schools & settings are able to demonstrate how they are embedding relational practice within their school communities.</p> <p>Structures of professional support and supervision are piloted with learning shared as part of a collaborative enquiry process.</p>	<p>All schools & settings can evidence development of relational practice across staff teams, in partnership with children, young people & families.</p> <p>Almost all members of staff demonstrate confidence in their use of relational approaches with children, young people and families. They can articulate how this impacts on improved outcomes.</p> <p>All schools & settings are able to demonstrate how they prevent and respond to children and young people at risk of causing harm to themselves or others.</p> <p>Structures of professional support and supervision are embedded across all school and settings.</p>

2.2 Wellbeing and Care

By 2027

- Children & young people know how to promote good mental health
- Children & young people know how to access mental health support

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Wellbeing data set established to inform priorities and practice in relation to mental health support.</p> <p>Strengths and gaps in mental health support and services available at universal, targeted and intensive levels have been identified via mapping exercise.</p> <p>Initial review of referral routes to wellbeing support undertaken with a view to streamlining pathways and reducing duplication. Funds allocated from the Children's Mental Health Fund 23/24 to promote wellbeing and mental health through local 3rd sector providers.</p>	<p>Curriculum pathways for Health & Wellbeing / Personal & Social Education created to identify how all learners are supported to take ownership of their own wellbeing and mental health.</p> <p>Effective person-centred assessment processes are established relating to wellbeing, mental health and neurodiversity; leading to effective planning and intervention.</p> <p>All schools & settings are able to identify how they are using intersectional data to identify priorities and wellbeing support in place for children & young people.</p> <p>Single point of access and streamlined pathways to support piloted in a number of schools & settings.</p>	<p>All schools & settings evidence that children & young people know how to promote their own wellbeing and mental health, and how to access support.</p> <p>All schools & settings demonstrate how curriculum pathways are improving learners' ownership of their own wellbeing and mental health.</p> <p>All schools & settings demonstrate improved wellbeing outcomes for children and young people, and a narrowing of the gap in relation to those with additional support needs.</p>

2.3 Inclusion and Targeted Support

By 2027

- Children and young people feel safe and included
- Gap is narrowed in relation to attainment, achievement, wellbeing and attendance
- Children and Young people's needs are met in a timely manner

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Updated central systems, guidance & processes in place to support schools in meeting the needs of learners.</p> <p>Support for Learning Network re-established based on feedback in relation to role confidence and CLPL needs.</p> <p>Review of terms of reference for Education Referral Group (ERG), Multi-Agency Referral group (MARG) and outreach allocation in order to improve and clarify processes.</p> <p>Neurodiversity strategy group established to oversee initial mapping of neurodevelopmental pathway and identify priorities for next steps.</p> <p>ASN training group established focusing on developing inclusive learning environments that celebrate neurodiversity. The first cohort have completed training which will lead to data-based decision making to increase inclusion for all learners.</p>	<p>ASN review completed and new locality based support is implemented across all ASGs.</p> <p>Most schools & settings are using centralised systems, guidance and processes to enable teams to identify learners' needs, and meet these in a timely manner.</p> <p>Support for learning practitioners lead inclusive classroom practice in the majority of schools.</p> <p>All schools & settings are able to evidence engagement in professional learning related to inclusion, and are starting to evidence impact on practice.</p> <p>All gaps in relation to attainment, achievement, wellbeing and attendance are identified for learners who are care experienced, those who have ASN, and those who are neurodiverse.</p>	<p>Almost all children and young people feel safe and included.</p> <p>All schools & settings are using centralised systems, guidance and processes to enable teams to identify learners' needs, and meet these in a timely manner.</p> <p>All schools & settings are able to evidence the impact of inclusive practice on learner outcomes.</p> <p>Gaps in outcomes are narrowing for most children and young people who are care experienced, who have ASN, and who are neurodiverse.</p> <p>Neurodiversity is celebrated and the needs of children, young peoples and families are understood and met in a timely manner.</p>

Our Improvement Drivers

Strategic Lead – Annabel Bates, Quality Improvement Manager

D1. Continuous professional learning

All members of the Midlothian team receive the high quality professional learning required to achieve our priorities

By 2027

- Sector-leading professional learning academy which sets the standard and supports all CLPL, for all staff.
- Empowered networks which lead excellent practice within schools and settings, across ASGs.
- Programmes of professional learning which are designed to improve all aspects of practice.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Professional learning academy leads coordination of key programmes including: probationer programme, DHT network, leadership development series, education recovery programme, UNCRC collaborative enquiry programmes.</p> <p>Standardised approach to evaluation and facilitation has begun to be embedded. Co-design model introduced to embed national model of professional learning.</p> <p>DHT network has set groundwork for developing our leadership continuum for all levels. Evaluation data has suggested very good satisfaction levels, leading to a higher impact culture of professional learning.</p> <p>Networks established to drive forward service improvement priorities & establish how to improve outcomes for CYP in key areas.</p>	<p>All networks have standardised terms of reference which give clarity of purpose and links to Midlothian improvement priorities.</p> <p>Professional learning academy has developed high quality evaluation tools to begin to articulate the impact of professional learning on service improvement priorities.</p> <p>Co-designed programmes of professional learning are evaluated and quality assured through the national model of professional learning.</p> <p>All new colleagues take part in meaningful, differentiated programmes of induction.</p>	<p>Self-sustaining networks which have an impact in all classrooms. Data demonstrate direct link between network impact and positive destinations.</p> <p>Professional learning academy has a strong in-person and digital presence across Midlothian, with demonstrable impact on the learning experiences of children and young people in schools and settings.</p> <p>Core professional learning programmes identified as sector-leading: probationer programme, collaborative enquiries, digital empowerment, leadership programmes.</p>

D2. Data which drives improvement

A culture where data is a powerful tool for improving outcomes

By 2027

- Interactive, accurate systems for tracking, monitoring and analysing data.
- ASG-led reviews of data which identify trends and enable all colleagues to act on information in a way which improves outcomes.
- A shared data language is in place across all schools, settings and the broader education service.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Data development plan articulates consistent approach to tracking and monitoring from 2-18.</p> <p>Pilot of data dashboard for primary schools completed and reviewed by head teachers. Secondary pilot initiated.</p> <p>Data analysis plan clarifies methodology and timelines for data-driven decision-making moving forwards.</p>	<p>Data dashboards in place for all schools and settings across Midlothian. Professional learning to accompany the data dashboards is in place.</p> <p>Cycle of ASG analysis of data using data dashboards, led by EEG. This analysis informs service, ASG and school/setting improvement plans.</p> <p>Data dashboards used as a tool for moderation to establish shared language and understanding of high quality data.</p> <p>All colleagues have access to case studies and good practice materials to drive further development of data for improvement across schools and settings.</p>	<p>Data dashboards embedded in practice for all teachers and practitioners across schools & settings. All colleagues can evidence standards of learning, teaching and assessment through use of dashboards.</p> <p>All schools use a consistent approach to tracking and monitoring to develop a strong data culture, and use of shared data language.</p> <p>Directorate-wide, intersectional analysis of data to drive improved outcomes for all children and young people - particularly those who are identified as vulnerable or marginalised.</p> <p>Longitudinal data analysis approaches are developed in order to assist development of prediction modelling and analysis of trends.</p>

D3. Quality improvement framework

Quality improvement which is owned by schools and settings

By 2027

- All members of the Midlothian team can effectively and accurately evaluate where a school is in relation to QIs.
- Evaluation and feedback are of a very high quality and shared through multiple channels.
- High quality support is mobilised and proportionate based on needs of schools and settings.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>QI visits 1 & 2 carried out across all schools & settings, to enable developmental feedback. Proportionate support in place as a result.</p> <p>All school leaders have had the opportunity to access examples of good practice during HT meetings (e.g. organisation of QI visits, engagement of learners in QI processes, empowerment of leaders).</p> <p>All relevant stakeholders consulted on QIF activities for 2023/2024.</p> <p>Targeted professional learning delivered for school leaders in response to outcomes of QI visits: preparing for HMI inspection, evaluative writing, SQIP preparation.</p>	<p>Work with EEG to develop a quality improvement capacity register to ensure proportionate support.</p> <p>Streamlined approaches in place for QIF activities, to enable greater opportunities to share practice and engage in peer evaluations.</p> <p>Quality improvement and self-evaluation tools developed and disseminated through PLA.</p> <p>The majority of schools are judged to be good or better than good for QI 1.1 self-evaluation for self-improvement and QI 1.3 leadership of change.</p> <p>All members of central education team demonstrate validated, accurate evaluation of quality in schools & settings.</p>	<p>Well-established quality improvement capacity register, targeted support for schools and self-evaluation professional learning programme.</p> <p>Most schools are judged to be good or better than good for QI 1.1 self-evaluation for self-improvement and QI 1.3 leadership of change.</p> <p>All leaders of schools and settings demonstrate validated, accurate evaluation of quality in schools & settings.</p>

D4. Leadership

Leaders at all levels are empowered to improve outcomes
By 2027

- All leaders are developing through the leadership continuum and are able to articulate their pathway to exemplary.
- Performance review processes enable all senior leaders to empower colleagues and nurture development.
- School improvement planning is strategic, evaluative and driven by our core priority.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Midlothian leadership continuum piloted through DHT network, providing evidence base for next iteration.</p> <p>4 DHT networks established for the year: leading culture, leading learning, leading organisation, leading people. Feedback on sessions this year has been good.</p> <p>Executive Education Group has collaborated on key areas of education service improvement.</p> <p>Launch of leadership tools series of professional development (preparing for HMI inspection, evaluative writing, preparing a school improvement plan)</p> <p>Bespoke training for supporters of probationers in line with national model of professional learning.</p>	<p>Comprehensive induction process in place for leaders at all levels.</p> <p>DHT network has evolved into differentiated programme of middle and senior leadership development to support colleagues' growth through leadership continuum at all career stages.</p> <p>PRD & MPM policy, procedures and practice have been updated in consultation with colleagues and stakeholders. Refreshed procedures capture all staff professional learning needs.</p> <p>Midlothian leadership continuum is introduced to revised PRD process and is accessed by the majority of school leaders for self-evaluation of leadership as part of an updated and revised PRD process.</p> <p>Midlothian coaching, mentoring & support model piloted and evaluated by leaders at all levels.</p>	<p>Midlothian leadership continuum being used by most school leaders as part of their PRD process. This informs the professional learning on offer for school leaders.</p> <p>Differentiated programmes of leadership development are meeting the needs of almost all participants. The outputs of these programmes are contributing to service improvement priorities, increased national leadership programme applications, increased school leader job application rates and improved staff survey responses.</p> <p>Leadership ratings in HMI inspections and school self-evaluations are good or better in most school inspections.</p>

D5. Taking a children's rights-based approach

Children & young people are aware of their rights, and their role in driving improvement.

By 2027

- Midlothian Children's Rights Strategy led, evaluated and reported on by a representative body of CYP and staff - the Children's Rights Strategy Group.
- UNCRC is embedded throughout all activity, planning and evaluation of schools, settings & the education service.
- Parents, carers & families engage with and participate in driving school-level improvement processes.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Children's Rights Strategy shared with all head teachers.</p> <p>Children's Rights Leads network established with actions for the year agreed - these align with the Education Service Improvement Plan priorities.</p> <p>23 schools registered with Rights' Respecting Schools Award. 4 schools with an up-to-date bronze award; 6 schools with an up-to-date silver award; 1 school with an up-to-date gold award.</p>	<p>Majority of schools are able to evidence pupil participation in planning, as well as explicit connections to the UNCRC within curricula and progression pathways across schools and settings.</p> <p>The establishment of terms of reference for CYP fora groups for priorities 1 & 2, supported by the Children's Rights Strategy Group.</p> <p>Majority of procedures, policies & practice in schools, settings & across education are underpinned by the 7 principles of taking a rights-based approach (and explicitly reference the articles of the UNCRC).</p> <p>All schools & settings demonstrate a commitment towards taking a child's rights-based approach by having an action plan for their school around how they are going to take forward the recommendations within the children's rights strategy, and are able to evidence the progress they are making with their plan.</p> <p>Majority of schools & settings able to evidence embedding of the Parental Engagement Strategy.</p>	<p>Children's Rights Strategy embedded in ethos & culture of all schools & settings.</p> <p>CYP fora contribute to QI processes and analysis of data for priorities 1 & 2.</p> <p>All schools & settings evidence that the Parental Engagement Strategy has been embedded, and that family engagement is increasing.</p> <p>Parent, carer & family school-level fora engage with driving school-level improvement processes.</p> <p>All procedures, policies & practice are underpinned by the 7 principles of taking a rights-based approach, and explicitly reference the articles of the UNCRC.</p>

D6. Digital Empowerment

Sector-leading deployment of digital skills & opportunities which enhance learning and increase life chances.

By 2027

- Digital inclusion & learning is sector-leading and evident through all aspects of priorities 1 & 2.
- High impact, innovative approaches to connect children and young people with positive destinations.
- Effective, sustainable and cost-efficient systems and skills are in place across all settings, schools and services.

Where we are in Summer 2023	By Summer 2024	By Summer 2027
<p>Review school digital trackers to align to service improvement priorities. Identify impact measures with each school based on evidence.</p> <p>Hybrid learning collaborative enquiry complete. Approach being developed to enable opportunities to improve and increase learning opportunities across schools.</p> <p>Use of Read and Write accessibility toolbar increased by 529%.</p> <p>Multi-agency approach defined and actioned to handle digital safeguarding alerts. Increased ownership by schools.</p> <p>Effective Digital Leaders network established. Pilot of BGE Digital Literacy Framework in schools and settings</p> <p>Established a roadmap for expansion of Google Workspace, predicated on service plan priorities and sensitive data review.</p>	<p>Midlothian Aligned Curriculum Offer developed to be available to all schools by August 2024.</p> <p>Establish networks of good practice – digital pedagogy, subject networks.</p> <p>Digital inclusion approaches refined and incorporated into Inclusion Framework.</p> <p>Digital safeguarding & wellbeing embedded in Midlothian CP processes and mental health strategy.</p> <p>Midlothian ‘This is Digital’ sessions developed in partnership with Education Scotland and embedded in ASG plans by Digital Leaders.</p> <p>All schools and settings engaging with Digital Schools Award as a framework for improvement and self-evaluation.</p>	<p>Breadth of curriculum offer has increased for learners across all ASGs through roll out of hybrid classrooms.</p> <p>Digital tools & devices are accessible by all learners and all stakeholders understand how to benefit from their use while staying safe.</p> <p>Colleagues across schools and settings demonstrate effective use of digital skills and tools which transform learning, teaching and assessment. Secondary schools are working towards European Digital Award.</p> <p>Sustainable and cost-efficient device and asset management system in place, with schools empowered to manage devices effectively.</p> <p>All Midlothian schools & settings have successfully achieved the Digital School Award. Strong mentorship pathway to ensure workforce remains skilled and engaged, sharing practice within and beyond Midlothian.</p>

Place is where people, location and resources combine to create a sense of identity and purpose.

The Place Service Plan will deliver more joined-up, collaborative, and participative approaches to services, land and buildings, across all sectors within a place, enabling better outcomes for everyone and increased opportunities for people and communities to shape their own lives.

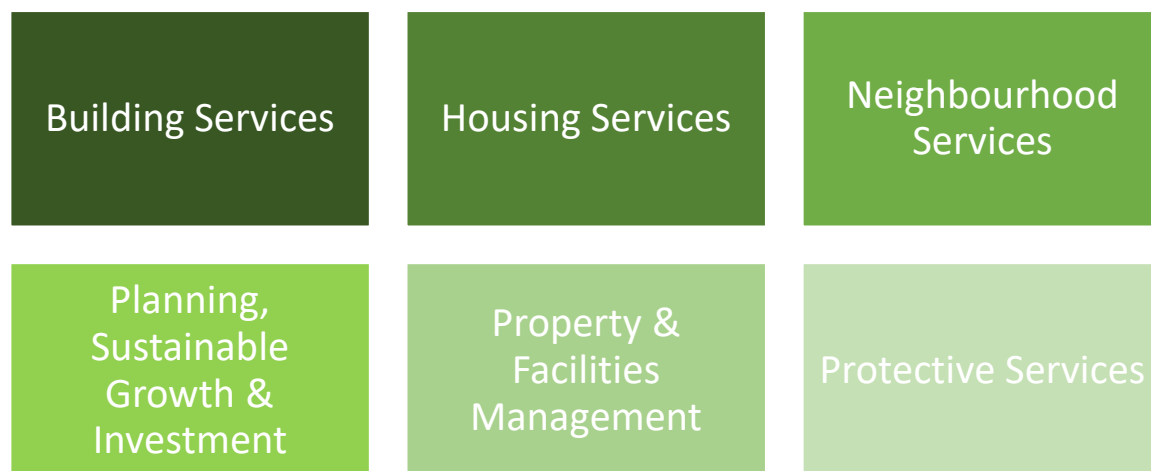
Introduction

The Place Service Plan sets out how we will achieve our vision, what actions we will undertake and how we will measure our success. This service plan is a key component of Midlothian's strategic framework which brings together the medium and long term activity that will ensure our communities are supported through and out of the current pandemic, building a sustainable future that is equitable and provides opportunities for all.

We faced unprecedented challenges as we emerged from the COVID pandemic and now operate within a much constrained financial landscape.

Innovative ways of working have been introduced and services adapted to respond to the needs of our citizens, in particular those experiencing the greatest levels of poverty and inequality, at pace. The rapid response to this pandemic has resulted in a complete transformation of how the Council works.

This plan describes how Place Services will continue to build on learning moving forwards, harnessing the energy, flexibility and creativity demonstrated by our workforce, to embed a culture of continuous improvement and innovation across Place.



Place Services encompasses Building Services; Housing Services; Neighbourhood Services; Planning, Sustainable Growth & Investment; Property & Facilities Management; and Protective Services.

This Service Plan sets out the vision and purpose of Place Services and provides a clear picture of planned activities for the remaining term of this Council.

The purpose of this Service Plan is to:

- Clearly show the vision and purpose of the service and how these relate to the Midlothian Community Planning Partnerships priorities.
- Sets out how Place Services is driving forward key themes in the

Transformation Blueprint 2023-2028

- Provide a basis for measuring and reporting on the progress of the Service in achieving its priorities.
- Provide an overarching plan which links up to the Single Midlothian Plan, together with Council and partner priorities. It forms a basis on which individual service work plans, individual staff performance and development plans are developed. Through this golden thread aims the workforce are able to understand how their work contributes to the Service's objectives and upward to the corporate aims of the Council, and its success in achieving those aims.

Transformation Blueprint (2023-2028)

As we move out of the pandemic into a new post pandemic world, we are committed to building on the learning and new ways of working that were adopted during this time, and renew our focus on delivering our key priorities at the most local level possible. Rooted in the creation of a wellbeing economy, the vision of our new 5 year strategy focuses on reducing inequalities at the same time as looking after the health of our planet. Specifically we have three main aims:

- Individuals and communities have improved health and learning outcomes
- No child or household live in poverty
- Significant progress is made towards net zero carbon emissions by 2030

The pandemic has accelerated the financial challenges that we are facing. Reprioritisation and redesign is crucial to balancing the financial position, as well as preparing for further challenges and changes that we will face.

The strategic plan sets out our biggest challenges that need to be addressed over the next five years. We will continue to work to address the inequalities that our communities face, respond to the demands of being one of the fastest growing local authorities in mainland Scotland, and delivering our vision of being a great, green place to grow.

Transformation Blueprint Objectives

1. Support the Council to address the 5 year funding gap of outlined in the MTFS.
2. Follow the Money to ensure that the services we commission, contracts we manage and digital solutions we use deliver value for money.
3. Develop an organisational workforce that is flexible ensuring the all staff have the necessary skills to work effectively supported by digital technologies that fit for a 21st century workforce
4. Design a workplace for the future delivering services in a holistic and integrated way.
5. Drive forward multi-agency transformation to deliver systems-level change resulting in joined-up service delivery which improve outcomes

Place

Place is where people, location and resources combine to create a sense of identity and purpose, and are at the heart of addressing the needs and realising the full potential of communities.

The challenges for Midlothian continue to grow: the impact of COVID-19 and our recovery out of the pandemic, the growing and ageing population and the increasing demand for services, all encompassed within a landscape of financial constraints. Population growth over the next 10 to 15 years will see Midlothian remain the fastest growing Council in Scotland. A 0-15 age population increase is projected at 20% and 75+ population increase is projected at 100% between 2014 and 2039.

This pace of growth demands additional capacity within the school estate to cope with the projected increase in pupil numbers. The general population growth forecast places additional pressure on our infrastructure, including the growth of the road network as new development roads are adopted, and increases the demand on essential services such as waste collection.

As part of work to address the issue of significant population growth and demographic changes within Midlothian, the key drivers of change in delivery of sustainable and transformational services and regeneration of our communities must be viewed holistically.

The Place Principle

We have endorsed the Place Principle because we are committed to strengthening the co-ordination and integration of all place based activity. The principle is a way of bringing together ideas about services, investments, resources and assets to achieve a shared vision. We are creating a shared understanding of what a place is for and what it wants to become with partners and communities collaboratively agreeing the joint actions required to make that happen and delivering these. This approach provides our key stakeholders with a way to exercise local or regional accountability over decisions taken about the way resources, services and assets are directed and delivered.

In implementing the Place Principle we:

- consider the benefits of planning, investment and implementation activity at the regional level of place - where that focus could drive faster rates of sustainable and inclusive economic growth
- ensure that place based work at the local level being led by Midlothian Council and its agencies/partnerships is taken forward in a way that is integrated and complementary of all the work being taken forward in associated policy areas and plans
- exemplify the behaviours reflecting the core of the principle, working and planning together with our partners and local communities to improve the lives of people, support inclusive growth and create more successful places.

Building Services

Building Services

Building Services covers the Building Standards Service and Building Maintenance Service. The purpose of the Building Standards system is to protect the public interest. The system sets out the essential standards that are required to be met when building work, or conversion of a building takes place in order to meet building regulations. Building Standards provides co-ordinated and integrated regulatory advice for developers, architects, surveyors, engineers and the general public on progressing buildings and development projects. The Building Standards service communicates its vision and strategy, and sets out performance against strategic goals and targets through the verification performance report which is a strategic planning and management tool that provides information about the local authority.

The Building Standards Service has again seen a year of continued high demand on its service delivery and this is reflected in an increase in income relative to the handling of building warrants and a resultant downward trend in performance.

The scale and workload mainly comprises of extensive private and social housing development. This sector is seen as contributing to Midlothian being identified as the fastest growing Authority in Scotland. This increase in the volume house builder developments has been a trend for a number of years, and forecasts suggest the trend is to continue until 2045. With the expansion of new housing, other areas of the built environment manifests in works which include retail and business parks, erection of primary and secondary schools, hotels and major supermarket developments. Additionally new housing has the knock on for new works such as garage conversions, domestic conservatories and sun rooms.

Although the majority of the work load is reflected in the new construction sector, the level for small scale building warrant applications such as alterations and extensions continues to been maintained.

November 2022 saw communication from the Scottish Government confirming that Midlothian Council, Building Standards would be re-appointed as verifier for its geographical area for a further six year period, commencing from 1st May 2023 until 30 April 2029.

The Scottish Government's re-appointment of Midlothian Council, Building Standards as verifier is on the condition that a new Performance Framework is put in place to improve the quality, compliance, consistency and predictability of verification activities.

As part of the reappointment award the Scottish Government requested that the Annual Verification Performance Report outlines the intended outcomes of our continuous improvement plan to address the relevant aspects of the service for improvement within the first year of appointment.

A key area which the service requires to develop is to sufficiently resource the service to ensure workforce supply will meet the longer term demand projections and maintain operational resilience.

The following section outlines a summary of the developments and improvements delivered and scheduled by Midlothian Council Building Standards.

NUMBER	CONTINUOUS IMPROVEMENT ACTION	STATUS
1	Undertake a service review and implement a structure capable of delivering an effective and efficient service to meet the demands of the Performance and Operational Framework demands.	Ongoing
2	Develop an electronic inspection 'assessment report framework', capable of ensuring continuity of inspection reporting and predictability of evidence requested by the verifier, to support site compliance and acceptance of CCNPs and completion certificates.	Ongoing
3	Develop and introduce a means to allow site inspection to be undertaken using electronic devices.	Complete
4	Fully develop the back office processes to allow intergration of the eBuilding Standards system and maximise the number of Building Standards services to be progressed electronically.	Ongoing
5	Agree a fee structure to cover the administrative burden associated with enforcement of raised structures and other services relative to licensing support.	Complete
6	Introduce a charge relative to pre application advice.	Ongoing
7	Agree a fee structure to cover the administrative burden associated with enforcement of defective and dangerous buildings	Not started

The Building Maintenance Service provides a wide range of property management, maintenance and a diverse range of professional and technical services to support the delivery of major projects. Key service areas include:

- Planned and Reactive Maintenance
- Void house management
- Scottish Housing Quality Standard
- Mechanical and Engineering services
- Provision of Project Management Services, Quantity Surveying Services, Clerk of Works Services and Design Services
- Energy Efficient Standard for Social Housing (ESSH).

The Building Maintenance Service is currently undergoing a significant redesign and restructure to drive performance, efficiency and customer service.

Service priorities	<ul style="list-style-type: none"> • Continue to deliver the Building Standards continuous improvement plan which forms part of the nationally adopted performance framework and is submitted to the Scottish Government. • Continue to deliver the additional programmes of work identified by the house condition surveys to maintain the Scottish Housing Quality Standard for the Councils housing stock. • Deliver the Energy Efficiency Standard for Social Housing (EESHS) programme. • Continue to improve the delivery of Building Maintenance services through the review of mobile working, process improvements, income and productivity. • Implementation of the Local Authority Carbon Management Plan and General Services Capital programme 			
Strategic framework	Single Midlothian Plan priorities <ul style="list-style-type: none"> • Midlothian will be Greener 	Single Midlothian Plan thematic outcomes: <ul style="list-style-type: none"> • Low Carbon/Renewable Energy Development and Home Energy Saving is Increased 	Drivers for change: <ul style="list-style-type: none"> • Holistic • Modern • Sustainable • Preventative • Asset Based • One Size Fits One • Continually Improve 	Plans <ul style="list-style-type: none"> • Carbon Management Plan • Climate Change Strategy & Action Plan • Housing Programme • Decarbonisation Programme & Capital Upgrades

Key Performance Indicators

PI Code	Performance indicator	Annual/Quarterly
HSN3	Corporate Indicator - Percentage of the Council's housing stock meeting the Scottish Housing Quality Standard criteria (LGBF) (ARC)	Quarterly
BS.PLA CE.P.5. 2b	Percentage of the Council's housing stock meeting the 'Modern facilities & services' Scottish Housing Quality Standard criteria	Quarterly
PLACE. P.5.2a	Percentage of the Council's housing stock meeting the 'Free from serious disrepair' Scottish Housing Quality Standard criteria	Quarterly
PLACE. P.5.2c	Percentage of the Council's housing stock meeting the 'Healthy, safe & secure' Scottish Housing Quality Standard criteria	Quarterly
HSN4b	Average time taken to complete non-emergency repairs (LGBF) (ARC)	Quarterly
New	Average time taken to complete emergency repair (ARC)	Quarterly
New	Percentage of emergency repairs completed on time	Quarterly
New	Percentage of non-emergency repairs completed on time	Quarterly
PLACE. P.10.2a	Percentage of Building warrant assessments processed within 10 days (rather than nationally adopted target of 20 days), fast tracking applications which provide economic benefit to the Midlothian area or people living with disabilities circumstances.	Quarterly
PLACE. P.17.8a	Measure satisfaction relating to key areas in Building standards including those on delivery, timeliness, information, access and the quality of customer service	Quarterly
New	Number of discretionary Building control advice applications	Quarterly
HSN5	Percentage of council dwellings that are energy efficient (LGBF) (ARC)	Annual

Housing Services

Housing

Midlothian's Housing Service is responsible for a number of key strategies that lead to the development of housing stock and tackle homelessness. The Local Housing Strategy is submitted to the Scottish Government on a five-year basis and sets out the Council's housing plans for developing, improving and managing the housing stock over that period. It includes a Needs and Demand analysis to ensure the mainstream provision and also particular needs of vulnerable groups including homeless, young people leaving care, older people and people with disabilities or support needs are met, as well as those of existing tenants and families.

The Midlothian Strategic Housing Investment Plan (SHIP) informs the Scottish Government's Affordable Housing Investment Programme (AHIP) to support the delivery of affordable housing development. The Rapid Rehousing Transition Plan takes a housing-led approach for rehousing people that have experienced homelessness, making sure they reach a settled housing option as quickly as possible rather than staying in temporary accommodation for too long.

The team is also responsible for developing a Tenant Participation Strategy to ensure effective participation and scrutiny which gives tenants and other customers the opportunity to influence decisions about the housing services they receive.

Midlothian is collaborating with five other Local Authorities as part of the Edinburgh and South East Scotland City Region Deal to examine and develop approaches and projects to scale up the procurement of construction materials on a regional basis. The Regional Housing Board is developing several housing-related opportunities such as the procurement of new affordable housing at scale, including the establishment of a regional off-site construction demonstrator supported by a significant pipeline commitment from the regional SHIP.

For 2022/23, Housing Services key achievements:

- Midlothian Council increased its housing stock to 7121 properties (108 new builds);
- Purchased 22 open market properties;
- Let 475 properties to the waiting list;
- Progressed 59 mutual exchanges between tenants.

The Service let 376 rooms/properties to those in need and homeless into temporary accommodation. This included supportive housing services tailored to meet the needs of individuals and families experiencing homelessness including those with mental health, substance misuse, trauma, life skills training and ongoing case management. Housing continues to work in close partnership with partners in health and social care to ensure those who are most vulnerable are supported.

The Service is actively working to reduce the time spent in homelessness: reducing this to 58 weeks to close a homelessness case in 2023, compared to 106 weeks in 2022.

Homelessness prevention assists around 20 households with advice and assistance about homelessness prevention per week. This is rental assistance advice, financial awareness advice and mediation.

WithYOU, the tenancy and hostel managing supplier, has become a trusted partner and is distributing the £44,000 LACER funding to our vulnerable tenants.

Housing Services commissioned Changeworks to provide a Warm and Well programme between November 2021 and October 2023. The target is to assist 290 tenants to tackle poverty issues. To date this has resulted in savings of £50,884.48 for our tenants.

The Improvement Service is working on a project in Dalkeith called Shaping Places for Wellbeing Programme. Housing Services is part of the group looking at how to improve poverty in Dalkeith area.

The Service is in the process of working with procurement colleagues around commissioning a Young Persons support service for two years around sustaining tenancies and prevention of Homelessness

Service Priorities	<ul style="list-style-type: none"> • Continue to develop the Rapid Rehousing Transition Plan to increase the number of homeless households that obtain permanent accommodation, and further reduce the time taken for the Council to complete its homeless duty • Develop the Local Housing Strategy, the Strategic Housing Investment Plan, and a Tenant Participation and Customer Engagement Strategy • Increase the supply of new build affordable housing (including open market purchases) in Midlothian with the new build programme set out in the Strategic Housing Investment Plan. • Revise Midlothian Council's Allocation Policy • Continue to provide housing those with complex needs through a 'Housing First' model • Continue to drive forward transformation through the adoption of digital platforms, review of void management to minimise re-let timescales and further development of our tenancy support to improve the sustainability of tenancies • Establish Homeless Prevention Service for young persons • Introduce a new strategy to reduce drug deaths within Midlothian homelessness accommodation • Work with Procurement to tender the Tenancy Support and Hostel Management contract • Invest in our workforce through the ongoing development of cross team working to upskill and capacity build and the continued rollout of the Housing Options toolkit and trauma training 			
Strategic framework	Single Midlothian Plan priorities <ul style="list-style-type: none"> • Reducing the gap in economic circumstances • Reducing inequalities in the health of our population 	Single Midlothian Plan thematic outcomes: <ul style="list-style-type: none"> • Reduce health inequalities • Increase provision of accommodation for homeless households • Deliver further affordable housing • Develop and implement a programme of continuous improvement and efficiency to develop additional capacity 	Drivers for change: <ul style="list-style-type: none"> • Holistic • Hub and Spoke • Modern • Sustainable • Preventative • Asset Based • One Size Fits One • Continually Improve 	Plans <ul style="list-style-type: none"> • Local Housing Strategy • Rapid Rehousing Transition Plan • Strategic Housing Investment Plan • Homeless Prevention Strategy

Key Performance Indicators

PI Code	Performance indicator	Annual/Quarterly
BS.PLACE. P.4.2a	Re-let time permanent accommodation properties (calendar days) (ARC)	Quarterly
BS.PLACE. P.17.1	Length of time (weeks) homeless applicants wait until receiving a permanent housing outcome	Quarterly
PLACE.P.17 .2	Length of time (weeks) homeless applicants spend in temporary accommodation	Quarterly
PLACE.P.19 .1	Total applicants on waiting lists (General Needs & Homeless)	Quarterly
PLACE.P.19 .2	Total number of lets (ARC)	Quarterly
New	Percentage of lets made to homeless list applicants	Quarterly
New	Percentage of lets made to general needs list applicants	Quarterly
New	Number of lets to new build and open market purchases	Quarterly
New	Number of lets to Housing First applicants	Quarterly
New	Percentage of homeless applicants sustaining a permanent tenancy after 1 year	Quarterly

Neighbourhood Services

Neighbourhood Services

Neighbourhood Services is Place's 'Hub and Spoke' service. This service adopts a locality model of delivery, bringing together a number of key Place teams – Roads (operational, assets and policy), Travel & Fleet, Waste, and Land & Countryside to improve the quality of urban and rural spaces for Midlothian's citizens.

Road Services comprises civil engineering, road safety, structures and lighting professionals. In addition, staff provide input into major transportation projects in Midlothian and the surrounding area often in conjunction with other partners such as Transport Scotland and neighbouring Councils. The operational labour force comprises a multi skilled workforce able to undertake a comprehensive range of design maintenance, construction and servicing activities.

Travel and Fleet Services provides professional guidance and support in relation to transport legislation and driver licensing, revenue support for community transport services, and ensures that transport meets the requirements of the end user. They are responsible for the Council's full fleet, vehicle and plant maintenance, special transport, supported bus services and pool cars as well as the infrastructure for public transport, and electric vehicle charging.

Waste Management covers a wide range of functions that are flexible and focused in the delivery of the service. The Waste Strategy sets out the direction for the service to achieve the Scottish Government's target of 70% recycling and composting of household waste by 2025 and to enable compliance with the Household Recycling Charter for Scotland. The Council's Community Waste Officer and Trade Waste Officer provide advice and guidance to households and businesses, delivering talks and presentations to local schools and community groups and encouraging participation in the Council's recycling services and increased awareness of the environmental impacts of waste and resource efficiency. Other key operational services areas include the collection of household, commercial and confidential waste collections, street cleansing, household recycling centres, household bulky uplifts and abandoned vehicles.

Land and Countryside Service consists of a multi-disciplinary team which undertakes a complex and wide range of duties relating the management of Midlothian's Parks, Countryside, Cemeteries and Open Spaces. This includes the management and maintenance of horticultural, woodland, play areas, capital project landscaping and arboriculture, as well as events management, commercialisation and environmental volunteering.

For the immediate term in 2023-24, the focus for each team is detailed below:

Street Lighting

- install 746 new street lighting columns
- install 500 LED light upgrades to save energy
- upgrade 3 sets of traffic signals
- upgrade 12 school twin amber flashing unit (TAFU) and variable message sign (VMS) to smart Internet of Things (IoT)

- install next generation CCTV system to town centres in conjunction with Police Scotland

Roads Operations

- resurface 54,000m² of carriageway
- resurface 4,500m² of footway
- fill 11,250m² of potholes

Transport

- transport 2310 pupils to and from school by external contracted bus
- transport 194 pupils with special education needs to and from school by internal supplied bus
- transport 90 pupils to and from school by taxi
- transport 62 pupils with special education needs to and from school by taxi

Land & Countryside

- cut 356 hectares of grass 12 to 16 times per year
- inspect 1000 trees
- trim 2,296 m² of hedge
- maintain cemeteries for 260 full coffin burials and 98 cremated remains interments
- deliver 20 Ranger events
- improve 20 play parks
- maintain 63 sports pitches: 31 eleven-a-side pitches; 7 nine-a-side pitches; 18 seven-a-side pitches; and 7 rugby pitches
- maintain landscape at 30 local schools
- manage 7 countryside sites and 2 green flag sites

Waste Services

- collect 5,964,546 domestic bins from kerb side at 44,061 properties
- empty and clean 349 council houses to return
- collect trade waste, recycling and glass from 350 commercial premises across Midlothian.
- collect 15 tonnes of confidential waste from 25 Council properties and arrange for its secure destruction.
- welcome 145,000 individual customer visits (400 per day) to the household waste recycling centres (HWRC) at Stobhill and Penicuik
- empty community glass recycling bins 700 times (28 banks inc HWRC x 26 weeks) to collect 30 tonnes of glass.
- support 250 community litter pick events with the provision of pickers and bags and uplift of the collected waste.
- empty 250 dog waste bins at least weekly

- collect 15 tonnes of confidential waste from 25 Council properties and arrange for its secure destruction.

Service Priorities	<ul style="list-style-type: none"> • Deliver targeted Roads Capital Programme within Midlothian's Residential Streets • Continue to progress the capital programme for classified carriageway (£1.5m) and footway (£0.5m) renewal and improvement schemes. • Improve and expand active travel and public transport for Midlothian residents • Work with Transport Scotland to deliver £605,00 Cycling Walking Safer Routes programme • Further reduce the Council's energy consumption by increasing the use of LED street lighting • Manage the parking enforcement contract and parking restrictions/charges to maximise access and safety and produce efficiencies • Support the delivery of the Climate Change strategy and explore options for additional funding for Electric Vehicles and Electric Vehicle Charging Infrastructure • Promote the use of environmentally friendly, low- emission vehicles. • Continue to progress actions to reach the Scottish government targets to recycle 70% of all waste by 2025 • Ensure waste disposal contracts priorities maximum recycling, that waste services consider the climate impact of the service, seeking opportunities to limit the climate impact of the services approach to service delivery. • Reduce the low number customer complaints for waste services • Seek new income streams for Vogrie Country Park and develop the Park as a tourist destination to support local businesses. • Continue to design and implement re-design of outdoor facilities through landscape design as part of Early Years Settings expansion programme. • Maintain meadowland areas to create greater diversity and continue to develop areas of bio-diversity and foster community support. • Continue to target key locations within Midlothian for landscape improvements by the design of new parks and other open space sports facilities and play areas, subject to available funding, with an emphasis on inclusive play equipment. • Continue to invest in the workforce across all Neighbourhood Services teams to develop sustainable career pathways and generic working models to grow talent and foster leadership opportunities. • Transform service delivery through the adoption of digital and mobile platforms • Develop a comprehensive asset database management plan for all Neighbourhood Services assets • Continue to invest in the workforce across all Neighbourhood Services teams to develop sustainable career pathways and generic working models to grow talent and foster leadership opportunities
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Strategic framework	<p>Single Midlothian Plan priorities</p> <ul style="list-style-type: none"> • Reducing inequalities in the health of our population • Reducing the impact of climate change 	<p>Single Midlothian Plan thematic outcomes:</p> <ul style="list-style-type: none"> • Reduce health inequalities • Develop and implement a programme of continuous improvement and efficiency to develop additional capacity • Increase active travel • Implement the local biodiversity plan • Accelerate growth through infrastructure upgrades • Implement climate change strategy • Improve health and wellbeing for people living and working in Midlothian and safeguard our communities 	<p>Drivers for change:</p> <ul style="list-style-type: none"> • Holistic • Hub and Spoke • Modern • Sustainable • Preventative • Asset Based • One Size Fits One • Continually Improve 	<p>Plans</p> <ul style="list-style-type: none"> • Climate Change Strategy • Flood Risk Management Plan • Waste Strategy • Open Space Strategy • Fleet Management Plan • Asset Management Plan
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Key Performance Indicators

PI Code	Performance indicator	Annual/Quarterly
PLACE. P.20.1	Percentage of household waste used to generate heat and electric (Energy from Waste)	Quarterly
ENV6	Percentage of total household waste that is recycled (LGBF)	Quarterly
BS.PLA CE.P.15 .6a	Percentage of waste going to landfill per calendar year (quarterly)	Quarterly
BS.PLA CE.01	Number of environmental awards e.g. Green flags	Quarterly
PLACE. P.13.1a	Number of volunteer hours in countryside sites	Quarterly
BS.PLA CE.P.15 .3a	Percentage of Council fleet which is 'Green' (cumulative)	Quarterly
PLACE. P.14.2f	Percentage of the footpath network resurfaced (cumulative)	Quarterly
PLACE. P.14.2e	Percentage of total road network resurfaced (cumulative)	Quarterly
PLACE. P.15.1b	Number of lighting columns replaced (cumulative)	Quarterly
BS.PLA CE.P.15 .1c	Percentage of all street light repairs completed within 7 days (cumulative)	Quarterly
PLACE. P.15.1a	Total savings in street lighting carbon emissions (cumulative)	Quarterly
C&L4	Net cost of parks and open spaces per 1000 population (LGBF)	Annual
C&L5b	Percentage of adults satisfied with parks and open spaces (LGBF)	Annual
ENV7a	Percentage of Adults satisfied with refuse collection (LGBF)	Annual
ENV7b	Percentage of adults satisfied with street cleaning (LGBF)	Annual
ENV1a	Net cost of waste collection per premise (annual) (LGBF)	Annual
ENV2a	Net cost of waste disposal per premise (annual) (LGBF)	Annual
ENV3a	Net cost of street cleaning per 1,000 population (LGBF)	Annual
ENV3c	Street Cleanliness Score (LGBF)	Annual
ENV4a	Cost of maintenance per kilometre of roads (LGBF)	Annual
ENV4b	Percentage of A class roads that should be considered for maintenance treatment (LGBF)	Annual
ENV4c	Percentage of B class roads that should be considered for maintenance treatment (LGBF)	Annual

PI Code	Performance indicator	Annual/Quarterly
ENV4d	Percentage of C class roads that should be considered for maintenance treatment (LGBF)	Annual
ENV4e	Percentage of unclassified roads that should be considered for maintenance treatment (LGBF)	Annual

Property and Facilities Management

Property Assets provide a wide range of professional property and valuation advice, energy management, asset rationalisation, data management and development of G.I.S. systems. They work with partner organisations and third sector groups to develop and bring forward master plan proposals in key locations. The service is responsible for the management and monitoring of energy usage and costs across all aspects of the Council's non-domestic property portfolio and developing renewable energy as a sustainable means of reducing costs and addressing energy security.

A key priority for the service is delivering the 'Effective Working in Midlothian' (EWiM) strategy. This refers directly to the rationalisation of the Council's office and depot estate. It includes the introduction of space standards throughout the estate complemented with the workforce's flexible and mobile working. The pandemic accelerated the adoption of remote working and enhanced digital capability across the Midlothian estate. EWiM is now pivotal to the Council's service redesign and recovery programmes.

Facilities Services provide professional and technical management across a number of sites. This includes the management of the catering teams, building cleaning and janitorial services. They also manage the functions and vending service, oversee external facilities contracts, public toilets and café services. The service works in partnership with a range of key partners and stakeholders such as Midlothian Food and Health Alliance Working Group, United Kingdom Cleaning Professionals Academic Service, Education Scotland and Food Standards Scotland.

Service Priorities	<ul style="list-style-type: none"> • Develop carbon reduction targets for Council properties and work with energy partners to develop energy efficiency projects, including renewable energy, in support of sustainable low carbon energy targets and district heating schemes. • Support the delivery of the Economic Renewal Strategy through the letting and sale of Property Investment Account properties. • Lead the acquisition and disposal of identified sites in support of Capital and Local Plans, Learning Estate and Housing programmes and the climate change agenda. • Continue to deliver Building Rationalisation and hybrid working. • Maintain compliance and review Health and Nutrition of school meals in accordance with new Scottish Government legislation and continue the assessment of food commodities/products for school meal menus in relation to proposed changes in nutritional regulation. • Increase revenue throughout the commercial sector of catering services. • Continue to provide a catering and facilities service that reacts to, and meets the requirements of, the Early Years expansion programme • Continue to improve the facilities and cleaning services and introduce new cleaning practices and methodologies. 			
Strategic framework	Single Midlothian Plan priorities <ul style="list-style-type: none"> • Reducing the gap in economic circumstances • Reducing inequalities in the health of our population • Reducing the inequalities in the outcomes of learning in our population 	Single Midlothian Plan thematic outcomes: <ul style="list-style-type: none"> • Reduce health inequalities • Deliver further affordable housing • Increase economic participation • Implement climate change strategy • Develop and implement a programme of continuous improvement and efficiency to develop additional capacity 	Drivers for change: <ul style="list-style-type: none"> • Holistic • Hub and Spoke • Modern • Sustainable • Preventative • Asset Based • One Size Fits One • Continually Improve 	Plans <ul style="list-style-type: none"> • Effective Working in Midlothian (EWiM) • Capital Plan • Learning Estate Strategy • Housing Programme

Key Performance Indicators

PI Code	Performance indicator	Annual/Quarterly
New	Electricity Consumption (non-Heat) kWh/year/m2 – Offices	Annual
New	Electricity Consumption (non-Heat) kWh/year/m2 – Schools	Annual
New	Electricity Consumption (non-Heat) kWh/year/m2 – Schools with pool	Annual
New	Electricity Consumption (non-Heat) kWh/year/m2 – Leisure centres	Annual
New	Electricity Consumption (non-Heat) kWh/year/m2 – Leisure centres with pool	Annual
New	Carbon Dioxide emissions (all Energy + water) KgCO2e/year/m2 – Offices	Annual
New	Carbon Dioxide emissions (all Energy + water) KgCO2e/year/m2 – Schools	Annual
New	Carbon Dioxide emissions (all Energy + water) KgCO2e/year/m2 – Schools with pool	Annual
New	Carbon Dioxide emissions (all Energy + water) KgCO2e/year/m2 – Leisure centres	Annual
New	Carbon Dioxide emissions (all Energy + water) KgCO2e/year/m2 – Leisure centres with pool	Annual
New	Water Consumption M3/Year – Offices	Annual
New	Water Consumption M3/Year – Schools	Annual
New	Water Consumption M3/Year – Schools with pool	Annual
New	Water Consumption M3/Year – Leisure centres	Annual
New	Water Consumption M3/Year – Leisure centres with pool	Annual
New	Percentage of Local Heat & Energy Efficiency Strategies (LHEES) complete	Quarterly
New	Number of secondary school meals prepared per hour (APSE)	Quarterly
New	Number of nursery and primary meals prepared per hour (APSE)	Quarterly
New	Percentage of primary school meal uptake	Quarterly
New	Percentage of secondary school meal uptake	Quarterly
New	Percentage of free school meal uptake (P1-P5)	Quarterly
New	Percentage of school meal food waste	Quarterly
New	Percentage of cleaning hours against budgeted hours achieved in primary schools	Quarterly
New	Percentage of cleaning hours against budgeted hours achieved in secondary schools	Quarterly
CLIM1	CO2 emissions area wide per capita (LGBF)	Annual
CLIM2	CO2 emissions are wide: emissions within scope of LA per capita (LGBF)	Annual
C-AST1	Proportion of operational buildings that are suitable for their current use (LGBF)	Annual
C-AST2	Proportion of internal floor area of operational buildings in satisfactory condition (LGBF)	Annual

Planning and Economy

The Planning service comprises the statutory town and country planning functions of the Council, primarily; the preparation of strategic and local development plans, planning and environmental policy and guidance, designing and implementing heritage and environmental schemes, the determination of planning applications and the handling of planning appeals, securing developer contributions towards Council infrastructure and the enforcement of planning control. It also comprises officers who provide a Council-wide service of supplying demographic/land use information, and geographic information system (GIS) mapping and graphics. In addition to the services planning function it is also currently leading on the Council's response to the declared Climate Change Emergency and in August 2020 the Council approved the Climate Change Strategy and Action Plan.

Aims of the Planning Service are set out in the Midlothian Local Development Plan (MLDP) and a detailed policy framework to guide land use in the area which forms the basis against which Planning Officers consider development proposals. Midlothian Council is one of six partner councils which form the Strategic Development Planning Authority for South East Scotland (known as SESplan). They prepare the Strategic Development Plan (SDP), which provides the spatial strategy for development across the Edinburgh city region.

The MLDP is prepared to manage future change in Midlothian in line with the SDP's goals.

Economic Development is responsible for increasing capacity of the local area to improve economic outcomes and uplift the area's quality of life. In June 2020, the Council approved a new Economic Renewal Strategy (an addendum to the Council's Strategy for Growth 2020-25) in June 2020, in response to the pandemic. Setting out its ambitious approach to managing the transition from lockdown and planning for the longer term challenges the local economy will face, the strategy aims to mitigate the adverse economic impact on the local economy from COVID-19.

Through its strategy and associated actions, the service is focused on innovation, partnerships, inclusivity and ambition in its approach to capitalising on the Edinburgh and South East Scotland City Region Deal, which will deliver £1.3 billion pounds of inclusive economic growth across the city region through housing, innovation, transport, skills and culture. For Midlothian, key investments are in Data Driven Innovation, £120m of investment to Sheriffhall roundabout, and through the Integrated Regional Employability & Skills Programme to reduce skills shortages and gaps and deliver opportunities for people across the area. The strategy will also capitalise on the Borders Railway Blueprint, and maintain a focus on key employment sectors such as tourism and life/bio/animal sciences. The strategy also supports the Council's Climate Change Action Plan by committing to creation of low carbon/energy efficient space in new Council led developments, by measuring and reducing CO2 emissions per capita and by developing a Carbon Charter and encouraging businesses to sign it and implement it. This function also includes Business Gateway (Midlothian) which provides direct support to new and growing

small and medium sized businesses. Concluding the EU funded LEADER programme (a French acronym of a European funding programme which supported rural community and business projects) also sits within the service, and focuses on developing the rural economy.

<p>Service Priorities</p>	<ul style="list-style-type: none"> • Continue to work on achieving the aims sets out in the Planning Performance Framework (PPF) • Review the 2020 Climate Change Strategy and identify costings for implementing the Council's net zero ambitions Conclude • Supplementary guidance on 'Developer Contributions' which will be used as a tool to secure financial contributions towards infrastructure to meet the demands arising from new development. • Complete the Planning, Sustainable Growth and Investment Service Review • Draft, adopt and publish an updated Economic Growth Strategy • Maintain and grow the client reach of Business Gateway services in Midlothian and continue to develop Locate in Midlothian • Continue to provide Business support/advice in response to all 'Planning to Start a Business', 'Established Business' and 'Emerging and Established Social Enterprises' enquiries • Develop a Local Transport Strategy, setting out policies for active travel, the promotion of public transport and operation standards for parking and electric vehicle charging and the Council's ambition for the delivery of an orbital bus service and the potential for trams to Midlothian • Develop an Active Travel Strategy to be used as a basis to attract external funding towards active travel projects • Prepare the MLDP2 'Evidence Report' and present it to Planning Committee for sign off before submission to Scottish Government • Conclude the guidance on developer contributions – to progress as supplementary/planning guidance and future incorporation into MLDP2 • Review the Local Review Body processes and procedures • Prepare a Local Transport Strategy, setting policies for active travel, the promotion of public transport and operation standards for parking and electric vehicle charging. The strategy shall also set out the Council's ambition for the delivery of an orbital bus service and the potential for trams to Midlothian • Deliver a project plan for the A7 Urbanisation scheme. • Deliver an Active Travel Strategy to be used as a basis to attract external funding towards active travel projects
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Strategic framework	<p>Single Midlothian Plan priorities</p> <ul style="list-style-type: none"> • Reducing the gap in economic circumstances • Reducing the impact of climate change 	<p>Single Midlothian Plan thematic outcomes:</p> <ul style="list-style-type: none"> • Develop and implement a programme of continuous improvement and efficiency to develop additional capacity • Integrate Midlothian with the regional economy and promote the region internationally • Increase economic participation • Implement climate change strategy 	<p>Drivers for change:</p> <ul style="list-style-type: none"> • Holistic • Modern • Sustainable • Asset Based • One Size Fits One • Continually Improve 	<p>Plans</p> <ul style="list-style-type: none"> • Climate Change Strategy • Midlothian Local Development Plan • Strategic Development Plan • Strategy for Growth 2020-25 • Economic Renewal Strategy
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Key Performance Indicators

PI Code	Performance indicator	Annual/Quarterly
PLACE. P.17.9a	Determine 80% of planning applications within target (2 months for a local application and 4 months for a major application).	Quarterly
New	Average timescale (weeks) to determine planning applications for major developments	Quarterly
New	Average timescale (weeks) to determine planning applications for local developments	Quarterly
New	Number of discretionary pre-planning advice applications	Quarterly
ECON5 a	Number of New Business Start Ups	Quarterly
New	Number of Businesses signed up to the Midlothian Business Green Pledge	Quarterly
New	Number of Planning to Start enquiries/submissions	Quarterly
New	Number of social enterprises supported	Quarterly
New	Number of Locate in Midlothian social media followers	Quarterly
New	Number of Business gateway social media followers	Quarterly
New	Number of meet the buyer events held	Quarterly
ECON1	Percentage of Unemployed People Assisted into work from Council (LGBF)	Annual
ECON2	Cost of Planning and Building Standards Services per planning application (LGBF)	Annual
ECON3	Average time for Commercial planning application (LGBF)	Annual
ECON5	No of business gateway start-ups per 10,000 population (LGBF)	Annual
ECON6	Cost of Economic Development & Tourism per 1,000 population (LGBF)	Annual
ECON7	Percentage earning less than the Living Wage (LGBF)	Annual
ECON8	Proportion of properties receiving superfast broadband (LGBF)	Annual
ECON9	Town Centre vacancy rates (LGBF)	Annual
ECON1 0	Immediately available employment land as a percentage of total land allocated for employment purposes in the local development plan (LGBF)	Annual
ECON1 1	Gross Value Added (GVA) per capita (LGBF)	Annual
ECON1 2a	Claimant Count as % of Working Age Population (LGBF)	Annual
ECON1 2b	Claimant Count as % of 16-24 Population (LGBF)	Annual

Protective Services

Protective Services

Protective Services brings together Place's regulatory functions of Environmental Health, Trading Standards, Corporate Health and Safety, Contingency Planning and Risk.

Environmental Health provide a wide range of legal duties to do with looking after the health and wellbeing of people living and working in Midlothian. They also deliver public health protection through regulation and enforcement; more specifically the public health team covers housing standards as well as general public health, environmental crime, air quality, contaminated land and licensing, dog and pest control. The food and safety team delivers food safety (Food Service Plan approved separately by Cabinet), occupational health and safety, infectious diseases control, and licensing standards. In the last year, the demand on Environmental Health has increased dramatically, as one of the lead services in the Council's response to the pandemic.

Trading Standards are responsible for enforcing fair trading legislation, and where necessary reporting cases for prosecution to the Procurator Fiscal, regarding unfair/rogue trading practices, safety of consumer goods including fireworks, counterfeit goods, internet and social media selling, under age sales of tobacco and e-cigarettes, animal health and welfare, weights and measures, second hand dealers and petroleum licensing. The team also provides advice to local businesses and residents who have complaints about businesses; often extended to intervention. We also maintain the region's local standards of weights and measures to provide a calibration service to local authorities and businesses.

Health and Safety takes all reasonably practicable steps to ensure the health, safety and welfare at work of all its employees. The Council also acknowledges its responsibilities in respect of persons other than its own employees. A high standard of health and safety performance is one of the Council's primary objectives and is recognised as an integral part of service delivery. Contingency Planning facilitates and coordinates the Council's approach to business continuity and emergency planning, ensuring the Council identifies and assesses potential Civil Contingency exposures and develops plans to mitigate or respond to incidents, as appropriate. The team also have a role in ensuring the Council test plans through appropriate training and exercising and that statutory duties in relation to Civil Contingencies are met. The Risk service facilitates and coordinates the Council's approach to risk management, ensuring services have identified and assessed risks to delivery of Council and service objectives. The Risk Management function importantly provides regular monitoring statements to the Council Management Team and Audit Committee to support them in decision making and reviewing internal controls accordingly. The Council's Corporate Risk Register is reviewed quarterly and reported to the Audit Committee. The Corporate Risk Management Group monitor the corporate service risk register and enable any new and emerging risks to be recorded. Mitigating actions are put in place to ensure these are managed and controlled.

Service Priorities	<ul style="list-style-type: none"> • Continue to deliver the Council's regulatory functions with respect to food hygiene and standards regulations. • Deliver the Scottish Governments Clean Air for Scotland (CAFS) objectives including the review and assessment of air quality in Midlothian to take into account of exposure in proximity to schools located near busy roads. • Continue to deliver the statutory duty to identify and secure remediation of contaminated and review contaminated land strategy. • Continue to manage the CO2 gas ingress to non- council stock properties in Gorebridge. • Seek to enable disabled persons to continue to live an independent life through the provision of disabled adaptation grants for private sector properties. • Protect and develop safe communities through risk assessment and improvement of sub-standard private water supplies. • Protect and contribute to the enhancement of the environment regarding dog control activities and develop a commercial dog walkers registration scheme for Midlothian. • Regulate Health and Safety across Midlothian through the investigation of workplace accidents • Restart a programme of test purchase for under-age goods • Continue to identify and respond to incidents of rogue trading. • Conduct a programme of inspections to businesses identified as of high and medium-risk including at least 20% of tobacco retailers. • Develop new commercial opportunities within the Council and external to the Council. • To raise the profile of health and safety across the Council by providing comprehensive health and safety support, including a training and development offering which meets the Council's needs and generates income for the Council. • To promote and provide support to managers by providing them with the tools to self-assess their services to achieve full compliance with health and safety standards in advance of audit programme. • To encourage a pro-active approach to OHS and to promote a positive health and safety culture across the Council. • To review the Council's current fire safety arrangements and further develop these arrangements to fully reflect the Council's legal obligations under the Fire (Scotland) Act 2005 and Fire Safety (Scotland) Regulations 2006. • Support the Council to enhance resilience arrangements, leading to confidence in Contingency Planning and Emergency Preparedness. • To develop and maintain a strategy, including methodology for Business Continuity planning that in turn enables managers to produce their own service Business Continuity arrangements in a coordinated and consistent approach, which recognises dependencies across Council wide resources. • Support the Council to assess the risk and opportunities before the council in the short and longer time to support and improve decision making. • Review of Licensing Service
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Strategic framework	Single Midlothian Plan priorities <ul style="list-style-type: none"> Reducing inequalities in the health of our population 	Single Midlothian Plan thematic outcomes: <ul style="list-style-type: none"> Develop and implement a programme of continuous improvement and efficiency to develop additional capacity Improve health and wellbeing for people living and working in Midlothian and safeguard our communities Implement climate change strategy 	Drivers for change: <ul style="list-style-type: none"> Holistic Modern Sustainable Asset Based One Size Fits One Continually Improve 	Plans <ul style="list-style-type: none"> Corporate Health and Safety Plan Risk Management Framework Business Continuity Plans Food Service Plan Emergency Planning
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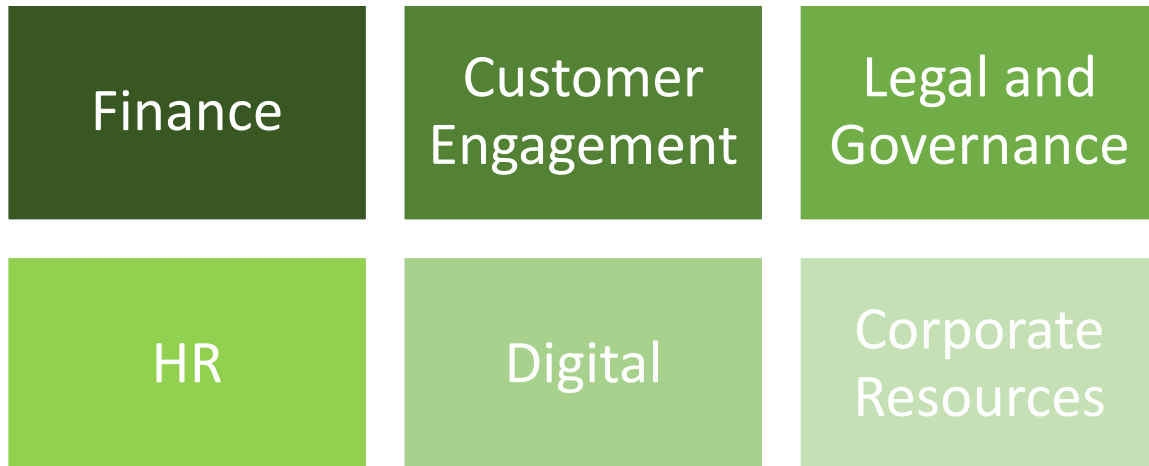
Performance indicators

PI Code	Performance indicator	Annual/Quarterly
PROSERVICE S.1.1	Number of food law service requests received (includes food safety and food standards)	Quarterly
New	Percentage of food related service requests from Midlothian residents and businesses responded to within the target response time of 5 working days. (includes food safety and food standards)	Quarterly
PROSERVICE S.1.3	Number of food law interventions carried out (Food Hygiene/Food Standards)	Quarterly
New	Percentage of priority 1 and 2 premises receiving completed food law interventions in line with the Service plan	Quarterly
New	Number of Public Health Service requests from Midlothian residents and businesses received	Quarterly
New	Percentage of Public Health complaints receiving first response within timescales	Quarterly
New	Number of Public Health Service requests from internal sources received	Quarterly
New	Percentage of Public Health complaints from internal sources receiving first response within timescales	Quarterly
New	Number of abandoned vehicles reported	Quarterly
New	Number of abandoned vehicle notices served	Quarterly
New	Number of abandoned vehicles removed for destruction	Quarterly
New	Number of private water supplies inspected	Quarterly
New	Number of private water supplies sampled	Quarterly
New	Number of short term let applications received	Quarterly
New	Number of short term let Licences issued	Quarterly
PROSERVICE S.2.1	Number of consumer complaints received by Trading standards	Quarterly
New	Percentage of consumer complaints responded to within 5 working days	Quarterly
New	Percentage of consumer complaints completed within 14 days	Quarterly
New	Number of intelligence logs input to Intelligence Database (IDB)	Quarterly
New	Number of Trading Standards Primary inspections	Quarterly
New	Percentage of planned inspections achieved in line with Service plan	Quarterly
New	Number of Liquor Licencing applications received	Quarterly
New	Percentage of Liquor Licence applications determined	Quarterly
New	Number of Civic Government Licence applications	Quarterly
New	Percentage of Civic Government Licence applications determined	Quarterly
New	Percentage of Civic Government Act applications referred to the General Purposes Committee	Quarterly
New	Number of workplace safety RIDDOR reports received	Quarterly

PI Code	Performance indicator	Annual/Quarterly
New	Number of RIDDOR related visits to investigate business workplace health and safety incidents	Quarterly
ENV5	Cost of trading standards and environmental health per 1,000 population (LGBF)	Annual
ENV5a	Cost of Trading Standards, Money Advice & Citizen Advice per 1000 population (LGBF)	Annual
ENV5b	Cost of environmental health per 1,000 population. (LGBF)	Annual

Corporate Solutions Service Plan 2023-2027

Corporate Solutions will “deliver forward looking services fit for a modern 21st Century organisation and put the citizen at the centre of Service Redesign”



Corporate Solutions encompasses Finance, Human Resources, Digital, Customer Engagement, Legal & Governance and Corporate Resources.

This Service plan sets out the vision and purpose of the Corporate Solutions Service and provides a clear picture of planned activities for the remaining term of this Council.

The purpose of this Service Plan is to:

- Clearly show the vision and purpose of the service and how these relate to the Midlothian Community Planning Partnerships priorities.
- Sets out how Corporate Solutions is driving forward key themes in the Transformation Blueprint 2023-2028
- Provide a basis for measuring and reporting on the progress of the Service in achieving its priorities.
- Provide an overarching plan which links up to the Single Midlothian Plan, together with Council and partner priorities. It forms a basis on which individual service work plans, individual staff performance and development plans are developed. Through this golden thread aims the workforce are able to understand how their work contributes to the Service's objectives and upward to the corporate aims of the Council, and its success in achieving those aims.

Strategic planning alignment

Service and improvement planning and management is principally carried out at a service and unit level through the Service Planning process and at a Council wide level through strategic planning of Transformation, Finance, Workforce and Risk.

Transformation Blueprint (2023-2028)

As we move out of the pandemic into a new post pandemic world, we are committed to building on the learning and new ways of working that were adopted during this time, and renew our focus on delivering our key priorities at the most local level possible. Rooted in the creation of a wellbeing economy, the vision of our new 5 year strategy focuses on reducing inequalities at the same time as looking after the health of our planet. Specifically we have three main aims:

- Individuals and communities have improved health and learning outcomes
- No child or household live in poverty
- Significant progress is made towards net zero carbon emissions by 2030

The pandemic has accelerated the financial challenges that we are facing. Reprioritisation and redesign is crucial to balancing the financial position, as well as preparing for further challenges and changes that we will face.

The strategic plan sets out our biggest challenges that need to be addressed over the next five years. We will continue to work to address the inequalities that our communities face, respond to the demands of being one of the fastest growing local authorities in mainland Scotland, and delivering our vision of being a great, green place to grow.

Transformation Blueprint Objectives

1. Support the Council to address the 5 year funding gap outlined in the MTFS
2. Follow the Money to ensure that the services we commission, contracts we manage and digital solutions we use deliver value for money.
3. Develop an organisational workforce that is flexible ensuring the all staff have the necessary skills to work effectively supported by digital technologies that fit for a 21st century workforce
4. Design a workplace for the future delivering services in a holistic and integrated way.
5. Drive forward multi-agency transformation to deliver systems-level change resulting in joined-up service delivery which improve outcomes

Service Plan – Finance

Leading on delivery of the Council's Medium Term Financial Strategy, the Finance Team has a central key role in managing the financial affairs of the Council ensuring robust and effective financial management and strong financial stewardship.

It's focus is on ensuring effective financial management of all service areas and on the development and implementation of appropriate strategies to maintain and strengthen the Council's financial sustainability.

It provides Financial and Management Accountancy Services across the Council, covering gross expenditure in excess of £300 million. The team leads on the development and delivery of the Council's medium term financial plans to ensure delivery of change and financial sustainability.

The team deals with a wide range of functions from supporting managers with budgeting, preparation of financial reports and publishing financial documents to managing the Council's insurance policies and managing the Council's treasury and investment strategy including a loan portfolio of £230 million and investments of £74 million.

Priorities for 2023/24

Key areas of focus for this financial year:

- Development of the Medium Term Financial Strategy 2023-2028
- Support the development of a financially robust transformation programme to achieve efficiencies
- Inform the Capital Plan Prioritisation to ensure an affordable Capital Investment Strategy
- Ensure the Council has robust financial management arrangements in place

Performance monitoring

Financial monitoring is reported to the Council quarterly. This includes the General Revenue Account, Housing Revenue Account, General Services Capital Plan and Treasury Management. The following is also reported annually as part of the Local Government Benchmarking Framework.

PI Code	PI	Annual/Quarterly
FINSUS 1	Total useable reserves as a % of council annual budgeted revenue (LGBF)	Annual
FINSUS 2	Uncommitted General Fund Balance as a % of council annual budgeted net revenue (LGBF)	Annual
FINSUS 3	Ratio of Financing Costs to Net Revenue Stream - General Fund (LGBF)	Annual
FINSUS 4	Ratio of Financing Costs to Net Revenue Stream - Housing Revenue Account (LGBF)	Annual
FINSUS 5	Actual outturn as a percentage of budgeted expenditure (LGBF)	Annual

Service Plan – Customer Engagement

Customer Engagement includes the Contact Centre, Communications, Registrars and Libraries.

Contact Centre

In the last year, the Contact Centre Team received 163k inbound calls, 12.6k visits to reception at Midlothian House, actioned 12k web forms and responded to almost 40k emails and 1100 social media queries.

As the fastest growing local authority in mainland Scotland, the Council cannot support more customers using the current resources, systems and processes. In order to respond to the increasing demand; a significant customer transformation programme is underway. A new Customer Service Platform (CSP) was launched in 2022, enabling online payments 24/7, customer self-service and automation of back office business processes. The continued rollout of the platform will enable continued channel shift and improved customer service and service responsiveness.

Following the pandemic, the way that citizens interact with the Council has changed. The Council must adapt the way it communicates and engages with citizens to reflect this. The Customer Engagement Strategy is being refreshed to ensure the Council has the right tools and platforms to deliver customer service excellence, providing increased choice to the customer in the way services are accessed and provided.

Communication

The Council communicates with its citizens in a variety of ways. Midlothian is one of only four Councils in Scotland to have been awarded four stars from SOCITM for its public facing website. The Council uses a range of social media platforms to communicate and promote its activities and excellent relationships with local media.

As part of the Transformation Blueprint, the Council is implementing change programmes at pace, and identifying ways to be more commercial. A robust communication and marketing plan will be integral to promoting this work to citizens. A refresh of the current plan will be part of the new Customer Engagement Strategy.

Registrars

In 2022/23, the service registered almost 1800 births and deaths; and 500 weddings. The wedding sector is still recovering from the pandemic but is making steady progress to return to post pandemic levels.

The Registrars service was one of the new CSP modules launched in summer 2022, enabling self-service of replacement certificates through the new online portal with payment function. The total number of replacement certificates ordered online last year was 309, with a significant uptick after the portal was launched.

This year, work will focus on reviewing the service business plan to increase income targets, promoting the others services on offer such as baby naming ceremonies and private citizenship ceremonies.

Libraries

Midlothian has nine community libraries plus one Mobile Library which serves the rural areas and facilitates outreach to schools, nurseries and care homes. Of the nine community sites, there are five hub libraries which share a range of services and four stand-alone branches. There are also five school libraries providing reading for pleasure and reading for information opportunities to secondary school pupils across Midlothian.

As at the end March 2023, there were 33,569 library memberships in Midlothian. This is a 10% increase on the position at March 2022.

Over 2022/23, there were almost 437k physical library visits, 165k virtual library visits and 450 mobile visits. Our libraries hosted over 5700 events and 600 Bookbug sessions. To support digital inclusion, libraries delivered 2400 digital support sessions with 20k public access computer slots used. Some aspects of the service are not yet back to pre-pandemic levels but all signs of recovery are positive.

Libraries are key stakeholders in bringing public, private and voluntary sectors and local communities together to make improvements in people's lives, by improving outcomes with individuals and communities, promoting preventative approaches that reduce demand for public services, and working with communities to increase their influence in decision making.

All libraries have a core offer of free access to a wide range of stock and information with professional staff on hand to provide assistance. There is a home delivery service providing books, information and other services to the most vulnerable members in the community who are unable to access a physical library. There is also a Primary School Library Service which provides project boxes of books and other relevant materials to primary schools.

Libraries are the heart of communities and have a broad offering of library and partner services for citizens, enabling the 20 minute neighbourhood approach. Services include:

- Supporting local residents with **bus pass/NEC and blue badge** applications
- **Hearing aid** batteries available at all libraries, and hearing aid repair service at Dalkeith Library
- **Dementia-Friendly Libraries**, with all staff having undertaken training with Alzheimer's Scotland. Midlothian is one of 10 pilot authorities across Scotland providing dementia information across our libraries.
- **Healthy Reading Midlothian** collection; books and materials on a range of mental health issues, including books aimed at supporting the mental health and wellbeing of children. Expanded collection at Loanhead Library to support the attached Health Centre.
- **SHINE** – a collection of online e-resources and resources developed by Midlothian Libraries, aimed specifically at teenagers and young people

- **Warm and Well Hubs** in four library locations offering free soup/coffee. All libraries offer free tea/coffee and a warm place to be during the cost of living crisis, with books, puzzles, jigsaws, free Wi-Fi, etc.
- **Payment point** for Scottish Welfare crisis awards at Penicuik Library
- **Community garden** area at Dalkeith Library
- **Bibliotherapy sessions:** fortnightly at selected libraries, designed to boost mental health and wellbeing for experiencing a range of mild to medium mental health challenges. This includes a creative writing group of those with long term health conditions, and a reading aloud group for those with dementia and their carers.
- **Reminiscence sessions.** Part of the Memories Scotland project, these staff led sessions are aimed at older, often socially isolated, people, where they can chat about old times, have a coffee and a laugh
- **Playlist for Life:** using music to engage with older people with memory issues.
- **Voices to be Heard** volunteer run group at Penicuik Library, supporting those on a dementia journey and their carers.
- **Boardmaker** software is available at 5 locations. It enables people to make personalised instructions, diaries and schedules for those living with learning and memory challenges. This software is usually only available within Support for Learning departments in schools and libraries are the only place to access it beyond this.
- **Near Me** – providing a private space for online NHS consultations at Gorebridge Library.
- **Lend and Mend Hub** at Gorebridge Library encouraging the community to repair, reuse, rent and upcycle everyday items.
- **Pop up Post Office** at Newtongrange Library.
- **Summer Reading Challenge** – a fun competition held annually encouraging primary school children to read books during the summer holiday to prevent the summer dip in reading levels. Participants are awarded stickers and medals based on the competition's theme
- **PEEP Groups** – parenting group (host)
- A variety of **children's events and activities** including **Chatterbooks** which is a children's book group, **Lego Clubs**, **Coding Clubs** and **Craft Events** alongside author visits, magic shows, Dogs Trust, mini zoo, drama workshop tasters and film screenings.

Priorities for 2023/24

Aligned to the Transformation Blueprint, key work streams are below.

Short term:

- Continued rollout and implementation of Customer Service Platform
- Reviewing service delivery all across Contact Centre teams
- Increased eBook promotion plan
- Focused active promotion of library space, in particular to facilitate out of hours access for communities

Medium term:

- Rollout of the Hub & Spoke model with libraries providing and facilitating increased local service provision
- Customer Engagement Strategy development including communications and engagement plan

Long term:

- Increase income within Registrars through alternative ceremony offer
- Community and school library redesign; including the mobile library service



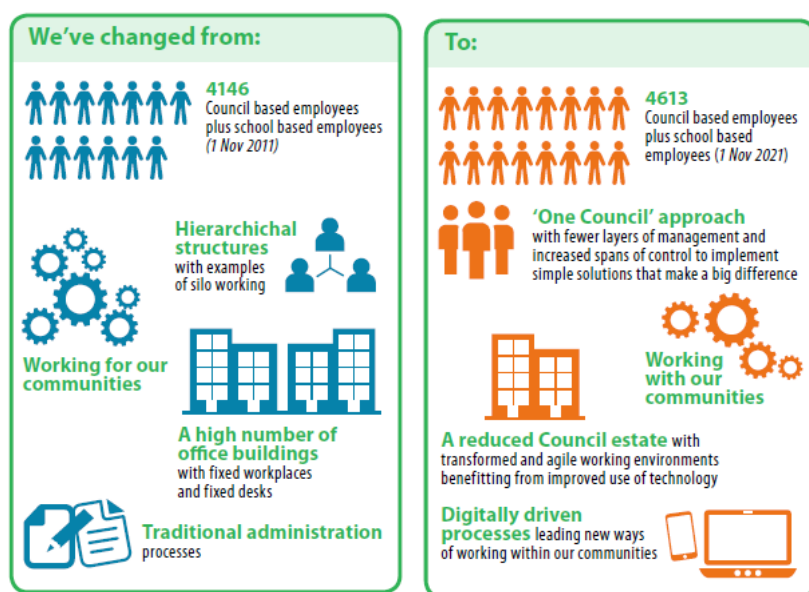
How we will measure success

PI Code	PI	Annual/Quarterly
New	Channel shift - % of customer contact received digitally compared to telephone (to be confirmed)	Quarterly
New	Number of Midlothian Council facebook followers	Quarterly
New	Number of twitter followers (@midgov)	Quarterly
CR.CC.1	Overall contact centre calls	Quarterly
CR.CC.2	% of contact centre calls answered within 120 seconds	Quarterly
CR.CC.4	% of contact centre calls abandoned	Quarterly
CR.EM.01	Number of web forms received via Contact Centre	Quarterly
New	Number of emails handled via the Contact Centre	Quarterly
New	Total number of library visits	Quarterly
New	Number of physical library visits	Quarterly
CORPS.P.1.3a	Number of virtual library visits	Quarterly
New	Number of library events	Quarterly
New	Number of library children's initiatives	Quarterly
New	Total number of library memberships	Quarterly
New	Number of new child library memberships	Quarterly
New	Number of library customers supported with digital queries	Quarterly
New	Number of births registered	Quarterly
New	Number of marriages registered	Quarterly
C&L2	NET Cost per library visit (LGBF)	Annual
C&L5a	Percentage of adults satisfied with libraries (LGBF)	Annual

Service Plan – Human Resources

We recognise that in recent years, working within the public sector has and continues to be challenging. Our ways of working have changed and will continue to change, with a smarter approach to digital technology and an enhanced focus on enterprise, efficiency, prevention and early intervention.

A skilled and engaged workforce is crucial to achieving Midlothian's vision. We are proud of our staff and provide a workplace that encourages staff to develop their potential. The Council strives to provide clear progression pathways and a positive ethos which embraces new ways of thinking. Over the past 10 years we have vastly transformed as an organisation.



To achieve the Council's strategic priorities we recognise that people are our most important asset. Our workforce strategy highlights that we need to attract the best talent, grow our own talent ensuring there are clear progression pathways, ensure our workforce feel engaged, valued and motivated and importantly, empower our staff to enable them to reach their full potential.

Our workforce vision is to work as **One Council** using our knowledge, experiences and sense of shared endeavour to collaborate and think creatively and innovatively so that our people can deliver life-changing impacts for our communities. Our new ways of working mark a clear desire for cultural change and a shift towards a more agile and modern operating model.

Organisational wellbeing

At Midlothian we believe organisational wellbeing is the ability to take a one council approach that maintains and supports all our employees' wellbeing (staff, managers, leaders and our elected members) to help them stay well, be their best self and do their best work. This can include:

- Psychological, physical, and social wellbeing;
- Developing skills and knowledge - how our staff are learning and developing; and
- Ensuring all our staff feel engaged and listened to, contributing to a one council approach to how we learn and continually improve.

The whole-person approach the Council is taking to organisational wellbeing is proactive, preventative and supports employees to be their best selves and do their best work by building on each employees' strengths and aspirations.

Midlothian Council is fully committed to our council-wide approach to organisational wellbeing, with clear and visible leadership that will enable:

- A healthy, happy and purposeful environment where we invest in employee learning and feedback, so we continually improve what we do;
- An environment where wellbeing is integrated into day to day practices – where it is at the heart of what we do, rather than a separate process and approach; and
- All employees are empowered to support their own wellbeing and understand the role they are required to play in shaping a positive, inclusive and healthy working environment.

As a Council we have identified six organisational wellbeing strategic priorities. These strategic priorities will shape and test out the new ways of working across the organisation that will be required to bring our approach to organisational wellbeing to life.

Strategic priority	What this will look like in practice	Key enabler	
Leadership	As leaders we set a clear ambition, focus and take a one council approach to organisational wellbeing. We do this by working collaboratively and actively seeking feedback from all our employees to continually improve our approach so that all employees stay well and are able to be their best selves and do their best work.	How we work with each other	
Feedback + data	We use feedback and data to help us make informed decisions. We do this by regularly seeking feedback from all staff in a variety of ways and gathering outcome-focused data to continually improve our approach to organisational wellbeing.	How we work with each other	How we structure our work
Prevention	We support employees to stay well, be their best selves and do their best work wherever possible. We do this by supporting our staff on a regular basis through line management, staff engagement, learning opportunities and sharing knowledge and information so all staff are able to confidently keep themselves well and support their peers.	How we work with each other	How we structure our work
Partnership	We work in partnership with others externally so we can draw in the most effective tools and mechanisms to support organisational wellbeing. We do this by building on and nurturing already established partnership working and pro-actively seeking new partners to work with.	How we work with each other	
Early intervention	We have the systems and processes that help us pick up on any early signals that an employee is struggling and intervene quickly to support their wellbeing and offer the appropriate support. We do this by encouraging open dialogue between colleagues and empowering managers to work with their teams to better understand how staff can be best supported to be their best selves.	How we use tools and resources to support our work and relationships	How we structure our work
Accessibility	Our wellbeing supporting activities are accessible 24 hours a day so people can access support in ways that work for them. We do this by listening and bringing to life staff ideas on how we can improve our organisational wellbeing approach.	How we use tools and resources to support our work and relationships	

In 2022, the Council demonstrated its commitment to its workforce by:

- Agreeing to 10 days of miscarriage leave to be incorporated into our suite of family leave policies and committing to the Miscarriage Association's pledge.
- Including IVF treatment leave to our suite of family leave offerings.
- Developing a Wellbeing Strategy which will focus on the financial, physical and psychological wellbeing of our workforce.
- Developing a new Recruitment Strategy to set out our objectives in attracting, recruiting and on-boarding talent to the organisation. Alongside this the HR service has worked with the Communications Service to develop recruitment documentation for Local Government Worker job adverts, designed to promote Midlothian's offer as an employer of choice.
- Launching the Corporate Workforce Plan and roll out of workforce planning templates across all services. Succession planning is ongoing to further understand the organisation and its current environment, analyse the current and potential workforce, determine future workforce needs and identify gaps against future needs.
- Continuing the rolling programme of Wellness@Midlothian initiatives to ensure we continue to support the positive health and wellbeing of our staff. A coaching programme is planned in for roll out later in 2023.
- First phase of hybrid working staff survey was conducted where 1,000 staff members took part which provided valuable insights into staff wellbeing whilst working from home/in the community or other work settings. Feedback from the survey is now being considered and actions put in place as a result of the findings. In addition, a Hybrid working news channel was launched in April as well as various staff sessions providing an overview of the projects visions, current work streams and events. This is supported by a draft Hybrid Working Policy for consultation with staff and Trade Unions.

Key priorities for 2023/24

Our workforce are key to the delivery of the Transformation Blueprint. In order to ensure a thriving workforce areas of focus will be:

- Investment in Organisational Development through a focused programme of work
- Completion of workforce plans in all services, with a particular focus in at risk areas
- Rollout of the Wellbeing Strategy
- Delivery of the Recruitment and Retention Strategy

How we will measure success

PI Code	PI	Annual/Quarterly
BS.FIS.01	Percentage of staff turnover (including teachers)	Quarterly
CORP3c	Corporate Indicator - The gender pay gap between average hourly rate of pay for male and female - all council employees (LGBF)	Quarterly
CORP3bi	Total number of women employees in top 5% (LGBF)	Quarterly
CORP6	Corporate Indicator - Sickness Absence Days per Employee (All employees)	Quarterly
CORP6a	Corporate Indicator - Teachers Sickness Absence Days (LGBF)	Quarterly
CORP6b	Corporate Indicator - Local Government Employees (except teachers) sickness absence days (LGBF)	Quarterly
New	Number staff wellbeing events held	Quarterly
New	Number of staff wellbeing events attended	Quarterly
New	Number of staff accessing non mandatory Elearning courses	Quarterly
New	Number of staff accessing mandatory Elearning courses	Quarterly
New	Number of ongoing long term absence cases	Quarterly
New	Number of HR cases in progress	Quarterly
New	Number of Occupational Health referrals via OHIO	Quarterly
New	Number of Physiotherapy referrals made	Quarterly
New	Number of staff with over 15 years of service	Quarterly
New	Number of staff aged 16-30	Quarterly
New	Number of staff aged 31-50	Quarterly
New	Number of staff over 50	Quarterly
New	Number of leavers	Quarterly
New	Percentage of staff that are Midlothian residents	Quarterly

Service Plan – Legal and Governance

Legal and Governance includes Legal and Procurement. The Legal team provides professional legal services to the Council and all Services and ensures support is provided to the Returning Officer(s) for all Elections. It also ensures appropriate governance arrangements are in place and that these are effective. The Legal Services Manager acts as the Council's Monitoring Officer. Key areas include:

- Providing procedural advice to the Council, Committees and other Council meetings, the Licensing Board, Review Boards and Appeals Committees;
- Protecting the most vulnerable in Midlothian through Child Protection and Adults With Incapacity court actions;
- Providing professional legal advice to elected members and officers;
- Representing or supporting the Council at public inquiries, tribunals etc.
- Co-ordination of Elections;
- Providing a Licensing Service (civic government, liquor and other miscellaneous licences);
- Acting as instructing Solicitor and/or representing the Council at court hearings and concluding sales, purchases, leases, formal agreements, contracts and orders;
- Supporting economic development within Midlothian through large scale commercial transactions and planning agreements; and
- Assisting the council to comply with information management requirements under Data Protection legislation.

Last year, the team coordinated the delivery of the Local Government Elections, with 71 polling stations across the County, 31,534 votes cast and ensured legislative compliance throughout the process. The Customer Service Platform also delivered a new online FOI/EIR portal with disclosure log and a more streamlined way to make information requests. This will be complemented with a new module for SARs to be launched in 2023.

The Procurement Team provides a centralised advisory and support service across the whole Council and works collaboratively with external procurement partners. This team develops and updates the procurement strategy, policies and procedures which meet Council objectives, procurement best practice and legislation. The team provides support, advice and guidance to managers and stakeholder on all aspects of the full procurement journey including defining the supply need, market analysis, tendering and contract and supplier management.

Key priorities for 2023/24

- Delivery of the 2024 UK Government elections including voter ID implementation
- Review of the Council's governance framework with revised Standing Orders and Associated Scheme(s)
- Implementation of the new SAR portal
- Development of the new Procurement Strategy, with a focus on social value, the introduction of a Council wide approach to Community Benefits, and an increased focus on local procurement
- Aligned to the Transformation Blueprint, undertake a review of Contract and Grant Management

How we will measure success

PI Code	PI	Annual/Quarterly
CORP.P.17	Number of Freedom of Information requests received (Council wide) (quarterly)	Quarterly
New	% of Freedom of Information requests complete within Statutory timescale (20 working days)	Quarterly
CORP.P.18	Number Subject Access Requests received (council wide)	Quarterly
New	% of Subject Access Requests complete within Statutory timescale (30 calendar days)	Quarterly
New	Number of regulated procurement exercises undertaken	Quarterly
New	Number of legal commercial transactions	Quarterly
ECON4	% of procurement spent on local enterprises (LGBF)	Annual

Service Plan – Digital

Making the best use of opportunities presented by Digital, Data and Technology to work effectively, create better relationships between the Council and its communities, and transform Midlothian into a leading destination for opportunity and quality of life.

The Digital team is responsible for the provision of all digital services, strategy, operational and support across the organisation. It is the focal point for all aspects of Information Technology across the Council and ensures that ICT infrastructure and facilities are fit for purpose and that they effectively and efficiently underpin delivery of Council Services in alignment with the Single Midlothian Plan and the National ICT Strategy for Scotland. Main duties comprise:

- Ensuring that the Council is well positioned to take advantage of emerging national initiatives and collaboration opportunities;
- Exploiting technology in order to reduce costs and improve services;
- Ensuring that appropriate governance, security and information management policies and standards are in place.

The Covid-19 pandemic highlighted the importance of flexible and customer-focussed services and having the right data available so that support can be offered to the right people, in the right ways, at the right time. It has also shone a spotlight on the need for an inclusive approach that maximises the benefit of digital for everyone.

By investing wisely in growing our digital and data capabilities, we will be able to make better use of data to enable prevention and earlier intervention; keep people independent and healthier for longer; deliver the responsive and reliable services our citizens expect; introduce new ways of working that are more efficient; support our communities and Midlothian's businesses to thrive in a digital world and to ensure that our children are prepared for the workplace of the future.

Digital aims to create better services that provide improved outcomes for citizens through establishing a Digital Council that delivers digital services to digitally connected places and communities. The current Digital Strategy's guiding principles include:

- Using empathy to understand user needs across our whole community
- Prioritising getting the right jobs done
- Working on the essentials for digital delivery
- Supporting and continuously improving our products and services
- Basing our decisions on evidence
- Investing in teams, not just projects
- Working in the open
- Getting better with data
- Modernising our infrastructure and systems
- Building digital capability

In 2022/23, the Digital team was restructured to provide additional capacity across its Client Services, Cyber Security and Infrastructure. The team is led by the Chief Digital Officer who provides strategic direction and leads the digital transformation programme. The Digital First Board is the Council's Technical Design Authority – the oversight group for new digital projects and business processes.

Key priorities for 2023/24

Digital solutions underpin the Transformation Blueprint. Key work streams include:

- Review and refresh of the Digital Strategy
- Development of Data Strategy and pilot the secure analysis of collective, operational level NHS & Council data
- Continued rollout of compliance and cyber security protective measures, including attainment of PSN and Cyber Essentials certification, and actioning any related recommendations
- Implementation of Microsoft O365 capabilities and applications
- Supporting Neighbourhood Services in the delivery of their digital transformation project
- Continue the roll-out of the Customer Services Platform solutions and driving “Channel Shift”
- Equipped for Learning: upgrade classroom Audio Visual estate with interactive smart screens. Pilot Virtual Class delivery.
- Upgrading Call Centre digital infrastructure elements (Netcall Liberty)
- Refreshing / improving quality and coverage of corporate WiFi network
- Ensure all digital aspects of Council operations are well supported and operational

How we will measure success

PI Code	PI	Annual/Quarterly
CORP.P .1	Number of service implementations in progress as part of the customer services platform project (phase 1) i.e. Number of Customer Services platform implementations complete, Number of Customer Services platform implementations in progress, Number of Customer Services platform implementations planned	Quarterly
New	Number of Midlothian Council website visits (cumulative)	Quarterly
New	% of Office 365 (phase 1) digital project complete	Quarterly
New	% of AI pilot and information governance digital project complete	Quarterly
New	% of Customer services platform complete (<i>this includes IT work to implement foundations as well as services live so differs slightly from above</i>)	Quarterly
New	Number of classrooms Audio Visual upgraded as part of the Equipped for Learning phase 2 digital project	Quarterly
New	% of Neighbourhood services digital project complete	Quarterly
New	% of Data maturity digital project complete	Quarterly
New	% of IT helpdesk incidents complete within 48 hours	Quarterly
New	% completion rate of cyber security training	Quarterly
New	Progress of Cyber Essentials and PSN implemented	Quarterly

Service Plan – Corporate Resources

Corporate Resources includes Business Applications, Operational Support, Democratic and Document Services, Revenues and Employment and Reward. All of these services provide a range of support across the Council, providing back office functions, ensuring compliance, financial processing, contract management for the Council's systems and applications and staff recruitment and pay.

Business Applications is responsible for support for all Council business critical systems. As well as providing helpdesk support to users, the team are involved in systems developments, upgrades and implementations, working closely with colleagues in Digital Services and our software suppliers. The team work with Service Managers and staff across the Council to help support efficient service provision to customers and are responsible for all management information and reporting requirements for each system/application including Integra financials, iTrent HR & Payroll System; Revenues Control; MOSAIC (Social Care), Total (Roads and Property) and Seemis (The National Education Management information System) together with a range of other essential systems.

Operational Support carry out transactional and financial processing such as invoice payment processing, client financial assessments and charging, job costing and sundry debt processing, utilising a number of Council business critical systems on a daily basis. They are also responsible for customer applications, payments for services and the administration of any associated processes.

Democratic and Document Services carries out a range of diverse and critical functions across the organisation. This includes ensuring the proper governance of the decision making process of the Council, supporting the delivery of the statutory services of the Council, delivering an efficient and compliant records, archives and document management service and providing effective business support to services across the organisation. This area is also responsible for the contract management of the managed print service across all Council facilities.

Employment and Reward develop and implement effective and integrated Employment and Reward Services and provides a Payroll Service for all of the Council's employees. It manages the design, delivery, and operation of recruitment, operate payroll processes, ensuring compliance with relevant regulatory, statutory and legislative provisions and are responsible for the interpretation and implement legislation and regulation in relation to PAYE and other statutory requirements. Technical advice and guidance is available on contractual terms and conditions, Tax, National Insurance and pension issues as well as the required administration to ensure maintenance of employment contracts and payroll records across all Service areas. The team work closely with the Human Resources team recognising the shared objectives and key relationships between both teams and between them ensure the appropriateness and effective implementation of a range of People Policies and procedures for the Council.

Revenues are responsible for the billing, collection and recovery of key revenue streams for the Council, as well as the assessment and payment of Housing Benefit claims. The functions administered by the team include the following:

- Collection of Council Tax and water service charges
- Collection of Council House Rents
- Collection of Housing Benefit Overpayments
- Collection on Non-Domestic Rates
- Assessment and payment of Housing Benefit claims
- Assessment and payment of Council Tax Reduction claims
- Assessment and payment of Scottish Welfare Fund claims

Achievements for 2022/23 include:

- successfully completing the rollout of the upgraded leave and time recording application, providing a more self-service facility for staff, improving the way that leave/time off is recorded and managed and decommissioning an on premise application
- adoption of Print and Post across the Revenues team to reduce postage costs and make the communication to tenants and residents more efficient and streamline processes

Key priorities for 2023/24

- Redesign of business processes to achieve efficiencies across all of Corporate Resources
- Making more use of current applications to enable self-service e.g. viewing Council Tax and rent accounts online
- Continued upgrade of applications



How we will measure success

PI Code	PI	Annual/Quarterly
CORP8	Corporate Indicator - Percentage of invoices sampled and paid within 30 days (LGBF)	Quarterly
CSE.LPI.03	Average processing time for new claims (internally calculated)	Quarterly
CSE.LPI.04	Average processing time for change of circumstances (internally calculated)	Quarterly
New	Total amount granted from Scottish Welfare Fund for crisis grants (quarterly)	Quarterly
New	Total amount granted from Scottish Welfare Fund for community care grants (quarterly)	Quarterly
New LGBF - CORP11	The proportion of Scottish Welfare Fund Budget Spent (LGBF)	Annual/Quarterly
New	Number of Scottish welfare fund crisis grant applications received – (quarterly)	Quarterly
New	Number of Scottish welfare fund crisis grant applications awarded (quarterly)	Quarterly
New	Number of Scottish welfare fund crisis grant applications declined (quarterly)	Quarterly
New	Number of Scottish welfare fund crisis grant applications ineligible (quarterly)	Quarterly
New	Number of Scottish welfare fund community care grants received (quarterly)	Quarterly
New	Number of Scottish welfare fund community care grants awarded (quarterly)	Quarterly
New	Number of Scottish welfare fund community care grants declined (quarterly)	Quarterly
New	Number of Scottish welfare fund community care grants ineligible (quarterly)	Quarterly
RHM.r.04.5	Number of Council Tax transactions received online	Quarterly
New RHM.r.04.6	Number of rent transactions received online	Quarterly
New	% of Revenues and benefits transactions received online	Quarterly
New	% of customers paying by direct debit	Quarterly



PI Code	PI	Annual/Quarterly
ew RHM.r.01.1	% of in-year Council tax collected ytd	Quarterly
New RHM.r.02.1	% of current Housing rent arrears	Quarterly
New RHM.r.04.8	Number of tenants receiving help with housing costs through Universal Credit	Quarterly
New	Number of customers receiving help/support via housing benefits	Quarterly
CORP1	Central Support services as a % of Total Gross expenditure (LGBF)	Annual
CORP4	Cost of collecting council tax per dwelling (LGBF)	Annual
CORP7	Percentage of income due from council tax received by the end of the year % (LGBF)	Annual
CORP9	New Indicator - Percentage of Crisis Grant decisions within 1 day (LGBF)	Annual
CORP10	New Indicator - Percentage of Community Care Grant decisions within 15 days (LGBF)	Annual
CORP12	New Indicator - Proportion of Discretionary Housing Payment Funding spent (LGBF)	Annual
HSN1b	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year (LGBF)	Annual
HSN2	Percentage of rent due in the year that was lost due to voids (LGBF)	Annual

Equality Outcomes and Mainstreaming Progress Report 2021–2023

Report by Dr Grace Vickers, Chief Executive

Report for noting

1 Recommendations

Council is asked to note the contents of the Midlothian Equality Outcomes and Mainstreaming Progress Report 2021-2023 which, in response to statutory requirements, is currently available, in draft form, on the Council's website in line with requirements to publish by 30 April 2023.

2 Purpose of Report/Executive Summary

The Council, Education Authority and Licensing Board are subject to equality legislation as detailed in the Equality Act 2010 and subsequent Regulations in 2012, 2015 and 2016. This means that the three bodies are required to develop, publish and report progress on equality outcomes and mainstreaming activities on a two-year cycle and produce a new Equality Plan every four years.

These reports need to demonstrate how the three bodies are working towards eliminating unlawful discrimination, victimisation and harassment, advancing equality of opportunity and fostering good relations to all people irrespective of their age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex sexual orientation, or poor socio-economic status.

The purpose of this report is to outline how the Council has taken forward work to mainstream equality across the Council both in its role as a service provider and as an employer. The report also demonstrates current progress against equality outcomes detailed in the Midlothian Council Equality Plan 2021 – 2025.

Date: 20 April 2023

Report Contact:

Lesley Crozier, Equality, Diversity and Human Rights Officer

Lesley.crozier@midlothian.gov.uk

3 Background

- 3.1** In summary the Equality Act 2010, the Equality Act 2010(Specific Duties) (Scotland) Regulations 2012, 2015 and 2016 require public bodies such as the Council, Education Authority and Licensing Board to produce and publish an Equality Plan for the period 2021 – 2025 and provide progress on equality outcomes and mainstreaming activities on a two-year cycle. This report provides the updated progress report for the Equality Mainstreaming & Outcomes Progress Report 2021 – 2023.
- 3.2** The [Equality Plan](#) published on the Council’s website sets out a programme of equality, diversity and human rights work for the period 2021 – 2025, with the Equality Outcomes Progress Report and Equality Mainstreaming Progress Report providing an update on work undertaken during the period 2021 – 2023 to progress equality, diversity and human rights in both our communities and workplace.
- 3.3** The Equality Reports are designed to ensure the Council, Education Authority and Licensing Board (separated as required by the Act), progress the requirements of section 149 (1) of the Equality Act 2010 to:
- Eliminate unlawful discrimination, harassment, victimisation and any other conduct that is prohibited under the Act;
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it
- 3.5** The report presented today meet the legal requirements of the Equality legislation as detailed in section 3.1, and support a positive way forward for the Council, Education Authority and Licensing Board.
- 3.6** The Council is required to publish the progress report by the 30 April 2023 and in order to meet this statutory requirement the report was published in draft.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

There are no resource implications arising directly from this report other than the time of the Council’s corporate Equality, Diversity & Human Rights Officer.

4.2 Digital

There are no IT issues arising from this report.

4.3 Risk

The Council has a statutory duty to comply with the Equality Act 2010 and The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, 2015 and 2016.

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

Content within these reports relate to best practice and compliance with the Equality Act 2010 and The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, 2015 and 2016.

4.5 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Background information/Links

**Appendix C – Midlothian Equality Mainstreaming & Outcomes Progress
Report 2021 – 2023**

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

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

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

Equality, diversity and human rights underpin all priorities.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

Fairness and Equality is a key element in delivering Best Value and delivering on the Public Sector Equalities Duty ensures the Council has a continued focus on Best Value.

A.5 Involving Communities and Other Stakeholders

The equality outcomes within the Midlothian Equality Plan 2021 - 2025 was out for consultation during November/December 2020.

A.6 Impact on Performance and Outcomes

Completion of actions and the meeting of outcomes within these reports will enhance equality, diversity and human rights performance and outcomes.

A.7 Adopting a Preventative Approach

By adopting a pro-active approach to equality, diversity and human rights a preventative approach will be engendered.

A.8 Supporting Sustainable Development

The content of these reports contribute to a sustainable approach to the continuous improvement of equality, diversity and human rights within Midlothian Council.

APPENDIX B – Background Information/Links

1. [Midlothian Equality Plan 2021-2025](#)
2. [Equality Mainstreaming Outcomes Progress Report 2019-2021](#)



Midlothian Council

Equality

Mainstreaming &

Outcomes Progress

Report

2021 - 2023

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Foreword by the Chief Executive, Midlothian Council

Welcome to the Midlothian Council Equality Mainstreaming & Outcomes Progress Report for the period 2021 - 2023. Over the past two years, the Council has continued to work towards developing its approach to equality and fairness. The Council has set out an ambitious programme of work through the Midlothian Community Planning Partnership to build a Midlothian, which is built on fairness and prosperity.

It is my opinion that this principle of equality must underpin all of the work the Council plans and does, and I am determined that the Council will continue do this through:

- Recognising that some people are not always treated fairly and can experience discrimination and inequality;
- Ensuring that our services meet the needs of all people in our communities, and that communities have choice and control over the services they use where appropriate;
- Challenging ourselves to tackle the inequality that exists in our communities, and working with community planning partners to improve outcomes for equality groups; and
- Tackling prejudice and negative attitudes towards people and celebrate the diversity within our communities

I am proud of the work that the Council continues to do to raise awareness of Mental Health amongst our employees, looking to achieve the next level (silver) of the Equally Safe at Work accreditation, demonstrating good practice and leadership in addressing violence against women and girls and a focus on gender equality, and the drive to celebrate equality and diversity with the Equal Midlothian Week & Mela. Initiatives such as these are tangible examples of equality work within our organisation and our local communities.

I look forward to continuing our work over the coming years to achieve our vision of a fairer and more equal Midlothian.

Dr Grace Vickers, Chief Executive, Midlothian Council

1.0 Purpose of Report

- 1.1 The purpose of this report is to outline how the Council has taken forward work to mainstream equality across the Council both in its role as a service provider and as an employer. The report also demonstrates current progress against equality outcomes detailed in the Midlothian Council Equality Plan 2021 – 2025.
- 1.2 This report uses the terms ‘Midlothian Council/Council as shorthand for the Council, Education Authority and Licensing Board (all three bodies).

2.0 Legislative Background

- 2.1 In October 2010 the Equality Act 2010 (the Act) came into force. This was a consolidating piece of legislation gathering together 40 years of previous discrimination legislation.
- 2.2 On 05 April 2011 the Public Sector Equality Duty (PSED) came into force. The PSED replaced the separate duties on public bodies relating to race, disability and gender equality.
- 2.3 The new PSED extended the scope of equality legislation to include not only race, disability and gender but also age, gender re-assignment, marriage and civil partnership, pregnancy and maternity, religion or belief, and sexual orientation.
- 2.4 These nine categories are now known as the protected characteristics.
- 2.5 In April 2018 the Scottish Government enacted the socio economic duty. The Equality Act requires us to actively consider how we can reduce the inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. This is known as the Fairer Scotland Duty.
- 2.6 The PSED as set out in the Act is known as the ‘general equality duty’ (GED).
- 2.7 The GED requires public listed authorities in the planning and exercising of their public duties and functions to have ‘due regard’ to the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct;
 - Advance equality of opportunity between people who share a relevant protected characteristic and those who do not; and
 - Foster good relations between people who share a relevant protected characteristic and those who do not

- 2.8 These three areas are sometimes known as the 'three needs'.
- 2.9 Having 'due regard' in relation to advancing equality of opportunity includes:
- Removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic;
 - Taking steps to meet the needs of persons with protected characteristics that are different from persons who do not share it; and
 - Encouraging participation in public life and other areas where representation is disproportionately low
- 2.10 Having 'due regard' in relation to the need to foster good relations includes:
- Tackling prejudice; and
 - Promoting understanding
- 2.11 As previously noted at present there are nine protected characteristics and there is no hierarchy to those nine. In alphabetical order they are:
- Age
 - Disability (learning difficulties, mental health, physical and sensory)
 - Gender re-assignment
 - Marriage and civil partnership (restricted to elimination of unlawful discrimination in employment)
 - Pregnancy and Maternity
 - Race
 - Religion or Belief
 - Sex
 - Sexual orientation
- 2.12 On 27 May 2012 the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into force.
- 2.13 These Regulations imposed duties on listed public bodies for the purpose of enabling the better performance by the listed authority of the duty imposed by section 149(1) of the Equality Act 2010, the PSED.
- 2.14 These duties are to:
- Report progress on mainstreaming the equality duty;
 - Publish equality outcomes and report progress;
 - Assess and review policies and practices;
 - Gather and use employee information;

- Publish gender pay gap information;
 - Publish statements on equal pay, etc.;
 - Consider award criteria and conditions in relation to public procurement;
 - Publish in a manner that is accessible, etc.;
 - Consider other matters; and
 - Scottish Ministers to publish proposals to enable better performance
- 2.15 The 2012 Regulations dictate when reports and progress reports have to be published (outcome reports every four years, progress reports every two years starting on 30 April 2013). The Regulations also state that all new and/or revised policies must be impact assessed against the needs of the GED, and that workforce profiling, gender pay gap and equal pay statements should form part of the mainstreaming report for organisations who have more than 150 employees at prescribed times. Finally, the Regulations look for listed bodies to improve their procurement activities and to publish all materials in a manner that is accessible to all.
- 2.16 On 11 June 2015 the Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2015 came into force.
- 2.17 This set of Regulations increased the number of listed bodies who are required to adhere to the Act and includes Integration Joint Boards established by order under section 9(2) of the Public Bodies (Joint Working) (Scotland) Act 2014 (3).
- 2.18 This means that the Midlothian Integration Joint Board (MLIJB) is also subject to the duties and responsibilities of the Equality Act 2010 and its subsequent Regulations. The MLIJB has its own Equality Reports and is therefore out with the scope of this report.
- 2.19 On 18 March 2016 the Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016 came into force.
- 2.20 This new set of Regulations:
- Introduced a new requirement on listed public authorities to publish the gender composition of their Boards, and to produce succession plans to increase the diversity (across all protected characteristics) of their Boards; and to
 - Lower the threshold for listed bodies to publish information on their gender pay gap and equal pay statements, from those authorities with more than 150 employees to those with more than 20 employees
- 2.21 Local authorities, licencing boards, and education authorities are not considered 'relevant listed authorities' in respect of the first bullet point in 2.20 above.

- 2.22 It is important to note that the Council as an Education Authority must also meet the requirements of the Act and subsequent Regulations. Further, as the Council also administers the Licensing Board it too needs to meet the requirements of the Act and Regulations when undertaking its duties. Accordingly, at the relevant points within this report reference will be made to all three bodies.
- 2.23 New legislative requirements and policy changes have been introduced since the Equality Act 2010, including The Fairer Scotland Duty, introduced in 2018, Child Poverty (Scotland) Act (2017) and others directly related to human rights including the United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Bill which was introduced to the Scottish Parliament on 1 September 2020.

3.0 Mainstreaming Equality 2021 – 2023 - context

- 3.1 In the Council's Equality Mainstreaming & Outcome Report 2017 – 2019 it was said that:
- Mainstreaming equality meant making equality part of the day to day business of the Council, Education Authority & Licensing Board both as service planners, providers and employers, rather than a 'bolt-on' at the end of projects and other programmes of work;
 - By mainstreaming equality, the Council, Education Authority & Licensing Board could ensure that equality of opportunity was part of the culture of the organisations, and that both employees and customers could benefit from organisations where they felt valued and their interests and issues on a level par with all others' issues and values;
 - Further, by mainstreaming equality the Council, Education Authority & Licensing Board could demonstrate its commitment to the general duty by publicly demonstrating that they would not condone unlawful discrimination, victimisation and harassment; and that
 - The Council, Education Authority & Licensing Board could also demonstrate that they would work to advance equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not within their own organisations and through partnership and joint working practices with neighbours and community planning partners.

The Council, Education Authority & Licensing Board remain committed to these considerations, and during the period 2021 – 2023 have worked hard to embed each of the needs of the General Equality Duty for each protected characteristic throughout all of its work.

4.0 Progress made for the period of the Equality Plan 2021 – 2025 to mainstream equality throughout all three bodies (Council, Education Authority & Licensing Board)

4.1 Ensuring genuine commitment to equality through all levels of the Council structures and planning procedures

The service planning structure of the Council includes the Single Midlothian Plan (SMP) and supporting plans including service plans.

In Midlothian, partners work together through the Midlothian Community Planning Partnership (MCP) which is the overarching partnership for this local authority area. MCP brings together public services, the third sector, the business community and community organisations that are based or working in Midlothian.

Revision of the priorities for the MCP which are to reduce inequalities in: learning outcomes; health outcomes; and economic circumstances and now includes to reduce carbon emissions in Midlothian to net zero by 2030. The strapline of the partnership is 'Midlothian - A Great Place to Grow'. Actions in relation to outcomes given in the 2021 – 2025 Equality Plan will be given in the outcomes section of this report.

Introducing Midlothian's Route Map through and out of the crisis as a strategy for recovery with a focus on the vision and priorities identified by the MCP and based on the creation of a Wellbeing Economy, designed to achieve wellbeing, inclusion and fairness for our communities and to protect and enhance our environment.

4.2 Understanding the impact of our work – the Integrated Impact Assessment (IIA)

Since 2016, the Council has implemented an Integrated Impact Assessment Tool to ensure that we consider equality and the impact of our decisions on those with protected characteristics. The Council considers that our decision making process needs to consider a bigger picture and therefore the IIA also considers socio-economic inequality, health inequalities, environmental and sustainability matters thereby giving service providers the bigger picture that allows them to identify priorities now and in the future.

In early 2019 a further refresh of the IIA process was carried out, considering the need to include further focus on human rights and a greater emphasis on ensuring we consider the impact of our policies on care experienced young people. A pan-Lothian approach to the development of the IIA has encouraged a number of public sector bodies to support both the approach taken and a significant staff training programme to raise awareness and understanding of the importance of IIAs.

Completed impact assessments are published on the Council website as required by the Act and can be found [here](#).

4.3 Equalities Monitoring

The Council continues to use equalities monitoring to gather and analyse information about service users where possible and appropriate. Plans to continue to develop our approach to equality monitoring and data collection need to ensure that we meet the requirements of General Data Protection Regulation (GDPR), and also ensure that any information collected reflects the most up to date approach to monitoring, and gives us the information we need to develop responsive services.

To improve equalities monitoring as an employer the Council launched a Personal Data Audit towards the end of 2020. Encouraging staff to ensure that their personal data is updated to ensure appropriate and meaningful consideration and planning with regard to protected characteristics can be undertaken. In this regard in February 2022 the Council signed up to the Council of Ethnic Minority Voluntary Sector Organisations (CEMVO's) Race for Human Rights programme. One of the areas the Council has asked for help in is encouraging more staff to disclose personal protected characteristic data. This partnership work will take place in 2023 and hopefully will result in increased accurate data that will ensure the Council can accurately plan for and with its workforce.

4.4 Building Organisational Capacity

Equality & Diversity Training

Training continues to be an important method of mainstreaming equality, diversity and human rights throughout the Council, Education Authority and Licensing Board. As part of the Equally Safe at Work Accreditation Process and Equality Plan 2021 – 2025, a programme of equality, diversity and human rights awareness training which focussed on:

- Ensuring that Midlothian Council is able to meet its general and specific duties under equalities and human rights legislation.
- Providing employees with opportunities for learning and awareness of their role and responsibilities under equality and human rights legislation.
- Developing a skilled, motivated and culturally capable workforce that can bring about changes that will improve services and tackle inequalities.

In addition, updates for the Council's Corporate Management Team and Elected Members on Equality, Diversity and Human Rights Awareness and the Integrated Impact Assessment focusing on the benefits that this process gives to service planning and delivery as well as staff wellbeing have been, and will continue to be delivered.

Further, staff have been encouraged to undergo refresher equality and diversity training, and those involved in developing service planning and delivery to request more detailed training in the need for and use of the Integrated Impact Assessment tool has continued.

4.5 Staff Equalities Group

Earlier Mainstreaming Reports noted the intention to review the structure and purpose of the previous Equality Working Group (EWG). Work on the planned review was delayed and the subsequent formation of an Equalities Forum superseded the review.

Alongside colleagues, the Equalities Engagement Officer (EEO) set up a series of drop-in sessions for staff to ascertain if there was interest in setting up a Staff Equalities Group and devising Terms of Reference for the group. A core group of ten staff members was established and began meeting monthly from November 2019 with the following purpose/aims:

- To offer the opportunity for colleagues from all areas of the organisation to inform and collaborate on equalities action.
- Working collectively towards improving policies and practices and implementing change.
- Sharing experiences and providing advice and support in a confidential safe space.

Members of the group have been pro-active in raising equalities issues and sharing information. Work is in hand to refresh and extend this group.

4.6 Joint Community Planning Equality Forum (CPEF)

Work on the remit and membership of the Joint East Lothian and Midlothian Community Planning Equality Forum (JE&MCPEF) has not progressed as planned in earlier reports. A decision regarding whether this forum, or a different version of the forum, is to be progressed is still required and the advice of the Midlothian Community Planning Partnership is to be taken. This work will be reported on in the next Progress report.

Whilst the intention was to have a joint forum with East Lothian Council, in practice the community level activity associate with equalities has been taken forward by Midlothian People's Equality Group (MPEG).

4.6 Midlothian People's Equality Group (MPEG)



The Midlothian People's Equality Group (MPEG) is a group of local people with diverse backgrounds who aim to:

- Promote equality and challenge prejudice
- Build relationships across Midlothian's communities of interest where people feel valued and trusted
- Provide a platform for Midlothian people to learn, educate and communicate about local equality issues of concern and interest; and have a voice in local policy and planning.

The group is assisted by Midlothian Council who support the group on an ongoing basis: attending board meetings; giving guidance and support with practical tasks such as funding applications/ OSCR submissions/ volunteer development/ policy and procedures; and working in partnership with MPEG and other organisations to host events and projects.

4.7 Working with the Procurement Section

Work with the procurement section has resulted in the following:

- Development of equality issues within our procurement strategy such as buying with other community planning partners and increasing supplier diversity;
- A review of the current provision for equality in procurement; building equality into the business case and engaging with service users;
- Introducing equality requirements in contract specifications including;
 - Specifying positive action and reasonable adjustments as well as workforce requirements;
 - Using more inclusive advertising and selection of tenderers' processes;
 - Developing an inclusive award process as well as implementing equality contract conditions and monitoring them; and
 - Learning lessons at the end of a contract

This focus ensures that the procurement process is informed by the responsibilities and obligations within the Equality Act 2010 (Specific Duties) (Scotland) Regulations

2012, particularly to consider the use of award criteria and conditions in relation to public procurement.

4.8 Equal Midlothian Week and Midlothian Mela

Equal Midlothian Week has been established as an annual programme of events with a range of organisations coming together to offer a variety of events which promote and celebrate equality, raise awareness and reach out to all communities. Details of the programme for 2023 is shown in the outcomes section of this report.

The Equal Midlothian Week events usually culminate with the annual multi-cultural celebration, the Midlothian Mela. Unfortunately, due to staffing issues there was no Mela held in 2023.

4.9 SWAN (Scottish Workplace Networking) for LGBT People (Midlothian Council is a member)

Ian Arnot and Robert Cole, who were involved with British Telecom's (BT) LGBT Networking Group, Kaleidoscope, founded SWAN in 2008. At the time, many companies and public sector employers had their own networking organisations but there was nothing that connected them. SWAN was created in order to fill this gap and provide a network in Scotland to bring people from different sectors together.

SWAN has become synonymous with networking within the LGBT professional community. As an organisation they have been hosted at many major businesses in the central belt of Scotland and attendance is consistently growing. SWAN aims to provide LGBT people with access to networking opportunities and with the help of corporate hosts they are able to do this absolutely free.

4.10 LGBT Youth Scotland

LGBT Youth Scotland is the largest youth and community-based organisation for lesbian, gay, bisexual and transgender (LGBT) people in Scotland. The charity's mission is to:

“Empower lesbian, gay, bisexual and transgender young people and the wider LGBT community so that they are embraced as full members of the Scottish family at home, school and in every community.”

The Council is a member of the Lothian LGBT Development Group.

In past years the Council's Equality Engagement Officer (EEO) has also co-ordinated group attendance at Edinburgh Pride marches with LGBT Youth Scotland. This work has stalled as the EEO post is currently vacant.

4.12 Participation in Equality & Rights Network (EaRN)

The Equality and Rights Network (EaRN), is a member-led network that seeks to advance equality, promote human rights and tackle inequality and poverty in Edinburgh and surrounding areas.

4.13 NHS Gypsy/Traveller Roma Forum

The Equality & Diversity Officer attends this group which looks after the specific health issues relating to Gypsy/Travellers in the East & Midlothian areas. The group was refreshed during 2015/17 and Midlothian Council remains an active participant.

4.14 Gathering information about the experiences of equality groups

The Council continues to recognise that gathering information/ evidence about the needs and experiences of those with protected characteristics is an important way for the Council to deliver services that meet the needs of the community. The Council does this in different ways including community engagement, participation and desk based research. Since the publication of the initial Equality Plan in 2013 and update in 2017 a number of key developments have strengthened the knowledge we have about our communities:

- Introduction of new Place Plans under legislation planning. These replace Local Neighbourhood Plans (LNPs) which provided opportunities for local people to engage with local issues and improvements for their local communities.
- Development of the Community Planning Annual Planning Day event gives local communities the opportunity to hear more about and get involved in broader community planning work. Development of the plan is underpinned by the Midlothian Profile which presents information on the make-up of Midlothian's communities across a range of category, including some protected characteristics.
- Continued support for Midlothian Community Councils
- Development of the Midlothian Citizen's Panel as a mechanism to gather the views of local people on key issues.
- Development of the 'The Champions' Board' whose remit is to provide a platform for looked after children to engage with their corporate parent and make their needs known.
- Successful working relationships with regional and national equality groups to provide information / evidence about particular groups that have no local representation
- Use of National Resources including 'Equality Evidence Finder' developed by the Scottish Government/ Improvement Service.

5.0 Other ongoing work in support of equal opportunities Council-wide

5.1 2022

Equal Midlothian Week 2022 saw organisations working on equalities issues profiling their work which:

- Promoted a more equal Midlothian
- Raised awareness of equality issues
- Celebrated the work people do on equalities in Midlothian
- Created stronger links between groups and involve local adults, young people and children
- Reached out to all communities

A week of events planned to bring communities together and highlighting equalities work in Midlothian included:

- Invisible Women – Data bias in a World Designed for Men
- Vision Impairment Awareness Training
- The UNCRC, My Child & Me
- Men in Child and Social Care
- CLD & IGBE
- Women in Leadership
- Islamophobia Causes and Cures
- Unconscious Bias Training
- Are we all imposters?
- Decision Making for Inclusive Practice
- LGBTQIA+ Support with Health in Mind
- Information sessions for people from minority ethnic communities (Peer connecting Black and Minority Ethnic, Health in Mind)
- What is public sociology? And what can we do with it?
- Introduction to British Sign Language
- Visual Awareness session

The annual Midlothian Mela in 2022 was an in-person event held in the Dalkeith Arts Centre and included the MPEG AGM, a Talking Books Session and a number of social activities. The event also looked to encourage those interested in volunteering to support the MPEG activity across the year.

5.2 2023

Equal Midlothian Week

Equal Midlothian Week has become an exciting annual programme of events. A range of organisations come together to offer a variety of events which promote and celebrate equality, raise awareness and reach out to all communities. Events on offer in 2023's programme were:-

- **Cooking with Nila**
Come along and take part in some Indian Cooking with Nila. This class will teach you some basics that could save you spending money on takeaways.
- **What Makes Good Support for people with learning disabilities (People First event)** Take part in a giant snakes and ladders game! This is a free fun event for people to talk about their experiences. Just watch or join in the fun. Drinks and snacks provided.
- **Understanding sexuality and gender identity for parents and carers.** Are you a parent or carer for a young person questioning their sexuality or gender identity? Do you want to better understand this topic? Join in with this online discussion.
- **LGBTQIA+ history.** A special event is being held as part of Equal Midlothian Week to discuss LGBTQIA+ history.
- **Multilingual Bookbugs.** Bookbug encourages parents and carers to share books with their children as early as possible to inspire a love of reading. This is a special multilingual session for Equal Midlothian week.

6.0 **Areas for development moving forward**

6.1 In addition to ongoing projects/work noted above, the following areas of work will be developed further moving forward:

- Further consideration of the implications of the Fairer Scotland Duty and how the Council, Education Authority and Licensing Board can ensure that we meet the requirements of this new aspect of the Equality Act;
- Consideration of the implications of the United Nations Convention Rights of a Child (UNCRC);
- The Council will ensure that all training offered reflects the socio economic duty. The Council will also work to ensure we focus on key policy areas and new legal requirements including the BSL Plan, and the Gaelic Language Plan;
- Continue to develop our approach to equality monitoring and data collection to ensure we meet the requirements of GDPR and also ensure that any information collected reflects the most up to date approach to monitoring and gives us the information we need to develop responsive services;

- Build relationships with individuals and organisations who can assist us by getting involved in progressing equality outcomes;
- Meet with managers and other stakeholders within the Council who can assist the Equality & Diversity Officer in mainstreaming progress and plans for the future;
- Evaluate and improve further our approach to the duties on Procurement;
- Ensure that the Equal Pay Statement and the Gender Pay Gap information covers all the requirements of the Act.

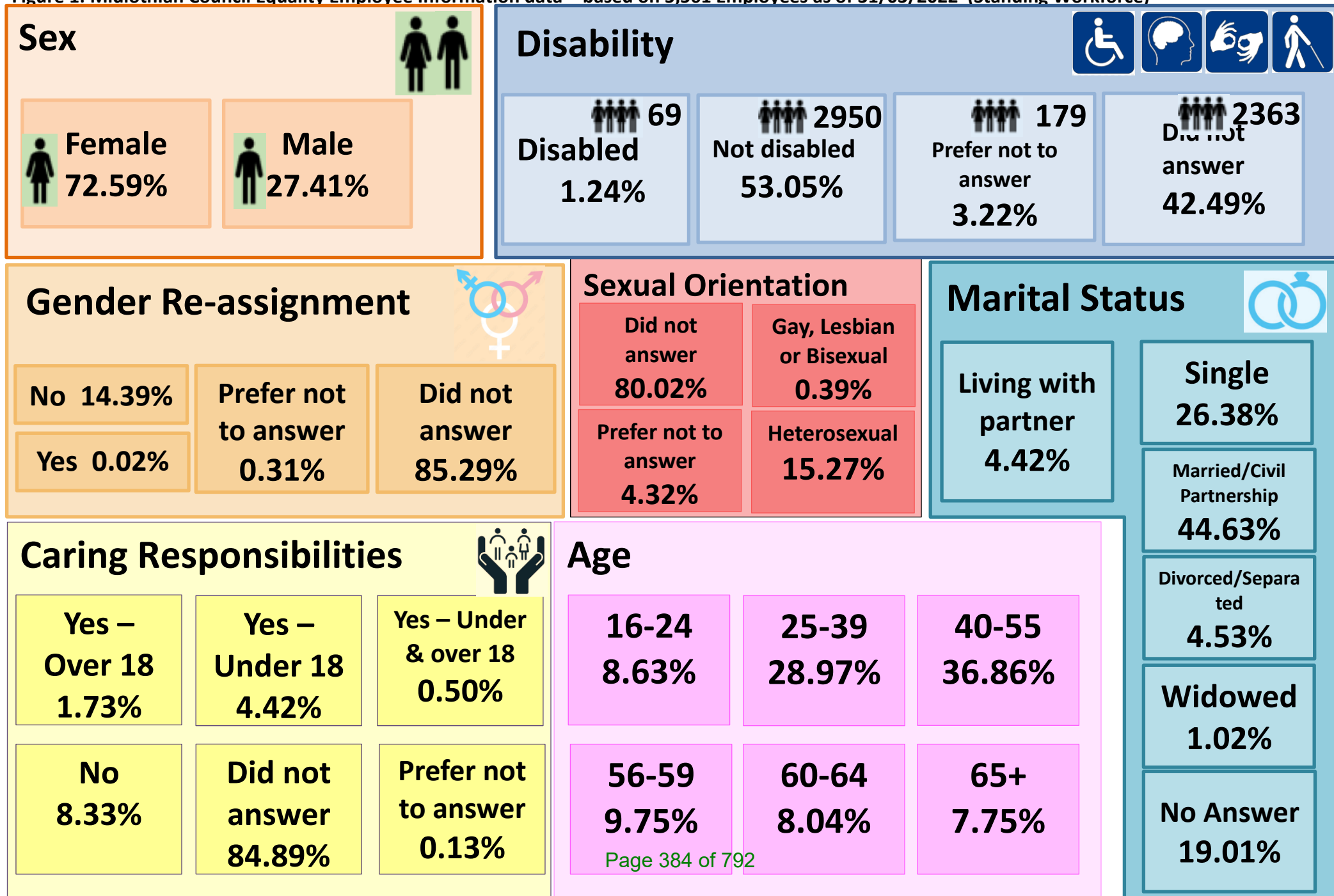
7.0 Employee Information Analysis for the year 2021/2022 (See Section 14 for Data tables for the period 31/03/2017 to 31/03/22)

7.1 Key Findings:

- There continues to be reluctance from many employees to answer equality monitoring questions, and understanding and resolving the reason/(s) for this continues to be a priority action for the Council to address within the period of Midlothian Equality Plan 2021 – 2025. (A data audit exercise in 2020/21 did not deliver the hoped for improvement in employees self-identifying against the protected characteristics and a wider exercise supported by the Council of Ethnic Minority Voluntary Sector Organisations (CEMVO) is being developed to better understand the reasons for this and encourage increased take up).
- The Council continues to consider the data and information it gathers in relation to its standing workforce, those leaving the organisation, and those it attracts to apply for positions within the organisation. A continued focus on identifying and analysing employee data and information will provide the Council with robust knowledge about its workforce, the reasons why individuals leave, and what attracts new applicants to want to work for the authority.
- Further development opportunities offered to managers to raise their awareness and understanding across all protected characteristics will support planned activities (positive action campaigns) to attract a more diverse workforce from across all protected characteristics that will better reflect those within Midlothian's communities.
- In round terms the organisation attracts and recruits on a 70% female, 30% male approx. basis which is in sync with the standing workforce. The Council needs to consider looking into ways of attracting more males into the workforce (positive action campaigns) particularly into traditionally seen female roles such as

teaching. Further, the Council needs to consider looking to attract women (again positive action campaigns) into traditional male areas such as waste, transport, amenity, and STEM (science, technology, engineering and mathematics) professions.

Figure 1: Midlothian Council Equality Employee Information data – based on 5,561 Employees as of 31/03/2022 (Standing Workforce)



7.2 Workforce Profile Analysis (for period 01/04/21 – 31/03/22)

The following provides an update with regard to equality data analysis for the standing workforce. An overview of the standing workforce across most of the equality data areas as at 31 March 2022 is shown in Figure 1 above and a full breakdown of percentage splits for all employee equality data from 31 March 2017 to 31 March 2022 is shown in appendix 1.

Age

During the year the greatest number of employee remains as during 2015/16, 2016/17, 2017/18, 2018/19, 2019/20, and 2020/21 within the age band 40 – 55. Otherwise numbers in each age bracket are very similar to 2020/21, the workforce has increased by 286 over the last 12 month period.

Sex

The sex mix of the Council's workforce remains very much in line with the make-up previously reported in 2020/21 (female 73.04% and male 26.96%).

Sexual Orientation

With over 80% of the workforce choosing not to respond regarding their sexual orientation, this is an area requiring further investigation as part of the wider reluctance of staff to disclose information and this will be undertaken during the period of Midlothian Equality Plan 2021 – 2025.

Caring Responsibilities

In previous years and this employees were asked 'do you have caring responsibilities'. The data presented shows data received in relation to this question. As with other characteristics investigation needs to take place as to why over four fifths of the workforce does not wish to divulge if they have caring responsibilities.

Disability

During the year 2021/22 the disability profile of the workforce was:

Type of Disability	Number	Percentage
Did Not Answer	2363	42.49
No disability	2950	53.05
Prefer not to answer	179	3.22
Yes - Learning Disability	9	0.16
Yes - Longstanding Illness	17	0.31
Yes - Mental Health Condition	14	0.25
Yes - Other, such as disfigurement	8	0.14
Yes - Physical Impairment	12	0.22
Yes - Sensory Impairment	9	0.16
Total	5561	100.00

The number of employees who 'prefer not to answer' and 'did not answer' remains too high at just below 46% of all responses. A mandatory staff equality audit was completed during 2020/21 with little improvement in the response rate. There are plans to investigate the reason(s) for this during the period of the Equality Plan 2021 – 2025 through Midlothian Staff Equalities Group and the Council's Human Resources section.

In relation to the previous year's (2020/21) responses, the percentage of those not answering has decreased slightly. This is a positive direction and will be followed up on during the course of the next year.

Gender Re-assignment

In answer to the question 'have you ever identified as a Transgender person or Trans person?' in 2015/2016 no positive responses were recorded. As the data presented shows in 2021/2022 and for the last three years, positive responses were recorded. This would indicate that those responding feel safe and happy to do so within the organisation, and it would be a very positive step forward if they would share with the Equality Officer why this is so. (It would also be important to ascertain if they had previously recorded a 'yes' to this question, as there were positive responses in 2014/15, and had not felt confident to do so in 2015/16). Sensitive enquiries in this regard will be carried out during the period of the Equality Plan 2021 - 2025.

Notwithstanding this, it is still very disappointing that only around 14.5% employees are prepared to answer this question, (either yes or no), which identifies the need for further work to understand why this is the case within the workforce.

Marriage and Civil Partnership

Whilst noting a slight increase from the previous year in the number of staff who 'did not' answer, as with other protected characteristics the Council needs to look into why 19.01%, one fifth of its workforce, are reluctant to provide details of their marriage, civil partnership or other status.

Race

Ethnic Origin	Number	Percentage
African (inc Scottish/British)	*	*
African Other	6	0.11
Arab (inc Scottish/British)	*	*
Asian British	*	*
Asian Chinese (inc Scottish/British)	11	0.20
Asian Indian (inc Scottish/British)	*	*
Asian Other (inc Scottish/British)	6	0.11
Asian Pakistani (inc Scottish/British)	13	0.23
Black (inc Scottish/British)	*	*
Caribbean or Black (other)	*	*
Did Not Answer	2274	40.89
Ethnicity, if Other please specify	*	*

Ethnic Origin	Number	Percentage
Mixed - any other mixed background	13	0.23
Prefer not to answer	73	1.31
White - Eastern European (e.g. Polish)	9	0.16
White Irish	40	0.72
White Other	117	2.10
White Other British	298	5.36
White Scottish	2682	48.23
Total	5561	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

During the period of the Equality Plan 2021 – 2025 investigation will take place as to why 42% the workforce do not wish to provide their ethnic origin details although this has dropped 3% over the last year.

Nationality

Nationality	Number	Percentage
American	6	0.11
Australian	*	*
Belarussian	*	*
Brazilian	*	*
British	1563	28.11
British - Hungarian	*	*
British & Swedish	*	*
Bulgarian	*	*
Canadian	*	*
Chinese	*	*
Cypriot	*	*
Did Not Answer	1827	32.85
English	17	0.31
European	*	*
German	*	*
Ghanaian	*	*
Irish	11	0.20
Italian	*	*
Lithuanian	*	*
Macedonian	*	*
Maltese	*	*
Nepali	*	*
New Zealand	*	*
Nigerian	*	*
Northern Irish	29	0.52
Norwegian	*	*
Polish	23	0.41
Portuguese	*	*
Portuguese	*	*

Nationality	Number	Percentage
Prefer not to answer	40	0.72
Republic of Ireland	*	*
Romanian	6	0.11
Scottish	1959	35.23
Spanish	9	0.16
Swedish	*	*
Welsh	*	*
Grand Total	5561	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

There has been a 1.77% reduction from the previous year in the number of employees who did not provide details of their nationality. This is a positive sign but further work must be undertaken to reduce this further.

Religion or Belief

Religion or Belief	Number	Percentage
Atheist	*	*
Buddhist	*	*
Christian	*	*
Church of England	*	*
Church of Scotland	278	5.00
Did Not Answer	4432	80.00
Hindu	*	*
Humanist	*	*
Jewish	*	*
Muslim	*	*
No religious views	*	*
None	530	9.53
Other Christian	52	0.94
Other Religion or Belief	*	*
Prefer not to answer	144	2.59
Roman Catholic	99	1.78
Sikh	*	*
Total	5561	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

With just over 80% of the workforce not being prepared to state their religion or belief there is again a great need to investigate the reason for this during the period of the Equality Plan 2021 – 2025.

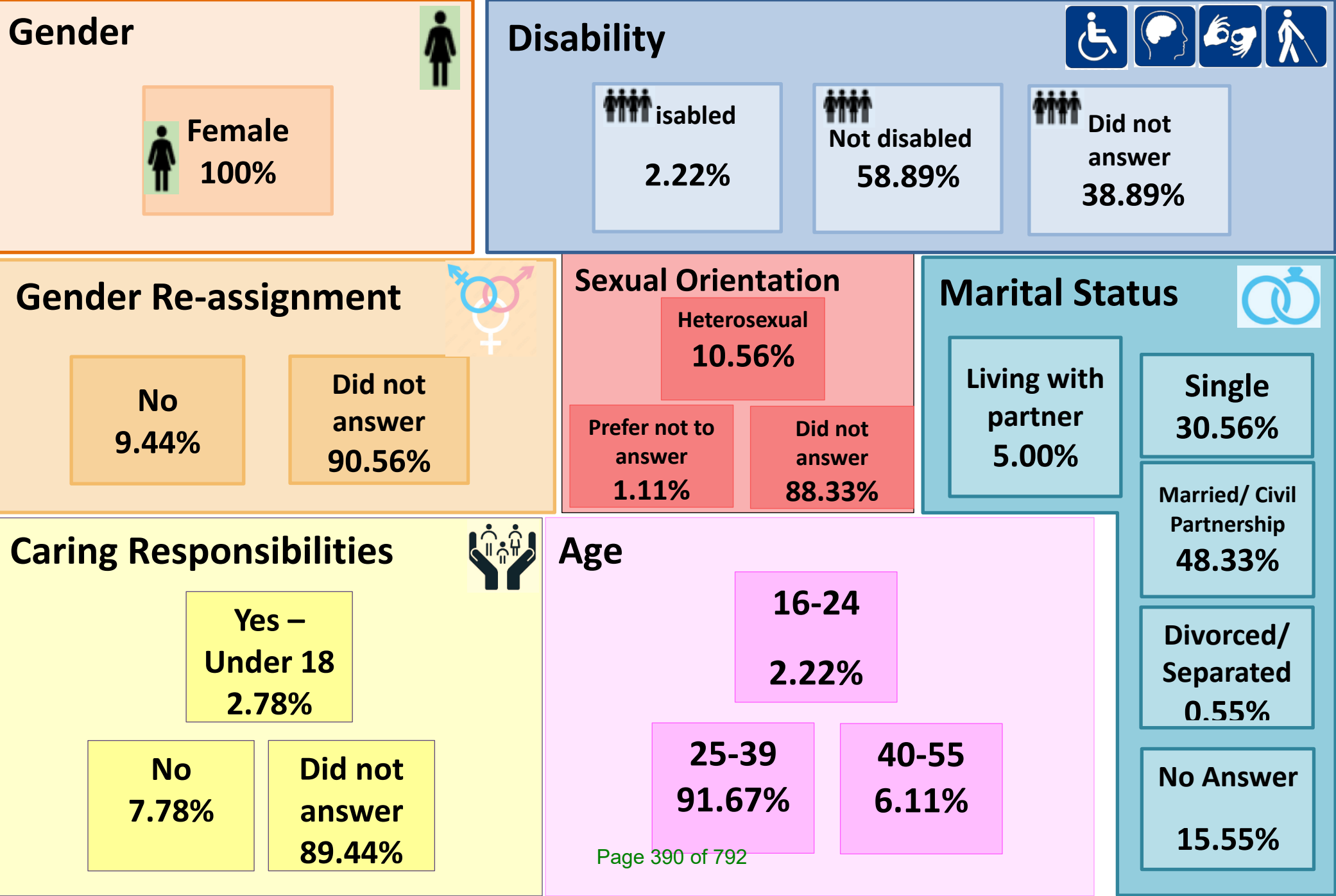
Disciplinary Cases

As the number of disciplinary actions taken on the grounds of any of the protected characteristics is five or less we are required to respect anonymity and the number is therefore withheld.

Resolution Cases

As the number of resolution actions taken on the grounds of any of the protected characteristics is five or less we are required to respect anonymity and the number is therefore withheld.

Figure 2: Midlothian Council Equality Data Maternity in Period – based on 180 Employees from 01/04/2021 – 31/03/2022



7.3 Pregnancy & Maternity workforce profile (for period 01/04/21 – 31/03/22)

The following provides an update with regard to equality data analysis relating to pregnancy and maternity. An overview across most of the equality data areas as at 31 March 2022 for pregnancy and maternity is shown in Figure 2 above.

Ethnic Origin	Number	Percentage
Did Not Answer	65	36.11
Ethnicity, if other please specify	*	*
White Irish	6	3.33
White Other	8	4.44
White Other British	9	5.00
White Scottish	91	50.56
Total	180	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Nationality	Number	Percentage
Black African	*	*
British	66	36.67
Did Not Answer	46	25.56
English	*	*
Irish	*	*
Northern Irish	*	*
Other, please specify	7	3.89
Scottish	54	30.00
Spanish	*	*
Total	180	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Religion or Belief	Number	Percentage
Church of Scotland	6	3.33
Did Not Answer	161	89.44
None	9	5.00
Prefer not to answer	*	*
Roman Catholic	*	*
Total	180	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

From 2016/17 data across all protected characteristics is available for pregnancy and maternity. What this data shows is that within the specific characteristic of pregnancy

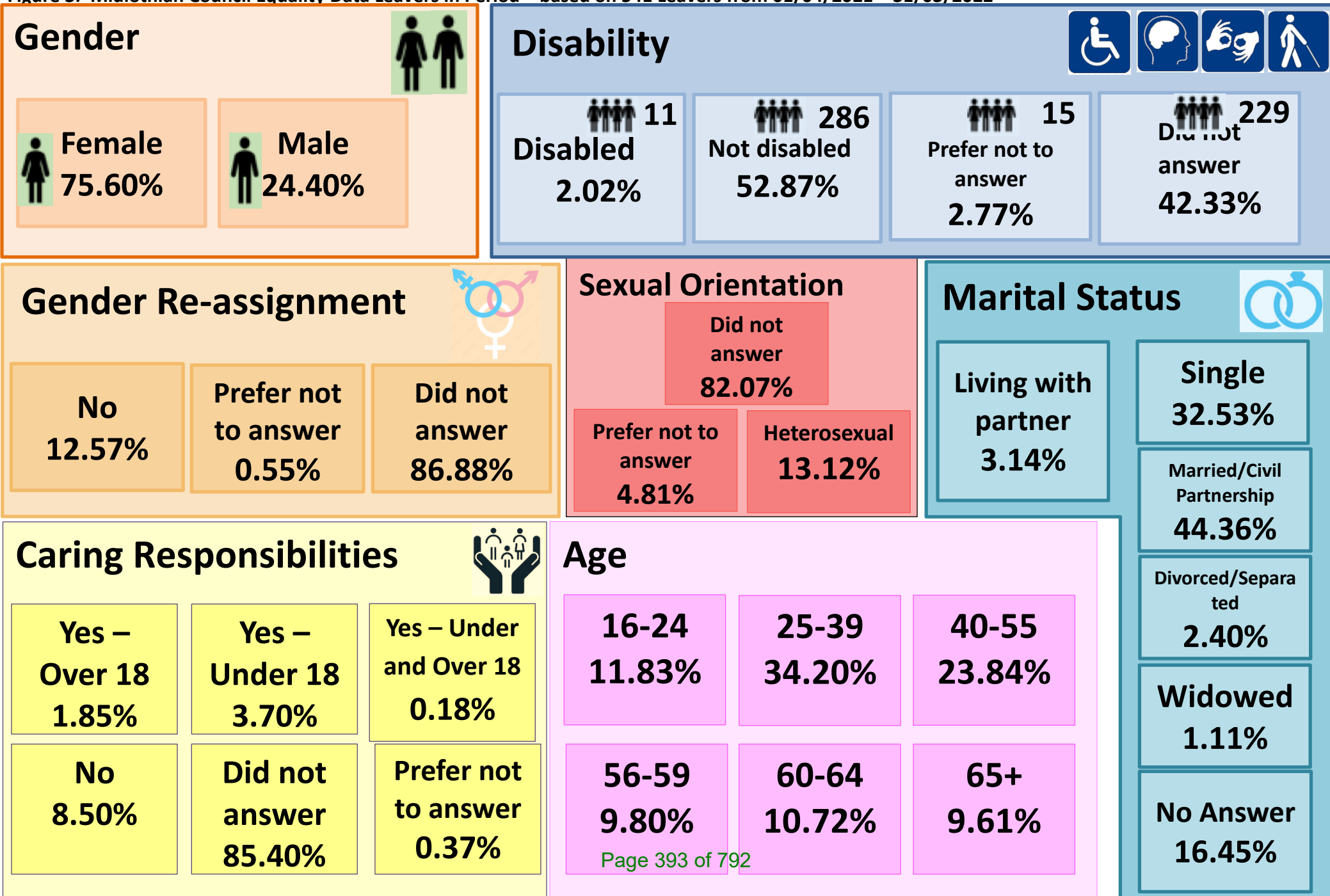
and maternity there is still a reluctance to disclose disability, gender re-assignment, race, religion and faith, sexual orientation and caring responsibility.

The reason/(s) for this reluctance to disclose needs to be better understood if the Council is to be considered an employer of choice. Further consideration of this will be carried out during the period of the Equality Plan 2021 – 2025.

As for previous years, for those employees who are pregnant or on maternity leave their roles are risk assessed to determine any potential negative health impacts and they are, in line with statute and best practice, given special leave to attend appointments associated with their pregnancy. During maternity leave they are again, in line with statute, offered the opportunity and actively encouraged to take part in 'keep in touch days'. Employees on maternity leave are also communicated with on a regular basis in terms of keeping them up to date with any changes.

There is much emphasis on the importance to foster good relations in order that when an employee returns to work after a period of maternity leave the transition back to work is one where the employee feels fully integrated as soon as possible. Many of those returning from maternity leave apply for and are granted more part time and/or flexible working opportunities.

Figure 3: Midlothian Council Equality Data Leavers in Period – based on 541 Leavers from 01/04/2021 – 31/03/2022



7.4 Leavers Profile Analysis

Data/information for leavers has been collected and analysed since 2016/17. The following provides an update with regard to equality data analysis relating to leavers for the period 01/04/2021-31/03/2022. An overview across most of the equality data areas as at 31 March 2022 for leavers is shown in Figure 3 above.

Age Profile

In 2021/22 as in the previous four years, around one third of leavers from the Council were in the age bracket 25 – 39.

Gender

The leavers profile corresponds to the staying working profile at around a 70/30 female/male split.

Disability

With just over 2 percent of leavers declaring information on disability when leaving, the Council needs to understand why there is such a reluctance to acknowledge disability by the leaving workforce.

Sexual Orientation

With just under 87% of leavers not answering the sexual orientation question, the Council needs to investigate any potential negative undercurrents that may be causing a reluctance to disclose.

Gender Re-assignment

As with previous characteristics, investigation needs to take place as to why approximately 87% of the leaving workforce do not wish to answer a question regarding gender re-assignment.

Marriage & Civil Partnership

Again, as with previous characteristics, investigation needs to take place as to why 16.45% of the leaving workforce do not wish to divulge their marital status.

Race

Ethnic Origin	Number	Percentage
African Other	*	*
Asian Chinese (inc Scottish/British)	*	*
Asian Indian (inc Scottish/British)	*	*
Asian Other (inc Scottish/British)	*	*
Did Not Answer	214	39.56
Prefer not to answer	7	1.29
White – Anglo-Latvian	*	*

Ethnic Origin	Number	Percentage
White - Eastern European (e.g. Polish)	*	*
White Irish	8	1.48
White Other	19	3.51
White Other British	38	7.02
White Scottish	248	45.84
Total	541	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

As in previous years well over 50% of workforce leavers answered a question about ethnic origin. This is positive and needs to be built on in succeeding years.

Nationality

Nationality	Number	Percentage
American	*	*
British	163	30.13
Did Not Answer	178	32.90
English	*	*
Irish	*	*
New Zealand	*	*
Northern Irish	*	*
Polish	*	*
Prefer not to answer	6	1.11
Romanian	*	*
Scottish	182	33.64
Welsh	*	*
Zimbabwean	*	*
Total	541	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

The Council needs to understand why over a third of leavers either did not answer or preferred not to answer the nationality question.

Religion, Faith or Belief

Religion or Belief	Number	Percentage
Buddhist	*	*
Church of Scotland	28	5.18
Did Not Answer	440	81.33
Irish Catholic	*	*
None	41	7.58
Other Christian	7	1.29
Other Religion or Belief	*	*

Religion or Belief	Number	Percentage
Prefer not to answer	13	2.40
Roman Catholic	8	1.48
Total	541	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Since last year there has been a 5.37% decrease in the percentage of leavers who either did not answer or preferred not to answer the religion, faith or belief question.

Caring Responsibilities

With just under 86% of leavers not answering the caring responsibilities question, the Council needs to investigate why this is the case, although it should be noted that this figure has dropped by 6% since last year.

Figure 4: Midlothian Council Equality Data (Recruitment) All Applicants Period – based on 8,202 Employees from 01/04/2021 – 31/03/2022

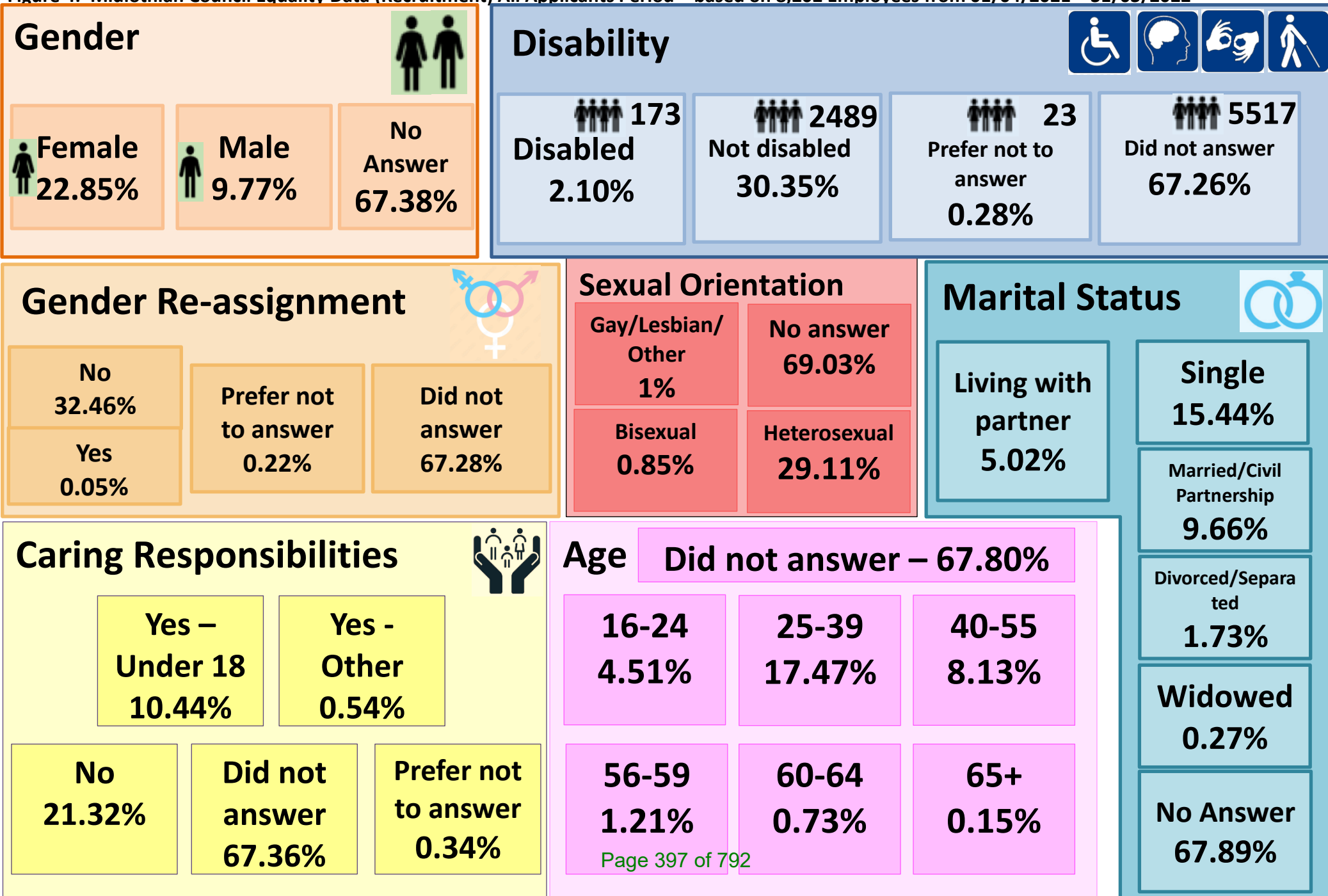
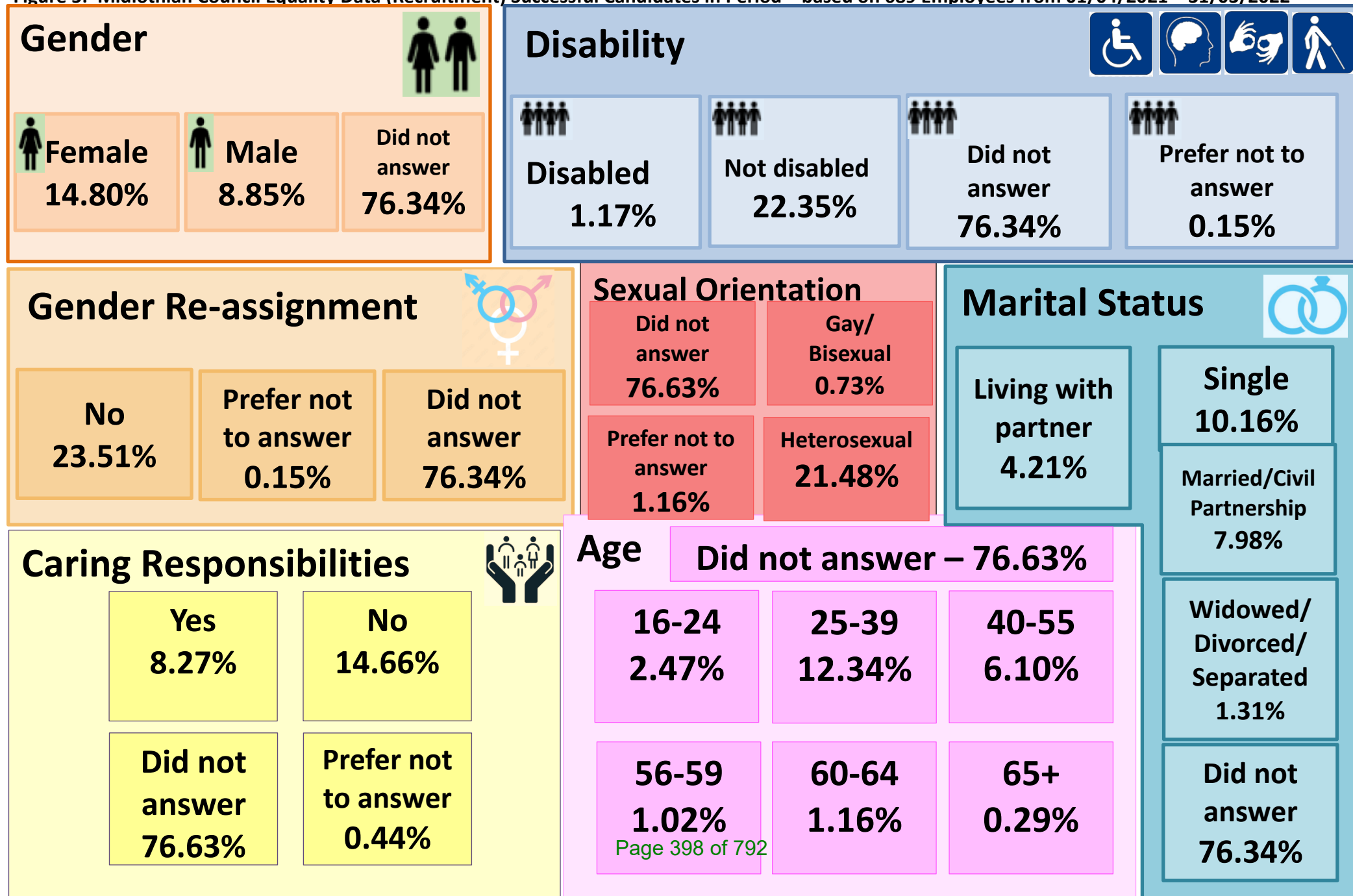


Figure 5: Midlothian Council Equality Data (Recruitment) Successful Candidates in Period – based on 689 Employees from 01/04/2021 – 31/03/2022



7.5 Recruitment Profile Analysis:

Age Profile

Age Band	Number	Percentage
16-24	370	4.51
25-39	1433	17.47
40-55	667	8.13
56-59	99	1.21
60-64	60	0.73
65+	12	0.15
Did Not Answer	5561	67.80
Total	8202	100.00

Successful Candidates	Number	Percentage
16-24	17	2.47
25-39	85	12.34
40-55	42	6.10
56-59	7	1.02
60-64	8	1.16
65+	2	0.29
Did Not Answer	528	76.63
Total	689	100.00

It is interesting to note that within the age range 25 -39 there is a greater percentage of applicants and successful candidates providing age data. However, those not answering the question remains far too high at over two thirds of applicants and successful candidates.

Disability

Job Applicants	Number	Percentage
1. Learning disability	66	0.80
2. Longstanding illness	29	0.35
3. Mental health condition	30	0.37
4. Physical impairment	12	0.15
5. Sensory impairment - Visual	*	*
6. Sensory impairment - Hearing	10	0.12
Did Not Answer	5517	67.26
No	2489	30.35
Prefer not to answer	23	0.28
Yes	24	0.29
Total	8202	100.00

Successful Candidates	Number	Percentage
1. Learning disability	*	*
2. Longstanding illness	*	*
3. Mental health condition	*	*
4. Sensory impairment - Hearing	*	*
Did Not Answer	526	76.34
No	154	22.35
Prefer not to answer	*	*
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

In both applicants and successful candidates the number not answering the disability question remains far too high. Investigations as to why this is needs to be undertaken within the period of the Midlothian Equality Plan 2021 – 2025.

Gender Re-assignment

Job Applicants	Number	Percentage
Did Not Answer	5518	67.28
No	2662	32.46
Prefer not to answer	18	0.22
Yes	*	*
Total	8202	100.00

Successful Candidates	Number	Percentage
Did Not Answer	526	76.34
No	162	23.51
Prefer not to answer	*	*
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Marriage & Civil Partnership

Job Applicants	Number	Percentage
Did Not Answer	5520	67.30
Divorced	91	1.11
Living with partner	412	5.02
Married/Civil Partnership	792	9.66
Prefer not to answer	48	0.59
Separated	51	0.62
Single	1266	15.44
Widowed	22	0.27

Job Applicants	Number	Percentage
Total	8202	100.00

Successful Candidates	Number	Percentage
Did not answer	526	76.34
Divorced	*	*
Living with partner	29	4.21
Married/Civil Partnership	55	7.98
Separated	*	*
Single	70	10.16
Widowed	*	*
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

The number of applicants and successful candidates not answering remains far too high. This requires investigation.

Race

Job Applicants	Number	Percentage
African - (Inc. Scottish/British)	11	0.13
African - Other	27	0.33
Any Mixed or Multiple	26	0.32
Asian - Bangladeshi (Inc. Scottish/British)	*	*
Asian - Chinese (Inc. Scottish/British)	11	0.13
Asian - Hongkonger	*	*
Asian - Indian	*	*
Asian - Indian (Inc. Scottish/British)	25	0.30
Asian - Other (Inc. Scottish/British)	12	0.15
Asian - Pakistani (Inc. Scottish/British)	32	0.39
Asian – Pakistani - Punjabi	*	*
Black - (Inc. Scottish/British)	*	*
Black African	*	*
Brazilian mixed	*	*
Columbian	*	*
Croatian	*	*
Cypriot	*	*
Did Not Answer	5522	67.33
Dutch	*	*
Ghanaian	*	*
Greek	*	*

Job Applicants	Number	Percentage
Hungarian	*	*
Iban (Malaysian)	*	*
Italian	*	*
Lithuanian	*	*
Malay	*	*
Middle Eastern	*	*
Other - Arab (Inc. Scottish/British)	*	*
Prefer not to answer	33	0.40
South America	*	*
South American	*	*
White American	*	*
White - Eastern European (e.g. Polish)	23	0.28
White - Finnish	*	*
White - Irish	43	0.52
White - Other British	267	3.26
White - Other white ethnic group	175	2.13
White - Polish	45	0.55
White - Scottish	1915	23.35
Total	8202	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Successful Candidates	Number	Percentage
Any Mixed or Multiple	*	*
Asian - Indian (Inc. Scottish/British)	*	*
Did Not Answer	527	76.49
White - Irish	*	*
White - Other British	17	2.47
White - Other white ethnic group	8	1.16
White - Polish	*	*
White - Scottish	130	18.87
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Disclosure rates for applicants and successful candidates are on the whole better than for the standing and leaving workforce. The organisation would benefit from understanding why.

Nationality

Job Applicants	Number	Percentage
African	7	0.09
American	11	0.13
Argentinian	*	*
Asian	*	*
Australian	*	*
Austrian	*	*
Bangladeshi Asian	*	*
Belgian	*	*
Black African	*	*
Brazilian	*	*
British	463	5.64
British/American	*	*
Bulgarian	*	*
Canadian	7	0.09
Chinese	*	*
Croatian	*	*
Cypriot	*	*
Czech	*	*
Did Not Answer	5534	67.47
Dutch	*	*
EEA	*	*
English	61	0.74
Finnish	*	*
French	12	0.15
French & Cuban	*	*
German	*	*
Greek	18	0.22
Greek Cypriot (EU)	*	*
Hellenic	*	*
Hispanic	*	*
Hungarian	*	*
Hungarian/Scottish	*	*
Icelandic	*	*
Indian	*	*
Iran	*	*
Iranian	*	*
Irish	22	0.27
Irish-Republic	*	*
Italian	11	0.13
Latvian	*	*
Lithuanian	*	*

Job Applicants	Number	Percentage
Luxembourgish	*	*
Malaysia	*	*
Maltese	*	*
Mauritian	*	*
New Zealand	*	*
Nigerian	7	0.09
Northern Irish	20	0.24
Pakistani	*	*
Polish	36	0.44
Polish & British	*	*
Portuguese	8	0.10
Prefer not to answer	63	0.77
Romanian	6	0.07
Scottish	1758	21.43
Scottish/French	*	*
Scottish/Irish dual national	*	*
Scottish/Polish	*	*
Slovak	*	*
Slovene	*	*
South African	*	*
South African (white)	*	*
South African/Portuguese	*	*
Spanish	45	0.55
Sri Lankan	*	*
Swedish	*	*
Swiss	*	*
Welsh	12	0.15
Zimbabwean	*	*
Total	8202	100.00

Successful Candidate	Number	Percentage
Belgian	*	*
British	34	4.93
Did Not Answer	526	76.34
English	*	*
German	*	*
Greek	*	*
Icelandic	*	*
Irish	*	*
New Zealand	*	*
Polish	*	*
Portuguese	*	*

Successful Candidate	Number	Percentage
Scottish	117	16.98
Scottish/French	*	*
Spanish	*	*
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Again as for some previous categories of applicants and successful candidates disclosure rates are greater here than for the standing and leaving workforce. The organisation would benefit from understanding why. It is also worth noting that the pool of candidates and successful applicants are more diverse than in previous years.

Religion, Faith or Belief

Job Applicants	Number	Percentage
Apostolic	*	*
Atheist	*	*
Buddhist	*	*
Catholic	*	*
Christian	*	*
Christian Orthodox	*	*
Church of Scotland	315	3.84
Did Not Answer	5530	67.42
Greek Orthodox	*	*
Hindu	11	0.13
Humanist	40	0.49
Jewish	*	*
Methodist	*	*
Muslim	50	0.61
NA	*	*
No religion	*	*
None	1562	19.04
Other Christian	226	2.76
Other Religion or Belief	24	0.29
Pagan	*	*
Prefer not to answer	152	1.85
Protestant	*	*
Raised as a Roman Catholic	*	*
Roman Catholic	260	3.17
Scottish Episcopal Church	*	*
Sikh	*	*

Job Applicants	Number	Percentage
Spiritual	*	*
Unitarian	*	*
Total	8202	100.00

Successful Candidates	Number	Percentage
Church of Scotland	25	3.63
Did Not Answer	527	76.49
Hindu	*	*
Humanist	*	*
None	105	15.24
Other Christian	11	1.60
Other Religion or Belief	*	*
Prefer not to answer	7	1.02
Roman Catholic	7	1.02
Total	689	100.00

*Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Again as for previous categories of applicants and successful candidates disclosure rates are greater here than for the standing and leaving workforce. The organisation would benefit from understanding why.

Sex

Job Applicants	Number	Percentage
Did Not Answer	5516	67.25
Female	1874	22.85
Male	801	9.77
Prefer not to answer	11	0.13
Total	8202	100.00

Successful Candidates	Number	Percentage
Did Not Answer	526	76.34
Female	102	14.80
Male	61	8.85
Total	689	100.00

Traditionally and in round terms the organisation attracts and recruits on a 70% female, 30% male basis which is in sync with the standing workforce. This year in round terms we cannot comment as so many candidates/recruits have not answered the question. The reason for this lack of disclosure must be investigated.

Sexual Orientation

Job Applicants	Number	Percentage
Bisexual	70	0.85
Did Not Answer	5528	67.40
Gay	53	0.65
Heterosexual/Straight	2388	29.11
Lesbian	18	0.22
Other	11	0.13
Prefer not to answer	134	1.63
Total	8202	100.00

Successful Candidates	Number	Percentage
Bisexual	*	*
Did Not Answer	528	76.63
Gay	*	*
Heterosexual/Straight	148	21.48
Prefer not to answer	8	1.16
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Caring Responsibilities

Do you have caring responsibilities?	Number	Percentage
Did Not Answer	5525	67.36
No	1749	21.32
Prefer not to answer	28	0.34
Yes (Children under 18)	856	10.44
Yes, other	44	0.54
Total	8202	100.00

Successful Candidates	Number	Percentage
Did Not Answer	528	76.63
No	101	14.66
Prefer not to answer	*	*
Yes (Children under 18)	55	7.98
Yes, other	*	*
Total	689	100.00

* Where the number reported is five or less we are required to respect anonymity and the number is therefore withheld.

Although the percentage not answering is less in comparison to the standing or leaving workforce, the organisation still needs to understand why there is any

reluctance to answer this question. Work to understand why will be undertaken during the period of Midlothian Equality Plan 2021 – 2025.

7.6 Training Profile Analysis

The Council continues to use different approaches to training such as one-to-one, group coaching sessions and leadership management courses for identified learning needs. This move away from a one size fits all classroom training approach continues to facilitate inclusion for all employees irrespective of protected characteristic.

It should however be noted that during the current pandemic and recovery period training has been carried out on-line via MS Teams.

7.7 Conclusion

The Council remains fully committed to the ethos of the Equality Act 2010 and is determined to provide employees with a workplace of choice that is fit-plus for the 21st century.

Gathering data and information for this analysis has continued to highlight a number of areas for the Council to focus on in the years ahead. The main points of note are:

- The age profile of the Council (largest age band 40 – 55 standing workforce) continues to represent challenges to workforce succession planning within the organisation.
- Work needs to be done to ensure that the Council is a positive workplace for lesbian, gay, bi-sexual and transgender (LGBT) employees and new recruits.
- Engagement with employees in relation to equal opportunities is an important means of giving the Council a more qualitative insight into the issues concerning employees, and allows the Council to take these on board when reviewing and developing new policies. The Council needs to encourage employees to feel confident about declaring their disability, sexual orientation or information about other protected characteristics.
- The Council needs to further develop its reputation as a modern, inclusive and welcoming workplace both for existing employees and for new recruits.

- The Council needs to continue to develop the data and information it gathers on existing employees, leavers, and potential new recruits in order to be a modern employer of choice.

7.8 Employee Data 2022/2023

Data for the period up to 31 March 2023 was not available at the time of producing this report. As in previous years, an annual update of employee data (up to 31 March 2023) will be published later in 2023.

8.0 Gender Pay Gap

- 8.1 The gender pay gap between average hourly rate of pay for male and female - all council employees as at 31/03/2022 is 2.52%, (decreasing from 2.7% on 31/3/21).
- 8.2 Table 1 shows the data and formula used to calculate the 2.52% gender pay gap:

Table 1

2021/2022			
Sex	Pay Group	Average Hourly Rate	Formula Description
Female	All	17.04	CORP3cii
Male	All	17.48	CORP3ci

Formula to apply: $100 - (\text{CORP3cii} / \text{CORP3ci} \times 100) = \text{Overall Gender Pay Gap} = 2.52\%$

- 8.3 For information, Table 2 provides details of the breakdown between Local Government (LG) Workers and Teachers average hourly rate:

Table 2

2021/2022		
Sex	Pay Group	Average Hourly Rate
Female	LG Workers	13.75
	Teacher	25.90
Male	LG Workers	15.01
	Teacher	26.36

- 8.4 Consideration regarding how to provide meaningful ethnicity and disability pay gap information continues to be a focus moving forward.

9.0 Equal Pay Statement

9.1 Equal Pay Statement

Midlothian Council believes in equal opportunities in employment and is committed to the fundamental principle that procedures to determine the pay and conditions of employment of all our employees do not discriminate unlawfully and aims to eliminate any sex bias or any form of discrimination. The Council recognises that in order to achieve equitable pay it should operate a pay system which is transparent and based on objective criteria.

The Council believes that pay is one of the key factors affecting motivation and relationships at work and therefore considers it important to develop pay arrangements that reward employees fairly. The Council will work with Trade Unions to develop fair and non-discriminatory pay and progression systems which are understood and accepted by employees and by the managers who operate the system. All aspects of the pay package will be reviewed and monitored regularly to ensure it delivers equal pay. Any pay inequalities which cannot be justified will as far as is possible be eliminated.

The Council will aim to:

- Continue to use objective, justifiable and proportionate job-related information and an analytical job evaluation scheme to determine the salaries of jobs and the Council's salary structures.
- Monitor existing and future pay practices and the impact or potential impact on men and women.
- Assess and review the findings of monitoring activities and take action where necessary.
- Provide development and guidance for managers and others directly involved in decisions about pay and benefits.
- Continue to work with the recognised Trade Unions on equal pay and equalities in employment.
- Inform employees of how our pay practices work and how their own pay is determined.
- Respond promptly and investigate where necessary grievances on equal pay.

10.0 Occupational Segregation

10.1 Horizontal and Vertical gender segregation.

Historically, women and men tend to be clustered into different occupations and sectors. There are many contributory factors to this segregation including stereotyping about men and women's capabilities and skills; the culture associated with different types of work; and access to training courses and apprenticeships.

Although job segregation can restrict choices for men and women, the jobs which are most likely to be done by women are also those that are associated with lower pay, part time hours and limited possibilities for progression. These are sometimes referred to as the '5 Cs' - cleaning, catering, cashiering, clerical work and caring.

Horizontal Segregation - Gender By Directorate & Service Area as at August 2022 (Headcount)

Directorate	Service	Female	Male	Total
Chief Executives Office	Chief Executives Office	1		1
	Internal Audit	2	3	5
	Policy & Scrutiny	5		5
Chief Executives Office Total		8	3	11
People and Partnerships - Children, Young People and Partnerships	Children's Services, Partnerships and Communities	172	59	231
	Education	2032	363	2395
	People and Partnerships - Children, Young People and Partnerships	2	2	4
People and Partnerships - Children, Young People and Partnerships Total		2206	424	2630
People and Partnerships - Health and Social Care and IJB	Adult Health and Social Care	161	100	261
	People and Partnerships - Health and Social Care and IJB	1		1
	Primary Care and Older People	421	52	473
People and Partnerships - Health and Social Care and IJB Total		583	152	735
Place Directorate	Corporate Solutions	259	103	362
	Members Support Services	4		4
	Place	692	604	1296

Directorate	Service	Female	Male	Total
	Place Directorate	2	1	3
Place Directorate Total		957	708	1665
Grand Total		3754	1287	5041

Vertical segregation allows for analysis of protected groups clustered in jobs that have been rated as equivalent. Jobs are rated as equivalent when they have been assigned the same grade following job evaluation. The Council operates a robust job evaluation process for Local Government Employees using the agreed Scottish Joint Council Job Evaluation Scheme and SNCT Job Sizing for Teaching Professionals with all other grades agreed and set nationally for local application.

Vertical Segregation - Gender By Grade as at August 2022 (Headcount)

Grade	Female	Male	Total
Chief Officer	4	4	8
Conserved Teachers	8	4	12
Principal Education Psychologist	1		1
Education Support Officer	4		4
Grade 1	576	73	649
Grade 10	13	26	39
Grade 11	20	12	32
Grade 12	8	5	13
Grade 13	7	6	13
Grade 14	1	1	2
Grade 2	279	218	497
Grade 2 - (39 hours)	1	23	24
Grade 3	547	93	640
Grade 4	379	101	480
Grade 5	463	192	655
Grade 6	111	84	195
Grade 7	133	56	189
Grade 8	155	77	232
Grade 9	51	37	88
Head Teacher/Depute Head Teacher	87	25	112
Main Teacher	703	171	874
Music Instructor	13	8	21
Educational Psychologist	7		7
Principal Teacher	166	65	231
Quality Improvement Officer	3	3	6
Trainee Educational Psychologist		1	1
Trainee Teacher	14	2	16
Grand Total	3754	1287	5041

11.0 Progress on Equality Outcomes set in the Midlothian Equality Plan 2021 - 2025

- 11.1 In the Council's Equality Plan 2021 – 2025 it was noted that: *'An equal society protects and promotes equal, real freedom and substantive opportunity to live in the ways people value and would choose so that everyone can flourish. An equal society recognises people's different needs, situations and goals and removes the barriers that limit what people can do and be.'* UK Equalities Review 2007. During the period 2021-2023 Midlothian Council has been working to achieve this fairness of opportunity and existence through the Equality Plan.
- 11.2 The Council has been doing this throughout the timeframe of the current equality plan and notes progress over the period of the plans as shown in 11.3.

11.3 Progress on Equality Outcomes Table

1. Accessibility

Services will be more accessible for all with improved digital inclusion and communication and an inclusive physical environment

Measure of Success	Action	Action update
Channel Shift – greater flexibility and new ways to access services.	Channel shift is embedded as a core theme within the Customer Service and Digital Services strategies and delivery programme, and progress will be reported through annual updates over 2021 to 2025	The Customer Services Platform (CSP) and re-design of key services that will improve the end to end customer journey and increase accessibility with new ways to access services. A number of modules for CSP have been launched including FOIs and the request for replacement certificates for our Registrars service. Both of these modules allow our customers to request information online at a time that suits them.
Web Accessibility – ensuring our web sites comply with the Public Sector Bodies (Websites and Mobile Applications) Accessibilities Regulations (No. 2) 2018.	Provision of adapted communication methods for specific access requirements (BSL interpreters or Text Relay services for deaf customers Language translation services for customers for whom English is not their first or preferred language - Reach Deck).	The following Accessibility Statement is featured on the Midlothian Council Website: Accessibility statement Midlothian Council and outlines all aspects to ensure that we are compliant with all relevant regulations. In addition, there is a plan of work looking to update the inaccessible aspects of the website such as older PDFs.
Digital Access and Skills/ Libraries - programme of activities to address the digital divide and ensure the benefits of the internet and digital technologies are available to all.	Provide and sign-post a wide range of digital support tools within libraries including providing access to computers, the Internet, digital content, and digital literacy programs	Library Services provide free access to computers, the internet and Wi-Fi. The staff also provide support to assist customers to access other Council services for example with the Assisted Garden Waste payment and also for any other digital assistance. We work closely with Communications, CLLE and other Council and TSI services to assist in providing access to digital skills classes and sessions whether using library PCs or their own device.

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Measure of Success	Action	Action update
Digital Learning - improve access to digital technology for all learners though the provision of additional devices and connectivity to pupils to support home and blended learning.	Monitor the delivery of new devices e.g. iPads, chrome books, to assist educators, learners and parents to take advantage of digital technology opportunities.	<p>Phase 2 of Equipped for Learning is progressing well with 14,000 devices allocated to all P1 – S6 Midlothian children.</p> <p>A robust programme of professional learning for staff combined with individual targets for schools is ensuring that devices are having a positive impact on learning, teaching and assessment</p> <p>Read & Write (literacy support) is one of a number of accessibility supports that children are benefitting from</p> <p>Digital safeguarding (Light speed) is ensuring that devices remain safe and healthy for our learners</p> <p>Seesaw app allows continuous communication with families about their child's learning</p> <p>Phase 3 planning has already started and will have a strong focus on hybrid learning to ensure all learners will have equal access to a rich curriculum offer.</p>
Adult Health and Social Care	Adult Health and Social Care Service Plan includes actions and performance indicators supporting a range of priorities, including the use of Digital resources to improve the experience for clients.	Adult Health and Social Care Service Plan Adult Health and Social Care Service Quarterly Performance Reports
	Joint Physical Disability Planning Group Action Plan	The Joint Physical Disability Planning Group Action Plan is now very much limited by the fact there is currently a Planning Officer vacancy that is not likely to be filled due to our savings requirements
	Midlothian Health and Social Care Partnership Strategic Plan 2019-2022, identifies a key outcome - People who use health and social care services have positive	Midlothian Integrated Joint Board Strategic Plan 2022-25 has 6 strategic aims: <ol style="list-style-type: none"> 1. Increase people's support and opportunities to stay well, prevent ill or worsening health, and plan ahead.

Measure of Success	Action	Action update
	experiences of those services, and have their dignity respected.	<ol style="list-style-type: none"> 2. Enable more people to get support, treatment and care in community and home-based settings. 3. Increase people's choice and control over their support and services. 4. Support more people with rehabilitation and recovery. 5. Improve our ability to promote and protect people's human rights, including social and economic rights and meet our duties under human rights law through our services and support. 6. Expand our joint working, integration of services, and partnership work with primary care, third sector organisations, providers, unpaid carers, and communities to better meet people's needs. <p>The responsibilities and legal duties of Midlothian IJB are outlined in the Public Bodies (Joint Working) (Scotland) Act (2014). All integrated authorities are subject to the Public Sector Equality Duty. Midlothian IJB is therefore required to produce a Mainstreaming Equality report in line with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.</p> <p>Midlothian IJBs Mainstreaming Equality Report 2021-25</p> <p>Midlothian IJB has produced a Mainstreaming Equality Report update (for 2021-23) and an Action Plan (for 2023-25). The main actions are as follows</p> <ul style="list-style-type: none"> • Provide 'Equality and Diversity' training for Board members • Agree and implement a process for Midlothian IJB to identify, complete, publish, monitor, and review Integrated Impact Assessments (IIAs) • Complete Integrated Impact Assessments (IIAs) for to all new and revised strategies, policies and plans, provisions,

Measure of Success	Action	Action update
		<p>practices, and activities which fall under the Midlothian IJB remit</p> <ul style="list-style-type: none"> • Assess the impact of Midlothian HSCP services through the HSCP governance and assurance • Review the information Midlothian IJB publishes and ensure it meets Scottish Government accessibility standards • Ensure the Midlothian IJB and Midlothian HSCP webpages hosted on the Midlothian Council website are distinct and hold the relevant information <p>In response to a review conducted by the Equality and Human Rights Commission (EHRC) into the compliance of Integration Authorities with the Public Sector Equality Duty, the EHRC requested that all Integration Authorities agree and implement a system for the identification, completion, publication, monitoring, and review of equality impact assessments. Midlothian IJB has worked with the officers of the HSCP to develop and agree this process which must now be applied to all new and revised strategies, policies and plans, provisions, practices, and activities of Midlothian IJB. This includes receiving assurance from Midlothian HSCP that there is a similar process in place for the operational planning and delivery of services working towards the ambitions of the Strategic Commissioning Plan.</p> <p>Additionally, Midlothian IJB is asked to report annually on positive experience and dignity as part of the IJBs Annual Performance Report.</p>

2. Housing

Increased supply and access to affordable housing via the Strategic Housing Investment Plan, and improved options to support independent living for those with complex needs via Housing First initiative. A reduction in homelessness as a result of a housing-led approach to provide settled housing options as quickly as possible. Approaches to prevent and address isolation are strengthened across communities.

Measure of Success	Action	Action update
Housing - People have access to a home that is warm, affordable, accessible and that meets their needs	Access to housing and the supply of new housing has increased across all tenures in Midlothian	Our aims are to increase the amount of social housing. Ensure our homes meet the Housing Quality Standard. Manage the properties as per the Housing (Scotland) Act. Meet the Scottish Housing Regulator Standards. Whilst consulting with our applicants and tenants on our services. Due to high demand of properties a shortfall of around 1:10 properties for social housing, we continue to look at our new build programme. Local Housing Strategy (LHS) 2021-2026 Strategic Housing Investment Plan 2021/22-2025/26 Allocation policy 2020 Tenant Participation and Customer Engagement Strategy (2020-23)
	Improve Place Making in Midlothian.	Strategic Housing Investment Plan 2021/22-2025/26
	Homeless households and those threatened with homelessness are able to access support and advice services and all unintentionally homeless households will be able to access settled accommodation.	Our vision is for everyone to have a safe, warm and affordable home that meets their needs. Working with our partners to prevent homelessness from happening in the first place. Rapid Rehousing Transition Plan 2020/21-2023/24 - Housing contribution statement (health and Social care development plan)

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Measure of Success	Action	Action update
		These activities are crucial to reduce the time spent in temporary accommodation, improving the quality of temporary accommodation provided, continue to deliver Housing First and improve the health and wellbeing of those most vulnerable households.
	The needs of households with particular needs will be addressed and all households will have equal access to housing and housing services.	Allocation policy 2020 Local Housing Strategy (LHS) 2021-2026 Strategic Housing Investment Plan 2021/22-2025/26
	Housing in all tenures will be more energy efficient and fewer households will live in, or be at risk of, fuel poverty.	Local Housing Strategy (LHS) 2021-2026 Strategic Housing Investment Plan 2021/22-2025/26
	The condition of housing across all tenures is improved.	Local Housing Strategy (LHS) 2021-2026 Strategic Housing Investment Plan 2021/22-2025/26
	Integration of Housing, Health and Social Care in Midlothian is improved	Housing contribution statement (Health and Social Care Partnership Strategic Plan 2019-2022, Appendix)
	Community Justice Service - Pathways established to support transition at point of leaving prisons and hospitals into accommodation.	Housing contribution statement (Health and Social Care Partnership Strategic Plan 2019-2022, Appendix) Rapid Rehousing Transition Plan 2020/21-2023/24

3. Safer Communities and Gender Based Violence

Midlothian neighbourhoods are safe and welcoming and communities embrace equalities and mutual respect and reject all forms of discrimination.

Measure of Success	Action	Action update
Woman, girls and LGBTQ+ communities feel safer as a result of the implementation of programmes and policies to prevent and protect our citizens against domestic abuse and gender-based violence, strengthened by the direct response during and following the COVID-19 pandemic.	Midlothian People's Equality Group will continue to promote equality and challenge prejudice,	Further clarity of position required due to current vacancy of the Equalities Engagement Officer.
	Build relationships across Midlothian's communities of interest where people feel valued and trusted and provide a platform for people to learn, educate and communicate about local equality issues of concern and interest	Further clarity of position required due to current vacancy of the Equalities Engagement Officer.
	Staff Equalities Group will continue to inform and collaborate on equalities actions and working collectively towards improving policies and practice and implementing change.	Work on this project has stalled due to the sabbatical and subsequent resignation of the Equalities Engagement Officer who co-ordinated this group. However, with the arrival of the new HR Strategic Lead work is underway to refresh this group and to continue its work to inform and collaborate on equalities actions. The group will also work collectively towards improving policies and practice and implementing change.
	Adult Health and Social Care Service Plan includes a range of actions and performance indicators which support a range of priorities and includes a priority specific to the Justice Service.	Adult Health and Social Care Service Plan Adult Health and Social Care Service Quarterly Performance Reports
	Public Protection Unit and VAWG action and improvement plans.	EMPPC, VAWG Delivery Plan Midlothian Council Cabinet agreed to develop a Midlothian Equally Safe Strategy and Delivery Plan in November 2021, which was delayed with the impact of Covid. The leadership

Measure of Success	Action	Action update
		<p>group and development plan are now in place and work will commence 28 April 2023 with support from the IS Protecting People Programme.</p> <p>A shared VAWG Prevention Plan was developed and approved in principle by EMPPC (December 2022). The Plan has since been split into three parts: Midlothian; East Lothian and EMPPC. Midlothian's part will inform the new Midlothian Equally Safe Strategy and Delivery Plan.</p> <p>Our Partnership 16 Days of Activism to End VAWG campaigns included 12 events in 2021 and 25 plus events in 2022, with more than 1,267 people attended. This was accompanied by extensive social media work.</p> <p>Operational work</p> <ul style="list-style-type: none"> • The Domestic Abuse Service for high risk women victims was transferred from the Public Protection Office to Women's Aid East and Midlothian in October 2022 along with the associated Scottish Government funding. This funding has enabled additional Women's Aid support worker hours to help reduce the waiting lists accumulated during Covid. • Domestic Abuse Referral Pathway following a Police Incident: There were 424 referrals to Midlothian services for specialist support (208 in 2021/22 with a slight rise to 216 in 2022/23): 334 to Women's Aid East and Midlothian; 65 to the Domestic Abuse Service; 5 to Shakti Women's Aid; 15 to Fearfree (for men and LGBT+ people); and 5 to the Caledonian Women's Service (Justice Service).

Measure of Success	Action	Action update
		<ul style="list-style-type: none"> MARAC Midlothian: 249 cases were referred to Marac (115 in 2021/22 rising to 134 in 2022/23). 73% of cases involved a total of 449 children. Thirty-four Maracs were held: all 26 scheduled meetings and 8 additional meetings to meet demand. We completed our first Marac self-assessment in 2021 and have since completed most of the improvement actions identified. In particular, we have improved resilience by increasing the pool chairs to 7 (of 8 required) to cover both Midlothian and East Lothian Maracs. <p>VAWG training and briefings:</p> <ul style="list-style-type: none"> Training resumed post Covid on-line and from October 2022 a mix of in-person and online delivery covering a range of VAWG topics to support practitioners. In 2021/22, there were 10 trainings with 220 participants. Of those who provided feedback 95% agreed their knowledge had increased. In 2022/23, 6 trainings with 141 participants. Of those who provided feedback 85% agreed their knowledge had increased. The Learning and Development subgroup introduced online briefings late 2021/22 which has enabled us to expand the VAWG offer and reach a broader audience. Topics have included: BAME women and Honour Based Abuse; Marac; Disclosure Scheme for Domestic Abuse Scotland (DSDAS); Animal abuse and public protection/domestic abuse (in 2023, we are including Cost of Living Crisis and Commercial Sexual Exploitation and Human Trafficking).

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Measure of Success	Action	Action update
		<ul style="list-style-type: none"> In 2021/22, we held one Briefing with 109 participants. In 2022/23 we expanded to 7 briefings and also our 16 Days launch (2.5 hours), with a total of 605 participants. Safe & Together Core and Supervisor training has continued to be offered online supported by a local plan to embed Safe & Together in culture, systems and practice. <p>Public communication: A quarterly Public Protection e-Newsletter was established in 2021 which always includes a VAWG section. These are circulated widely to the workforce and decision makers and are available on Supporting Safer Communities - Public Protection across East Lothian and Midlothian Home (emppc.org.uk)</p>

4. Workplaces

Midlothian Council is a positive and inclusive workplace for all employees.

Measure of Success	Action	Action update
New recruits will join an increasingly diverse workforce across all levels of the organisation, which accurately reflects the population we serve and commits to providing opportunities for all new and existing staff from groups	Creation of a draft Wellbeing Strategy	Existing Mental Health and Wellbeing Policy in place and Wellbeing Directory introduced Dec 2022. Previous NHS Wellbeing award has closed so the Council won't be retaining this as it is not applicable any more.
	Planned review of recruitment and selection processes and practices by using the Scottish Government's Minority Ethnic Recruitment Toolkit	Due to the HR lead position being vacant for a number of months this work has not progressed. This project has now

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Measure of Success	Action	Action update
currently underrepresented such as promoting and facilitating staff forums for people in protected characteristic groups.		been picked up by the new HR Strategic Lead and is planned to be actioned in the latter half of 2023.
	Roll out refresher mandatory Equality and Diversity training for all employees	E-learning package procured and working with the Equality and Diversity Officer to deliver refreshed mandatory Equality and Diversity training for all employees.
	Staff Equalities group.	Work on this project has stalled due to the sabbatical and subsequent resignation of the Equalities Engagement Officer who co-ordinated this group. However, with the arrival of the new HR Strategic Lead work is underway to refresh this group and to continue its work to inform and collaborate on equalities actions. The group will also work collectively towards improving policies and practice and implementing change.
Success in achieving inclusive working culture might also be measured by rates of retention/leaving, recruitment, promotion etc.	Plans to create a Diversity and Inclusion Strategy during 2021/22	This is not on the radar as a priority but is something the new HR Strategic Lead thinks should be developed as part of a plan to develop/refresh the Council's current equalities strategy – staff focus. Plan to look at this in the latter half of 2023.
	Continuing to review people policies to ensure they fully support an inclusive workplace.	Flexible Working Policy, and our Hybrid Working Arrangements promote healthy work-life balance Employee Assistance Programme and other supports available to staff Provision of a variety of employee benefit schemes to improve physical, financial and mental wellbeing
A reduction in our pay gap percentages.	Reduction in our pay gap percentages	The Gender Pay Gap at 31 March 2022 is 2.52%, decreasing from 2.7% at 31 March 2021.

5. Education

1. All of Midlothian's children and young people are successful learners and the educational attainment gap is reduced.
2. Midlothian schools are safe places where acts of discrimination, victimisation, and harassment are effectively addressed to avoid re-occurrence.

Measure of Success	Action	Action update
Children and young people have improved health and wellbeing (including mental health) because they receive an education directed towards realising their potential, with appropriate support and reasonable adjustments when required,	Education Service improvement plan aligns with the key priorities in the National Improvement Framework for Scottish Education and Delivering Excellence and Equity in Scottish Education.	<p>The Education Service Improvement Plan is reaching the evaluation stage with attention now focusing on session 23/24. Draft priorities will be shared with stakeholders on 25 April for finalisation in May 2023.</p> <p>The learning estate strategy was revised to include ASN and was approved by full Council in December 2022.</p> <p>A Midlothian mental health strategy has been developed. A recent survey of therapeutic supports will help to ensure consistency of access as well as best value.</p>
	Statutory duty to report on steps taken to close the attainment gap between the most and least disadvantaged children and improve children and young people's wellbeing.	<p>The Education Scotland Attainment Advisor continues to work with schools and officers on PEF planning, PEF interventions and measurement of impact. The development of an analytical dashboard combined with data literacy training is helping to ensure interventions are closely tracked and monitored.</p> <p>The Build Back better team have continued to work with the 10 schools with lowest attainment levels. Pleasingly Literacy attainment has improved by 14% and numeracy by 4%.</p>
	A nurturing authority- 3 year plan in place to embed nurture within our schools and services	The Nurture strategy group have developed a framework for relational practice and this will progressed by nurture leads based in schools and across services.

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Measure of Success	Action	Action update
		Training for 200+ Learning assistants indicated a deeper knowledge of nurture and how they can support learners as a result of the engagement.
Children and young people's rights are respected, they enjoy an inclusive curriculum and they are confident that bullying and prejudice incidents are dealt with effectively and fairly.	Policy development and review- involve all key stakeholders in the review of policies to ensure they are compliant with statutory duties, including new duties associated with UNCRC	The Parent and Learner Liaison Officer (PLLO) has engaged with children, young people and families throughout this session. Consultations have included the National Discussion, Learning Estate, Study Leave and policy development such as family learning, exclusions. The annual report on Children's Rights is in progress.
	Included, Engaged and Involved/ Accessibility Policy and Strategy etc)	An attendance strategy has been developed in partnership with children's services. Attendance will be an outcome of the new Family Wellbeing Service moving forward. The Exclusion policy has been revised to reflect national legislation (IEI) and an accessibility strategy has been updated to reflect current context. New guidance has been created for schools to help with the identification, assessment and provision for children with ASN. The Education Resource group was established in 2022. It is a multi-agency response to supporting the needs of children and young people with ASN. A Raising Attainment for All strategy is being created and will be a strong focus for session 23-24.
	Digital Learning Strategy – equity of access to technology to enhance learning	All P1-S6 children have a managed device, either an i-pad or a Chromebook. Accessibility tools promote literacy and numeracy supports for all, and bespoke packages for those children with an ASN need.

Measure of Success	Action	Action update
	Learning Estate Strategy – equity of learning experiences and designing inclusive spaces	<p>The Learning Estate Strategy has been expanded to meet the increasing additional support needs of the children and young people in Midlothian. We are continuing to review the provision and supports for these children and young people through the education improvement plan. To date this includes the establishment of new complex needs classes within localities from August 2023.</p> <p>We are currently engaging with all stakeholders to gather their views on how the curriculum can be developed to ensure it supports all learners to achieve their full potential.</p>
	Review of the health and wellbeing curriculum delivered in schools	All primary schools have curriculum frameworks that they have implemented this session

6. Licensing

1. Midlothian Licensing Board works with license holders, partners and other Council services to support positive behaviour on and around license premises, and to support community safety priorities.
2. Midlothian Licensing Board will work to ensure that its Board members more accurately reflect the community it serves.

Measure of Success	Action	Action update
Midlothian Licensing Board will work to ensure that its Board	Continue to work in partnership with Police Scotland and the local Licensing Forum, who each have a separate statutory role to play under the Licensing	The Licensing Forum has not met since 2020, the Board continues to work with Police Scotland and the Licensing Standards Officer in this regard.

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Measure of Success	Action	Action update
members more accurately reflect the community it serves.	(Scotland) Act 2005, with equal regard to the interests of persons with protected characteristics	
	The Board will promote accessibility to all licensed premises in Midlothian for people with disabilities through its application of the relevant provisions of the Licensing (Scotland) Act 2005 and its statement of licensing policy.	The Board continues to promote accessibility to all licensed premises. The Board's Licensing will be reviewed in 2023 and this will be an important aspect of any policy going forward.
	Disability Access and Facilities Statements (DAFS) are required to be submitted along with all applications for premises licences.	It remains a requirement that Disability Access and Facilities Statements are submitted with all applications.
	Midlothian Licensing Board Policy 2018 - 2023 signposts licence holders to their duties under the Equality Act 2010.	The Policy continues to do so. The Board's Licensing will be reviewed in 2023 and this will be an important aspect of any policy going forward.

12.0 Next Steps

12.1 The outcomes are supported by an Equality Plan, which continues and develops further the commitment the Council has to equality, diversity and human rights with the aim of further:

- Embedding a culture where respect, choice and understanding is fostered and diversity positively valued;
- Creating an environment where unlawful discrimination, harassment, victimisation or bullying is not tolerated;
- Understanding and addressing the needs of different groups; and
- Embedding the equality agenda in all that we provide and do to ensure that all people, irrespective of their age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation or socio economic status have the same opportunity to live and flourish within our communities

13.0 Contact Details

13.1 Should you wish to get in touch regarding this report, please do so by post to:

Lesley Crozier
Equality, Diversity & Human Rights Officer
Continuous Improvement Team
Midlothian Council
Midlothian House
Buccleuch Street
DALKEITH
EH22 1DN

Email to: Lesley.crozier@midlothian.gov.uk or equalities@midlothian.gov.uk
Telephone to: 0131 271 3658

14.0 Alternative Formats

14.1 This document can be made available in different formats and in different languages. If you would like a copy in another language or format, please email equalities@midlothian.gov.uk or phone 0131 271 3658.

15.0 Appendix A: Employee Data Tables 31/03/17 – 31/03/22

SEX	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Female %	71.78	70.53	71.84	72.18	73.04	72.59
Male %	28.22	29.47	28.16	27.82	26.96	27.41
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

AGE BANDS	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
16-24 %	9.22	9.44	8.21	8.23	7.05	8.63
25-39 %	27.86	27.16	27.39	28.12	29.21	28.97
40-55 %	40.36	40.07	39.84	38.59	37.99	36.86
56-59 %	9.07	8.97	9.40	9.77	10.01	9.75
60-64 %	6.75	7.53	7.97	7.73	8.00	8.04
65+ %	6.73	6.83	7.18	7.56	7.73	7.75
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

SEXUAL ORIENTATION	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Bisexual %	0.07	0.07	0.04	0.04	0.04	0.07
Did Not Answer %	78.00	78.77	80.87	81.03	78.73	80.02
Gay %	0.14	0.16	0.17	0.15	0.21	0.23
Heterosexual/Straight %	17.32	16.83	16.22	15.37	16.55	15.27
Lesbian %	0.07	0.07	0.07	0.07	0.09	0.09
Prefer not to answer %	4.39	4.10	2.63	3.35	4.38	4.32
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

DISABILITY TYPE	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Did Not Answer %	53.37	49.79	48.27	47.09	45.31	42.49
No %	42.38	46.20	47.75	49.02	50.31	53.05
Prefer not to answer %	2.96	2.73	2.84	2.85	3.01	3.22
Yes - Learning Disability %	0.23	0.19	0.13	0.13	0.21	0.16
Yes - Longstanding Illness %	0.36	0.37	0.34	0.28	0.28	0.31
Yes - Mental Health Condition %	0.18	0.14	0.15	0.15	0.25	0.25
Yes - Other, such as disfigurement %	0.07	0.09	0.11	0.13	0.21	0.14
Yes - Physical Impairment %	0.30	0.35	0.24	0.18	0.23	0.22
Yes - Sensory Impairment %	0.14	0.14	0.17	0.17	0.19	0.16
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

GENDER RE- ASSIGNMENT	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Did Not Answer %	83.09	83.73	84.38	85.54	84.08	85.29
No %	16.49	15.88	15.23	14.11	15.55	14.39
Prefer not to answer %	0.39	0.37	0.37	0.33	0.36	0.31
Yes %	0.04	0.02	0.02	0.02	0.02	0.02
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

MARITAL STATUS	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Did Not Answer %	16.02	15.25	14.70	14.43	13.48	13.67
Divorced/Separated %	3.59	4.19	4.11	4.21	4.27	4.53
Living with partner %	3.52	3.78	4.03	4.18	4.45	4.42
Married/Civil Partnership %	48.08	47.30	48.42	47.29	47.07	44.63
Prefer not to answer %	6.82	6.04	5.60	5.56	5.61	5.34
Single %	20.99	22.40	22.13	23.33	24.13	26.38
Widowed %	0.98	1.03	1.01	0.99	0.99	1.02
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

ETHNIC ORIGIN	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
African (inc Scottish/British) %	0.05	0.04	0.06	0.07	0.08	0.07
African Other %	0.07	0.07	0.07	0.11	0.13	0.11
Any other Asian background %	-	0.02	-	-	-	-
Any other White background %	0.02	0.04	-	-	-	-
Asian Bangladeshi (inc Scottish/British) %	0.02	0.02	0.02	-	-	-
Arab (inc Scottish/British) %	-	-	-	-	-	0.02
Asian British %	0.05	0.05	0.07	0.07	0.06	0.07
Asian Chinese (inc Scottish/British) %	0.02	0.02	0.02	0.07	0.13	0.20
Asian Indian (inc Scottish/British) %	0.05	0.04	0.06	0.06	0.04	0.07
Asian Other (inc Scottish/British) %	0.04	0.05	0.09	0.11	0.09	0.11
Asian Pakistani (inc Scottish/British) %	0.11	0.12	0.15	0.17	0.19	0.23
Bangladeshi %	0.02	0.02	-	-	-	-
Black (inc Scottish/British) %	0.04	0.09	0.09	0.11	0.08	0.07

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ETHNIC ORIGIN	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Caribbean or Black (other) %	0.02	0.02	0.02	0.02	0.02	0.02
Did Not Answer %	52.10	48.06	47.42	45.51	43.85	40.89
Ethnicity, if Other please specify %	0.02	0.02	0.02	0.04	0.04	0.02
Irish %	0.02	0.02	-	-	-	-
Mixed - any other mixed background %	0.25	0.28	0.22	0.20	0.19	0.23
Pakistani %	0.02	0.02	-	-	-	-
Prefer not to answer %	0.66	0.54	0.63	0.92	1.16	1.31
White - Eastern European (eg Polish) %	0.13	0.11	0.09	0.15	0.17	0.16
White and Asian %	-	0.02	-	-	-	-
White and Black African %	0.04	0.05	-	-	-	-
White and Black Caribbean %	0.02	0.02	-	-	-	-
White Gypsy/Traveller %	0.02	0.02	0.02	0.02	-	-
White Irish %	0.57	0.67	0.65	0.66	0.74	0.72
White Other %	1.41	1.56	1.62	1.80	1.88	2.10
White Other British %	4.29	4.68	4.80	5.30	5.23	5.36
White Scottish %	39.97	43.38	43.87	44.61	45.93	48.23
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

NATIONALITY	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
American %	-	-	-	-	-	0.11
Australian %	-	-	-	-	-	0.02
Belarussian %	-	-	-	-	-	0.02
Brazilian	-	-	-	-	-	0.05
British %	23.13	25.41	27.04	27.57	28.19	28.11
British – Hungarian %	-	-	-	-	-	0.05
British & Swedish %	-	-	-	-	-	0.05
Bulgarian %	-	-	-	-	-	0.09
Canadian %	-	-	-	-	-	0.05
Chinese %	-	-	-	-	-	0.05
Cypriot %	-	-	-	-	-	0.05
Did Not Answer %	44.97	40.60	38.53	36.84	34.62	32.85
English %	0.54	0.54	0.49	0.44	0.40	0.31
European %	-	-	-	-	-	0.02
German %	-	-	-	-	-	0.05
Ghanaian %	-	-	-	-	-	0.07
Irish %	-	-	-	-	-	0.20
Italian %	-	-	-	-	-	0.07
Lithuanian %	-	-	-	-	-	0.05

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NATIONALITY	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Macedonian %	-	-	-	-	-	0.05
Maltese %	-	-	-	-	-	0.05
Nepali %	-	-	-	-	-	0.05
New Zealand %	-	-	-	-	-	0.05
Nigerian %	-	-	-	-	-	0.05
Northern Irish %	0.27	0.32	0.37	0.33	0.40	0.52
Norwegian %	-	-	-	-	-	0.05
Polish %	-	-	-	-	-	0.41
Portugese %	-	-	-	-	-	0.05
Portuguese %	-	-	-	-	-	0.02
Other, please specify %	1.84	2.00	2.07	2.41	2.54	-
Prefer not to answer %	0.55	0.47	0.50	0.66	0.72	0.72
Republic of Ireland %	-	-	-	-	-	0.05
Romanian %	-	-	-	-	-	0.11
Scottish %	28.65	30.61	30.96	31.71	33.06	35.23
Spanish %	-	-	-	-	-	0.16
Swedish %	-	-	-	-	-	0.05
Welsh %	0.05	0.05	0.04	0.04	0.08	0.05
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

RELIGION	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Atheist %	-	-	-	-	0.06	0.05
Buddhist %	0.13	0.14	0.15	0.17	0.13	0.09
Christian %	-	-	-	-	0.02	0.02
Church of England	-	-	-	-	0.02	0.02
Church of Scotland %	6.98	6.55	6.25	5.69	5.78	5
Did Not Answer %	79.32	79.75	81.15	80.71	78.60	79.70
Hindu %	0.02	0.02	0.04	0.04	0.06	0.05
Humanist %	-	-	-	-	0.02	0.02
Jewish %	-	-	-	-	-	0.02
Muslim %	0.11	0.11	0.11	0.07	0.08	0.07
No religious views %						0.02
None %	7.29	7.50	7.33	8.50	9.76	9.53
Other Christian %	1.13	1.14	1.10	0.99	1.08	0.94
Other Religion or Belief %	0.13	0.14	0.15	0.13	0.11	0.09
Prefer not to answer %	2.80	2.54	1.59	1.77	2.31	2.59
Roman Catholic %	2.11	2.12	2.13	1.91	1.97	1.78
Sikh %	-	-	-	-	-	0.02
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

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CARING RESPONSIBILITIES	@31/03/17	@31/03/18	@31/03/19	@31/03/20	@31/03/21	@31/03/22
Did Not Answer	82.62	83.19	83.80	84.95	83.53	84.89
No	10.36	9.89	9.27	8.30	9.10	8.33
Prefer not to answer	0.23	0.25	0.22	0.18	0.17	0.13
Yes - Over 18	1.55	1.63	1.60	1.56	1.86	1.73
Yes - Under 18	4.86	4.66	4.67	4.58	4.82	4.42
Yes - Under and Over 18	0.38	0.39	0.43	0.42	0.53	0.50
Grand Total	100.00	100.00	100.00	100.00	100.00	100.00

Second Review of Scottish Parliamentary Boundaries

Report by Kevin Anderson, Executive Director, Place

Report for Decision

1 Recommendation

The Council are invited to

- (a) note the proposed boundary reviews for the Midlothian Scottish Parliamentary constituencies; and
- (b) determine whether to submit a formal comment/objection to Boundaries Scotland.

2 Purpose of Report/Executive Summary

This report advises members of the terms of the Second Review of Scottish Parliamentary Boundaries and invites members to decide if the Council should make formal comment or objection to the proposals for the Midlothian South and Midlothian North and Musselburgh constituencies; noting that should the Council make formal objection a Local Inquiry will require to be held.

Date: 15 June 2023

Report Contact: Alan Turpie, Legal and Governance Manager

Email: alan.turpie@midlothian.gov.uk

3 Background

3.1 There is a statutory requirement under Schedule 1 of Scotland Act 1998 to review Scottish Parliamentary Boundaries on a regular basis. Boundaries Scotland is an independent, non-political body which has been set up and charged with carrying out reviews of Scottish Parliamentary boundaries.

3.2 The first such review took place 2010/11 and established the constituency boundaries used at the Scottish Parliamentary Elections in 2011, 2016 and 2021. This consultation is part of the second review which will report to the Scottish Ministers on 01 May 2025 and will set the boundaries of constituencies and regions for the 2026 Scottish Parliamentary Elections onwards.

3.3 The timetable for the second review is as follows:

- 01 September 2022 – Intention to hold review published in Edinburgh Gazette
- Dec 2022 – April 2023 – Electoral Quota calculated and proposals prepared
- 17.05.2023 – Consultation opens
- 17.06.2023 – Consultation closes *
- Autumn 2023 Local Inquiries held dependent on result of consultations
- Late 2023/2024 one month consultation on revised recommendations
- 2024 – one month consultation on further revised recommendations, if required
- 2024 – one month consultation on region recommendations
- 2024 – one month further consultation on region revised recommendations
- 01.05.2025 – report to Scottish Ministers. If approved, new boundaries will come into effect at 2026 Scottish Parliamentary elections

***Members should note that Boundaries Scotland have granted an extension to the Council until 30 June 2023 to respond to the Consultation.**

A Local Inquiry must be held if either an affected Local Authority or 100 electors object to a proposal. The Inquiry will be heard by an Assistant Commissioner appointed by Scottish Ministers and the purpose is to:

- Hear local opinions
- Hear criticism or support
- Receive counter proposals
- Enable everyone who wishes to comment to do so

Following the Inquiry, Assistant Commissioner reports to Boundaries Scotland who will publish the report and take the findings into account in preparing revised recommendations.

- 3.4 There are 73 Scottish Parliamentary constituencies and 8 regions and these numbers are fixed in the Scotland Act, the review will not therefore affect the number of MSPs (129).

Equally, the size of the three island constituencies are also fixed in statute, the review looks only at the size of the 70 mainland constituencies and seeks to reflect changing populations across Scotland.

In reviewing constituencies, Boundaries Scotland are required to:

1. Take account of Council area boundaries
2. Create constituencies that have broadly the same number of electors
3. Take account of special geographical considerations
4. Take account of local ties and other inconveniences caused by changes to constituencies

Boundaries Scotland have calculated the Electoral Quota for this review (the population of the constituencies under review divided by 70) as 59,902 and the electorate of each constituency must be as near as the electoral quota as is practical having regard to rule 1 (taking account of Council area boundaries).

- 3.5 The proposals under consultation will have the following effect across Scotland:

- 18 Constituencies completely unchanged;
- 1 constituency renamed but boundaries unchanged;
- 26 constituencies where boundaries have been changed but name unchanged – including Midlothian North and Musselburgh;
- 25 constituencies where boundaries and names have both been changed – including Midlothian South.

Current constituency sizes across Scotland range from Argyll and Bute with 49,535 electors to Linlithgow with 76,337 electors. Under the new proposals, the smallest electorate is Glasgow Cardonald and Pollock with 54,058 electors and the largest is Inverness and Nairn with 69,113 electors.

4 Midlothian Constituencies

- 4.1 In terms of the current Scottish Parliamentary Boundaries, Midlothian is split into two cross boundary constituencies – Midlothian North and Musselburgh and Midlothian South, Tweeddale and Lauderdale. Currently Ward 2 Bonnyrigg, Ward 3 Dalkeith, part of Ward 4 Midlothian West and Ward 5 Midlothian East are in Midlothian North and Musselburgh along with two East Lothian wards whilst Ward 1 Penicuik, the remaining part of Ward 4 Midlothian West and Ward 6

Midlothian South are in Midlothian South Tweeddale and Lauderdale along with some Scottish Borders wards.

The current electorate figures for the current boundaries are as follows:

Midlothian North and Musselburgh – 69,302

Midlothian South, Tweeddale and Lauderdale – 65,410

- 4.2 In terms of the consultation proposals, Ward 3 Dalkeith will remain as part of Midlothian North and Musselburgh along with wards from East Lothian and Edinburgh; this is the only constituency in Scotland which crosses more than two Council boundaries. In addition, Ward 3 will be the only Midlothian ward within this constituency.

The electorate figures for the proposed boundaries are as follows:

Midlothian North and Musselburgh – 55,122

Midlothian South – 64,424

It must be noted that these figures are within the proposed parameters of other constituencies. Should Ward 3 Dalkeith be added into Midlothian South, with no other changes, this would leave an electorate of 76,144 whilst Midlothian North and Musselburgh would be reduced to 43,402; both these electorates would be outwith the proposed parameters.

5. Report Implications (Resource, Digital and Risk)

5.1 Resource

There are no resource implications arising directly from this report.

5.2 Digital

There are no digital implications related to this report.

5.3 Risk

There are no risk implications arising from this report.

5.4 Ensuring Equalities

An equalities impact assessment has not been required in connection with this report.

5.5 Additional Report Implications

See Appendix A

Appendix A - Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

There are no direct implications related to this report.

A.5 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities.

A.6 Impact on Performance and Outcomes

Not applicable

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting a Sustainable Development

Not applicable

Midlothian Integration Scheme Review

Report by Kevin Anderson, Executive Director, Place

Report for Noting

1 Recommendation

The Council are invited to note the revised Midlothian Integration Scheme has now been approved by the Scottish Ministers.

2. Purpose of Report/Executive Summary

In 2016 Midlothian Council entered into the Midlothian Integration Scheme with NHS Lothian to establish the Midlothian Integration Joint Board ('MIJB').

The Public Bodies (Joint Working) Scotland Act 2014 requires the Council and the NHS to carry out a review of the integration scheme within five years from the date the Scottish Ministers approved the scheme.

On 28 June 2022, the Council approved the draft revised Midlothian Integration Scheme, and subject to approval of the Scheme by NHS Lothian, agreed to submit the draft revised Integration Scheme to Scottish Ministers for their approval, as required by law.

The Scottish Ministers confirmed their approval of the revised Integration Scheme with effect from 15 May 2023.

Date: 31 May 2023

Report Contact: Alan Turpie, Legal and Governance Manager

Email: alan.turpie@midlothian.gov.uk

3 Background

- 3.1 Section 44 of The [Public Bodies \(Joint Working\) Scotland Act 2014](#) (“The Act”) specifies a requirement to review Integration Schemes every five years from the initial formal approval of schemes granted by Scottish Ministers. The Act places a duty on Councils and Health Boards to do this (as the parties to the scheme). IJBs do not share that duty. The parties are required to identify whether any changes to the scheme are necessary or desirable, and if so, and with due public consultation, vary the scheme by jointly preparing a revised integration scheme.
- 3.2 For the Midlothian scheme, the review should have been completed by late May 2020. Plans initially considered in early 2020 to review the Midlothian Integration Scheme were halted and made unfeasible at that stage by the coronavirus pandemic. Scottish Government accepted this delay (which had affected many Board and Council areas), however in mid 2021 Scottish Government requested that the statutory reviews were taken forward without further delay. NHS Lothian, in coordinating the current joint review of schemes pan-Lothian, has continued to liaise with the Scottish Government policy team to both involve them and to communicate ongoing progress.
- 3.3 Initial consideration of the Integration Schemes with colleagues in NHS Lothian, other Local Authorities and Health & Social Care Partnerships, taken forward before the pandemic, did not identify a fundamental problem with the existing integration schemes.
- 3.4 Building on this in 2021 an Oversight Group was convened with participation of nominated senior officers representing all of the parties to the Lothian schemes. This group provided strategic guidance on the scope and focus for the necessary review to be undertaken. The review was duly remitted to essentially ‘Tidy Up’ the existing schemes, rather than to consider anything more transformational with regard to delegated functions, scope and the operations of Lothian IJBs.
- 3.5 The Integrated Scheme was reviewed on that basis through the 2021/22 review exercise and, after undergoing the statutory consultation process, the final draft revised Integration Scheme was submitted to the Council for approval.
- 3.6 At its meeting on 28 June 2022, Council approved the final draft revised Integration Scheme and, subject to approval of the Scheme by NHS Lothian, agreed to submit the draft revised Integration Scheme to Scottish Ministers for their approval, as required by law.

- 3.7 The draft revised Integration Scheme was duly submitted to the Scottish Government on 07 July 2022 together with the other Lothian draft revised Integration Schemes. Following commentary from the Scottish Government proposing a number of minor and non-consequential changes which did not affect the substance of the Scheme, the draft revised Integration Scheme was re-submitted to the Scottish Government on 23 November 2022.
- 3.8 On 16 May 2023, the Scottish Government confirmed that the Minister had approved the draft revised Integration Scheme as the Midlothian Integration Scheme (together with the other Lothian Integration Schemes with an effective date of 15 May 2023).

The approved Midlothian Integration Scheme is appended as Appendix B to this report.

4. Report Implications (Resource, Digital and Risk)

4.1 Resource

There are no resource implications arising directly from this report.

4.2 Digital

There are no digital implications related to this report.

4.3 Risk

Failure to review the Midlothian Integration Scheme would contravene section 44 of the Public Bodies (Joint Working) Scotland Act 2014.

4.4 Ensuring Equalities

An equalities impact assessment has not been required in connection with this report.

4.5 Additional Report Implications

See Appendix A

Appendix A - Additional Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

There are no direct implications related to this report.

A.5 Involving Communities and Other Stakeholders

The Consultation process carried out as part of the review is outlined above.

A.6 Impact on Performance and Outcomes

Not applicable

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting a Sustainable Development

Not applicable



Midlothian Integration Scheme

(Body Corporate)

Scheme Revision History:

June 21 2019

The Midlothian Integration Joint Board was established on 27 June 2015. The parties have reviewed and updated the integration scheme to incorporate new responsibilities arising from the Carers (Scotland) Act 2016 and associated regulations. Midlothian Council reviewed and approved this integration scheme for submission on 26 March 2019, and the NHS Lothian Board did so on 4 April 2019. The Scottish Government confirmed on 29 April 2019 that the Cabinet Secretary approved this revised integration scheme.

April 2022

The [Public Bodies \(Joint Working\) Scotland Act 2014](#) requires the parties to the integration scheme (NHS Lothian and Midlothian Council) to carry out a review of the integration scheme within five years from when the Scottish Ministers approved the original scheme (June 2015). Formally undertaking review within this timeframe was delayed in the context of managing the COVID-19 pandemic. However, in line with the requirement from Scottish Government the parties have undertaken work to review and revise the integration scheme. Revision to the integration scheme was informed by consultation undertaken from the 18th of March to the 10th of April 2022. This revision is a general update to the integration scheme, and there are no changes to the delegation of legal functions or associated services to the Integration Joint Board. The revised 2022 scheme was granted ministerial approval on 15/05/2023 and is effective from this date.

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Preamble, Aims & Outcomes of the Integration Scheme

Health and Wellbeing Outcomes, and the Aims, Vision and Values of the Integration Joint Board

The work of the Integration Joint Board will be guided by the integration planning principles as stated in the Public Bodies (Joint Working) Scotland Act 2014 and will contribute to the achievement of nationally agreed health and wellbeing Outcomes prescribed by the Scottish Ministers in regulations under section 5(1) of the Public Bodies (Joint Working) Scotland Act 2014. Namely:

1. People are able to look after and improve their own health and wellbeing and live in good health for longer.
2. People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.
3. People who use health and social care services have positive experiences of those services, and have their dignity respected.
4. Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.
5. Health and social care services contribute to reducing health inequalities.
6. People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.
7. People using health and social care services are safe from harm.
8. People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.
9. Resources are used effectively and efficiently in the provision of health and social care services.

The Integration Joint Board will also contribute to the achievement of the national criminal justice outcomes because the Midlothian Council and Lothian Health Board have elected to delegate criminal justice social work.

Our Vision and Values

Everyone in Midlothian will have the right advice, care and support; in the right place; at the right time to lead long and healthy lives.

We will achieve this ambitious vision by changing the emphasis of our services, placing more importance and a greater proportion of our resources on our key values.

Prevention: You should be supported to take more responsibility for your health and wellbeing. We want to deal with the causes rather than the consequences of ill health wherever possible.

Independence, Choice & Control: You should be able to manage your condition + control your support. We will support you to live independently at home and promote the principles of independent living and equality.

Support the person not just the condition: Your support/treatment should consider key issues affecting your life as well as supporting you to manage your condition.

Recovery: You should be supported to recover good health and independence as far as possible.

Coordinated Care: Everyone who provides your care should be working together.

Throughout all its work Midlothian Council and Lothian Health Board expect the Integrated Joint Board to be guided by the following ambitions:

- Provide the highest quality health and care services
- Always respect the dignity and human rights of Midlothian citizens in the planning of health and social care.
- Support people to live independently at home.
- Promote the principles of independent living and equality.
- Do everything we can to reduce health inequalities.
- Provide support and services so that people only have to go to hospital if they really have to.
- Listen to people who use our services, and the people who care for them, working together to develop the services that are right for them.
- Make sure that Midlothian people feel safe at home and in their communities.
- Support people to take more responsibility for their own health and wellbeing.

The terms of this preamble are not part of the Integration Scheme and are not intended to create legally binding obligations. They do, however, give the context within which the Scheme should be read.

1. Integration Scheme

Parties and Definitions and Interpretations

The Parties:

- **Midlothian Council**, established under the Local Government etc (Scotland) Act 1994 and having its principal offices at 40-46 Buccleuch Street, Dalkeith, Midlothian, EH22 1DN (“the Council”);
and
- **Lothian Health Board**, established under section 2(1) of the National Health Service (Scotland) Act 1978 (operating as “NHS Lothian”) and having its principal offices at Waverley Gate, 2-4 Waterloo Place, Edinburgh (“NHS Lothian”)

(Together referred to as “the Parties”, and each a “Party”).

Background

The Parties are required to comply with either subsection (3) or (4) of section 2(2) of the Public Bodies (Joint Working) Scotland Act 2014 (hereinafter defined as “the Act”), and have elected to comply with subsection (3) such that the Parties must jointly prepare an integration scheme (as defined in section 1(3) of the Public Bodies (Joint Working) Scotland Act 2014) for the Midlothian Area

In preparing this Integration Scheme, the Parties have had regard to the integration planning principles set out in section 4(1) of the Act and the national health and wellbeing Outcomes prescribed by the Public Bodies (Joint Working) (National Health and Wellbeing Outcomes) (Scotland) Regulations 2014, and have complied with the provisions of section 6(2) of the Act (consultation); and in finalising this Integration Scheme, the Parties have taken account of any views expressed by virtue of the consultation processes undertaken under section 6(2) of the Act.

Under s.45(3) of the Act, the Parties are obligated upon the instructions of the Scottish Ministers in the exercise of their power conferred by s.1(3)(f) of the Act, to jointly carry out a review of the integration scheme for the purpose of identifying and formalising any necessary or desirable changes required by the Scottish Ministers.

The Scottish Ministers instructed the Parties to revise the integration scheme to reflect changes necessitated by provisions contained in the Carers (Scotland) Act 2016, in so far as such requires a relevant local authority and health board to delegate some of their duties in relation to adult carers to the IJB (hereinafter defined). The Parties therefore determined to delegate certain functions set out in the said Carers (Scotland) Act 2016 to the IJB and revised the said Joint Board Integration Scheme.

The Parties agreed to a new partially revised integration scheme in accordance with the provisions set out in s.47 of the Act to reflect the instructions of the Scottish Ministers. This first revised integration scheme was entered into in 2019.

Full review and subsequent revision of the integration scheme as envisaged by s.44 of the Act has been carried out by the Parties in accordance with the provisions of s.44 (5) of the Act and

it has been agreed that this agreement would constitute the new Scheme. The revised scheme obtained ministerial approval on 15/05/2023, which is the effective date of the scheme. In implementation of their obligations under the Act, the Parties hereby agree as follows:

Definitions & Interpretation

1.1. In this Scheme the following expressions have these meanings, unless the context otherwise requires:-

“Act” means the Public Bodies (Joint Working) (Scotland) Act 2014;

“Chief Officer” means the officer described in Section 7 of this Scheme;

“Chief Finance Officer” means the finance officer described in Section 9.1 of this Scheme;

“Chief Social Work Officer” means the person appointed by Midlothian Council under section 3 of the Social Work (Scotland) Act 1968

“Council” means Midlothian Council

“IJB Budget” means the total funding available to the IJB in the financial year as a consequence of:

- The payment for delegated functions from NHS Lothian under section 1(3)(e) of the Act;
- The payment for delegated functions from the Council under section 1(3)(e) of the Act; and
- The amount “set aside” by NHS Lothian for use by the IJB for functions carried out in a hospital and provided for the areas of two or more local authorities under section 1(3)(d) of the Act

“Integration Joint Board” or **“IJB”** means the Integration Joint Board to be established by Order under section 9 of the Act;

“Integration Joint Boards Order” means the Public Bodies (Joint Working (Integration Joint Boards) (Scotland) Order 2014;

“Integration Scheme” or **“Scheme”** or **“Revised Integration Scheme”** means this revised integration **“Scheme”**

“Lothian IJBs” means the integration joint boards to which functions are delegated in pursuance of the integration schemes in respect of the local authority areas served by, City of Edinburgh Council, Midlothian Council, East Lothian Council and West Lothian Council respectively.

“Midlothian Area” means the local authority area served by Midlothian Council;

“Neighbouring IJBs” means the Lothian IJBs excluding the IJB;

“Operational Budget” means the amount of payment made from the IJB to a Party in order to carry out delegated functions.

“Outcomes” means the Health and Wellbeing Outcomes prescribed by the Scottish Ministers in regulations under section 5(1) of the Act;

“Parties” means Midlothian Council and NHS Lothian

“Regulations” means the Public Bodies (Joint Working) (Integration Scheme) (Scotland) Regulations 2014;

“Scheme” means this revised integrated scheme;

“Strategic Plan” means the plan which the IJB is required to prepare and implement in relation to the delegated provision of health and social care services in accordance with section 29 of the Act.

- 1.2. Words and expressions defined in the Act shall bear the same respective meanings in the Scheme unless otherwise defined in the Scheme.
- 1.3. References to Sections are to the sections of the Scheme.
- 1.4. Reference to annexes are to annexes to this Scheme and reference to Parts are the parts of the relevant Annex.

2. The Model to be implemented

- 2.1 The integration model set out in section 1(4)(a) of the Act will apply in relation to the Midlothian Area. This is the IJB model, namely the delegation of functions by each of the Parties to a **body corporate** that is to be established by order under section 9 of the Act.
- 2.2 The original Scheme came into effect on the date on which the IJB is established by order under section 9 of the Act.
- 2.3 This Revised Scheme comes into effect on the date on which it is approved by the Scottish Ministers (approved 15/05/2023).

3. Local Governance Arrangements

3.1 Membership

- 3.1.1. The IJB shall have the following voting members:
- a) 4 councillors nominated by the Council; and
 - b) 4 non-executive directors nominated by NHS Lothian, in compliance with articles 3(4) and 3(5) of the Integration Joint Boards Order.
- 3.1.2. The Parties may determine their own respective processes for deciding who to nominate as voting members of the IJB.
- 3.1.3. Non-voting members of the IJB will be appointed in accordance with article 3 of the Integration Joint Boards Order.
- 3.1.4. The term of office of members shall be as prescribed by regulation 7 of the Integration Joint Boards Order.

3.2 Chairperson and Vice-Chairperson

- 3.2.1 The IJB shall have a chairperson and vice-chairperson who will both be voting members of the IJB.
- 3.2.2 The term of office of the chairperson will be two years, with the Council appointing the first chairperson for the period from the date on which the IJB is established until the second anniversary of that date, and NHS Lothian appointing the second chairperson for the period from the second anniversary of the date on which the IJB is established until the fourth anniversary of that date.
- 3.2.3 As from the fourth anniversary of the date on which the IJB is established, the power to appoint the chairperson will continue to alternate between each of the Parties on a two-year cycle.
- 3.2.4 The term of office of the vice-chairperson will be two years, with NHS Lothian appointing the first vice-chairperson for the period from the date on which the IJB is established until the second anniversary of that date. The provisions set out above under which the power of appointment of the chairperson will alternate between the Parties on a two-year cycle will apply in relation to the power to appoint the vice chairperson, and on the basis that during any period when the power to appoint the chairperson is vested in one Party, the other Party shall have power to appoint the vice-chairperson.

- 3.2.5 The Parties may determine their own processes for deciding who to appoint as chairperson or vice-chairperson.
- 3.2.6 Each Party may change its appointment as chairperson (or, as the case may be, vice-chairperson) at any time; and it is entirely at the discretion of the Party which is making the appointment to decide whom it shall appoint.

4. Delegation of Functions

- 4.1 The functions that are to be delegated by NHS Lothian to the IJB are set out in Part 1 Annex 1 (subject to the exceptions and restrictions also specified or referred to in Part 1 of Annex 1). The services currently provided by NHS Lothian in carrying out these functions are described in Part 2 of Annex 1.
- 4.2 The functions that are to be delegated by the Council to the IJB are set out in Parts 1a 1b of Annex 2 (subject to the exceptions and restrictions also specified or referred to in Parts 1a and 1b of Annex 2). For indicative purposes only, the services which are currently provided by the Council in carrying out these functions are described in Part 2 of Annex 2.

5. Local Operational Delivery Arrangements

The IJB membership will be involved in the operational governance of integrated service delivery via two particular arrangements: (1) directions issued by the IJB via the Chief Officer of the IJB; and (2) oversight of performance management by the voting members of the IJB.

5.1 Directions issued by the IJB via the Chief Officer

5.1.1 The IJB will issue directions to the Parties via its Chief Officer. The IJB must direct the Parties to carry out each of the functions delegated to the IJB. A direction in relation to a given function may be given to one or other of the Parties, or to both Parties. The primary responsibility for delivering capacity (that is to say, activity and case mix) in respect of the services associated with the carrying out of a given function shall lie with the IJB, and shall be reflected in the directions issued from time to time by the IJB. Subject to the provisions of the Act and the Scheme, the Parties are then required to follow those directions.

Oversight of performance management by the voting members of the IJB

5.1.2 The IJB shall oversee delivery of the services associated with the functions delegated to it by the Parties. The IJB is the only forum where health and social care functions for the Midlothian area are governed by members of both NHS Lothian and the Council. Accordingly the Parties agree that primary responsibility for performance management in respect of delivery of the delegated functions will rest with the IJB.

5.1.3 The Parties will provide performance information so that the IJB can develop a comprehensive performance management system

5.1.4 The IJB performance management reports will be available to both Parties for use in their respective performance management systems. However it is expected that the voting members of the IJB will take responsibility for performance management at the IJB, and will provide an account of highlights and/or exceptional matters to meetings of NHS Lothian and the Council.

5.1.5 In the interests of efficient governance, the relevant committees of NHS Lothian and the Council will continue to discharge their existing remits for assurance and scrutiny of the carrying out of the Parties' functions, regarding matters such as internal control, quality and professional standards, and compliance with the law. The IJB will not duplicate the internal operational oversight role carried out by the Parties other than in exceptional circumstances where the IJB considers that direct engagement by the IJB (or by a committee established by the IJB) is appropriate in order to secure the

proper discharge by the IJB of its statutory responsibilities or its duties under this Scheme.

- 5.1.6 Each of the Parties shall use reasonable endeavours to procure that in the event that one of its committees identifies an issue which is of direct and material relevance to the IJB, the chair of that committee will advise the Chair of the IJB and the Chief Officer of that matter and will co-operate with the IJB in supplying such further information and evidence in respect of that matter as the IJB may reasonably request.
- 5.1.7 The Parties shall ensure that their respective standing orders, schemes of delegation and other governance documents are amended (if required) to reflect the IJB's powers and remit, and its place as a common decision-making body within the framework for delivery of health and social care within the Midlothian Area.
- 5.1.8 The voting members of the IJB are councillors of the Council and non-executive directors of NHS Lothian (or other board members). In their capacity as councillors and non-executive directors, they will be engaged in the governance of their respective constituent bodies, and it is likely that they will be members of one or more committees of those constituent bodies.
- 5.1.9 Given the overall vision as outlined in the preamble of the Scheme, it is the intention that the operational governance functions of both Parties and the IJB should be integrated. In all matters associated with the work of the IJB, the voting members of the IJB will be expected by the Parties to play a crucial role in:
 - a) communicating, and having due regard to, the interests of NHS Lothian or (as the case may be) the Council in overseeing the carrying out of the integrated functions, but on the understanding that, in carrying out their role as a member of the IJB, their primary duties and responsibilities are those which attach to them in that capacity; and
 - b) communicating, and having due regard to, the interests of the IJB in overseeing the carrying out of the integrated functions whilst discharging their role as a councillor or (as the case may be) as a non-executive director of NHS Lothian, but on the understanding that, in carrying out their role as a councillor or non-executive director, their primary duties and responsibilities are those which attach to them in that capacity.
- 5.1.10 This Scheme sets out detailed measures on the governance of integration functions throughout the text. Over and above these measures, the Parties will ensure that the IJB members are involved in overseeing the carrying out of integration functions through the following action:

- The terms of reference, membership and reporting arrangements of the relevant committees of the Parties will be reviewed and the IJB will be consulted within this process (and all future reviews).

5.1.11 Without prejudice to the role of the voting members of the IJB (as specified above) in relation to oversight of operational delivery of services in accordance with directions issued to either or both of the Parties by the IJB, the IJB will, through the Chief Officer, have an oversight role in the operational delivery of services by the Parties in the carrying out of integration functions. The Parties acknowledge that the Chief Officer's role in operational delivery will represent an important means by which closer integration of services, in accordance with the integration delivery principles specified in the Act, can be achieved. For the avoidance of doubt, the Chief Officer's role in operational delivery shall not displace:

- (a) the responsibilities of each Party regarding compliance with directions issued by the IJB; or
- (b) the principle that each Party's governance arrangements must allow that Party to manage risks relating to service delivery.

5.1.12 In addition to the specific commitments set out above and the obligations regarding provision of information attaching to the Parties under the Act, the Parties will provide the IJB with any information which it may require from time to time to support its responsibilities regarding strategic planning, performance management, and public accountability.

Support for Strategic Planning

5.1.13 The Parties will support the IJB in ensuring that the consultation process associated with the preparation of each Strategic Plan for the Midlothian Area includes other Integration Authorities likely to be affected by the Strategic Plan. The Integration Authorities that are most likely to be affected by the Strategic Plan for the Midlothian Area are:

- a) East Lothian IJB;
- b) Edinburgh IJB; and
- c) West Lothian IJB.

5.1.14 NHS Lothian will procure that reciprocal provisions to those set out in sections 5.1 and 5.2 are contained in the integration schemes of the Lothian IJBs.

5.1.15 In addition the Borders Integration Authority shares a border with Midlothian IJB and may be affected by the Strategic Plan.

5.1.16 The Parties will ensure the IJB can:

- effectively engage in all of the planning process including contributing to the work of the strategic planning groups for the Neighbouring IJBs as required;
- provide such information and analysis as Neighbouring IJBs reasonably require for the production of their Strategic Plans;
- inform Neighbouring IJBs as to how the services, facilities and resources associated with the functions delegated to the Midlothian IJB by the Parties are being or are intended to be used with respect to carrying out of those functions in line with these planning processes;
 - a) in a situation where Strategic Plans in one area are likely to have an impact on the plans in another area, ensure that these matters are raised with other relevant IJBs and resolved in an appropriate manner;
 - b) in a situation where Strategic Plans in another area are likely to have an impact on the Midlothian Area, ensure that these matters are raised and any associated risks are mitigated for the benefit of service users.

5.2 Lothian Hospitals Strategic Plan and Lothian Strategic Development Framework

- 5.2.1 NHS Lothian have developed a plan (the “Lothian Hospitals Strategic Plan”) to support the IJBs to fulfil their duties. The Lothian Hospitals Strategic Plan does not and will not bind the IJB and the strategic plans of the Lothian IJBs have informed the Lothian Hospitals Strategic Plan. The Lothian Hospitals Strategic Plan encompasses both functions delegated to the Lothian IJBs and functions that are not so delegated.
- 5.2.2 The Lothian Hospitals Strategic Plan was developed in partnership with the Lothian IJBs where integration functions are delivered by NHS Lothian in a hospital. It reflects the relevant provisions of the Strategic Plans prepared by the respective Lothian IJBs, as well as NHS Lothian plans for non delegated functions.
- 5.2.3 The purpose of the Lothian Hospital Strategic Plan is to ensure that planning for hospital functions and use of hospital facilities are:
- (a) responsive to and supports each Strategic Plan prepared by the Lothian IJBs for delegated functions; and
 - (b) supports the requirement of NHS Lothian to deliver hospital services required by the IJB and other hospital services that are not the responsibility of the Lothian IJBs (e.g. tertiary, trauma, surgical, planned and children’s services).
- 5.2.4 The Lothian Hospitals Strategic Plan will be a plan developed jointly by NHS Lothian and the Lothian IJBs. The elements of the Lothian Hospitals Strategic Plan addressing non delegated functions can only be agreed by the NHS Lothian Board after the four Lothian IJBs have been consulted and their views and requirements appropriately considered. Elements of the Lothian Hospitals Strategic Plan which cover functions delegated to the respective Lothian IJBs will be signed off by relevant Lothian IJBs in consultation with NHS Lothian and all Lothian IJBs.

- 5.2.5 NHS Lothian is continuing to work to refresh its strategy via development of the Lothian Strategic Development Framework. This work is being taken forward in collaboration with the Lothian Integration Joint Boards, in particular in those workstreams that cut across our organisational boundaries and where there are clear benefits in working together to determine priorities to achieve our collective vision.

5.3 Professional, technical or administrative support services

- 5.3.1 The Parties agree to provide the IJB with the corporate support services that it requires to discharge fully its duties under the Act.
- 5.3.2 The Parties and the IJB will regularly undertake review of the support services put in place pursuant to the agreement to ensure that the IJB has available to it all necessary professional, technical or administrative services for the purpose of preparing its Strategic Plan and carrying out the integration functions. This process will form part of the annual budget setting process for the IJB which is described in Section 9.2.

5.4 Performance targets, improvement measures and reporting arrangements

- 5.4.1 All national and local Outcomes, improvement measures and performance targets (including the Annual Performance Report (as defined and required under the Act) which are connected exclusively with the functions delegated by the Parties to the IJB under this Revised Integration Scheme will become the responsibility of the IJB to deliver; and the IJB will also be responsible for providing all such information regarding integration functions which is required by either of the Parties to enable each of them to fulfil its obligations regarding reporting arrangements in respect of those functions.
- 5.4.2 Where particular national or local outcomes, measures or targets (and associated reporting arrangements) relate to services which are associated with both integration functions and functions which are not delegated by a Party to the IJB, the responsibility for the outcomes, measures or targets (and associated reporting arrangements) will be shared between the IJB and the Party or Parties which exercise those functions, and the IJB will be responsible for providing all such information regarding those integration functions as is required by the relevant Party to enable it to fulfil its obligations regarding reporting arrangements.
- 5.4.3 A set of shared principles will be developed and agreed between the Parties for targets and measurement based on existing best practice and will be reviewed regularly as required.
- 5.4.4 A core group of senior managers and relevant support staff from each Party will continue to review and where necessary revise and further develop the performance framework for the IJB, taking account of relevant national guidance. The framework

will be underpinned by the Outcomes and will be developed to drive change and improve effectiveness. The framework will be informed by an assessment of current performance arrangements and the development of a set of objectives which the framework will be intended to achieve.

- 5.4.5 A core set of indicators and measures will be identified by the Parties from publicly accountable and national indicators and targets which relate to services delivered in carrying out the functions delegated to the IJB.
- 5.4.6 The Outcomes which apply to integrated health and social care, and the associated national indicators which underpin the nine health and wellbeing outcome measures will be used by the Integration Joint Board. These outcomes and indicators will be used to assist in setting local priorities and monitoring performance, and will be reported per national and local reporting arrangements.
- 5.4.7 The outcomes and integration indicators will provide information for the performance framework developed.
- 5.4.8 Indicators will be aligned with the priority areas identified in the joint strategic needs assessment and the Strategic Plan and will be refined as these documents are reviewed and refreshed. These priority areas will be linked to the Outcomes to demonstrate progress in delivering these.
- 5.4.9 The Parties have obligations to meet targets for functions which are not delegated to the IJB, but which are affected by the performance and funding of integration functions. Therefore, when preparing performance management information, the Parties agree that the effect on both integration and non-integration functions must be considered and details must be provided of any targets, measures and arrangements for the IJB to take into account when preparing the Strategic Plan. Where responsibility for performance measures and targets is shared, this will be set out clearly for agreement by the relevant Parties.
- 5.4.10 The performance framework may require information on functions which are not delegated to the IJB. Either one of the Parties, or the IJB, will be able to reasonably require information of that nature to be included within the Integration Dataset.

The continuous development of an effective performance framework for the IJB, taking account of relevant national guidance, will be supported by the parties and the IJB. The framework will be underpinned by the Outcomes, and national integration indicators, and will be developed to drive change and improve effectiveness.

6. Clinical & Care Governance

6.1 Introduction

- 6.1.1 This section of the Scheme sets out the arrangements that will be put in place to allow the IJB to fulfil its role with professional advice and with appropriate clinical and care governance in place. The Parties will expect the IJB to develop more integrated governance arrangements in Midlothian to complement the existing clinical and care governance arrangements.
- 6.1.2 The Parties have well established systems to provide clinical and care governance as well as assurance for professional accountabilities. Those systems will continue following the establishment of the IJB and the scope of these systems will extend to provide the IJB with the requirements to fulfil their clinical and care governance responsibility.
- 6.1.3 This section describes the relationship between the Parties' clinical and care governance systems and the IJB. The relationship between these systems and the Strategic Planning Group and delivery of services within localities will be via the Chair and Chief Officer of the IJB. The IJB non-voting membership includes the Chief Social Work Officer and three health professionals who are determined by NHS Lothian. These members will provide a further link between the Parties clinical and care governance systems and the IJB as described in section 6.2. It is for the IJB to ensure that the Strategic Planning Group has sufficient information to undertake its function and the Parties shall provide such information to the IJB as is necessary for it to do so. This is in line with the commitment in this scheme at 5.3.1 to provide the IJB with the corporate support services required to fully discharge its responsibilities under the Act, which includes support to the IJB, its Strategic Planning and localities.
- 6.1.4 Continuous improvement and the quality of service delivery (and its impact on outcomes) will be addressed through the development of the IJB's performance management framework (pursuant to Section 5.4 of this Scheme).
- 6.1.5 The Integration Joint Board will not duplicate the role carried out by the Parties existing governance arrangements other than in exceptional circumstances where the IJB considers that direct engagement by the IJB is appropriate in order to secure the proper discharge by the IJB of its statutory responsibilities.
- 6.1.6 The Parties agree that in the event that one of its committees within its governance arrangements identifies an issue which is of direct and material relevance to the Integration Joint Board, the chair of that committee will advise the chairperson of the Integration Joint Board and the Chief Officer of that matter and will co-operate with the IJB in supplying such further information and evidence in respect of that matter as the IJB may reasonably request.

- 6.1.7 The Parties shall ensure that its standing orders, schemes of delegation and other governance documents are amended (if required) to reflect the IJB's powers and remit, the IJB's place as a common decision-making body within the framework for delivery of health and social care within the Midlothian Area and the Parties role in supporting the IJB to discharge its duties.
- 6.1.8 The voting members of the Integration Joint Board are engaged in the governance of their respective Party, and it is likely that they will be members of one or more committees of the relevant Party.
- 6.1.9 The Parties will use reasonable endeavours to appoint voting members of the Integration Joint Board (regardless of which party nominated the voting members) onto NHS Lothian and Council governance arrangements with a remit relevant to the clinical and care governance of integration functions.
- 6.1.10 Within its existing governance framework, NHS Lothian has :
- a) A healthcare governance committee, the remit of which is to provide assurance to the Board that the quality of all aspects of care in NHS Lothian is person-centred, safe, effective, equitable and maintained to a high standard and to provide assurance to the Board of NHS Lothian that NHS Lothian meets its responsibilities with respect to:-
 - NHS Lothian participation standards;
 - volunteers/carers;
 - information governance;
 - protection of vulnerable people including children, adults, offenders; and
 - relevant statutory equality duties
- And
- b) A staff governance committee, the remit of which is to support and maintain a culture within NHS Lothian where the delivery of the highest possible standard of staff management is understood to be the responsibility of everyone working within NHS Lothian and is built upon partnership and collaboration. The staff governance committee must ensure that robust arrangements to implement the (NHS Scotland) Staff Governance Standard are in place and monitored
- 6.1.11 The staff governance committee has the primary role on staff governance matters, but can and does refer matters of relevance to the healthcare governance committee.
- 6.1.12 The healthcare governance committee can request assurance from the staff governance committee on matters of direct relevance to its remit, e.g. quality of recruitment, learning and development, completion of mandatory training.
- 6.1.13 Within the Council, the Chief Social Work Officer has overall responsibility for the professional standards of the Council's social work and social care staff. The workforce is also regulated by the Scottish Social Services Council (the "SSSC"), and all professional staff must by law be registered with the SSSC. This registration

requirement will, in due course, extend to all social care staff employed by the Council and the voluntary and independent sectors.

- 6.1.14 The Chief Social Work Officer reports annually to the Council on standards achieved, governance arrangements (including supervision and case file audits), volume/quantity of statutory functions discharged, the registration of the workforce and on training, including mandatory training and post-qualifying learning and development. These reports must comply with national guidance issued by the Scottish Government. The Chief Social Work Officer will also provide a copy of these annual reports to the integration joint board.
- 6.1.15 The intention of using the existing NHS Lothian and Council committees as a primary source of assurance is to recognise that the parties will have continuing governance responsibilities for both integration and non-delegated functions, and that the parties wish to minimise unnecessary bureaucracy. The Integration Joint Board will be engaged through its membership being on these committees, and its relationship with the committee chairs. The integration joint board will be in a position to holistically consider the information/ assurance received from the parties, and arrive at a determination for all of its functions. If the Integration Joint Board is in any way dissatisfied with the information or assurance it receives from the parties, or the effectiveness of the parties committees, it may give a direction to the parties to address the issue, or revise its own system of governance.

6.2 Clinical and Care Governance Risk

There is a risk that the plans and directions of the integration joint board could have a negative impact on clinical and care governance, and professional accountabilities. This section of the Scheme sets out the arrangements that will be put in place to avoid this risk.

Professional Advice

- 6.2.1 NHS Lothian has within its executive membership three clinical members (referred to below as “Executive Clinical Directors”); a Medical Director, a Nurse Director, and a Director of Public Health. Their roles include responsibility for the professional leadership and governance of the clinical workforce (medical, nursing, allied health professionals, healthcare scientists, psychology, pharmacy), as well as clinical governance within NHS Lothian generally. The creation of the IJB does not change their roles in respect of professional leadership, and they remain the lead and accountable professionals for their respective professions.
- 6.2.2 The Council has a Chief Social Work Officer who reports to the Chief Executive and councillors. The Chief Social Work Officer monitors service quality and professional standards in social care and social work, for staff employed in both adult and children’s services, together with standards in relation to the protection of people at risk of harm. The Chief Social Work Officer role also includes quality assurance of decision-making with regard to adult social care, mental health criminal justice and

children's services, in particular in relation to public protection and the deprivation of liberty.

- 6.2.3 The creation of an IJB does not change the Chief Social Work Officer's role in respect of professional leadership and he or she will remain the lead and accountable professional for his or her profession.
- 6.2.4 The IJB may elect to appoint one or both of the Medical Director and the Nurse Director as additional non-voting members of the IJB. The Order requires NHS Lothian to fill the following non-voting membership positions on the IJB:
- A registered medical practitioner whose name is included in the list of primary medical services performers prepared by NHS Lothian in accordance with regulations made under Section 17P of the National Health Service (Scotland) Act 1978;
 - A registered nurse who is employed by NHS Lothian or by a person or body with which NHS Lothian has entered into a general medical services contract; and
 - A registered medical practitioner employed by NHS Lothian and not providing primary medical services.
- 6.2.5 NHS Lothian will consider the advice of the Executive Clinical Directors, and any other relevant officer it deems fit before making appointments to fill the membership positions referred to in section 6.2.4. The appointees will be professionally accountable to the relevant executive clinical director. NHS Lothian will develop a role description for the appointments referred to in section 6.2.4, to ensure that their role on the IJB with regard to professional leadership and accountability is clearly defined and understood.
- 6.2.6 The three health professional representatives referred to in section 6.2.4 will each also be:
- a) A member of an integrated professional group (should it be established); and/or
 - b) A member of a NHS Lothian committee; and/or
 - c) A member of a consultative committee established by NHS Lothian.
- 6.2.7 The three health professional representative set out in section 6.2.4 and the Chief Social Work Officer will be expected by the Parties to play a lead role in:
- a) Communicating and having regard to their duties to NHS Lothian or the Council as the case may be whilst discharging their role as a member of the IJB;
 - b) Communicating and having regard to the interests of the IJB whilst discharging their duties as professionals employed by NHS Lothian or (as the case may be) the Council; and
 - c) The members will be expected to communicate regularly with the Executive Clinical Directors, and the Council's Chief Executive as and when appropriate.

- 6.2.8 The presence of these four members will ensure that the decisions of the IJB are informed by professional advice from within the membership of the IJB.
- 6.2.9 NHS Lothian includes a governance statement in its annual accounts, the content of which is informed by the annual reports of its governance committees (such as healthcare governance and staff governance) and certificates of assurance from its Executive Clinical Directors. The IJB may place reliance on these existing processes, and the Parties will provide any such reports from those processes as the IJB may require.
- 6.2.10 The Executive Clinical Directors shall be entitled to raise issues directly with the IJB in writing. The IJB shall be required to respond in writing when issues are raised in this way. The Chief Social Work Officer will be a non-voting member of the IJB, and can therefore raise any issues directly at the IJB.
- 6.2.11 The engagement of professionals throughout the process to develop and consult on the Strategic Plan, is intended to ensure that the IJB has all the required information to prepare a Strategic Plan, which will not compromise professional standards.
- 6.2.12 In the unlikely event that the IJB issues a direction to NHS Lothian, which is reasonably likely to compromise professional standards, then in the first instance, the relevant Executive Clinical Director will write to the IJB.
- 6.2.13 If the issue is not resolved to his/her satisfaction, he/she must inform the board of NHS Lothian before it takes action to implement the direction, and the following measures will apply:
- a) The relevant Executive Clinical Director must ensure that appropriate advice is tendered to the board of NHS Lothian on all matters relating to professional standards;
 - b) The relevant Executive Clinical Director must set out in writing to NHS Lothian any objections he/she may have on a proposal that may compromise compliance with professional standards;
 - c) The board of NHS Lothian will inform the IJB that it has received such objections, along with a statement of the views of the board of NHS Lothian on those objections;
 - d) If board of NHS Lothian decides to proceed with a proposal despite those objections, the relevant executive clinical director will be provided with written authority from the board of NHS Lothian to act on the proposal. NHS Lothian must inform the Scottish Government Health and Social Care Directorate if a request for such a written authority is made. A copy of that authority must be sent to the appropriate regulatory body, e.g. General Medical Council;
 - e) Once the relevant executive clinical director has received that written authority, he/she must comply with it.
- 6.2.14 Regardless of whether a written authority has been given, the executive clinical directors, in their capacity NHS Lothian members, should always vote against a

proposal that they cannot endorse as accountable officers. It is not sufficient to abstain from a decision.

- 6.2.15 The three professional clinical members on the IJB (two medical practitioners, one nurse) are non-voting members. They will be expected by the Executive Clinical Directors to raise any concerns in relation to matters which may compromise professional standards with the IJB.
- 6.2.16 If any of the three professional clinical members becomes aware of a matter arising from the conduct of IJB business, which may compromise professional standards, he/she must immediately notify the relevant executive clinical director(s) of their concerns.
- 6.2.17 The Chief Social Work Officer must be a non-voting member of the Integrated Joint Board, and as such, will contribute to decision-making, and will provide relevant professional advice to influence service development.
- 6.2.18 In the event that the Integration Joint Board issues an direction to the Council or NHS Lothian, which in the view of the Chief Social Work Officer compromises professional social work standards or the discharge of statutory functions, the Chief Social Work Officer must immediately notify the Chief Officer of his/her concerns and if his/her concerns are not resolved by the Chief Officer to his/her satisfaction. Must then raise the matter with the Chief Executive of the Council.

6.3 Professionals Informing the IJB Strategic Plan

- 6.3.1 With regard to the development and approval of its Strategic Plan, the IJB is required to:
 - a) Establish a strategic planning group (which will review the draft Strategic Plan). This strategic planning group must include a nominee from both NHS Lothian and the Council in its membership, as well as representation from health professionals and social care professionals. NHS Lothian and the Council will make recommendations to the IJB with regard to the representation from health professionals and social care professionals; and
 - b) Consult both NHS Lothian and the Council on its Strategic Plan, and take into account their views before it finalises the Strategic Plan.
- 6.3.2 There will be three opportunities within these arrangements for professional engagement in the planning process;
 - a) At the IJB;
 - b) in the context of the work of the strategic planning group; and
 - c) as part of the consultation process with the Parties associated with the Strategic Plan.

- 6.3.3 The membership of the IJB will not be the only source of professional advice available to the IJB. In advance of the establishment of the IJB the Parties agree that the chairs of all appropriate committees and groups will be informed that they are able to, and expected to, directly provide advice to the IJB. Those committees and groups may also advise an integrated professional group that provides advice to the IJB. Those committees and groups include, but are not limited to:
- a) Area Clinical Forum;
 - b) Local consultative committees that have been established under Section 9 of the National Health Service (Scotland) Act 1978;
 - c) Managed clinical/ care networks;
 - d) East and Mid Lothian Public Protection Committee (adult and child protection, drug and alcohol, violence against women, offender management etc.). The IJB will consult this committee on any plans that may impact on the protection of children or vulnerable adults or people who are assessed as posing a risk; and
 - e) Any integrated professional group established.
- 6.3.4 NHS Lothian and the Council will ensure that the draft Strategic Plan is sent to the following senior professionals in order to secure their input and advice:
- a) NHS Lothian Executive Medical Director;
 - b) NHS Lothian Executive Director of Nursing and Allied Health Professions
 - c) NHS Lothian Director of Public Health & Health Policy; and
 - d) Chief Social Work Officer.
- 6.3.5 The engagement of the Council's professionals will not be limited to social work staff, but will extend to related professionals within social care, such as, but not exclusively, occupational therapists, home care and social care staff.
- 6.3.6 The approach to locality planning and delivery including the arrangements for clinical and social care governance will be developed through the strategic planning process in a collaborative manner for the IJB.

6.4 External scrutiny of clinical and care functions

- 6.4.1 NHS Lothian seeks assurance for internal control/quality through its Healthcare Governance Committee, which includes reports by external bodies such as Healthcare Improvement Scotland.
- 6.4.2 The Care Inspectorate (Social Care and Social Work Improvement Scotland) regulates, inspects and supports improvement of adult and children's social work and social care, and their reports feed into the Council's system of governance.
- 6.4.3 The IJB will consequently be informed of any relevant issues from external scrutiny, as a consequence of drawing from the systems already established by the Parties.

6.5 Service User and Carer Feedback

- 6.5.1 The Parties have a range of systems already in place to capture and respond to service users' experience, and these will continue to be used as the Parties implement the directions of the IJB.

7. Chief Officer

- 7.1 The Chief Officer will be appointed by the IJB; he/she will be employed by one of the Parties and will be seconded to the IJB.
- 7.2 The Chief Officer will provide a strategic leadership role as principal advisor to and officer of the IJB and will be a member of the senior management team of one or both of the Parties. The Chief Officer will lead the development and delivery of the Strategic Plan for the IJB and will be accountable to the IJB for the content of the directions issued to the constituent authorities by the IJB and for monitoring compliance by the Parties with directions issued by the IJB.
- 7.3 The Chief Officer will report directly to the Chief Executives of both Parties. There will be a joint process for the regular performance, support and supervision with both Chief Executives. Annual objectives for the Chief Officer will be agreed and the process will involve the Chair of the IJB agreeing objectives with the Chief Officer relevant to his/her role with the IJB as well as the Chief Executives of the Parties. The Chief Officer's performance against those annual objectives will be monitored through an agreed Performance Management Framework established by the Party which is his/her employer.
- 7.4 If an interim replacement for the Chief Officer of the IJB is required, in line with a request from the IJB to that effect (on the grounds that the Chief Officer is absent or otherwise unable to carry out his/her functions), the Chief Executives of the Parties will initiate a joint selection process, identifying a list of potential replacements; and selection of a suitable candidate will be undertaken against a set of agreed criteria. The interim replacement will be employed by one of the Parties and will be seconded to the Integration Joint Board on an interim basis.
- 7.5 The Chief Officer will have operational responsibility for all of the functions delegated to the IJB with the following exceptions:
- The Chief Officer for NHS Lothian acute hospital services and directors responsible for the Western General Hospital, the Royal Infirmary of Edinburgh, St John's Hospital and the Royal Edinburgh Hospital will provide delegated services on these hospital sites that will not be operationally managed by the Chief Officer; and
 - Specific NHS Lothian functions which will be managed on a pan-Lothian basis as a 'hosted service' by one of the four Chief Officers in Lothian.
- 7.6 A group consisting of Directors responsible for hospital functions delegated to the IJB and the Chief Officers of the Lothian IJBs will be established to ensure close working arrangements between a) IJB Chief Officers, the Chief Officer, for NHS Lothian acute hospital services and the Hospital Site Directors and b) Chief Officers responsible for the management of a hosted service on behalf of the other three Lothian Chief Officers.

8. Workforce

- 8.1 The arrangements in relation to their respective workforces agreed by the Parties are:
- a) For staff managed by a line manager who is employed on different terms and conditions, the manager will observe the contract of employment and apply the employer's employment policies and procedures. Guidance will be available to assist the line manager. In addition the Parties will establish professional leadership lines of accountability to ensure clinical and professional standards are monitored and maintained; and
 - b) The Parties have agreed an Organisational Development Plan which is being implemented. There is a Human Resources and Organisational Group which includes Senior Managers and Trades Unions from both organisations.
- 8.2 The Parties have developed a Human Resources and Organisational Development plan which supports the workforce through the integration process. This is a comprehensive plan which covers staff communication, staff engagement, staff and team development, leadership development and the training needs for staff that will be responsible for managing integrated teams. This plan will be reviewed and updated annually to ensure that it takes account of the Strategic Plan of the IJB and the development needs of staff within the IJB.
- 8.3 The Human Resources and Organisational Development plan will be reviewed annually in April each year. The Parties will also support the IJB to prepare a joint Workforce Development and Support Plan through the provision of professional, technical and support services described in Section 6.4 of this scheme. This Plan will sit alongside and be informed by the IJB's Strategic Plan. The Workforce Development and Support Plan will be developed within six months of the approval of the Strategic Plan by the IJB.

9. Finance

9.1 Financial Governance

This section describes the arrangements in relation to financial management and monitoring of integrated resources. It sets out the method for determining the resources to be made available by the Council and NHS Lothian to the IJB. It also explains the financial governance and management arrangements, including budget variances, and the financial reporting arrangements between the IJB, the Council and NHS Lothian.

9.2 Finance Officer

In relation to the preparation of its accounts and their audit, the IJB is governed by the same legislation applying to local authorities and is required to make arrangements for the proper administration of its financial affairs; through a Chief Finance Officer with this responsibility. The Chief Finance Officer will be employed by the Council or NHS Lothian and seconded to the IJB. The holder of the post should be a member of a relevant professional accounting body, and the IJB should have regard to the current Chartered Institute of Public Finance and Accountancy Guidance on the role.

In the event that the Chief Finance Officer position is vacant or the holder is unable to act, the Chief Officer shall secure, in consultation with the IJB Chair, and through agreement with both the Council Section 95 officer and the NHS Lothian Director of Finance, an appropriate interim dedicated resource to discharge the role.

9.3 Financial Management of the IJB

The IJB is responsible for determining its own internal financial governance arrangements; and the Chief Finance Officer will be responsive to the decisions of the IJB, and the principles of financial governance set out in this Scheme.

9.4 Principles of Financial Governance

The following principles of financial governance shall apply:

- NHS Lothian and the Council will work together in a spirit of openness and transparency; and
- NHS Lothian and the Council will work in partnership with the IJB with the objective of agreeing sufficient funding of delegated functions in line with the financial elements of the Strategic Plan

9.4.1 Financial Governance

The Parties will contribute to the establishment of an IJB Budget. The Chief Officer will manage the IJB Budget.

The Parties are required to implement the Directions of the IJB in carrying out the delegated functions in line with the Strategic Plan, provided that the IJB delegates the

required level of resources to meet the anticipated cost of the delegated functions. The Parties will apply their established systems of financial governance to the payments they receive from the IJB. The NHS Lothian Accountable Officer and the Council Section 95 officer have legally defined responsibilities and accountability for the financial governance of their respective bodies.

The Chief Officer in their operational role within NHS Lothian and the Council is responsible for the financial management of any Operational Budgets (as defined in section 10 of this Scheme) that may be delegated to them by the Parties, and is accountable for this to the NHS Lothian Chief Executive and Council Section 95 officer.

The IJB will develop and maintain its own financial regulations. The Chief Finance Officer will periodically review these financial regulations and present any proposed changes to the IJB for its approval.

The Council will host the IJB Financial Accounts and will be responsible for recording the IJB financial transactions through its existing financial systems. The Integration Joint Board can hold reserves. It is a matter for the IJB to determine what its reserves strategy will be.

The Board's Chief Finance Officer is responsible for preparing the IJB's accounts and ensuring compliance with statutory reporting requirements as a body under the relevant legislation.

As part of the financial year end procedures and in order to develop the year-end financial statements, the Chief Finance Officer will work together with NHS Lothian and the Council to coordinate an exercise agreeing the value of balances and transactions with Council and NHS Finance teams. Each Party will provide information to this process on their recorded income, expenditure, receivable and payable balance with the IJB. The Board's Chief Finance Officer will lead with the Parties on resolving any differences.

The Chief Finance Officer will also be responsible for preparing a medium-term financial plan to be incorporated into the IJB's Strategic Plan. The Chief Finance Officer will liaise closely with NHS Lothian and the Council to develop integrated medium term financial planning and associated financial recovery plans taking account of assumptions around available funding and future service demands and service delivery models.

The Chief Finance Officer will also be responsible for preparing the annual financial statement that the IJB must publish under section 39 of the Act, which sets out what the IJB intends to spend in implementation of its Strategic Plan.

The Chief Finance Officer will be responsible for producing finance reports to the IJB, ensuring that those reports are appropriate for the needs of the IJB.

The Chief Finance Officer will liaise closely with the Council Section 95 officer and the NHS Lothian Director of Finance and their teams in order to discharge all aspects of their role.

9.5 Resources Delegated to the IJB

The resources delegated to the IJB fall into two categories: (i) payments for the delegated functions; and (ii) resources used in large hospitals that are set aside by NHS Lothian and made available to the IJB for inclusion in its Strategic Plan.

Section 1(3)(e) of the Act requires that the Scheme must set out a method of determining payments that are to be made in respect of (i) above. Section 1(3)(d) of the Act requires the Scheme to set out a method of determining the amounts to be made available by the NHS Lothian for use by the IJB under (ii) above.

It is expected that the net difference between payments into and out of the IJB will result in a balancing payment between the Council and NHS Lothian which reflects the effect of the directions of the IJB. The balancing payment will be reviewed throughout the year and depending on the expected value for the adjusting payment, it will be either made one-off prior to year-end or on a quarterly basis. Such payments would incorporate values previously treated as resource transfer.

9.6 Annual Budget Payments to the IJB

The Council and NHS Lothian identify a core baseline Operational Budget for each function that is delegated to the IJB. This will be used as the basis to calculate their respective payments into the IJB budget each year. The previously agreed “resource transfer” payments from NHS Lothian will be part of the annual budget payment to the IJB

The Council and NHS Lothian have established financial planning processes which take into account the financial settlements they have received, and identified and assumed expenditure pressures, to arrive at opening annual budgets. These same processes will be applied to the core baseline Operational Budgets for the delegated functions in order to arrive at the annual payments to the IJB.

The Council Section 95 officer and the NHS Lothian Director of Finance are responsible for preparing the budget contributions from their respective party. The amounts to be paid will be the outcome of the above processes. They will consult with the Chief Officer and officers in both Parties as part of this process.

- The Council Section 95 officer and the NHS Lothian Director of Finance will each prepare a schedule outlining the detail and total value of the proposed payment from each party, and the underlying methodology and assumptions behind that payment. These draft schedules will identify any amounts included in the payments that are subject to separate legislation or subject to restrictions stipulated by third party funders. The schedules will also contain the detail and total value of set aside resources for hospital services, made under section 1(3) (d) of the Act.
- The Council Section 95 officer and the NHS Lothian Director of Finance will refer the draft schedules to the Chief Officer so that they may have an opportunity to formally consider it.
- The Council Section 95 officer and the NHS Lothian Director of Finance will thereafter present the final draft schedules to the Parties. This schedule must be agreed by the

Director of Finance of NHS Lothian, the Council Section 95 officer and the Chief Officer.

- The Council and NHS Lothian must approve their respective payments, in line with their governing policies

The Council Section 95 officer and NHS Lothian Director of Finance will liaise closely with the IJB Chief Officer and Chief Finance Officer on the assumptions to be used on annual budget contributions and will have due regard to the impact of any service re-design activities that have been a direct consequence of the IJB's Strategic Plan or Directions issued. Both the Council and NHS Lothian will provide indicative three year budget allocations to the IJB, subject to annual approval through their respective budget setting processes.

The Parties will ensure the Chief Officer and Chief Finance Officer are actively engaged in their financial planning processes. The Chief Officer will be expected to feed into the planning processes with any intelligence that is relevant, e.g. the aims of the Strategic Plan, the effect of previous directions on activity and expenditure, projected demand led changes in activity and expenditure. The Director of Finance of NHS Lothian, the Section 95 officer of the Council and the IJB Chief Finance Officer will ensure a consistency of approach and consistent application of processes in considering budget assumptions and proposals.

9.6.1 The set-aside of resources for use by the IJB under section 1(3) (d) of the Act

In addition to the payments to the IJB, NHS Lothian will identify a set aside budget for delegated functions in large hospitals. The set aside budget for delegated hospital services will be based on an apportionment of the relevant NHS Lothian Board budgets for the delegated hospital services (excluding overheads).

The core baseline budget for the set-aside functions in each council area will be based on an appropriate methodology and agreed in partnership by the NHS Lothian and IJB.

9.6.2 Hosted Services

NHS Lothian carries out functions across four local authority areas. Some of the functions delegated to the Lothian IJBs are currently provided as part of a single Lothian-wide service, commonly referred to as "hosted services".

The core baseline budget for the Hosted functions in each council area will be based on an appropriate methodology and agreed in partnership by the NHS Lothian and IJB.

9.7 Due Diligence

The Parties will share information on the financial performance over the previous two financial years of the functions and associated services delegated to the IJB. This will allow the Parties to undertake appropriate reviews to gain assurance as to whether the services are currently being delivered sustainably within approved resources, and that the anticipated payments will be sufficient for the IJB to carry out its integration functions.

If any such review indicates that the projected expenditure is likely to exceed the payments to the IJB, then the relevant Party will be notified. The relevant Party will be required to take action to ensure that services can be delivered within the available Operational Budget

The Parties recognise that of the functions which are to be delegated to the IJB, there are some where there is greater potential for the actual expenditure to vary significantly from projections. The Parties will identify what those functions are, and will ensure that information is provided to the IJB so that it is aware of the issues, and is able to focus on those functions within their systems for risk management and financial reporting.

This process of due diligence will be informed by, amongst other things, the intelligence within the financial performance reports covering all integration functions that the IJB will routinely receive.

9.8 Process to agree payments from the IJB to the Parties

The IJB will determine and approve, in accordance with the Strategic Plan, the payments to the Parties which will accompany its directions to them for carrying out functions delegated to the IJB. The Parties are required to implement the directions of the IJB in carrying out a delegated function in line with the Strategic Plan, having agreed with the IJB the resources required to deliver the said directions.

The Chief Finance Officer is responsible for providing the IJB with appropriate information and advice, so that it may determine what those payments should be.

Directions from the IJB to the Parties will take the form of a letter from the Chief Officer referring to the arrangements for delivery set out in the Strategic Plan and will include information on:

- the delegated function(s) that are to be carried out;
- the outcomes to be delivered for those delegated functions; and
- the amount of and / or method of determining the payment to be made, in respect of the carrying out of the delegated functions.

Once issued, directions can be amended by a subsequent direction by the IJB.

Where amounts paid to the IJB are subject to separate legislation or subject to restrictions stipulated by third party funders, the IJB must reflect these amounts in full, in determining the level of the payments to be made to the Parties in respect of the carrying out of the relevant function or functions. However, the IJB is not precluded from increasing the resource allocated to the relevant services.

9.9 Financial Reporting to the IJB

Budgetary control and monitoring reports will be provided to the IJB as and when it requires. The reports will set out the financial position and forecast against the payments by the IJB to the Parties in respect of the carrying out of integration functions and against the amount set aside by NHS Lothian for hospital services. These reports will present the actual and forecast positions of expenditure compared to budgets for delegated functions and highlight any financial risks and areas where further action is required to manage budget pressures.

NHS Lothian will provide information on the set-aside budgets which will be contained in financial reports to the IJB.

Both Parties will provide the required information on budgetary performance from their respective finance systems, and this will be co-ordinated and consolidated by the Chief Finance Officer to provide reports to the IJB on all the Board's delegated functions.

It is expected that as a minimum there will be quarterly financial reports to the Chief Officer and the IJB.

9.9.1 Process for addressing variance in the spending of the IJB

The IJB is required to deliver its financial out-turn within available resources. Section 15 of this scheme sets out the arrangements for risk management, and financial risk (within the IJB and both Parties) will be managed in line with those arrangements.

The Parties will ensure that their respective budget monitoring and management systems will be applied to monitor and manage their expenditure in relation to delivery of integrated functions in accordance with directions issued to them by the IJB.

The manager leading this remedial action could be the Chief Officer in his or her operational capacity within the affected party.

In the event that such remedial action will not prevent the overspend, then Chief Finance Officer will, together with the relevant Party, develop a proposed recovery plan to address the forecast overspend. The Chief Finance Officer will then present that recovery plan to the IJB as soon as practically possible. The IJB has to be satisfied with the recovery plan, and the plan is subject to its approval.

9.9.2 Additional Payments by the Parties to the IJB

Where such a recovery plan is projected to be unsuccessful and an overspend occurs at the financial year end, and where there are insufficient available reserves held by the IJB to meet the overspend, then the Parties may make additional payments to the IJB.

The Chief Finance Officer and the Parties shall engage in discussion and negotiation about the amounts to be paid by each Party.

The Parties recognise that the delivery of delegated functions in accordance with the Strategic Plan depends on their co-operation between each other and with the IJB and that both Parties and the IJB must approach such discussions in good faith, recognising the pressures and constraints on their respective budgets and services. In such discussions the Parties recognise and accept that an overspend is at the risk of the Party incurring the overspend and the residual amount of overspend after usage of reserves must, in the absence of any other agreement, be met by that Party.

Recurring overspends will be considered as part of the following year's budget process. If a solution to the overspend cannot be agreed by the Parties, or is not agreed by the IJB, then the dispute resolution mechanism in this Scheme may require to be implemented.

9.9.3 Underspends

As part of their normal financial management systems, the Parties conduct in-year reviews of financial performance, and occasionally this may lead to a forecast of an underspend at the year-end on one or more budgets. In the event that this happens within the Operational Budgets then the following shall apply:

- if the underspend is fortuitous and unrelated to any IJB direction then the underspend should be returned to the affected Party (through an adjustment to the payments to the IJB);
- the IJB will retain all other underspends; and
- The IJB can hold reserves, as determined by its Reserves Policy.

9.9.4 Treatment of variations against the amounts set aside for use by the IJB

A process will be agreed between NHS Lothian and the IJB to manage any variations within the set-aside budget. This process will reflect any variations in the activity that was used to establish the set-aside budget. Any cost variations will be managed in the same way as overspends and underspends within the integrated payment as laid out above.

9.9.5 Redetermination of payments (made under section 1(3) (e) of the Act) to the IJB

Redeterminations of payments made by the Parties for the carrying out of integration functions would apply under the following circumstances:

- Additional one off funding is provided to a Party or Parties by the Scottish Government, or some other body, for expenditure in respect of a function delegated to the IJB
- The Parties, along with the IJB, agree that an adjustment to the payment is required to reflect changes in demand and/or activity levels

In all cases full justification for the proposed change would be required and both Parties and the IJB would be required to agree to the redetermination. The Parties would apply the process used to calculate the payment to the IJB (described earlier) to the affected functions and the Strategic Plan would be required to be amended as necessary.

9.9.6 Redetermination of set aside payments (made under section 1(3) (d) of the Act) to the IJB

This process will reflect any variations in the activity that was used to establish the set-aside budget. Any cost variations will be managed in the same way as overspends and underspends within the Operational Budgets as specified above.

9.10 Use of Capital Assets

The IJB, NHS Lothian and the Council will ensure there is awareness of all capital assets which will be used in the delivery of the Strategic Plan.

Changes in use of capital assets will flow from the Strategic Plan and the directions issued by the IJB to the Parties. The Strategic Plan process will outline any implications or requirements for capital assets.

The Parties will ensure that their capital asset planning arrangements take due cognisance of the above implications and requirements.

The Chief Officer of the IJB will consult with the Parties to identify the specific need for improvements/changes to assets owned by each which may be required in connection with the carrying out of integration functions. Where a capital investment need is identified, a business case will require to be developed. Any business case will set out how the investment will meet the strategic objectives set out in the Strategic Plan and identify the ongoing revenue costs/savings associated with implementation of the proposals.

The IJB, the Council and NHS Lothian will work together to ensure assets required in connection with the carrying out of integration functions are used as effectively as possible and in compliance with the relevant legislation relating to use of public assets.

9.11 Audit and Financial Statements

9.11.1 Financial Statements and External Audit

The legislation requires that the IJB is subject to the audit and accounts provisions of a body under section 106 of the Local Government (Scotland) Act 1973. This requires audited annual accounts to be prepared with the reporting requirements specified in the relevant legislation and regulations (section 12 of the Local Government in Scotland Act 2003, the Local Authority Accounts (Scotland) Regulations 2014 and other regulations under section 105 of the Local Government (Scotland) Act 1973). These will be proportionate to the limited number of transactions of the IJB whilst complying with the requirement for transparency and true and fair reporting in the public sector.

The Parties will agree a clear timetable for the preparation of the IJB's annual accounts which will incorporate a process to agree any balances between the IJB and the Parties.

As part of the financial year-end procedures and in order to develop the year-end financial statements, the Chief Finance Officer of the IJB will annually co-ordinate an exercise agreeing the value of balances and transactions with the Council and NHS Lothian finance teams. Each of the Parties will submit to the Chief Finance Officer their recorded income, expenditure, receivable and payable balance with the IJB. The Parties' respective finance representatives will then work to resolve any differences arising.

The IJB financial statements must be completed to meet the audit and publication timetable specified in the regulations (regulations made under section 105 of the Local Government (Scotland) Act 1973). The Accounts Commission will appoint the external auditors to the IJB.

The financial statements will be signed in line with the governance arrangements for the IJB and as specified in the Local Authority Accounts (Scotland) Regulations 2014, made under section 105 of the Local Government (Scotland) Act 1973.

In all forms of audit the Parties are expected to comply with related requests and to aid the audit process.

10. Participation and Engagement

Participation and Engagement Strategy

10.1.1 The Parties will support the Chief Officer to produce a strategy for engagement with, and participation by members of the public, representative groups or other organisations in relation to the decisions about carrying out of integration functions as set out in section 4. The process to identify and provide support to the Chief Officer to develop the IJB's Participation and Engagement Strategy is described in section 5.3. As part of the process set out in section 5.3 the Parties will:

- Make available to the IJB arrangements that are already established for consultation by one or both of the Parties. The IB will consider a range of ways in which to connect with all stakeholders. The IJB will use existing consultation methods, for example (but not limited to), the Midlothian Citizens' Panel.
- Make available service/user participation and engagement teams to the IJB as this relates to function delegated within the Scheme.
- Make available communication support to allow the IJB to engage and participate.

10.1.2 The Parties expect that the IJB Participation and Engagement Strategy will be produced before the date the IJB approves the Strategic Plan. When the IJB approves the Strategic Plan the Parties expect that members must be satisfied that the Strategic Plan has had sufficient consultation and that the Participation and Engagement Strategy has been followed.

10.1.3 The development of the participation and engagement strategy will be achieved using a collaborative response, involving the membership of the Midlothian Strategic Planning Group.

10.1.4 The Strategic Planning Group is expected will take both an advisory and active role in the undertaking of future participation and engagement around the implications of service development and re-design.

Consultation on this Integration Scheme

10.1.5 A three stage approach was adopted to ensure sufficient involvement and consultation in the development of this Scheme:

- **Stage 1: Informing and Engaging:**
Initial review was undertaken and revisions made by officers of the Parties with the involvement of a range of professionals within both Parties. This draft was approved for consultation by the Parties
- **Stage 2: Consultation**
A formal internal and external stakeholder consultation was held from the 18th of March to the 10th of April 2022.

- **Stage 3: Response to the consultation**

The revised integration scheme was further developed by officers, guided by the consultation, and submitted for approval by the Parties to submit to Scottish Government

Further details of the people and groups involved in the informing, engagement and consultation on the Midlothian Integration Scheme are set out in Annex 4.

11. Information Sharing & Data Handling

- 11.1 There is an existing and long standing Pan-Lothian and Borders General Information Sharing Protocol, to which NHS Lothian, City of Edinburgh Council, East Lothian Council, Midlothian Council, West Lothian Council, and Scottish Borders Council are all signatories, and had previous modifications to comply with the Integration Scheme Regulations. This Protocol will be subject to periodic review by a sub-group on behalf of the Pan Lothian Data Sharing Partnership, and any resulting update(s) agreed will form the Protocol in use to support this Scheme. Any updated final Protocol, following consultation, will be recommended for signature by Chief Executives of respective organisations, and the Chief Officers of the Integrated Joint Boards, on behalf of the Pan-Lothian Data Sharing Partnership.
- 11.2 Procedures for sharing information between the Council, NHS Lothian, and the Integration Joint Board are available in Memorandum of Understanding document for the Sharing of information for the purposes of the integration of health and social care services. This Memorandum of Understanding will be subject to periodic review by a sub-group on behalf of the Pan Lothian Data Sharing Partnership to ensure that the detail, more granular purposes, requirements, procedures and agreements for each of the Lothian IJBs and the functions respectively delegated to them are kept up to date. This will also form the process for amending the Pan Lothian and Borders General Information Sharing Protocol.
- 11.3 The Council and NHS Lothian will continue to be Data Controller for their respective records (electronic and manual), and will detail arrangements for control and access. The Integration Joint Board may require to be Data Controller for personal data if it is not held by either by the Council or NHS Lothian.
- 11.4 Arrangements for Third party organisations access to records will be jointly agreed by both Parties and the IJB prior to access.
- 11.5 Procedures will be based on a single point of governance model. This allows data and resources to be shared, with governance standards, and their implementation, being the separate responsibility of each organisation. Shared datasets governance will be agreed by all contributing partners prior to access.
- 11.6 Following consultation, all periodically updated Information Sharing Protocols and procedure documents will be recommended for signature by the Chief Executives of respective organisations, and the Chief Officers of the Lothian IJBs.
- 11.7 Agreements and procedures will be reviewed annually by the sub group of the Pan-Lothian Data Sharing Partnership, or more frequently if required. This will follow the process described in 11.2.

12. Complaints

The Parties agree the following arrangements in respect of complaints:

- 12.1 Any person will be able to make complaints to either to the Council or to the NHS Board. The Parties have in place well publicised, clearly explained and accessible complaints procedures, which allow for timely recourse and signpost independent advocacy services, where appropriate. There is an agreed emphasis on resolving concerns locally and quickly; as close to the point of service delivery as possible.

Complaints can be made to:

The Midlothian Council by:

Telephone: 0131 561 5444

Email: feedback@midlothian.gov.uk

Online: www.midlothian.gov.uk/feedback

In writing to Midlothian Council feedback, Freepost SCO5613, Dalkeith, EH22 0BR

NHS Lothian by:

Telephone: 0131 536 3370

Email: feedback@nhslothian.scot.nhs.uk

In writing to NHS Lothian Patient Experience Team, Waverley Gate, 2 – 4 Waterloo Place, Edinburgh, EH1 3EG.

The IJB has also developed its own Complaints Handling Procedure which will be reviewed on a regular basis

- 12.2 There are currently different legislative requirements in place for dealing with complaints about health and social care. Complaints regarding the delivery of an integrated service will be made to, and dealt with by, the Party that delivers the integrated service, in line with their published complaints procedure, and consistent with any statutory complaints handling arrangements that apply. It is the responsibility of the Party initially receiving a complaint to make sure that it is routed to the appropriate organisation/individual, so that a service user only needs to submit a complaint once.
- 12.3 From 1 April 2017, the health and social work complaints handling procedures were aligned and therefore have the same stages and timescales, with the exception of timescale extensions. Additionally, complaints about Social Work functions were merged into the Local Authority Model Complaint Handling Procedure in 2020 (now reflected in the updated Midlothian Council Complaints Handling Procedure). Joint working protocols will be adopted so that the process of making a complaint is as simple as possible and complaints about integrated services are responded to clearly, thoroughly and timeously. These joint working protocols will identify the lead organisation for each integrated service and will include the contact details of officers responsible for managing any complaints received.

- 12.4 When a complaint covers both health and social care functions, responsible officers within the Council and NHS Lothian will, where necessary, work together to make sure all parts of the complaint are investigated and responded to within established time limits and the complainant is correctly signposted to the options open to them if they remain dissatisfied. Wherever possible, there will be a joint response from the identified Party rather than separate responses.
- 12.5 At the end of the process, complainants are entitled to take their complaint to the Scottish Public Services Ombudsman. Where appropriate, complainants will also be advised of their right to complain to the Care Inspectorate and information held by the Council may be shared with the Care Inspectorate.
- 12.6 Responsibility for responding to the Scottish Public Services Ombudsman lies with the Party who dealt with the original complaint. Where necessary, officers responsible for complaints handling within the Council and NHS Lothian will work together to provide a full response to any Scottish Public Services Ombudsman enquiry that covers both health and social care functions.
- 12.7 The Chief Officer will have an overview of complaints made about integrated services and subsequent responses. Complaints about integrated services will be recorded and reported to the Chief Officer on a regular and agreed basis. Regular trend analysis of complaints and outcomes will also be carried out as part of a wider quality assurance framework.
- 12.8 All independent contractors will be required to have a complaints procedure. Where complaints are received about the service provided by an independent contractor, the Party receiving the complaint will refer the complaint to the independent contractor in the first instance, either providing contact details or by passing the complaint on, depending on the preferred approach of the complainant. Complaints received about independent contractors will be recorded for contract monitoring purposes.

13. Claims Handling, Liability & Indemnity

- 13.1 The Parties and the Integration Joint Board recognise that they could receive a claim arising from or which relates to the work undertaken on behalf of the Integration Joint Board.
- 13.2 The Parties agree to ensure that any such claims are progressed quickly and in a manner which is equitable between them.
- 13.3 So far as reasonably practicable the normal common law and statutory rules relating to liability will apply.
- 13.4 Each Party will assume responsibility for progressing and determining any claim which relates to any act or omission on the part of one of their employees.
- 13.5 Each Party will assume responsibility for progressing and determining any claim which relates to any building which is owned or occupied by them.
- 13.6 Each Party will assume responsibility for progressing and determining any claim which relates to any heritable property which is owned by them. If there are any heritable properties owned jointly by the Parties, further arrangements for liability will be agreed upon in consultation with insurers.
- 13.7 In the event of any claim against the Integration Joint Board or in respect of which it is not clear which Party should assume responsibility then the Chief Officer (or their representative) will liaise with the Chief Executives of the Parties (or their representatives) and determine which Party should assume responsibility for progressing the claim.
- 13.8 If a claim is settled by either Party, but it subsequently transpires that liability rested with the other Party, then that Party shall indemnify the Party which settled the claim.
- 13.9 Claims regarding policy and/or strategic decisions made by the IJB shall be the responsibility of the IJB. The IJB may require to engage independent legal advice for such claims.
- 13.10 If a claim has a “cross boundary” element whereby it relates to another integration authority area, the Chief Officers of the integration authorities concerned shall liaise with each other until an agreement is reached as to how the claim should be progressed and determined.
- 13.11 The IJB will develop a procedure for claims relating to hosted services with the other relevant integration authorities. Such claims may follow a different procedure than as set out above.
- 13.12 Claims which pre-date the establishment of the IJB will be dealt with by the Parties through the procedures used by them prior to integration.

14. Risk Management

- 14.1.1 A shared risk management strategy which will include risk monitoring and a reporting process for the Parties and IJB will be established in the first year of the IJB. In developing this shared risk management strategy the Parties and the IJB will review the shared risk management arrangements currently in operation. This in turn will provide a list of risks to be reported on.
- 14.1.2 The Parties will provide to the IJB sufficient support to enable it to fully discharge its duties in relation to risk management. This will be determined through the process describe in section 5.3.
- 14.1.3 The Parties anticipate that the IJB will also develop and agree its own Risk Management Procedure in relation to carrying out of integration functions including reports which will cover all of its activities.
- 14.1.4 The Risk Management Procedure will include:-
- a) A statement of the IJB's risk appetite and associated tolerance measures;
 - b) A description of how the system of risk management will work in practice, including procedures for the identification, classification, recording and reporting of risk, and the respective roles of the IJB and its officers. This will explain how the output from the risk management systems within NHS Lothian and the Council will inform the IJB's system of risk management;
 - c) A description of how the IJB system of risk management is informed by other related systems of NHS Lothian and the Council, such as complaints management, health & safety, adverse events management, emergency planning and business resilience; and
 - d) An agreement between the Parties on the resources to be made available to support risk management.
- 14.1.5 The IJB risk register will not duplicate the detail of risk registers within NHS Lothian and the Council. However, the IJB will update its risk register should there be any emerging themes/risks which have a bearing on its activities.

14.2 NHS Lothian and the Council

- 14.2.1 Both organisations will continue to apply their existing policies and systems for risk management, and will implement any required restructuring of their risk registers to recognise the creation of the IJB.
- 14.2.2 NHS Lothian covers four local authority areas, and there will be some 'hosted services' which one operational director manages on a Lothian-wide basis. The identification and management of risk for those hosted services will reflect the differing directions of the Lothian IJBs.

15. Dispute resolution mechanism

- 15.1 The Parties will commit to working well together, listening to each other and will always work to resolve any issues before they require the Dispute Resolution process to be actioned.
- 15.2 Where either of the Parties fails to agree with the other on any issue related to this Scheme of any of the duties, obligations, rights or powers imposed or conferred on them by the Act (a “Dispute”) then they will follow the process described below:
- (a) The Chief Executives of NHS Lothian and the Council, and the Chief Officer, will meet to resolve the Dispute within 21 calendar days of being notified of the issue;
 - (b) If unresolved, NHS Lothian, the Council, and the Chief Officer, will each prepare a written note of their position on the Dispute and exchange it with the others within 14 calendar days of the meeting in (a) above;
 - (c) Within 14 calendar days of the exchange of written notes in (b) the Chief Executives and Chief Officer must meet to discuss the written positions; and then
 - (d) In the event that the issue remains unresolved, representatives of NHS Lothian and the Council will proceed to mediation with a view to resolving the Dispute.
- 15.3 Scottish Government will be informed by the chairperson of the IJB of the Dispute, the mediation process being followed and the agreed timeframe to conclude the mediation process. A copy of this correspondence will be sent to the Chair of NHS Lothian and the Leader of the Council.
- 15.4 The mediator will be external to the Parties and will be identified and appointed with the agreement of the Chair of NHS Lothian and the Leader of the Council and failing agreement within 21 days shall be nominated by the Centre of Effective Dispute Resolution on the request of either Party.
- 15.5 The mediation will start no later than 21 days after the date of the appointment of the mediator.
- 15.6 The Parties agree that the cost of the mediator will be met equally by NHS Lothian and the Council.
- 15.7 The timeframe to resolve the issue will be agreed prior to the start of the mediation process by the Chair of NHS Lothian and the Leader of the Council.
- 15.8 Where the Dispute remains unresolved after following the processes outlined in section 15.2 above, the Parties agree that the chairperson of the Integration Joint Board shall write to the Scottish Ministers to provide notification that agreement cannot be reached. Scottish Government will then instruct the Parties how to proceed.
- 15.9 The Parties shall cooperate with each other to mitigate any adverse affect on service delivery pending resolution of the Dispute.
- 15.10 Nothing in this Scheme shall prevent the Parties from seeking any legal remedy or from commencing or continuing court proceedings in relation to the Dispute.

Annex 1: Part 1 – Functions delegated by NHS Lothian to the IJB

Set out below is the list of functions that are to be delegated by NHS Lothian to the IJB in compliance with the Public Bodies (Joint Working) (Prescribed Health Board Functions) (Scotland) Regulations 2014.

The National Health Service (Scotland) Act 1978

All functions of Health Boards conferred by, or by virtue of, the National Health Service (Scotland) Act 1978 except functions conferred by or by virtue of:

- section 2(7) (Health Boards);
- section 2CB⁽¹⁾ (Functions of Health Boards outside Scotland);
- section 9 (local consultative committees);
- section 17A (NHS Contracts);
- section 17C (personal medical or dental services);
- section 17I⁽²⁾ (use of accommodation);
- section 17J (Health Boards' power to enter into general medical services contracts);
- section 28A (remuneration for Part II services);
- section 38 (care of mothers and young children)
- section 38A (breastfeeding)
- section 39 (medical and dental inspection, supervision and treatment of pupils and young persons)
- section 48 (provision of residential and practice accommodation);
- section 55⁽³⁾ (hospital accommodation on part payment);
- section 57 (accommodation and services for private patients);
- section 64 (permission for use of facilities in private practice);
- section 75A⁽⁴⁾ (remission and repayment of charges and payment of travelling expenses);
- section 75B⁽⁵⁾(reimbursement of the cost of services provided in another EEA state);

⁽¹⁾ Section 2CB was inserted by S.S.I. 2010/283, regulation 3(2)(as section 2CA) and re-numbered as section 2CB by S.S.I. 2013/293, regulation 8(2).

⁽²⁾ Section 17I was inserted by the National Health Service (Primary Care) Act 1997 (c.46), Schedule 2 and amended by the Primary Medical Services (Scotland) Act 2004 (asp 1), section 4. The functions of the Scottish Ministers under section 17I are conferred on Health Boards by virtue of S.I. 1991/570, as amended by S.S.I. 2006/132.

⁽³⁾ Section 55 was amended by the Health and Medicines Act 1988 (c.49), section 7(9) and Schedule 3 and the National Health Service and Community Care Act 1990 (c.19), Schedule 9. The functions of the Secretary of State under section 55 are conferred on Health Boards by virtue of S.I. 1991/570.

⁽⁴⁾ Section 75A was inserted by the Social Security Act 1988 (c.7), section 14, and relevantly amended by S.S.I. 2010/283. The functions of the Scottish Ministers in respect of the payment of expenses under section 75A are conferred on Health Boards by S.S.I. 1991/570.

⁽⁵⁾ Section 75B was inserted by S.S.I. 2010/283, regulation 3(3) and amended by S.S.I. 2013/177.

- section 75BA ⁽⁶⁾(reimbursement of the cost of services provided in another EEA state where expenditure is incurred on or after 25 October 2013);
- section 79 (purchase of land and moveable property);
- section 82⁽⁷⁾ use and administration of certain endowments and other property held by Health Boards);
- section 83⁽⁸⁾ (power of Health Boards and local health councils to hold property on trust);
- section 84A⁽⁹⁾ (power to raise money, etc., by appeals, collections etc.);
- section 86 (accounts of Health Boards and the Agency);
- section 88 (payment of allowances and remuneration to members of certain bodies connected with the health services);
- section 98 ⁽¹⁰⁾ (charges in respect of non-residents); and
- paragraphs 4, 5, 11A and 13 of Schedule 1 to the Act (Health Boards);
- and functions conferred by—
- The National Health Service (Charges to Overseas Visitors) (Scotland) Regulations 1989 ⁽¹¹⁾;
- The Health Boards (Membership and Procedure) (Scotland) Regulations 2001;
- The National Health Service (Clinical Negligence and Other Risks Indemnity Scheme) (Scotland) Regulations 2000;
- The National Health Services (Primary Medical Services Performers Lists) (Scotland) Regulations 2004;
- The National Health Service (Primary Medical Services Section 17C Agreements) (Scotland) Regulations 2018;
- The National Health Service (Discipline Committees) Regulations 2006;
- The National Health Service (General Ophthalmic Services) (Scotland) Regulations 2006;
- The National Health Service (Pharmaceutical Services) (Scotland) Regulations 2009;
- The National Health Service (General Dental Services) (Scotland) Regulations 2010; and
- The National Health Service (Free Prescription and Charges for Drugs and Appliances) (Scotland) Regulations 2011⁽¹²⁾.

⁽⁶⁾ Section 75BA was inserted by S.S.I. 2013/292, regulation 8(4).

⁽⁷⁾ Section 82 was amended by the Public Appointments and Public Bodies etc. (Scotland) Act 2003 (asp 7) section 1(2) and the National Health Service Reform (Scotland) Act 2004 (asp 7), schedule 2.

⁽⁸⁾ There are amendments to section 83 not relevant to the exercise of a Health Board's functions under that section.

⁽⁹⁾ Section 84A was inserted by the Health Services Act 1980 (c.53), section 5(2). There are no amendments to section 84A which are relevant to the exercise of a Health Board's functions.

⁽¹⁰⁾ Section 98 was amended by the Health and Medicines Act 1988 (c.49), section 7. The functions of the Secretary of State under section 98 in respect of the making, recovering, determination and calculation of charges in accordance with regulations made under that section is conferred on Health Boards by virtue of S.S.I. 1991/570.

⁽¹¹⁾ S.I. 1989/364, as amended by S.I. 1992/411; S.I. 1994/1770; S.S.I. 2004/369; S.S.I. 2005/455; S.S.I. 2005/572 S.S.I. 2006/141; S.S.I. 2008/290; S.S.I. 2011/25 and S.S.I. 2013/177.

⁽¹²⁾ S.S.I. 2011/55, to which there are amendments not relevant to the exercise of a Health Board's functions.

Disabled person's (Services, Consultation and Representation) Act 1986

Section 7 - (Persons discharged from hospital)

Community Care and Health (Scotland) Act 2002

All functions of Health Boards conferred by, or by virtue of, the Community Care and Health (Scotland) Act 2002.

Mental Health (Care and Treatment) (Scotland) Act 2003

All functions of Health Boards conferred by, or by virtue of, the Mental Health (Care and Treatment) (Scotland) Act 2003 except functions conferred by:

- section 22 (Approved medical practitioners);
- section 34 (Inquiries under section 33: co-operation)⁽¹³⁾;
- section 38 (Duties on hospital managers: examination notification etc.)⁽¹⁴⁾;
- section 46 (Hospital managers' duties: notification)⁽¹⁵⁾;
- section 124 (Transfer to other hospital);
- section 228 (Request for assessment of needs: duty on local authorities and Health Boards);
- section 230 (Appointment of a patient's responsible medical officer);
- section 260 (Provision of information to a patient);
- section 264 (Detention in conditions of excessive security: state hospital);
- section 267 (Order under section 264 – recall);
- section 281 (Correspondence of certain persons detained in hospital);
- The Mental Health (Safety and Security) (Scotland) Regulations 2005⁽¹⁶⁾;
- The Mental Health (Cross Border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2005⁽¹⁷⁾;
- The Mental Health (Use of Telephones) (Scotland) Regulations 2005⁽¹⁸⁾; and

⁽¹³⁾ There are amendments to section 34 not relevant to the exercise of a Health Board's functions under that section.

⁽¹⁴⁾ Section 329(1) of the Mental Health (Care and Treatment) (Scotland) Act 2003 provides a definition of "managers" relevant to the functions of Health Boards under that Act.

⁽¹⁵⁾ Section 46 is amended by S.S.I. 2005/465.

⁽¹⁶⁾ S.S.I. 2005/464, to which there are amendments not relevant to the exercise of the functions of a Health Board. Section 329(1) of the Mental Health (Care and Treatment) (Scotland) Act 2003 provides a definition of "managers" relevant to the functions of Health Boards.

⁽¹⁷⁾ S.S.I. 2005/467. Section 329(1) of the Mental Health (Care and Treatment) (Scotland) Act 2003 provides a definition of "managers" relevant to the functions of Health Boards.

⁽¹⁸⁾ S.S.I. 2005/468. Section 329(1) of the Mental Health (Care and Treatment) (Scotland) Act 2003 provides a definition of "managers" relevant to the functions of Health Boards.

- The Mental Health (England and Wales Cross border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2008⁽¹⁹⁾.

Education (Additional Support for Learning) (Scotland) Act 2004

Section 23- (other agencies etc. to help in exercise of functions under this Act)

Public Services Reform (Scotland) Act 2010

All functions of Health Boards conferred by, or by virtue of, the Public Services Reform (Scotland) Act 2010 except functions conferred by:

- Section 31 - (Public functions: duties to provide information on certain expenditure etc.);
- Section 32 - (Public functions: duty to provide information on exercise of functions).

Patient Rights (Scotland) Act 2011

All functions of Health Boards conferred by, or by virtue of, the Patient Rights (Scotland) Act 2011 except functions conferred by The Patient Rights (Complaints Procedure and Consequential Provisions) (Scotland) Regulations 2012⁽²⁰⁾.

Carers (Scotland) Act 2016

Section 12 - (duty to prepare young carer statement)

Section 31 - (duty to prepare local carer strategy)

But in each case, subject to the restrictions set out in article 3(3) of the Public Bodies (Joint Working) (Prescribed Health Board Functions) (Scotland) Regulations so far as they extend to the services detailed in Part 2 of Annex 1 of this Scheme.

⁽¹⁹⁾ S.S.I. 2008/356. Section 329(1) of the Mental Health (Care and Treatment) (Scotland) Act 2003 provides a definition of “managers” relevant to the functions of Health Boards.

⁽²⁰⁾ S.S.I. 2012/36. Section 5(2) of the Patient Rights (Scotland) Act 2011 (asp 5) provides a definition of “relevant NHS body” relevant to the exercise of a Health Board’s functions.

Annex 1: Part 2 – Services Currently Provided by NHS Lothian which are to be delegated.

Interpretation of this Part 2 of Annex 1

In this schedule—

“allied health professional” means a person registered as an allied health professional with the ‘Health and Care Professions Council’;

“general medical practitioner” means a medical practitioner whose name is included in the General Practitioner Register kept by the General Medical Council;

“general medical services contract” means a contract under section 17J of the National Health Service (Scotland) Act 1978;

“hospital” has the meaning given by section 108(1) of the National Health Service (Scotland) Act 1978;

“inpatient hospital services” means any health care service provided to a patient who has been admitted to a hospital and is required to remain in that hospital overnight, but does not include any secure forensic mental health services;

“out of hours period” has the same meaning as in regulation 2 of the National Health Service (General Medical Services Contracts) (Scotland) Regulations 2018⁽²¹⁾; and

“the public dental service” means services provided by dentists and dental staff employed by a health board under the public dental service contract.

The functions listed in Part 1 of Annex 1 are delegated to the extent that they are exercisable in the provision of the following services:

Part 2 A

Provision for people over the age of 18

The functions listed in Part 1 are delegated to the extent that:

- a) the function is exercisable in relation to the persons of at least 18 years of age;
- b) the function is exercisable in relation to care or treatment provided by health professionals for the purposes of the health care services listed at numbers 1-6 in the list below: and
- c) the function is exercisable in relation to the health services listed in this part 2A

1. Accident and emergency services provided in a hospital.

2. Inpatient hospital services relating to the following branches of medicine—

- (a) general medicine;

⁽²¹⁾ S.S.I. 2004/115.

- (b) geriatric medicine;
 - (c) rehabilitation medicine;
 - (d) respiratory medicine; and
 - (e) psychiatry of learning disability.
- 3.** Palliative care services provided in a hospital.
 - 4.** Inpatient hospital services provided by general medical practitioners.
 - 5.** Services provided in a hospital in relation to an addiction or dependence on any substance.
 - 6.** Mental health services provided in a hospital, except secure forensic mental health services.
 - 7.** District nursing services.
 - 8.** Services provided outwith a hospital in relation to an addiction or dependence on any substance.
 - 9.** Services provided by allied health professionals in an outpatient department, clinic, or outwith a hospital.
 - 10.** The public dental service.
 - 11.** Primary medical services provided under a general medical services contract, and arrangements for the provision of services made under section 17C of the National Health Service (Scotland) Act 1978, or an arrangement made in pursuance of section 2C(2) of the National Health Service (Scotland) Act 1978⁽²²⁾.
 - 12.** General dental services provided under arrangements made in pursuance of section 25 of the National Health (Scotland) Act 1978⁽²³⁾.
 - 13.** Ophthalmic services provided under arrangements made in pursuance of section 17AA or section 26 of the National Health Service (Scotland) Act 1978⁽²⁴⁾.
 - 14.** Pharmaceutical services and additional pharmaceutical services provided under arrangements made in pursuance of sections 27 and 27A of the National Health Service (Scotland) Act 1978⁽²⁵⁾.

⁽²²⁾ Section 2C was inserted by the Primary Medical Services (Scotland) Act 2004 (asp 1), section 1(2) and relevantly amended by the National Health Service Reform (Scotland) Act 2004 (asp 7), schedule 1, and the Tobacco and Primary Medical Services (Scotland) Act 2010 (asp 3), section 37.

⁽²³⁾ Section 25 was relevantly amended by the Smoking, Health and Social Care (Scotland) Act 2005 (asp 13), section 15.

⁽²⁴⁾ Section 17AA was inserted by the National Health Service (Primary Care) Act 1997 (c.46), section 31(2) and relevantly amended by the Smoking, Health and Social Care (Scotland) Act 2005 (asp 13), section 25. Section 26 was relevantly amended by the Health and Social Security Act 1984 (c.48), Schedule 1, and the Smoking, Health and Social Care (Scotland) Act 2005 (asp 13) section 13.

⁽²⁵⁾ Section 27 was relevantly amended by the Health Services Act 1990 (c.53), section 20; the National Health Service and Community Care Act 1990 (c.19), Schedule 9; the Medicinal Products: Prescription by Nurses etc. Act 1992 (c.28), section 3; the National Health Service and Community Care Act 1997 (c.46), Schedule 2 and the Health and Social Care Act 2001 (c.15), section 44.

15. Services providing primary medical services to patients during the out-of-hours period.
16. Services provided outwith a hospital in relation to geriatric medicine.
17. Palliative care services provided outwith a hospital.
18. Community learning disability services.
19. Mental health services provided outwith a hospital.
20. Continence services provided outwith a hospital.
21. Kidney dialysis services provided outwith a hospital.
22. Services provided by health professionals that aim to promote public health.

Part 2B

NHS Lothian has also chosen to delegate the functions listed in Part 1 of Annex 1 in relation to the following services.

Provision for people under the age of 18

The functions listed in Part 1 are also delegated to the extent that:

- a) The function is exercisable in relation to persons of less than 18 years of age; and
- b) The function is exercisable in relation to the services listed in this part 2B
 - a) Primary medical services and general medical services (including general practitioner pharmaceutical services)
 - b) General dental services, public dental services and the services provided by the Edinburgh Dental Institute
 - c) General ophthalmic services
 - d) General pharmaceutical services
 - e) Out of hours primary medical services
 - f) Learning disabilities
 - g) Health visiting
 - h) School nursing

Annex 2: Part 1A – Functions delegated by the Council to the Integration Joint Board

Set out below is the list of functions that must be delegated by the Council to the Integration Joint Board.

Functions prescribed for the purposes of section 1(7) of the Public Bodies (Joint Working) (Scotland) Act 2014

National Assistance Act 1948⁽²⁶⁾

Enactment conferring function	Limitation
Section 48 (Duty of councils to provide temporary protection for property of persons admitted to hospitals etc.)	

The Disabled Persons (Employment) Act 1958⁽²⁷⁾

Enactment conferring function	Limitation
Section 3 (Provision of sheltered employment by local authorities)	

⁽²⁶⁾ 1948 c.29; section 48 was amended by the Local Government etc. (Scotland) Act 1994 (c.39), Schedule 39, paragraph 31(4) and the Adult Support and Protection (Scotland) Act 2007 (asp 10) schedule 2 paragraph 1.

⁽²⁷⁾ 1958 c.33; section 3 was amended by the Local Government Act 1972 (c.70), section 195(6); the Local Government (Scotland) Act 1973 (c.65), Schedule 27; the National Health Service (Scotland) Act 1978 (c.70), schedule 23; the Local Government Act 1985 (c.51), Schedule 17; the Local Government (Wales) Act 1994 (c.19), Schedules 10 and 18; the Local Government etc. (Scotland) Act 1994 (c.49), Schedule 13; and the National Health Service (Consequential Provisions) Act 2006 (c.43), Schedule 1.

The Social Work (Scotland) Act 1968⁽²⁸⁾

Enactment conferring function	Limitation
Section 1 (Local authorities for the administration of the Act.)	So far as it is exercisable in relation to another integration function.
Section 4 (Provisions relating to performance of functions by local authorities.)	So far as it is exercisable in relation to another integration function.
Section 8 (Research.)	So far as it is exercisable in relation to another integration function.
Section 10 (Financial and other assistance to voluntary organisations etc. for social work.)	So far as it is exercisable in relation to another integration function.
Section 12 (General social welfare services of local authorities.)	Except in so far as it is exercisable in relation to the provision of housing support services.
Section 12A (Duty of local authorities to assess needs.)	So far as it is exercisable in relation to another integration function.

⁽²⁸⁾ 1968 c.49; section 1 was relevantly amended by the National Health Service (Scotland) Act 1972 (c.58), schedule 7; the Children Act 1989 (c.41), Schedule 15; the National Health Service and Community Care Act 1990 (c.19) ("the 1990 Act"), schedule 10; S.S.I. 2005/486 and S.S.I. 2013/211. Section 4 was amended by the 1990 Act, Schedule 9, the Children (Scotland) Act 1995 (c.36) ("the 1995 Act"), schedule 4; the Mental Health (Care and Treatment) (Scotland) Act 2003 (asp 13) ("the 2003 Act"), schedule 4; and S.S.I. 2013/211. Section 10 was relevantly amended by the Children Act 1975 (c.72), Schedule 2; the Local Government etc. (Scotland) Act 1994 (c.39), Schedule 13; the Regulation of Care (Scotland) Act 2001 (asp 8) ("the 2001 Act") schedule 3; S.S.I. 2010/21 and S.S.I. 2011/211. Section 12 was relevantly amended by the 1990 Act, section 66 and Schedule 9; the 1995 Act, Schedule 4; and the Immigration and Asylum Act 1999 (c.33), section 120(2). Section 12A was inserted by the 1990 Act, section 55, and amended by the Carers (Recognition and Services) Act 1995 (c.12), section 2(3) and the Community Care and Health (Scotland) Act 2002 (asp 5) ("the 2002 Act"), sections 8 and 9(1). Section 12AZA was inserted by the Social Care (Self Directed Support) (Scotland) Act 2013 (asp 1), section 17. Section 12AA and 12AB were inserted by the 2002 Act, section 9(2). Section 13 was amended by the Community Care (Direct Payments) Act 1996 (c.30), section 5. Section 13ZA was inserted by the Adult Support and Protection (Scotland) Act 2007 (asp 10), section 64. Section 13A was inserted by the 1990 Act, section 56 and amended by the Immigration and Asylum Act 1999 (c.33), section 102(2); the 2001 Act, section 72 and schedule 3; the 2002 Act, schedule 2 and by S.S.I. 2011/211. Section 13B was inserted by the 1990 Act sections 56 and 67(2) and amended by the Immigration and Asylum Act 1999 (c.33), section 120(3). Section 14 was amended by the Health Services and Public Health Act 1968 (c.46), sections 13, 44 and 45; the National Health Service (Scotland) Act 1972 (c.58), schedule 7; the Guardianship Act 1973 (c.29), section 11(5); the Health and Social Service and Social Security Adjudications Act 1983 (c.41), schedule 10 and the 1990 Act, schedule 9. Section 28 was amended by the Social Security Act 1986 (c.50), Schedule 11 and the 1995 Act, schedule 4. Section 29 was amended by the 1995 Act, schedule 4. Section 59 was amended by the 1990 Act, schedule 9; the 2001 Act, section 72(c); the 2003 Act, section 25(4) and schedule 4 and by S.S.I. 2013/211.

Enactment conferring function	Limitation
Section 12AZA (Assessments under section 12A - assistance)	So far as it is exercisable in relation to another integration function.
Section 13 (Power of local authorities to assist persons in need in disposal of produce of their work.)	
Section 13ZA (Provision of services to incapable adults.)	So far as it is exercisable in relation to another integration function.
Section 13A (Residential accommodation with nursing.)	
Section 13B (Provision of care or aftercare.)	
Section 14 (Home help and laundry facilities.)	
Section 28 (Burial or cremation of the dead.)	So far as it is exercisable in relation to persons cared for or assisted under another integration function.
Section 29 (Power of local authority to defray expenses of parent, etc., visiting persons or attending funerals.)	
Section 59 (Provision of residential and other establishments by local authorities and maximum period for repayment of sums borrowed for such provision.)	So far as it is exercisable in relation to another integration function.

The Local Government and Planning (Scotland) Act 1982⁽²⁹⁾

Enactment conferring function	Limitation
Section 24(1) (The provision of gardening assistance for the disabled and the elderly.)	

⁽²⁹⁾ 1982 c.43; section 24(1) was amended by the Local Government etc. (Scotland) Act 1994 (c.39), schedule 13.

Disabled Persons (Services, Consultation and Representation) Act 1986⁽³⁰⁾

Enactment conferring function	Limitation
Section 2 (Rights of authorised representatives of disabled persons.)	
Section 3 (Assessment by local authorities of needs of disabled persons.)	
Section 7 (Persons discharged from hospital.)	In respect of the assessment of need for any services provided under functions contained in welfare enactments within the meaning of section 16 and which have been delegated.
Section 8 (Duty of local authority to take into account abilities of carer.)	In respect of the assessment of need for any services provided under functions contained in welfare enactments (within the meaning set out in section 16 of that Act) which are integration functions.

The Adults with Incapacity (Scotland) Act 2000⁽³¹⁾

Enactment conferring function	Limitation
Section 10 (Functions of local authorities)	
Section 12 (Investigations.)	
Section 37 (Residents whose affairs may be managed.)	Only in relation to residents of establishments which are managed under integration functions.
Section 39 (Matters which may be managed.)	Only in relation to residents of establishments which are managed under integration functions.

⁽³⁰⁾ 1986 c.33. There are amendments to sections 2 and 7 which are not relevant to the exercise of a local authority's functions under those sections.

⁽³¹⁾ 2000 asp 4; section 12 was amended by the Mental Health (Care and Treatment) (Scotland) Act 2003 (asp 13), schedule 5(1). Section 37 was amended by S.S.I. 2005/465. Section 39 was amended by the Adult Support and Protection (Scotland) Act 2007 (asp 10), schedule 1 and by S.S.I. 2013/137. Section 41 was amended by S.S.I. 2005/465; the Adult Support and Protection (Scotland) Act 2007 (asp 10), schedule 1 and S.S.I. 2013/137. Section 45 was amended by the Regulation of Care (Scotland) Act 2001 (asp 8), Schedule 3.

Enactment conferring function	Limitation
Section 41 (Duties and functions of managers of authorised establishment.)	Only in relation to residents of establishments which are managed under integration functions
Section 42 (Authorisation of named manager to withdraw from resident's account.)	Only in relation to residents of establishments which are managed under integration functions
Section 43 (Statement of resident's affairs.)	Only in relation to residents of establishments which are managed under integration functions
Section 44 (Resident ceasing to be resident of authorised establishment.)	Only in relation to residents of establishments which are managed under integration functions
Section 45 (Appeal, revocation etc.)	Only in relation to residents of establishments which are managed under integration functions

The Housing (Scotland) Act 2001⁽³²⁾

Enactment conferring function	Limitation
Section 92 (Assistance to a registered for housing purposes.)	Only in so far as it relates to an aid or adaptation.

The Community Care and Health (Scotland) Act 2002⁽³³⁾

Enactment conferring function	Limitation
Section 5 (Local authority arrangements for of residential accommodation outwith Scotland.)	
Section 14 (Payments by local authorities towards expenditure by NHS bodies on prescribed functions.)	

⁽³²⁾ 2001 asp 10; section 92 was amended by the Housing (Scotland) Act 2006 (asp 1), schedule 7.

⁽³³⁾ 2002 asp 5.

The Mental Health (Care and Treatment) (Scotland) Act 2003⁽³⁴⁾

Enactment conferring function	Limitation
Section 17 (Duties of Scottish Ministers, local authorities and others as respects Commission.)	
Section 25 (Care and support services etc.)	Except in so far as it is exercisable in relation to the provision of housing support services.
Section 26 (Services designed to promote well-being and social development.)	Except in so far as it is exercisable in relation to the provision of housing support services.
Section 27 (Assistance with travel.)	Except in so far as it is exercisable in relation to the provision of housing support services.
Section 33 (Duty to inquire.)	
Section 34 (Inquiries under section 33: Co-operation.)	
Section 228 (Request for assessment of needs: duty on local authorities and Health Boards.)	
Section 259 (Advocacy.)	

The Housing (Scotland) Act 2006⁽³⁵⁾

Enactment conferring function	Limitation
Section 71(1)(b) (Assistance for housing purposes.)	Only in so far as it relates to an aid or adaptation.

⁽³⁴⁾ 2003 asp 13; section 17 was amended by the Public Services Reform (Scotland) Act 2010 (asp 8), section 111(4), and schedules 14 and 17, and by the Police and Fire Reform (Scotland) Act 2012 (asp 8), schedule 7. Section 25 was amended by S.S.I. 2011/211. Section 34 was amended by the Public Services Reform (Scotland) Act 2010 (asp 8), schedules 14 and 17.

⁽³⁵⁾ 2006 asp 1; section 71 was amended by the Housing (Scotland) Act 2010 (asp 17) section 151.

The Adult Support and Protection (Scotland) Act 2007⁽³⁶⁾

Enactment conferring function	Limitation
Section 4 (Council's duty to make inquiries.)	
Section 5 (Co-operation.)	
Section 6 (Duty to consider importance of providing advocacy and other.)	
Section 11 (Assessment Orders.)	
Section 14 (Removal orders.)	
Section 18 (Protection of moved persons property.)	
Section 22 (Right to apply for a banning order.)	
Section 40 (Urgent cases.)	
Section 42 (Adult Protection Committees.)	
Section 43 (Membership.)	

Social Care (Self-directed Support) (Scotland) Act 2013⁽³⁷⁾

Enactment conferring function	Limitation
Section 5 (Choice of options: adults)	
Section 6 (Choice of options under section 5: assistances.)	
Section 7 (Choice of options: adult carers.)	

⁽³⁶⁾ 2007 asp 10; section 5 and section 42 were amended by the Public Services Reform (Scotland) Act 2010 (asp 8), schedules 14 and 17 and by the Police and Fire Reform (Scotland) Act 2012 (asp 8), schedule 7. Section 43 was amended by the Public Services Reform (Scotland) Act 2010 (asp 8), schedule 14.

⁽³⁷⁾ 2013 asp 1.

Enactment conferring function	Limitation
Section 9 (Provision of information about self-directed support.)	
Section 11 (Local authority functions.)	
Section 12 (Eligibility for direct payment: review.)	
Section 13 (Further choice of options on material change of circumstances.)	Only in relation to a choice under section 5 or 7 of the Social Care (Self-directed Support) (Scotland) Act 2013 .
Section 16 (Misuse of direct payment: recovery.)	
Section 19 (Promotion of options for self-directed support.)	

Carers (Scotland) Act 2016

Enactment conferring function	Limitation
Section 6 (Duty to prepare adult carer support plan)	
Section 21 (Setting of local eligibility criteria.)	
Section 24 (Duty to provide support)	
Section 25 (Provision of support to carers: breaks from caring)	
Section 31 (Duty to prepare local carer strategy)	
Section 34 (Information and advice service for carers)	
Section 35 (Short breaks services statements)	

Functions, conferred by virtue of enactments, prescribed for the purposes of section 1(7) of the Public Bodies (Joint Working) (Scotland) Act 2014

The Community Care and Health (Scotland) Act 2002

Enactment conferring function	Limitation
Section 4 ⁽³⁸⁾ The functions conferred by Regulation 2 of the Community Care (Additional Payments) (Scotland) Regulations 2002 ⁽³⁹⁾	

⁽³⁸⁾ Section 4 was amended by the Mental Health (Care and Treatment) (Scotland) Act 2003 (asp 13), schedule 4 and the Adult Support and Protection (Scotland) Act 2007 (asp 10), section 62(3).

⁽³⁹⁾ S.S.I. 2002/265, as amended by S.S.I. 2005/445.

Annex 2: Part 1B – Functions delegated from the Council to the Integrated Joint Board

In addition to the functions that must be delegated, the Council has chosen to delegate the following functions to the IJB.

Criminal Procedure (Scotland) Act 1995

Enactment conferring function	Limitation
Section 203 (Local authority reports pre-sentencing.)	
Section 234B (Report and evidence from local authority officer regarding Drug Treatment and Testing Order.)	
Section 245A (Report by local authority officer regarding Restriction of Liberty Orders.)	

Management of Offenders etc. (Scotland) Act 2005

Enactment conferring function	Limitation
Section 10 (Arrangements for assessing and managing risks posed by certain offenders.)	
Section 11 (Review of arrangements.)	

Social Work (Scotland) Act 1968

Enactment conferring function	Limitation
Section 27 (Supervision and care of persons put on probation or released from prison.)	
Section 27ZA (Advice, guidance and assistance to persons arrested or on whom sentence is deferred.)	

Annex 2: Part 2 – Services currently associated with the functions delegated by the Council to the IJB

Services currently associated with the functions delegated by the Council to the IJB

Set out below is an illustrative description of the services associated with the functions delegated by the Council to the Integration Joint Board as specified in Part 1A and 1B of Annex 2.

- Social work services for adults and older people
- Services and support for adults with physical disabilities and learning disabilities
- Mental health services
- Drug and alcohol services
- Adult protection and domestic abuse
- Carers support services
- Community care assessment teams
- Support services
- Care home services
- Adult placement services
- Health improvement services
- Aspects of housing support, including aids and adaptations
- Day services
- Local area co-ordination
- Respite provision
- Occupational therapy services
- Re-ablement services, equipment and telecare
- Criminal justice social work services

Annex 3: Operational Management arrangements

The provisions within this annex are not intended to create legally binding obligations. They are intended to be illustrative of the proposed management arrangements for the functions delegated to the IJB

The IJB will issue directions to the Parties via its Chief Officer. Those directions will in the main require that the Chief Officer take forward the development of the IJB's Strategic Plan, and lead on ensuring that the plan is delivered. As the Chief Officer will not be personally managing all of the integration functions, ensuring the Strategic Plan is being delivered will include getting assurance from other chief officers (for hospital acute services and hosted services – see below) and other managers in NHS Lothian and the Council.

The Chief Officer will have direct management responsibility for the following services:

- All Council services described in Annex 2, Part 2.
- All NHS Lothian services describe in Annex 1, Part 2 with the exception of the following:

Hosted Services

There are NHS Lothian services for which it would not be suitable for the Chief Officer to have operational management responsibility. The factors contributing to determining these services are the degree of medical specialism of the service and scale of the service required for it to be safe, efficient and effective.

NHS Lothian carries out functions across four local authority areas. Some of the functions delegated to the Lothian IJBs are provided as part of a single Lothian-wide service. Where an IJB is nominated by NHS Lothian to 'host' such a service via one of the Chief Officers of the Lothian IJB's in their role as Joint Director of NHS Lothian, this is commonly referred to as a "hosted service".

Acute Hospitals

Services provided on the three acute hospitals in NHS Lothian (Western General Hospital, Edinburgh Royal Infirmary, St John's Hospital) will be managed by the Chief Officer for NHS Lothian acute hospital services and the relevant hospital site Director.

Annex 4: Integration Scheme Consultation

A three stage approach was adopted to ensure sufficient involvement and consultation in the development of this Scheme:

Stage 1: Informing and Engaging: A first draft was produced by officers of the Parties with the involvement of a range of professionals within both Parties

Stage 2: Consultation: A formal internal and external stakeholder consultation was held from December 17th 2014 to February 17th 2015.

Stage 3: Response to the consultation: A second draft guided by the consultation was produced by officers for approval by the Parties to submit to Scottish Government.

Further details of the people and groups involved in the engagement and consultation on the Midlothian Integration Scheme are set out below:

Public and Staff consultation from December 17th to February 17th with responses received from:

- Members of the public
- Members of staff in the Council
- Clinical and non-clinical staff in NHS Lothian
- Third Sector Organisations and representative bodies

The members and organisations on the following groups and committees were consulted on the Midlothian Integration Scheme.

- Midlothian Community Planning Partnership
- Midlothian Community Planning Working Groups
- NHS Lothian Board
- NHS Lothian Healthcare Governance committee
- NHS Lothian Corporate Management Team
- NHS Lothian Strategic Planning Group
- The Council
- Midlothian Audit Committee
- Midlothian Shadow Integration Joint Board
- Midlothian Older People's Management Group
- Midlothian Community Health Partnership
- Scottish Government
- Lothian Area Clinical Forum

Consultation for the amendment to the Integration Scheme in February 2019

The scheme has been updated to take account of the Carers (Scotland) Act 2016. There are no other substantive changes and in view of this there is considered no need to undertake a major consultation programme. However the document was published on the websites of both the Council and NHS Lothian for a four week period starting the week beginning the 11th February.

Consultation for the amendment to the Integration Scheme in April 2022

Again, a three stage approach was adopted to ensure sufficient involvement and consultation in the development of this Scheme:

Stage 1: Informing and Engaging:

Initial review was undertaken and revisions made by officers of the Parties with the involvement of a range of professionals within both Parties. This draft was approved for consultation by the Parties

Stage 2: Consultation

A formal internal and external stakeholder consultation was held from the 18th of March to the 10th of April 2022.

Stage 3: Response to the consultation

The revised integration scheme was further developed by officers, guided by the consultation, and submitted for approval by the Parties to submit to Scottish Government.

COMMUNICATING CLEARLY

We are happy to translate on request and provide information and publications in other formats, including Braille, tape or large print.

如有需要我們樂意提供翻譯本，和其他版本的資訊與刊物，包括盲人點字、錄音帶或大字體。

Zapewnimy tłumaczenie na żądanie oraz dostarczymy informacje i publikacje w innych formatach, w tym Braillem, na kasecie magnetofonowej lub dużym drukiem.

ਅਸੀਂ ਮੰਗ ਕਰਨ ਤੇ ਖੁਸ਼ੀ ਨਾਲ ਅਨੁਵਾਦ ਅਤੇ ਜਾਣਕਾਰੀ ਤੇ ਹੋਰ ਰੂਪ ਵਿੱਚ ਪ੍ਰਕਾਸ਼ਨ ਪ੍ਰਦਾਨ ਕਰਾਂਗੇ, ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਬਰੇਲ, ਟੇਪ ਜਾਂ ਵੱਡੀ ਛਪਾਈ ਸ਼ਾਮਲ ਹਨ।

Körler için kabartma yazılar, kaset ve büyük nüshalar da dahil olmak üzere, istenilen bilgileri sağlamak ve tercüme etmekten memnuniyet duyarız.

اگر آپ چاہیں تو ہم خوشی سے آپ کو ترجمہ فراہم کر سکتے ہیں اور معلومات اور دستاویزات دیگر شکلوں میں مثلاً بریل (تاییدہ افراد کے لیے ابھرے ہوئے حروف کی لکھائی) میں، ٹیپ پر یا بڑے حروف کی لکھائی میں فراہم کر سکتے ہیں۔

Contact 0131 270 7500 or email: enquiries@midlothian.gov.uk

Midlothian Negotiating Committee for Teachers meeting dates**Report by Kevin Anderson, Executive Director Place****Report for Decision****1 Recommendations**

Council is recommended to suspend Standing Orders and agree that the Executive Director Place revises the Midlothian Negotiating Committee for Teachers meeting dates in agreement with the Trade Unions, out with the Council meeting schedule reporting.

2 Purpose of Report/Executive Summary

The Midlothian Negotiating Committee for Teachers meeting dates for 2023-24 require to be revised following discussion with Trade Unions. The purpose of this report is to agree these are agreed out with the meeting schedule reporting to Council, by the Executive Director Place in consultation with the relevant Trade Unions.

Date: Tuesday 18 April 2023**Report Contact:**

Saty Kaur, Chief Officer Corporate Solutions (Acting)
saty.kaur@midlothian.gov.uk

3 Background/Main Body of Report

- 3.1** At its meetings of 21 March and 9 May 2023, Council agreed the schedule(s) of meeting dates from August 2023 to June 2024. Within the schedule were dates for the Midlothian Negotiating Committee for Teachers (MNCT).
- 3.2** Following discussion with the relevant Trade Unions, it is highlighted that a number of participants are unable to attend on the identified dates.
- 3.3** The MNCT is the Local Negotiating Committee for Midlothian Teachers. The MNCT is not in the Scheme of Administration and membership does not comprise elected members.
- 3.4** A change to the previously agreed dates would accordingly have no impact on the Council's governance schedule. Therefore, Council is recommended to suspend Standing Orders to revoke the previously agreed MNCT meeting dates and agree that the schedule for MNCT is hereafter agreed out with the Council meeting dates, by the Executive Director Place in consultation with the relevant Trade Unions.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

None

4.2 Digital

None

4.3 Risk

If Council do not agree to allow the dates to be changed; then a significant risk would be the inability for relevant Trade Unions to participate in the MNCT. This is not reflective of the Council's responsibility to openly engage with Trade Unions and within the expectations of the Recognition and Procedural Agreement.

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

The report seeks to change the dates to ensure fairness and equality in negotiations.

4.5 Additional Report Implications (See Appendix A)

See Appendix A

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

N/A

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

N/A

A.5 Involving Communities and Other Stakeholders

N/A

A.6 Impact on Performance and Outcomes

N/A

A.7 Adopting a Preventative Approach

N/A

A.8 Supporting Sustainable Development

N/A

Easthouses Education Consultation

Report by Executive Director Children, Young People & Partnerships

Report for Decision

1 Recommendations

Council is recommended to approve the following:

- i. The establishment of a new primary school catchment for Easthouses and the realignment of the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School;
- ii. The establishment of a new primary school with early learning and childcare provision and specialist ASN provision for the proposed Easthouses primary catchment area;
- iii. The opening of the new primary school on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- iv. The realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- v. The realignment of the catchment areas of Dalkeith High School and Newbattle High School.

2 Purpose of Report

This report advises the outcome of the statutory consultation on the proposal to establish a new primary school and its associated catchment area within the land at Easthouses and realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

This report summarises the statutory consultation on the proposal was undertaken in the period from Monday 27 February to Sunday 23 April 2023. The report on the outcome of the consultation was published on 5 June 2023 and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal.

Date: 5 June 2023

Report Contact:

Katy Johnstone, Learning Estate Resource Officer, Education

Katy.Johnstone@midlothian.gov.uk

3 Background

1. The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
2. Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) 2016 Act*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
3. In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development.
4. As part of Midlothian's Learning Estate Strategy 2017-2047, it was identified that a new two stream primary school would be required to address capacity pressures across the Newbattle High School associated school group.
5. At a meeting of Midlothian Council on 8th May 2018 the Director of Education, Communities and Economy was instructed to undertake a consultation on the establishment of a new school and catchment area at Easthouses.
6. Following review of the possible sites for this new primary school it was proposed that part of the site of the former Newbattle High School be used as a suitable location for this new primary school. An initial feasibility drawing was developed to demonstrate that the site could accommodate a new primary school.
7. At a meeting of Midlothian Council on 12th February 2019 the Director of Education, Communities and Economy was instructed to undertake a statutory consultation on a primary school on the former Newbattle High School site and report back to council.
8. An update to the Learning Estate Strategy was approved at full council December 2022 and also included the Council's strategy for the provision of specialist provisions and services across its estate.
9. The statutory consultation on the proposal was undertaken in the period from Monday 27 February to Sunday 23 April 2023. The report on the outcome of the consultation was published on 5 June 2023,

Appendix B, and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal. The report is available on the Council's Citizen Space Consultation page:

<https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation>

10. The Education Service offered additional consultation sessions over and above the required statutory public meeting. Further information on these sessions can be found in the consultation report section 4. 9 members of the public attended the public meeting held in Newbattle High School on Wednesday 29 March 2023.
11. A total of 225 responses to the consultation were received during the period of the statutory consultation.
12. 164 responses to the consultation were in favour of the proposal to establish a new primary school at Easthouses, 19 were not in favour and 42 had no opinion.
13. 108 responses to the consultation were in favour of the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas, 52 were not in favour and 65 had no opinion.
14. 71 responses to the consultation were in favour of the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area, 61 were not in favour and 93 had no opinion.
15. 109 responses to the consultation were in favour of the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes 81 were not in favour and 35 had no opinion.
16. During the consultation period, a misunderstanding occurred wherein parents in the Bonnyrigg PS catchment area mistakenly believed the small change in their catchment area would result in all properties in the Bonnyrigg PS catchment area feeding into Newtongrange PS and Newbattle HS. This was clarified, however there were a significant number of responses that were received which indicated they were not in support of this aspect of the proposal based on this misunderstanding.
17. Education Scotland's Her Majesty's Inspectors of Education (HM Inspectors) prepare a report in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal (Appendix C).
18. The Education Scotland report summary states:

“HM Inspectors agree that the proposal to establish a new primary school at Easthouses will bring clear educational benefits for the children attending. The inclusion of an additional early years and additional support needs provision is also welcomed. However, a few parents in the Cockpen area of Newtongrange have ongoing worries regarding the impact of the proposal. Should the proposal go ahead, the council needs to engage with those parents to find ways to address their concerns.”

19. The consultation report was published on 5 June 2023 leaving the required period of at least three weeks for further representations to be made prior to Council’s consideration of the report and its decision regarding the recommendations:

- i. The establishment of a new primary school catchment for Easthouses and the realignment of the catchment areas of King’s Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School;
- ii. The establishment of a new primary school with early learning and childcare provision and specialist ASN provision for the proposed Easthouses primary catchment area;
- iii. The opening of the new primary school on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- iv. The realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- v. The realignment of the catchment areas of Dalkeith High School and Newbattle High School.

20. The recommendation of the consultation report is for Council to approve the establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

1. There is a cost of £22.04 million associated with the new school building, which was agreed at Council in August 2022.
2. New staff posts will be recruited when required following the normal Midlothian Council recruitment procedures. We anticipate the need to recruit will be an incremental process reflecting the increase in the school roll year by year.

4.2 Digital

None

4.3 Risk

None

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

An Integrated Impact Assessment has been carried out and published, Appendix D.

4.5 Additional Report Implications

See Appendix A.

Appendices

Appendix A – Additional Report Implications

Appendix B – Consultation Report, June 2023

Appendix C – Education Scotland Report

Appendix D – Integrated Impact Assessment

Appendix E – Consultation Proposal Paper, February 2023

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

N/A

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

- ☐ Innovative and Ambitious
☐ None of the above

A.4 Delivering Best Value

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

A.5 Involving Communities and Other Stakeholders

This report provides details of the statutory consultation undertaken with communities and all stakeholders regarding the proposal to establish a new primary school and its associated catchment area within the land at Easthouses and realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

A.6 Impact on Performance and Outcomes

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

A.7 Adopting a Preventative Approach

N/A

A.8 Supporting Sustainable Development

N/A



Midlothian Council
Children, Young People and Partnerships
Directorate

Statutory Consultation Report

Report on the outcome of the consultation on the proposed establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

27 June 2023

This Consultation Proposal has been issued by Midlothian Council in accordance with the Schools (Consultation) (Scotland) Act 2010.

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Appendix 5	Frequently Asked Questions
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Midlothian Council

Children, Young People and Partnerships Directorate

This report has been prepared following a statutory consultation on the following proposal:

Proposed establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

Subject to the outcome of the consultation:

- A new primary school catchment area will be established for Easthouses and the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School will be realigned;
- A new primary school with early learning and childcare provision and specialist ASN provision will be established for the proposed Easthouses primary catchment area;
- The new primary school will open on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- A realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- A realignment of the catchment areas of Dalkeith High School and Newbattle High School.

The following schools are directly affected by this proposal:

- King's Park Primary School
- Lawfield Primary School
- Newtongrange Primary School
- Woodburn Primary School
- Mayfield Primary School
- Bonnyrigg Primary School
- Dalkeith High School
- Lasswade High School
- Newbattle High School

The following schools will be indirectly affected by the proposal:

- Gore Glen Primary School
- Gorebridge Primary School
- Moorfoot Primary School
- Stobhill Primary School
- Burnbrae Primary School
- Hawthornden Primary School
- Lasswade Primary School
- Loanhead Primary School
- Rosewell Primary School
- Danderhall Primary School
- Tynewater Primary School

Having had regard (in particular) to:

- a) Relevant written representations received by the Council (from any person) during the consultation period
- b) Oral representations made to it (by any person) at the public meeting held on 29 March 2023
- c) Any representations made to it by Parent Councils
- d) Oral representations made to it at the virtual public drop-in sessions on 14 and 23 March 2023
- e) Oral representations made to it at the virtual public parental focus group on 18 April 2023
- f) Oral representations made to it by pupils
- g) Education Scotland's report on the proposal

1 Introduction

- 1.1 As part of Midlothian's Learning Estate Strategy 2017-2047, it was identified that a new two stream primary school would be required to address capacity pressures across the Newbattle High School associated school group.
- 1.2 At a meeting of Midlothian Council on 8th May 2018 the Director of Education, Communities and Economy was instructed to undertake a consultation on the establishment of a new school and catchment area at Easthouses.
- 1.3 Following review of the possible sites for this new primary school it was proposed that part of the site of the former Newbattle High School be used as a suitable location for this new primary school. An initial feasibility drawing was developed to demonstrate that the site could accommodate a new primary school.
- 1.4 At a meeting of Midlothian Council on 12th February 2019 the Director of Education, Communities and Economy was instructed to undertake a statutory consultation on a primary school on the former Newbattle High School site and report back to council.
- 1.5 Subsequently a consultation was undertaken in spring 2023.
- 1.6 This is a Consultation Proposal prepared in compliance with the *Schools (Consultation) (Scotland) Act 2010* on the above proposal
- 1.7 The purpose of this report is to:
 - Provide a record of the total number of written responses made during the Statutory Consultation period;
 - Provide a summary of the written responses;
 - Provide a summary of the oral representations made at the public meeting held on 29 March 2023;
 - Provide a statement of the Council's response to those written and oral representations;

- Provide the full text of Education Scotland's report and a statement of the Council's response to this report;
- State how the Council reviewed the above proposal following the representations received during the Statutory Consultation period and the report from Education Scotland;
- Provide details of any alleged omission from, or inaccuracy in, the Consultation Proposal Document and state how the Council acted upon it; and
- State how the Council has complied with Section 12 of the *Schools (Consultation) (Scotland) Act 2010* when reviewing the above proposal.

2 Background

- 2.1 *The Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
- 2.2 Section 3D of the *Standards in Scotland's Schools etc. Act 2000 (as inserted by Section 2 of the Education (Scotland) Act 2016)* introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
- 2.3 In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development.
- 2.4 The Council has a number of statutory duties relating to the provision of education in its area including the statutory consultation that must be undertaken when proposing a permanent change to any of their schools, including Nursery Schools, such as closure, relocation or change of catchment area. *The Schools (Consultation) (Scotland) Act 2010* principal purpose is:
- “to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools.”
- 2.5 The Proposal Document and this Final Report have been prepared in accordance with the *Schools (Consultation) (Scotland) Act 2010*, having regard to the statutory guidance published by the Scottish Government on 14 May 2015, both of which are available for reference at the following websites:

Schools (Consultation) (Scotland) Act 2010:
<http://www.legislation.gov.uk/asp/2010/2/contents>

Statutory Guidance (14 May 2015):

<http://www.gov.scot/Publications/2015/05/4615>

The following information has also been used to prepare the report:

- Relevant written representations received by the Council (from any person) during the consultation period
- Oral representations made to it (by any person) at the public meeting held on 29 March 2023
- Any representations made to it by Parent Councils
- Oral representations made to it at the virtual public drop-in sessions on 14 and 23 March 2023
- Oral representations made to it at the virtual public parental focus group on 18 April 2023
- Oral representations made to it by pupils
- Education Scotland's report on the proposal

Midlothian's Vision for Education

2.6 The Council is ambitious for the future of Midlothian. By working together as a Community Planning Partnership, individuals and communities will be able to lead healthier, safer, greener and successful lives by 2030. No child or household need live in poverty. Midlothian will be a Great Green Place to Grow by achieving our net zero carbon ambitions

2.7 Our outcomes for the next 5 years are:

- Individuals and communities have improved health and learning outcomes
- No child or household living in poverty
- Significant progress is made towards net zero carbon emissions by 2030

2.8 We continue to aspire to deliver a world-class education system through equity and excellence. Our vision is to provide the highest quality inclusive education, learning and employability service for all individuals and families in Midlothian. To realise this vision we will support the priorities set out in the Single Midlothian Plan, Getting it Right for Every Child and will:

- give all our children the best possible start in life, providing an inclusive learning environment that builds resilience;
- ensure that every young person has the opportunity to be a successful learner, confident individual, responsible citizen and an effective contributor who is healthy and happy, especially those who are care experienced;
- work with our communities to promote high expectations which deliver the best educational outcomes for all learners; and
- Celebrate diversity, reduce inequalities and remove barriers to learning.

- 2.13 An update to Midlothian Council's Learning Estate Strategy was approved at full council December 2022 and also included the Council's strategy for the provision of specialist provisions and services across its estate.
- 2.14 The proposed new primary school will alleviate capacity pressures at schools in the Newbattle High School Associated School Group.
- 2.15 In the process of creating the proposed new Easthouses PS catchment area the historical catchment boundary issue surrounding the Cockpen area of Newtongrange was identified.
- 2.16 The proposal to realign the Cockpen area of Newtongrange from the Bonnyrigg PS catchment area to the Newtongrange PS catchment area will align this area with its settlement and ensure that the catchment boundary will not split streets in the area.

3 Considerations

- 3.1 The main considerations relating to the proposed establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School. These are fully explained in the Consultation Proposal Document. The main points are highlighted below:
- The responsibilities associated with the National Improvement Framework and the new duties imposed on Education Authorities by the Standards in Scotland's Schools etc. Act 2000 as amended by the 2016 Act.
 - The agreed principles underpinning the development of an empowered school led system set out in the 'Education Bill Policy Ambition- Joint Agreement', June 2018 <https://www.gov.scot/Publications/2018/06/8745/downloads>
 - The duties placed on local authorities in relation to the adequate and efficient provision of school education in their area
 - The duties placed on local authorities to secure best value in the delivery of services

4 The Consultation Process

- 4.1 The Council has met the requirements set out in the *Schools (Consultation) (Scotland) Act 2010* with regards to ensuring the views of the community were listened to and their views are included in this report. In order to ensure compliance with the Act, an independent consultant was engaged to chair all meetings to ensure impartiality.

The Council believes that this report accurately reflects the views of the community, which have been gathered through a range of engagement events and response mechanisms.

It is for members of Midlothian Council to decide to adopt the proposal, withdraw it or seek to consult on another proposal.

- 4.2 Notification of the consultation was given to all statutory consultees prior to the commencement of the consultation.
- 4.3 The Consultation Proposal Document was published on Midlothian Council's website and paper copies distributed on 27 February 2023 to:

- King's Park Primary School, 20 Croft Street, Dalkeith, EH22 3BA
 - Lawfield Primary School, 26 Lawfield Road, Mayfield, Dalkeith, EH22 5BB
 - Newtongrange Primary School, 43 Sixth Street, Newtongrange, Dalkeith, EH22 4LB
 - Woodburn Primary School, 5 Cousland Road, Dalkeith, EH22 2PS
 - Mayfield Primary School, Stone Avenue, Mayfield, Dalkeith, EH22 5PB
 - Bonnyrigg Primary School, Sherwood Community Centre, 1 Cockpen Road, Bonnyrigg, EH19 3HR
 - Dalkeith High School, 2 Cousland Road, Dalkeith, EH22 2PS
 - Lasswade High School, 9A Eskdale Drive, Bonnyrigg, EH19 2LA
 - Newbattle High School, Newbattle Community Campus, Newbattle Road, Easthouses, Dalkeith, EH22 4SX
 - Midlothian House, 40 – 46 Buccleuch Street, Dalkeith, EH22 1DN
- 4.4 Copies of an information leaflet on the consultation were emailed to affected consultees (see list below) and schools and others such as child minders on 23 February 2023.
- 4.5 Affected consultees:
- The pupils attending Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
 - The pupils attending Dalkeith, Lasswade and Newbattle High Schools
 - The Parent Councils and parents/carers of Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
 - The Parent Councils and parents/carers of Dalkeith, Lasswade and Newbattle High Schools
 - The parents / carers of pupils and children expected to attend Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools, as well as Dalkeith, Lasswade and Newbattle High Schools within two years of the date of publication of the proposal paper
 - The staff employed by the Council and based at Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
 - The staff employed by the Council and based at Dalkeith, Lasswade and Newbattle High Schools
 - The Trade Union and Professional Associations Representatives of the above staff
 - The Community Councils of Bonnyrigg and District, Dalkeith, Danderhall and District, Eskbank and Newbattle, Gorebridge, Mayfield and Easthouses, Moorfoot, Newtongrange, Rosewell, and Tynewater.
 - The Community Planning Partnership
- 4.6 The consultation period commenced on Monday 27 February 2023 and lasted until Sunday 23 April 2023, being a period of eight weeks, which also included the statutory minimum 30 school days.
- 4.7 The proposal on which the consultation took place was:

- The proposed establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.
- 4.8 The requirements for consulting on a relevant proposal relating to schools are set out in the *Schools (Consultation) (Scotland) Act 2010*.
- 4.9 An information leaflet setting out details about the proposal and consultation meetings was issued to the consultees listed in the Consultation Proposal Document. Advice on where the complete Consultation Proposal Document could be obtained was included and was published on Midlothian Council's Consultation Hub:
- [Easthouses Education Consultation - Midlothian Council - Citizen Space](#)
- 4.10 If requested, copies of the proposal would have been made available in alternative formats or translated for readers whose first language is not English.
- 4.11 A 'Frequently Asked Questions' document was also prepared which was available at the same location on the Midlothian Council's Consultation Hub.
- [Easthouses Education Consultation - Midlothian Council - Citizen Space](#)
- 4.12 In addition, the consultation was publicised and received engagement in the following ways:
- There were 11 Facebook reminders to complete the survey or join the online/public meetings. The top performing post reached 20,546 news feeds and 7,192 people engaged with the post in some way, such as clicking into it to find out more.
 - There were 11 Twitter reminders. The best performing achieved 2,475 impressions and 127 engagements.
 - An advertisement was placed in the Midlothian Advertiser week beginning Monday 6 March.
 - The consultation was pushed during Council news slots on a local radio station.
- 4.13 A generic email account was set up by the Council to receive representations and enquiries on the proposal.
- 4.14 The public meeting was held at Newbattle High School on Wednesday 29 March 2023 at 7 pm.
- 4.15 In addition to specific meetings with statutory consultees, a four virtual drop-in sessions via MS Teams were held on 14 and 23 March 2023, which members of the public and staff were welcome to attend.
- 4.16 A virtual parental focus group was also held on 18 April.
- 4.17 In accordance with statutory requirements, the following persons, including those indirectly affected, were consulted:
- The pupils attending Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
 - The pupils attending Dalkeith, Lasswade and Newbattle High Schools

- The Parent Councils and parents/carers of Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
- The Parent Councils and parents/carers of Dalkeith, Lasswade and Newbattle High Schools
- The parents / carers of pupils and children expected to attend Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools, as well as Dalkeith, Lasswade and Newbattle High Schools within two years of the date of publication of the proposal paper
- The staff employed by the Council and based at Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools
- The staff employed by the Council and based at Dalkeith, Lasswade and Newbattle High Schools
- The Trade Union and Professional Associations Representatives of the above staff
- The Community Councils of Bonnyrigg and District, Dalkeith, Danderhall and District, Eskbank and Newbattle, Gorebridge, Mayfield and Easthouses, Moorfoot, Newtongrange, Rosewell, and Tynewater.
- The Community Planning Partnership

4.18 The following schools are directly affected by the proposal:

- King's Park Primary School
- Lawfield Primary School
- Newtongrange Primary School
- Woodburn Primary School
- Mayfield Primary School
- Bonnyrigg Primary School
- Dalkeith High School
- Lasswade High School
- Newbattle High School

4.19 Representations were sought from statutory consultees and the wider public in the following ways:

- An online questionnaire on Midlothian Council's Citizen Space Consultation Page. The questionnaire asked specific questions and enabled general comments and views to be entered.
- Digital leaflets, in addition to the press advert and Council web and social media announcements linked to the Consultation Page. These detailed a specific Education Consultations email inbox, to which any queries could be submitted during the consultation period.
- The Head Teachers of Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools and Dalkeith, Lasswade and Newbattle High Schools used established methods of communication to engage/remind parents about the consultation.
- Meetings were held with pupils from Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools and Dalkeith, Lasswade and Newbattle High Schools.

- Meetings were offered to Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools and Dalkeith, Lasswade and Newbattle High Schools Parent Councils.

4.20 The Consultation Proposal is the Council's response to the points raised during the consultation period on the Consultation Proposal Document.

4.21 This Consultation Proposal will be published for a period of three weeks before a final decision is taken by Midlothian Council on 27 June 2023.

5 The Public Meeting

5.1 A public meeting was held in Newbattle High School on Wednesday 29 March 2023. Nine members of the public attended.

6 Responses to the Consultation Exercise

6.1 As part of the consultation process, the Council sought the views of a wide range of stakeholders. The Council provided stakeholders with a short online or paper questionnaire and also made arrangements for receiving additional written responses. The Council received 225 responses to its questionnaire during the consultation period. All representations that had been made during the consultation period were submitted to Education Scotland and any issues or concerns raised are also subject to the Council's response in this Consultation Proposal.

The questionnaire responses are summarised by category in the following tables:

Table 1 – Number of respondents by type of respondent

Type of Respondent	No. of Responses	% of Responses
Organisations	3	1.3
Individuals	221	98.2
Not Answered	1	0.4
Total Responses	225	100

**Numbers are shown to the single decimal point and therefore may not add exactly to 100 in this form.*

Table 2 – Number of respondents by category

Individual Respondent	No. of Responses	% of Responses
Parents	205	71.9
Staff	24	8.4
Member of Local Community	43	15.1
Other/Unknown	13	4.6
Total Responses	285	100

**The total number of respondents differs from the number of respondents by category because some respondents identified with more than one category.*

- 6.2 In addition, four responses to the consultation were received by email.
- 6.3 For the Question: To what extent do you agree or disagree with the proposal to establish a new primary school at Easthouses? The responses were as follows:

Table 3 – Number of Responses by Opinion

Response	No. of Responses	% of Responses
Strongly Agree	86	38.2
Agree	78	34.7
No Opinion	39	17.3
Disagree	12	5.3
Strongly Disagree	7	3.1
Not Answered	3	1.3
Total Responses	225	100

**Numbers are shown to the single decimal point and therefore may not add exactly to 100 in this form.*

Table 4 - Number of respondents by category

	Agree/Strongly Agree		Disagree/Strongly Disagree		No opinion/Not answered		Total	
	No.	%	No.	%	No.	%	No.	%
Respondents								
Parents	152	74.2	15	7.3	38	18.5	205	100
Staff	19	79.2	2	8.3	3	12.5	24	100
Member of Local Community	32	74.4	5	11.6	6	14	43	100
Other/Unknown	8	61.5	4	30.8	1	7.7	13	100
Total Responses	164	72.9	19	8.4	42	18.7	225	100

**The total number of respondents differs from the number of respondents by category because some respondents identified with more than one category.*

- 6.3 For the Question: To what extent do you agree or disagree with the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas? The responses were as follows:

Table 5 – Number of Responses by Opinion

Response	No. of Responses	% of Responses
Strongly Agree	39	17.3
Agree	69	30.7
No Opinion	62	27.6
Disagree	18	8
Strongly Disagree	34	15.1
Not Answered	3	1.3
Total Responses	225	100

**Numbers are shown to the single decimal point and therefore may not add exactly to 100 in this form.*

Table 6 - Number of respondents by category

	Agree/Strongly Agree		Disagree/Strongly Disagree		No opinion/Not answered		Total	
Respondents	No.	%	No.	%	No.	%	No.	%
Parents	99	48.3	46	22.4	60	29.3	205	100
Staff	15	62.5	3	12.5	6	25	24	100
Member of Local Community	24	55.8	12	27.9	7	16.3	43	100
Other/Unknown	3	23	5	38.5	5	38.5	13	100
Total Responses	108	48	52	23.1	65	28.9	225	100

**The total number of respondents differs from the number of respondents by category because some respondents identified with more than one category.*

- 6.3 For the Question: To what extent do you agree or disagree with the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area? The responses were as follows:

Table 7 – Number of Responses by Opinion

Response	No. of Responses	% of Responses
Strongly Agree	32	14.2
Agree	39	17.3
No Opinion	90	40
Disagree	27	12
Strongly Disagree	34	15.1
Not Answered	3	1.3
Total Responses	225	100

**Numbers are shown to the single decimal point and therefore may not add exactly to 100 in this form.*

Table 8 - Number of respondents by category

	Agree/Strongly Agree		Disagree/Strongly Disagree		No opinion/Not answered		Total	
Respondents	No.	%	No.	%	No.	%	No.	%
Parents	64	31.2	53	25.9	88	42.9	205	100
Staff	10	41.6	8	33.4	6	25	24	100
Member of Local Community	14	32.6	17	39.5	12	27.9	43	100
Other/Unknown	3	23	5	38.5	5	38.5	13	100
Total Responses	71	31.6	61	27.1	93	41.3	225	100

**The total number of respondents differs from the number of respondents by category because some respondents identified with more than one category.*

- 6.3 For the Question: To what extent do you agree or disagree with the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes? The responses were as follows:

Table 9 – Number of Responses by Opinion

Response	No. of Responses	% of Responses
Strongly Agree	34	15.1
Agree	75	33.3
No Opinion	30	13.3
Disagree	19	8.4
Strongly Disagree	62	27.6
Not Answered	5	2.2
Total Responses	225	100

**Numbers are shown to the single decimal point and therefore may not add exactly to 100 in this form.*

Table 10 - Number of respondents by category

	Agree/Strongly Agree		Disagree/Strongly Disagree		No opinion/Not answered		Total	
Respondents	No.	%	No.	%	No.	%	No.	%
Parents	103	50.2	75	36.6	27	13.2	205	100
Staff	17	70.8	3	12.5	4	16.7	24	100
Member of Local Community	25	58.1	12	27.9	6	14	43	100
Other/Unknown	5	38.5	1	7.7	7	53.8	13	100
Total Responses	109	48.4	81	36	35	15.6	225	100

**The total number of respondents differs from the number of respondents by category because some respondents identified with more than one category.*

- 6.4 The comments made as part of the questionnaire submissions are included in Appendix 1, apart from submissions which consultees did not wish Midlothian Council to share publicly. Even if a submission is not shared publicly, it has still been included in the collation of stakeholder's views and informed the Education Authority's response as detailed in Section 10 of this report.

Response Analysis from Organisations

- 6.5 There were 3 responses from organisations, their responses have been included in tables 1 to 10. All groups did not wish their response to be shared publicly. Even if a submission is not shared publicly, it has still been included in the collation of stakeholder's views and informed the Education Authority's response as detailed in Section 10.

Public Meeting

- 6.6 A public meeting was arranged in Newbattle High School on 29 March 2023. There were 9 members of the public in attendance.
- 6.7 Additionally, virtual drop-in sessions were arranged for 14 and 23 March 2023, enabling any member of the public and staff to ask questions and discuss the proposal, the consultation process and how they could make representations. One member of the public attended these sessions.
- 6.8 A virtual parental focus group was also held on 18 April however there were no attendees.
- 6.9 Meetings were offered to all relevant parent councils however only one was requested.

Pupils and Staff

- 6.9 During the consultation period, Council officers facilitated meetings with pupils at Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools and Dalkeith, Lasswade and Newbattle High Schools to provide good opportunities for them to discuss their views.
- 6.10 A copy of the information leaflet and a link to the consultation page was sent to all staff, inviting them to respond to the consultation via the online survey and highlighting the consultation mailbox for any queries.

7 Support for the Proposal

- 7.1 72.9% of all questionnaire respondents (164 responses) to the consultation were in favour of the proposal to establish a new primary school at Easthouses.
- 7.2 48% of all questionnaire respondents (108 responses) to the consultation were in favour of the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas.
- 7.3 31.6% of all questionnaire respondents (71 responses) to the consultation were in favour of the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area.
- 7.4 48.4% of all questionnaire respondents (109 responses) to the consultation were in favour of the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes.

The full text of all responses received can be read in Appendix 1, apart from submissions which consultees did not wish Midlothian Council to share publicly. Even if a submission is not shared publicly, it has still been included in the collation of stakeholder's views and informed the Education Authority's response as detailed in Section 10 of this report.

- 7.5 A number of common points and questions emerged from the responses as follows:
- Will this new school cause issues for Newbattle HS capacity with the change in catchments?
 - A replacement building at Mayfield should take priority.
 - Children shouldn't be asked to move schools
 - Families should be able to pick which school they go to from any of the schools in Midlothian
 - Needs to include a space for after school clubs
 - Where are the teachers for the new school coming from?
 - There needs to be safe routes to the new school
 - What will the new school's name be?

8 Opposition to the Proposal

- 8.1 8.4% of all questionnaire respondents (19 responses) to the consultation were not in favour of the proposal to establish a new primary school at Easthouses.
- 8.2 23.1% of all questionnaire respondents (52 responses) to the consultation were not in favour of the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas.
- 8.3 27.1% of all questionnaire respondents (61 responses) to the consultation were not in favour of the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area.
- 8.4 36% of all questionnaire respondents (81 responses) to the consultation were not in favour of the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes?
- 8.5 During the consultation period, a misunderstanding occurred wherein parents in the Bonnyrigg PS catchment area mistakenly believed the small change in their catchment area would result in all properties in the Bonnyrigg PS catchment area feeding into Newtongrange PS and Newbattle HS. This was clarified, however there were a significant number of responses that were received which indicated they were not in support of this aspect of the proposal based on this misunderstanding.

The full text of all responses received can be read in Appendix 1, apart from submissions which consultees did not wish Midlothian Council to share publicly. Even if a submission is not shared publicly, it has still been included in the collation of stakeholder's views and informed the Education Authority's response as detailed in Section 10 of this report.

- 8.6 A number of common points and questions emerged from the responses as follows:
- Loss of community links with Dalkeith and Newtongrange
 - Concerns over transition arrangements
 - There needs to be safe routes to the new school
 - Difference in performance at the different high schools
 - How will this affect the new high school in Gorebridge?
 - Bonnyrigg PS catchment area should stay in the Lasswade HS associated school group.
 - Money should be spent on upgrading current schools

9 No Opinion on the Proposal

- 8.1 18.7% of all questionnaire respondents (42 responses) to the consultation had no opinion on the proposal to establish a new primary school at Easthouses.
- 8.2 28.9% of all questionnaire respondents (65 responses) to the consultation had no opinion on the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas.

- 8.3 41.3% of all questionnaire respondents (93 responses) to the consultation had no opinion on the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area.
- 8.4 15.6% of all questionnaire respondents (35 responses) to the consultation had no opinion on the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes?
- 9.2 A number of common points and questions emerged from the responses as follows:
- How can a decision be made when the maps are not available?
 - Where is the money coming from in light of budget cuts?
 - Dalkeith nurseries will not cover schools outwith Dalkeith catchment areas.

10 Education Authority Response to the Main Issues Raised

10.1 Will this new school cause issues for Newbattle HS capacity with the change in catchments?

There will be a slight increase in the number of children attending Newbattle High School however the school is not currently at capacity. The Council continuously monitors school rolls and capacities in order to anticipate and implement required changes to schools.

10.2 A replacement building at Mayfield should take priority.

Through the recently approved Learning Estate Strategy 2017 – 2047 (Update), approved at December Council 2022, this project features within the top priority category for completion.

The Mayfield and St Luke's Community Campus is currently under development aiming to be delivered by 2025 and forms part of Midlothian Council's successful bid to the Scottish Government's Learning Estate Investment Programme Phase 2.

With project budget agreement having been secured at December Council 2022, this project provides the opportunity to provide a welcoming and inclusive facility that creates a civic, social and educational heart for the Mayfield Community, building on existing strong values, identity and history.

This project will be delivered as part of the Council's commitment to improve the infrastructure and public buildings across Midlothian to improve the learning outcomes and health and well-being of residents, enhance the economy and make the area a destination of choice to live, work and visit.

10.3 Children shouldn't be asked to move schools

As stated in Section D, Paragraph 9 of the consultation proposal document, no pupil will be required to move schools if that is not their parents' wish.

10.4 Families should be able to pick which school they go to from any of the schools in Midlothian

Families can ask for their child to attend a non-catchment school, this is called a placing request. Information on placing requests can be found on the Midlothian Council website.

10.5 Needs to include a space for after school clubs

Whilst there is not a dedicated after school club space in the proposed new school building, there are proposed class room spaces and a community room that could be utilised by groups such as after school clubs.

10.6 Where are the teachers for the new school coming from?

New staff posts will be recruited when required following the normal Midlothian Council recruitment procedures.

We anticipate the need to recruit will be an incremental process reflecting the increase in the school roll year by year.

10.7 There needs to be safe routes to the new school

At present the Council is looking at the various walking and cycling routes which exist linking the housing developments to the new school and identifying any new links which are achievable in the longer term.

The Council are in the process of identifying localised improvements which could be made as part of the new school project which will provide safer active travel routes to the school.

10.8 Loss of community links with Dalkeith and Newtongrange

When considering the building of new schools, there are a number of factors the Council considers, including providing a suitable building that can be accessed by the entire community, ensuring it is a resource for all.

As part of each new school proposal, the Council are compelled to carry out a statutory consultation on the proposed catchment and all communities, schools and catchments must be considered as part of this. At times this means that some catchment areas are amended to ensure capacity pressures are alleviated at existing schools, and ensure there is not a breach in the stated capacity of any school.

Due to the continued growth within Midlothian we require to monitor school rolls, capacities and catchments to ensure we can provide sufficient statutory school places.

10.9 Concerns over transition arrangements

Whilst the Council appreciates that changes in transition arrangements can cause some anxiety for families, every effort has been made to cause as little disruption as possible in the circumstances. This includes providing a 3 year transition period and allowances for siblings.

Pupil transition tables which show how pupils will be affected by these proposed changes and what schools they will be eligible to attend can be found in Appendix 4.

A Head teacher has been appointed ahead of the delivery of the new school and will be responsible for establishing and leading a User Reference Group to support transition arrangements, development of the school's identity within the wider community and support families affected by the proposal.

More information on transition arrangements can be found in section 12 of this report.

10.10 Difference in performance at the different high schools

All Midlothian High Schools have rich curriculums and highly committed staff. National league tables are very narrow and do not capture the breadth of experiences and successes that children benefit from at Midlothian schools.

10.11 How will this affect the new high school in Gorebridge?

The potential new high school at Gorebridge will not be affected by this proposal.

10.12 Bonnyrigg PS catchment area should stay in the Lasswade HS associated school group.

The only area of the Bonnyrigg PS catchment area that would be realign to the Newtongrange PS and Newbattle HS catchment areas is the area of Cockpen in Newtongrange. This area contains 55 properties and lies to the east of the South Esk River. The rest of the Bonnyrigg PS catchment would remain in the Lasswade HS catchment area.

10.13 Money should be spent on upgrading current schools

A strategic approach to the Learning Estate is required to ensure that the Council meets its statutory duty to ensure that there is adequate and sufficient provision of school education in the area. Developing a programme to maintain and sustain existing learning estate facilities as well as delivering new builds as required, removes associated risks, such as poor condition school buildings and backlogs in building maintenance and lifecycle. This approach also better informs the Capital Plan, investment and budget setting process.

Since the development and publication of the Midlothian Council Learning Estate Strategy 2017-2047, projects such as the following have been complete:

- Replacement Danderhall Primary School
- Expansion of Burnbrae Primary School, Expansion
- Refurbishment of Sacred Heart Primary School
- Expansion and refurbishment of Cuiken Primary School.

Additionally, there are a number of projects in development or planning stages such as:

- Replacement Beeslack High School
- Refurbishment and expansion of Penicuik High School
- Replacement Mayfield and St Lukes Campus
- Expansion of Roslin Primary School
- Expansion of Woodburn Primary School

- Expansion of Bilston Primary School
- Refurbishment and expansion of Mauricewood Primary School
- Refurbishment of Newtongrange Primary School.

Rosewell Primary School and Kings Park Primary School both feature as part of Midlothian Council's bid to the Scottish Government's Learning Estate Investment Programme seeking to secure funding to allow Midlothian Council to carry out appropriate refurbishments / expansion / replacements as required.

10.14 How can a decision be made when the maps are not available?

Catchment maps were provided as part of Appendix 2 and 4 in the consultation proposal document. The Council provided more specific maps on the secondary catchment changes on 2 March 2023 and these were made available on the consultation's webpage, as well as being incorporated into the online survey. A copy of the proposed catchment changes can be found in Appendix 3.

10.15 Where is the money coming from in light of budget cuts?

The budget for this project was agreed at Council in August 2022 and will mainly come from the Council's Capital budget.

10.16 Dalkeith nurseries will not cover schools outwith Dalkeith catchment areas.

There are no catchment areas for early learning and childcare settings and parents and carers can apply for a place at any council setting or partnership funded provider setting or childminder in Midlothian. There is more information on early learning and childcare options on the council's website: [Your early learning and childcare options | Midlothian Council](#)

10.17 What will the new school's name be?

In previous Council reports the school has been referred to as Easthouses Primary School. Should the school and community decide that this name should be changed, informal consultation will be undertaken to determine what a new name would be.

11 Education Scotland Report

11.1 In accordance with the Schools (Consultation) (Scotland) Act 2010, a report was produced by Education Scotland on the educational aspects of the proposal. The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School. The Education Scotland report can be read in full at Appendix 6.

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

- attendance at the public meeting held on 29 March 2023 in connection with the council's proposals;
- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and

- visits to the sites of Kings Park, Lawfield, Mayfield, Newtongrange, Woodburn and Bonnyrigg Primary Schools and Newbattle, Dalkeith and Lasswade High Schools, including discussion with relevant consultees.

- 11.3 The Summary section of the Education Scotland report summarises their findings and conclusions as follows:

HM Inspectors agree that the proposal to establish a new primary school at Easthouses will bring clear educational benefits for the children attending. The inclusion of an additional early years and additional support needs provision is also welcomed. However, a few parents in the Cockpen area of Newtongrange have ongoing worries regarding the impact of the proposal. Should the proposal go ahead, the council needs to engage with those parents to find ways to address their concerns.

Midlothian Council's Response to Education Scotland's Report

- 11.4 Midlothian Council welcomes the report by Education Scotland which highlights the benefits of the proposal and the Education Authority accepts its findings. Officers from the Education Authority met to consider the content of the report and the action highlighted in the summary.

- 11.5 In response to the findings contained within the Education Scotland report Midlothian has been asked to address the following points:

However, a few parents in the Cockpen area of Newtongrange have ongoing worries regarding the impact of the proposal. Should the proposal go ahead, the council needs to engage with those parents to find ways to address their concerns.

- 11.6 If the proposal is approved, Midlothian Council will contact properties in the Cockpen area of Newtongrange highlighted by Education Scotland, with information on transition arrangements and what this will mean for them, as well as the options available.

12 Transition Arrangements

- 12.1 Subject to the decision of Midlothian Council, children living in the proposed Easthouses Primary catchment area would be eligible to enrol for P1 at the school from November 2023, with the view to attending the school from it's opening in August 2024 or as soon as possible thereafter.
- 12.2 Children who move into the catchment area from stages P2-7 would be eligible to attend the new school on it's opening in August 2024 or as soon as possible thereafter.
- 12.3 Children currently attending their current catchment school would have the option to transfer to the new school if they chose, however they would also have the option to remain at the school they are currently attending.
- 12.4 Children living in the proposed new catchment area attending another school of their parents' choice will have the option to transfer to the new primary school when it opens, or remain at the school currently attended.

- 12.5 No pupils will be required to move school if that is not their parents' wish.
- 12.6 Those children who are currently in the area of Cockpen and attend Bonnyrigg Primary School would be eligible to attend Newtongrange Primary School from August 2023. Any child living in this area who currently attends Bonnyrigg PS or Lasswade HS will be able to remain at those schools.
- 12.7 Pupils who are currently attending their current catchment school and are due to attend secondary school within 3 years of the catchment changes will be allowed to attend either their previous or new catchment secondary school.
- 12..8 Pupils whose secondary catchment area will change as a result of these proposals and who have a sibling that will attend their previous catchment secondary within three years of the catchment changes will have the option to attend either their new or previous school.
- 12.9 It is proposed that there will be no change to the current process for referrals and the allocation of specialist primary support spaces.
- 12.10 A copy of the pupil transition tables presented at the Public Meeting on 29 March and subsequently shared with parents can be found in Appendix 4.
- 12.10 An enhanced transition to secondary education will be offered to all children attending the provision based on the individual needs of each child. Children will be supported to transition to their catchment area secondary school. Where a child's additional support needs continue to require additional specialist support, a referral will be made to the Education Resource Group and following assessment and consultation on their needs, they may be allocated specialist support in one of our provisions.

13 Alleged Omissions or Inaccuracies

- 13.1 *Section (10) (3) of the Schools (Consultation) (Scotland) Act 2010* also places a requirement on the Council to provide details of any inaccuracy or omission within the Consultation Proposal Document which has either been identified by the Council or raised by consultees. This section of the 2010 Act also requires the Council to provide a statement on the action taken in respect of the inaccuracy or omission, or, if no action was taken, to state that fact and why.
- 13.2 There were no inaccuracies or omissions within the Consultation Proposal Document either identified by the Council or raised by consultees during the consultation period.

14 Compliance with Section 9(1) of the Schools (Consultation) (Scotland) Act 2010

- 14.1 Section 9(1) of the *Schools (Consultation) (Scotland) Act 2010* states that:
 After the Education Authority has received Education Scotland's report, the Authority is to review the relevant proposal having regard (in particular) to:
 - (i) written representations received by the Authority (from any person) during the consultation period,
 - (ii) oral representations made to it (by any person) at the public meeting,

(iii) Education Scotland's report.

- 14.2 Following receipt of the Education Scotland report, 225 questionnaire responses received during the consultation period and consideration of oral representations made at a public meeting held during the consultation period, officers reviewed the proposal.
- 14.3 The feedback from the consultation was considered by relevant officers within the Council's Children, Young People's and Partnership Directorate. Data and factual information was checked where required and advice and input was sought from other Council Services where needed to consider the issues raised. This ensured that the Council met the requirements of sections 9(1), 12 and 13(3) (b) of the 2010 Act.

15 Legal Issues

- 15.1 The Council has complied in full with the requirements of the *Schools (Consultation) (Scotland) Act 2010* throughout this statutory consultation.
- 15.2 The Council is mindful of its duties in respect of equality under the *Equality Act 2010*, the *Public Sector Equality Duty 2011*, and the *Fairer Scotland Duty* (Part one of the Equality Act).
- 15.3 Under the terms of the *Schools (Scotland) (Consultation) Act 2010*, it is a legal requirement that the Council should not reach any formal decision without having reviewed the relevant proposal having regard, in particular, to:
- a) relevant written representations received from any person during the consultation period;
 - b) oral representation made to it by any person at the public meetings held on;
 - c) the Education Scotland report;
 - d) preparing a Consultation Proposal; and
 - e) waiting until a period of three weeks starting on the day on which this Consultation Report is published in electronic and printed form has expired.
- 15.4 As it is the intention that this Consultation Proposal should be published, both electronically and in paper form, if required, on 5 June 2023, this meets the statutory requirement to publish this report for more than three weeks before consideration of the proposal by Midlothian Council.

16 Personnel Implications

- 16.1 A Head Teacher has already been appointed to lead on the establishment and development of the school and its learning community, in partnership with parents/carers, pupils and key partners. Research on other local authorities' practices highlights the benefits of appointing a Head Teacher well in advance of a new school opening to support transition and ensure all staff are appointed prior to the opening of the new school.
- 16.2. It is acknowledged that should the proposal be approved and implemented, forward planning will be required from the Education Service as a matter of good management practice in ensuring the required staffing is in place. Staffing arrangements for the new primary school and ELC setting will be consistent with Midlothian Council's recruitment policies and other local arrangements.

- 16.3 The proposed increase in specialist staff supporting the provision working closely within a mainstream building would be advantageous and provide more effective support to the career-long aspirations of staff. In particular, mainstream staff will benefit from the expertise of specialist staff in upskilling in inclusive pedagogy. In addition to this it would enable staff across specialist provisions to develop support networks in order to reflect, share and develop good practice in order to learn together and plan for improvement. This would lead to improved quality of learning, teaching and achievements for children both within and out with specialist provisions.
- 16.4 Consultation will be undertaken with staff in affected schools, Trade Unions and professional associations where appropriate on an implementation plan for staffing the new primary school. If this proposal is implemented, the Council does not envisage any adverse effects from the proposal in respect of staffing. Should issues arise however, these will be mitigated through the Council's Education Leadership Team support structure.
- 16.5 The new primary school will join the Newbattle HS associated school group and staff will benefit from the strong culture of collaboration and joint planning within this associated school group.

17 Environmental Issues

- 17.1 In order to ensure that the vision, aims and objectives of the Midlothian Council Local Outcomes Improvement Plan (LOIP) and Climate Change strategy 2020 are being addressed a number of strategic and operational factors have been considered as part of the proposed new school building, such as:
- Reduction of operational energy consumption to be in line with the Learning Estate Investment Programme targets;
 - Strict construction embodied carbon targets to be met;
 - Low carbon and zero waste processes to be implemented during the construction phase;
 - Circular economy agenda to be promoted.

18 Conclusions

- 18.1 On the basis of the feedback received and taking account of the educational and social benefits of the proposal, it is concluded that:
- a) a new primary school and its associated catchment area be established with the land at Easthouses and the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School be realigned;
 - b) the proposal will bring educational benefits by providing a modern, state-of-the-art learning environment and provide a focal point for community events;
 - c) the expansion of ASN provision will provide suitable high quality learning environments that are resourced with specialist staff and offer a high quality of educational experience;
 - d) the realignment of a historical catchment boundary will give children the opportunity to have more involvement in the learning community where they live;

- e) overall steps will be taken to address Midlothian Council's Local Outcomes Improvement Plan and Climate Change strategy 2020 during the build and operation of the proposed primary school;
- f) overall there are strong educational arguments in favour of this proposal.

19 Recommendations

19.1 It is recommended that the Council approves the following:

- The establishment of a new primary school catchment for Easthouses and the realignment of the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School;
- The establishment of a new primary school with early learning and childcare provision and specialist ASN provision for the proposed Easthouses primary catchment area;
- The opening of the new primary school on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- The realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- The realignment of the catchment areas of Dalkeith High School and Newbattle High School.

Appendix 1: Comments from Questionnaire Responses

Of the 225 questionnaire responses, 101 contained comments of which 79 declined permission to make their comments publicly available. However, their representations have been taken account of and responded to in Section 10 of the Consultation Proposal. The summary of comments below, were made from the remaining 22 responses who did not choose the option to decline permission to make their comments publicly available.

Responses from those in support of the proposals

The comments included with those responses received that were in favour of the proposal are shown below, comments are redacted to avoid the identification of individuals:

Comments
Related documents don't show how Lasswade HS catchment area would be realigned...
Whilst I agree with the new catchment areas for the Easthouses primary school. I do not wish my children to be forced to move from Lawfield where they are excelling in their education and are well settled. In particular for my eldest son who will be moving into P7 in 2024 and my second son who is going through an austistic assessment.
MUST include area /space for breakfast and after school club . Currently only one ASC serves whole area and often lacks support. Breakfast/After school club is ESSENTIAL for many working parents Am shocked that it has taken the council this long to look at school catchment area topic given the large amount new house builds in all towns within the area. Maybe next the rest of the infrastructure required for fully functioning towns can be looked at - rather than the automatic yes to new house builds.
This consultantation is not great. The website page has no clear information of what the new catchments would look like, the survey does now actually share this information. How would these changes impact on the approved high school in Gorebridge?
Seem very logical and a commonsense approach. Let's get on with it and get it and the extension to Woodburn PS built.
I agree that a new school is needed. But it hasn't been made clear to parents of children currently in schools out of their new catchment area what will happen. I do not want my child to be moved out of her current school to a new one. Also regarding secondary school and the change of catchment, KPP is currently a feeder school for Dalkeith High. Her and all her friends will be going to Dalkieth high. I also do not want this to change. Where is the clear advice for parents worried about these changes?
It makes sense to have kids travel to nearest primary for climate social and economic reasons. It makes sense to have the high school catchments mirror the primary feeder primaries
I strongly agree with the proposal to realign catchments but I do not think these boundary changes go far enough to tackle the pressure on Woodburn PS which is already oversubscribed before current housing developments are complete in Easter Langside. The catchment should move to take in a proportion of the housing in

Woodburn to combat this. Also we have the coming pressure of wrap around care being compulsory under scot Gov election promises when currently there are massively inadequate provisions in Dalkeith where all are currently full with a year+ waiting list.

Responses from those who are not in favour of the proposals

The comments made in the responses that were not in favour of the proposal are shown below, comments are redacted to avoid the identification of individuals:

Comments
Easthouses is multiple miles away, from Bonnyrigg PS and will contribute significantly in a negative way to the already busy peak traffic times. This also means local children, teachers and parents will need to drive or get multiple buses.
Strongly disagree on reevaluating the catchment areas particularly those of the high school. I have a child in primary 3 who this will affect come the proposed changes coming into place and instead of having a 10-20 minute walk to a school in our hometown they will have to take 2 buses to get to a school in another town.
My daughter and family bought a house in Cockpen with the express purpose of choosing a primary school which fed into Lasswade High. My grandson is in P2 Bonnyrigg and these new rules he will transfer to a school with any of his peers which is a poor way to enter secondary education and will not be attending the school which his parents had sacrificed and planned for. There should be some leeway for this sort of exception.
Absolutely shocking to think pupils from Bonnyrigg primary are going to be expected to move to new battle high school! 45 minute journey on a bus or over an hour walk for those in the community that don't drive!!
I strongly disagree, I bought my house as I wanted my children to attend Bonnyrigg primary and Lasswade high school. I have personally had problems with family's from the catchment of Newbattle and do not want my children having to get caught up in it. The route is unsafe to walk also. We live in the one Dalhousie estate currently.
Strongly disagree with the boundary change for AbbeyGrange Galadale Drive/Galadale Crescent etc. We strongly identify as Newtongrange, our houses are less than a 2minute walk from Main Street. A 5 minute walk and we are in the heart of the village. Children from these houses sent to the new primary school will find it hard to be part of the Newtongrange community. Will these children be prevented from being in the Newtongrange Galadale? How will they will know children in the rest of Newtongrange. To see the majority of friends they make at the new primary school they would have to travel. Currently we have a short walk to friends houses, or the children meet in Newtongrange park to play. I believe AbbeyGrange/ Galadale children will end up on the edge of 2 communities, not quite fitting into either. Furthermore, the current route to Newtongrange Primary for us is a short, safe 700 metre walk at most. Once they are over the road with the lollipop person, our children can walk through the park themselves. If our child was going to the new school it be a longer walk, certainly over 1km from our current address and it would mean crossing more roads.
Not a safe road for young people to walk. It will encourage a short cut through the woodland area that will lead to anti social

<p>behaviour.</p> <p>The Wester Kippielaw estate is already well established within the Dalkeith community so should remain linked with Dalkeith High School. These unsafe conditions would encourage a rise in traffic and carbon footprint, damaging sustainability progress.</p>
<p>Because that school will be to faraway from our home. I preffer stary on Woodburn primary school.</p>
<p>My eldest child was not given a place at the primary school which is within 50m of our home, so we were offered a place at King's Park. As a result, we've had to submit a placing request for my youngest to attend King's Park too, as it's not our catchment. The proposed changes mean their new catchment for high school will be Newbattle, taking them away from all their peers they've built relationships with during the primary years. This is no fault of their own as they were not provided with a placement at our nearest school initially. I'm aware of other families nearby who will be in a similar position and it's un-fair to disrupt the catchment areas for those of us already in the school system. If the proposed changes go ahead, please consider allowing those children already at King's Park to attend Dalkeith High without having to rely on a placement request.</p>

Responses from those who had no opinion on the proposals

The comments made in the responses that had no opinion on the proposal are shown below, comments are redacted to avoid the identification of individuals:

Comments
<p>You have not explained what the proposals to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes actually are, please elaborate further so an informed opinion can be made.</p>
<p>Although directly affecting the catchment areas of King's Park Primary School, Woodburn Primary School and Dalkeith High School, it would appear that no summary of this document was provided to Dalkeith and District Community Council (see page 2). It also transpires that no information leaflet setting out details about the proposal and consultation meetings was received either (see page 5; para 6). Information was gleaned from the Midlothian Council web-site, and following up on the advice found there, paper copies of the document were requested, and it is acknowledged that these were made available and collected from Midlothian House for community councillors. Chair attended the public meeting on Wednesday 29 March in Newbattle High School. The few members of the public at that meeting and the reported one person attending the virtual meetings raised a concern for her. However there have been reassurances given that there has been a lot of engagement with pupils, parents and staff at all the affected schools, and the additional Parent Focus Group arranged for 18 April demonstrated the willingness to engage. The other main area of concern is safety while travelling to and from the proposed new school, particularly for those coming from Wester Kippielaw. At present there is no link from Wester Kippielaw to the proposed new school site. The route would have to be out</p>

onto the Lauder Road (A6106), around onto Easthouses Road (B6482), travelling uphill crossing Kippielaw Road and Easthouses Court before turning right at the junction and continuing along Easthouses Road to the new school. Quite a distance to walk, especially on a cold, dark, winter morning. Also it was noted that the volume of traffic on this route is substantial and the speed limit for parts of it is 40 mph. A safe route to school must be in place before the school opens. Particularly welcome is the statement on page 25, para 9 "No pupil will be required to move school if that is not their parents' wish". Also appreciated is the 3 year window and accommodation for siblings. There was a question asked regarding the financial implications referenced on page 27, para 30. In light of the recent budget cuts and present financial situation, where are the monies coming from to meet this estimated cost?

Regarding the proposal document, there is a wealth of information within it, some of which is quite overwhelming if you have no background in education. However, I feel that there is no consistency in how the document describes the situation at each primary school, which makes it difficult to evaluate the impact that realigning the catchment boundaries would have. On page 13, para 37, reference is made to the centre of Mayfield being one of Scotland's most deprived areas (SIMD ranking for education/skills is 390 out of 6,976 data zones) yet there is no mention that Dalkeith is ranked as 82. On page 12, para 32, mention is made of the former Dalkeith High School site as an allocated site with significant housing, yet there is no mention of the new housing development at Wester Cowden which could affect the numbers seeking admission to Woodburn Primary School. On page 17, para 80, there is no information about how many houses are within this area or indeed if there are any pupils resident there – it simply states that there are no pupils currently attending King's Park Primary School in this area. On page 17, para 83, no quantitative data is given : just a statement made. Now there are in fact 2 areas which lie to the south west of the A6106 which are proposed for transfer : the 222 properties in Wester Kippielaw and an area where at present there is only 1 residential property. (see slide 12 of presentation given on 29 March). However, as work on Midlothian Local Development Plan 2 and local place plans has just started, the question of any more planned residential properties in the area between the A6106 and Whitehill has still to be addressed. The colour scheme chosen to represent the different catchment areas could perhaps have been better. It makes it quite difficult to distinguish both on the presentation slide 11 and on page 30 of the paper documentation the Woodburn Primary School catchment area from that for Lawfield Primary School or indeed from that of Newtongrange Primary School. This particularly matters at the 2 sections along the A6106 where catchment changes are proposed. Then there is an unfortunate typographical error in that Appendix 3 does not exist : it has been called Appendix 2 (page 31). The addresses are arranged in alphabetical order according to street name and so the list is not as helpful as it could have been. The fact that the list, which extends over 2 pages, is not on facing pages is unfortunate for those using the paper documentation. On page 25, para 5 and para 6, should not have an apostrophe at "it's". This error was carried over onto slide 27 of the presentation. Can you please check page 26, para 21, for sense. I suspect that it is missing "Parents of " from its beginning. Disappointingly, when I viewed or downloaded the presentation on my iPad, the legend

was not clear on slides 29 and 30 - truncated and superimposed on the table in slide 29 and truncated and behind the table on slide 30. Then the arrow shapes on slide 31 were different causing the text to overflow and make it more difficult to decipher. Nevertheless, the proposals for the new primary school with early learning and childcare provision and specialist ASN provision sound amazing. The possibility of the new primary school providing a focal point for the community might be something to feed into local place plans. The opportunity for a "Forest School" could lead to partnerships with Queen Margaret University and/or Newbattle Abbey College. It is important that "No pupil will be required to move school if that is not their parents' wish" (page 25, para 9) and it is good to see that consideration has been taken regarding siblings and an appropriate time period to adapt to the proposed changes. Before the new school is opened a Safe Routes to School plan should be agreed and in place.

Appendix 2: Pupil Questionnaire Responses

Easthouses Education Consultation Bonnyrigg PS Pupil Voice Session 28/03/2023

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P3-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – there would be more job opportunities for staff.

Good idea – there would be more rooms for local people to use.

Good idea – closer for children to get to school.

Good idea – there would be less pupils in other schools and more space.

Bad idea – friends could get separated.

You need to make sure the school has enough books, tables and other stuff in it when it opens.

In regard to the proposed new catchment area:

Good idea – could maybe take more from the King's Park catchment area

Good idea – it covers a big area.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Will we have to move school?

GC replied – no one would have to move schools but if they live in the catchment area and they want to move schools they can.

Good idea – I think it's a good idea but some people might not want to change.

Very good idea – P4 are getting Chromebooks but the school is getting less money now and less kids would mean more money for the school.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Wouldn't want to move school in the middle of a term.

Bad idea – might get separated from friends if your parents decide to send you to a new school.

Further Questions:

Is the Dalhousie estate in it?

KJ replied – no, only the Cockpen area of Newtongrange.

Will there be enough teachers?

GC replied – the Council will undertake a recruitment process to get teachers for the school.

What will the class structure be like?

KJ replied – we don't know that yet but that will be organised once we know how many children will be coming to the school.

How many kids will there be in the school?

KJ replied – we can't be sure, but children may move from other schools and there will be children coming out of new houses in the proposed new catchment.

What outdoor equipment will there be in the new school?

GC replied – we don't know that yet, but there is a project team that are working on that.

**Easthouses Education Consultation
Dalkeith HS Pupil Voice Session
19/04/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages S1-3 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – good for people who need extra help to have dedicated spaces.

Good idea – more children would be able to walk to school.

Good idea – a new school would make the area look nicer.

What happens if you go to St David's RCPS?

KJ replied – denominational primary schools have a different catchment areas to non-denominational primary schools, and these would not be affected by this change.

Bad idea – there could be loud construction in the area.

In regard to the proposed new catchment area:

Bigger than they thought it would be.

The Council needs to make sure people can get to school safely.

Not sure about Wester Kippielaw going to Easthouses PS, maybe the whole of Kippielaw should go to Woodburn PS.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – it would make friendship groups easier for kids living in the area.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Think Wester Kippielaw should stay in Dalkeith HS catchment, but it does make sense to have the two Kippielaw areas going to the same schools.

Need to make sure the routes to school are safe.

Further Questions:

How do the Council pay for the new school?

GC replied – there are many different ways new schools get paid for. KJ added – if any developers build houses in an area and that will affect education in that area, they have to pay money towards education provision.

**Easthouses Education Consultation
King's Park PS Pupil Voice Session
28/03/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P4-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – children could be closer to the school and it wouldn't take them as long to get there.

Good idea – children could be closer to good education and it would be easier for parents to get to work because they don't have to travel as far to get their kids to school.

Good idea – it would be a nice new school building.

Bad idea – costs money to set up a new school and all of the stuff you would need for it.

You don't want to make a little school, you should have a class for every year. My friend goes to a small school with only two classes and she doesn't like it.

In regard to the proposed new catchment area:

Would children have to move schools?

GC replied – no one would have to move schools but if they live in the catchment area and they want to move schools they can.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – they would get to go to school with other friends in their street

Good idea – they would get to spend more time with the friends that they live near if they all went to the same school.

Good idea – reminds them of a town in the Netherlands and Belgium that is split between the two countries.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

This makes sense.

Further Questions:

Will the new school be called Easthouses Primary School?

KJ replied – yes, that is the name that has been chosen but this decision was made a while ago and any changes would be a decision for the Council and the school community.

**Easthouses Education Consultation
Lasswade HS Pupil Voice Session
18/04/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages S1-4 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – it's good to have the primary school and high school near each other, good for travel.

Good idea – takes pressure off other schools

Good idea – builds a good school community and allows schools to share resources.

Good idea – easier transition into high school because of how close the schools will be.

Good idea – makes active travel easier and makes the swimming lessons that happen in primary school easier.

Bad idea – too many houses being built.

Bad idea – building the new school (as well as the houses around it) is bad for the environment.

Bad idea – need more money to run the school and for teachers.

Bad idea – might be more litter in the area.

Bad idea – might not have enough families to fill the school.

In regard to the proposed new catchment area:

Could have taken more from the King's Park PS catchment area.

Are the schools around the new school at capacity?

KJ replied – They are at or near capacity. There has been a lot of housing building in all of the areas and there is also due to be more so the new school will relieve some of these pressures.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – our school is at capacity so this would help.

Bad idea – unnecessary, you could move it the other way.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Makes sense to have the whole primary school going to the same high school.

Good idea – the Cockpen area is closer to Newbattle HS

Good idea – will improve kids' ability to make friends because they will make friends at the new high school.

Further Questions:

Is there a plan for another school at Rosewell?

GC replied – the Council has put in a bid for money to build a new primary school at Rosewell, however we haven't heard anything back as of yet.

When will the school be ready?

KJ replied – the school is due to be ready by August 2024.

How much will it cost to build the school?

KJ replied - £22 million.

Easthouses Education Consultation Lawfield PS Pupil Voice Session 30/03/2023

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P3-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – gives more space in other schools.

Good idea – it's not that far away and would help with people coming from Ukraine as there would be more school space.

What about people who are in other areas?

GC replied – only those in the proposed catchment area can automatically go to the new school if they want to. There is something called the Parent Charter which gives parents the right to apply to any school they want to, if the school has space then they will get a place.

Bad idea – concerned about the developer trucks being dangerous around the building site.

In regard to the proposed new catchment area:

Bigger than I thought it would be.

Good idea – with the transition to keep siblings together and give them a choice of where to go.

Good idea – education is available to more people.

Good idea – you would make new friends in the new school

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Will the change take up much of the catchment?

KJ replied – No, it is a small area of Newtongrange that contains one full street and a bit of another street.

How does a catchment line go through streets and houses?

GC replied – When these lines were drawn, a lot of these areas were empty fields, so it didn't matter where the lines were. Now we have lots of house building in the area and these houses are being built in these fields that have the catchment lines running through them.

Good idea – keeps people from the same area together

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Good idea – your secondary should be the one closest to you.

Further Questions:

What about splitting friends up?

GC replied – Moving school is up to parental and individual choice. Any move to any other school is something that your parents would discuss and make a decision on. No one who is already in school would have to move, but it would be a decision for your family if you wanted to.

**Easthouses Education Consultation
Mayfield PS Pupil Voice Session
17/04/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P4-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Bad idea – what if there aren't enough teachers for the new school?

GC replied – we would advertise for teachers to make sure that there were enough teachers for the number of pupils.

What if parents wanted you to move to the new school?

GC replied – any decisions around where you go to school are for you and your parents, every family is different and might have reasons for wanting to move schools or not.

Good idea – there would be more chance to learn as there would be more space in schools.

Good idea – there would be lots of barriers outside of the new school that would make traffic safer.

Good idea – there would be opportunities for better learning.

In regard to the proposed new catchment area:

Seems like a fair catchment area, takes a bit from everywhere.

Bigger than I thought it would be.

Bad idea – might take people from other schools.

If you are outside the new catchment area could you still go to the new school?

GC replied – there is something called the Parent Charter which gives parents the choice to apply to any school they want to, so if you live outside the new catchment area but you want to go to the new school you could apply.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – saves time for getting to school.

Good idea – easier for kids to walk to school.

Good idea – it will help friendships that you make with other kids in your street.

Bad idea – might already have friends at Bonnyrigg PS

Will you be building an After School Club?

GC replied – this is something we will be looking at and coming out to talk to you about.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Good idea – makes more sense, you could make more friends at High School.

Bad idea – you should still be allowed to go to the same high school.

Further Questions:

None.

**Easthouses Education Consultation
Newbattle HS Pupil Voice Session
30/03/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages S1-6 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – would give an improvement in education

Good idea – more attention for individual pupils as there would be less overcrowding in schools.

Good idea – kids in the new houses wouldn't have to travel as far.

Money is tight as it is, do we have enough money for a new school?

GC replied – as some of you may know we have just come in to engage with pupils about the Budget. As part of the Budget the Council has to look at the best ways to spend money

and they think that one of these is to improve education and reduce pressures by building a new school.

Will it be a PPP school like St David's High where you have to keep paying for it?

KJ replied – No, the facilities will be owned and managed by Midlothian Council.

In regard to the proposed new catchment area:

Looks like a good area, takes in a mix of different areas.

Will Lawfield lose pupils?

KJ replied – they may lose some pupils, but they also have two developments being built in their catchment area so that will stabilise their roll.

How many children are in the area?

KJ replied – we don't know for certain because there will be children who are not yet in school, but there are 839 houses from Lawfield, 222 houses from Woodburn, 586 houses from Newtongrange and 6 houses from King's Park.

Good idea – the catchment being quite big would take pressures off other schools.

Might need to consider transport for the children coming from Woodburn as there is quite a small path up the road.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Can children choose to go to Newtongrange from this area just now?

GC replied – yes, the Parent Charter gives parents the choice to apply to send their child to any school they want to.

Good idea – kids wouldn't have as far to travel.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

There are capacity pressures at Newbattle HS, if we can take the extra pupils it's a good idea but if we can't it isn't.

There is a low number of S6 who stay on though so that might balance it out.

Good idea – more people might mean more go on to University.

What is the capacity of Newbattle HS?

KJ replied – 1400.

The rising roll could be a problem.

KJ replied – the Council monitors school rolls so we can plan for any changes in pupil numbers.

Would you remove someone from a school?

KJ replied – no one who is currently at school would be asked to move, but if they wanted to they could.

Bad idea - behaviour is a concern already at Newbattle HS, it is already bad. More kids could come in and make the situation worse as there will be more people to deal with.

Good idea – might mean we get more choices of subjects in the senior years.

Further Questions:

Would you recruit more teachers?

GC replied – yes if we needed to.

**Easthouses Education Consultation
Newtongrange PS Pupil Voice Session
30/03/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P4-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Good idea – more kids can go to schools because they won't be as busy.

Good idea – more room for the kids coming out of the new housing.

Good idea – kids will be closer to schools.

Good idea – there are long waiting lists for Newtongrange PS at the moment.

Good idea – like having a nursery attached to a school, it's better for kids.

Bad idea – worried because it will affect other schools

Bad idea – worried about the effect it might have on friendships.

Bad idea – people might not want to go to a new school

Bad idea – might make traffic worse in the area.

Change might worry people.

When will the school be ready?

KJ replied – the school is due to be ready in August 2024.

Worried that services such as electricity might be affected for houses near the school.

We have a room we can go to if we're worried and I think we should have one at the new school.

Good to have a space for kids with disabilities so they can have space to concentrate.

In regard to the proposed new catchment area:

Will anyone have to move schools?

GC replied – no one will have to move schools, but if they live within the new catchment area and they want to move they can.

Do you have to move if your siblings move?

GC replied – that would be a decision for each individual family, you would make that decision with your parents.

Would there be mixed classes like there are here? I don't like composite classes.

GC replied – this would depend on the ages of the pupils in the school, but there might be.

Would teachers be allowed to move to the new school?

GC replied – If we need more teachers then we would advertise for them, some teachers who are already at schools in Midlothian might want to apply to these, but it would also be open to all qualified teachers. We want to have the best teachers we can in Midlothian.

Could people from Edinburgh come?

GC replied – people who live in Edinburgh would go to schools in the City of Edinburgh Council area, but they could apply to the school if they wanted to.

Could there be a shortage of teachers at other schools if they want to go to the new school?

GC replied – we would recruit teachers to each school to make sure we have enough teachers for the number of pupils we have.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – might need more lights if more people are walking to Newtongrange though.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

Good idea – better for people in Cockpen as Lasswade HS is far away.

Does my younger sibling have to go to the same secondary school?

KJ replied – if they are in the catchment area then they will attend the same school. If they are in the new catchment area and they live where there will be a change to their secondary catchment area, they will have the option to go to either their new or old catchment secondary school if they have an older sibling at that old catchment secondary school. GC added – where your younger sibling goes to secondary school is something that they and your parents would decide.

Will people have to change where they are transitioning to?

KJ replied – No the new catchment won't come into effect until August 2024.

Further Questions:

Will you speak to other schools?

GC replied – yes, we have been out to speak to other affected schools and we will go out to speak to more. We have also spoken to parents and members of the public.

Is there a specific size that catchment areas have to be?

KJ replied – there isn't a definitive size of catchment areas however their size is usually matched to the size of the school.

How much does a school cost to build?

KJ replied – costs vary depending on the size of the school, but this school will cost £22 million.

Will tax be lower with more houses?

GC replied – don't know for certain, tax rates are decided every year.

**Easthouses Education Consultation
Woodburn Pupil Voice Session
28/03/2023**

Gail Currie (GC) and Katy Johnstone (KJ) met with a selection of pupils from stages P4-7 to discuss the ongoing consultation and gain their views. They outlined the proposals and invited feedback and questions from the pupils.

In regards to the establishment of a new school:

Would anyone have to move schools?

GC replied – No one would have to move schools, but if you live in the new catchment area and you want to move schools you can.

Good idea - schools would be less crowded and there would be less porta cabins.

Good idea – more access to learning and easier for some to get to school.

You would make more friends

It would make me nervous but also excited.

In regard to the proposed new catchment area:

Think it is quite a big catchment area, bigger than I thought it would be.

In regards to the proposed change to the Bonnyrigg and Newtongrange PS catchment areas:

Good idea – children wouldn't have to travel so far to get to school.

In regards to the proposed change to the secondary catchments areas of Dalkeith, Lasswade and Newbattle HS:

It makes sense to change the high school catchment areas.

Further Questions:

If someone is going into P1 now, will they have to go to the new school?

KJ replied - No, the new school will not open until August 2024 and that will be the first year that anyone can go to the new school.

Will children in the nursery right now be able to go to Woodburn or will they go to the new school?

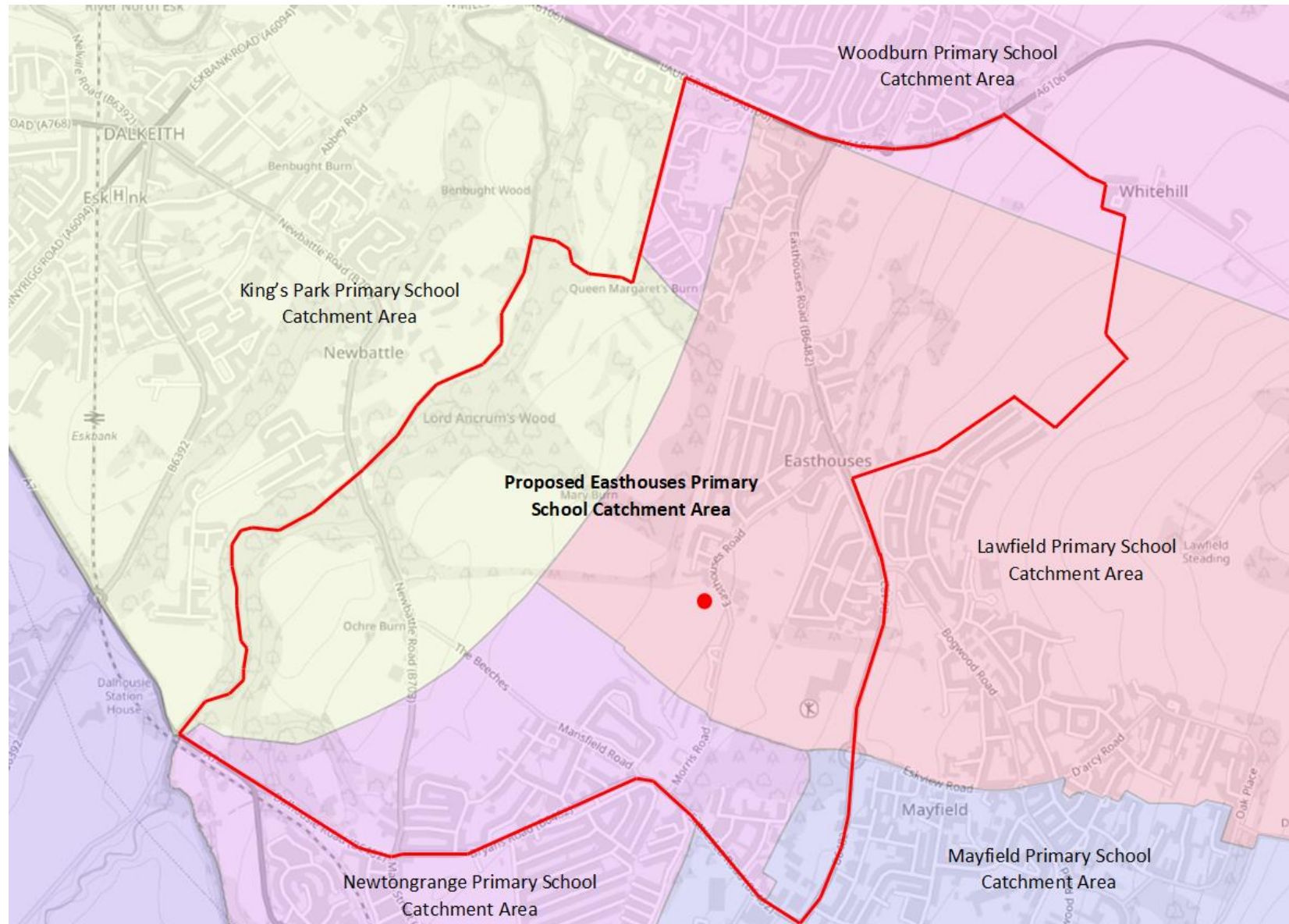
KJ replied – If there are children in the nursery who are going to start school in 2024 or after and they have an older sibling already in the school, they will get the choice to go to the new school or to Woodburn.

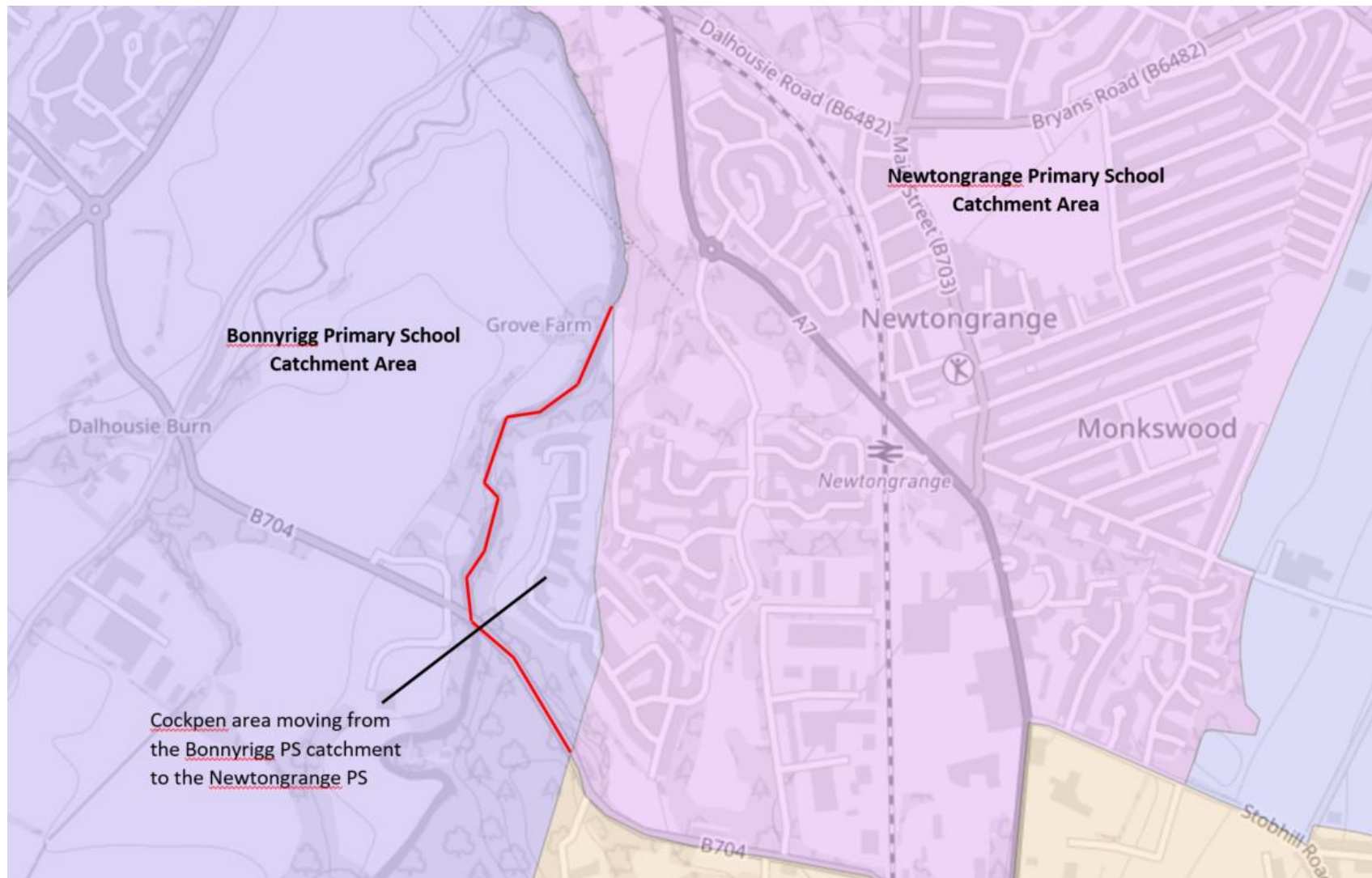
GC replied – There is something called the parent charter and this gives parents the right to apply to any school they want their child to attend.

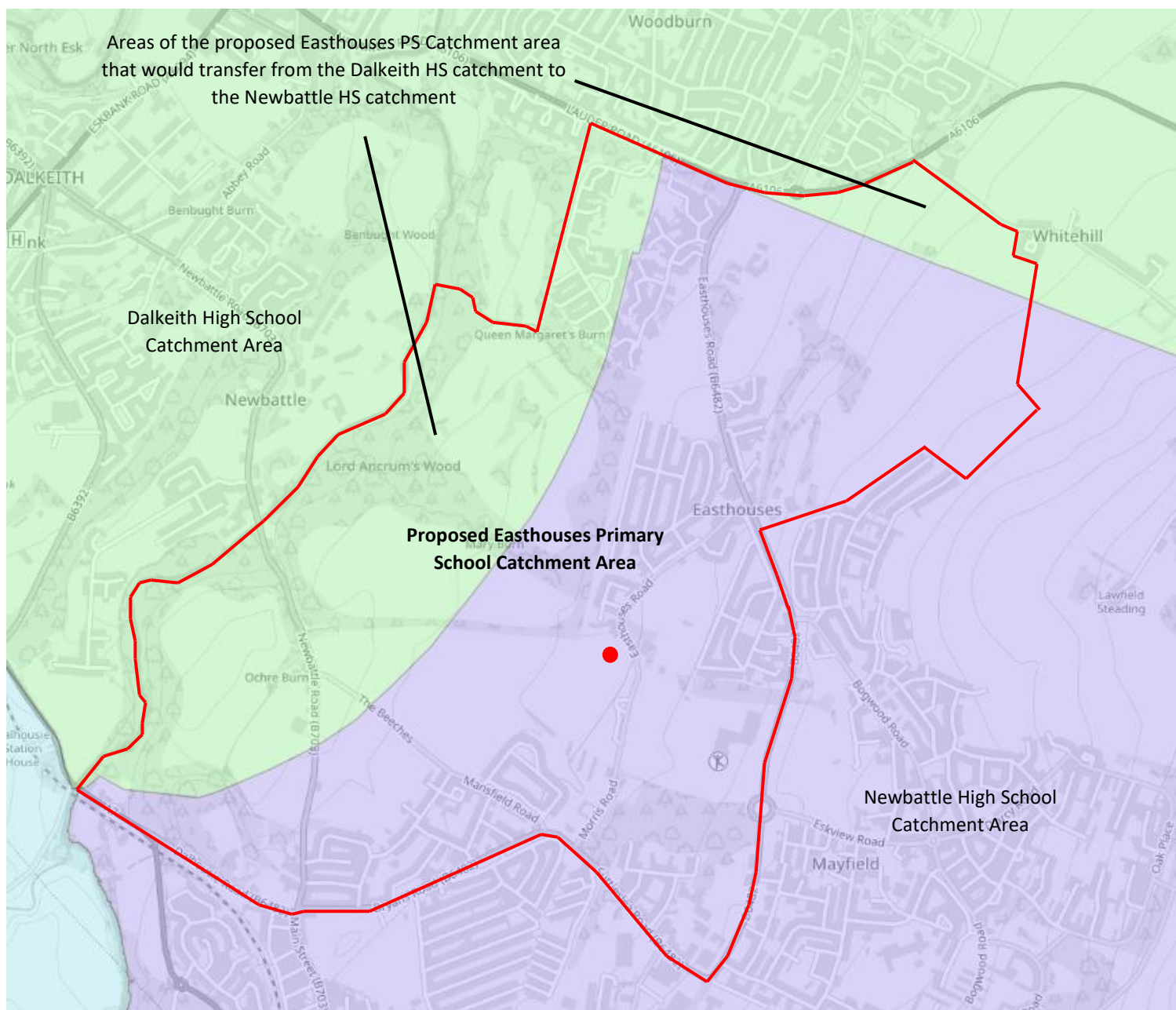
What happens if you have two houses and one is in the catchment area but the other isn't?

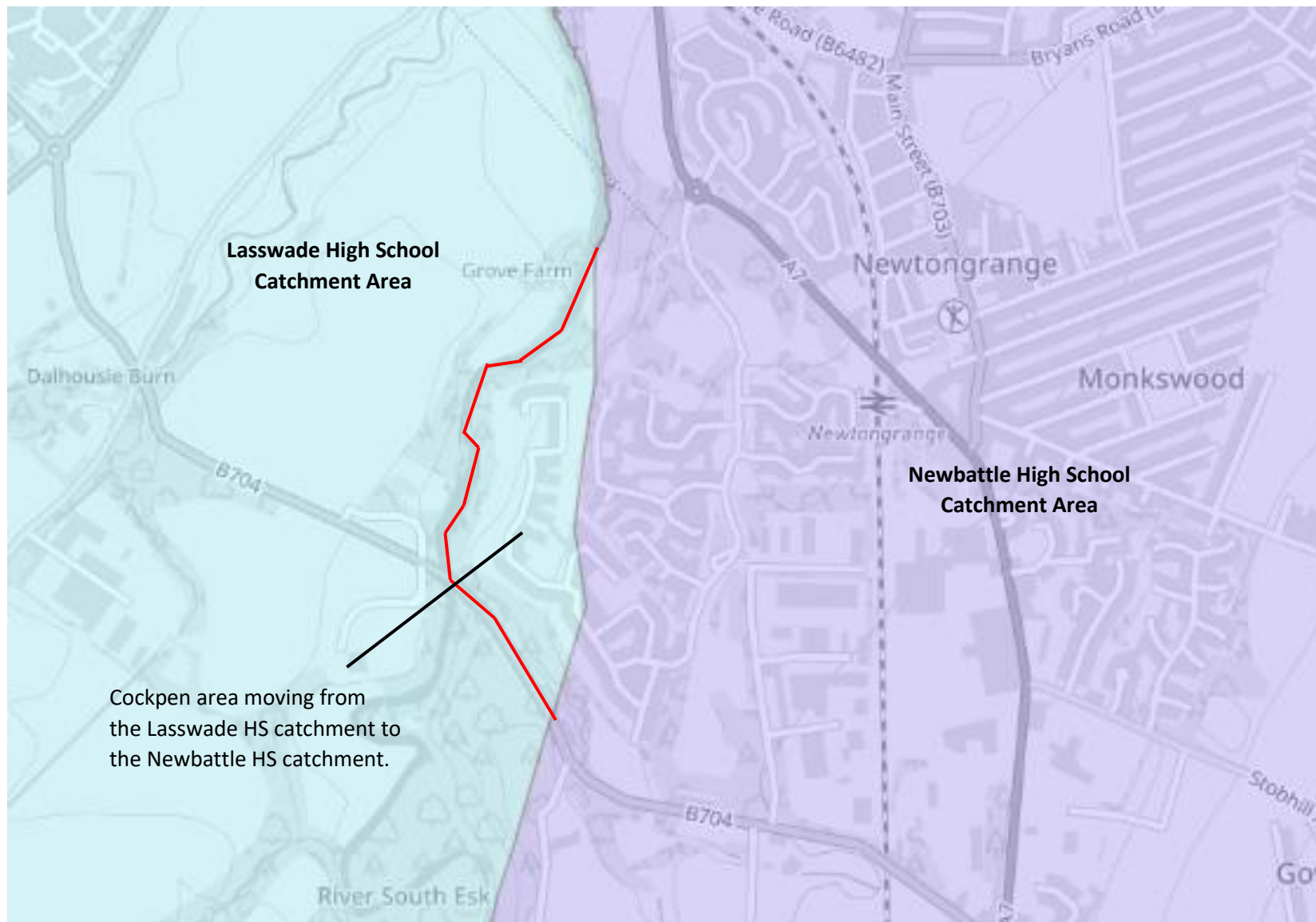
GC replied – we would use the main contact address that has been given as your catchment address.

Appendix 3: Proposed Catchment Maps









**Lasswade High School
Catchment Area**

**Newbattle High School
Catchment Area**

Cockpen area moving from
the Lasswade HS catchment to
the Newbattle HS catchment.

Appendix 4: Pupil Transition Tables

Easthouses Primary School Transition Table

Current Year Group					
2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
		2 years old			
		ELC*(Ante Pre-school)	ELC*(Ante Pre-school)		
		ELC*(Pre-school)	ELC*(Pre-school)	ELC*(Pre-school)	
P1	P1	P1	P1	P1	P1
P2	P2	P2	P2	P2	P2
P3	P3	P3	P3	P3	P3
P4	P4	P4	P4	P4	P4
P5	P5	P5	P5	P5	P5
P6	P6	P6	P6	P6	P6
P7	P7	P7	P7	P7	P7

Legend:



Children will have the choice of Newbattle HS or Dalkeith HS



Children will attend Newbattle HS, but can make a placing request for their former catchment secondary school.



Children may attend their previous primary catchment school **if** they already have a sibling attending that school. Otherwise they will attend the new school.



Not affected

Bonnyrigg and Newtongrange PS Transition Table

Current Year Group				
2022/23	2023/24	2024/25	2025/26	2026/27
	2 years old			
	ELC*(Ante Pre-school)	ELC*(Ante Pre-school)		
	ELC*(Pre-school)	ELC*(Pre-school)	ELC*(Pre-school)	
P1	P1	P1	P1	P1
P2	P2	P2	P2	P2
P3	P3	P3	P3	P3
P4	P4	P4	P4	P4
P5	P5	P5	P5	P5
P6	P6	P6	P6	P6
P7	P7	P7	P7	P7

Legend:



Children will have the choice of Newbattle HS or Lasswade HS



Children will attend Newbattle HS but can make a placing request for their former catchment secondary school.



Children may attend their previous primary catchment school **if** they already have a sibling attending that school



Not affected

Appendix 5: Frequently Asked Questions

Easthouses Education Consultation

Frequently Asked Questions

Q. What stage of school will my child need to be in when the catchment changes take place to be eligible to attend either their current or proposed catchment secondary school?

Any child who is commencing P5 and above in August 2023 at Bonnyrigg PS and P5 and above in August 2024 at King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS will be eligible to attend their choice of their current or proposed catchment secondary school.

Q. What happens if I have a child already attending their current catchment primary school who has a younger sibling that is not yet at school?

A. If the younger sibling starts primary school within 3 years of the date the catchment areas are changed (i.e. by August 2027 for the Easthouses catchment area and August 2026 for the change in the Newtongrange and Bonnyrigg PS catchment area) and they have an elder sibling already attending their current catchment primary school, they would be able to attend either their current or proposed new catchment school. If the younger sibling starts more than three years from the date the catchment areas are changed (i.e. after August 2027 for the Easthouses catchment area and August 2026 for the change in the Newtongrange and Bonnyrigg PS catchment area) then they can make a placing request to their former catchment school. Places are allocated in line with the council's Admission to Primary and Secondary Schools [policy](#) When considering placing requests, children with siblings attending a school are given higher priority than those who do not.

Q. What secondary school would my child attend if they live in the Wester Kippielaw area but attend St David's RCPS?

A. All pupils who attend a Roman Catholic primary school in Midlothian, including St David's Roman Catholic Primary School, are automatically registered at St David's Roman Catholic High School. This will not change if the catchment area for Easthouses Primary School is established as proposed.

Some pupils who attend a Roman Catholic primary school choose not to attend St David's Roman Catholic High School and put in a placing request to either their catchment non-denominational secondary school or to another non-denominational secondary school. Currently the catchment non-denominational secondary school for pupils living in the Wester Kippielaw area is Dalkeith High School. If the Easthouses primary school catchment area is established as proposed, the catchment non-denominational secondary school for this area will become Newbattle High School.

Appendix 6: Education Scotland Report

Report by Education Scotland addressing educational aspects of the proposal by Midlothian Council to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

May 2023

1. Introduction

1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Midlothian Council's proposal to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' overall view of the proposal. Upon receipt of this report, the Act requires the council to consider it and then prepare its final consultation report. The council's final consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision.

1.2 HM Inspectors considered:

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

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

- attendance at the public meeting held on 29 March 2023 in connection with the council's proposals;
- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and

- visits to the sites of Kings Park, Lawfield, Mayfield, Newtongrange, Woodburn and Bonnyrigg Primary Schools and Newbattle, Dalkeith and Lasswade High Schools, including discussion with relevant consultees.

2. Consultation process

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

2.2 The consultation ran from 27 February until 23 April 2023. Papers for the consultation were available via the council's website and at a variety of public offices. A public meeting was held in Newbattle High School on 29 March 2023. It was attended by nine members of the public and a few members of staff from Midlothian Council. Members of the public were encouraged to respond to the consultation by email, either to the address given on the council website or directly to the Head of Education. Following the public meeting the council sent out further information regarding transition to secondary schools, along with a reminder about the closing date for responses.

Following this they received correspondence from the Chair of Bonnyrigg Primary School Parent Council. They requested clarification regarding the housing in their area that would be impacted by the proposed changes as they suggested that this was not clear. The council responded quickly to address the misunderstanding by sending out a response to detail the affected properties and received no further questions. Two hundred and twenty-five returns were received by the council in response to the consultation and almost all were in favour of the proposal. Many responders recognise the benefits of a new school in Easthouses which will provide a range of facilities benefitting the local community.

3. Educational aspects of proposal

3.1 HM Inspectors agree with the educational benefits the council sets out in its proposal. Almost all stakeholders that met with HM Inspectors recognise the educational benefits of a new primary school with provision for additional support needs and early years and childcare provision. A few parents and staff felt that it was important to maintain the identity of communities and so are supportive, in principle, of children attending their local school. A few primary school children who met with HM Inspectors agreed that a new school offered good opportunities for learning and making new friends. A few secondary school staff agreed that the proposed catchment changes should assist in alleviating pupil roll numbers in those schools that are nearing capacity. A few stakeholders thought that the council's commitment to allow siblings to continue to attend the same school is important. Several stakeholders raised concerns about potential increase in traffic around the new Easthouses Primary School and the importance of safe routes to school.

3.2 The proposed catchment changes impact on a few houses in the Cockpen area of Newtongrange. A few parents are concerned about the potential negative impact on their children such as losing well established friendship groups. They noted that the children from the Cockpen area who have confirmed places in August 2023 or younger children at Bonnyrigg Primary School will require placing requests in future to transition to Lasswade High School. These parents suggest that the proposed catchment changes are too soon and do not allow families to make informed choices. They are concerned that should placing requests for a primary or secondary school not be approved, children and young people would not transition to secondary school with their peers or friendship groups. HM Inspectors

suggest that the council should discuss the impact of the proposals with parents to allay their concerns.

4. Summary

HM Inspectors agree that the proposal to establish a new primary school at Easthouses will bring clear educational benefits for the children attending. The inclusion of an additional early years and additional support needs provision is also welcomed. However, a few parents in the Cockpen area of Newtongrange have ongoing worries regarding the impact of the proposal. Should the proposal go ahead, the council needs to engage with those parents to find ways to address their concerns.

HM Inspectors
May 2023

Schools (Consultation) (Scotland) Act 2010

Report by Education Scotland addressing educational aspects of the proposal by Midlothian Council to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

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HM Inspectors
May 2023

Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability



Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability

Title of Policy/ Proposal	Proposed establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.
Completion Date	01/06/2023
Completed by	Katy Johnstone
Lead officer	Katy Johnstone, Learning Estate Resource Officer

Type of Initiative:

Policy/Strategy	<input type="checkbox"/>	New or Proposed	<input checked="" type="checkbox"/>
Programme/Plan	<input type="checkbox"/>	Changing/Updated	<input type="checkbox"/>
Project	<input type="checkbox"/>	Review or existing	<input type="checkbox"/>
Service	<input type="checkbox"/>		
Function	<input type="checkbox"/>		
Other		

1. Briefly describe the policy/proposal you are assessing.

The establishment of a new primary school and its associated catchment area within the land at Easthouses and the realignment of the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

2. What will change as a result of this policy?

Subject to the outcome of the consultation:

- A new primary school catchment area will be established for Easthouses and the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School will be realigned;
- A new primary school with early learning and childcare provision and specialist ASN provision will be established for the proposed Easthouses primary catchment area;
- The new primary school will open on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- A realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;

- A realignment of the catchment areas of Dalkeith High School and Newbattle High School.

3. Do I need to undertake an Integrated Impact Assessment?

High Relevance	Yes/no
1. The policy/ proposal has consequences for or affects people	Yes
2. The policy/proposal has potential to make a significant impact on equality	No
3. The policy/ proposal has the potential to make a significant impact on the economy and the delivery of economic outcomes	No
4. The policy/proposal is likely to have a significant environmental impact	No
Low Relevance	
5. The policy/proposal has little relevance to equality	No
6. The policy/proposal has negligible impact on the economy	No
7. The policy/proposal has no/ minimal impact on the environment	Yes
If you have identified low relevance please give a brief description of your reasoning here and send it to your Head of Service to record.	

If you have answered yes to 1, 2, or 3 above, please proceed to complete the Integrated Impact Assessment.

If you have identified that your project will have a significant environmental impact (4), you will need to consider whether you need to complete a Strategic Environmental Assessment.

4. What information/data/ consultation have you used to inform the policy to date?

Evidence	Comments: what does the evidence tell you?
Data on populations in need	In order to ensure the Council meets its statutory obligations and provides sufficient school capacity, we produce to school roll projections. The roll projections are produced bi-annually and use data sets such as births, housing, census numbers, staying on rates. Our projections show that schools in the Easthouses area are facing capacity pressures which the new primary school at Easthouses will help to alleviate.
Data on service uptake/access	The proposed school has no pupils however in order to reduce capacity pressures it is expected that there will be an uptake of places.
Data on quality/outcomes	The proposed Easthouses PS will provide a new two stream school providing places for 459 children; an Additional Support Needs provision with 16 places, to support children with social, emotional or behavioural needs; and 80 Early Years places. It proposes to offer a range of high-quality facilities throughout and has been designed to provide a variety of modern teaching, learning and nurturing environments which meet the needs of every child. It proposes to support the different ways we all learn, and will be a vital community asset to serve and provide spaces for our community to use.
Research/literature evidence	As above regarding, roll projections.
Service user experience information	There are no pupils currently attending the proposed school.
Consultation and involvement findings	Refer to consultation report published 5 June 2023 including report from Education Scotland. https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation

Good practice guidelines	N/A
Other (please specify)	N/A
Is any further information required? How will you gather this?	No.

5. How does the policy meet the different needs of groups in the community?

	Issues identified and how the strategy addresses these
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<p>Equality Groups</p> <ul style="list-style-type: none"> <input type="checkbox"/> Older people, people in the middle years, <input type="checkbox"/> Young people and children <input type="checkbox"/> Women, men and transgender people (includes issues relating to pregnancy and maternity) <input type="checkbox"/> Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems) <input type="checkbox"/> Minority ethnic people (includes Gypsy/Travellers, migrant workers, non-English speakers) <input type="checkbox"/> Refugees and asylum seekers <input type="checkbox"/> People with different religions or beliefs (includes people with no religion or belief) <input type="checkbox"/> Lesbian, gay, bisexual and heterosexual people <input type="checkbox"/> People who are unmarried, married or in a civil partnership 	<p>The proposed new primary school will include spaces that can be used by the wider community as well as by young people attending the school.</p> <p>All groups will be able to access the community facilities provided within the new build.</p> <p>The proposed new school will be fully accessible and compliant with all statutory equalities legislation.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p>
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<p>Those vulnerable to falling into poverty</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unemployed <input type="checkbox"/> People on benefits <input type="checkbox"/> Single Parents and vulnerable families <input type="checkbox"/> Pensioners <input type="checkbox"/> Looked after children <input type="checkbox"/> Those leaving care settings (including children and young people and those with illness) <input type="checkbox"/> Homeless people <input type="checkbox"/> Carers (including young carers) <input type="checkbox"/> Those involved in the community justice system <input type="checkbox"/> Those living in the most deprived communities (bottom 20% SIMD areas) <input type="checkbox"/> People misusing services 	<p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p>
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<input type="checkbox"/> People with low literacy/numeracy <input type="checkbox"/> Others e.g. veterans, students	<p>All groups will be able to access the community facilities provided within proposed the new build.</p> <p>All groups will be able to access the community facilities provided within proposed the new build.</p>
<p>Geographical communities</p> <input type="checkbox"/> Rural/ semi rural communities <input type="checkbox"/> Urban Communities <input type="checkbox"/> Coastal communities	<p>No positive or negative impact identified</p> <p>No positive or negative impact identified</p> <p>N/A there are no coastal communities in Midlothian.</p>

6. Are there any other factors which will affect the way this policy impacts on the community or staff groups?

Not identified.

7. Is any part of this policy/ service to be carried out wholly or partly by contractors?

If yes, how have you included equality and human rights considerations into the contract?

Yes, the project will be carried out in the main by external contractors, who have equalities, human rights and inclusivity as part of their company charters.

8. Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?

We informed consultees that we would provide copies of the proposal in alternative formats or translated for readers whose first language is not English. We published the consultation documents and reports on our website in formats where they should be accessible by screen-readers.

9. Please consider how your policy will impact on each of the following?

Objectives	Comments
Equality and Human rights	
Promotes / advances equality of opportunity e.g. improves access to and quality of services, status	The proposed new school with the specialised facilities for pupils with additional support needs will ensure these learners will receive enhanced specialist support.
Promotes good relations within and between people with protected characteristics and tackles harassment	Not anticipated to positively or negatively impact upon this objective.
Promotes participation, inclusion, dignity and self control over decisions	Not anticipated to positively or negatively impact upon this objective.
Builds family support networks, resilience and community capacity	By building the proposed new school at the heart of a new community at Easthouses it will provide a hub for learning, activities and facilities that will make a contribution to improving people's health and wellbeing, adding to the strength and vibrancy of its community.
Reduces crime and fear of crime	Not anticipated to positively or negatively impact upon this objective.
Promotes healthier lifestyles including <ul style="list-style-type: none"> <input type="checkbox"/> diet and nutrition, <input type="checkbox"/> sexual health, <input type="checkbox"/> substance misuse <input type="checkbox"/> Exercise and physical activity. <input type="checkbox"/> Lifeskills 	Not anticipated to positively or negatively impact upon this objective.
Environmental	
Reduce greenhouse gas (GHG) emissions in East Lothian/Midlothian (including carbon management)	In order to ensure that the vision, aims and objectives of the Midlothian Council Local Outcomes Improvement Plan (LOIP) and Climate Change strategy 2020 are being addressed a number of strategic and operational factors have been considered as part of the proposed new school building, such as:
Plan for future climate change	
Pollution: air/ water/ soil/ noise	
Protect coastal and inland waters	
Enhance biodiversity	

Encourage resource efficiency (energy, water, materials and minerals)	<ul style="list-style-type: none">• Reduction of operational energy consumption to be in line with the Learning Estate Investment Programme targets;• Strict construction embodied carbon targets to be met;• Low carbon and zero waste processes to be implemented during the construction phase;• Circular economy agenda to be promoted.
Public Safety: Minimise waste generation/ infection control/ accidental injury /fire risk	
Reduce need to travel / promote sustainable forms or transport	
Improves the physical environment e.g. housing quality, public and green space	
Economic	
Maximises income and /or reduces income inequality	N/A
Helps young people into positive destinations	N/A There are currently no pupils at the proposed new school.
Supports local business	N/A
Helps people to access jobs (both paid and unpaid)	N/A
Improving literacy and numeracy	N/A There are currently no pupils at the proposed new school.
Improves working conditions, including equal pay	N/A
Improves local employment opportunities	N/A

10. Action Plan

Identified negative impact	Mitigating circumstances	Mitigating actions	Timeline	Responsible person
The building of a new school may cause some environmental disruption.	The Council must ensure that capacity pressures in all schools are managed to improve learning experiences. The construction of the school will comply and adhere to all statutory construction, building and	<ul style="list-style-type: none"> Reduction of operational energy consumption to be in line with the Learning Estate Investment Programme targets; Strict construction embodied 	During build and operation of proposed new School	

	environmental legislation	<p>carbon targets to be met;</p> <ul style="list-style-type: none"> • Low carbon and zero waste processes to be implemented during the construction phase; • Circular economy agenda to be promoted. 		

11. Sign off by Head of Service



Name: Michelle Strong
Date: 02 June



Midlothian Council

Children, Young People and Partnerships Directorate

Statutory School Consultation

THIS IS A PROPOSAL DOCUMENT

This consultation is on the following proposal:

Proposal to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

Subject to the outcome of this consultation exercise:

- A new primary school catchment area will be established for Easthouses and the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School will be realigned;
- A new primary school with early learning and childcare provision and specialist ASN provision will be established for the proposed Easthouses primary catchment area;
- The new primary school will open on its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- A realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- A realignment of the catchment areas of Dalkeith High School and Newbattle High School.

The following schools are directly affected by this proposal:

- King's Park Primary School
- Lawfield Primary School
- Newtongrange Primary School
- Woodburn Primary School
- Mayfield Primary School
- Bonnyrigg Primary School
- Dalkeith High School
- Lasswade High School
- Newbattle High School

The following schools are indirectly affected by the proposal:

- Gore Glen Primary School
- Gorebridge Primary School
- Moorfoot Primary School
- Stobhill Primary School
- Burnbrae Primary School

- Hawthornden Primary School
- Lasswade Primary School
- Loanhead Primary School
- Rosewell Primary School
- Danderhall Primary School
- Tynewater Primary School

In accordance with the *Schools (Consultation) (Scotland) Act 2010*, Midlothian Council wants to hear your views on the proposal to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

Within this consultation paper you will find information about the proposal, the reasons behind it, its likely impact and how you can tell us what you think about it. A short questionnaire is included within the proposal. (Appendix 6)

Midlothian Council hopes that as many of you as possible will complete the questionnaire and would like to thank you in advance for taking the time to share your views as they are extremely important to us.

We would like to be as open as possible with the results of this consultation so please note that your response will be anonymised and made public at the end of the consultation period. You may wish to ensure that you do not give any identifying details in your response. If you don't wish your response to be made public, you can specify this in the questionnaire and within any written response.

Distribution

A copy of this document is available on the Midlothian Council website:

<https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation>

A summary of this document will be provided to:

- The Parent Councils of the affected schools
- The parents of the pupils at the affected schools
- Parents of children expected to attend an affected school within 2 years of the date of publication of this Proposal Document
- The pupils, deemed to be of suitable age and maturity to be able to communicate a view on the proposal, at the affected schools
- The teaching and ancillary staff at the affected schools
- The trade unions and professional association representatives of the above staff
- Midlothian Councillors
- Community Council of Bonnyrigg and District, Community Council of Dalkeith and District, Community Council of Danderhall and District, Community Council of Eskbank and Newbattle, Community Council of Gorebridge, Community Council of Mayfield and Easthouses, Community Council of Moorfoot, Community Council of Newtongrange, Community Council of Rosewell and Community Council of Tynewater.
- Community Planning Partnership
- Relevant users of the affected schools
- Constituency MP and MSP
- Education Scotland

A copy of this document is also available from:

- King's Park Primary School, 20 Croft Street, Dalkeith, EH22 3BA
- Lawfield Primary School, 26 Lawfield Road, Mayfield, Dalkeith, EH22 5BB
- Newtongrange Primary School, 43 Sixth Street, Newtongrange, Dalkeith, EH22 4LB
- Woodburn Primary School, 5 Cousland Road, Dalkeith, EH22 2PS
- Mayfield Primary School, Stone Avenue, Mayfield, Dalkeith, EH22 5PB
- Bonnyrigg Primary School, Sherwood Community Centre, 1 Cockpen Road, Bonnyrigg, EH19 3HR
- Dalkeith High School, 2 Cousland Road, Dalkeith, EH22 2PS
- Lasswade High School, 9A Eskdale Drive, Bonnyrigg, EH19 2LA
- Newbattle High School, Newbattle Community Campus, Newbattle Road, Easthouses, Dalkeith, EH22 4SX
- Midlothian House, 40 – 46 Buccleuch Street, Dalkeith, EH22 1DN

This document can be made available in alternative formats or in translated form for readers whose first language is not English.

If you would like this document in another language or format, or if you require the services of an interpreter, please call 0131 270 7500 or email: enquiries@midlothian.gov.uk

To be taken into consideration, responses to the consultation must be received by **23/04/2023**. These can be made electronically through the online consultation questionnaire at [EducationConsultation@midlothian.gov.uk](https://www.midlothian.gov.uk/educationconsultation).

Written responses can be returned to:

Easthouses Education Consultation, Freepost SCO 622, Midlothian Council, Dalkeith EH22 1DN

The affected consultees are:

The pupils attending Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools

The pupils attending Dalkeith, Lasswade and Newbattle High Schools

The Parent Councils and parents/carers of Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools

The Parent Councils and parents/carers of Dalkeith, Lasswade and Newbattle High Schools

The parents / carers of pupils and children expected to attend Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools, as well as Dalkeith, Lasswade and Newbattle High Schools within two years of the date of publication of the proposal paper

The staff employed by the Council and based at Bonnyrigg, King's Park, Lawfield, Mayfield, Newtongrange and Woodburn Primary Schools

The staff employed by the Council and based at Dalkeith, Lasswade and Newbattle High Schools

The Trade Union and Professional Associations Representatives of the above staff

The Community Councils of Bonnyrigg and District, Dalkeith, Danderhall and District, Eskbank and Newbattle, Gorebridge, Mayfield and Easthouses, Moorfoot, Newtongrange, Rosewell, and Tynewater.

The Community Planning Partnership

Consultation with Children and Young People

Pupils in the directly affected schools will be consulted on this proposal in accordance with the Children's Commissioner Guidance and further information will be provided to parents/carers via their child's school.

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Section A: Summary of Process for this Proposal Document

Schools (Consultation) (Scotland) Act 2010

1. The Council has a number of statutory duties relating to the provision of education in its area including the statutory consultation that must be undertaken when proposing a permanent change to any of their schools, including Nursery Schools, such as closure, relocation or change of catchment area. The *Schools (Consultation) (Scotland) Act 2010* principle purpose is:

“to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools.”

2. This Proposal Document has been prepared in accordance with the Schools (Consultation) (Scotland) Act 2010, having regard to the statutory guidance published by the Scottish Government on 14 May 2015, both of which are available for reference at the following websites:

Schools (Consultation) (Scotland) Act 2010:

<http://www.legislation.gov.uk/asp/2010/2/contents>

Statutory Guidance (14 May 2015):

<http://www.gov.scot/Publications/2015/05/4615>

3. The process for consultation, summarised in this section, details how the Council is undertaking this consultation.

Consideration by Council

4. The Education (Scotland) Act 1980 places a legislative duty on the Council to ensure the adequate and efficient provision of school education in their area. This duty applies in respect of both the current school population and anticipated pattern of demand. In addition, Councils have a statutory duty to secure best value in terms of the Local Government in Scotland Act 2003.
5. This Proposal Document has been issued to seek views on the proposals in this paper and report back to Midlothian Council on the outcome of the consultation in order that the Council can make a decision on any proposed changes.

Proposal Document issued to consultees and published on Midlothian's website

6. An information leaflet setting out details about the proposal and consultation meetings will be issued to the consultees listed on page 3. Advice on where the complete Proposal Document can be obtained will be included and published on <https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation>
7. If requested, copies of the Proposal Document will also be made available in alternative formats or translated for readers whose first language is not English.

8. A “Frequently Asked Questions” (FAQs) document has also been prepared which is also available on <https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation>

Publication of advertisement in local newspapers

9. An advertisement will be placed in the Midlothian Advertiser and an announcement will be made on the Council’s website and social media platforms.

Length of Consultation Period

10. The consultation period will commence on 27/02/23 and will last until on 23/04/23 being a period of 8 weeks, which also includes the minimum 30 school days.

Format of Public Meetings

11. A public meeting will be held on Wednesday 29th March, the details of which are set out below in paragraphs 18-22.

Involvement of Education Scotland

12. When the Proposal Document is published, a copy will be sent to Education Scotland by Midlothian Council. Education Scotland will also receive a copy of any relevant written representations that are received by the Council from any person during the consultation period, or if Education Scotland agree, a summary of them. Additionally, Education Scotland will receive a summary of any oral representations made to the Council at the public meetings and drop in sessions that will be held and, as available, a copy of any other relevant documentation.
13. Education Scotland require three weeks within which to prepare a report on the educational aspects of the proposal after the Council has sent them all the representations and documents as mentioned above. The three-week period will not start until after the consultation period has ended. In preparing their report, Education Scotland may visit the affected schools and make such reasonable enquiries of such people there as they consider appropriate.

Preparation of the Consultation Report

14. The Council will review the proposal having regard to the Education Scotland report, written representations that it has received and oral representations made to it by any person at the public meeting, drop in sessions and consultation activities with key stakeholders. It will then prepare a Final Consultation Report. The report will be published in electronic and printed formats and will be advertised in the local newspaper. It will be available on the Council website, from the affected schools and by request from Council Headquarters, Midlothian House, Dalkeith. Anyone who has made written representations during the consultation period will also be informed about the report. The Consultation Report will include a record of the total number of written representations made at the public meetings and drop in sessions, the Council’s response to the Education Scotland report as well as any written or oral representations it has received, together with the Education Scotland report and other relevant information. It will also set out the actions the Council has taken to address any alleged inaccuracies and omissions notified to it. The Consultation

Report will also contain a statement explaining how it complied with the requirement to review the proposal in light of the Education Scotland Report and representations (both written and oral) that it received. The Consultation Report will be published and be available for further consideration for a period of 3 weeks.

Decision

15. The Consultation Report together with any other documentation will be considered after the end of the 3-week period, by the Council who will come to a final decision on this matter.

Scottish Ministers Call-in

16. This proposal does not concern a school closure and as such does not require the Council to notify Scottish Ministers after the Council takes its final decision.

Note on Corrections

17. If any inaccuracy or omission is discovered in this Proposal Document either by the Council or any person, the Council will determine if relevant information has been omitted or there has been an inaccuracy. It may then take appropriate action which may include the issue of a correction or the reissuing of a Proposal Paper or the revision of the timescale for the consultation period if appropriate. In that event, relevant consultees and Education Scotland will be advised. The person, or persons who have raised concerns will receive an individual response to their submission.

Public Meeting and Drop-In Session

18. A formal in person public meeting and virtual public drop in sessions will be held to discuss the proposal. The public meeting, which will be convened by Midlothian Council, will be addressed by the Executive Director, Children, Young People and Partnerships Directorate and other senior officers of the Council, and chaired by an independent person.

19. The public meeting will be an opportunity to:

- Hear more about the proposal
- Ask questions about the proposal
- Have your views minuted so that they can be taken into account as part of the consultation process

20. The public meeting will be held in person at 7pm in Newbattle High School on 29/03/23.

21. Virtual drop-in sessions will be held on 14/03/23 and 23/03/2022, there will be 20 minute time slots available from 2pm to 4pm and 5pm to 7pm please contact EducationConsultation@midlothian.gov.uk to book a time.

22. A minute will be taken at the public meeting of comments, questions and officer responses. A summary of the points raised and responded to will be added to the FAQs published on the Council website. The minute will be forwarded to Education

Scotland along with all other submissions and comments that are received by the Council during the consultation process as explained above.

Section B: Proposal for Consultation

Introduction

1. The *Education (Scotland) Act 1980* places a legislative duty on the Council to make adequate and efficient provision of school education across its area. This duty applies in respect of both the current school population and anticipated pattern of demand.
2. Section 3D of the *Standards in Scotland's Schools etc. Act 2000* (as inserted by Section 2 of the *Education (Scotland) Act 2016*) introduces a requirement on education authorities to carry out their duty to ensure the delivery of improvement in the quality of school education which is provided in the schools they manage, with a view to achieving the strategic priorities of the National Improvement Framework. It is, therefore, the duty of the education authority to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children to their fullest potential.
3. A National Review of the implementation of additional support for learning in schools was carried out by Angela Morgan (2020) on behalf of the Scottish Government. It considered the implementation of additional support for learning legislation and how this applied to practice across authorities. In seeking to take forward improvements to the education provision for learners with additional support needs, the Education Service undertook a review of Additional Support for Learning including specialist provisions within its schools ([Midlothian Council > Meetings \(cmis.uk.com\)](https://cmis.uk.com/))
4. In addition, Councils have a statutory duty to secure best value in terms of the *Local Government in Scotland Act 2003* by continuous improvement in performance of the local authority's functions, while maintaining an appropriate balance between quality and cost and having regard to economy, efficiency, effectiveness, equal opportunities and the achievement of sustainable development. To achieve best value and optimum efficiency, the organisation of the school estate is therefore kept under regular review, including the need for school provision and other factors, such as altering catchment areas.

Midlothian's Vision for Education

5. The Council is ambitious for the future of Midlothian. By working together as a Community Planning Partnership, individuals and communities will be able to lead healthier, safer, greener and successful lives by 2030. No child or household need live in poverty. Midlothian will be a Great Green Place to Grow by achieving our net zero carbon ambitions
6. Our outcomes for the next 5 years are:
 - Individuals and communities have improved health and learning outcomes
 - No child or household living in poverty
 - Significant progress is made towards net zero carbon emissions by 2030

7. We continue to aspire to deliver a world-class education system through equity and excellence. Our vision is to provide the highest quality inclusive education, learning and employability service for all individuals and families in Midlothian. To realise this vision we will support the priorities set out in the Single Midlothian Plan, Getting it Right for Every Child and will:
- give all our children the best possible start in life, providing an inclusive learning environment that builds resilience;
 - ensure that every young person has the opportunity to be a successful learner, confident individual, responsible citizen and an effective contributor who is healthy and happy, especially those who are care experienced;
 - work with our communities to promote high expectations which deliver the best educational outcomes for all learners; and
 - Celebrate diversity, reduce inequalities and remove barriers to learning.

Background and context

8. As part of Midlothian's Learning Estate Strategy 2017-2047, it was identified that a new two stream primary school would be required to address capacity pressures across the Newbattle High School associated school group.
9. At a meeting of Midlothian Council on 8th May 2018 the Director of Education, Communities and Economy was instructed to undertake a consultation on the establishment of a new school and catchment area at Easthouses.
10. Following review of the possible sites for this new primary school it was proposed that part of the site of the former Newbattle High School be used as a suitable location for this new primary school. An initial feasibility drawing was developed to demonstrate that the site could accommodate a new primary school.
11. At a meeting of Midlothian Council on 12th February 2019 the Director of Education, Communities and Economy was instructed to undertake a statutory consultation on a primary school on the former Newbattle High School site and report back to council.
12. An update to the Learning Estate Strategy was approved at full council December 2022 and also included the Council's strategy for the provision of specialist provisions and services across its estate.
13. The proposed new primary school will alleviate capacity pressures at schools in the Newbattle High School Associated School Group.
14. In the process of creating the proposed new Easthouses PS catchment area the historical catchment boundary issue surrounding the Cockpen area of Newtongrange was identified.
15. The proposal to realign the Cockpen area of Newtongrange from the Bonnyrigg PS catchment area to the Newtongrange PS catchment area will align this area with its settlement and ensure that the catchment boundary will not split streets in the area.

Midlothian Council Learning Estate Strategy 2017-2047 (Update):

16. The Learning Estate is a significant and valuable resource for the communities of Midlothian.

17. Education remains a key priority for the Council and The Learning Estate Strategy plays an integral role in supporting the National Strategy and informs the Council's Strategic Priorities.
18. The Strategic Plan commits to increasing skills for learning, life and work as well as enhancing life opportunities, aligning with the national aim to give every child and young person the best possible start in life.
19. The Learning Estate Strategy seeks to provide improved, flexible and adaptable learning environments to deliver 21st century education as part of a wider place making agenda. This vision is key to meet the principles of Scotland's Learning Estate Strategy and to address the three key national education and skills priorities:
 1. Getting it Right for Every Child (GIRFEC)
 2. Curriculum for Excellence (CfE)
 3. Developing the Young Workforce (DYW)
20. The following core principles are to be embedded into Midlothian Council's Learning Estate and underpin the project proposals for the new Easthouses Primary School :
 - Promoting excellence and equity by delivering a more equitable distribution in learning opportunities by ensuring that every one of our children has the right to aim for excellence and to attain excellence in multiple ways
 - Interrupting the cycle of poverty by school hubs having a role at the heart of their community to help address the inequalities that reduce life chances;
 - Getting it right for every Midlothian child by utilising the school estate to deliver early intervention strategies through, where possible, the co-location of services together with a family learning approach;
 - Taking a community-based approach to building schools which meet the needs of communities and enhance the lives of all those who live in those communities.
 - In short, we aspire to create a learning estate that enhances communities and at its heart supports children and young people through their learning journey from early years, primary and secondary school, college or university to the world of employment, education or training equipped with the skills for life, work and learning both they and society will need to succeed in the growing global knowledge economy of the 21st century.

Midlothian Council Strategy for Digital Learning - 'Learning in the Digital Age' (2016)

"Midlothian will take full advantage of the opportunities offered by technology to equip children and young people with the knowledge and digital skills essential for learning, life and work in the 21st century."

21. This aspiration in addition to the Council's commitment to provide every school-age pupil living in Midlothian with a digital learning device as part of the Council's £10.5m

investment will be realised by ensuring that the core infrastructure at the new Easthouses Primary School to be fully functional from day one to ensure good quality connectivity for all.

Right Respecting Schools (RRS)

22. Midlothian Councils vision seeks to put the UN Convention on the Rights of the Child at the heart of each and every schools ethos and culture. Midlothian Councils aim is to improve well-being and develop every child's talents and abilities to their full potential.
23. Teaching children about their rights can reduce exclusions and bullying, improve teacher-pupil relationships, raise attainment and make for more mature, responsible students according to re-search published by Unicef UK.
24. Within Midlothian, a number of schools are embracing this approach and embedding the Right Respecting Schools (RRS) principles in their school improvement plans, featuring it within the curriculum programme, promoting children's rights on a daily basis in class and displaying class charters in the school. These principles will be integral to the Easthouses Primary School's ethos.

Meeting National Outcomes

25. The National strategy recognises the importance of the learning estate in supporting outcomes that are necessary for a more successful Scotland. This vision is for: 'A learning estate which supports excellence and equity for all'.
26. The National Learning Estate Strategy is aligned to the education policy aims set out in the National Improvement Framework (NIF) of achieving excellence and equity for all children and young people and closing the poverty related attainment gap.
27. The National strategy sets out ten guiding principles which are:
 1. Learning environments should support and facilitate excellent joined up learning and teaching to meet the needs of all learners;
 2. Learning environments should support the wellbeing of all learners, meet varying needs to support inclusion and support transitions for all learners;
 3. The learning estate should be well-managed and maintained, making the best of existing resources, maximising occupancy and representing and delivering best value;
 4. The condition and suitability of learning environments should support and enhance their function;
 5. Learning environments should serve the wider community and where appropriate be integrated with the delivery of other public services in line with the place principle;
 6. Learning environments should be greener, more sustainable, allow safe and accessible routes for walking, cycling and wheeling and be digitally enabled;
 7. Outdoor learning and the use of outdoor learning environments should be maximised;

8. Good consultation about learning environments, direct engagement with learners and communities about their needs and experiences, and an involvement in decision making processes should lead to better outcomes for all;
 9. Collaboration across the learning estate, and collaboration with partners in localities, should support maximising its full potential; and finally,
 10. Investment in Scotland's learning estate should contribute towards improving learning outcomes and support sustainable and inclusive economic growth.
28. This project incorporates the Learning Estate Strategy and NIF priorities and how they will be met through the Campus project.

Easthouses and the Local Area

29. Easthouses forms the Northern extension of the settlement of Mayfield, lying to the east of Dalkeith and the north of Newtongrange. There is rural farmland to the north east and parks, woodland and a golf course to the west.
30. The proposed site of the Easthouses Primary School is located on the old grounds of the Newbattle High School, which has been relocated across Easthouses Road to the East. The proposed site offers stunning views to the West of the site and a visual and physical connection to the residential estate to the South.

Current School and Specialist Provision Information

31. King's Park Primary School is a non-denominational school situated in the historic core of Dalkeith directly adjacent to the town centre. As at census 2022 the school had a roll of 486 pupils. The catchment area covers the Dalkeith settlement, as well as the area of Newbattle to the south and land including Dalkeith Country Park to the north and north west – bounded by The City of Edinburgh Bypass.
32. King's Park Primary School catchment area includes three allocated sites with significant housing numbers (hs2 Larkfield West, hs3 Larkfield South West and h12 Former Dalkeith High School) which are projected to increase pupil numbers at the school.
33. Midlothian has identified King's Park Primary School in Dalkeith town centre as part of its learning estate strategy as a key extension, replacement and refurbishment project to provide both additional capacity and a suitable learning environment within Dalkeith town centre.
34. Kings Park Primary School forms part of Midlothian Council's Learning Estate Investment Programme Submission to the Scottish Government, with the vision to develop and enhance the existing school with contemporary teaching, learning, dining and community spaces of the highest order while fully integrating the existing Category B Listed main building. Midlothian Council's aspirations are to upgrade its existing school estate and provide new facilities that embodies the highest principles of sustainability and accessibility.

35. Lawfield Primary School is a non-denominational school situated to the North of the Mayfield Catchment, adjacent to the Dalkeith, Newtongrange and Woodburn Catchment. As at census 2022 the school had a roll of 334 pupils and the current capacity of the school is 459. The catchment area covers the entire Easthouses settlement as well as the north of the Mayfield settlement and Kippielaw in the north, in addition there is large rural area to the east which is also incorporated into the area.
36. Lawfield Primary School catchment area includes two allocated sites (h48 Bryans and h41 North Mayfield) which are projected to increase pupil numbers at the school. The impact of these additional pupils will be reduced by the provision of the new Easthouses Primary School.
37. Mayfield Nursery School, Mayfield Primary School and St Luke's RC Primary Schools share a joint campus within the centre of Mayfield which is currently one of Scotland's most deprived areas (SIMD ranking for education/skills is 390 out of 6,976 data zones).
38. The current capacity of Mayfield Primary School is 392 pupils and the school had a roll of 259 pupils at Census 2022, with roll projections showing a significant increase in the pupil roll over the next ten to twenty years as a result of new housing developments within the area. The current catchment area for Mayfield PS includes the majority of the Mayfield settlement as well as rural land to the south.
39. There are currently four allocated housing developments in the Mayfield PS catchment area (h38(rem) South Mayfield Remainder, h49 Dykeneuk, h34(rem) East Newtongrange Remainder and h35 Lingerwood). These are significant developments which will increase pupil numbers at the school.
40. Midlothian Council has identified the need for a new school and community facility to replace the existing Mayfield and St Luke's RC Primary Schools. The age, size, and layout of the existing building, along with its running costs is making it increasingly challenging to manage, operate and maintain.
41. This is a project for Midlothian Council to create a new multi-functional and adaptive school campus to replace existing outdated buildings and community facilities in the heart of some of Midlothian's most deprived communities. This project is supported by the Scottish Government's Learning Estate Investment Programme.
42. The new Mayfield Community Campus is envisaged as a community facility with a school at its heart. The building will bring together both Mayfield Primary School and St Luke's RC Primary School accommodating 701 pupils across the two schools, as well as Early Years accommodating 120 pupils and ASN facilities for 48 pupils into a single campus that will also provide facilities that will cater for the entire community.
43. Newtongrange Primary School is a non-denominational school situated in the settlement of Newtongrange. As at census 2022 the school had a roll of 361 pupils. The catchment area includes the entirety of the settlement as well as a small area of rural land to the north. Current roll projections highlight a slow steady increase in numbers which will be reduced by the provision of the new Easthouses Primary School.

44. Newtongrange Primary School features within Midlothian Council's Learning Estate Strategy 2017 – 2047 (Update), which was presented and approved by Council December 2022. Midlothian's aspiration is to develop and enhance the existing school with contemporary teaching, learning, dining and community spaces of the highest order through an upgrade and refurbishment of the existing school improving condition and suitability and providing new facilities that embodies the highest principles of sustainability and accessibility.
45. Woodburn Primary School is a non-denominational school situated in the Woodburn area of Dalkeith. As at census 2022 the school had a roll of 650 pupils. The catchment area of the school includes Woodburn, as well as large rural areas to the north and east.
46. In order to combat the steady increase and evident forthcoming breach of capacity at Woodburn Primary School, Midlothian Council is committed to an expansion to the existing school with the provision of a new 2 storey classroom block including additional games hall, and extension to dining and kitchen facilities. It is anticipated this will be delivered by late 2024.
47. Bonnyrigg Primary School is a non-denominational school situated in Bonnyrigg. As at census 2022 the school had a roll of 409. The catchment area of the school includes the north west area of the Bonnyrigg settlement known as Sherwood, as well as an expansive rural area to the south and south east.
48. Where a child's additional support needs require additional specialist support, a referral is made to the Education Resource Group and following assessment and consultation on their needs, they may be allocated specialist support.
49. The catchment area of every Midlothian Primary School entitles any child living at an address in that area to attend their designated school as an entitled pupil.

Existing transfer arrangements between primary schools and secondary school

50. Parents/carers of children who are due to begin secondary school education in the August of any year receive a letter from Midlothian Council during November advising that their child has been registered at the secondary school in whose catchment area he/she/they lives.
51. The offer of a secondary school place is determined by the child's home address at the time of allocating secondary school places.
52. Parents who have made a successful placing request for their child to attend a particular primary school, other than their catchment school, may not be offered a place for their child in the associated secondary school if their home address is not within the catchment area for that secondary school.
53. If parents/carers do not wish their child to attend the catchment secondary school, they can decide to make a placing request to send their child to another secondary school.

54. Parents who have made successful placing requests for their children to attend other schools of their choice have to make their own transport arrangements and meet the costs thereof.

Proposed New Primary School

55. A new Easthouses Primary School project proposes to offer a range of high-quality facilities throughout and has been designed to provide a variety of modern teaching, learning and nurturing environments which meet the needs of every child.
56. The project symbolises Midlothian Council's ethos for a fully integrated community orientated building sending out a clear message on the value Midlothian Council places on the quality of the educational environment and health and well-being for children and young people, citizens of Mayfield community.
57. The school will be delivered as part of the Council's commitment to improve the infrastructure and public buildings across Midlothian, the learning outcomes and health and well-being of residents, enhance the economy and make the area a destination of choice to live, work and visit. This new learning environment will support the different ways we all learn, and will be a vital community asset to serve and provide spaces for our community to use.
58. The new Easthouses PS will provide a 21st century contemporary school with early learning and community provision for the growing Easthouses town population in this area of Midlothian. Educational demand has risen due to the planned expansion of the settlements of Easthouses, Mayfield, Newtongrange and Gorebridge.
59. The new two stream school will create a formal landmark to reinvigorate this vacant site. The future homes to the south of the site will increase the need for further education facilities within the local area.
60. The proposed design approach for the new Primary School is based on the '10 Learning Estate Principles' set out in Scotland's Learning Estate Strategy.
61. Easthouses PS will provide a new two stream school providing places for 459 children; an Additional Support Needs provision with 16 places, to support children with social, emotional or behavioural needs; and 80 Early Years places. The development comprises of a 2-storey teaching block, dedicated Early Years facility and an Additional Support Needs (ASN) teaching area. Easthouses PS will benefit from a sports pitch, landscaped grounds, and associated car parking with a drop off area.
62. Sustainability will be a key factor in the design of the new primary school and will be incorporated into every feasible aspect. This ranges from the materials used to the heating system and lighting provided and also the landscaping to encourage biodiversity.
63. It is important that the new school is flexible and allows the creative and multiple use of spaces by staff and pupils, and also by the community.
64. The pedagogy, design and layout for the new school will deliver education in purpose-built accommodation which has the ability to deliver the curriculum using

latest technology. Experience in previous new school buildings has demonstrated that a new and flexible learning environment has inspired and motivated pupils and has a positive impact on the general health and wellbeing of learners.

65. The new school will deliver education in purpose-built accommodation which has the ability to deliver the curriculum using the latest technology. Experience in previous new buildings has demonstrated that a new and flexible learning environment has inspired and motivated pupils and has a positive impact on general health and wellbeing of learners.
66. The role of any newly established school is partly to encourage and promote a much closer relationship between the community of teachers and learners and the local community of parents, carers and community groups and to consider the provision of the new facility as much more than a building that is open only for school hours.
67. The new Easthouses Primary School will provide a fantastic new facility for the existing and emerging communities in Easthouses and Newbattle, with the building strategically located to act as a node that knits together the existing town to the North and new housing development to the South.
68. External facilities will include a multi-user games area with synthetic surface that can be bookable by the community and features separate access directly from the new housing development to the South.
69. Internally, facilities will include:
 - A movement and arts space which can be used for dance and small group activities such as yoga.
 - A multipurpose games hall which can be used for large group sport activities such as badminton and basketball practice/competitions as well as performances with the space incorporating audio and video facilities and retractable bleacher seating.
 - Dining / social area.
70. A Head teacher has been appointed ahead of the delivery of the new school and will be responsible for establishing and leading a User Reference Group to support transition arrangements, development of the school's identity within the wider community and support families affected by the proposal.

Proposed Changes to School Catchment Boundaries

71. In reviewing catchment areas, it is important that the best catchment areas possible are formed that consider existing and future long-term housebuilding plans for the area. The basis for the review/development of a primary school catchment area is that pupils should be able to attend a primary school that is close to where they live and if possible within a safe walking distance.
72. It is also important that consideration is given to the number of houses in an area and future housebuilding so that schools have sufficient capacity to accommodate all children living in the catchment area both now and in the future.

73. The Council recognises that in establishing a new primary school and amending catchment areas, this may have implications for parents who have children already in attendance at a primary school who have younger siblings yet to commence school.
74. Each primary school in Midlothian has a defined catchment area that entitles any child living at an address in that area to attend their designated school as an entitled pupil.
75. Each primary school in Midlothian has a defined catchment area. The proposal is to establish a new primary school and its associated catchment area on the site of the former Newbattle High School at Easthouses.
76. A map of the proposed catchment area of Easthouses PS can be found in Appendix 2.
77. The majority of the proposed new Easthouses PS catchment area will be formed from the current Lawfield PS catchment area.
78. All addresses in the current Lawfield PS catchment that lie to the west of Easthouses Road (B6482) will transfer into the proposed new Easthouses PS catchment.
79. In addition, the addresses that lie to the north east of the Easthouses Road (B6482) in the Lawfield catchment area and contain the streets listed below, will also transfer into the proposed new Easthouses catchment area.

Affected Street Name	Affected Properties
Barley Court	All properties
Barley Bree Lane	All Properties
Barley Bree Lawn	All Properties
Easthouses Place	All Properties
Easthouses Road	7 to 17
Easthouses Way	All Properties
Little Acre	All Properties
Kippielaw Steading	All Properties

80. The area of King's Park Primary School catchment area which lies south west of the Queen Margaret's Burn and south east of the South Esk River will transfer to the proposed new Easthouses catchment. There are no pupils currently attending King's Park in this area.
81. The small area of the current Mayfield PS catchment area that lies to the west and north of the B6482 will be transferred to the proposed new Easthouses PS catchment area. This area does not currently contain any residential properties.
82. The area of the Newtongrange PS catchment that lies to the north of Bryans Road (B6482) and the A7 will transfer into the proposed new Easthouses PS catchment area.
83. The area of the Woodburn PS catchment that lies to the south west of Lauder Road (A6106) would transfer to the new Easthouses PS Catchment area.

84. The proposed new catchment area contains a total of 1651 properties, with 250 pupils from the area attending primary school as of January 2023 and 246 pupils attending secondary school. A full list of affected properties can be found in Appendix 3.
85. In addition it is proposed that a historical catchment boundary issue is resolved as part of the changes that will be made to the Newtongrange PS catchment area. A map of this proposed change can be found in Appendix 4.
86. The area of Cockpen in Newtongrange is currently divided between the primary catchment areas of Bonnyrigg and Newtongrange. It is proposed that the Newtongrange PS catchment area be extended to the South Esk River to take in the entirety of this area. A full list of the properties in this area can be found in Appendix 5.
87. As a result of these primary catchment changes, there will be changes to the secondary catchment areas of Dalkeith, Lasswade and Newbattle High Schools.
88. The proposed new Easthouses PS will be part of the Newbattle HS catchment area.
89. The areas of King's Park and Woodburn PS catchment areas that would transfer to the proposed new Easthouses PS catchment would also transfer from the Dalkeith HS catchment to the Newbattle HS catchment.
90. The areas of Lawfield, Mayfield and Newtongrange PS catchments areas that would transfer to the proposed Easthouses PS catchment area would remain in the Newbattle HS catchment.
91. The area at Cockpen that would transfer from the Bonnyrigg PS catchment to the Newtongrange PS catchment would also transfer from the Lasswade HS to the Newbattle HS catchment.
92. There would be no other secondary catchment changes as a result of the proposed primary catchment changes.

Early Years Provision

93. The proposed Easthouses PS will contain 80 places for early learning and childcare in a dedicated Early Years facility.
94. The new nursery provision will be designed to meet the unique early learning and childcare entitlements of children aged 3-5. The design will include a range of flexible spaces for children. The indoor playroom provision will provide an attractive, high quality learning environment that will offer a variety of contexts for learning with an indoor environment that will allow free flow play into the outdoors.
95. There are no nursery catchment areas in Midlothian and this will also apply to the early learning and childcare facility at the proposed Easthouses PS.

ASN Provision

96. The proposed Easthouses PS will contain 16 places for ASN provision, designed to support children with social, emotional or behaviour needs.
97. The new provision will provide a high-quality nurturing, learning environment. It will comprise of two class bases with their own access to a secure garden, nurture rooms, social/dining area, a sensory room and a life skill base. It will support the development of relationship and attachment based approaches in a safe environment for primary aged children who are demonstrating high levels of social, emotional and behavioural needs. This nurturing environment will enhance multi-agency working to support pupils to achieve their fullest potential.
98. The Education Resource Group will continue to allocate places to the specialist provisions based on assessment of needs.

Affected Schools

99. The establishment of Easthouses Primary School and its associated catchment area will directly affect the following schools and is considered in this Proposal Document:
- King's Park Primary School
 - Lawfield Primary School
 - Mayfield Primary School
 - Newtongrange Primary School
 - Woodburn Primary School
 - Bonnyrigg Primary School
 - Dalkeith High School
 - Lasswade High School
 - Newbattle High School
100. The following schools will be indirectly affected by the proposal:
- Gore Glen Primary School
 - Gorebridge Primary School
 - Moorfoot Primary School
 - Stobhill Primary School
 - Burnbrae Primary School
 - Hawthornden Primary School
 - Lasswade Primary School
 - Loanhead Primary School
 - Rosewell Primary School
 - Danderhall Primary School
 - Tynewater Primary School
101. The factors which have been considered in the development of this Proposal Document are:
- The responsibilities associated with the National Improvement Framework and the new duties imposed on Education Authorities by the Standards in Scotland's Schools etc. Act 2000 as amended by the 2016 Act.

- The agreed principles underpinning the development of an empowered school led system set out in the 'Education Bill Policy Ambition- Joint Agreement', June 2018
<https://www.gov.scot/Publications/2018/06/8745/downloads>
- The duties placed on local authorities in relation to the adequate and efficient provision of school education in their area
- The duties placed on local authorities to secure best value in the delivery of services

102. If approved, implementation of the proposal will mean:

- The establishment of a new primary school catchment area for Easthouses and the realignment of the catchment areas of King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School;
- The establishment of a new primary school with early learning and childcare provision and specialist ASN provision for the proposed Easthouses primary catchment area;
- The opening of the new primary school at its permanent site on the completion of the new building in August 2024 or as soon as possible thereafter;
- The realignment of the Bonnyrigg Primary School Catchment Area and Lasswade High School Catchment Area from August 2023;
- The realignment of the catchment areas of Dalkeith High School and Newbattle High School.

Section C: Educational Benefits Statement

- A. The Educational Benefits Statement for this proposal has been prepared having regard to the guidance and explanatory notes published by the Scottish Government in association with the Schools (Consultation) (Scotland) Act 2010 and which are available for reference at the following websites respectively:

www.scotland.gov.uk/Resource/Doc/91982/0097130.doc

<http://www.legislation.gov.uk/asp/2010/2/contents>

'An education authority shall endeavour to secure improvement in the quality of school education which is provided in the schools managed by them; and they shall exercise their functions in relation to such provision with a view to raising standards of education.'

- B. As required by the Schools (Consultation) (Scotland) Act 2010 this Educational Benefits Statement is written from the perspective of benefits, should the proposal be implemented. Additionally the self-evaluation tool provided by Education Scotland is used to ensure compliance with the amended procedures now in place from the Act.

Inclusion

- C. The provision for additional support needs will benefit pupils by meeting their social, emotional and behavioural needs. Thoughtfully designed spaces will better support children with additional support needs, keeping them with their peer group and

supporting these children and families within their catchment and community. Where relevant, the school will promote opportunities for effective integrated working with other services and partner agencies to provide support to children and families.

- D. Pupil Support staff and teaching staff will work closely with Newbattle High School to ensure that the learning, pastoral and social needs of children are fully supported during the P7 to S1 transition process, including enhanced arrangements for children with Additional Support Needs
- E. In our schools it is recognised that all children and young people need support to help them learn and develop to be the best they can be. The education service's continued commitment to inclusion focuses on the provision of high quality support that leads to positive outcomes for all children.
- F. The practice of inclusion within our schools and early learning and childcare settings continues to sit alongside the principles of key national drivers. Curriculum for Excellence has the central purpose of ensuring that all children develop as successful learners, confident individuals, responsible citizens and effective contributors and therefore must be central to an inclusive approach. The Additional Support for Learning (Scotland) Act (2004) as amended (2009) remains the principal legal framework for driving practice.
- G. The expansion of ASN provision would result in a number of educational benefits in particular providing suitable high quality learning environments resourced with specialist staff will help realise the education service's vision for children with additional support needs and offer a high quality educational experience to meet the needs of the increasing number of children with ASN that require specialist provision.
- H. Increased accommodation and resources associated with the proposed new provision are likely to have a positive impact on the motivation, aspirations and enjoyment of children, staff and the wider school community. At all stages, children would benefit from enhanced resources and pedagogy related to ASN.
- I. Where appropriate and based on the individual needs of the child, children attending will also benefit from opportunities to access learning experiences in a mainstream setting alongside their local peers. This has the potential to improve continuity and progression in their learning and to develop their wellbeing and skills.

Curriculum

- J. The new primary school will have an early years provision which will support learning across early level of curriculum for excellence and provide opportunities for effective transition for those entering P1.
- K. Pupils in Easthouses Primary School will continue to experience a curriculum which is designed for learners to achieve across all curricular areas and develop skills, attributes and capabilities through learning aligned to the principles of Curriculum for Excellence. They will continue to experience learning which focusses on raising attainment and achievement for all.
- L. The new school will promote skills for learning, life and work and deliver positive outcomes for children in a modern well equipped environment

- M. The new primary school will provide an opportunity for the curriculum to be designed for and with learners, parents and the community which is relevant and takes into account the context of the community.
- N. The recruitment of a high-quality skilled leadership team and teachers would increase the expertise within our existing schools and the planning and delivery of the curriculum. New staff will provide the opportunity to extend our school community and promote and support innovation, creativity and practitioner enquiry which will lead to positive change.

Learning and Teaching

- O. The shared flexible learning and teaching spaces in the new school will enable staff to work together in a collaborative manner and provide more opportunities for co-operative working between pupils.
- P. Learning and teaching approaches will include the use of modern, digital approaches to enhance learning experiences.
- Q. The provision of nursery accommodation on the site would allow for a seamless progression in learning from nursery to P1 for those children living in the catchment area. The delivery model will reflect the Local Authority commitment to offer the 1140 hour flexible, high quality early learning and childcare provision.

Environment for Learning

- R. We have already proven with the outcomes from Newbattle High School how the destiny of these children can be much improved by giving them the best possible opportunity to learn and develop. Given the impact of the Newbattle High School learning environment and community facilities on improving outcomes for young people and the wider community, we would like to provide a similar opportunity within this new primary school. We believe similar to the impact of the Newbattle campus, equipping children with the best possible learning environment will create the opportunity to raise the aspirations of the community.
- S. The new primary school will be designed and built to accommodate 21st century learning. Experience in previous new primary school buildings has demonstrated that a new and flexible learning environment has inspired and motivated pupils and has a positive impact on the general health and wellbeing of learners.
- T. Neighbouring primary schools will benefit with the provision of a new primary school which will ensure that the existing schools are not at, or over capacity from additional pupils generated from growth. The principal educational advantage of the proposal is that it addresses future sufficiency issues particularly at Newtongrange Primary School but also for several other primary schools.
- U. The new primary school will offer children the opportunity to learn and develop within a state-of-the-art facility which will benefit from modern design and materials and consider good practice learned through collaborative working with other Councils and through experience and good practice developed within Midlothian. The building will be sustainable and energy efficient.

- V. The layout of the ASN provision is conducive to the creation of a specialist service whilst supporting the integration of the specialist service to whole school activities and accessing shared resources. It is proposed that the provision will be located on the ground floor within which there are two classrooms with their own access to a secure garden, nurture rooms, social/dining area, a sensory room and a life skill base.
- W. This new build will represent best value through the effective and efficient use of Council resources. By locating the school at the heart of a new community at Easthouses it will provide a hub for learning, activities and facilities that will make a contribution to improving people's health and wellbeing, adding to the strength and vibrancy of its community. The proposed new primary school will provide excellent facilities for children, families and other users outwith core school hours. The new school will provide accessible facilities that could be used to meet the learning, leisure and social needs of the community. It is envisaged that all children and young people in the area will benefit from the development of the new primary school.
- X. All other primary schools in the area have a viable and sustainable school roll with flexibility to support a variety of learning and teaching approaches aligned to the Curriculum for Excellence.
- Y. The delivery of a solution to the accommodation pressures new housing developments represent will also provide those moving into the new developments with some certainty about the schooling options available to them.
- Z. The educational benefit to pupils attending the proposed new school will be that they will experience a modern, state-of-the-art learning environment designed to be accessible to all, creating a sense of pride in the learners and staff alike and helping to build a positive ethos in the new school.
- AA. The new primary school will benefit from design principles which support the varied range of teaching environments that best deliver learning. Space for learning will be designed in such a way as to allow a range of styles and approaches including play-based learning, interdisciplinary learning, STEM and outdoor learning, including an opportunity for a 'Forest School'. Learning and teaching approaches within the new school will include the use of modern, digital approaches to enhance learning experiences.

Early Learning and Childcare

- BB. An early year's provision in Easthouses primary school, will result in a number of educational benefits. The delivery model will reflect the Local Authority commitment to offer an 1140 hour flexible, high quality early learning and childcare provision.
- CC. The outdoor area will provide an exciting learning space with a variety of areas for physical play to develop gross motor skills, a safe environment for risky play and opportunities for creative and imaginative play.
- DD. Carefully designed spaces for families and professionals to meet together will enhance early learning experiences for children and fully involve families in the life of the school.

EE. The provision of nursery on the site will develop working across the early level of curriculum for excellence and support transitions into primary school with a seamless progression in learning from nursery to P1.

Local Community

FF. Carefully designed spaces for families and professionals to meet together will enhance early learning experiences for children and help children and families reach their full potential, welcoming and fully involving families in the life of the school. It is important that the school is flexible and allows the creative and multiple use of spaces by the staff and pupils, and also by the community. The accommodation will include purpose-designed facilities including sports and recreation facilities, dining areas, digital technology, dance studio and other learning resources. There will be a number of grass sports pitches and an All Weather Pitch.

GG. The new primary school could provide a focal point for parents/carers of nursery and primary age children, to integrate and socialise with each other and with existing communities.

HH. The new primary school could offer additional space which would support this new learning community by offering accommodation which is appropriate for younger children and their families.

II. Children in the Cockpen area of Newtongrange will have the opportunity to attend primary school with children in their settlement and have more involvement in the learning community where they live.

JJ. It is anticipated that this proposal may have wider benefits to the community in respect of local employment opportunities, including on the construction of the new school.

KK. It is believed that this proposal will positively impact on local, social or economic activities and will support the local development of the areas.

LL. The Council will continue to work with existing community groups and new community groups as they develop. Local communities are well served by the existing secondary and primary schools which act as focal points for community events and it is anticipated that the establishment of a new primary school would have a positive impact and will enhance this further.

Section D: Consideration of Alternative Options and Other Implications

1. An alternative to the proposals presented to Council on 27 March 2018 - which recommended the new school be situated on the former site of Newbattle HS - would be to provide a new three stream primary school on the triangular site on Easthouses Road known as 'Grange Estates (Newbattle Ltd) Area 23'. A school on this site would have taken longer to deliver than the selected site.
2. Although extensions to other schools in the area were considered they were either unable to be accommodated or would not meet future capacity demands.
3. Should the proposal be accepted Midlothian Council will continue to provide high quality support to the growing number of children with additional support needs. The

ASN review highlighted the increasing numbers of children with more complex additional support needs. It is noted that the availability of and demand for educational places for children with ASN will continue to be subject to ongoing monitoring and review.

4. Consideration will also be given to the new housing developments and other demographic changes such as the number of families with children with ASN moving into the authority which may lead to discussion about the need for any relevant modifications to the educational estate.

Transition Arrangements

5. Subject to the decision of Midlothian Council, children living in the proposed Easthouses Primary catchment area would be eligible to enrol for P1 at the school from November 2023, with the view to attending the school from it's opening in August 2024 or as soon as possible thereafter.
6. Children who move into the catchment area from stages P2-7 would be eligible to attend the new school on it's opening in August 2024 or as soon as possible thereafter.
7. Children currently attending their current catchment school would have the option to transfer to the new school if they chose, however they would also have the option to remain at the school they are currently attending.
8. Children living in the proposed new catchment area attending another school of their parents' choice will have the option to transfer to the new primary school when it opens, or remain at the school currently attended.
9. No pupils will be required to move school if that is not their parents' wish.
10. Those children who are currently in the area of Cockpen and attend Bonnyrigg Primary School would be eligible to attend Newtongrange Primary School from August 2023. Any child living in this area who currently attends Bonnyrigg PS or Lasswade HS will be able to remain at those schools.
11. Pupils who are currently attending their current catchment school and are due to attend secondary school within 3 years of the catchment changes will be allowed to attend either their previous or new catchment secondary school.
12. Pupils whose secondary catchment area will change as a result of these proposals and who have a sibling that will attend their previous catchment secondary within three years of the catchment changes will have the option to attend either their new or previous school.
13. It is proposed that there will be no change to the current process for referrals and the allocation of specialist primary support spaces.
14. An enhanced transition to secondary education will be offered to all children attending the provision based on the individual needs of each child. Children will be supported to transition to their catchment area secondary school. Where a child's additional support needs continue to require additional specialist support, a referral will be made to the Education Resource Group and following assessment and

consultation on their needs, they may be allocated specialist support in one of our provisions.

Transport

15. The creation of new catchment areas and provision of a new primary school will impact on current and future transport arrangements.
16. Pupils living in the proposed catchment area will live close to their new catchment school and ideally will have the opportunity to walk to school.
17. Once the new primary school is operational, any primary school child living more than the statutory walking distance from their catchment school and/or where the assessed walking route was deemed to be unsafe for pupils to walk accompanied by a responsible adult, would be entitled to free home to school transport.
18. It is likely that a high proportion of pupils living in the new catchment will live within the statutory walking distance from their catchment school.
19. Midlothian Council will continue to provide free school transport for pupils who attend its schools in accordance with existing policy.
20. Parents who make successful placing requests for their children to attend schools other than their catchment school have to make their own transport arrangements and meet costs thereof.
21. Pupils living in the proposed new catchment areas who have an older sibling in attendance at their previously designated primary school who elected to send their younger children to the same school as their older sibling after the new primary school opens may be provided with concessionary transport to attend the same school as their sibling. Concessionary transport may only be available to serve the previous catchment school until all pupils who commenced prior to August 2024 have completed their primary education. This arrangement will cease by the end of session 2029/30.
22. A School Travel Plan is a strategy developed by each school to encourage and promote more active travel to school for both staff and pupils. The role of the School Travel Plan is to make alternatives to driving easier and safer, and to give parents/carers and staff plenty of information about the options. A School Travel Plan can help to improve the school run, reduce congestion and increase road safety, make school pupils and staff healthier, make routes to school safer and look after our environment. A School Travel plan for the new primary school will be developed in consultation with pupils, parents and staff. School Travel Plans for directly affected schools may also be revised if needed.
23. Owing to the location of the new primary school there should be no significant changes to school transport provision for eligible pupils.
24. It is recognised that there will be changes to methods of travel and routes to school for pupils who will in the future be within walking, cycling distance to the new school. It is also recognised that there may be changes to travel arrangements and methods of travel for some staff. This will be identified during the development of a School Travel Plan for the new primary school.

Staffing

25. A Head Teacher has already been appointed to lead on the establishment and development of the school and its learning community, in partnership with parents/carers, pupils and key partners. Research on other local authorities' practices highlights the benefits of appointing a Head Teacher well in advance of a new school opening to support transition and ensure all staff are appointed prior to the opening of the new school.
26. It is acknowledged that should the proposal be approved and implemented, forward planning will be required from the Education Service as a matter of good management practice in ensuring the required staffing is in place. Staffing arrangements for the new primary school and ELC setting will be consistent with Midlothian Council's recruitment policies and other local arrangements.
27. The proposed increase in specialist staff supporting the provision working closely within a mainstream building would be advantageous and provide more effective support to the career-long aspirations of staff. In particular, mainstream staff will benefit from the expertise of specialist staff in upskilling in inclusive pedagogy. In addition to this it would enable staff across specialist provisions to develop support networks in order to reflect, share and develop good practice in order to learn together and plan for improvement. This would lead to improved quality of learning, teaching and achievements for children both within and out with specialist provisions.
28. Consultation will be undertaken with staff in affected schools, Trade Unions and professional associations where appropriate on an implementation plan for staffing the new primary school. If this proposal is implemented, the Council does not envisage any adverse effects from the proposal in respect of staffing. Should issues arise however, these will be mitigated through the Council's Education Leadership Team support structure.
29. The new primary school will join the Newbattle HS associated school group and staff will benefit from the strong culture of collaboration and joint planning within this associated school group.

Financial Implications

30. The estimated cost of providing this education facility for a peak primary roll of 459, early learning & childcare provision of 80 places and Additional Support Needs provision with 16 places at Easthouses is £22.044 million.

Equal Opportunities

31. The Council as a public authority has a duty under the Equality Act 2010, the Public Sector Equality Duty 2011, and the Fairer Scotland Duty (Part one of the Equality Act) to have due regard to their provisions when making strategic financial decisions. This is done through assessing the potential impact of the decision on equality through an Equality Impact Assessment. The Council will undertake the process of assessment during the consultation process in respect of this proposal to ensure that due regard is given to such matters in the decision making process.
32. Having regard to provision of a new primary school, it is not believed that this will have a negative impact on any equality target groups.

33. The Council must also consider its duty in respect of socio economic impact. Having a new school located in the community means that is more accessible for those who may be economically disadvantaged.
34. As part of the consultation process the Council will consult with a wide range of stakeholders, including staff, parents/carers and young people and will address comments about equality during this consultation.
35. Under the Equality Act 2010, education providers must not treat disabled pupils less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage. The new primary school will comply with accessibility requirements and therefore would positively promote equal opportunities for any child who has a disability.

Section E: Conclusion

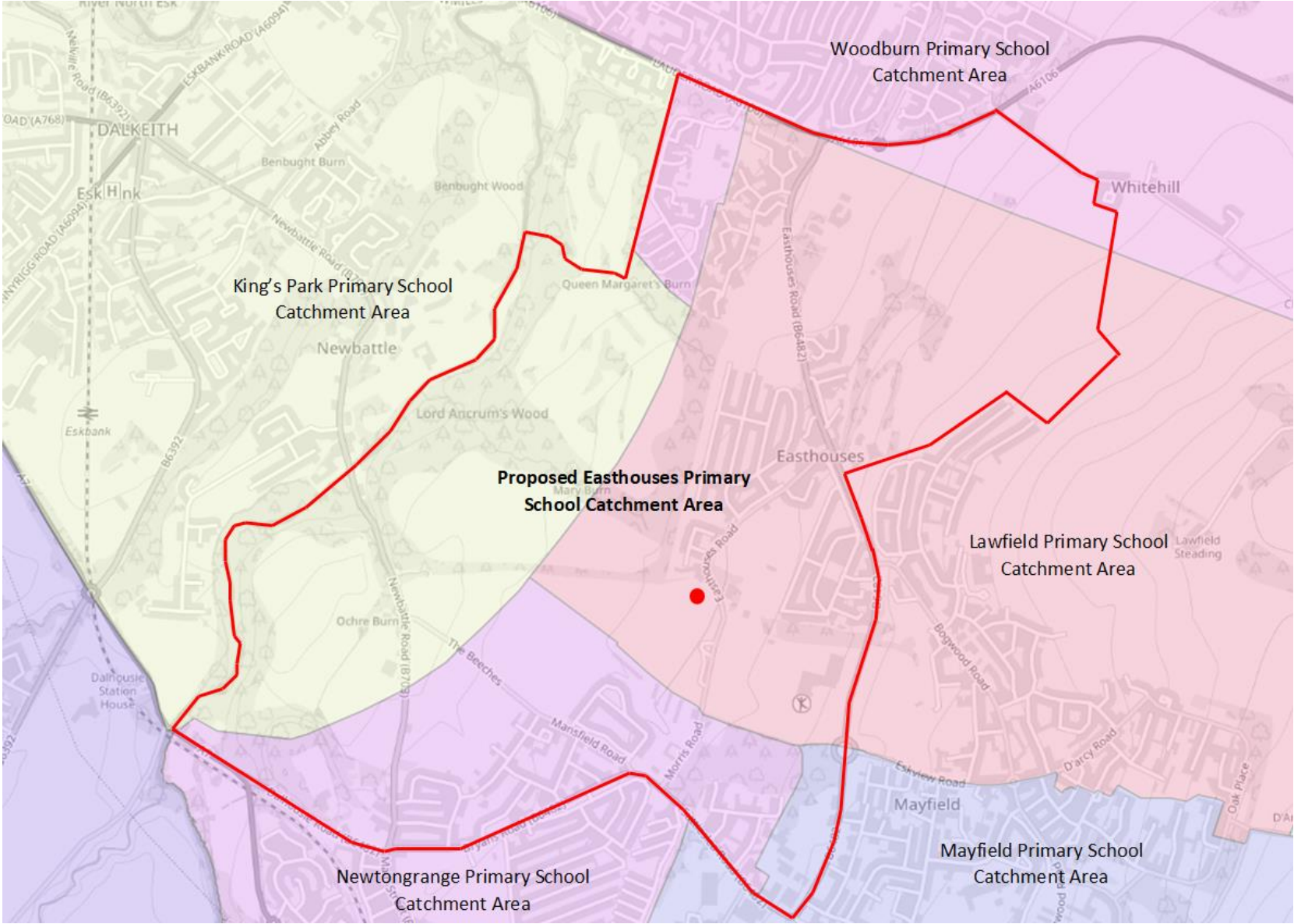
1. The Council believes that the measures proposed in this document will enhance ELC and primary education in Midlothian.
2. It is proposed that a new primary school with early learning and childcare provision and its associated catchment area will be established for Easthouses, currently in the King's Park, Lawfield, Mayfield, Woodburn and Newtongrange Primary School catchment.
3. In addition it is proposed that the secondary catchments of Dalkeith, Lasswade and Newbattle High Schools will be realigned to match the primary changes.
4. The historical catchment boundary issue affecting the Cockpen area is proposed to be realigned so that children in this area will attend school with others in their community settlement.
5. This proposal will bring educational benefits to the present and future users of the affected schools and assist in ensuring that capacity pressures are managed to improve learning experiences.
6. This proposal will provide certainty for parents/carers and pupils by ensuring school catchment areas give pupils the best opportunity to attend their local catchment school as Midlothian continues to grow.
7. Overall there are strong educational arguments in favour of this proposal.

Appendix 1:

Easthouses Education Consultation Timeline

	Date Beginning	Date Ending	Duration
Statutory Consultation Period Including: <ul style="list-style-type: none">• Public meeting• Drop in sessions• Engagement with staff, pupils and parent councils	27/2/23	23/04/23	8 weeks
Education Scotland Engagement Period	2/05/23	23/05/23	3 weeks
Publication of Consultation Report	5/06/23		
Further Consideration after publication of report	5/06/23	26/06/23	3 weeks
Consideration of Consultation Report by Midlothian Council	27/06/2023		

Appendix 2: Proposed Easthouses PS Catchment Area

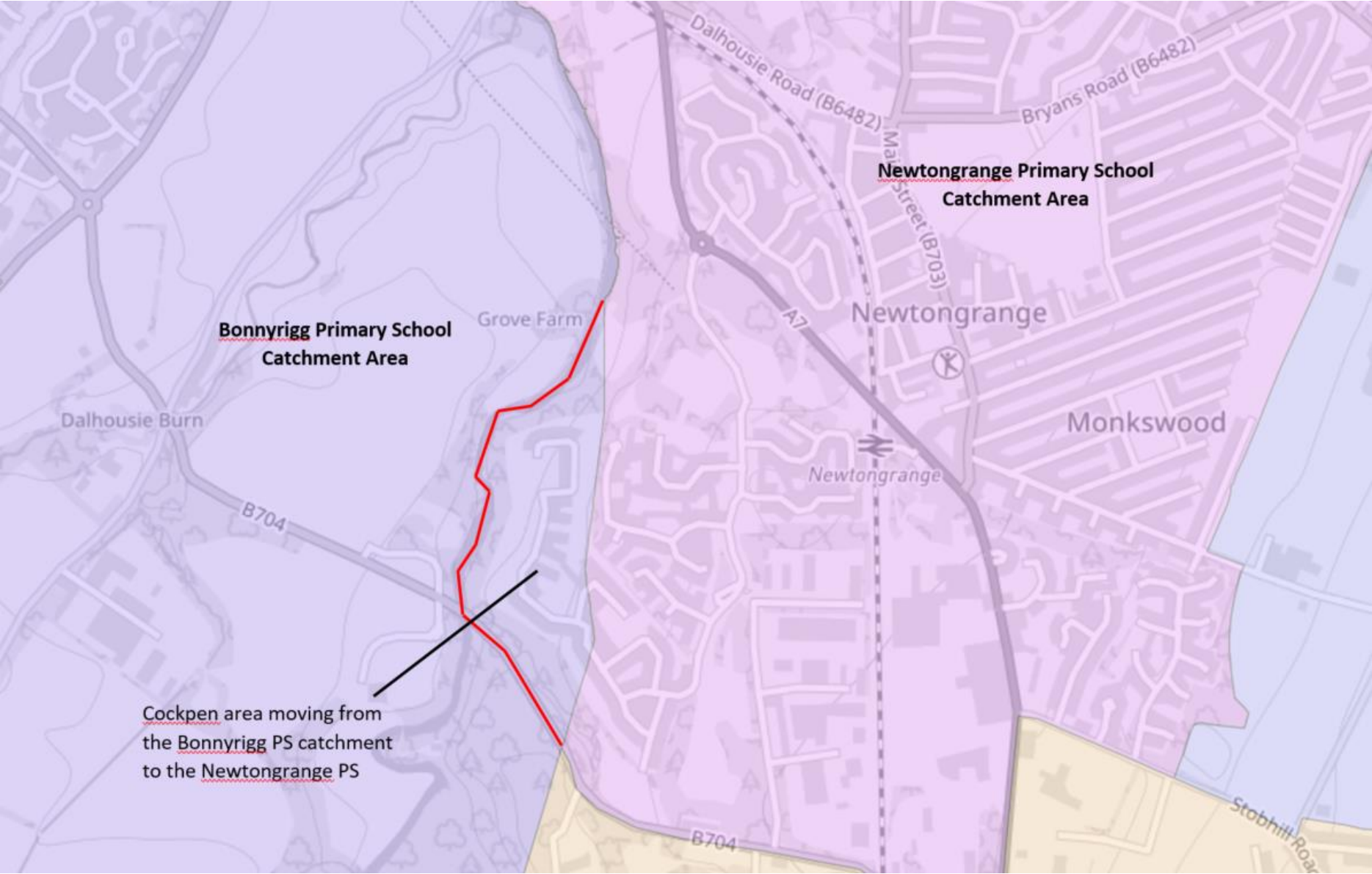


Appendix 2: Addresses in the proposed Easthouses PS Catchment Area

Address	Further Information	Number of Properties
Abbeygrange		33
Barley Bree Lane		13
Barley Court		3
Beechwood Park		42
Broadhurst Road		30
Bryans Avenue		24
Bryan's Cottage		1
Bryan's Farmhouse		1
Bryans Road	Not 56	30
Burnside Avenue		16
Burnside Crescent		16
Caretakers Lodge	Newbattle Road	1
Carrick Crescent		72
Crawlees Cottages		4
Easthouses Court		12
Easthouses Place		19
Easthouses Road		21
Easthouses Way		42
Galadale	Newbattle Road	1
Galadale Cottage	Newbattle Road	1
Galadale Crescent		31
Galadale Drive		19
Gardiner Place		68
Gordon Street		16
Hursted Avenue		25
Hursted Close		25
Kippielaw Drive		34
Kippielaw Gardens		22
Kippielaw House	Easthouses Road	1
Kippielaw Medway		40
Kippielaw Road		91
Kippielaw Steading		13
Kippielaw Walk		55
Lady Road Place		26
Leighton Crescent		36
Little Acre	7 Easthouses Road	1
Lizville Cottage	Kippielaw	1
Lothian Drive		36
Mansfield Avenue		40
Mansfield Place		14
Mansfield Road		39
Maryburn Road		71
Mayfield Road		1
Millhill Cottages	Newbattle Road	2
Morris Road	17-29 Odds	6
Newbattle Home Farm	Newbattle Road	1

Newbattle Home Farm Cottage	Newbattle Road	1
Newbattle Road, Newtongrange		8
Newton Cottage	67 Easthouses Road	1
Newton Street		16
Old Bridge House	Newbattle Road	1
Park Crescent		22
Parkhead Park		8
Parkhead Place		12
Reed Drive		92
Roanshead Crescent		31
Roanshead Road		37
Suttieslea Crescent		23
Suttieslea Drive		9
Suttieslea Grove		23
Suttieslea Park		20
Suttieslea Place		5
Suttieslea Terrace		12
Suttieslea Walk		10
Tanglewood	Dalhousie Road	1
The Beeches	Newbattle Road	1
Wester Kippielaw Court		13
Wester Kippielaw Drive		92
Wester Kippielaw Gardens		9
Wester Kippielaw Green		29
Wester Kippielaw Grove		12
Wester Kippielaw Loan		7
Wester Kippielaw Medway		12
Wester Kippielaw Park		27
Wester Kippielaw Path		9
Wester Kippielaw Terrace		12

Appendix 4: Proposed change to Bonnyrigg and Newtongrange PS catchment areas.



Appendix 5: Addresses in the Cockpen area of Newtongrange which are currently in the Bonnyrigg catchment area

Address	Further Information	Number of Properties
Burngrange Park		35
Summerside Gardens	Nos. 1-11, 23-26, 33-35	18

Appendix 6: Consultation Questionnaire

Midlothian Council

EASTHOUSES EDUCATION CONSULTATION RESPONSE FORM

I wish my response to be considered as confidential with access restricted to
Elected Members and Council Officers of Midlothian Council.

☐

Proposal to establish a new primary school and its associated catchment area within the land at Easthouses and to realign the catchment areas of Dalkeith High School, Newbattle High School and Lasswade High School.

Further detailed information about the proposal, which you are encouraged to read to help inform your response, can be found at <https://midlothiancouncil.citizenspace.com/education/easthouses-education-consultation>

Please note the closing date for submission of completed questionnaires is **23/04/2023**.

You can return this electronically to EducationConsultation@midlothian.gov.uk or by post to Easthouses Education Consultation, Freepost SCO 622, Midlothian Council, Dalkeith EH22 1DN

About You

1. Are you responding to this questionnaire as an individual or on behalf of an organisation?

Individual

☐

Organisation (please give details below)

☐

2. Which category best describes you?

	King's Park PS	Lawfield PS	Mayfield PS	Newtongrange PS	Woodburn PS	Bonnyrigg PS	Lasswade HS	Dalkeith HS	Newbattle HS	Other
Parent/carer of current pupil(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parent/carer of future pupil(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pupil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Member of staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Member of the community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please give details)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. If you are a parent/carer, please indicate which stage of education your child/ children currently attend (please tick all that apply)

Not yet in education	<input type="checkbox"/>
Pre-school education	<input type="checkbox"/>
P1-P3	<input type="checkbox"/>
P4-P7	<input type="checkbox"/>
S1-S6	<input type="checkbox"/>
No longer in school education	<input type="checkbox"/>

4. To what extent do you agree or disagree with the proposal to establish a new primary school at Easthouses?

Strongly agree	<input type="checkbox"/>
Agree	<input type="checkbox"/>
Disagree	<input type="checkbox"/>
Strongly disagree	<input type="checkbox"/>
No opinion	<input type="checkbox"/>

5. To what extent do you agree or disagree with the proposal to create a new catchment area at Easthouses and remove this land from the current King's Park, Lawfield, Mayfield, Newtongrange and Woodburn PS catchment areas?

Strongly agree	<input type="checkbox"/>
Agree	<input type="checkbox"/>
Disagree	<input type="checkbox"/>
Strongly disagree	<input type="checkbox"/>
No opinion	<input type="checkbox"/>

6. To what extent do you agree or disagree with the proposal to remove the area of Cockpen east of the South Esk River from the Bonnyrigg PS catchment area into the Newtongrange PS catchment area?

Strongly agree	<input type="checkbox"/>
Agree	<input type="checkbox"/>
Disagree	<input type="checkbox"/>
Strongly disagree	<input type="checkbox"/>
No opinion	<input type="checkbox"/>

7. To what extent do you agree or disagree with the proposal to realign the catchment areas of Dalkeith, Lasswade and Newbattle High Schools in light of these primary catchment changes?

Strongly agree ☐

Agree ☐

Disagree ☐

Strongly disagree ☐

No opinion ☐

8. Please use this box if you wish to give a reason(s) for your view or if you wish to make any further comment on the proposal (if you need to continue on a separate sheet, please attach.)

Thank you for completing this Consultation Questionnaire.

Structural Report - Mayfield Primary School and St Luke's Primary School**Report by: Kevin Anderson, Executive Director - Place****Report for Decision****1 Recommendations**

It is recommended that the Council:

- i. Notes the findings of structural Engineers, Will Rudd Associates, following their inspection and the actions taken to make safe the buildings.
- ii. Note the recommendation for the installation of remedial steel channels on one internal stair elevation; the east Tower block at Mayfield PS, as most recently installed on the west elevation.
- iii. Notes the continued requirement for protective measures to remain in place for the remaining life of the building and the need to regularly monitor these to ensure they remain correctly positioned as effective safety barriers.
- iv. Notes and approves the expenditure incurred to date £36,589.98 and the ongoing cost of scaffolding and protective measures are £ 497.00 plus VAT per month equating to £5,964.10 plus VAT p.a. These measures will need to remain in place for the remaining life of the school and budget provided for accordingly.
- v. Notes the option to install alternative protective measures around low level windows allowing the removal of some Heras fencing and the release of that playground space.
- vi. Approve a supplementary estimate of £0.060 million in 2023/24 to meet the remedial and ongoing costs as detailed in section 4.1.

2 Purpose of Report/Executive Summary

Mayfield and St Luke's Primary schools are scheduled to be replaced within the next 24-30 months and the conclusions and recommendations drawn reflect this limited residual life. This report seeks to summarise the findings of a non- intrusive visual condition survey into structural elements of Mayfield Primary School and St Luke's Primary School following an incident of falling masonry, and set out actions taken to make the building safe as possible for its remaining expected life span.

Date 15 June 2023**Report Contact:**

Gareth E Davies, Senior Manager Property & Facilities

gareth.davies@midlothian.gov.uk

3 Background/Main Body of Report

- 3.1** Following a report of a section of concrete masonry having fallen into the playground area at Mayfield Primary School consultant surveyors and engineers were engaged to inspect the building and recommend immediate action. Specific areas of risk were identified and protective scaffolding put in place to safeguard against potential risk of further masonry falling on building users and visitors. The perimeter of the building was fenced off to create an exclusion zone until further investigations could be undertaken.
- 3.2** These further investigations took place during the week of the 13th February 2023 when the school was on half term break. The engineering inspection team were supported by concrete repair specialists and a team of contractors who were directed to undertake physical 'tap' hammer testing of the structure and where appropriate remove any further loose or failing sections identified.
- 3.3** The Mayfield and St Luke's Primary School campus is typically single storey in construction with the exception of two tower blocks. The tower block to Mayfield Primary School has 12 classrooms spread over three floors (4 on each). The St Luke's PS tower block comprises of eight class rooms over two floors, again four on each. The buildings are deemed to be of loadbearing brickwork construction with in- situ ground bearing floor slab and suspended concrete floor slabs and reinforced concrete stairs. It is expected that the roofs are formed of a mixture of timber and reinforced concrete. Due to the nature of the survey unexposed areas were not opened up to determine the exact structural make up of these areas. The inspection and findings of the report focus on the external elements of the building which gave rise to the failures which in turn triggered the investigation.
- 3.4** The survey followed a logical order, with defined blocks being identified and each external wall given a unique four digit reference number in order to record, photograph locate any identified defects.
- 3.5** A full copy of the report and associated photographs is available in the Members Library, and what follows is a summary of the defects and recommendations in relation to each identified building block.

Note: Subsequent to the inspection, Building Maintenance Services undertook remedial repairs to address these issues and make safe these areas.

Block A – Mayfield Primary School

Main Defects Found – mainly minor spalling and cracking

Internal – Angled Façade support bolts between steel wind posts and concrete façade between 2 and 3 floors have been installed at an angle. These should be addressed in the short to medium term by a specialist contractor (NB. Ideally these works should be undertaken during the summer or autumn school holidays).

Recommendation: *Continue to monitor and periodically remove any unsafe items.*

Partially filled service trench – a minor residual risk of trip hazard. Action required address this.

Block B – St Luke's Primary School**Main Defects Found** – mainly minor spalling and cracking**Recommendation:** Continue to monitor and periodically remove any unsafe items.*Birds nest found behind drain pipe – further advice to be sought with regard to the seasonal timing of its removal.***Block C – Common Areas****Main Defects Found** – mainly minor spalling and cracking**Recommendation:** Continue to monitor and periodically remove any unsafe items.*Damage to glass block façade system. Requires the application of a protective membrane over affected areas to prevent hazard from further deterioration.***Block D – Library****Main Defects Found** – mainly minor spalling and cracking**Recommendation:** Continue to monitor and periodically remove any unsafe items.**Block E – Nursery****Main Defects Found** – mainly minor spalling and cracking**Recommendation:** Continue to monitor and periodically remove any unsafe items.**Block E – Nursery Temporary Units***New build structure – no defects sighted.***Block G – Sure Start Unit****Main defects***Damage to retaining wall of walkway with Corroded loose railing and displaced masonry to wall head.***Recommendation:** Temporarily restrict access. Continue to monitor and report any further/future deterioration. The walkway which was temporarily closed was subsequently reopened following these works (see Photographs Appendix B2).

The overall findings of the reports are based on the scheduled demolition and replacement of these schools within a 5 year period. It concluded that the building fabric is tired and worn commensurate with a buildings of its age. The main areas of concern relate to the clerestory windows which frame the stair case enclosures on the tower block at both schools. Based on the findings of the survey, reinforcement bars in the mullions and transoms of these windows are in an advanced state of decay, caused by the expansive corrosion of the internal ferrous metal reinforcement bars.

3.6 Contingent with the survey, a construction team were engaged and worked under the direction of the engineers to undertake necessary remedial measures. This included tap testing the structural concrete areas of the two tower structures (and removal of loose or unstable materials), clearing out and repairing gutters and soffits, removing historic anti climb spikes.

3.7 Loose glass fragments were removed from glass blocks and sharp edges made safe on the outer side only as inner side not broken and adhesive film

applied to the outer surface. In addition window netting protection was installed on 6 windows on the St Luke's PS tower allowing a previously closed pathway (for safety reasons) to be reopened. See Appendix B1 for a summary photograph of treated areas and a summary of the daily actions undertaken by the survey/contract teams during the period of the survey.

3.8 In addition to the Structural Survey work a condition survey was commissioned in respect of the whole building which identifies and prioritises backlog maintenance issues. This report is based on the assumption of a continued long term use of the school.

3.9 A number repairs are identified as being required to be undertaken within 1 year due to the remaining effective life of the identified components. The total budgeted cost of these repairs is estimated at £14,397.00. Ideally these repairs should be implemented during the specified period. If the works are not undertaken the areas should be subject to regular review to assess the ongoing condition given the proposed replacement of the building.

3.10 One area that is of concern is the uneven slabs in the playground area which represent a trip hazard. This is an area of 2541 square meters. It is recommended that in relation to the remaining expected lifespan of the current school, repair or rebidding works are undertaken in order to address the trip hazards.

4 Report Implications

4.1 Resource

Costs, as outlined in the table below, have been incurred in the current financial year on an emergency health and safety basis, or will be required during the remainder of the year to support further essential work. Budget for these costs is not included in approved budgets thus will require a supplementary estimate to fund them. Ongoing costs relating to future years will be incorporated in Medium Term Financial Strategy projections.

Works to Mayfield PS			
	Item	Sub total	Total
1. Install structural steelwork to brace the existing concrete mullions in east stairwell.	£4,642.00		
2. Install net protection screens to openings on North & South elevations of 3 storey section. (17nr)	£6,193.00		
Recommended Structural Survey Remedial Works			
Works to Assembly Hall			
1. Remove temporary OSB repair and deteriorated timber fascia and soffit to south elevation; remove and cut back all rotten timbers. Install new timber fascia and soffit, allowing for new timber framing as required. Decorate using exterior grade gloss paint.	£1,687.00		
2. Allowance for the clearing of downpipe and remedial repairs to gutter lining and outlet	£850.00		
Miscellaneous			
1. Allow for 1 week hire of MEWP for access	£725.00		
2. Allowance for scaffold tower	£300.00		
Works to Mayfield PS		£10,835.00	
Works to Assembly Hall		£2,537.00	
Miscellaneous		£1,025.00	
TOTAL			£14,397.00
Works Undertaken During Survey on an emergency H&S basis			
Professional Survey Investigation			£26,800.00
Reactive/ makesafe works			£6,367.50
Concrete Specialist Analysis			£3,422.48
TOTAL			£36,589.98
Ongoing Cost			
Scaffolding Hire	per mth	£497.00	
Per Annum Equivalent			£5,964.00
Annual Concrete Inspection Allowance			£2,000.00
TOTAL			£7,964.00

4.2 Digital

Not applicable

4.3 Risk

Note: The issues identified and works undertaken were to address these immediate safety issues and consultants subsequently advise

that with regard to the external masonry, facias and glass blocks the building is safe.

It is essential that the protective scaffolding fans at the base of the towers remain in place for the protection of building users and that these areas are subject an annual inspection to identify any areas of further deterioration and treatment that may be required.

Similarly the protective Heras fencing which provides an exclusion zone around the building should remain in place and as positioned. This will be monitored on a regular to ensure this remains the case. At present this is impacting on the usable area of playground. Engineers have advised that a medium term solution to be considered which may allow removal of some of this fencing would be to install protective netting around the windows in these areas as has been installed at St Luke's PS (See Appendix C). This would require additional budget but would return play space to the school.

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

Not applicable.

Appendix A: Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable.

A.2 Key Drivers for Change

Not applicable.

A.3 Key Delivery Streams

☐ One Council Working with you, for you

☒ Preventative and Sustainable

☐ Efficient and Modern

☐ Innovative and Ambitious

☐ None of the above

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value.

A.5 Involving Communities and Other Stakeholders

No external consultation has taken place on this report.

A.6 Impact on Performance and Outcomes

There are no issues arising directly from this report.

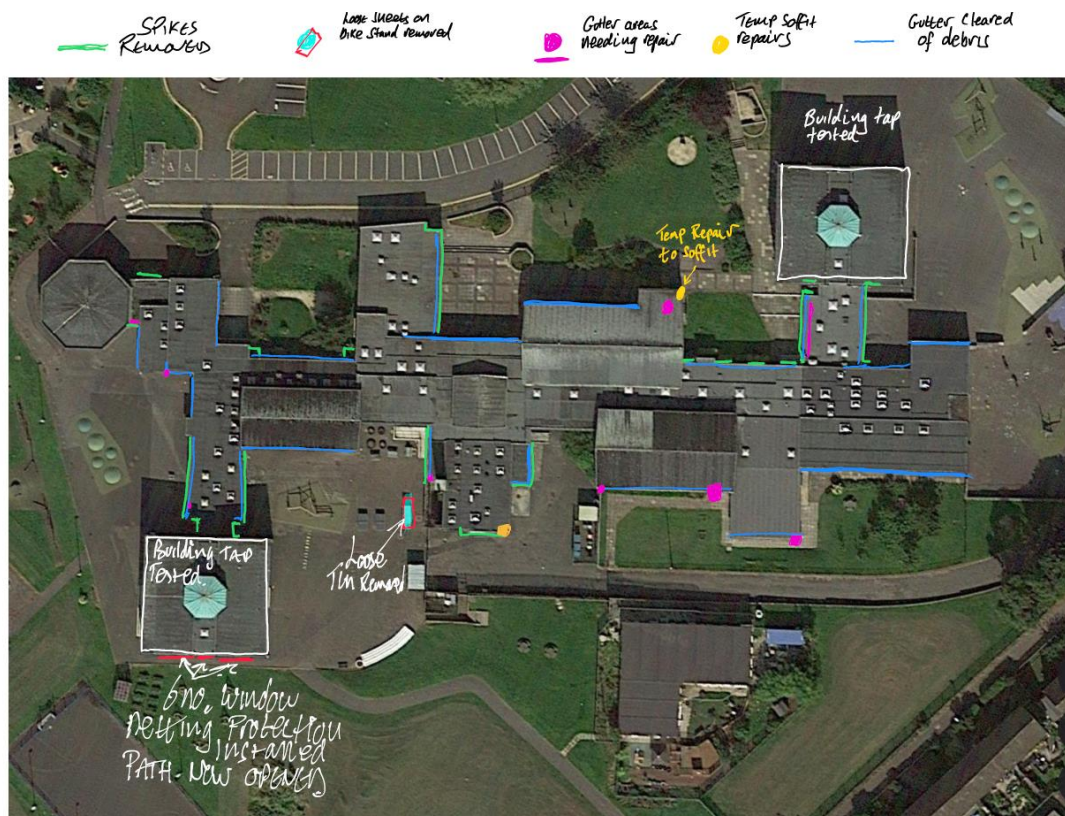
A.7 Adopting a Preventative Approach

Not applicable.

A.8 Supporting Sustainable Development

Not applicable.

**Appendix B –
Aerial Photograph summarising locations of works carried out during survey**



Appendix B2



Remedial works undertaken by Building Maintenance Services in conjunction with

Halston Engineering to address the loose wall-head, cracking in the retaining wall and loose railings identified during the structural survey.



Appendix C –

example of protective netting



Slabbed playground area



Timber fascia



**Beeslack Replacement High School and Penicuik High School
Refurbishment – Update Report****Kevin Anderson, Executive Director - Place****Report for Decision****1 Recommendations**

It is recommended that the Council:

- i. Notes the progress made with Replacement Beeslack Community High School (CHS), the emerging design for the site and the steps being taken to secure the site under an agreed Heads of Terms.
- ii. Notes the updated basis for the Heads of Terms with the University of Edinburgh which the Executive Director – Place has delegated authority to finalise and agree and the associated cost of delivering the Phase 1 First Opinion Practice (indicative cost of £4.99m).
- iii. Notes the borrowing requirement by the Council of £82.466m once external developer contribution funding is taken into account; and a net notional capital cost of £65.362 once Scottish Government LEIP funding is taken into account for the total estimated capital cost of the Replacement Beeslack Community High School of £105.537m (based on a reduced project scope)
- iv. Approves the provision of a capital expenditure budget of £105.537m for the delivery of the Replacement Beeslack Community High School in the Council's General Services Capital Plan.
- v. Notes the borrowing requirement by the Council of £44.710m as estimated capital cost of the refurbishment and extension of Penicuik High School and a net notional capital cost of £25.316m once Scottish Government LEIP funding is taken into account.
- vi. Approves the provision of a capital expenditure budget of £44.710 million for the delivery of the refurbishment and extension of Penicuik High School in the Council's General Services Capital Plan.
- vii. Approves the preferred decant strategy for Penicuik High School utilising Montgomery Park to facilitate the school's refurbishment for 2026. A further report to Council seeking budget for this decant is to be provided once this decant option is fully designed and costed.
- viii. Notes the total Council funded borrowing requirement for Beeslack and Penicuik projects of £90.7m

2 Purpose of Report/Executive Summary

To provide an update to Midlothian Council on the status of two priority projects from the previously approved Learning Estate Strategy, namely the replacement of Beeslack Community High School and the refurbishment of Penicuik High School.

Both of these projects must be delivered by 2026 in order to avoid the risk of losing funding secured through the Scottish Government's Learning Estate Investment Programme. The approval of the provision of capital expenditure budget for both Beeslack Replacement and Penicuik High School refurbishment is therefore sought.

The allocation of expenditure and funding budgets for these projects within the Council's General Services Capital Plan will ensure these projects can progress to the necessary timescales. This report follows the delivery of a seminar to Members on these projects on 25th April 2023 and an additional briefing to Members on 20th June 2023.

Date: 16 June 2023

Report Contact: Fiona Clandillon, Head of Development

fiona.clandillon@midlothian.gov.uk

3 Background/Main Body of Report

3.1 Delivering Learning Estate Strategy Priorities

In December 2022, Midlothian Council approved an update report on the Learning Estate Strategy 2017-2047 and agreed the prioritisation of Learning Estate projects it contained up to 2027/28 in order to meet essential learning estate requirements over that period.

Three Priority 1 projects were identified due to their status as being LEIP (Learning Estate Investment Programme) funded projects, i.e. part funded by the Scottish Government with a stated delivery timeframe.

- A replacement Beeslack CHS (Estimated completion 2026/27)
- A new Mayfield Primary Campus which incorporates Mayfield PS, St Luke's RCPS and Mayfield Nursery (Estimated Completion 2025)
- A refurbishment and extension of Penicuik HS (Estimated completion 2027/28)

Due to the impact of the pandemic, some flexibility has been built into the timeframes. However, delays that have been experienced by Beeslack and Penicuik schools projects have resulted in concern within the Scottish Government regarding our continued commitment to deliver these.

On 18th April 2023, the Scottish Government wrote to Midlothian Council to agree to an extension of timescales for the delivery of Beeslack Replacement High School (August 2026) and the refurbishment of Penicuik (December 2026), stating that it was imperative that every effort was made to keep to this revised timescale (Appendix B).

The total value of the LEIP funding for these two projects is £36.5m. There is a risk that these projects being delivered out with that timeframe will jeopardise this funding resulting in a higher cost to Midlothian Council for delivering these schools.

There is also an imperative to invest in expanding capacity within the learning estate due to forecast breaches in capacity due to high levels of population growth in the area.

Significant progress has been made in moving both capital projects forward. The following sections highlight key steps that have been taken.

3.2 Key Principles for Capital Investment

The Baseline report for the Strategic Infrastructure Investment Framework for Midlothian Council has established 10 key principles for capital investment. The principles most relevant to these projects are that investment decisions should be:

- Place based, designed around end user needs and their spatial context.
- Evidence based, based on clearly defined set of objectives and performance metrics.
- Joined up, delivered with stakeholders and partners.
- Strategically aligned, ensuring projects respond to the requirements of key strategy documents such as National Planning Framework 4 and the Single Midlothian Plan.
- Environmentally sustainable.
- Socially beneficial, and
- Affordable.

This paper will seek to demonstrate that the investment in Beeslack and Penicuik meet these Key Principles.

3.3 Project Fit with Key Principles

Beeslack and Penicuik are different types of capital projects, however they both align clearly with the principles set out above.

Reduce Education Inequality (Place Based, Evidence Based, Social Benefit)

Beeslack CHS will provide a high quality learning environment with a particular specialism in STEM, linked to the University of Edinburgh's operations in Easter Bush, creating opportunities for pupils to secure high value and resilient employment in the science sector. Provision of new high school for an increased roll of 1600 pupils, in a location more central to the revised catchment area with community facilities appropriate for local needs.

The Beeslack CHS and Penicuik HS projects will help to balance the uneven secondary school roll profile across the local authority and ensure there is a consistent and fair curriculum offer for all Midlothian Children and Young People (CYP). At present Penicuik High School offers 99 and Beeslack offers 93 different courses/levels in the Senior Phase, in comparison with Lasswade and Newbattle which both offer 164. A wider staff base attributed to larger capacity schools, significantly enhanced facilities and unique, strong partnership working with the University of Edinburgh will address this imbalance, improving pathways and opportunities for all learners within these establishments.

High School timetables across the Local Authority will align to achieve a sustainable collaborative Senior Phase digital based schools offer through use of sector leading technology, improving breadth, depth and equity of curriculum offer for all Midlothian Children & Young People. This model for achieving equity requires modern digital infrastructure to be successful. This is not currently a feature at Beeslack or Penicuik High Schools.

Joined Up, Strategically Aligned: Enhanced Curriculum Offer, Learner Experience and Attainment

The modern digital infrastructure that will be delivered through these projects will allow the schools to maximise the effective use of our 'Equipped for Learning' programme. This supports plans for a wider and more flexible approach to our Senior Phase curricular offering and CYP's learning through increased collaboration between schools, and by schools and partners, to develop in-person and on-line programmes, enhancing learner pathways and improving attainment for CYP.

The design of the new and refurbished buildings and access to green space will provide key Health and Wellbeing benefits to learners. By providing bright, airy, inspirational and enjoyable places to learn, in addition to vastly enhancing the curriculum through the inclusion of

Flexible spaces will provide space for more vocational 'real world' delivery of experiences and qualifications, increasing breadth and depth of learner pathways to tackle the large number of students leaving at the end of S4, and before the end of the Senior Phase. Our partnership with the University of Edinburgh will ensure we draw on expert advice in designing spaces equipped to deliver collaborative, interactive and immersive learning. Delivering spaces for Virtual Reality and Simulation Training will provide learners with unique real life experience of situations in the workplace to recognise their talents and abilities and develop specialist skills.

The projects will provide enhanced opportunities for outside providers from businesses, colleges and universities to access purpose-built facilities to deliver learning within the structure of the school day. Penicuik HS and Beeslack HS have the highest Schools College Partnership dropout rates across the Local Authority schools due to travel and accessibility challenges. The provision of state of the art buildings, innovative spaces and high quality fixtures, fittings and equipment will vastly improve the ability for college lecturers to deliver these courses on site

The proposals that Professor Hayward's Review of Qualifications and Assessment outline, highlight that changes to learning and teaching will be a key feature to the success of the reform of curriculum and assessment models. The proposed breakout learning and social spaces will facilitate innovative pedagogies to foster collaborative and independent learning and promote development of key meta-skills in self-management, innovation and social intelligence, effectively preparing students for life beyond school. Furthermore, well planned cross curricular adjacencies will promote opportunities for true staff

collaboration in delivering high quality interdisciplinary and project based learning.

Partnerships

Penicuik schools are over 6% behind their virtual comparator schools in students leaving school to pursue Higher Education. The new school and refurbishment projects will strengthen existing partnerships and allow new, innovative ones to be forged. These links will be key in fostering aspiration and creating networks for students to realise their ambitions through learning in partnership with, and in close proximity to, a broad range of research facilities.

Strong links with the University of Edinburgh are already in place and they will continue to grow, ensuring the projects provide a number of fantastic opportunities for Midlothian students. By sharing up to date research and delivery of experiences and qualifications, the curriculum and pathways of students will be greatly enhanced. Breaking down barriers to higher education by opening up access to, and working with, the Edinburgh University campus and staff, there will be huge benefits in improving the destinations of our young people. An example of this would be the huge benefits associated with accessing the Easter Bush Science Outreach Centre, a unique, purpose-built laboratory space with a mission to develop and deliver high-quality science experiences for community groups, school pupils and their teachers.

Our students will have access to a number of excellent opportunities for work-based learning. Access to the First Opinion Vet Clinic and developing strong relationships with a number of businesses within Midlothian Science Park will offer endless opportunities for students to secure placements for work

3.4 Vision & Objectives for Beeslack

Vision

Create a new Beeslack Community High School as a new science, technology, engineering and mathematics (STEM) Centre of Excellence with Additional Support Needs (ASN) Specialist Provision for those with severe and medically complex needs, providing exceptional learning environments, where Midlothian's children and young people will learn, innovate and thrive.

This Centre for Excellence will be immediately adjacent to the University of Edinburgh's world leading research, work and study environment at the heart of a growing cluster of bioscience organisations at Easter Bush.

The Easter Bush site strategy is highly unique and will be life changing for Midlothian's young people, helping to deliver essential skills and opportunities in a post pandemic environment.

Through strong partnership working with the University of Edinburgh and Edinburgh College, and facilitating access to industry leading

experts and facilities to improve aspiration, it will be sector leading in preparing young people with the skills for the future and real job opportunities at Easter Bush and Edinburgh BioQuarter.

ASN & Inclusion

Midlothian is committed to ensuring that inclusion is at the root of our ethos and that our children and young people can reach their fullest potential. As the fastest growing authority in Scotland, our need for ASN accommodation is outstripping our capacity. We need to plan strategically to meet the growing need now and for the future.

Due to the growth and expansion to Midlothian's learning estate, we instructed an independent advisor to review our current provision to meet ASN within Midlothian. Within this report the advisor recommends *"A new provision for young people with complex medical needs is required. The current provision in Saltersgate is satisfactory, but could be much improved on."* We currently do not have an adequate provision to meet the needs of some of our most vulnerable learners with severe and complex needs.

We propose that the new Beeslack Replacement CHS becomes an ASN Specialist Provision for learners with severe and medically complex needs for both primary and secondary pupils. This specialist provision will be sector leading and have:

- Capacity for maximum 40 young people
- A hydrotherapy pool
- Suitable changing facilities
- Classrooms fitted with hoists to ensure that the school is accessible for all and promotes independence
- All classrooms will have direct access to the outdoors.
- The outdoor area will have a sensory garden, accessible playground equipment and space to learn and play.

We will work in partnership with our allied health professionals to ensure our children and young people can reach their fullest potential and have access to the right supports at the right time.

Over a number of years, Midlothian Council has been committed to try to ensure that each geographical area of Midlothian has equal access to a range of ASN provision. The current provision has, over time, moved from the intended equitable level of provision, resulting in some perceived gaps.

We have been working in consultation with the staff from Saltersgate School to design the ASN facility at Beeslack. Our current facilities at Saltersgate currently support our most severe and medically complex learners to achieve their fullest potential, but there is no easy access to outdoors or the hydrotherapy pool. The corridors are narrow and there

is little storage for pieces of medical equipment required for the learners.

Currently within Midlothian the need to support our children and young people within specialist provision or schools is exceeding our capacity. To comply with legislation, we must meet the needs of all learners. If we cannot place a child or young person within our specialist provisions or specialist schools then we need to place them outwith the authority. This does not align with our vision and has an ongoing revenue cost of a placement which can range from £42,000 p/a to upwards of £350,000 p/a plus the cost of transport which is variable.

Not creating ASN capacity at the new Beeslack will impact capacity within Saltersgate and across Midlothian to support learners with complex needs. Saltersgate is already oversubscribed.. Currently the number of placements nationally are limited and there is no guarantee of a local placement. This can give rise to a residential placement with costs of around £350,000 p/a, per pupil. The number of tribunals will also increase due to Midlothian not being able to meet the level of need. This has a financial and reputational risk for Midlothian Council.

STEM Centre of Excellence

Beeslack High School will be a Centre of Excellence for science, technology, engineering, and mathematics. The Centre of Excellence model both integrates and augments the Scottish Government's Developing the Young Workforce programme, highlighting the importance of young people developing and using the skills necessary to become an active part of the workforce. There are a number of key benefits in adopting this unique model:

- Establishing STEM based Centres of Excellence in areas of high socio-economic challenge is an important driver in raising aspirations and closing the poverty-related attainment gap. The focus on this from a curriculum perspective, coupled with the close proximity to Midlothian Science Park, will promote clear, supportive pathways into STEM related post school study and employment opportunities.
- Flexible spaces will bolster opportunities for more vocational 'real world' delivery of experiences and qualifications, increasing breadth and depth of learner pathways to promote an increase in the number of students opting to remain in school beyond S4.
- Centres of Excellence focus on inclusive growth and propose an innovative solution for investing in education and business growth. Ultimately this will facilitate business growth and competitiveness, placing these businesses in a better place to compete internationally.
- The model will support schools across the authority by offering specialist opportunities for deeper learning through enhanced curriculum, designed in partnership with further and higher

education specialists, access to specialist teaching and the use of dedicated resources.

- Local labour market intelligence estimates that between 2022 and 2032 there will be a large number of vacancies in the following growth sectors in Edinburgh, Midlothian and East Lothian:
 - 19000 in Engineering
 - 4700 in Life Sciences
 - 4200 in Food and Drink
 - 300 in Chemical Sciences
- The Centres of Excellence model will be integral in supporting students to develop the skills, knowledge and confidence to access these industries. High quality, innovative curriculum delivered across the authority, access to industry standard facilities and strong partnerships with Edinburgh University, Edinburgh College and businesses within the Midlothian Science Park will foster aspiration across all of our schools.

3.5 Beeslack Project Milestones & Programme

The Beeslack Replacement High School was included in the first tranche of projects in the Scottish Government's Learning Estate Investment Programme in September 2019. However, at the time a site was not secured for the school. This process experienced delays as scoping the Council's initial preferred site proved to be unsuitable for development, and the impact of COVID 19 was felt across the Council resources.

In June 2021, a draft Heads of Terms was approved by Midlothian Council alongside the Strategic Business Case for the project. Significant progress has been made on this project in the last 15 months. Key milestones include:

- Full Design Team appointed
- Site surveys and Site Investigations carried out
- Following a report to Council in October 2022, Midlothian Council agreed to increase the capacity from 1200 to 1600 pupils.
- RIBA stage 2 design completed to accommodate 1600 pupils
- Consultations carried out with Beeslack Senior Leadership Team
- ASN Design developed to deliver dedicated, specialist provision
- Agreement of boundary with University of Edinburgh and revised draft Heads of Terms.

Planned Milestones include:

- Final agreement on Heads of Terms and proceed with legal agreement;
- Complete design development by August 2023.
- Planning application January 2024

Midlothian Council has invested to date £1.7m into the development of the school site, to cover fees, site investigations and survey costs.

Figure 1 – Proposed Layout



Figure 2 – View from North-East

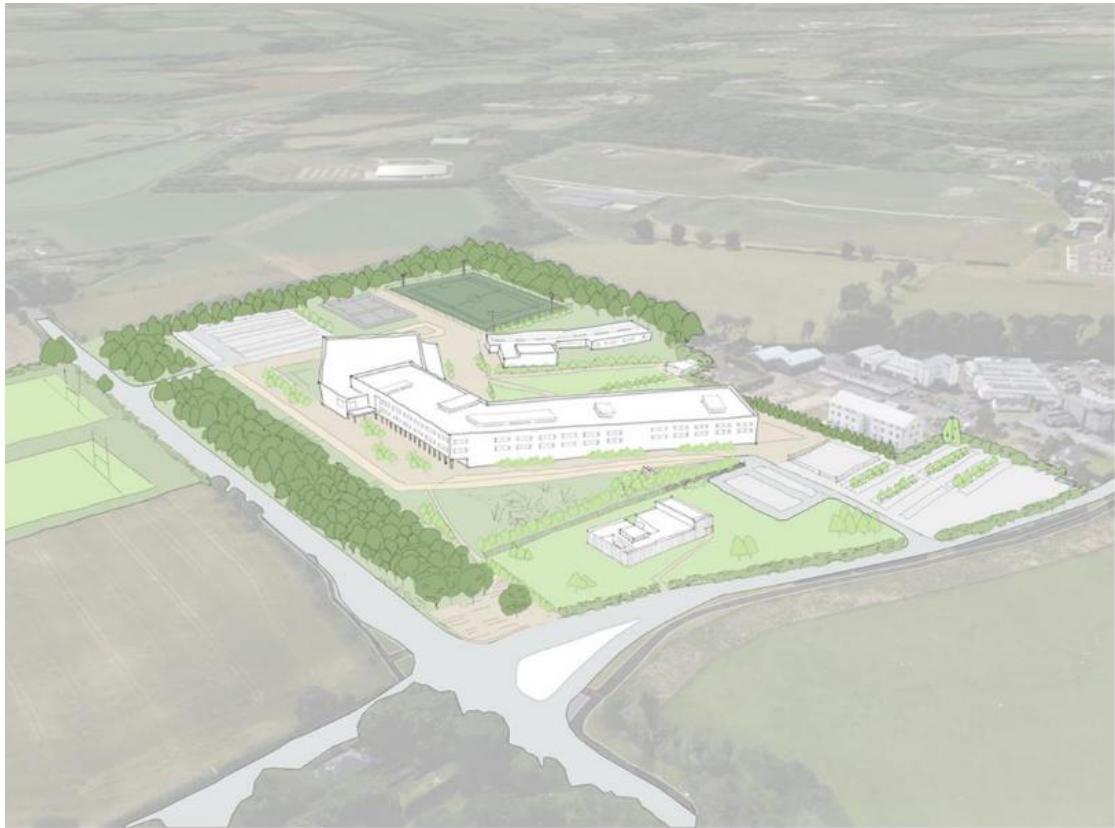


Figure 3 – View from North-West



3.6 Beeslack Replacement CHS - Options Appraisal

In reviewing options for delivering the required capacity for the project, the Beeslack Replacement CHS Project Board considered two options:

- Full Project Scope with estimated cost of £122.592m in order to deliver 1600 capacity school with swimming pool and additional community and sports facilities.
- Reduced Project Scope, with a target budget of £105.537m. This scope will prioritise the delivery of statutory requirements, in line with Midlothian Council's Capital Plan Prioritisation methodology, and removing elements that would sit outwith the Scottish Futures Trust (SFT) funding metric. This includes additional floorspace and achieving passivhaus certification, with the school built to meet the still demanding LEIP Band A energy efficiency standard.

The objectives each options needs to meet are:

- Place Based
- Evidence based
- Joined up
- Strategically aligned
- Environmentally sustainable
- Socially beneficial
- Affordable

The options appraisal in enclosed at Appendix C supported by Cost Reports at Appendix D. The option of Do Nothing was not considered by the Project Board as it does not support any of the key principles for capital investment and would result in the continuation of an unsuitable learning environment. The existing Beeslack HS has a suitability rating of C (Poor). If the option of do nothing is considered, the following should be noted.

- Increased lifecycle and maintenance costs due to the deterioration of the asset, energy costs due to the existing fabric not being energy efficient.
- Lack of core accommodation, modern classrooms and a suitable learning environment will not provide an equitable educational experience for the learners.
- The building limits learner pathways and access to a full curriculum.
- The school is projected to breach its stated capacity in the next few years.
- There would be still be a requirement to invest Council capital funding to make the necessary upgrade and extension works.

The recommendation of the Project Board is to progress with a Reduced Project Scope (Option 2) to maximise the affordability of the

project and meet all of Midlothian Council's statutory obligations while delivering an outstanding learning environment. This approach is in line with our Capital Plan Prioritisation methodology, where capital investment to meet our statutory obligations are prioritised.

Notably, Option 2 includes the provision of a hydrotherapy pool within the ASN accommodation, but excludes the provision of a swimming pool and community facilities within the main school building. The total cost of these two elements are £6.942m and £2.152m respectively (£9.094m in total). The net cost to the Council of these elements would be £7.3m if they were retained in the project. Therefore, it is recommended these elements and the community pavilion (£1.180m) are excluded to enhance the project's affordability and maintain an approach that is consistent with capital plan prioritisation.

3.7 Land Acquisition

Officers instructed CBRE on 16th August 2021 to undertake a joint valuation of the preferred site and this was received on 9th September 2021.

The valuation assessed the site based on business and industrial use and determined a valuation of £1,050,000 based on the following attributes:

Market Value per acre (gross)	£60,000	Number of Tenants	N/A
Tenure	Heritable (freehold equivalent)	Capital Expenditure – Flood Works	£230,000
Gross Income pa	£0	WAULT to Break	N/A
Net Income pa	£0	WAULT to Expiry	N/A

An update to this valuation was instructed in April 2023. This instruction also included the playing field site to the east of Seafield Moor Road (East Site) and excluded the proposed site of the First Option Practice, which will be retained by the University of Edinburgh for redevelopment for a vet practice. This determined that the valuation of £1,050,000 was unchanged due to challenging market conditions for development land for this kind of use.

As set out in the June 2021 Strategic Business Case for the Beeslack Replacement CHS, the agreed commercial principle to acquire the site is based on a land swap with Midlothian Council acquiring the school site in exchange for the construction of a First Opinion Vet Practice (FOP) for the University.

The basis of an updated set of Heads of Terms between the University of Edinburgh and Midlothian Council are:

- The acquisition of the identified school site will be based on the commercial principle that the first phase of a First Opinion Vet

practice (571sqm) will be procured, constructed and delivered by the University of Edinburgh, but paid for by Midlothian Council and this will consider the site's land value.

- The consideration, i.e. the sum Midlothian Council will pay to the University for the delivery of the first phase of the FOP and by extension the sum Midlothian Council will pay for the school site, is based on a commercial review agreed by an independent quantity surveyor, appointed for this purpose by the Council and the University.
- Midlothian Council will be obliged to carry out and complete the common works, which will be relied upon by both the University and the Council (e.g. joint site access).
- Midlothian Council will submit a joint detailed planning application for the School and the FOP.

Currie & Brown have now had an opportunity to review the proposals for the FOP and provide a high level cost estimate. At this stage, they estimate Phase 1 of the FOP will cost Midlothian Council £4.99m.

The University will be conducting a value engineering exercise on these plans, which remain at a relatively early stage in order to bring the cost of the FOP project down. This should result in a lower final figure. However, for the purpose of this report it is recommended that the above allowance is made for the sum required to secure the school site.

3.8 Refurbishment of Penicuik High School

The Penicuik High School building consists of the original school built in 1937, which is a Category B listed building, and a three-storey classroom block which was added in the 1960's. The school building has ratings for condition C (2012) and for suitability (C), reflective of the age of the school building and the design standards of the time. Midlothian Council has identified Penicuik High School, situated in the heart of Penicuik, as part of its learning estates strategy as a key extension, replacement and refurbishment project to provide both additional capacity and a suitable secondary learning environment for Penicuik. It was on that basis that funding was approved by the Scottish Government as part of LEIP Phase 2.

Penicuik is currently served by six primary schools. These feed into two high schools - Penicuik High School and Beeslack High School. With the proposed relocation of Beeslack High School to the Easter Bush Campus, this will no longer serve pupils from Penicuik. The Penicuik High School roll will increase to serve all the high school pupils from this area. While the school's registered capacity is 945 pupils, the school's current roll is 675. Current projections do not show any

requirement to take that capacity above 945, although it is anticipated that this catchment will experience future housing growth.

The school's dining and sports facilities are not sufficient to accommodate the school's existing roll and require expansion to ensure the school's core accommodation is sufficient for an increase in pupil numbers. In addition, a dedicated ASN provision will be created within the listed building for a maximum of 24 students with additional support needs.

This project must also be complete by 2026 in order to retain its funding from LEIP Phase 2.

3.9 Vision and objectives for Penicuik High School Refurbishment

The vision for the Penicuik High School refurbishment is to:

Create a transformative educational facility that seamlessly blends heritage and innovation. Our aim is to honour the historical significance of the building while providing modern facilities that inspire and support the current and future generations of learners. We envisage a revitalised learning environment that fosters creativity, collaboration, and academic excellence, firmly rooted in local culture and values.

The vision and objectives for Penicuik are included in full in Appendix E.

When complete, Penicuik High School will have a transformed learning environment comprising:

- 945 place school that will provide a high quality, fit for purpose learning environment.
- Dated and poor condition 1960s buildings will be completely refurbished both externally and internally.
- The listed 1930's High School building will also be refurbished, with a focus on mechanical, electrical and plumbing components, external doors and windows.
- There will be new expanded dining facilities and onsite community and sports facilities, allowing the school to accommodate its full capacity of pupils in a suitable environment.
- Enhanced ASN facilities will also be provided for 24 pupils, where currently just 12 can be accommodated.
- The quality of the learning environment and the performance of each building will be transformed with a holistic retrofit.
- The energy efficiency of the buildings, currently largely uninsulated, will be significantly improved with a targeted annual estimated energy consumption cost of £0.060m per annum, down from approximately £0.244m per annum.

Overall, the building will provide a learning environment in which better learning outcomes can be delivered and the health and wellbeing of the building's occupants can be supported, through improved ventilation, thermal comfort and daylighting.

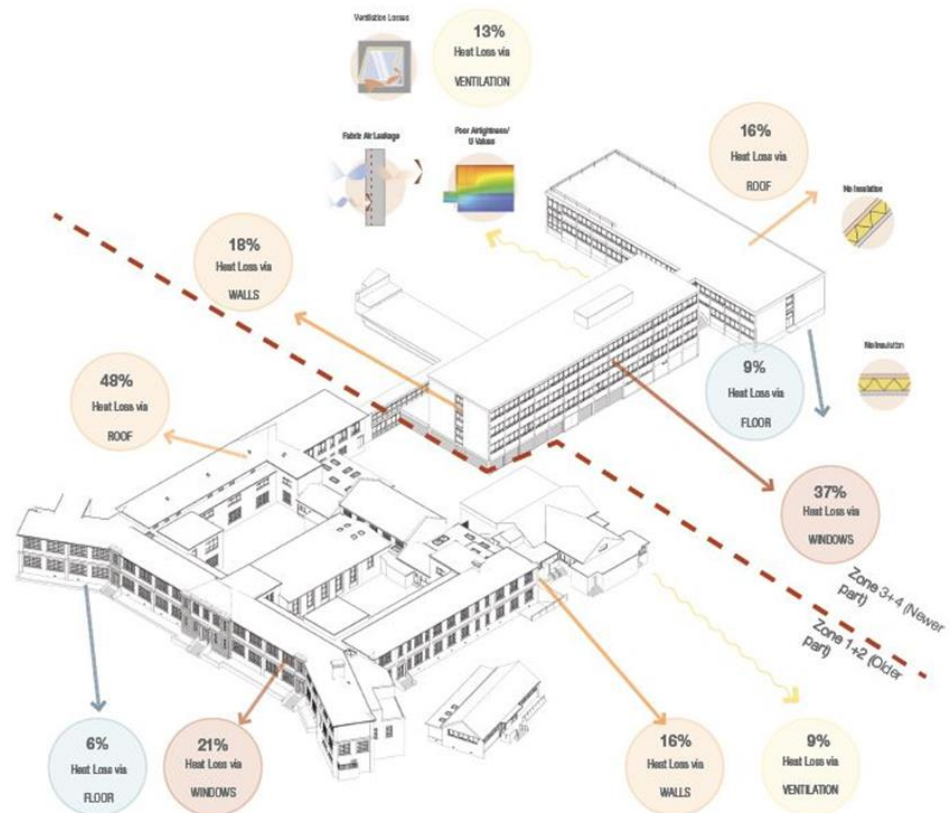


Figure 3 Heat Loss in Buildings

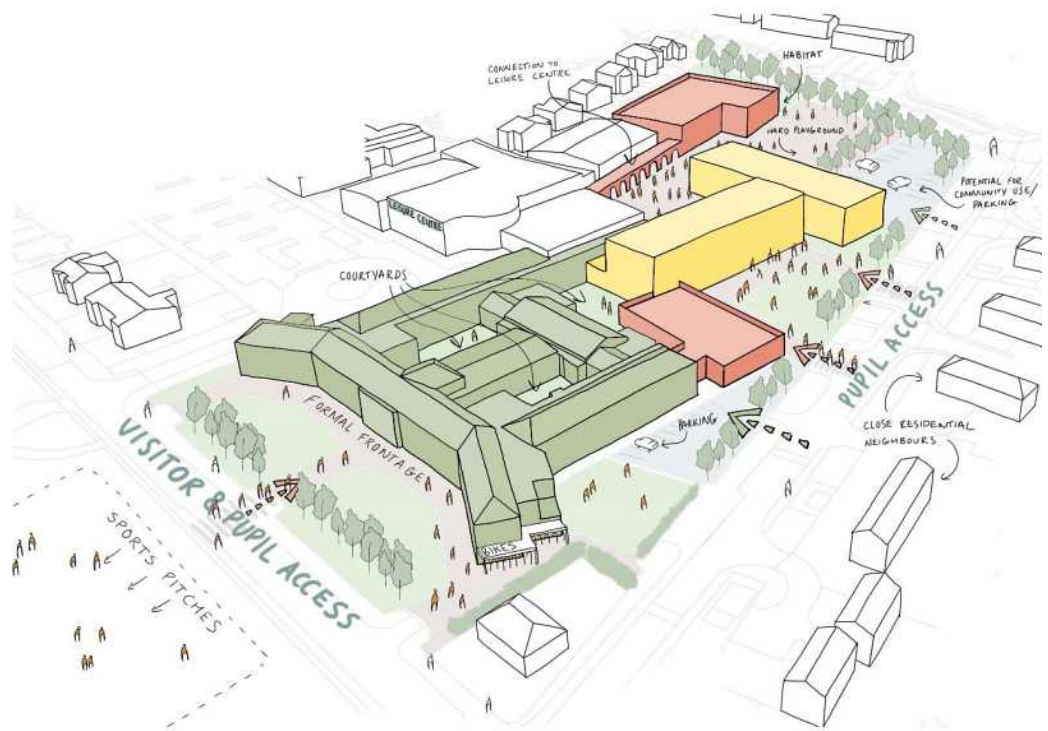


Figure 4 Refurbishment Strategy and New Build

3.10 Penicuik High School – Design Options

A detailed EnerPHit feasibility study (EnerPHit being a standard for economically and ecologically optimal energy retrofit for older buildings which cannot achieve passivhaus standard) has been conducted to fully assess the condition of the current building and enable the design team to develop proposals that can be delivered within the programme deadline of August 2026.

The existing building consists of two core buildings - the listed building and the 1960s block - which have both seen expansion and remodelling between 1935 and 2007. The fabric of both buildings is largely uninsulated and in need of upgrading to reduce heat loss, improve air tightness and improve each building's performance.

The current proposal is to refurbish the 1960's block by remodelling the internal floor area so they are fit for purpose and meet the current education standards. The external envelope of the building is to be replaced with a new façade that will include triple glazed windows to provide daylight and solar gain without excessive heat losses. The flat roof is proposed to be stripped back to the concrete structure and insulated. The 1935 block and additional extensions will be required to have a lower level of retrofit as they form part of a listed building, however layout changes, upgrades to building fabric and interior

finishes will all be improved to ensure the school has a continuous standard throughout.

3.11 Penicuik High School – Programme

It was originally envisaged that the development of the new Beeslack school would allow the decant of Penicuik HS pupils into the vacant Beeslack school. This would then allow the Penicuik HS refurbishment to progress.

However, the slippage in the programme for Beeslack due to the delay in acquiring a suitable site resulted in a programme for the delivery of Penicuik that would be unacceptable to the Scottish Government to fund. The dependency between these two projects is now to be removed and we are seeking to deliver Penicuik as a stand alone project.

3.12 Penicuik High School – Options Appraisal, Decant Strategy

The options for the decant of pupils from Penicuik HS are set out in Appendix G. This option appraisal is supported by the RIBA 0-1 Decant Strategy Report prepared by Architype dated June 2023 (Appendix F) and indicative costings prepared by Faithful & Gould.

The options appraised are:

1. Do nothing / Do Minimum
2. Retain S1-3 at Penicuik High School and decant S4-6 to modular units at Beeslack
3. Decant all of Penicuik High School to modular units at Beeslack
4. Utilise Montgomery Park, Penicuik, opposite the existing school for partial decant of pupils.
5. Utilise Montgomery Park, Penicuik for the full decant of pupils.

As with the Beeslack Replacement CHS, the preferred option needs to best reflect the following key principles:

- Place Based
- Evidence based
- Joined up
- Strategically aligned
- Environmentally sustainable
- Socially beneficial
- Affordable

As set out in Appendix G the preferred option is to utilise Montgomery Park to accommodate the decant of pupils from the high school. This could accommodate a full or partial decant of pupils.

The proximity of the High School to Montgomery Park will ensure that there is no requirement to split the staff body across two sites,

transport pupils and potentially change timetables to accommodate this. Avoiding these changes minimises the negative impact on the learner experience. This represents a significant advantage over any alternative options.

Further analysis is required to determine whether the site has capacity for a full decant and whether benefits such as a faster programme for the refurbishment of the school would outweigh additional costs for more modular units.

It is recognised that the use of this public open space for these temporary classrooms will displace users of the existing 9 a side playing field for circa two years. Therefore, Midlothian Council will undertake to ensure that current users of the pitch have access to an equivalent pitch within Penicuik. In addition, once the pitch is no longer required, Midlothian Council will undertake to ensure that the pitch is upgraded for future use. These works will be scoped into the project.

3.13 Cost of Decant

A high level costing exercise into decant options was carried out for this report by Faithful & Gould. These costs are inclusive of an allowance for new fixtures and fittings, which will transfer to the Penicuik High School after use in the decant facilities. Costs are also inclusive of the removal of these temporary facilities.

It has been assumed that these units would be returned to the manufacturer and there will be a credit value to assist in offsetting these costs. This is shown separately below.

These costs were developed on the basis of the purchase, rather than lease, of the units and also using a mix of new and refurbished modular units. Initial feedback from Faithful & Gould is that due to the volume of units required and their bespoke nature, this is more cost effective. However, this will be re-examined as the modular unit requirement is finalised.

Table 1: Costed Decant Options

Option	Estimated Cost (£000's)	Resell credit minus uplift and removal of the temporary units (£000's)	Revised Estimated Cost (£000's)
Option 2a – partial decant to Beeslack	9,480	180	9,300

Option 2b –full decant at Beeslack	15,764	310	15,454
Option 3a – partial decant to Montgomery Park	8,944	190	8,754
Option 3b – full decant to Montgomery Park	15,784	310	15,474

At present, both options (Beeslack and Montgomery Park) are showing similar costs. These are early and indicative costs however, and there are significant non-monetary advantages to the option of utilising Montgomery Park.

Once a design team is appointed, the effective utilisation of existing space at Penicuik High School across both phases of works will be prioritised with a view to minimising the need for modular units, placing downward pressure on costs. A report will be brought back to Council with the outcomes of this work, seeking approval for this budget.

4 Report Implications (Resource, Digital and Risk)

4.1 Beeslack CHS – Capital Account

Capital Expenditure

A project development budget phased across 2021/22 and 2022/23 of £1.700 million was earmarked in the General Services Capital Plan to support the development of the Beeslack Replacement High School project to its current stage. Further forecast Beeslack Replacement High School capital costs equate to £103.837 million, giving a total development cost for the project of £105.537 million.

Funding of Capital Expenditure

The forecast Beeslack Replacement High School total capital costs of £105.537 million are expected to be funded through a mixture of funding sources as follows, and as outlined in Table 2 below:-

- The Council has already received developer contributions totalling £7.073 million, and is expecting to secure further developer contributions totalling £15.997 million, to fund the proposed increase in capacity. This is therefore expected to equate to a total of £23.070 million of developer contributions receipts based on known LDP1 allocations;
- Where appropriate, these will be applied to fund capital expenditure. At present, thereby offsetting the need to prudentially borrow £23.070 million for the new facility. There may be an additional uplift of developer contributions that can be

applied to this project, however this is subject to further discussion and agreement with developers.

- On that basis, the Council will need to prudentially borrow the remaining £82.466 million of capital costs;
- The project is included in Phase 1 of the Learning Estate Investment Programme, where the Scottish Government will provide a revenue support grant payable over 25 years following the completion of the building, to support operational/revenue costs of the school, based on the Council meeting the delivery of strategic outcomes (energy, condition, digital and economic). Whilst this is payable as a cash revenue grant over 25 years (and therefore does not impact/reduce the requirement for the Council to borrow during the construction phase), it equates to a theoretical capital cost support of £17.104 million;

Table 2: Beeslack High School Replacement Capital Account

Financial Year	to 2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026/27 £000's	2027/28 £000's	Later Years £000's	Total £000's
Capital Costs	1,743	7,771	18,525	48,913	26,454	2,130	0	105,537
Developer Contributions	-817	-3,594	-6,516	-1,710	-1,972	-1,753	-6,708	-23,070
Net Capital Costs	926	4,177	12,009	47,203	24,482	377	-6,708	82,466

Therefore, as shown above, the Council will prudentially borrow £82.466 million, with the remaining capital funding expected to be provided by the securitisation of developer contributions totalling £23.070 million.

The net capital cost of £82.466 million will be partly offset by the Scottish Government revenue support grant available (payable over 25 years and theoretically supporting £17.104 million of capital costs) subject to the successful achievement of outcomes over that 25 year period, thereby reducing the notional capital account impact to the Council to £65.362 million.

4.2 Beeslack CHS – Impact on Revenue Budget

The direct consequences of capital impact on the Council's revenue budget (Loan Charges net of Scottish Government LEIP Revenue Grant Funding) is as set out in Table 3 below:-

Table 3: Direct Consequences of Capital Impact on Revenue Budget

Financial Year	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026/27 £000's	2027/28 £000's	2028/29 £000's	Later Years to 2051/52 £000's
Loan Charges	61	307	1,202	2,307	3,453	3,440	3,329
SG LEIP Revenue Grant	0	0	0	-329	-1,316	-1,246	-1,036
Net Revenue Budget Impact	+61	+307	+1,202	+1,978	+2,137	+2,194	+2,294

4.3 Penicuik – Capital Account

Capital Expenditure

A project development budget phased across 2021/22 to 2023/24 of £0.250 million was earmarked in the General Services Capital Plan to support the development of the Penicuik High School Refurbishment & Extension project to its current stage.

Further forecast Penicuik Refurbishment & Extension High School capital costs equate to £44.460 million, giving a total development cost for the project of £44.710 million.

Funding of Capital Expenditure

The forecast Penicuik School total capital costs of £44.710 million are expected to be funded through a mixture of funding sources as follows, and as outlined in Table 4 below:-

- The Council will need to prudentially borrow £44.710 million of capital costs;
- The project is included in Phase 2 of the Learning Estate Investment Programme, where the Scottish Government will provide a revenue support grant payable over 25 years following the completion of the building, to support operational/revenue costs of the school, based on the Council meeting the delivery of strategic outcomes (energy, condition, digital and economic). Whilst this is payable as a cash revenue grant over 25 years (and therefore does not impact/reduce the requirement for the Council to borrow during the construction phase), it equates to a theoretical capital cost support of £19.394 million;

Table 4: Penicuik High School Refurbishment & Extension Capital Account

Financial Year	to 2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026/27 £000's	2027/28 £000's	Total £000's
Capital Costs	193	1,272	2,573	25,785	14,287	600	44,710
Developer Contributions	0	0	0	0	0	0	0
Net Capital Costs	193	1,272	2,573	25,785	14,287	600	44,710

Therefore, as shown above, the Council will prudentially borrow £44.710 million.

The capital cost of £44.710 million will be partly offset by the Scottish Government revenue support grant available (payable over 25 years and theoretically supporting £19.394 million of capital costs) subject to the successful achievement of outcomes over that 25 year period, thereby reducing the notional capital account impact to the Council to £25.316 million

4.4 Penicuik Refurbishment & Extension – Impact on Revenue Budget

The direct consequences of capital impact on the Council's revenue budget (Loan Charges net of Scottish Government LEIP Revenue Grant Funding) is as set out in Table 5 below:-

Table 5: Direct Consequences of Capital Impact on Revenue Budget

Financial Year							Later Years to 2051/52 £000's
	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026/27 £000's	2027/28 £000's	2028/29 £000's	
Loan Charges	61	77	505	1,122	1,732	1,753	1,753
SG LEIP Revenue Grant	0	0	0	-489	-1,467	-1,363	-1,155
Net Revenue Budget Impact	+61	+77	+505	+632	+265	+390	+599

4.5 Capital Plan Affordability

Council will note that in the "Capital Plan Prioritisation – Update Report" paper that was approved by Council on 21 February 2023, that the Loan Charges arising from capital expenditure within the General Services Capital Plan, including planned Learning Estate Programme projects that are under development (which includes Beeslack Replacement High School and Penicuik High School Refurbishment and Extension) was expected to exceed the Loan Charges levels as per the Council's approved Medium Term Financial Strategy over the period 2023/24 to 2027/28.

The paper considered by Council on 21 February 2023 approved the deferral, pause or deletion of £10.604 million of capital expenditure, against a target of £71.901 million (the level required to bring Loan Charges within the Medium Term Financial Strategy (MTFS) targets) thus leaving £61.297 million still to be found.

The MTFS projections are refreshed reflecting 2023/24 budget decisions and the 2022/23 actual outturn with a projected budget gap of £29.121 million to 2028/29. Included in MTFS projections are loan charges of 4% of net revenue income stream as a targeted measure of affordability in the context of the sizeable challenge to bring recurring income and expenditure into equilibrium. Approval of projects as presented in this report will increase the affordability measure to 5.1% by 2028/29 with an ongoing impact starting in 2029/30 of 5.3%. In cash terms this increases the budget challenge through to 2028/29 by £5.556 million with a further £3.688 million impact in 2029/30.

This therefore increases the challenge to the Council to bring overall capital plan expenditure within prudent, affordable and sustainable limits that is proportionate to the authority's financial capacity.

4.6 Digital

Not applicable

4.7 Risk

Risk assessments have been integrated into the Options Appraisal appendices.

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

Not applicable

4.9 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

APPENDIX A – Report Implications

APPENDIX B – Letter re LEIP deadline

APPENDIX C - Options Appraisal – Beeslack Replacement Community High School

APPENDIX D - Summary Cost Plans, Beeslack Replacement Community High School

APPENDIX E: Penicuik High School Expansion and Refurbishment Vision Statement

APPENDIX F – Architype Penicuik High School Decant Strategy

APPENDIX G - Penicuik High School Decant Strategy – Options Appraisal

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The contribution of these projects to delivering on the outcomes of the 2022/23 Single Midlothian Plan are as below.

Individuals and communities have improved health and learning outcomes

This is largely addressed in Section 3.3. Both school projects will assist in addressing Education Inequality, by facilitating the broadening of the curriculum offer at both schools, so that it is fair and consistent across Midlothian through better facilities and a wider staff base that will improve pathways and opportunities for all learners. Investment in these assets will also allow both schools to participate in a digital based schools Senior Phase offer through use of sector leading technology, improving breadth, depth and equity of curriculum offer for all Midlothian CYP. This model for achieving equity requires modern digital infrastructure to be successful. This is not currently a feature at Beeslack or Penicuik High Schools

Both schools will be able to offer significantly improved learning environments through the provision of a school building that will accord with LEIP Band A energy efficiency standards at Beeslack and a full refurbishment of buildings that are no longer fit for purpose in Penicuik, addressing ongoing issues such as the leakage of heat from the uninsulated buildings, making the school a far more comfortable and healthy environment to learn in.

No child or household living in poverty:

Through provision of high quality learning environment in a location that is more accessible to more pupils at Beeslack, it is anticipated that there will be a positive impact on engagement and attainment, which will drive economic benefits. More widely, creating a centre for excellence for STEM will support the Midlothian Science Triangle and the regional economy and opportunities for pupils to secure high value and resilient employment in the science sector. From a place perspective, investment in both schools comprises is a significant economic investment in Penicuik and at the Easter Bush, providing economic drivers for expenditure in local economies and communities

Significant progress is made towards net zero carbon emissions by 2030:

Beeslack High School dates from 1984, and is currently rated Condition B and Suitability C. The replacement school will be built to LEIP Band A standard and will be highly energy efficient. It will also be closer to the majority of its catchment pupils, making it more accessible by walking and cycling. This will result in a decreased carbon footprint for the operation of the school.

The investment in the refurbishment of Penicuik High School will extend the life of an existing asset. It is currently rated Condition C and has poor energy performance. As set out in affirms section 3.9, Midlothian Council seeks to significantly improve its annual estimated energy consumption to a cost of £0.060m per annum, down from approximately £0.244m per annum. Penicuik High School is located in the town centre in a highly accessible location that will encourage walking and cycling to school.

Both projects will result in a significant reduction in Midlothian Council's carbon emissions.

A.2 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☐ Community safety
- ☐ Adult health, care and housing
- ☒ Getting it right for every Midlothian child
- ☒ Improving opportunities in Midlothian
- ☒ Sustainable growth
- ☐ Business transformation and Best Value
- ☐ None of the above

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

Best Value will be achieved by considering the whole life cost of both projects including initial land purchase, site remedial and construction costs, running costs and sustainability. It should also factor in the value the opportunities to be created for Midlothian's Children and Young People with regard to reducing education inequality and creating pathways to high value, resilient careers.

A.5 Involving Communities and Other Stakeholders

Consultation with a wide range of stakeholders including neighbours, Community Councils and residents will be undertaken through the statutory catchment review, design development process and the planning application process.

In relation to the proposed use of Montgomery park for a decant of pupils, an additional consultation process will be required to ensure users of this space are consulted and their ongoing requirements can be met elsewhere. In addition, further consultation will be required to address any restrictions on title that exist in terms of its use for anything other than a park.

A.6 Impact on Performance and Outcomes

These proposals respond to key outcomes in the Single Midlothian Plan, as set out in A.1.

A.7 Adopting a Preventative Approach

This has been considered as part of process of developing visions and objectives for both Beeslack Replacement and Penicuik HS refurbishment projects.

A.8 Supporting Sustainable Development

See A.1 – response regarding meeting 2030 net zero carbon target.



T: 07500 122 111
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Fiona Robertson
Executive Director, Children, Young People & Partnerships
Midlothian Council
fiona.robertson@midlothian.gov.uk

18 April 2023

Dear Fiona,

LEARNING ESTATE INVESTMENT PROGRAMME (LEIP) – BEESLACK REPLACEMENT & PENICUIK

Thank you for your letter of 16th March outlining the reasons for the delays to Beeslack Replacement & Penicuik, which means that Beeslack Replacement will not be able to meet the LEIP Phase 1 deadline of being open to pupils by 31st August 2024 and Penicuik will not be able to meet the LEIP Phase 2 deadline of being open to pupils by 31st August 2026.

I appreciate that delivery of these projects has proven to be more complex than first envisaged and as such Ministers were content to provide your authority an extension for the opening of Beeslack Replacement to August 2026 and Penicuik to December 2026 with the understanding that the council is aiming for as close to August 2026 for the delivery of Penicuik. Ministers have requested that every effort should be made to meet this revised timescale and it is imperative we keep to this revised schedule.

Scottish Government are very keen to maintain momentum across the programme and we expect that local authorities will continue to work collaboratively with SFT and Government to achieve the ten guiding principles of the Learning Estate Strategy and defined programme metrics, terms & conditions and outcomes on each project.

As per the agreed programme funding principles, the inflationary risk of project delays sits with the Local Authority. Please contact SFT regarding any project specific funding queries.

Please let the programme team know through myself or colleagues at Scottish Futures Trust if there is anything that we can do to continue to support the project and the outcomes it is aiming to achieve.



Kind regards,

Andrew Dailly
Head of School Building
Scottish Government

Cidhe Bhictòria, Dùn Èideann, EH6 6QQ
Victoria Quay, Edinburgh EH6 6QQ
www.scotland.gov.uk



APPENDIX C Option Appraisal – Beeslack Replacement Community High School

Option 1 – Do Nothing / Do Minimum			
Description	Beeslack Community High School is not replaced. Capacity breach at Beeslack is accommodated in modular units on site, which would be required until data shows school roll returning to capacity of existing school. By 2029/30, projections show capacity exceeded by 377 pupils. Projections show that by 2029/30 capacity at Lasswade High School is exceeded by 141 pupils. The capacity breach at Lasswade would require review and an alternative plan to be considered, which will be challenging given site constraints there.		
Expected Costs	<p>Estimated costs of modular units for 400 pupils is £9.480m, roughly equivalent to the level of breach expected at Beeslack. However this roll is likely to continue to rise. Additional core accommodation would also be required such as games hall, dining and social areas.</p> <p>Cost of refurbishing existing Beeslack Community High School to expand core accommodation to make suitable for higher numbers. This has not been quantified.</p>		
Risks Specific to this Option	Risk	Description	Mitigation
	Financial	No funding support from SG to deliver project	No mitigation available as project must be delivered by 2026.
	Financial	Uncosted capital expenditure for alternative strategy of modular units plus refurbishment	No mitigation available.
	Financial	Rising cost of ASN placements out with Midlothian Council by failing to deliver ASN provision.	No mitigation available.
	Operational	Failure to meet statutory requirement for in catchment placements	No mitigation available as not possible to provide spaces within catchment.
	Operational	Unsuitable learning environment	No mitigation available as not possible to expand the school
	Reputational	Failure to delivery key priority project from Learning Estate Strategy and loss of funding from Scottish Government will damage Midlothian Council's reputation	No mitigation available.

Advantages & Disadvantages	<p>Advantages</p> <p>Capital investment for replacement High School does not proceed. However, alternative strategies for accommodating pupils does not represent an overall saving to Council.</p>	<p>Disadvantages</p> <p>Capital costs generated through alternative solutions to accommodate pupils and requirement to refurbish Beeslack.</p> <p>Loss of funding from Scottish Government to assist with these costs.</p> <p>Lasswade HS breaches with no plan in place to accommodate the breach. Beeslack remains unsuitable due to narrow corridor widths and unsuitable core accommodation (e.g. gym and dining halls).</p> <p>Loss of opportunity to deliver school partnership with University of Edinburgh, meaning loss of skills development, learner pathways and positive destinations.</p>
Viability	Not a viable option due to unsuitable learning environment, lack of capacity within site to accommodate larger school on permanent basis and lack of suitability of core accommodation.	

Option 2 – Reduced Project Scope and £105.537m Capped Budget			
Description	Beeslack Community High School replacement proceeds within budget cap of £105,537,000		
Expected Costs	<p>Faithful & Gould have provided cost plans to support the resources section in this report. The cost plan for Option 2 comes to £103.4m (Reduced Project Scope) (see Appendix D).</p> <p>Key exclusions from scope under this option:</p> <p>Swimming pool £6,942,000</p> <p>Sports Pavilion £1,180,000</p> <p>Community facilities £2,152,000</p> <p>School built to LEIP Band A energy efficiency standard rather than Passivhaus standard. £7,381,947</p>		
Risks Specific to this Option	Risk	Description	Mitigation
	Financial	Budget may be exceeded and project becomes unaffordable.	Measures to impose budget cap ensure project keeps to SFT metric. Do not include items that push project beyond SFT metric, such as sports pavilion.

	Reputational	Impact of not providing a new pool at Beeslack replacement may attract objections from local community.	Future of existing Beeslack pool yet to be determined if school to relocate. Pool used exclusively by clubs and not public. Penicuik retains a pool at Leisure Centre. Potential capacity to accommodate clubs in there and elsewhere in Midlothian. Hydrotherapy pool provided at Beeslack replacement. Potential to make this accessible to community (e.g. people with disabilities / baby swimming classes) to be explored and included in design if feasible re management of pool. Sports facilities at Beeslack replacement to be managed to ensure community access remains.
	Reputational	Loss of Community Facilities	Community facilities to be incorporated into school metric – i.e. work asset harder
	Sustainability	Passive to LEIP Band A as LEIP not providing funding for passivhaus standard.	15KWh/m2 v 67-83KWh/m2 (not significant differential in terms of overall energy performance). Benefits re build quality to be addressed through Quality Plan.
Advantages & Disadvantages	Advantages		Disadvantages
	Budget for project given defined cap that allows school to be delivered for £90m and brought within metric. Sports facilities will be accessible to the community and local clubs. Hydrotherapy pool for ASN pupils will have potential for community access. Pool access retained in Penicuik through existing leisure centre. School management will not be required to manage a pool.		Lack of replacement pool will require local users to find an alternative pool in area to accommodate activities. No on-site pool for pupils.
Viability	This option has been assessed to be a viable option given the benefits of proceeding with the replacement high school and the funding that is available to assist in funding this project.		

Option 3 – Full Project Scope and £122.6m Budget			
Description	Scope of project includes swimming pool, sports pavilion, community facilities and built to passivhaus standard.		
Expected Costs	Option 3 costs - £122,592,947 See attached cost plan for breakdown of costs associated with this option. (Appendix D)		
Risks Specific to this Option	Risk	Description	Mitigation
	Financial	The full scope of this project is considered to be unaffordable	Remove projects from the capital plan of equivalent value to manage overall affordability of capital plan.
	Financial	Revenue costs associated with the full project scope will be higher (staffing, M&M, energy costs)	Remove projects / implement revenue savings elsewhere to manage affordability of project.
	Financial	LEIP funding not available for items above metric such as dedicated community facilities.	No mitigation other than reduce GIFA elsewhere
Advantages & Disadvantages	Advantages		Disadvantages
	Full scope will ensure that the facilities in the existing Beeslack school are replaced in full.		Inflated construction costs and limitations of Scottish Government funding will result in this option resulting in Midlothian Council carrying an additional £7.3m of unfunded net cost which will have a significant impact on the affordability of Midlothian Council's capital plan, requiring savings of this amount from other projects to offset the impact. Option does not correlate with capital plan prioritisation methodology which is to focus investment on statutory requirements to mitigate impact of debt costs on revenue budget.
Viability	This option is not considered financially viable.		

Scoring of Options Against Objectives

Objectives	Options Scoring Against Objectives			
	1 (Do Nothing)	2 (Reduce Scope)	3 (Full Scope)	Comments
Place based, designed around end user needs and their spatial context	0	3	3	Option 1 does not respond to the needs of the local communities for pupil spaces in catchment and modular units would be required to be provided for medium term to accommodate breach, presenting spatial planning issues due to site constraints at Beeslack.
Evidence based, based on clearly defined set of objectives and performance metrics	-1	3	2	Negative impact of Option 1 on education inequalities likely to arise. Full scope project not aligned to Capital Plan Prioritisation methodology with focus on capital investment to meet statutory requirements due to affordability challenges.
Joined up, delivered with stakeholders and partners	-1	3	3	Opportunity to deliver Centre for Excellence lost under Option 1.
Strategically aligned, ensuring projects respond to the requirements of key strategy documents such as National Planning Framework 4 and the Single Midlothian Plan	0	3	3	Option 1 does not align with Learning Estate Strategy priorities. Options 2 and 3 will deliver priority project.
Environmentally sustainable	1	3	2	Replacement school to be built to LEIP Band A standard, providing opportunity for net operational carbon reduction below current levels at Beeslack. Carbon impact of operating a pool avoided in Option 2.
Socially beneficial	0	3	3	The benefits of a modern and fit for purpose learning environment will help address existing learning inequalities.
Affordable	2	2	1	Option 1 has not been costed. Option 2 provides a more affordable solution than Option 3.

Total	1	20	17					
(Press F9 on each total to add the numbers in the column)								
Ranking	3	1	2					

Scoring

Fully Delivers = 3

Mostly Delivers = 2

Delivers to a Limited Extent = 1

Does not Deliver = 0

Will have a negative impact on objective = -1

1.1 Recommendation
It is recommended that the Council supports Option 2 and proceeds with the reduced scope for the replacement of Beeslack Community High School.

Midlothian Council**Beeslack High School****OUTLINE BUDGET COST SUMMARY FOR 1,600 PUPIL SCHOOL AND ASSOCIATED EXTERNALS****17 November 2022**

WORKS ELEMENTAL COST SUMMARY (Beeslack School Only)		GFA (m²):	16,000	
Group Element		Total		
0. Facilitating Works		£0.00		
1. Substructure		£10,277,401.54		
2. Superstructure		£34,414,243.23		
3. Internal Finishes		£8,988,079.46		
4. Fittings, Furnishings and Equipment		£7,461,017.05		
5. Services		£28,401,423.35		
6. Prefabricated Buildings and Building Units		£0.00		
7. Works to Existing Buildings		£0.00		
8. External Works		£18,452,560.38		
Sub Total : Building Works (Beeslack School Only)		£107,994,725.00		
Main Contractor's Preliminaries		N/A		
Main Contractor's Overheads & Profit		N/A		
Construction and Design Development Risk (8% of Prime Cost figure)		N/A		
Inflation (mid-point construction 2Q 2026: BCIS index 415)		N/A		
Total Construction Cost (Beeslack School Only)		£107,994,725.00		
Professional Fees (Beeslack School Only)		8,739,444.17		
Total Construction Cost (Vet Clinic Only)		4,990,000.00		
Professional Fees (Vet Clinic Only)		275,965.00		
Midlothian Council Internal Cost		169,100.00		
Development Costs		423,713.78		
Client Contingency @ 10%		£0.00		
ASN Provision (included in above)		£0.00		
Total Cost		£122,592,947.95		

Midlothian Council**Beeslack High School****OUTLINE BUDGET COST SUMMARY FOR 1,600 PUPIL SCHOOL AND ASSOCIATED EXTERNALS****SNC • LAVALIN**
FAITHFUL+GOLD
 Member of the SNC-Lavalin Group
16 June 2023

WORKS ELEMENTAL COST SUMMARY (Beeslack School Only)		GFA (m²):	16,000	
Group Element		Total		
0. Facilitating Works		£0.00		
1. Substructure		£5,385,224.94		
2. Superstructure		£18,032,616.53		
3. Internal Finishes		£4,709,636.91		
4. Fittings, Furnishings and Equipment		£3,909,476.04		
5. Services		£14,881,977.00		
6. Prefabricated Buildings and Building Units		£0.00		
7. Works to Existing Buildings		£0.00		
8. External Works		£9,668,902.00		
Sub Total : Building Works (Beeslack School Only)		£56,587,833.42		
Main Contractor's Preliminaries		£6,790,540.01		12.00%
Main Contractor's Overheads & Profit		£3,168,918.67		5.00%
Construction and Design Development Risk (8% of Prime Cost figure)		£4,527,026.67		8.00%
Inflation (mid-point construction 3Q 2025: BCIS index 415)		£7,581,260.67		10.67%
Total Construction Cost (Beeslack School Only)		£78,655,579.44		
Professional Fees (Beeslack School Only)		£6,562,160.10		
Total Construction Cost (Vet Clinic Only)		£4,990,000.00		
ASN Provision (allowance only - not included in the above)		£9,977,096.00		
Professional Fees (Vet Clinic Only)		£517,699.00		
Midlothian Council Internal Cost		£385,000.00		
Development Costs		£752,967.12		
Client Contingency		£3,696,498.34		
Total Cost		£105,537,000.00		

APPENDIX E**Penicuik High School Expansion and Refurbishment Vision Statement**

Create a transformative educational facility that seamlessly blends heritage and innovation. Our aim is to honour the historical significance of the building while providing modern facilities that inspire and support the current and future generations of learners. We envisage a revitalised learning environment that fosters creativity, collaboration, and academic excellence, firmly rooted in local culture and values.

Central to our vision is the enhancement of learning spaces and facilities that meet the evolving needs of our learners. We will prioritise the creation of versatile and modern classrooms, state-of-the-art laboratories, and dedicated areas for the arts and sports empowering our students to think critically, collaborate effectively, and explore their passions.

This refurbishment and extension will provide our learners with the tools they need to excel academically and develop the skills necessary for success in a rapidly evolving world.

We envisage this project to act as a hub of engagement and collaboration. We will open our doors to the wider community, creating spaces that invite lifelong learning, cultural exchange, and community events. By fostering strong partnerships and embracing inclusivity, we will promote an environment where everyone feels welcome and inspired. Our vision is to establish a legacy of excellence, where heritage and modern education unite to shape the leaders and innovators of tomorrow.

In summary, our vision is to create an inspiring, modern, and inclusive learning environment that honours the past while embracing the future. We are committed to preserving the building's heritage while introducing innovative design concepts and cutting-edge facilities. By doing so, we will provide our students with a transformative educational experience that equips them with the skills, knowledge, and confidence to become lifelong learners and leaders in their chosen paths. Together with our community, we will create a High School that stands as a symbol of educational excellence and community pride.

Objectives:

1. Enhancing Learning Spaces and Facilities:

Central to our vision is the enhancement of learning spaces and facilities to meet the evolving needs of our students and teachers. We will reimagine the interior spaces, maximising natural light, and incorporating flexible layouts that encourage collaboration, innovation, and interdisciplinary learning. Our extension will provide additional classrooms, specialist laboratories, and dedicated spaces for creative and performing arts, empowering students to explore their passions and develop their talents.

2. Respecting Heritage, Embracing Modernity:

Our vision is to refurbish and extend our existing listed high school building in a way that respects its historical significance whilst embracing modernity. We will preserve the architectural integrity and character of the existing listed building, respecting the original design, materials, and features.

Simultaneously, we will introduce contemporary design elements and technologies to create a harmonious blend of old and new, creating a vibrant and inspiring environment that supports 21st-century learning.

3. Sustainability and Energy Efficiency:

“Midlothian Council has pledged to work towards reducing the factors contributing to climate change. The Council aims to achieve Net Zero carbon and greenhouse gas emissions by 2030.”

Midlothian Council – Climate Change Strategy 2020

[Learning for Sustainability](#) is an entitlement for all learners within Scotland’s curriculum. It weaves together global citizenship, sustainable development education, and outdoor learning to enable learners, educators, schools and their wider communities to build a socially-just, sustainable and equitable society. It supports the development of knowledge, skills and values at the heart of the curriculum’s four capacities, helping to nurture learners as responsible citizens and effective contributors. Scotland’s ambition is that all learners receive their entitlement to Learning for Sustainability. This requires all settings to develop an effective whole-school and community approach.

As an integral part of this project, we are committed to sustainable practices. We aim to implement sustainable practices and energy-efficient solutions throughout the building, reducing our carbon footprint and instilling in our students a sense of responsibility towards the environment.

4. Community Engagement:

Community engagement is key to any project and we aspire to create community spaces within the refurbished and extended building, inviting the local community to utilise the facilities for lifelong learning, cultural events, and collaborations. By fostering a sense of belonging and shared ownership, we aim to strengthen our relationship with the community and create a hub of learning and creativity for all.

5. Inclusion:

'In Midlothian we need to be ambitious and strive for inclusion to be at the root of our ethos. We need to ensure that the support for children and young people with additional support needs is flexible within our learning estate, with aligned decision making processes and resources. We need to ensure we have strong training pathways to upskill all of our staff within learning and practice development, which incorporates time for coaching, mentoring, reflection and embedding into practice.'

The Scottish Government is committed to promoting an inclusive educational system focusing on overcoming barriers to learning and Getting it Right for Every Child (GIRFEC).

Scotland's inclusive approach to education enables all children and young people to be part of a community, boosting their emotional wellbeing and aiding the development of social skills.

Children and young people should learn in the environment which best suits their needs and inclusive practice is important whatever the setting.

Every school should be built to inclusive design principles and Midlothian is committed to ensuring that inclusion is at the root of our ethos and that our children and young people can reach their fullest potential.

6. Accessibility:

To ensure inclusivity and equal opportunities for all students, teachers and users of the building regardless of their physical or cognitive abilities, it is crucial to ensure the building is accessible.

We are committed to creating an accessible educational facility that accommodates the needs of all students, staff, and visitors. Our refurbishment will prioritise universal design principles, ensuring that everyone can fully participate in the educational experience, regardless of their abilities. A fully accessible facility promotes equal access to education, encourages inclusivity, supports student success, fosters independence, and ensure statutory compliance.

7. Inspiring Creativity and Innovation:

Our vision is to provide dedicated spaces that inspire creativity, innovation, and interdisciplinary learning. From art studios to science labs, performance spaces to maker spaces, we will create areas that empower students to explore their passions and unlock their full potential.

8. Future-Proofing:

"Our young people need to develop skills to be flexible and adaptable, with the capacity to continue to develop new skills that they will need for the rapidly changing challenges of learning, work and life."

The places where learning happens need to be flexible and adaptable to respond to the changing demands. Design needs to look forward and reflect places of work and study beyond the school years, as well as meeting the needs of all activities, not just the traditional cores.

Innovative design enables boundaries to be pushed to offer success. In the post-Covid-19 world, workplaces will look very different with remote and flexible working being more prevalent, and in preparing our young people for this, learning environments must also adapt.”

Midlothian Council - Learning Estate Strategy 2017-2047 (Update)

Flexibility and adaptability are crucial considerations when designing any educational facility. Our schools need to be designed in a way that allows for the easy and effective adaptation to changing needs and circumstances. This can include changes in teaching methods, changes in student population, and changes in technology.

As we refurbish our listed high school building, we will integrate forward-thinking design principles to ensure its longevity. By incorporating flexible infrastructure and anticipating technological advancements, we will future-proof the building, allowing for seamless adaptation to evolving educational needs.

Penicuik High School
Decant Strategy Report
RIBA 0-1

REF /PHS-ART-XX-XX-RP-A-65005

June 2023



“ Architype’s uniquely comprehensive approach to the complex demands of sustainable architecture is yielding a body of work of manifest quality. ”

Professor Richard Weston
Architectural critic, author & designer

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Introduction

Previous Conclusions

Archtype was commissioned in February 2023 by Midlothian Council (MLC) to prepare a report summarising and expanding upon the previously completed Feasibility Study Report (65001) and Energy Analysis Retrofit Report (65002) which have been undertaken for the refurbishment and expansion of Penicuik High School.

The conclusion of the Feasibility and Energy Summary Report (65003) presented both a full scope and a reduced scope of works. The reduced scope was prepared in discussion with MLC due to budget limitations. The reduced scope had the following deviations from the full scope:

- › Reduction of pupil numbers to be accommodated (only 950 pupil capacity, full scope catered to a 1200 pupil roll),
- › Not building a new sports block and continuing to rely on the sports provision within the leisure centre,
- › Reducing the level of retrofit works within the listed building (not targeting EnerPHit standard),
- › Removing the replacement Day Care centre from the project.

On receipt of the summary report, MLC instructed the high level analysis of an alternative reduced scope of works as presented in an addendum (65004). It was a development of the reduced scope, but met the following criteria:

- › Allow for the inclusion of a new Sports Block,
- › Reduce the total construction cost estimate to within a £40million maximum budget.

Purpose of this Report

The addendum (65004) did not include the strategy or cost of decant works for pupils during redevelopment, and was based on the decant being fully provided off site.

MLC have instructed that Archtype review the following decant options which are presented in this report (65005):

- › Penicuik, Montgomery Park - Partial Decant [Option 3a]
- › Penicuik, Montgomery Park - Full Decant [Option 3b]
- › Beeslack High School Site - Partial Decant [Option 2a]
- › Beeslack High School Site - Full Decant [Option 2b]

For the purposes of this initial feasibility the S1-3 accommodation is assumed to have a maximum capacity of 400 pupils, and S4-6 accommodation is assumed to have a maximum capacity of 300 pupils.

The information in this report (65005) should be read in conjunction with previous information regarding logistics as found in chapter 7 of the Feasibility Study (65001) and chapter 5 of the Summary Report (65003).

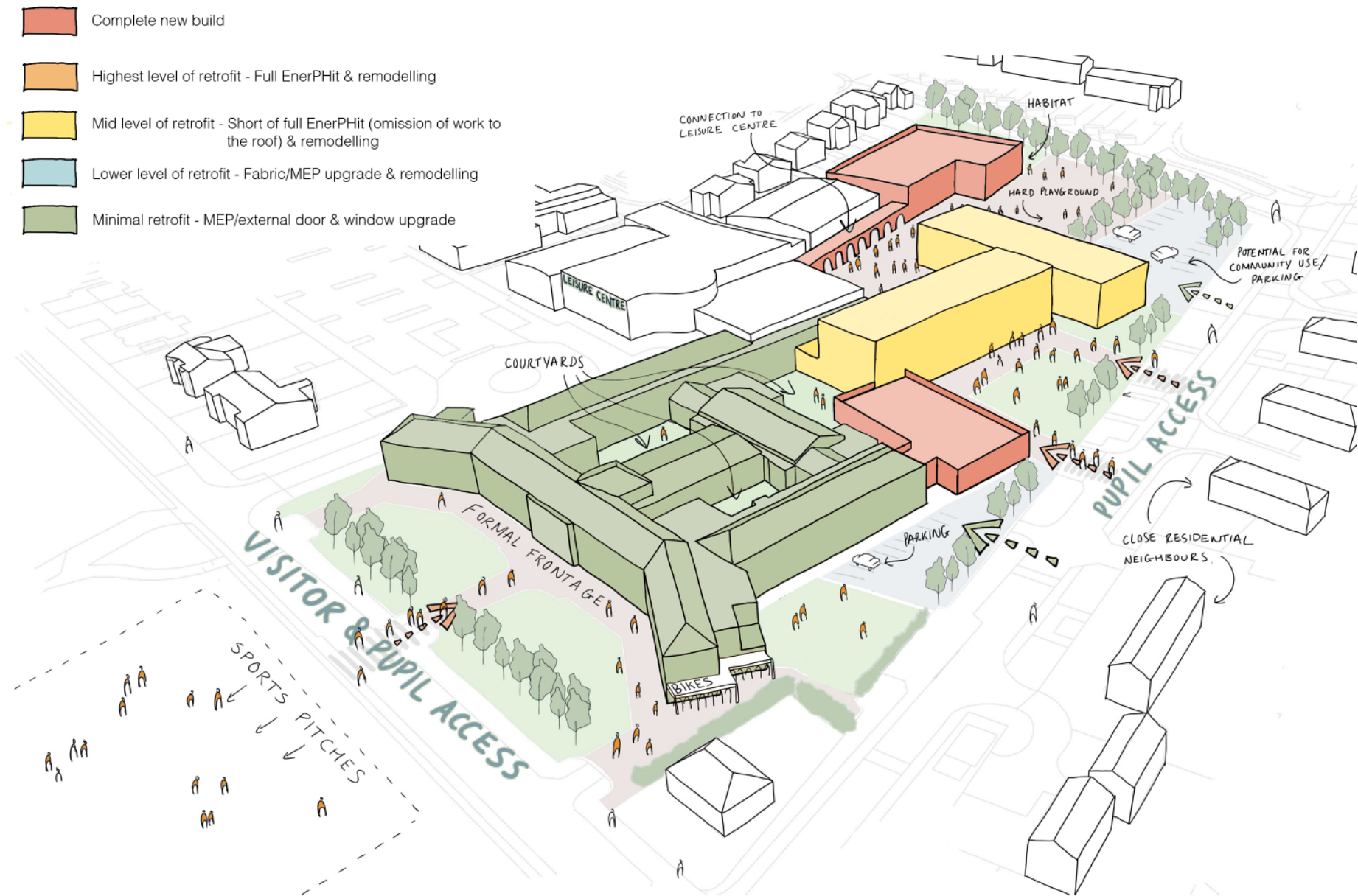


Fig.1 Alternative Reduced Scope of Works

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.1 / Phase 1 Scenario A

During Phase 1, the listed building will remain in possession of the school and serve the pupils in S1-S3. The layout shown serves a maximum capacity of 400 pupils, as set out in the schedule of accommodation in Section 2.5.

Specialist teaching facilities are relocated into non-specialist teaching spaces which will require temporary reallocation of furnishings.

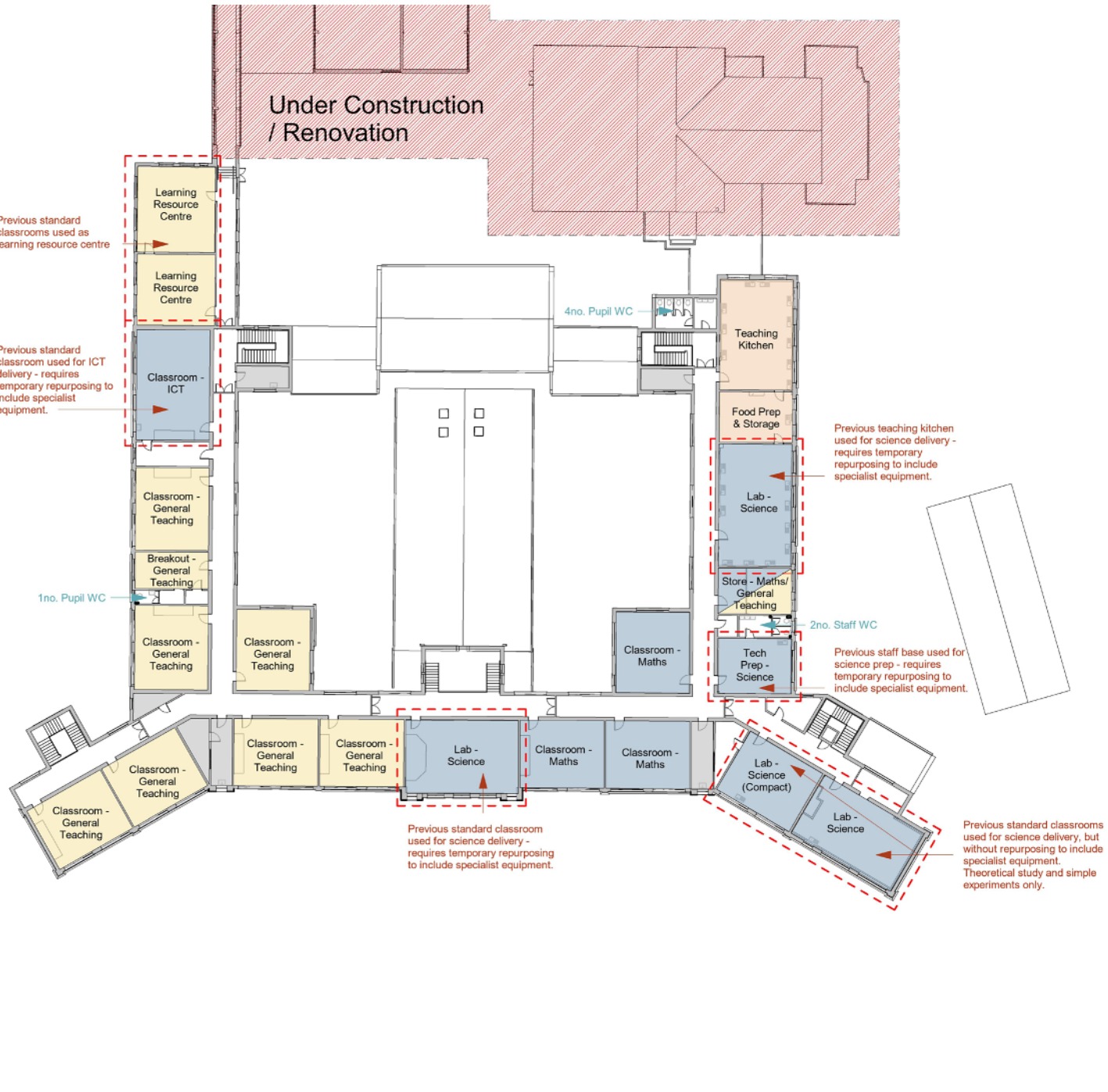
Certain DET and science teaching spaces will require temporary re-purposing to have greater infrastructure than a standard classroom. This will be abortive work, which will be required to be undone when these spaces return to standard teaching spaces.

Calculations suggest there are sufficient WCs overall in the listed building, but there is an under provision of accessible WCs and travel distances

are far greater than modern standards. As this is using an existing building prior to redevelopment work this may be 'acceptable', but will be problematic for users that require accessible facilities. Furthermore, a hygiene room is not provided to meet modern standards.



Level 00



Level 01

Fig.2 Floor Plan Layout for S1-3 Pupils in Listed Building (Scenario A)

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.2 / Phase 1 Scenario B (Preferred Option)

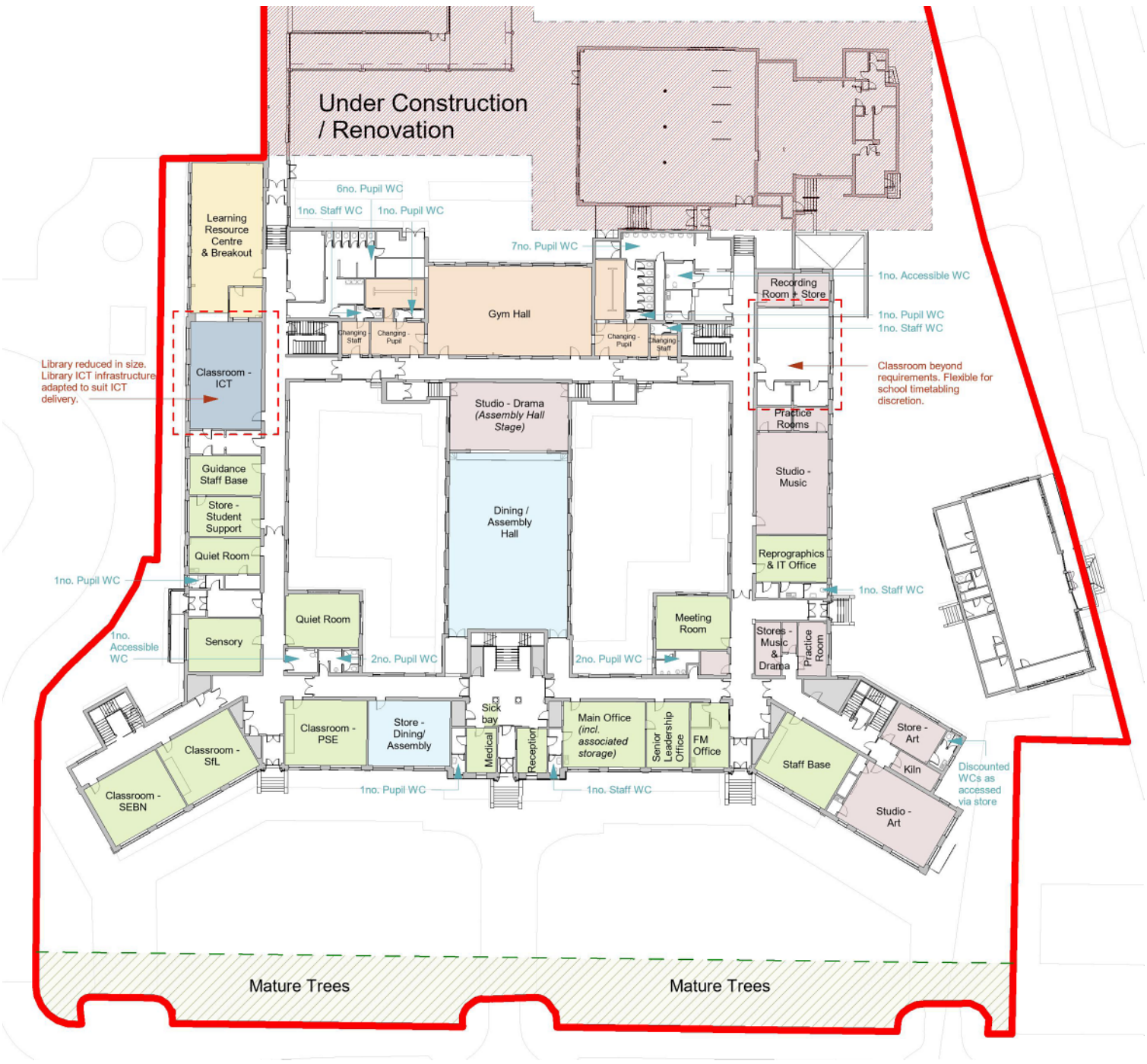
In order to avoid the abortive work required to deliver science and DET in the listed building, it is assumed that the following specialist teaching could be located within the S4-6 temporary accommodation units:

- > 2x science labs
- > 1x design skills classroom
- > 1x DET workshop

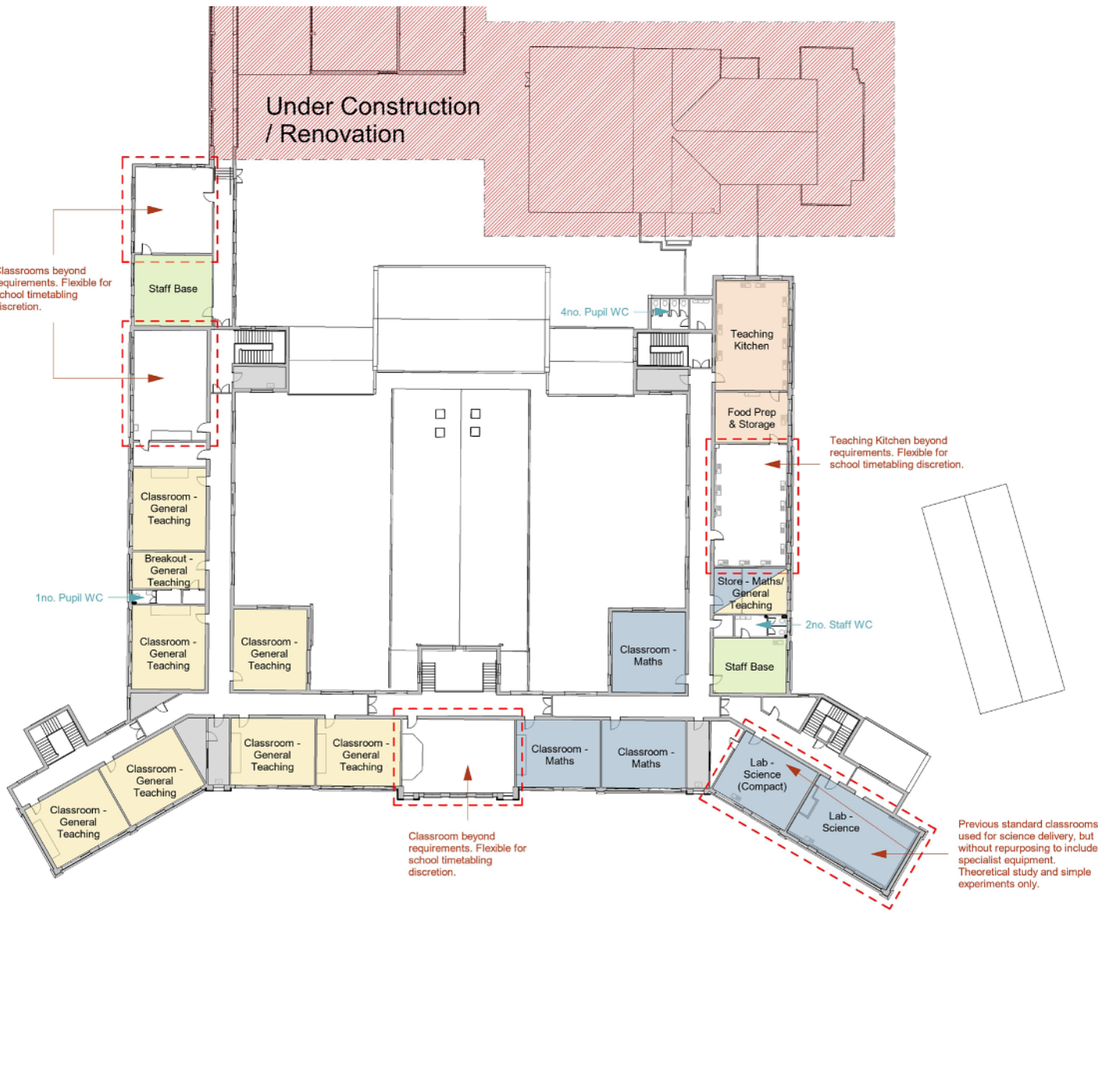
The remaining two S1-3 science labs are located on the first floor of the listed building and can serve theoretical teaching / simple experiments without alteration beyond furnishings.

Scenario B leaves more flexible spaces that can be used to suit timetabling, as well as improving proximity of staff bases to teaching areas.

This option is preferred on the assumption that the S4-6 accommodation is located at Montgomery Park (Option 3a). In order for this option to be viable where the S4-6 accommodation is at the Beeslack High School site (Option 2a) a small number of temporary units may be required on the grounds of the existing school to provide S1-3 with specialist science and DET learning, this would need further review.



Level 00



Level 01

Fig.3 Floor Plan Layout for S1-3 Pupils in Listed Building (Scenario B)

2.3 / Phase 1 (Catering)

It was initially proposed pupil dining happens in the assembly hall, with an adjacent classroom re-purposed into a large furniture store to allow flexibility of use and a temporary prep kitchen located either in the courtyard or existing parking area. However, due to complicated

logistics / transit of food, it is instead recommended that the unused music block be repurposed as a dining hall (offering 136sqm) and that a temporary prep kitchen be located next to it in the existing car park. This avoids the conflict of pupil / catering movement in the corridors of the listed building. The assembly hall can still contribute towards social space available at lunch time as the standard dining/social area expected would be 200sqm.

If S4-6 temporary accommodation is located across the street in Montgomery Park (Option 3a), it should be considered whether S1-3 dining could occur in their temporary accommodation to remove the need for a temporary catering prep area and repurposed music block on the existing school site.



Fig.4 Temporary Catering Solution for Listed Building

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.4 / Phase 2

During Phase 2, the 1960s building will have been completed and be possession of the school. Teaching for the pupils in S1-S3 will occur in this part of the building while the listed building is renovated.

Non-specialist teaching will occur in specialist teaching spaces. This will likely require temporary reorganisation of furnishings to suit class numbers and use. Due to the requirements of Health & Wellbeing specialist teaching, it is assumed that it would be located within the S4-6 temporary accommodation units. This is a solution on the assumption

that the S4-6 accommodation is located at Montgomery Park (Option 3a). In order for this option to be viable where the S4-6 accommodation is at the Beeslack High School site (Option 2a) a small number of temporary units may be required on the grounds of the existing school to provide S1-3 with specialist Health & Wellbeing learning, this would need further review. The floor plan layout below (and continued on the following page) demonstrates the reallocation of rooms to suit the schedule of accommodation set out in Section 2.5.

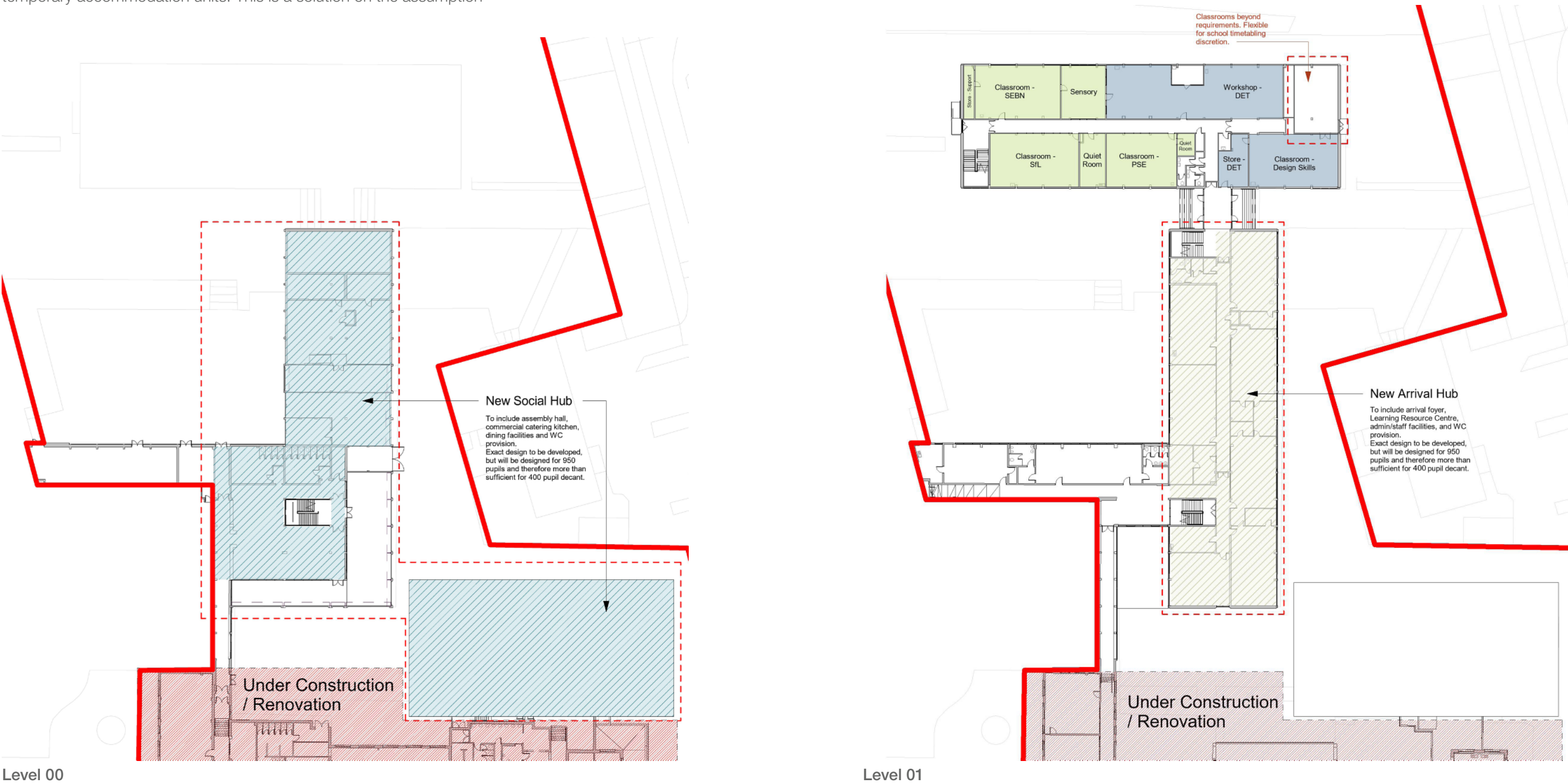


Fig.5 Floor Plan Layout for S1-3 Pupils in 1960s Building (Level 00 and 01)

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.5 / Phase 2 (cont'd)

These plans are based on the existing sub-division of the 1960s building, rather than the plan layouts shown in chapter 6 of the Feasibility Study (65001) as the new design was based on 1200 pupils and included the creation of new atria. However, in the alternative reduced scope the pupil numbers are reduced to 950, internal alterations are minimised, and new atria omitted.

This layout demonstrates that there is sufficient space in the 1960s building for decant of 400 S1-3 pupils, but the specifics will need to be revised once a full design is in place for the 950 pupil scheme.

The WC provision has not been assessed for phase 2 of the decant based on the existing layout. This is because during the retrofit there will be changes to WC provision. Sufficient accessible WCs will be provided to suit building regulations and acceptable travel distances. This part of the building will also accommodate the main catering/social facilities and, therefore, will likely have a significant proportion of total WC accommodation. As the building will ultimately cater for 950 pupils, it is reasonable to assume that the sanitary provision in the 1960s building alone will be sufficient for 400 pupils during decant. However, this should be confirmed once a design is in place for the 950 pupil scheme.



Fig.6 Floor Plan Layout for S1-3 Pupils in 1960s Building (Level 02 and 03)

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.5 / Schedule of Accommodation - 400 Pupils

The below Schedule of Accommodation sets out recommended requirements for 400 pupils from S1-3. The total GIFA is less than the SFT metric. In part this is because it is assumed that the Penicuik Leisure Centre / new Sports Block will provide Physical Education facilities during the decant. Therefore, Physical Education spaces are omitted

from this table. Secondly, there is less breakout learning provision than the SFT metric expects. However, the teaching provision is designed to meet the minimum standards set out in The School Premises (General Requirements and Standards) (Scotland) Regulations 1967.

The provision set out in this table is based upon Architype's previous experience and BB98 guidance, and considers the SFT metric / School Premises regulations. The breakdown of accommodation should be assessed by a specialist timetabling expert to ensure it responds to the specific needs of Penicuik High School.

Department	Rooms	Number of spaces	Room area (m2)	Total (m2)	Notes:
Language & Humanities	General Classroom	7	56.25	393.75	
	Seminar Room	0		-	
	LH Learning Plaza	0		-	
	Breakout Areas			38	
	Storage	1	12	12	
			Total:	443.75	
Expressive Arts - Art	Art Classroom	1	67.5	67.5	
	Art Resource / Breakout Area	0		-	
	Kiln Room	1	4	4	
	Art Store	1	12	12	
			Subtotal:	83.5	
Expressive Arts - Music	Music Classroom	1	78.75	78.75	
	Large Practice Room	1	14	14	
	Small Practice Room	2	7.5	15	
	Recording Room	1	12	12	
	Music Store			20	To be shared with Drama
	Instrument Lockers			5	
			Subtotal:	144.75	
Expressive Arts - Drama	Large Drama Studio	0		-	
	Small Drama Studio	1	67.5	67.5	
	Drama Store	0		-	Shared use of music store
			Subtotal:	67.5	
Expressive Arts - Shared	Performance Breakout Area	0		-	
			Total:	295.75	

STEM - Science	Science Lab - Compact	1	56.25	56.25	
	Science Lab - Standard	3	78.75	236.25	
	Science Lab - Dual / Superlab	0		-	
	Science Lab - Advanced Higher	0		-	
	Science Prep / Store	1	32	32	
	Chemical Store	0		-	Assume locked cupboard within Science Prep
	Breakout Areas	0		-	
			Subtotal:	324.5	
STEM - Technologies	DET Workshop	1	115	115	
	Design Classroom	1	67.5	67.5	
	Machine Room	0		-	Machinery within workshop
	CAD/CAM Bay	0		-	
	Business / Media Classroom	0		-	
	Computing Science Classroom	1	67.5	67.5	To also accommodate business studies
	Breakout Areas	0		-	
	Storage			20	
			Subtotal:	270	
STEM - Maths	Maths Classroom	3	56.25	168.75	
	Breakout Areas	0		-	
	Storage	1	8	8	
			Subtotal:	176.75	
STEM - Shared	STEM Learning Plaza	0		-	
			Total:	771.25	
Health & Wellbeing - Food	Teaching Kitchen	1	78.75	78.75	
	HFT Theory Classroom	0		-	
	Food prep & storage	1	12	12	
	HFT Breakout Area	0		-	
			Subtotal:	90.75	

2.0 / Option 2a or 3a (Partial Decant): S1-3 Strategy

2.5 / Schedule of Accommodation - 400 Pupils (cont'd)

Health & Wellbeing - Physical Education	Games Hall - 4 court	0	646	-	Assume during decant into listed building pupils will use Penicuik Leisure Centre for delivery of Physical Education.
	Gymnasium	0	-	-	
	Dance Studio	0	-	-	
	Fitness Suite	0	-	-	
	PE Theory Classroom	0	56.25	-	Assume during decant into 1960s building pupils will use newly constructed Sports Block for delivery of Physical Education (this is designed for 950 pupils, so will be more than sufficient for 400 decant pupils).
	Indoor Changing Area	0	90	-	
	Outdoor Changing Area	0	90	-	
	Staff Changing	0	18	-	
	Accessible Changing	0	8	-	
	Sports Hall Store (15% hall)	0	97	-	
	Gymnasium Store (20% hall)	0	-	-	
	Dance Studio Store (10% hall)	0	-	-	
			Subtotal:	0	
			Total:	90.75	
					Total if included would be 1005sqm
Student Support	PSE Classroom	1	56.25	56.25	
	SfL Classroom	1	56.25	56.25	
	SEBN Classroom	1	56.25	56.25	
	Wellbeing Hub	0		-	
	Nurture Room	0		-	
	Sensory Room	1	15	15	
	Quiet Room	2	9	18	
	Medical Room	1	18	18	
	Storage	1	8	8	
			Total:	227.75	
Shared Spaces	Assembly / Performance Hall	0		-	Assume shared use with dining/ social areas
	Control Room	0		-	
	Learning Resource Centre	1	90	90	
	Hellerup stair	0		-	
	Dining & Social Areas			200	
	Servery / Queueing			0	Included within dining/social allowance
	Dining Store			30	Store remains large in size to allow ease of different use within same space.
			Total:	320	
Support & Administration	Entrance / Foyer	1	20	20	
	Reception	1	15	15	
	Waiting Area	1	12	12	
	Main Office	1	20	20	
	Head Office	1	12	12	
	Senior Leadership Office	2	9	18	
	Facilities Office	1	20	20	
	IT / Comms Office	1	8	8	
	Staff Workspaces			80	
	Conference Room	0		-	
	Meeting Room	1	18	18	
	Interview Room	1	9	9	
	Reprographics	1	15	15	
	SQA Store	1	10	10	
	Secure Record Store	1	10	10	
	General Storage			15	
	FM & Cleaners' Stores			20	
	Pupil Lockers			20	
	Sick Bay			4	
			Total:	326	
			Net Total:	2475	The School Premises (General Requirements and Standards) (Scotland) Regulations 1967 require 3460sqm net area for 400 pupils. Assume 1005sqm removed for PE, requirement reduced to 2455sqm.
	Circulation		25% net	619	
	Plant / Service (inc. IT & Comms)		3.5% net	87	
	Partitions		4.5% net	111	
Ancillary Facilities	Catering Kitchen Suite			60	
	Pupil Toilets (blocks & individual)	22	3	66	Total number of pupil toilets needed is 28. However, accessible toilets count toward this requirement.
	Staff Toilets	6	3	18	
	Accessible Toilets	6	6	36	Accessible toilets is an assumption as this is based on travel distances.
	Hygiene Room/ Changing Places Toilet	1	15	15	
			Total:	195	
TOTAL GIFA:			Overall total:	3487	Less than SFT metric due to shared use of PE facilities/less breakout
		SFT metric 400 pupils @ 13m2/pupil (m2)		5200	

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.1 / Option 3a - Montgomery Park Site

During both Phase 1 and Phase 2, the pupils in S4-S6 will be relocated to temporary accommodation. This could be sited at Montgomery Park across the road from the school site.

The sports provision of the park is reduced as the grass football pitch would not be available for use while the temporary units are constructed, utilised and de-constructed.

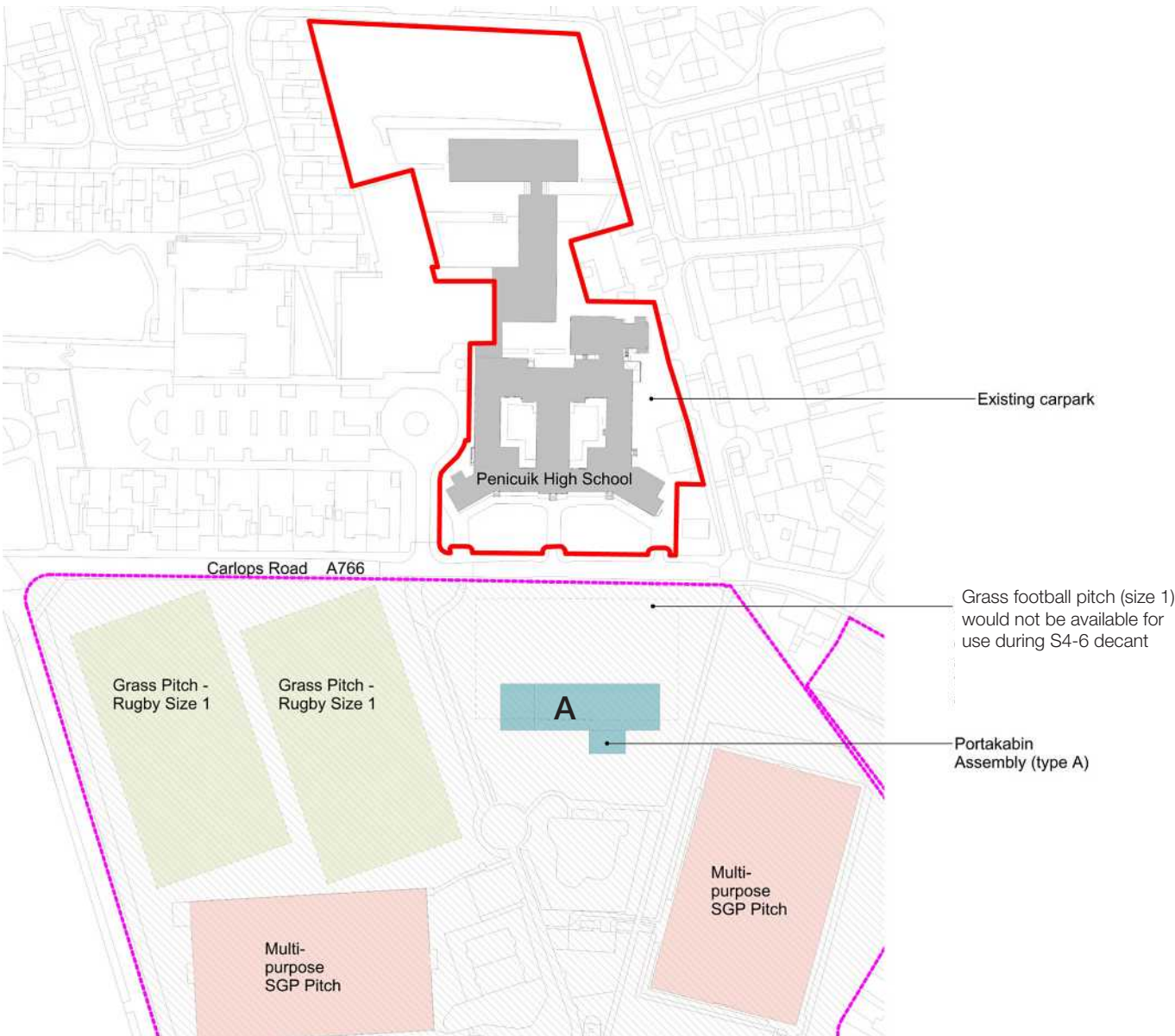
This site has the benefit of proximity with the existing school building (where lower year groups remain) and appears to offer a largely flat surface to minimise groundworks required (assumed from photographs).

Planning policy DEV8 (Open Spaces) is in force across the park. The Planning Department should be consulted early on in the process to ensure the proposals will be acceptable to Planning.

Ownership of this site requires to be confirmed by MLC prior to proceeding with this option.

Note:

The existing ground condition, as well as strategies for drainage, power and other services required by the temporary accommodation will require detailed assessment.



Key:
— School site boundary
 Planning policy in force: DEV8 only
A Temporary Accommodation - Letter classification refers to indicative floor plan option (as shown in Section 3.3)

Fig.7 Superblock Temporary Accommodation Site Plan

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.2 / Option 2a - Beeslack High School Site

During both Phase 1 and Phase 2, the pupils in S4-S6 will be relocated to temporary accommodation. This could be sited at the Beeslack High School site.

Planning policy DEV8 (Open Spaces) and ENV8 (Protection of River Valleys) are in force across the majority of the site as indicated on the diagrams. However, the temporary units are kept outwith the protected areas. The Planning Department should be consulted early on in the process to ensure the proposals will be acceptable to Planning.

Potential Campus Arrangement

- › Combination of largely flat surface and gently sloping ground (assumed from photographs)
- › Close to boundary and existing school
- › Minor loss of existing spaces in carpark
- › Potential conflict with mature trees that would require to be felled
- › If dining and assembly functions could be coordinated within Beeslack High School, it is possible that Portakabin Assembly C be omitted avoiding loss to existing parking provision.

Note:

The existing ground condition, as well as strategies for drainage, power and other services required by the temporary accommodation will require detailed assessment.

Significant disruption will occur to Beeslack High School site while the temporary accommodation is constructed.

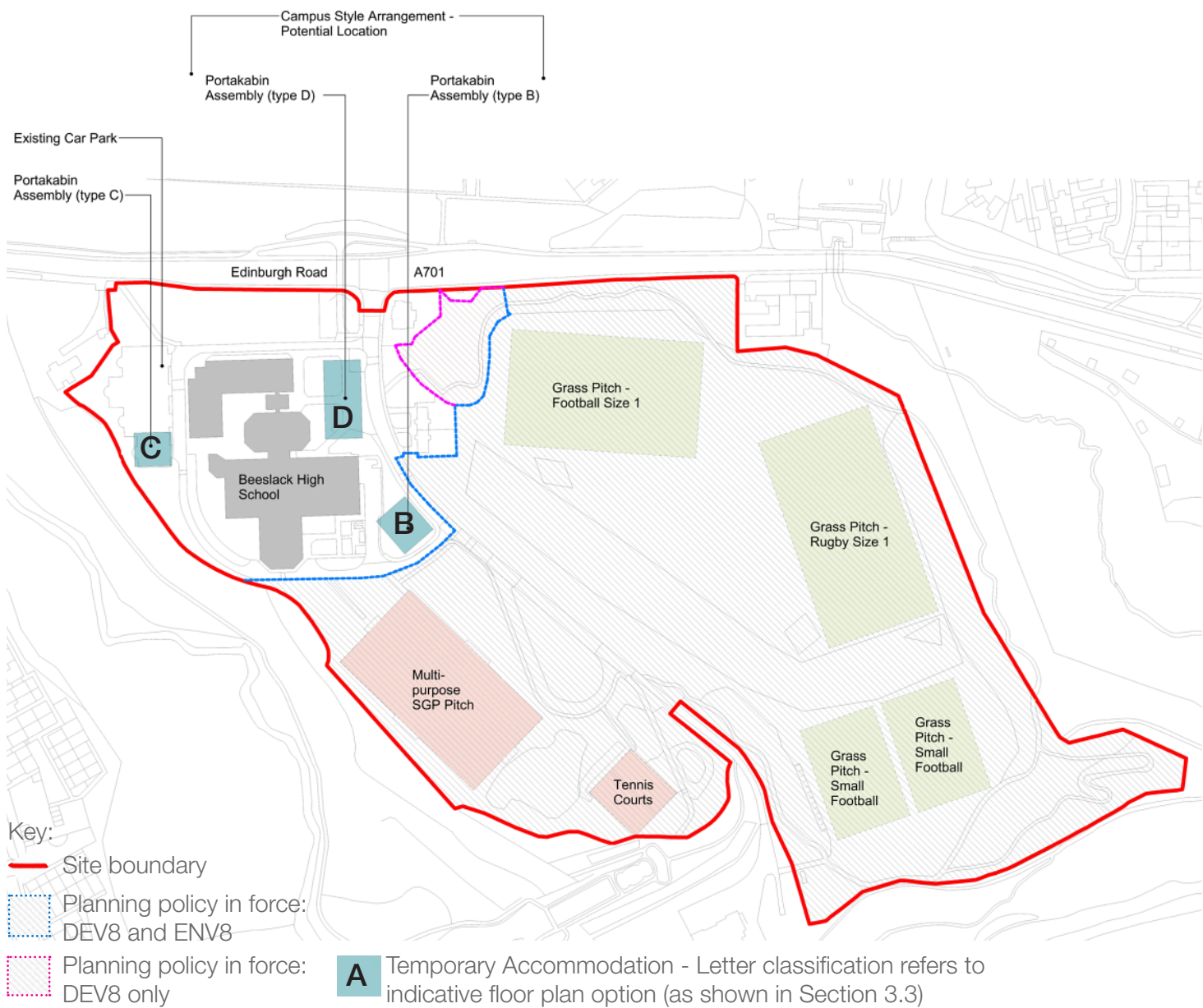


Fig.8 Campus Temporary Accommodation Site Plan

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.3 / Phase 1 & 2 - Indicative Floor Plan Layouts

This section sets out an example layout for the temporary accommodation assemblies. It is based on the schedule of accommodation shown Section 3.4 which caters to 300 pupils. It may be only 200 pupils are relocated from Penicuik High School (as of the 600 capacity projection, 400 pupils are projected to be in S1-3). However, providing accommodation for 300 pupils allows tolerance in the maximum capacity and allows for the delivery of specialist teaching for S1-3 without requiring temporary accommodation within the existing school grounds.

The temporary accommodation is either a superblock arrangement (type A), or a campus arrangement (composite of type B, C and D).

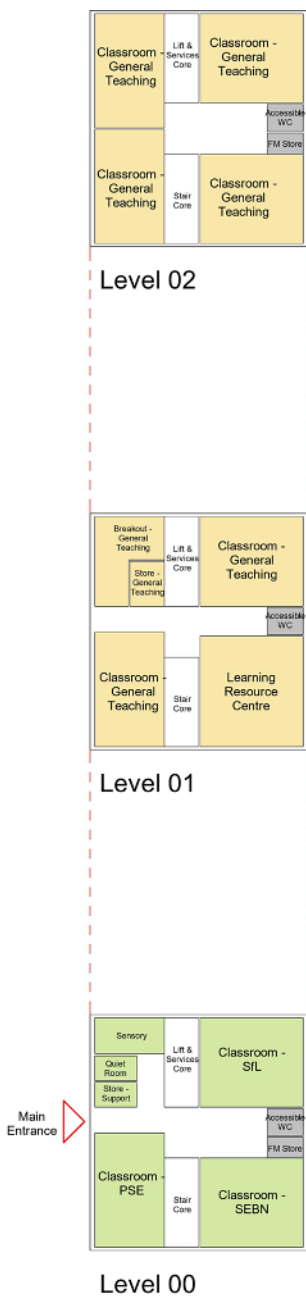
- > Type A is constructed from 123 units (each measuring 9.7m x 2.82m).
- > Type B is constructed from 36 units (each measuring 9.7m x 2.82m).
- > Type C is constructed from 12 units (each measuring 9.7m x 2.82m).
- > Type D is constructed from 84 units (each measuring 9.7m x 2.82m),

Therefore, the superblock requires 123 units and the campus arrangement requires 132 units.

The layouts shown below are indicative to understand scale, but should be developed in detail with a temporary accommodation specialist to optimise efficiency and minimise costs if this option is pursued.

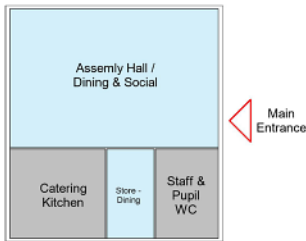


Fig.9 Superblock Temporary Accommodation

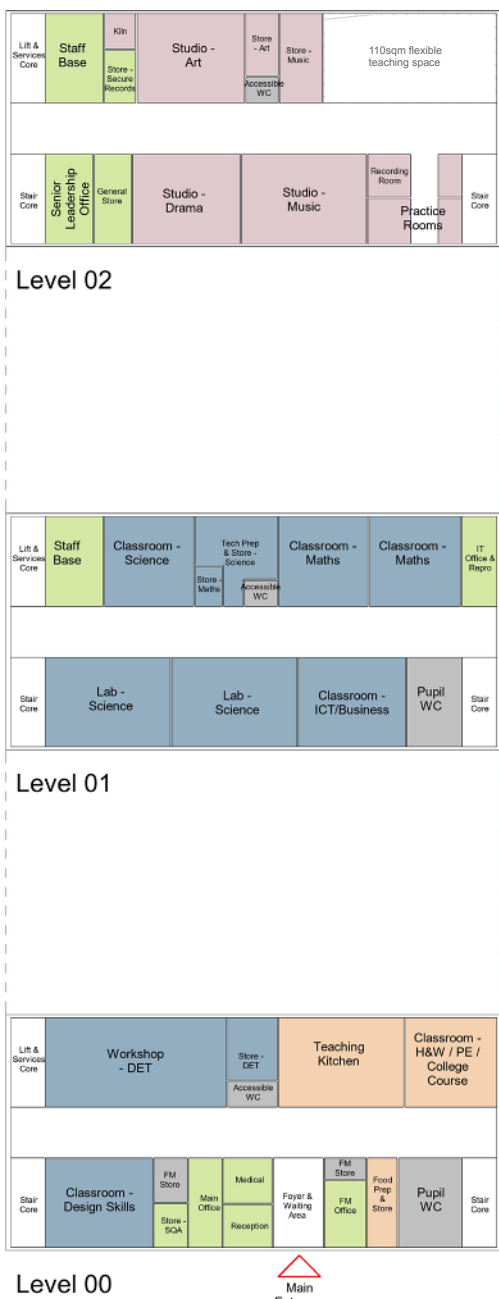


Portakabin Assembly TYPE B

Fig.10 Campus Temporary Accommodation



Portakabin Assembly TYPE C



Portakabin Assembly TYPE D

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.4 / Schedule of Accommodation - 300 Pupils

The below Schedule of Accommodation sets out the requirements for 300 pupils from S4-6. The total GIFA is less than the SFT metric as it is assumed that Physical Education will have to be delivered outwith the temporary accommodation. Therefore, Physical Education spaces are omitted. A classroom is added for Health & Wellbeing/Physical Education

to allow for teaching of theory without putting more pressure on the timetable (i.e. otherwise a general teaching classroom needed to be used). This classroom could also support the delivery of college courses to senior pupils.

The provision set out in this table is based upon Architype's previous experience and BB98 guidance, and considers the SFT metric / The School Premises (General Requirements and Standards) (Scotland) Regulations 1967. The breakdown of accommodation should be assessed by a specialist timetabling expert to ensure it responds to the specific needs of Penicuik High School.

Department	Rooms	Number of spaces	Room area (m2)	Total (m2)	Notes:
Language & Humanities	General Classroom	6	56.25	337.5	
	Seminar Room	0		-	
	LH Learning Plaza	0		-	
	Breakout Areas			28	
	Storage	1	12	12	
			Total:	377.5	
Expressive Arts - Art	Art Classroom	1	67.5	67.5	
	Art Resource / Breakout Area	0		-	
	Kiln Room	1	4	4	
	Art Store	1	12	12	
			Subtotal:	83.5	
Expressive Arts - Music	Music Classroom	1	78.75	78.75	
	Large Practice Room	1	14	14	
	Small Practice Room	2	7.5	15	
	Recording Room	1	12	12	
	Music Store			20	To be shared with Drama
	Instrument Lockers			5	
			Subtotal:	144.75	
Expressive Arts - Drama	Large Drama Studio	0		-	
	Small Drama Studio	1	67.5	67.5	
	Drama Store	0		-	Shared use of music store
			Subtotal:	67.5	
Expressive Arts - Shared	Performance Breakout Area	0		-	
			Total:	295.75	

STEM - Science	Science Lab - Compact	1	56.25	56.25	
	Science Lab - Standard	2	78.75	157.5	
	Science Lab - Dual / Superlab	0		-	
	Science Lab - Advanced Higher	0		-	
	Science Prep / Store	1	32	32	
	Chemical Store	0		-	Assume locked cupboard within Science Prep
	Breakout Areas	0		-	
			Subtotal:	245.75	
STEM - Technologies	DET Workshop	1	115	115	
	Design Classroom	1	67.5	67.5	
	Machine Room	0		-	Machinery within workshop
	CAD/CAM Bay	0		-	
	Business / Media Classroom	0		-	
	Computing Science Classroom	1	67.5	67.5	To also accommodate business studies
	Breakout Areas	0		-	
	Storage			20	
			Subtotal:	270	
STEM - Maths	Maths Classroom	2	56.25	112.5	
	Breakout Areas	0		-	
	Storage	1	8	8	
			Subtotal:	120.5	
STEM - Shared	STEM Learning Plaza	0		-	
			Total:	636.25	
Health & Wellbeing - Food	Teaching Kitchen	1	78.75	78.75	
	HFT Theory Classroom	0	56.25	56.25	
	Food prep & storage	1	12	12	
	HFT Breakout Area	0		-	
			Subtotal:	147	

3.0 / Option 2a or 3a (Partial Decant): S4-6 Decant Strategy

3.4 / Schedule of Accommodation - 300 Pupils (cont'd)

Health & Wellbeing - Physical Education	Games Hall - 4 court	0	646	-	Assume during decant pupils will have to use facilities that are outwith temporary accommodation	
	Gymnasium	0	-	-		
	Dance Studio	0	-	-		
	Fitness Suite	0	-	-		
	PE Theory Classroom	0	-	-		
	Indoor Changing Area	0	90	-		
	Outdoor Changing Area	0	90	-		
	Staff Changing	0	18	-		
	Accessible Changing	0	8	-		
	Sports Hall Store (15% hall)	0	97	-		
	Gymnasium Store (20% hall)	0	-	-		
	Dance Studio Store (10% hall)	0	-	-		
			Subtotal:	0		Total if included should allow 949sqm - generous provision for 300 pupils due to minimum size of Games Hall
			Total:	147		
Student Support	PSE Classroom	1	56.25	56.25		
	SfL Classroom	1	56.25	56.25		
	SEBN Classroom	1	56.25	56.25		
	Wellbeing Hub	0		-		
	Nurture Room	0		-		
	Sensory Room	1	15	15		
	Quiet Room	1	9	9		
	Medical Room	1	18	18		
	Storage	1	8	8		
		Total:	218.75			
Shared Spaces	Assembly / Performance Hall	0		-	Assume shared use with dining/ social areas	
	Control Room	0		-		
	Learning Resource Centre	1	80	80		
	Hellerup stair	0		-		
	Dining & Social Areas			200		
	Servery / Queueing			0	Included within dining/social allowance	
	Dining Store			30	Store remains large in size to allow ease of different use within same space.	
		Total:	310			
Support & Administration	Entrance / Foyer	1	20	20		
	Reception	1	15	15		
	Waiting Area	1	12	12		
	Main Office	1	20	20		
	Head Office	1	12	12		
	Senior Leadership Office	2	9	18		
	Facilities Office	1	20	20		
	IT / Comms Office	1	8	8		
	Staff Workspaces			60		
	Conference Room	0		-		
	Meeting Room	1	18	18		
	Interview Room	1	9	9		
	Reprographics	1	15	15		
	SQA Store	1	10	10		
	Secure Record Store	1	10	10		
	General Storage			15		
	FM & Cleaners' Stores			20		
	Pupil Lockers			20		
	Sick Bay			4		
			Total:	306		
			Net Total:	2291	The School Premises (General Requirements and Standards) (Scotland) Regulations 1967 requires schools with less than 320 pupils be assessed on a case by case basis. No set expectation for GIFA.	
	Circulation		25% net	573		
	Plant / Service (inc. IT & Comms)		3.5% net	80		
	Partitions		4.5% net	103		
Ancillary Facilities	Catering Kitchen Suite			60		
	Pupil Toilets (blocks & individual)	18	3	54	Total number of pupil toilets needed is 24. However, accessible toilets count toward this requirement.	
	Staff Toilets	6	3	18		
	Accessible Toilets	6	6	36	Accessible toilets is an assumption as this is based on travel distances.	
	Hygiene Room/ Changing Places Toilet	1	15	15		
			Total:	183		
TOTAL GIFA:		Overall total:	3230	Less than SFT metric due to shared use of PE facilities		
	SFT metric 300 pupils @ 13m2/pupil (m2)			3900		

4.0 / Option 2b or 3b (Full Decant)

4.0 / Option 2b or 3b (Full Decant)

4.1 / Implication of Full Decant

The below diagram demonstrates the scale of temporary accommodation required if a full decant of Penicuik High School occurred on either Montgomery Park (Option 3b) or Beeslack High School (Option 2b). The footprint omits any provision for Physical Education.

This footprint is based on GIFA required, and the exact internal arrangements have not been investigated within the scope of this study.

The scale of decant would not further impact the sports provision at Montgomery Park compared to the partial decant.

The scale of decant would put increased pressure on the parking provision at Beeslack High School which is well used by only the existing school.

It should be noted the footprint is less than that shown in Chapter 5 of the Summary Report (65003) as previously a decant for 945 pupils was considered.

Note:

The existing ground condition, as well as strategies for drainage, power and other services required by the temporary accommodation will require detailed assessment.

Significant disruption will occur to Beeslack High School while the temporary accommodation is constructed, if it was the preferred option.

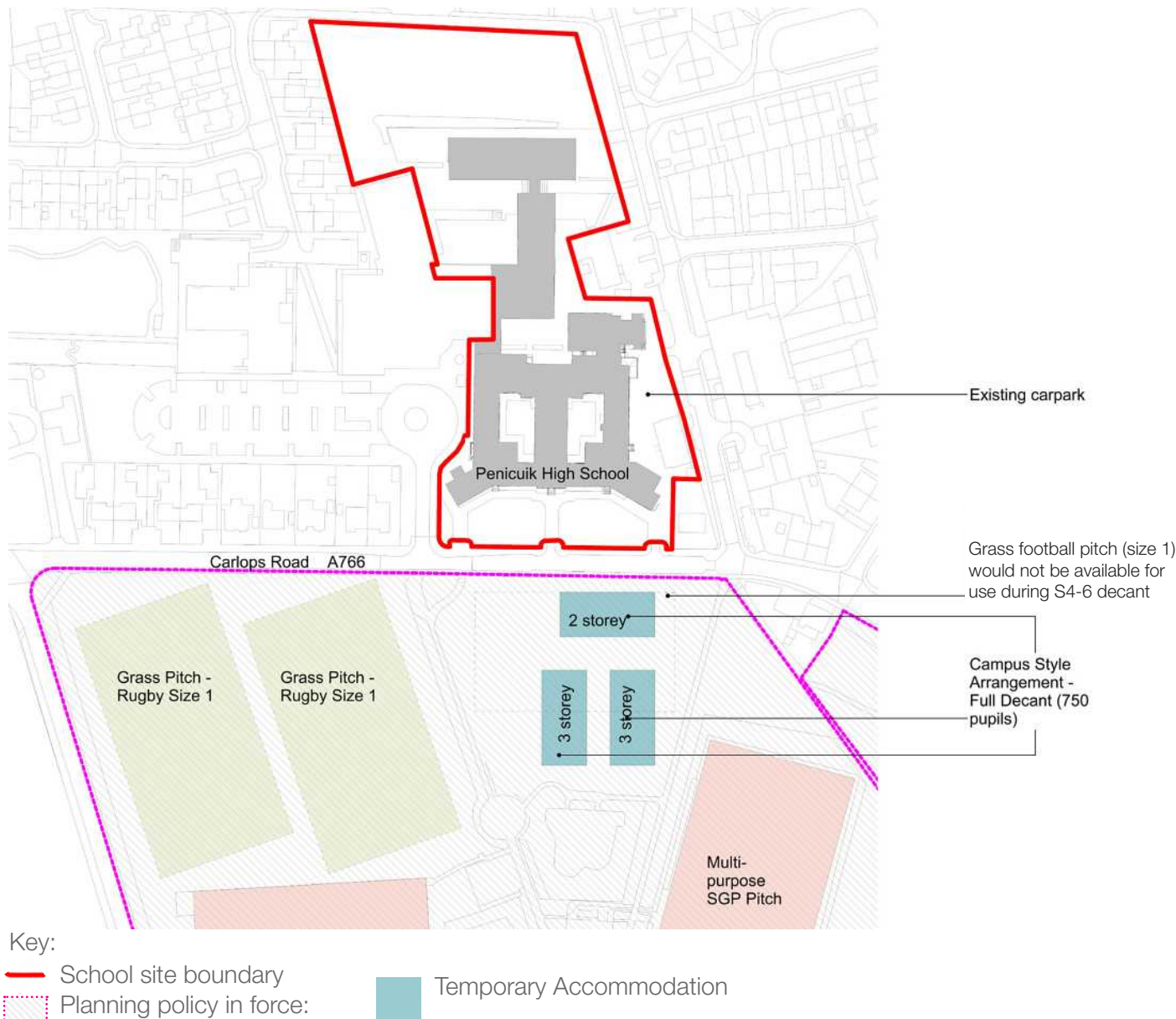
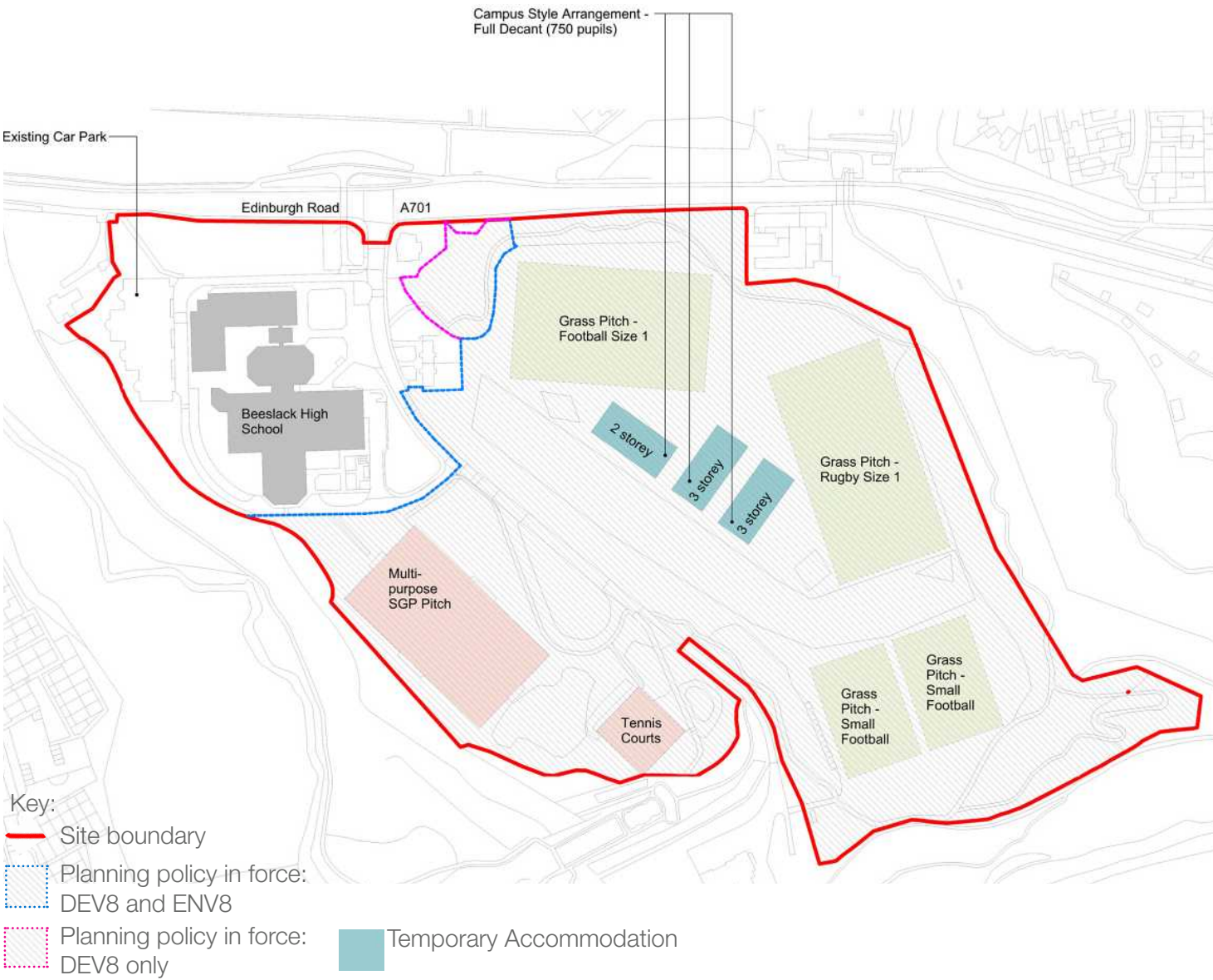


Fig.11 Scale of Full School Decant



5.0 / Precedent Temporary Accommodation Projects

5.0 / Precedent Temporary Accommodation Projects

5.1 / Portakabin Range

For the purposes of this report, the temporary accommodation set out in Chapter 3 is based on the Portakabin ‘Konstructa’ Modular Range. This standard size module has been repeated to create the footprint of the temporary accommodation blocks.

However, other ranges are available for example Portakabin’s ‘Ultima’ range. High level discussions with a representative of Portakabin suggest that the Ultima range is used most often in educational contexts, but is often a ‘buy’ rather than ‘rent’ route due to customisation available. There is also Portakabin’s ‘Vision’ range to offer a greater proportion of glazing which could benefit the learning environment.

The sizes offered for each modular unit is similar between different ranges, so the overall footprint should not alter significantly if a different product range is selected.

Prior to developing a temporary accommodation strategy in detail representatives from Portakabin and other suppliers should be consulted to gain insight into the best options available to Midlothian Council.

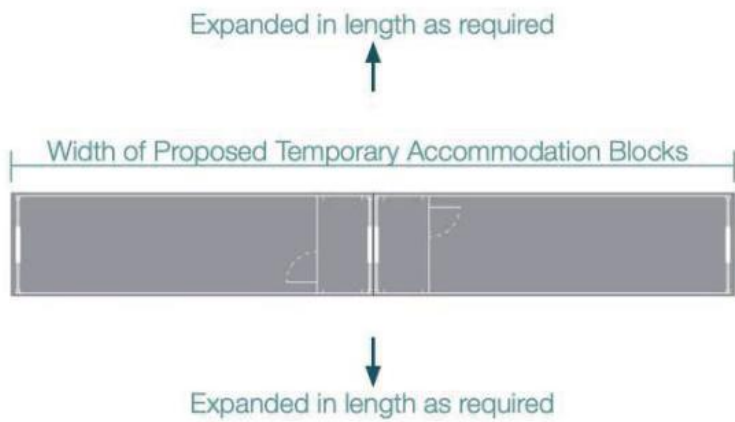


Fig.13 Modular Unit Arrangement



Fig.14 Portakabin Konstructa Range (© Portakabin)

0333 920 7495

KONSTRUCTA
MODULAR RANGE

KM093S

KM093RE

KM093LE

KM093D

KM093O

KM093MTO

KM093M

KM093OO

KM093TO

KM093T

AT A GLANCE: KM093 – MIDDLE MODULE

EXTERNAL HEIGHT	3130mm	10' 3"	INTERNAL HEIGHT	2477mm	8' 2"	at low end of module
				2506mm	8' 3"	at high end of module
EXTERNAL WIDTH	2820mm	9' 3"	INTERNAL WIDTH	2832mm	9' 3"	
EXTERNAL LENGTH	9700mm	31' 10"	INTERNAL LENGTH	9497mm	31' 2"	
FLOOR AREA	26.9m ²	289 ft ²				

AT A GLANCE: KM093 – LEFT AND RIGHT END MODULES

EXTERNAL HEIGHT	3130mm	10' 3"	INTERNAL HEIGHT	2477mm	8' 2"	at low end of module
				2506mm	8' 3"	at high end of module
EXTERNAL WIDTH	2820mm	9' 3"	INTERNAL WIDTH	2765mm	9' 1"	
EXTERNAL LENGTH	9700mm	31' 10"	INTERNAL LENGTH	7097mm	31' 2"	
FLOOR AREA	26.26m ²	282 ft ²				

AT A GLANCE: KM093 – ENCLOSED MODULES

EXTERNAL HEIGHT	3130mm	10' 3"	INTERNAL HEIGHT	2477mm	8' 2"	at low end of module
				2506mm	8' 3"	at high end of module
EXTERNAL WIDTH	2820mm	9' 3"	INTERNAL WIDTH	2698mm	8' 10"	
EXTERNAL LENGTH	9700mm	31' 10"	INTERNAL LENGTH	9497mm	31' 2"	
FLOOR AREA	25.62m ²	275 ft ²				

*module tapered to allow rain flow off building

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Fig.12 Portakabin Brochure (© Portakabin)



Fig.15 Portakabin Ultima Range (© Portakabin)



Fig.16 Portakabin Vision Range (© Portakabin)

5.0 / Precedent Temporary Accommodation Projects

5.2 / Woodmill High School

Following a fire in August 2019 at Woodmill High School in Dunfermline, the pupils have been partially housed in temporary accommodation until the replacement high school is completed.

The Planning application (Fife Council, 2019) states the GIFA of the development is 3480sqm (just over 100sqm more than the proposal for Penicuik High School). The temporary accommodation came from two suppliers (SiBCAS and Portakabin) due to availability. It is arranged as a two storey building. The temporary accommodation includes classrooms, teaching kitchens, science labs, and toilet facilities. The floor plans available from Fife Council's Planning Portal are shown on the next page.

Information taken from Espo (2021) discusses the SiBCAS modules in greater depth. It states the project was delivered in a timescale of 28 weeks and for a value of £3.2 million. It says 102 SiBCAS units were used measuring 9.76m x 3.05m each. However, it also claims there is catering kitchen and dining area. This is not shown in the Planning application. Therefore it should be assumed this catering provision is a later development beyond the 3480sqm GIFA of the Planning layout (or replaces some of the teaching accommodation).

Note: It is recommended MLC contact Fife Council Education Department to request an exchange of information to confirm updated details.



Fig.18 Interior Photos (© ESPO, 2021)

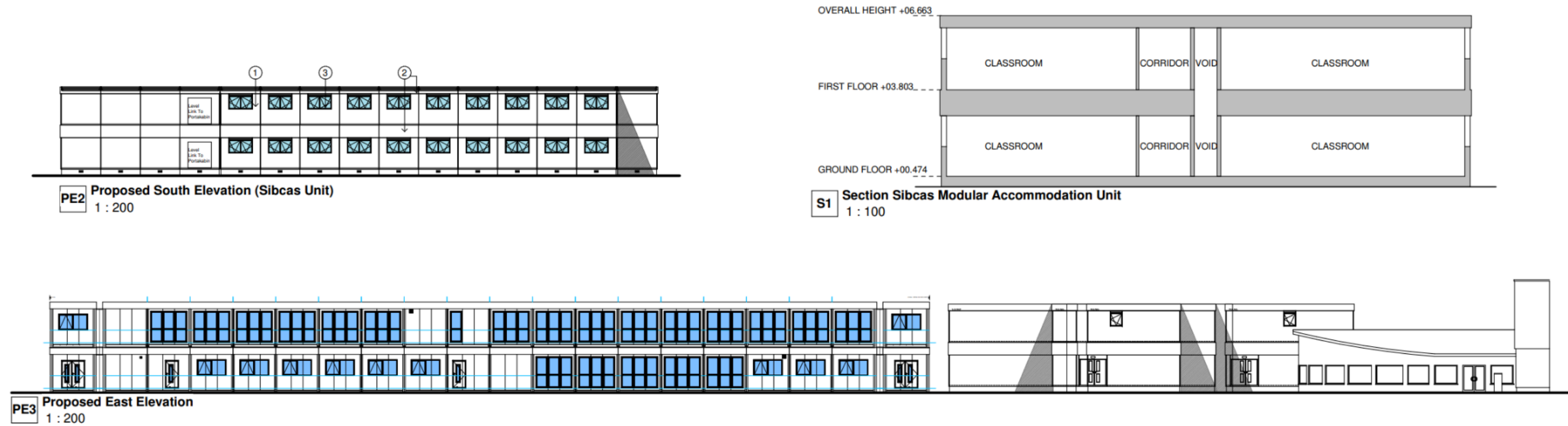
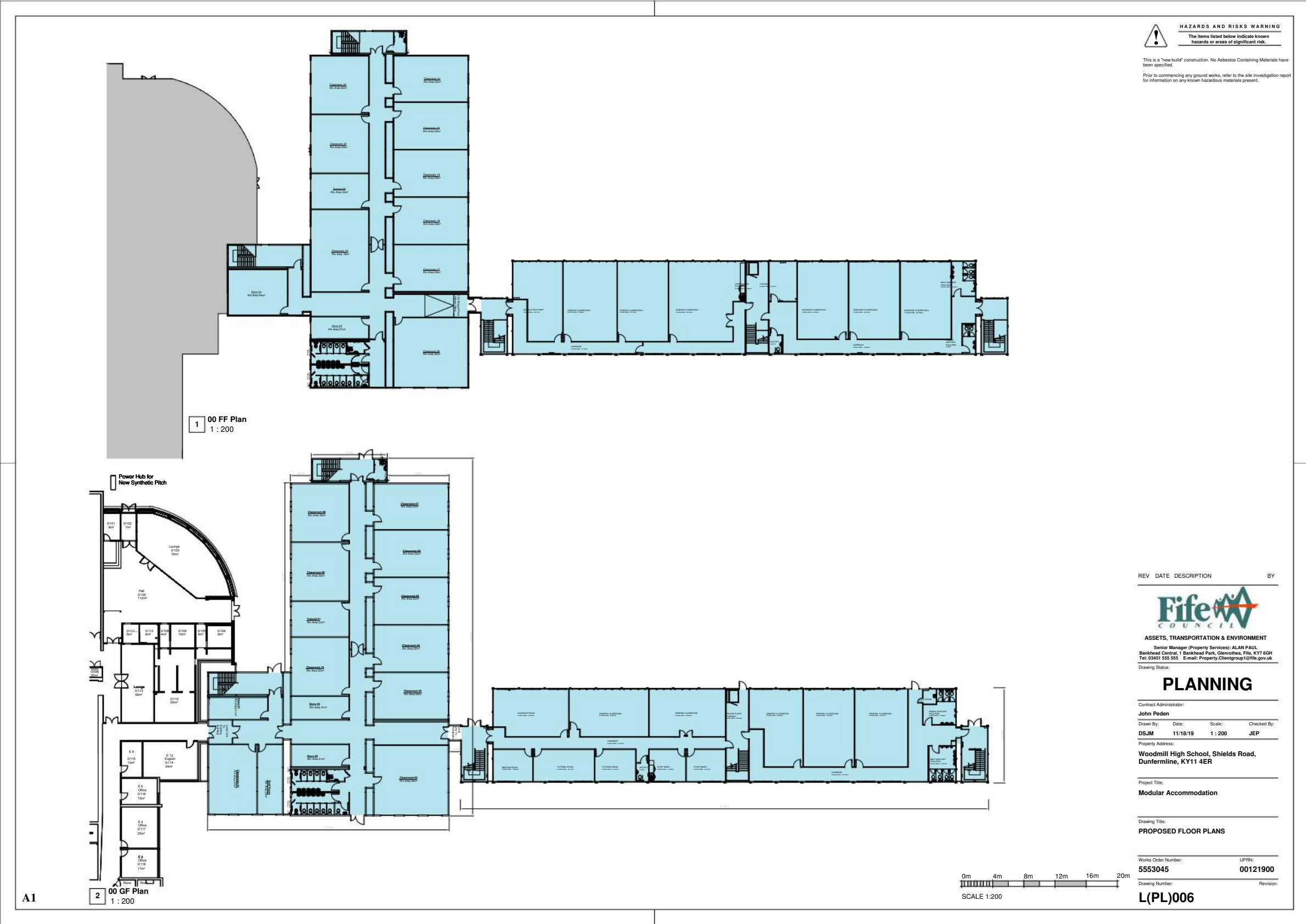


Fig.17 Elevations (© Fife Council, 2019)

5.0 / Precedent Temporary Accommodation Projects

5.2 / Woodmill High School (cont'd)



Assumptions on Woodmill High School Decant (Fife Council, 2019)

- > GIFA = 3480sqm
- > 30 classroom teaching spaces
- > Supporting accommodation
- > No dining / assembly / catering facilities
- > Two suppliers: SiBCAS and Portakabin

Assumptions on SiBCAS Units at Woodmill High School Decant (Espo, 2021)

- > 102 units
- > £3.2 million
- > 28 weeks construction period
- > Dining / catering facilities added into scope

Proposed Penicuik High School Decant (Superblock)

- > GIFA = 3364sqm
- > 22 teaching spaces
- > Supporting accommodation
- > Dining / assembly / catering facilities included
- > Indicative layout uses 123 units

Fig.19 Floor Plans (© Fife Council, 2019)

5.0 / Precedent Temporary Accommodation Projects

5.3 / Highgate Junior School

Temporary accommodation was required for Highgate Junior School, while a replacement school was constructed in 2014.

Information taken from the Portakabin case study (n.d.) and Buildings & Facility Management (bfm) Magazine suggest it comprised of 65 units. The accommodation included classrooms, science labs, music studios, IT facilities and toilet provision. The temporary accommodation included fire and intruder alarm systems, emergency lighting and data communications. The facility was a combination of 1 and 2 storey construction.

Architype's London studio worked on the permanent replacement junior school. The client arranged for the temporary accommodation through Wernick Hire. The cost was circa £2 million and the temporary units were in place for 2-3 years. The modular units in this case study were from the highest quality range available.

The images on this page are taken from the Portakabin case study.



Fig.20 Project Photos (© Portakabin, n.d.)

5.0 / Precedent Temporary Accommodation Projects

5.4 / Eden Girls Leadership Academy

Temporary accommodation was required for Eden Girls Leadership Academy, while a replacement school was constructed between 2019 and 2021.

This two storey facility included standard classrooms, science labs, a school canteen and a library.

Information taken from Wernick Hire (n.d.) suggest it consisted of 72 modular units which were completed within 2 months on site. The cost of the project is not available.

Information taken from J A Burke Construction Ltd (n.d.) suggest the groundworks contract for the temporary accommodation cost £400,000. This included the creation of a new carparking surface.

The images on this page are taken from the Wernik Hire case study.



Fig.21 Project Photos (© Wernick Hire, n.d.)

6.0 / Conclusion

6.0 / Conclusion

Key Findings

1. There is sufficient space within both the listed building and 1960s building for a decant of 400 S1-3 pupils. However, some specialist teaching (Science / DET / Health & Wellbeing) will be required to be delivered in temporary accommodation to avoid abortive internal alterations.

2. An estimated 123 temporary accommodation units (each measuring 9.7m x 2.82m - a standard Portakabin module) are needed to accommodate 300 S4-6 pupils.

Further Action Required

1. The Schedules of Accommodation set out in this report are based upon Architype's previous experience and BB98 guidance, and consider the SFT metric / The School Premises (General Requirements and Standards) (Scotland) Regulations 1967. The breakdown of accommodation should be assessed by a specialist timetabling expert to ensure the accommodation responds to the specific needs of Penicuik High School.

2. The complexity of phased construction was not a part of the cost plan or programme of the alternative reduced scope presented in report number PHS-ART-XX-XX-RP-A-65004. The implication of keeping S1-3 on site would require further assessment.

3. Early input from modular unit suppliers should be sought in order to develop an in-depth decant strategy that takes advantage of industry expertise.

Award Highlights

- 2022 RIBA Regional Award, Harris Academy Sutton
- 2022 RIBA National Award, Harris Academy Sutton
- 2022 RIBA Sustainability Award, Harris Academy Sutton
- 2022 RIBA London Award, Harris Academy Sutton
- 2022 BCO South of England and South Wales, Bicester Zero Carbon Eco Business Centre
- 2021 RIBA National Award, Imperial War Museums Paper Store
- 2021 RIBA Sustainability Award, Imperial War Museums Paper Store
- 2021 RIBA Sustainability Award, Bicester Zero Carbon Business Centre
- 2021 RIBA South Award, Bicester Zero Carbon Business Centre
- 2020 CIBSE Building Performance 2020 Residential Project of the Year, Agar Grove Regeneration
- 2020 Education Estates, Architect of the Year Award
- 2019 NLA Overall Winner, Agar Grove
- 2019 London Planning Awards, the Mayor's Award for Sustainable and Environmental Planning and The Mayor's Award for Good Growth, Agar Grove
- 2019 AJ100 Sustainable Practice of the Year
- 2019 RSAW Welsh Architecture Award, Ysgol Trimsaran
- 2019 RSAW Sustainability Award
- 2018 CIBSE Building Performance Awards, Commercial Project of the Year
- 2017 Building Good Employers Guide, 3rd place in the construction industry
- 2017 Education Estates Awards, Highgate Junior School, Project of the Year
- 2017 RIBA Regional Awards, St. Michael's Hospice
- 2017 RICS Awards Design through Innovation Award



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APPENDIX G - Penicuik High School Decant Strategy – Options Appraisal

Item 8.15

Option 1 – Do Nothing / Do Minimum			
Description	Keep pupils in place during refurbishment works.		
Expected Costs	This option has not been costed as it will not be possible to progress project without some level of pupil decant.		
Risks Specific to this Option	Risk	Description	Mitigation
	Health & Safety	Keeping all pupils on site will result in contractors having to undertake deep refurbishment works with pupils in situ. This will present risks to occupants of the building in relation to it being an active development site as well as other risks such as asbestos disturbance.	No mitigation available.
	Programme	Far greater complexity in terms of access to the areas of the building will slow the work programme, resulting in 2026 target deadline being missed.	No mitigation available.
	Financial	Far greater complexity in terms of access to the areas of the building will slow the work programme, resulting in 2026 target deadline being missed. This may result in funding being rescinded.	No mitigation available.
	Educational/Operational	The level of disturbance on site without decant to locations elsewhere within the building or off site will result in significant disruption to the learning environment.	No mitigation available. School curriculum wouldn't be able to be achieved.
Advantages & Disadvantages	Advantages Forgo requirement to relocate pupils while works are underway.		Disadvantages Failure to decant will result in a slower programme of refurbishment with higher risks to the building occupants and implications for cost and funding from the Scottish Government.
Viability	In order to meet the 2026 timescale for delivery, this is not a viable option due to implications on programme and on the quality of the learning environment for students at Penicuik HS.		

Option 2a – Partial Decant (S4-6) to Beeslack			
Description	<p>Under this option, S1-3 (approx. 400 pupils) stay at Penicuik High School, moving into the listed building for Phase 1 refurbishment (1960's block), then relocating for Phase 2 refurbishment (listed building).</p> <p>S4-6 (up to 200 pupils) relocate to modular accommodation delivered on the site of Beeslack High School. This would require the placement of three blocks (B, C, D) of temporary units within Beeslack High School site, but these will be adjacent to the existing school building. The proposed location offers some opportunities for co-ordinated use of dining and assembly functions which could reduce the overall modular requirement.</p> <p>However, the close proximity to Beeslack High School will present additional challenges during enabling works for, and installation of, the temporary units. This will require careful planning and management to ensure safe pedestrian segregation. The management of two schools on one single site, and the management of one school across two separate sites will also present significant challenges.</p>		
	Expected Costs		
	Circa £9.480m		
Risks Specific to this Option	Risk	Description	Mitigation
	Delivery	Careful planning for the installation of the temporary units will be required due to their proximity to the existing Beeslack High School.	Careful planning and management, including safety, will be required.
	Operational	There will be loss of spaces within the existing car park.	Car park spaces to be reviewed to see if capacity can be created elsewhere.
	Delivery	There is a potential conflict with mature trees that would require to be felled.	Impact on trees to be minimised in design and replacement trees planted in suitable location.
	Operational	Difficulties managing existing staff across two sites with risk of requiring additional posts to ensure adequate cover.	Additional staff resources may be required to service two sites.
	Operational	Adjacency of temporary units B and D to access road will require additional safety measures.	Careful planning and management, including safety, will be required.

Advantages & Disadvantages	<p>Advantages</p> <p>Enabling works for infrastructure less onerous due to proximity to existing school building.</p> <p>Access strategy requirement minimal.</p>	<p>Disadvantages</p> <p>Splitting school staff between two sites will result in significant operational/staffing issues for school management for duration of project, with likely revenue implications.</p> <p>Potential conflict with mature trees that would require to be felled.</p> <p>Lead time for procurement of temporary units.</p> <p>Additional segregation and safety requirement</p>
Viability	<p>While technically feasible, there are operational issues associated with splitting a school across two sites that present significant management issues.</p>	

Option 2b – Full Decant to Beeslack (Green Field)			
Description	<p>This option entails the placement of a series of modular blocks within greenspace adjacent to Beeslack High School site. The proposed location offers the benefit of being in largely flat grounds, which will result in minimal groundworks required. However, the remote location will require greater enabling works in relation to infrastructure and extensive development of an access strategy for both emergency vehicles and pedestrians.</p> <p>This location also presents additional constraints as the temporary units will be location within protected areas under Planning Policy DEV8 (Open Spaces) and ENV8 (Protection of River Valleys). This will require consultation with the Local Authority in relation to planning to ensure the option is acceptable.</p>		
Expected Costs	£15.764m		
Risks Specific to this Option	Risk	Description	Mitigation
	Planning	The location of the temporary units is within the area protected Planning Policy DEV8 (Open Spaces) and ENV8 (protection of River Valleys), with consultation required with Local Authority Planning Department to ensure the proposal is acceptable.	Early engagement with Planning Authority to determine impact of this constraint.
	Health & Safety	The location of the temporary units will be atop of steeply raised ground might prove challenging for access for emergency vehicles and pedestrians,	Careful planning and management, including safety, will be required.
	Operational	Remote location from the existing Beeslack High School may be challenging if access and use to its facility is required.	Careful planning and management, including safety, will be required.
	Delivery	Extensive enabling works for services will be required due to the location of the temporary units.	Careful planning and management, including safety, will be required.

Advantages & Disadvantages	Advantages Minimal Ground Works Required. No alteration required for the existing car park. School and staff body of Penicuik High School is kept together Programme benefits for delivery of refurbishment of Penicuik HS due to full decant.	Disadvantages Potential planning constraints / impact on open space. Access strategy for emergency vehicles and pedestrians will be required. Enabling works will be required for temporary units. Lead time for procurement of temporary units. Significant cost of modular units. Not established if this is outweighed by programme benefits. Significant disruption to school due to relocation. Additional transport costs Relocation potential barrier to learning with possible impact on attendance/attainment.
Viability	Most expensive option regarding decant with additional disbenefits of relocation/transport.	

Option 3a – Partial Decant to land at Montgomery Park			
Description	Modular Units to be located on playing fields adjacent to Penicuik High School for 2 year period of construction programme on land in ownership of Midlothian Council.		
Expected Costs	Circa £8.944m		
Risks Specific to this Option	Risk	Description	Mitigation
	Delivery	Planning - loss of designated open space	Temporary use for 2 years will result in land being restored to original use and condition.
	Delivery	Restrictions on Title (Montgomery Park)	Obtain relevant consent for use of Park as temporary site for educational purposes. Initial engagement has been positive.
	Reputational	Community objections to temporary loss of open space	Implement community engagement strategy. Restoration / improvement of green space once project complete.
	Delivery	No site investigation work carried out to understand ground conditions / services/ utilities	Works to be instructed at soonest opportunity, tied into overall condition survey works for school.
Advantages & Disadvantages	Advantages No requirement to split staff across two sites. This mitigates impact on pupils and staff. Proximity to school retained minimising disruption and positive outcomes regarding level of additional accommodation required. No transport costs required.		Disadvantages Planning and title constraint require further assessment and strategy to address, however initial engagement has been positive and barriers to use not anticipated. Community engagement strategy will be required for school/decant project, with need for family/school community engagement.
Viability	Proposal has significant advantage of retaining single operational site for school, subject to further clarity regarding constraints re restriction on title planning policy.		

Option 3b – Full Decant to land at Montgomery Park			
Description	Modular Units to be located on playing fields adjacent to Penicuik High School for 2 year period of construction programme on land in ownership of Midlothian Council.		
Expected Costs	Circa £15.784m		
Risks Specific to this Option	Risk	Description	Mitigation
	Delivery	Planning - loss of designated open space	Temporary use for 2 years will result in land being restored to original use and condition. Mitigation for loss of playing field for duration of works to be addressed.
	Delivery	Restrictions on Title (Montgomery Park)	Establish parameters within which restriction may not affect temporary use and seek to demonstrate project stays within these. Initial engagement has been positive.
	Reputational	Community objections to temporary loss of open space	Implement community engagement strategy. Restoration / improvement of green space once project complete.
	Delivery	No site investigation work carried out to understand ground conditions / services/ utilities	Works to be instructed at soonest opportunity, tied into overall condition survey works for school.
Advantages & Disadvantages	Advantages No requirement to split staff across two sites. This mitigates impact on pupils and staff. Proximity to school retained minimising disruption and positive outcomes regarding level of additional accommodation required. No transport costs required.		Disadvantages Planning and title constraint require further assessment and strategy to address. Initial engagement has been positive and barrier to use not anticipated. Community engagement strategy and engagement with school community will be required for school/decant project.
Viability	Proposal has significant advantage of retaining single operational site for school, subject to further clarity regarding constraints re restriction on title planning policy.		

Scoring of Options Against Objectives

Objectives	Options Scoring Against Objectives				
	2a Partial Beeslack	2b Full Beeslack	3a Partial MP	3b Full MP	Comments
Place based, designed around end user needs and their spatial context	1	2	3	3	End user needs strongest reflected in Option 3a/b (Park) where existing school and staffing environment most closely replicated, giving greater consistency.
Evidence based, based on clearly defined set of objectives and performance metrics	2	2	3	3	Both options respond to identified need for decant, however potential to avoid disruption of learning / minimise impact on education inequality greater with decant to Park.
Joined up, delivered with stakeholders and partners	3	3	3	3	All options reflect working with internal and external stakeholders and partners.
Strategically aligned, ensuring projects respond to the requirements of key strategy documents such as National Planning Framework 4 and the Single Midlothian Plan.	1	2	3	3	Option 2a/b have potential to have negative impact on education inequality with requirement for transport to another school campus representing a potential barrier to school attendance, contrary to Single Midlothian Plan.
Environmentally sustainable	2	1	3	3	Option 2b will generate more additional carbon due to greater requirement to transport children to second location. Temporary, reusable modular units a sustainable choice.
Socially beneficial	2	2	3	3	Option 2 a/b has potential to have negative impact on education inequality and on learning experience with requirement for transport to second school for senior phase, a potential barrier to school attendance.
Affordable	2	2	3	2	Costs are very high level. Full decants more expensive with additional transport costs for 2b. However, there may be more savings for 2b and

					3b given scope to deliver refurbishment to shorter programme. Extent of opportunity yet to be established.
Total	13	14	21	20	
Ranking	4	3	2	1	

Scoring

Fully Delivers = 3

Mostly Delivers = 2

Delivers to a Limited Extent = 1

Does not Deliver = 0

Will have a negative impact on objective = -1

Recommendation

It is recommended that the option to decant to Montgomery Park is taken forward as a preferred option, subject to resolution of any potential issues regarding title constraints on the site of the land, however initial engagement has been positive regarding this. The extent of the decant is to be subject to further design work to establish extent of modular units required for partial decant and possible programme benefits of implementing full decant.

Penicuik Townscape Heritage and Conservation Area Regeneration Scheme (Penicuik TH/CARS) project – Public Realm Developer Contributions and 2-4 West Street (increase in project budget and details of funding package)

Report by Kevin Anderson, Executive Director - Place

Report for Decision

1 Recommendations

Council is recommended to:

- i. authorise the allocation of £171,192 received and uncommitted developer contributions, secured through the section 75 legal agreements of planning applications for housing development at north west Penicuik, to the Penicuik TH/CARS project for public realm works in Penicuik town centre;
- ii. delegate to Council officers how these developer contributions are used for public realm works within the Penicuik town centre, and note that the section 75 agreements for these developer contributions restrict their use to only public realm works in Penicuik town centre
- iii. note that the report identifies potential projects for which these public realm developer contributions can be used;
- iv. retrospectively endorse the increase in financial spend on the restoration building project at 2-4 West Street project (Belgian Consulate building), due to increased construction costs of approximately £106,000 to £207,177;
- v. note and endorse the increased funding package arrangements secured to deliver the 2-4 West Street project and the increased use of developer contributions already allocated to the Penicuik TH/CARS project; and
- vi. note that no additional Council money is being used to fund the increased cost of the 2-4 West Street project.

2 Purpose of Report

- 2.1 The purpose of this paper is to report to council on the allocation of developer contributions secured from planning applications for housing development at north west Penicuik to the Penicuik TH/CARS project for public realm works in Penicuik town centre (paragraphs 3.4-3.6) and to request that £171,192 of received and uncommitted developer contributions planning applications from housing development at north west Penicuik are allocated to the Penicuik TH/CARS* project for public realm works in Penicuik town centre; with the use of these developer contributions delegated to Council officers.
- 2.2 The report highlights that the developer contributions received from the housing development at north west Penicuik can only be used for public realm works in Penicuik town centre and identifies potential projects in Penicuik town centre to which these public realm developer contributions could be used.
- 2.3 In relation to 2 - 4 West Street, Penicuik, it reports an increase in project budget and details of funding package (paragraphs 3.7-3.13). The report requests that Council retrospectively endorses the increase in financial spend on the restoration building project at 2-4 West Street project (Belgian Consulate building), due to increased construction costs and the funding and delivery package used for the project. The increase in spend is from approximately £106,000 to £207,177.
- 2.4 The report informs Council the increased project costs are to be met through additional external funding and from Penicuik Town Centre Improvements developer contributions already allocated to the Penicuik TH/CARS project; that no additional Council money is being used to fund the increased cost of the 2-4 West Street project; details the funding package for the restoration of 2-4 West Street; and highlights an error in the funding package which created a funding gap of £10,079. This gap to be met by the Penicuik Town Centre Improvements developer contributions already allocated to the Penicuik TH/CARS project.

Date: 9 June 2023

Report Contact:

Grant Ballantine, Lead Officer Conservation and Environment, Planning
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* TH stands for Townscape Heritage, a grant funded National Lottery Heritage Fund grant funded programme, and CARS stands for Conservation Area Regeneration Scheme, a Historic Environment Scotland grant funded programme.

3 Background

- 3.1 The Penicuik TH/CARS (Townscape Heritage/ Conservation Area Regeneration Scheme) commenced in 2018 and will run until 31 July 2024. It is being extended by 15 months to 31 July 2024 to deliver its outcomes.
- 3.2 As previously reported to Council, the project is a collaboration between Midlothian Council, Penicuik Community Development Trust, Penicuik Community Alliance Storehouse Ltd, Penicuik and District Community Council, and Penicuik First Business Improvement District (BID), when they were operational. These bodies form the Project Team which assesses and decides on grant applications for individual projects. The priority projects and parameters for approving grant applications were agreed with the National Lottery Heritage Fund and Historic Environment Scotland.
- 3.3 The Penicuik TH/CARS project has been providing grant funding to support the restoration of key buildings in Penicuik's historic town centre. It has also been providing training and skills development for traditional building skills, and for initiatives to promote the understanding of the heritage and history of Penicuik.

4 Allocation of developer contributions secured from planning applications for housing development at north west Penicuik to the Penicuik TH/CARS project for public realm works in Penicuik town centre.

- 4.1 The Council is in receipt of £171,192 uncommitted developer contributions from housing development at north west Penicuik, secured through section 75 legal agreements. The conditions of the developer contributions can only be used for public realm works in Penicuik town centre. No further developer contributions are due or expected from the housing sites allocated at north- west Penicuik, identified in the Midlothian Local Development Plan (2017).
- 4.2 This report requests the £171,192 of developer contributions are allocated to the Penicuik TH/CARS initiative to assist with delivery of public realm works through this project. The report also requests that Council officers are given delegated authority to use of the developer contributions for public realm works to avoid the need for Council authority each time they are used.
- 4.3 Table 1 of this report identifies a range of public realm projects to which the £171,192 of public realm developer contributions can be used for delivery outcomes. Table 1 identifies projects in excess of £171,192, but sets out options for using the money. If these developer contributions are not used within a set timeframe, the Council will be obliged to return them to the developers that promoted the housing development at north- west Penicuik.

Table 1: Potential Penicuik TH/CARS Public Realm Projects

Project	Indicative Cost Estimates £
<p>Restoration of the stone boundary wall at St Mungo's churchyard adjacent to Kirkhill Road, Penicuik.</p> <p>Note: At the time of writing this report some repairs works are currently being undertaken on this wall.</p>	£60,000
<p>Repair road surface of shopping parade diagonally opposite from Penicuik Town Hall, using black tarmac with red chip.</p> <p>Note: as used on Penicuik High Street outside Penicuik Town Hall.</p>	£300,000
<p>Resurface tarmac in front of 2-4 The Square, Bridge Street, Penicuik.</p> <p>Note: Will follow after building works at 2-4 The Square are complete.</p>	£60,000
Total	£420,000
Other Potential Project plans	
<p>Bollards at new parking bays outside Penicuik Town Hall, to prevent parking on the new pavement.</p>	Costs Awaited
<p>New lamp posts outside Penicuik Town Hall.</p>	Costs Awaited
<p>New heritage style replacement street lantern lighting to 2-4 West Street, above the main door entrance.</p>	Costs Awaited

5 No.2-4 West Street, Penicuik – increase in project budget and details of funding package

- 5.1 This report seeks retrospective governance support for the increase in budget of the restoration project at 2-4 West Street, from the original estimate of approximately £106,000 to £207,177. Neither Council or Capital Plan and Asset Management Board (CPAMB) have previously been informed of this increase. The report also seeks support for, and to inform of, the funding package arrangements for the restoration of 2-4 West Street (set out in paragraph 3.13 of this report). Again neither Council or Capital Plan and Asset Management Board have been informed of revised funding package.
- 5.2 At its 8 June 2021 meeting, CPAMB approved £17,500 of the then available £104,850 of Penicuik Town Centre Improvements Developer Contributions (funded from the Council's own housing programme sites built in Penicuik) be used for the Penicuik TH/CARS restoration project at 2-4 West Street. This £17,500 enabled the project to access £83,000 of grant funding from the National Lottery Heritage Fund and Historic Environment Scotland for a project of approximately £106,000 in size.
- 5.3 During 2022, while the scope/scale of works has not altered, but due to increased building costs and extra grant being made available from the National Lottery Heritage Fund and Historic Environment Scotland the grant value increased from £83,000 to £161,598, the corresponding project budget for 2-4 West Street increased from approximately £106,000 to £207,177. The initial project costs of £106,000 were estimated at the inception of the Penicuik TH/CARS, before its start in 2018. The revised project budget and funding sources are set out below in Table 2:
- 5.4 The 2-4 West Street project is expected to complete in June 2023. The final cost has not yet been calculated but is expected to be within the £207,177 budget. There was an error in the budget calculation which created a shortfall of £10,079. Neither Council or Capital Plan and Asset Management Board have previously been informed of this, but on 8 June 2021 Capital Plan and Asset Management Board did approve use of unused Penicuik Town Centre Improvements Developer Contributions for the 2-4 West Street project. This report requests the project shortfall, and any project overspend if that were to occur, is met from the available Penicuik Town Centre Improvements Developer Contributions already allocated to the Penicuik TH/CARS project.
- 5.5 There are currently anticipated to be approximately £69,000 of available uncommitted Penicuik Town Centre Improvements Developer Contributions (from the Council's own housing programme sites built in Penicuik) that can be used to meet this shortfall of £10,079. As stated these developer contributions have already been allocated to the Penicuik TH/CARS project. The £17,500 and proposed £10,079, both funded by the Penicuik Town Centre Improvements Developer Contributions are the only funding from the Council for the 2-4 West Street project. That is £27,579, or 13%, of the £207,177 total project cost. The £17,500 are already committed to 2-4 West Street and are therefore not part of the uncommitted £69,000 of developer contributions.

- 5.6 The 2-4 West Street project is unique to others in the Penicuik TH/CARS project in that the building is jointly owned by the Council and another party. The building is owned 2/3rds by Midlothian Council and 1/3 by the other party. The Penicuik Arts Association lease premises in the building from the Council.
- 5.7 The Council is paying the project costs up front as they are incurred and then claimed back from the project partners. Grant claims are made on a quarterly basis to the National Lottery Heritage Fund and Historic Environment Scotland to reclaim grant awarded to the project. Contracts have been signed between the Council and the other part building owner of 2-4 West Street, and also the Council tenant (Penicuik Arts Society) setting out their contribution levels to the project as identified in Table 2. Their contributions will be paid to the Council when they are invoiced.

Table 2: 2-4 West Street Project Budget and Funding Package

Project Budget: 2-4 West Street	£207,177
Funding Sources	Funding Amounts £
National Lottery Heritage Fund and Historic Environment Scotland	£161,598
Building Owner: Midlothian Council (Penicuik Town Centre Improvements Developer Contributions)	£17,500
Other Building Owner	£10,500
Penicuik Arts Society	£7,500
Total Funding Sources	£197,098
Funding Shortfall	£10,079 (£197,098 + £10,079 = project budget of £207,177)
Proposed Source for Meeting Funding Shortfall	Available Penicuik Town Centre Improvements Developer Contributions already been allocated to the Penicuik TH/CARS project (£10,079)

6 Report Implications (Resource, Digital and Risk)

6.1 Resource

The following public realm developer contributions have been received by the Council from section 75 legal agreements for residential development at north- west Penicuik. This report requests they are allocated to the Penicuik TH/CARS project:

Developer Contribution Allocations	Amount Available
Public realm developer contributions received from residential development at north west Penicuik	£171,192
Total	£171,192

The following available uncommitted developer contributions are already allocated to the Penicuik TH/CARS project:

Developer Contribution – Already allocated to Penicuik TH/CARS project	Amount Available
Penicuik Town Centre Improvements Developer Contributions – funded from the Council's own housing programme sites built in Penicuik	£69,000 approximately
Total	£69,000 approximately (uncommitted)

6.2 Digital

There are no IT implications from this report.

6.3 Risk

Public Realm Developer Contributions

The public realm developer contributions secured through the section 75 legal agreements from planning applications for housing development at north- west Penicuik will require to be used within a set time frame. If they are not used the Council is obliged to return them to the housing developers. The condition require that these can only be used for public realm works in Penicuik town centre. They cannot be used for other uses or in other locations. This reports has set out public realm projects for which the contributions are eligible and can be used.

2-4 West Street, Penicuik - increase in project budget and details of funding package

The restoration project at 2-4 West Street is nearing completion. The report sets out that the project costs rose due to increased construction costs and the availability of additional external funding, most notably

from the National Lottery Heritage Fund and Historic Environment Scotland.

The report highlights the error in budget funding for the project and there being a shortfall of £10,079. This shortfall can be met by approximately £69,000 of available uncommitted Penicuik Town Centre Improvements Developer Contributions already allocated to the Penicuik TH/CARS project. The £69,000 does not include the £17,500 of these developer contributions that are already committed to the 2-4 West Street project.

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

This report does not relate to a new / revised policy / service change / budget change. It is therefore considered that undertaking an Equalities Impact Assessment (EqIA) in relation to this report is unnecessary.

An EqiA for the Penicuik Heritage Regeneration project was undertaken to accompany the report to Cabinet on 30 August 2016 that sought approval for submission of the bid the application to the National Lottery Heritage Fund for a Townscape Heritage (TH) project and Historic Environment Scotland for a Conservation Area Regeneration Scheme (CARS) in Penicuik town centre.

6.5 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Background information/Links

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The Single Midlothian Plan promotes economic growth and support for town centres. Investment in town centre public realm helps increase their attractiveness which helps support their vitality and vibrancy.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The works at 2-4 West Street in Penicuik town centre have been procured following local government procurement rules and have sought to achieve best value. Local government procurement rules would be followed to procure any public realm works.

A.5 Involving Communities and Other Stakeholders

The decision making of The Penicuik TH/CARS project is governed by a project team. The project team is made up of the Penicuik Alliance, Penicuik Community Development Trust, Penicuik and district Community Council, local elected Midlothian Council Councillors and Council officers. When it was operational Penicuik First (BID) were on the project team.

A.6 Impact on Performance and Outcomes

Town centre improvements can assist in promoting economic development and in meeting specific objectives of the Single Midlothian Plan.

A.7 Adopting a Preventative Approach

Investment in town centres can arrest and reverse their decline. Investment in old buildings can reduce future maintenance costs.

A.8 Supporting Sustainable Development

Vibrant and vital town centres which are well connected by public transport are contributors to a more sustainable economic and physical environment. Improving the public realm in Penicuik town centre will help increase the attractiveness of the town centre and help encourage people to visit and spend time and money in the town centre. This will help improve the sustainability of Penicuik town centre. Restoration of 2-4 West Street will help increase the lifespan of the building and can be part of wider help and support to encourage more visits and spend in Penicuik town centre.

This report does not relate to the adoption by the Council of a strategic document and “Strategic Environmental Assessment” (“SEA”) legislation does not apply to this report.

APPENDIX B**Background Papers/Resource Links**

None

**Scottish Government Funding for Children's Outdoor Play –
Refurbishment of Play Areas 2023/24****Report by Derek Oliver, Chief Officer Place****Report for Decision****1 Recommendations**

Council is recommended to:

- Approve a capital expenditure budget of £0.197 million in the General Services Capital Plan, to be fully phased in 2023/24 and to be fully financed by £0.197 million of Scottish Government Capital Grant funding;
- Approve that the proposal to install and/or construct the outdoor play equipment be progressed; and
- Note the indicative proposals for expenditure of Scottish Government Capital Grant in financial years 2024/25 and 2025/26.

2 Purpose of Report/Executive Summary

The purpose of this report is to advise on the proposed expenditure of £0.197 million in Financial Year 2023/24 across the council play estate to replace equipment that has either been removed or requires replacement along with appropriate safety surfacing and, where possible, an access path to the refurbished play area in accordance with equalities legislation.

Additionally, it is intended to provide top up funds to enable the implementation of pump tracks at Rosewell and Roslin. The report also provides an outline plan of future funding of play areas for financial years (FY) 2024/25 and 2025/26.

Date 2 June 2023**Report Contact:**

James Kinch, Land Resources Manager

James.Kinch@midlothian.gov.uk

3 Background/Main Body of Report

3.1 During financial years 2020/21 and 2021/22, £5m of capital funding for children's outdoor play was allocated by the Scottish Government and distributed between each of the 32 Local Authorities in Scotland.

3.2 Midlothian Council was awarded £98k in FY 2020/21 and £97k on FY 2021/22. The Capital Plan and Asset Management board (CPAMB) approved expenditure of the capital funding as follows:

- FY 2020/21 (£98k) – Equipment in Waterfall Park and Kings Park Dalkeith
- FY 2021/22 (£97k) – Removal and/or replacement of equipment including installing inclusive play kit, access paths and new surfacing (see detail in Appendix B)

3.3 In August 2022, the Scottish Government advised that capital funding of £50 million was agreed to be distributed between each of the 32 Local Authorities in Scotland. Distribution is based on population 0-14 (93%) and rurality (7%).

The £50m funding is allocated across Scotland as follows:

- 2023/24 - £10m
- 2024/25 - £15m
- 2025/26 - £25m

With Midlothian's allocation as follows:

- 2023/24 - £197k
- 2024/25 - £295k
- 2025/26 - £492k

Proposal

3.4 In FY 2023/24, the Scottish Government allocation to Midlothian is £197k of capital grant funding. It is proposed to prioritise play areas using the following criteria:

- where equipment is already removed due to risk level or because it is unrepairable, and replace with new, upgraded equipment offering a similar play experience;
- recommended for removal following play inspections and replace with new, upgraded, equipment offering a similar play experience;
- increase opportunities for accessible play by providing more equipment, paths and surfaced facilities that can be used by wheelchair users;
- top up the funding from developer contributions, that following the pandemic impacts; is now insufficient to finance the pump tracks at Roslin and Rosewell; to enable them to be completed.

The proposed sites are listed in Appendix C and a detailed costing for these projects will be prepared for the CPAMB in July 2023.

3.5 In FY 2024/25 the proposal for expenditure is broadly as follows:

- replacement and upgrade of damaged surfaces of rubberised wetpour areas at 10 play areas; and
- introducing bound surfaces and paths, where required, to 8 play areas to reduce maintenance and create improved inclusivity for disability users.

The proposed sites are included in Appendix D and detailed costs will be provided during the third quarter of FY 2023/24.

3.6 In FY 2025/26 it is proposed that the replacement and enhancement of feature play equipment across the play estate in Midlothian is prioritised. The equipment being considered for installation will focus on larger play areas in the main settlements and at Vogrie Country Park. The objective is to replace failing equipment and/or upgrade to more challenging equipment at these locations. The intention is also to replace non-functioning flying foxes/cableways at key locations. A plan for the proposals will be circulated to elected members in advance of the programme being put forward for final approval.

3.7 In addition to the proposals in relation to the Scottish Government funding, there are developer contributions allocated for children's outdoor play at various locations around Midlothian consequent upon housing developments. During FY 2023/24, approval will be sought to expend funds allocated for play area renewals in Dalkeith and Gorebridge.

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

Capital

The capital costs of the proposed supply and/or installation of play equipment are anticipated to incur expenditure of up to £0.197m, with the purchases/installations/works fully phased in the 2023/24 financial year.

The capital expenditure will be fully financed by £0.197m of Scottish Government Capital Grant. There is expenditure of £0.034m already accounted for from FY 2023/24 to address an overspend in FY 2022/23.

The proposed equipment to be installed will be amended to accord with the available budget once survey work is completed and tender prices are received. If more of the priorities for equipment and works contained in Appendix C can be accommodated, then these will be progressed up to the budget limit of £197k. Equally, if the prices returned exceed this sum the number of items will be reduced to bring final expenditure within budget.

Costed proposals for spend of the Scottish Government Capital Allocation in financial years 2024/25 and 2025/26 will be prepared for CPAMB in quarter three of the year preceding the year of proposed expenditure.

Revenue

As the capital costs are fully grant funded, there are no loan charges implications from the above. The ongoing maintenance of these facilities will be met from existing budgets.

4.2 Digital

N/A

4.3 Risk

The funds can only be spent on children's outdoor play equipment by the Council. The risk of overspend will be prevented by setting fixed budgets including contingencies as part of the procurement process.

The respective equipment/works will be procured in accordance with the council's procurement procedure.

Upon completion of the project, grounds maintenance going forward will incur little or no extra cost, since equipment is being replaced within existing play areas and the service is already maintaining these areas. Consequently, maintenance of each site will be met from the existing Land and Countryside Service budget.

The expected timeline for completion of the supply and installation of equipment is by 31 March 2024 and therefore in compliance with the timescale requirements set out in the Scottish Government Offer of Grant.

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

All the proposed play equipment is designed for inclusivity and where there is an opportunity to replace with equipment for use by people with mobility or disability issues, such as roundabouts which cater for wheelchair users, this is included in the programme.

4.5 Additional Report Implications (See Appendix A)

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Summary of works completed 2022/23

Appendix C – Provisional list of proposed play equipment 2023/24

Appendix D – Proposed locations for wetpour surfacing repairs 2024/25

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

This project will contribute to one of the long-term outcomes of the Single Plan 2022/23 for the Sustainable Growth theme under, “*Places – that are sustainable, and attractive to live and work*” within Midlothian while providing opportunities for healthy lifestyles.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

No negative impacts.

A.5 Involving Communities and Other Stakeholders

The programme of works focuses on replacement or equipment that has either been removed already or will require to be removed there is little scope for meaningful community consultation. Additionally, the pump tracks have been subject to community engagement which will continue until completed.

A.6 Impact on Performance and Outcomes

The quality of Midlothian’s Open Spaces is a key measure in the annual Citizens Panel survey and the new equipment will add to the quality of the amenity. Delivering improvements to open spaces is embedded in Land and Countryside Services’ performance monitoring matrix.

A.7 Adopting a Preventative Approach

Replacing play equipment in existing outdoor equipped play areas and introduction of new pump tracks will mean communities do not suffer a diminution in amenity and consequent reduction in opportunities for healthy living with potential impact on reducing risk of poor health.

A.8 Supporting Sustainable Development

The projects support components of the Council's Single Midlothian Plan under the Sustainable Growth theme as described in Section 4.4.

SUMMARY OF WORKS COMPLETED 2022/23

Location	Item	Replacement of Existing	Status
Mayfield – Dougal Court	Cone Climber	Roundabout	Complete
Mayfield – Dougal Court	See-saw	See-saw	Complete
Dalkeith – Clarinda Gardens	See-saw	See-saw	Complete
Penicuik, Ladywood	Springer	Springer	De-prioritised due to access issue
Gorebridge, Birkenside Park	Springer (x2No.)	Springer (x2No.)	Complete
Loanhead, Hunter Terrace	Infinity Bowl	Springer	De-prioritised due to lack of space
Loanhead, Memorial Park	Infinity Bowl	No	Complete
Easthouses, Main Park	Infinity Bowl	No	Complete
Newtongrange, Gowkshill Park	Infinity Bowl	No	Complete
Bonnyrigg, Staiside Park	Infinity Bowl	Springer	Complete
Danderhall, D'hall Park	Inclusive roundabout	Roundabout	Complete
Gorebridge, Burnside Play Pk.	Springer	Springer	Complete
Bilston, by Primary School	Infinity bowl	See-saw	Complete
Penicuik, Cornbank	Inclusive roundabout	Roundabout	Complete
Mayfield, Oak Crescent	Springer	Springer	Complete
Penicuik – Queensway LC	See-saw	See-saw	Complete
Dalkeith, Shade Park	Springer (x2No.)	Springer (x2No.)	Complete
Bonnyrigg, Waverly Park	Cone Climber	Roundabout	Complete
Gorebridge, Birkenside Park	Access path	n/a	Complete
Easthouses Park	Access path	n/a	Complete

APPENDIX C**PROVISIONAL LIST OF PROPOSED PLAY EQUIPMENT 2023/24**

Location	Equipment being replaced (including foundations)	Replacements allocated
Arniston Park, Gorebridge	Springer	Seesaw non-bump
Gorebridge, Birkenside		Inclusive roundabout
		Multi spinner carousel
Carrington	Springer	Seesaw non bump
	Springer	
Dalkeith, Clarinda Gardens		Inclusive roundabout
Bonnyrigg, Cockpen View	Springer	Seesaw with springs
Cousland Village	Springer	Seesaw with springs
	Springer	
Dalkeith, Cowden Park	Springer	Seesaw with springs
Edgehead Village	Springer	Seesaw non bump
	Springer	
Bonnyrigg, KGV Playing Fields	Roundabout	Inclusive roundabout
Penicuik, Ladywood	Roundabout	Inclusive roundabout
Penicuik Park	Springer	Seesaw with springs
Millerhill Park	Access path to existing and proposed new play area	
Rosewell Pump Track	Contribution to existing capital funds to allow project to proceed	
Roslin Pump Track	Contribution to existing capital funds to allow project to proceed	

Potential Reserve Projects Funding Permitting		
Bonnyrigg, KGV Playing Fields	Cableway/flying fox	Rail-type flying fox
Newtongrange, Welfare Park	Cableway/flying fox	Rail-type flying fox
Vogire Coutry Park	Cableway/flying fox	Rail-type flying fox
Roslin Village	Cableway/flying fox	Rail-type flying fox
Newton Village	Cableway/flying fox	Rail-type flying fox
Dalkeith, Kings Park	Cableway/flying fox	Rail-type flying fox
Easthouses, Park	Cableway/flying fox	Rail-type flying fox

PROPOSED LOCATIONS FOR WETPOUR SURFACING REPAIRS 2024/25

Location	Equipment	Surfacing Type
Newtongrange, Red Drive	Swingset	Wetpour
Poltonhall Play Area	Swingset	Wetpour
Penicuik, Cornbank Play Area	Swingset	Wetpour
Loanhead Memorial Park	Roundabout	Wetpour
Loanhead Memorial Park	Cradle swing	Wetpour
Penicuik, Ladywood Play Area	Low rotator	Grass Carpet
Roslin Park	Roundabout	Wetpour
Penicuik, Dykes Road	Swingset	Wetpour
Dalkeith, Kings Park	Inclusive roundabout	Wetpour

PROPOSED LOCATIONS FOR WHOLE PLAY AREA SURFACING WITH WETPOUR AND ARTIFICIAL GRASS 2024/25

Location	Proposed Surfacing Type
Dalkeith, Shade Park	Wetpour/ Artificial Grass Carpet
Bonnyrigg, Viewbank Park	Wetpour/ Artificial Grass Carpet
Bonnyrigg, Cockpen View	Wetpour/ Artificial Grass Carpet
Bonnyrigg, St Cyr	Wetpour/ Artificial Grass Carpet
Dalkeith, Clarinda Gardens	Wetpour/ Artificial Grass Carpet
Penicuik, Cornbank	Wetpour/ Artificial Grass Carpet
Vogie Country Park – Toddlers Area	Wetpour/ Artificial Grass Carpet

Cycle Path – Rosewell to Auchendinny

Report by Kevin Anderson, Executive Director - Place

Report for Decision

1 Recommendations

It is recommended that Council:

- i. Notes the feedback received with regards to the proposed surfacing of cycle path NCN196 Rosewell – Auchendinny; and
- ii. Approves a public consultation on retaining the status quo or surfacing of the cycle path, with a further report to Council in August 2023.

2 Purpose of Report

The purpose of this report is to advise Council of the prospective surfacing of a section of cycle path NCN196 and seeks a decision to move to consultation, whilst noting possible amendments to the project scope, or otherwise to decide on withdrawing the project.

Date: 7th June 2023

Report Contact:

Derek Oliver, Chief Officer - Place

Email: derek.oliver@midlothian.gov.uk

3 Background

- 3.1 In order to improve surface conditions along the Rosewell to Auchendinny section of the Dalkeith to Penicuik shared use pathway, which follows the route of the dismantled railway, and is now part of Sustrans National Cycle Network route No.196, the Roads Safety & Policy team considered feedback received from the Active Travel Strategy consultation undertaken in 2021.
- 3.2 This section of the route is the only section along the Dalkeith to Penicuik stretch of NCN196 currently without a sealed surface. Improving surface conditions along this 3.5km section of the 17km route from Dalkeith to Penicuik will join up two surfaced sections at either end, and make the path more resilient in poor and wet weather. Improved surface conditions will make walking, wheeling and cycling a year-round option for leisure, commuting and every day journeys between key destinations.
- 3.3 A fully surfaced route will provide an accessible, quieter, off-road option for those travelling from Penicuik and Auchendinny to Rosewell, Bonnyrigg, Dalkeith, and beyond, avoiding the busy A701, steep gradients crossing the River North Esk through Roslin Glen, and busy roads around Auchendinny and Roslin; particular concerns that have been raised in previous consultation feedback.
- 3.4 The vision is to connect this long-distance popular off-road path with the Shawfair to Roslin off-road path, as well as extending the route to Leadburn. Surfacing of this section of path will allow these options to be pursued to provide an extensive long-distance and well connected option for off-road active travel throughout Midlothian and into neighbouring local authority areas.
- 3.5 The proposed work supports Midlothian Council's Active Travel Strategy to provide a safe, accessible, convenient, well-connected and well-maintained core active travel network. The improvements along this stretch of the route form part of our larger programme of active travel improvements throughout Midlothian to enhance the condition, cohesiveness and safety of the active travel network.
- 3.6 The photos below show the current path conditions in March 2023 and June 2023.



3.7 In terms of consultation, the feedback received during the respective process in 2021 provided the following:

Active Travel Public Consultation, relating directly to improving the surface conditions on the Rosewell to Auchendinny section on NCN196, for cycling and walking:

- *“I would love to cycle to work (Penicuik to Mayfield) but cycle path gets very muddy in winter. I would use year round if path had better surface between Penicuik and Rosewell.”*
- *“Could the old railway path from Auchendinny to Rosewell be upgraded to tarmac. Penicuik to Dalkeith is difficult by road i.e. Pomathorn Hill, Roslin Glen both of which are steep and also not safe to cycle with cars. Only alternative really is around by Leadburn which is longer. Should be aiming to connect towns via useable routes to encourage commuting etc. this*

section is rough and not suitable for a road bike which is a real shame as all of the rest from Penicuik to Dalkeith is. Just this 2 mile section. Would be a quick win I think? Also road cycle lanes need improvement/ better maintained or new off road cycle paths created."

- *"Tarmac path from Straiton [pond] to Loanhead railway path, so it's usable for transport. Tarmac Rosewell-Penicuik path. Tarmac link between railway path and Bilston Ind Est."*
- *"I like the Eskbank-Penicuik route, Danderhall-Roslin route - especially with tarmac."*
- *"Make the Dalkeith to Penicuik cycle path tarmac all the way to encourage road bikes to use it rather than the road."*
- *"The Dalkeith to Penicuik cycleway is a good east-west cycling route across Midlothian (would be better if surfacing on Auchendinny-Rosewell section was improved)"*
- *"More cycle paths and lanes are needed at tarmac grade especially joining towns."*
- *"We use footpaths around our area and these are lovely. Used by walkers and horse riders alike. Not suitable for cyclists though as they can get very muddy"*
- *"Better lighting for foot and cycle paths, tarmac paths in some locations"*
- *"More tarmac routes for cycling / walking"*
- *"I use the old railway from Penicuik to Dalkeith and it has been slightly improved but could be better maintained"*
- *"Too many paths in particular Rosewell to Penicuik have major drainage issues and even the Roslin to Shawfair path is very overgrown in areas. These paths need upkeep. If a road was to have thorns growing along it the Council would trim it. Again the prioritisation of active travel needs to be above the motorised vehicle. Maintaining pot holes on NCN routes will show that the Council is committed to active travel."*

Feedback from the Active Travel Public Consultation, relating directly to the requirement for a safer, more cycle friendly route from Penicuik to Edinburgh and other Midlothian towns.

- *"Strategic active travel routes should be identified and maintained, such as Penicuik to Edinburgh"*

Feedback from the Active Travel Public Consultation, relating directly to the requirement for a safer, connection between Penicuik and Rosewell, Roslin Glen, Auchendinny, Loanhead and Dalkeith etc. to avoid dangerous roads and road conditions.

- *"B7003 is completely substandard for active travel and needs a continuous footway and traffic reduction."*
- *"Try cycling, using the cycle lanes, from Loanhead to Penicuik: I think you will soon see what maintenance is required."*
- *"Auchendinny- Very dangerous to cycle around here with kids as fast cars take priority and often speed through village."*

- *“At the moment there is no way to cycle through Roslin Glen (Roslin to Rosewell) without using the dangerous road”*
- *“Lots of potholes make cycling dangerous. For example Roslin Glen road was improved a few months ago but has now lots of potholes again”*
- *“Penicuik has a distinct lack of proper roads, by that I mean managing to travel for more than half a mile without hitting a pothole”*
- *“The Lasswade road and Roslin Glen road should be improved for pedestrians and cyclists.”*
- *“The route from Straiton to Penicuik. It's lethal for bikes and cyclists.”*

Positive feedback from the 2021 Public Consultation relating to the desire for more off-road dedicated cycle paths

Respondents were asked if there were any active travel routes that they liked:

- *“The dedicated paths are brilliant when they connect places and I think there should be more of these. There's no way I would ride daily from Penicuik to Musselburgh if I had to do it all on the roads. Safe segregated routes are a big factor for me.”*
- *“Following the old railway lines as much as possible e.g. Loanhead”*
- *“Danderhall to Loanhead path because it is safe and segregated, and a wildlife corridor; Eskbank Station to Bonnyrigg Town centre and to Penicuik.”*
- *“Musselburgh to Dalkeith. Eskbank to Penicuik. Loanhead to Danderhall. Like that they link a few areas together and are separate from the road network”*
- *“The Penicuik/Dalkeith railway line is essential and well used. It would benefit from better maintenance and line painting to separate cycles and pedestrians- at least on the paved sections.”*
- *“Old Railway (Penicuik to Hardengreen). More like this would be welcome in the Gorebridge, Mayfield, Newtongrange areas.”*
- *“Penicuik - Musselburgh railway cycle route - scenic/pleasant/well-maintained”*
- *“The cycleway from Penicuik to Dalkeith is great; I use it for running, walking and cycling and it is convenient but also relatively peaceful.”*
- *“Penicuik-Roslin cycle path is lovely, very quiet and I enjoy going through the different woodlands while listening to bird songs.”*
- *“Love the old railway cycle path from Eskbank to Penicuik via Rosewell. Wish there were more routes like this.”*

Feedback from the Public Consultation relating to the tarmacked off-road Shawfair to Roslin path- which was seen by many as a positive example of active travel infrastructure

- *“Old railway line. Roslin to Shawfair. It's flat & isn't muddy.”*
- *“The path from Roslin through Loanhead is excellent, such a pleasant way to move about.”*

- *“Danderhall to Loanhead cycle path, good for 3/4 of my journey then the rest is by a pretty poor condition road”*
- *“I like the path from Shawfair to Loanhead”*
- *“Loanhead cycle way”*
- *“The newish path linking Shawfair and the Loanhead cycle path is nice, particularly the wildflowers where the path goes up to the broad to Dobbies”*
- *“Cycle path/route from Roslin to Loanhead and into Edinburgh”*
- *“Gilmerton to Loanhead and Loanhead to Roslyn”*

Feedback from the 2021 Public Consultation demonstrating the desire to link the two key off-road paths (Roslin to Shawfair and Penicuik to Dalkeith)

- *“I like cycling from Loanhead to Danderhall and then back up to Roslin but gutted I can't continue to Penicuik.”*
- *“Love the route from Roslin to Loanhead, can that be expanded right into Penicuik via Auchendinny?”*
- *“Roslin to loanhead to city cycle path and Rosewell to Penicuik cycle path - just to have a safe connection between the two by infrastructure at top of Glen would benefit many locals and tourists walking and cycling”*
- *“I would like to see a cycle route from Auchendinny to Roslin (specifically to primary school). Then we could cycle safely to school. One choice for this is closing Oatslie Road to traffic (proposed by Places for People). I would like to see railway lines such as that to Roslynlee and down to Leadburn opened as cycle routes. The Penicuik to Musselburgh cycle route is fantastic.”*
- *“Linking of paths should be a priority - to make best use of the infrastructure that already exists. For example, if Roslin was linked by path to Auchendinny then the Dalkeith/Penicuik and Roslin/Shawfair railway paths would be linked.”*

3.8 Positives and negatives of surfacing the path

- + Improved accessibility for wheelchairs, prams, buggies, skateboards, scooters, road-bikes- for a range of purposes from leisure to everyday journeys and commuting
- + Improved accessibility/appeal in autumn and spring when conditions can get very muddy and slippery
- + The route would provide a very realistic and appealing alternative for those wanting to commute, away from the busy roads and steeper gradients
- + Less wear and tear on bikes – cleaning and maintaining bikes is a major barrier to people taking part in active travel
- + A surfaced route would place the route on the adopted roads register, meaning we could look to treat the route with grit/salt in winter

conditions (this will not be an option to pursue if the route remains unsurfaced)

- + A fully surfaced route from Dalkeith to Penicuik will open up opportunities to create and expand a fully off-road, joined up, and extensive active travel network into neighbouring local authorities – making travelling by bike a much more realistic option, encouraging a modal shift from car to bicycle.
- Greater likelihood of icy/slippery underfoot conditions in winter
- Impact to horses: from greater risk of slipping and higher impact surface
- Impact to walkers and runners: from higher impact of tarmac compared to softer gravel surface
- Potential increase in conflict between pedestrians/horse riders and cyclists, scooters, skateboarders etc. due to some users travelling at higher speeds, as well as greater numbers of users on the path
- Potential impact on the amenity value/aesthetics of the area of having a black top surface in a rural environment (though the rural nature of the Auchendinny to Penicuik section of the route has not been disrupted through surfacing - see images below)
- Any ecological damage from construction



3.9 Summary of concerns raised to surfacing proposals

Twenty direct email communications plus comments on social media platforms.

The large majority of concerns have come from the horse-riding community, concerning slippery conditions in winter, and the impact to horses from the proposed firmer surface.

Other concerns have been raised around impacting on the rural nature of the route, impact to runners and walkers as a result of the firmer surface, impact on the ecology of the area during construction works, and increased conflict between users if higher speed travel and greater numbers are encouraged.

3.10 Summary of positive feedback

Only one of the four community councils contacted have responded. The initial response from Rosewell and District Community Council was very positive and strongly in favour of the project. The response to the postponement of the work is included below.

“Thank you for your email. I’m genuinely shocked and disappointed that people have complained about this work. We’ve waited 12 years for this section to be improved, I think the Penicuik bit was done then. Anyway, I’ll write something when there’s an opportunity because at the moment the path gets boggy and flooded so no one can pass, it’s completely impassable to wheelchairs, elderly unsteady people, skateboarding, rollerblading, scooters, new cyclists (my kids can’t manage on that terrain) and to road bikes. Any mother would need to be wealthy enough to afford an off-road buggy to walk that way and it seemed like it was horse-owners who were unhappy.

Anyway- thank you for your endeavours and hopefully we can open up this stretch to the children, buggies, disabled, frail elderly and more modes of transportation than horse owners (Who I suspect would still manage in your new surface). “

- 3.11 No other positive feedback has been received via email, however positive comments around increased accessibility and year-round use have been noted on social media platforms.

4 Outcomes

- 4.1 The existing contract (placed on hold) is for 3m x 4000m (12,000m²) of bituminous surfacing and the total contract, which includes preparation works, would cost approx. £370,000. The surfacing is 60mm of AC14, which is 14mm nominal size stone graded bituminous material.
- 4.2 Advantages with this material relates to lower cost, more durable, build time of approx. 4 weeks, readily available from asphalt quarries and utilising framework contractors or our own in-house Roads Operations team.
- 4.3 Disadvantages: can be slippery in winter due to ice and frost, slippery when wet and hard underfoot for horses.
- 4.4 As a potential solution to accommodate the concerns of the horse-riding community, there is scope to consider flexible surfacing. This is an epoxy binder based aggregate and rubber crumb mix. This is a more durable version of the type of surface installed in playparks.
- 4.5 Indicatively, a project involving the surfacing of the complete (12,000m²) with a flexi-surface at 35-40mm depth would be approx. £504,000. Use of additional grant funding would be necessary.
- 4.6 Advantages with this material are: durable (20 year guarantee); porous free draining characteristics; does not have the same issues in winter with frost and ice; and the flexible nature with associated grip is ideal for horses and wheeling.
- 4.7 Disadvantages are mainly in relation to build. Likely to be double the build time.

5 Next Steps

- 5.1 Council can approve progression to a public consultation and a further report following recess. Alternatively, Council can approve surfacing the path, as specified, or decide not to progress the project.
- 5.2 Council is advised that funding may be at risk, or not be approved by Transport Scotland for a delayed, abandoned or modified project.

6 Resource

Staffing to facilitate the project will be managed from existing resource.

7 Digital

Information on the approved actions will be displayed on the Council's website and social media channels.

8 Risk

Should it be considered that consultation has been adequate, then by not implementing consultation outcomes, it may expose the Council to reputational risk. Following due process for implementation is necessary.

9 Ensuring Equalities

An Equality Impact Assessment will be necessary on the implementation of the outcome.

10 Additional Report Implications

See Appendix A

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The route map outlines the phases of service recovery and transformation which will underpin the Single Midlothian Plan.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report aims to deliver best value.

A.5 Involving Communities and Other Stakeholders

Extensive public consultation has been undertaken as per the Active Travel Consultation. Given the feedback received, it may be considered necessary that a more targeted consultation is necessary.

A.6 Impact on Performance and Outcomes

The report aims to measure progress through outcomes.

A.7 Adopting a Preventative Approach

The report is based on the creation of a wellbeing economy which prioritises prevention, fairness for people, the economy and the environment.

A.8 Supporting Sustainable Development

The improvement and enhancement of our environment.

Advertising and Sponsorship Policy

Report by Kevin Anderson, Executive Director - Place

Report for Decision

1 Recommendations

Council is recommended to approve the Advertising and Sponsorship Policy.

2 Purpose of Report

The purpose of this report is to provide policy on proposals for

- (i) advertising by third parties which would be installed on assets directly owned by the Council, and
- (ii) third party sponsorship of Council events or initiatives.

Date: 8th June 2023
Report Contact: Derek Oliver, Chief Officer - Place
Email: derek.oliver@midlothian.gov.uk

3 Background

- 3.1 This policy aims to:
- establish a corporate approach and standards to guide the consideration of proposals for advertising and sponsorship as set out in this policy;
 - establish governance arrangements that ensure that future advertising and sponsorship proposals are considered by appropriate Council directorates/divisions prior to approval;
 - ensure the Council complies with its legislative obligations, and Council policies, and is also guided by relevant nationally recognised industry codes;
 - support the Council's strategic objectives;
 - support the Council securing Best Value and maximisation of income;
 - support the Council's development of suitable commercial partnerships;
 - uphold the Council's reputation and brand;
 - support the safeguarding of citizens' interests and their well-being, and the image and environment of those elements of the local authority area which are within the control of the Council, and not the subject of separate regulation or control; and
 - support the alignment of the Council's involvement in advertising and sponsorship to the Council's corporate social responsibility.
- 3.2 Advertising and sponsorship can encompass goods, services, ideas, causes, opportunities, prizes and gifts.

4 Advertising

- 4.1 Advertising is a form of communication used to raise awareness, encourage or persuade an audience - viewers, readers or listeners or a specific group of people - to do or believe something. Advertising is usually paid for by an organisation.
- 4.2 Advertising messages can take a variety of forms and can be viewed through a wide range of media and platforms including, but not limited to, newspapers, magazines, television commercials, radio advertising, out of home advertising, direct mail, online and digital such as paid social media, blogs and other electronic platforms. Advertising mediums change rapidly in the digital and electronic age.
- 4.3 This policy aims to be sufficiently flexible to encompass platforms which are yet to be developed.
- 4.4 The Council seeks to generate and maximise income from Council-owned assets.
- 4.5 This policy is intended to cover third party advertising which would be installed on assets directly owned by the Council, but not advertising in public realm areas, park and greenspace and Council-owned

development/brownfield sites which are subject to separate contractual agreements.

- 4.6 The Council uses advertising for a range of activities which promote the Council's commitments and strategic objectives, and ultimately enhance and maintain the Council's reputation. When undertaking such advertising, be it on assets owned by the Council or by third parties, the Council already adheres to existing relevant nationally recognised industry codes, legislation, regulations and Council policies. This practice would continue.

5 Sponsorship

- 5.1 To sponsor something is to support an event, activity, person or organisation financially or by providing products or services. The relationship should be mutually beneficial. Sponsorship should not be confused with other types of funding which the Council provides such as grants, and which are not subject to this policy.
- 5.2 Sponsorship is a business relationship between the provider of funds, resources or services and an individual, event or organisation which offers in return rights and association that may have commercial advantage in return for the investment.
- 5.3 There can be cross over between how advertising and sponsorship works in practice. For example, advertising on Council-owned roundabouts may be referred to as sponsorship because the advertising income supports the cost of maintaining those sites. This policy is intended to cover third party sponsorship of Council events or initiatives.

6 Extent of policy application

- 6.1 Subject to the terms of this policy, this policy is not intended to cover (i) pre-existing contractual arrangements the Council has entered into, (ii) any current or future grant funding arrangements entered into by the Council, (iii) any matters which are the subject of separate regulation, for instance matters regulated by separate planning or licensing regimes, (iv) the activities or operations of the Lothian Pension Fund, or (v) the activities of school parent councils.

7 Industry Codes

- 7.1 The advertising industry operates within a heavily legislated and regulated landscape with strict industry codes. The Council will always adhere to the terms of any current legislation and relevant nationally recognised industry codes.
- 7.2 The Advertising Standards Authority (ASA) is the UK's independent regulator of advertising across all online and offline media. The UK advertising codes lay down rules for advertisers, agencies and media owners to follow. The ASA proactively monitors advertising for

compliance as well as responding to complaints, and issues rules on its investigations.

- 7.3 The ASA codes of practice are the 'rule books' which cover two areas: non-broadcast advertising and direct and promotional marketing (CAP code): the central principle of this code for all marketing communications is that they should be legal, decent, honest and truthful. All marketing communications should be prepared with a sense of responsibility to consumers and society and should reflect the spirit, not merely the letter, of the code; and 3.3.2 broadcast media (BCAP code): the overarching principles of this code are that advertisements should not mislead or cause serious or widespread offence or harm, especially to children or the vulnerable.
- 7.4 The ASA codes cover a wide range of guidance including:
- misleading advertising;
 - harm and offence;
 - political advertisements;
 - environmental claims;
 - medicines, medical devices, health-related products and beauty products;
 - weight control and slimming;
 - financial products;
 - gambling;
 - lotteries;
 - alcohol;
 - tobacco, rolling papers and filters;
 - electronic cigarettes; and
 - specific guidance when featuring or addressing children.
- 7.5 The ASA provisions on food, food supplements and associated health or nutrition claims highlights that the ASA rules must be read in conjunction with the relevant legislation which applies to all marketing communications for food products, including the Food Safety Act 1990, the Food Information Regulations 2014 and Regulation (EC) No 1924/2006 on nutrition and health claims made on foods (the EU Regulation).
- 7.6 The ASA code also highlights that:
"Public health policy increasingly emphasises good dietary behaviour and an active lifestyle as a means of promoting health. Commercial product advertising cannot reasonably be expected to perform the same role as education and public information in promoting a varied and balanced diet but should not undermine progress towards national dietary improvement by misleading or confusing consumers."
- 7.7 The ASA codes include specific rules on "HFSS products" ie those food or soft drink products that are assessed as high in fat, salt or sugar in accordance with the Department of Health nutrient profiling model. It also includes guidance on HFSS advertising in proximity to schools.

8 Legislation

- 8.1 Legislation and regulations which have an impact on advertising and sponsorship currently include:
- Local Government Act 1986; and related statutory Code of Recommended Practice on Local Authority Publicity;
 - Town and Country Planning (Scotland) Acts which include regulations which control the display of advertising, such as on billboards.
 - Communications Act 2003 also specifies strict rules to which media service providers must adhere;
 - Supply of Goods and Services Act 1982;
 - Consumer Protection from Unfair Trading Regulations 2008; and
 - Business Protection from Misleading Marketing Regulations 2008.

9 Advertising and Sponsorship Principles

- 9.1 This policy applies to proposals for (i) advertising by third parties which would be installed on assets directly owned by the Council, and (ii) third party sponsorship of Council events or initiatives.
- 9.2 Whether advertising and/or sponsorship proposals within the scope of this policy should be approved by the Council will be decided on a case-by-case basis on the merits of each opportunity or request, as assessed taking into account this policy. Council directorates/divisions assessing such proposals must consult with the appropriate Council specialists set out in section 10.
- 9.3 The Council welcomes opportunities to collaborate with third parties on sponsorship/advertising proposals. The Council does, however, reserve the right to refuse an advertising or sponsorship proposal where such a proposal, including an association with the party in question, may cause reputational damage to the Council or the Midlothian area.
- 9.4 Advertising or sponsorship should not put the Council or the third party in question in a position where it could be said that the proposal may be perceived:
- as seeking to unduly influence the Council; and/or
 - as aligning the Council with any organisation which conducts itself in a way which directly conflicts with Council's strategic priorities and values.
 - In particular the Council will not accept advertising or sponsorship from any party whose primary business activity is activity licensable by Midlothian Council or Midlothian Licensing Board.

- 9.5 An advertisement or sponsorship proposal will not be approved if, in the opinion of the Council, it does any of the following, or might reasonably be perceived as doing so:
- does not adhere to relevant nationally recognised industry codes, legislation or Council policies;
 - may result in the Council being subject to legal proceedings;
 - appears to promote racial or sexual discrimination, or discrimination based on disability, faith, gender or age, or would result in the Council being in breach of its legal obligations;
 - is disparaging any person or class of persons;
 - promotes or incites illegal, violent or socially undesirable acts;
 - promotes tobacco or tobacco related products (such as vaping), weapons, gambling or illegal drugs;
 - is deemed inappropriate for children or young people, eg violent or pornographic imagery;
 - infringes any intellectual property rights, eg trademark, copyright or patent rights, of a third party;
 - includes claims or representations in violation of advertising or consumer protection laws; and/or
 - associates the Council to or lends support to any particular political party or a cause identified with any particular political party.
- 9.6 This advertising and sponsorship policy should be applied alongside existing Council policies and guidance, where relevant, including the Council's Contract Standing Orders.
- 9.7 Council must ensure a return on investment when it is receiving sponsorship.
- 9.8 As regards sponsorship, (i) the proposed sponsorship must support or further the Council's strategic objectives, (ii) reasonable steps must be taken to ensure the party the proposed sponsorship relates to discloses any current regulatory applications/consents relating to them/related organisations/close associates in respect of the Council area, or if they are involved in any current dispute with the Council or if there are outstanding debts owed to the Council, (iii) a suitable risk assessment must be conducted in respect of the event or activity in question, and (iv) the Executive Director of Children, Young People and Partnerships must be consulted should any proposed sponsorship event or activity be focused on children or young people.
- 9.9 There must be no risk of misperception that the party the sponsorship arrangement is with will be looked upon sympathetically for other purposes such as access to elected members outside the sponsored event or activity, and the sponsorship proposal must secure Best Value with any benefits conferred by it being proportionate.
- 9.10 All sponsorship or advertising proposals shall be the subject of a suitable agreement between the Council and the third party in question.

9.11 The use of Council branding and logos, and any other intellectual property of the Council, by any third party is not permitted except with the prior written agreement of the Council and must adhere to the Council's brand guidelines.

9.12 The size and positioning of third party logos on any Council promotional material, goods or signage must be considered by the appropriate lead officer in consultation with the Council's communications team. It must not impinge on safety.

10 Responsibility for Approving and Monitoring

10.1 The Chief Officer – Place is responsible for approving an advertising or sponsorship proposal. The Officer must make sure that any proposed arrangement does not constitute unlawful financial aid or is not permitted under relevant legislation, regulations, nationally recognised industry codes, existing Council policy and guidance, including in terms of this policy. Available assets/events will be advertised and offers invited for specified time periods.

10.2 An officer may only offer or accept advertising or sponsorship proposals on the Council's behalf with authorisation from the Chief Officer - Place, and after having consulted with the following specialist Council teams: Planning Service, Legal Services, Procurement, and Property & Facilities Management.

11 Resource

Staffing to facilitate the project will be managed from existing resource.

12 Digital

Information on the approved actions will be displayed on the Council's website and social media channels.

13 Risk

Advertising and sponsorship provides the Council with an additional income and/or assistance to assist in the undertaking of core activities. Failure to engage in this results in additional strain on existing resources.

14 Ensuring Equalities

No equality impact assessment has been considered necessary in the implementation of this Policy.

15 Additional Report Implications

See Appendix A

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

The route map outlines the phases of service recovery and transformation which will underpin the Single Midlothian Plan.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The report aims to deliver best value.

A.5 Involving Communities and Other Stakeholders

Engagement may be required for advertising on particular assets.

A.6 Impact on Performance and Outcomes

The report aims to measure progress through outcomes.

A.7 Adopting a Preventative Approach

The report is based on the creation of a wellbeing economy which prioritises prevention, fairness for people, the economy and the environment.

A.8 Supporting Sustainable Development

The improvement and enhancement of our environment.

Analogue to Digital (A2D) Transition 2023/24

**Report by Kevin Anderson, Executive Director – Place and
Morag Barrow, Chief Officer, Midlothian Integrated Joint Board &
Director, Health & Social Care**

Report for Decision

1 Recommendations

It is recommended that Council;

- i. Notes the report and,
- ii. Approves capital funding in 2023/24 considering the Integration Joint Board (IJB) discussion on the 16 March and 13 April 2023 in relation to the 2023/2024 resource allocation.

2 Purpose of Report/Executive Summary

The purpose of this report is to provide background on the requirement for investment to implement the Analogue to Digital (A2D) transition and estimated associated funding required.

Date: 10th May 2023

Report Contact:

Name: Hannah Cairns, Chief Allied Health Professional

Tel No: 07929 078782

Hannah.Cairns@nhslothian.scot.nhs.uk

3 Background

3.1 National Infrastructure

In 2017 it was announced by all the main telephony providers in the UK that their existing analogue telephone infrastructure would be decommissioned and replaced with a digital internet protocol (IP) service by 2025. Updates provided by these suppliers indicate acceleration of these timescales in some cases with an end date of 2023. Although many users will be unaware of any change to their telephony service following this transition, this announcement causes significant implications for telecare service providers, and for citizens in Scotland who are currently in receipt of these essential services within their home.

Over the past few years, the Local Government Digital Office (LGDO) has been working in partnership with TEC (Technology Enabled Care) and COSLA to develop best practice, strategic guidance, and operational support to Scottish telecare service providers for the planned transition from analogue to digital telecare.

The LGDO worked collaboratively with a group of telecare service providers to identify the requirements to ensure a smooth, safe, transition to a digital service delivery model. This learning and collaboration has been captured and collated and now forms the basis of the Digital Telecare Playbook which provides a Once for Scotland approach to transformation, reducing effort, time, and costs, and streamlining the process.

Midlothian Health and Social Care Partnership (HSCP) elected to work collaboratively with the Scottish Borders and East Lothian HSCP's to carry out the required A2D transition. The tri-partite arrangement successfully applied for 2-year funding for a Project Manager, hosted and managed by Midlothian HSCP. The project manager has begun work and a project team and project steering group have been established with representatives from the three areas and led by the HSCP Digital Programme Manager and overseen by the Digital SRO (Senior Responsible Officer). Work is underway with *Midcare*, Midlothian's telecare service, to safely transition the service over to digital technology.

In carrying out the exploratory work within the A2D project, there is unmistakable evidence of a need for a large capital spend programme (for replacement alarms and peripherals) to mitigate the effect of the digital telecom's switchover.

Considering a discussion at the IJB Special Meeting on 16 March 2023 in relation to the Council's resource allocation to the IJB for 2023/24, it was suggested that a request for this funding from the Capital Plan and Asset Management Board be submitted. There is a requirement for the IJB Meeting of 13 April 2023 to set a budget for 2023/24 and agreement regarding the A2D project is important within this context.

The anticipated costs and risks of not approving funding are outlined in [Section 4.1](#).

3.2 Midcare

In Scotland, around 20% of people aged over 75 are in receipt of a community alarm/telecare service. Telecare consists of equipment and services which can support people at home or in a community setting, including a care home or supported accommodation to get help or assistance¹.

Midcare is Midlothian's in-house telecare service, provides alarms and a wide range of sensors to support people at home or in their homely setting. As part of the health and social care system, for over 15 years *Midcare* has been supporting remote care to enable independence at home or in a homely setting. Collectively, this system enables a Human Rights Based approach to care delivery, reduces Scottish Ambulance Service (SAS) callouts, reduces Home Care demand, supports hospital flow, enhances safety, and enables independence to people and reassurance to their families. Though not a statutory service, *Midcare* has become a mainstay service and crucial component of infrastructure to the wider health and social care system.

The consequences of the national infrastructure change on this service are profound as it will limit existing kit obsolete and inoperative. Failure to provide a transformation programme (in keeping with services across the rest of Scotland) would thus result in cessation of telecare monitoring with system-wide consequences to the benefits outline in the paragraph above.

Absolute growth in our population (including our over 75 population) is also bringing altered social demography with families cast further afield and a shift to single occupancy housing ([Appendix 1](#)). Evidence tells us that these trends are associated with increase healthcare utilisation^{2,3}. One of Midlothian Council's three main priorities is: 'Individuals and communities in Midlothian will be able to lead healthier, safer, greener and successful lives by 2030' and therefore reducing support to enable citizens to be maintained in their home risks undermining that focus and adding additional resources demands in an already stretched system. Once we have established a safe foundation for the service there is also the potential to look for development opportunities though data informed practice at a population level and to explore opportunities associated with the advances in digital consumer technologies.

¹ [Telecare | TEC Scotland](#)

² [Older people living alone are 50% more likely to visit A&E than those who live with others \(health.org.uk\)](#)

³ [The association between living alone and health care utilisation in older adults: a retrospective cohort study of electronic health records from a London general practice - PMC \(nih.gov\)](#)

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

	Clients	Alarm Cost	Peripherals Package Cost
Total Client Base	1776		
60% Basic 'average package' (Alarm + pendent + falls detector)	1066	£200	£144
35% Full 'average package' (BASIC + 3 Smokes + Heat + CO + 2xFlood, + Chair Occupancy + Bed Occupancy)	622	£200	£744
5% Enhanced 'average' package (FULL + Property Exit Sensor, PIR)	89	£200	£1,049
Basic 'Average' package	1066	£213,120	£153,446
Full 'average package'	622	£124,320	£462,470
Enhanced 'average' package	89	£17,760	£93,151
		£355,200	£709,068
		£1,064,268	Total Estimated Equipment Cost

The estimated costs are based on the current service data and are subject to change based on the 'actual' requirements when works gets underway and individual's needs, and real-time demand is realised.

4.2 Digital

It is not anticipated that resource would be required from Digital Services and Business Applications to contribute to the A2D transition.

4.3 Risk

Not approving funding would present significant risks to the Council and Health and Service Care Partnerships ability to maintain the safety of the most vulnerable people in our society as outlined below.

Risk	Service	Description	Consequence	Likelihood 0-5	Impact 0-5	Mitigation
Risk of alarm failure	Midcare	Call failing due to progression digitalisation for the network.	There is a risk that an emergency call fails to connect when required due to loss of service. This could result in the most severe injury to a person and potential litigation and compensation costs to the organisation.	5	5	<ul style="list-style-type: none"> A2D Replacement programme Client comms Interim analogue SIM based unit when alerted/discovering faults.
Finance	Midcare	Wasting public resources	While we continue to buy alarms that we expect to become obsolete before the end of their serviceable life, we are wasting resource.	5	5	<ul style="list-style-type: none"> A2D Replacement programme
Risk of inaction	Midcare	Procuring equipment from a nascent supplier marketplace	The global supply chain issues with technological kit are impacting suppliers adding to scarcity at a time with the whole UK industry is needing to react. Cost and availability are considerations here.	3	4	<ul style="list-style-type: none"> Continue to engage with suppliers through Scotland Excel procurement frameworks and Local Digital Government Office
Risk of not establishing a foundational infrastructure	Midcare/ Homecare	Developing a model of Digital Telecare	With the arrival of <i>digital</i> equipment there is a convergence of Telecare and smart home/assisted living/consumer tech. There are likely to be increasing cases where, through the convergence of Midcare with Home Care, Reablement, Home first, proactive frailty support, etc,	2	4	<ul style="list-style-type: none"> A2D Replacement programme – must provide a safe and stable core telecare service (which clients currently contribute £4/week payment towards)

			that we see opportunities to support technology adoption to facilitate connection and communication, or environmental control, or active monitoring.			
Risk of telecare system failure	Midcare	Midcare is unable to provide a proactive maintenance programme.	Installation workflow and alert response demand high – & the service carries a waiting list. If the system does not report a fault but rather a component (door exist sensor, movement sensor, bed sensor, etc) goes 'off-line' then the telecare package is no longer providing care.	5	5	<ul style="list-style-type: none"> Service Review <ul style="list-style-type: none"> Initially existing service to review processes and DCAQ (Demand, Capacity, Activity and Queue) Formal process to follow
Finance	Health and Social Care System	Failure to secure funds to deliver A2D transition programme	System capacity currently offered by Midcare to support clients to remain at home safely or return safely to home expediently is no longer available. This would have significant system impact on other support and frontline services. Demand for homecare packages of care would increase significantly at a time when care workforce availability is challenged. Discharges from hospital would be delayed due to longer response times for packages of care. Human Rights may well be infringed as the least restrictive care option may become unavailable. Care Home/Extra Care housing demand likely to increase.	3	5	<ul style="list-style-type: none"> Secure funding for A2D Replacement programme

	Council/ HSCP	Revenue implications of A2D switchover	Unlike analogue telecare which relied on a client having a landline, the recommended digital telecare model in Scotland uses a 3G/4G SIM card to make voice and data calls. This change introduces a revenue pressure of ~£60/alarm/annum (~£100k/annum for current Midcare clients). Though this is cheaper than a traditional landline, the A2D switchover and mobile phone ownership is leading to a changed relationship with landline ownership and the cost of having one is now largely wrapped up in a broadband package at no additional cost for rental just calls. How we meet this additional pressure remains unresolved.	5	5	<ul style="list-style-type: none"> Agreed with Finance for initial overage on budget due to dependencies in Capital requirements to be resolved to ensure lead times for new kit Review Mid care revenue budget
Risk loss of trust in telecare	Health and Social Care System	Need to alert clients to the issue of alarm failure and offer a solution	Information on the impact of analogue to digital switchover to telecare is available from telecoms providers. Nevertheless, we need to write from the service and advise them. When we do this, we need to be able to offer reassurance of an alternative or clients may well lose confidence in the very technology we have provided to give them confidence in remote support being forthcoming when required.	3	5	<ul style="list-style-type: none"> Secure funding for A2D Replacement programme A2D Replacement programme Client comms Interim analogue SIM based unit when alerted/discovering faults.
	Midcare/ Health and Social	Loss of revenue income	Failure to provide reassurance in alternative kit being forthcoming may cause clients to question the £4/week	3	5	<ul style="list-style-type: none"> Secure funding for A2D Replacement programme

	Care System		charge that is being levied for the telecare package. If this happened at scale it could collapse the Midcare revenue stream that tops up the operational budget. This is a risk over the next 2 years either way if clients were to question paying for a service at a rate where we could not factor in prioritising these clients within prioritisation plans.			
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4.4 Ensuring Equalities (if required a separate IIA must be completed)

Not required.

4.5 Additional Report Implications (See Appendix A)

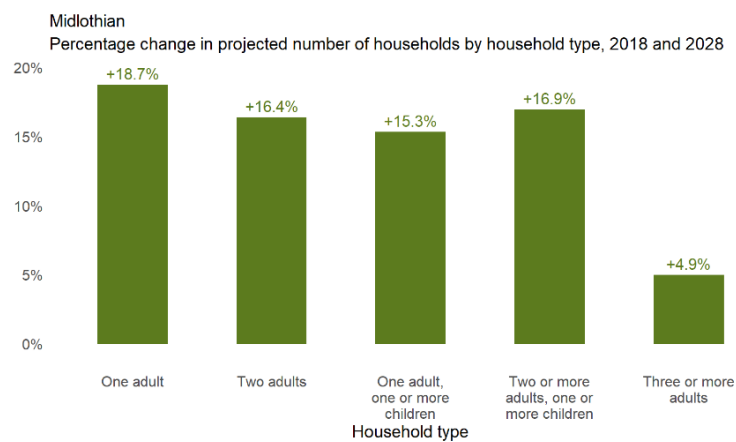
Not applicable.

Appendices

Appendix 1

Between 2018 and 2028, each household type increased in number. The household type "One adult" is projected to see the largest percentage increase (+18.7%).

[View Source Table](#)



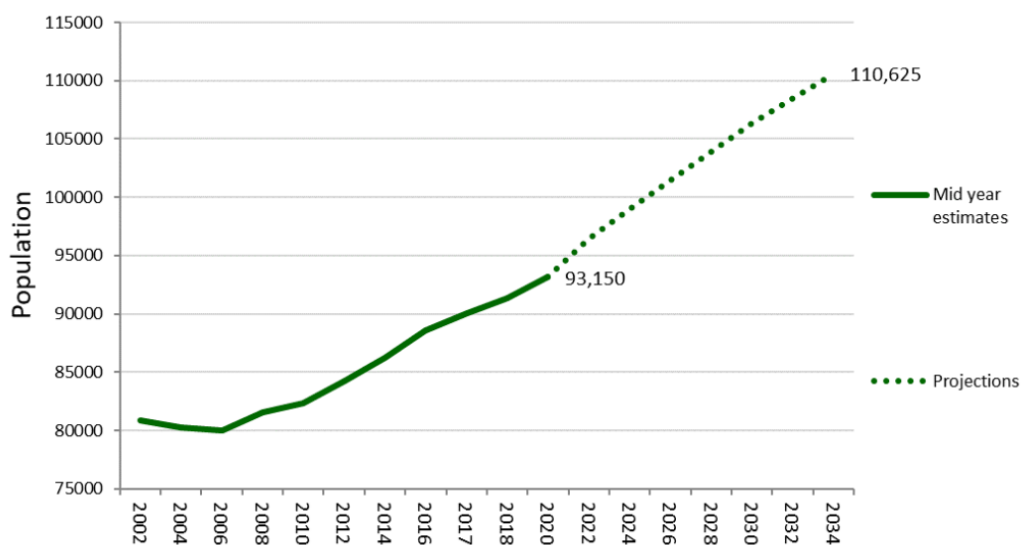
REF: [Midlothian Annual Performance Review](#)

The Midlothian population has been growing. The 2018 projection predicts a population of 100,000 by 2025, a 20% increase on the 2011 census population of 83,400.

The largest percentage increase will be in those aged 75 and over.

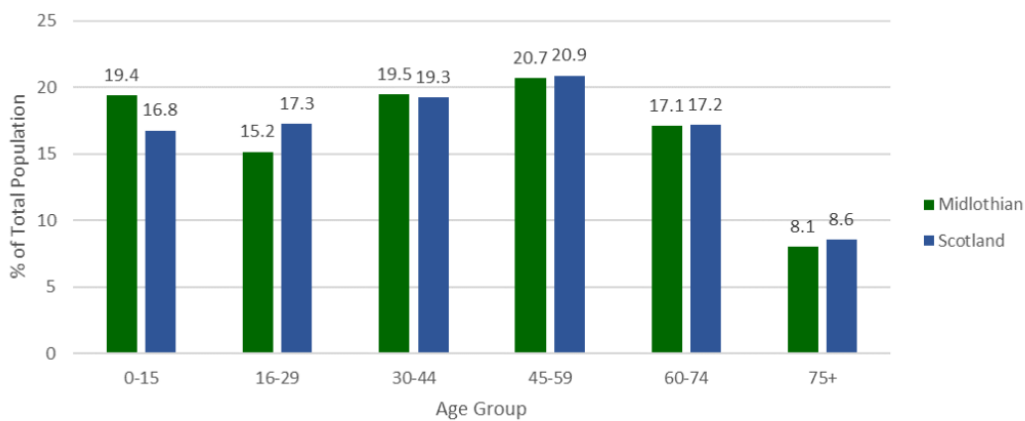
By 2040, the number of households in Midlothian is projected to increase to **52,266**. In 2018 there were **39,122** households.

Population Projections (2018 based) with mid-year Estimate Population (2002-2020)



REF: [Population, Age, Gender & Sexual Orientation - Midlothian Health and Social Care Partnership](#)

Populations of Midlothian and Scotland by Age (2020)



REF: [Population, Age, Gender & Sexual Orientation - Midlothian Health and Social Care Partnership](#)

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

Based on the recommendations above, approving capital funding would help maintain and secure on-premises business critical applications.

A.5 Involving Communities and Other Stakeholders

Internal stakeholders have been consulted during the preparation of this report.

A.6 Impact on Performance and Outcomes

Based on the recommendations above, approving capital funding would help maintain and secure on-premises business critical applications.

Council will note that in the “Capital Plan Prioritisation – Update Report” paper that was approved by Council on 21 February 2023, that the Loan Charges arising from capital expenditure within the General Services

Capital Plan is expected to significantly exceed the Loan Charges levels as per the Council's approved Medium Term Financial Strategy over the period 2023/24 to 2027/28.

The paper considered by Council on 21 February 2023 approved the deferral, pause or deletion of £10.604 million of capital expenditure, against a target of £71.901 million (the level required to bring Loan Charges within the Medium-Term Financial Strategy targets). Therefore, a further £61.297 million of capital expenditure from fully approved projects and 'in principle' projects still need to be deleted from, paused, or deferred within the General Services Capital Plan.

This proposal would therefore increase the challenge to the Council to bring overall capital plan expenditure within prudent, affordable, and sustainable limits that is proportionate to the authority's financial capacity.

A.7 Adopting a Preventative Approach

Based on the recommendations above, approving capital funding would support those living with long term conditions and frailty and reduce the need for hospital admission and long-term care.

A.8 Supporting Sustainable Development

Not applicable.

National Housing Project

**Report by Joan Tranent, CSWO & Chief Officer Children's Services,
Partnerships and Communities**

Report for Decision:

1 Recommendations

1.1 Council is requested to note and approve the following:

- I. The success of the National Housing Project around improving outcomes for young people through securing a permanent tenancy.
- II. To utilise the learning and to develop a Midlothian House Project which will be a permanent element of the children's services structure.
- III. This to be achieved within existing budget.

2 Purpose of Report/Executive Summary

2.1 This report provides Council with the context which informed the decision taken by Children's Services to match fund a successful Life Changes funding application to pilot the National House Project framework within Midlothian.

09 March 2023

Report Contact:

John Brown, Team Leader

John.Brown2@midlothian.gov.uk

3 Background

- 3.1** It is well documented that the outcomes for Care Experienced Young People (CEYP) are poor. Scottish Government statistics reveal that CEYP have a 50% chance of becoming homeless⁽¹⁾. Moreover the lack of a permanent home has a negative impact on a range of other indicators such as health, offending, education, employment and mental health. Publications such as The Promise, which contains the recommendations of the Independent Care Review, highlights the importance of such services being available to children and families at a much earlier stage.
- 3.2** Whilst the national average age for leaving home is now approximately 25 years old, the average age at which young people leave their care placements in Scotland is 16-18 years old. Many are ill-prepared for the realities of independent living, as their subsequent poor outcomes demonstrate. Accommodation instability is common (with tenancies breaking down), and this directly affects other critical areas of their lives, such as their engagement with education, employment or training.⁽²⁾
- 3.3** UK wide studies tell us that young people with a care history are particularly vulnerable to and disproportionately represented in the homeless population. In 2017, an all-party parliamentary group for ending homelessness found that one third of care leavers become homeless in the first two years immediately after they leave care and 25% of homeless people have been in care at some point in their lives ⁽³⁾.
- 3.4** Midlothian House Project provides care-experienced young people between the ages of 16-26 with the support and guidance to develop the skills, knowledge and confidence to live independently. The young people are supported to access, decorate, and furnish their own home in a way that meets their preferences and requirements and once they have moved, support is provided for as long as they need it. In addition to practical supports with maintaining their home, this model places a high emphasis on the development of a trusting relationship between the facilitators and the young people they support. This relationship based approach supports young people to address trauma, access appropriate health supports (including mental health), identifying appropriate education or employment opportunities and help with maximising income and continue to build their self-esteem.
- 3.5** The promise states that everyone involved in the lives of children and families must know that their primary purpose is to develop nurturing, patient, kind, compassionate, trusting and respectful relationships that keep children and families safe. The Promise laid out five foundations, **family, voice, care, people and scaffolding**. The framework of support that Midlothian House Project provides embodies the key foundations of the promise.

Family: The approach promotes peer support, community and a sense of family. Young people on the project refer to their project peers as their “house project family”.

Voice: The Care Leavers National Movement (CLNM) is made up of care leavers from Local House Projects nationally. They use their skills as expert advisers to develop House Projects and improve outcomes for all young people leaving care. The North Chair of this group is indeed a member of Midlothian House Project. Moreover, the initial Life Changes Trust funding which was used to pilot the project was awarded as a direct result of input

from our young champs who form Midlothian Champions Board. Furthermore young people are heard, listened to and given agency to make key decisions such as when they move, where they move to and how their property will be furnished and decorated.

Care: Through regular training and consultation sessions with Changing Minds, a specialist psychological service, project staff are able to deliver care and support in a fully trauma informed way.

People: The basis for all positive development, self-reliance, resilience and independence depends upon good relationships. The intensive support provided by House Project staff provides opportunities for trusting relationships to be formed to facilitate effective relationship based practice.

Scaffolding: House Project support is founded on Self-determination theory. The house project practice framework focussed on Ownership, Responsibility, Community, Home, Interdependence, Direction and Sense of Wellbeing (ORCHIDS). The young people determine the timescales for progress and are provided with scaffolding for as long as this is required.

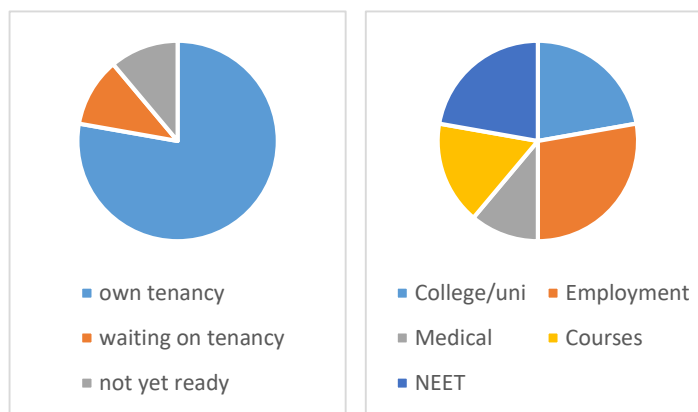
- 3.6** The Children and Young People (Scotland) Act 2014 defines corporate parenting as *“the formal and local Partnerships between all services responsible for working together to meet the needs of looked after children, Young people and care leavers”*.

Midlothian Council has specific Corporate Parent duties and responsibilities towards Care Experienced children and young people up to the age of 26 and must demonstrate this in their Corporate Parent Strategy and Plan.

Key Housing actions from our Corporate Parent Plan and Strategy⁽⁴⁾ include the development of a Leaving Care Housing Pathway. To strengthen multi – agency working and Investigate alternative housing approaches such as the National House Project.

Measurements of success include no young person becomes homeless on leaving care. Accommodation and support is made available to young people leaving care and a reduction in tenancy breakdowns.

The current successes of Midlothian House Project demonstrate that we are effectively meeting our Corporate Parent responsibilities in this area. Since August 2021, 100% of those supported by Midlothian House Project remain engaged. 78% have secured their own permanent property with no tenancy breakdowns. 78% are either in employment, college or training. Those not in their own properties remain in either supported accommodation or with family members and are working towards independent living.



3.7 The Promise recognises that the reform and re-design of services should meet the need of those they serve. Midlothian House Project provides a holistic model of support for young people leaving care and moving onto “interdependent” living. This novel approach of support promotes a high emphasis on relationship based and trauma based practice which is supplemented by a link psychologist. This alone demonstrates the local authority’s commitment to embedding the 5 foundations identified in The Promise as detailed earlier.

3.8 Most of the young people engaged in the project have experienced multiple care settings and have limited if any family support. A high proportion have come from “out of authority” specialist resources and some have experienced “secure care”. All have experienced significant trauma in the absence of nurturing and reliable primary caregivers. The project design as detailed previously places a high emphasis on psychological informed practice which enables facilitators to respond in a trauma informed way to begin to co-regulate responses to produce better outcomes.

Case Study:

K who is now 20, was first looked after by the local authority when he was 2 years old. K was placed in various care settings including Kinship and Foster care before finally being placed in an out of authority residential house from the ages of 8 until he was 16. K then returned to Midlothian to the care of his gran. At this time, K was accumulating lots of police charges and was seriously misusing substances.

K was referred to Midlothian House Project in Oct 2020 as a diversionary measure by his Justice Social Worker. K was allocated a facilitator who began the process of relationship building. K’s worker quickly realised gran was not coping and eventually uncovered that she was suffering from dementia. As K was not ready to manage his own property he was moved into temporary accommodation with intensive support provided by Midlothian House Project. This involved almost daily contact with K either in his home or within the House Project Hub. Existing Aftercare support could not offer this level of intervention. The persistence, consistency and determination of facilitators to ensure visits and supports took place (even when this was refused or K was not at home) eventually created a trusting connection between K and his worker facilitating true relationship based practice. This in turn provided the opportunity to address his wider issues and trauma. Using our link psychologist, we were able to increase our trauma knowledge which directed a more tailored response to K’s challenges. The availability of his

facilitator ensured the level of support could be intensive or less so depending upon K's needs.

Over time gradual improvements were observed and K's offending reduced and his substance misuse decreased substantially. K who had previously disengaged with education supports has now enrolled on his 2nd college course and has acquired a part time job. K has recently moved into his own permanent property which he is managing well.

3.9 While financial savings are not the driving force behind Midlothian House Project, our experience would suggest that substantial savings have occurred in the prevention of tenancy breakdowns and the costs incurred in the provision of homelessness supports. More importantly, as the above case study demonstrates, Midlothian House Project support has substantially contributed to the positive outcomes for the young people. In addition, we can extrapolate wider financial savings in terms of the police and health resources required to address his offending and substance misuse.

3.10 Midlothian House Project is now recognised by those who work with Care Experienced Young People in Midlothian as an effective and vital resource. This has been reflected in the large number of referrals received for our latest cohort. 18 referrals were received for 10 spaces which have increased the number of young people engaged in the project to 30.

In addition, Care Experienced Young People are aware of Midlothian House Project and are now approaching social workers asking to be referred. At a recent Champions Board visit, Children's Services Chief officer was asked by younger care experienced young people if Midlothian House Project would still be available for them.

Nationally, Midlothian House Project was highlighted in a recent publication by the charity Crisis as an example of good practice in their Publication 75 Ways to Prevent Homelessness⁽⁵⁾. A recent study of the 3 house projects in Scotland by the Scottish Throughcare and Aftercare Forum (STAF) highlighted overwhelmingly the "significant positive impact on young people supported by local House Projects" (see appendix B).

4 Report Implications (Resource, Digital and Risk)

4.1 Service resource

Based on the information in this report we respectfully request that Council agree that the Children's Services budget reflects the resources outlined in table 2.

Staffing	Grade	FTE	Annual Cost	Total Cost
Team Leader	9	1	£63,293	£63,293
Key Workers	7	3	£148,972	£148,972
Annual expenses / sundries			£15,000	£15,000
TOTAL				£227,085

Care experienced young people are legally entitled to "Aftercare" Support until they reach 26. The term 'Aftercare' refers to the advice, guidance and assistance provided to care leavers under section 29 of the 1995 Act. Section 29(1) and (2) of the 1995 Act (as amended by section 66 of the 2014 Act)

specifies the descriptions of care leavers that are eligible or potentially eligible for Aftercare. In line with The Promise, Midlothian House Project is an example of the re-design of existing services within Children's Services to provide "Aftercare" in this form. This model of support providing intensive support at the outset should reduce repeated re-referrals often seen by those requiring Aftercare.

4.2 Digital

None

4.3 Risk

Care has been taking to monitor and reduce any associated risk. If Midlothian House Project be discontinued, Care leavers will have a reduced level of options in this particularly difficult period of transition onto independent living. A consequence of this could result in increased tenancy breakdowns and levels of homelessness. The absence of Midlothian House Project will reduce the choices for those ready to leave care. This could have financial implications for the Local Authority if high cost placements are extended due to lack of suitable housing options.

Midlothian House Project has demonstrated excellent advances and improvements in multiagency working which is gradually influencing cultural shifts in this area of work in line with the aims of The Promise. Removing Midlothian House Project would be a backward step in areas where Midlothian is being recognised as being examples of good practice. Additionally, this would impact on Midlothian Council's capacity to fulfil its corporate parenting responsibilities.

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

The proposal largely has apposite impact on a range of protected groups service and practice change. An Equalities Impact Assessment is within Members Library.

4.5 Additional Report Implications

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

This work is a part of the Single Midlothian Plan's key priority and also aligns with the preventative and early intervention approach. The direction of travel is also supported by the national drivers previously mentioned; the Independent Care Review and the Promise.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The rationale for the proposal is based on early investment into effectively managed and governed services. In addition to delivering future savings, the model will ensure improved outcomes for children, young people and families within Midlothian.

A.5 Involving Communities and Other Stakeholders

We have consulted and listened to our stakeholders including: parents, carers, children, young people and local communities

A.6 Impact on Performance and Outcomes

The service will provide an alternative pathway for those leaving care and provide improved outcomes for looked after young people leaving care.

A.7 Adopting a Preventative Approach

Midlothian House Project will prevent tenancy breakdowns and homelessness.

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers/Resource Links (if applicable)

(1)

www.celcis.org/knowledge-bank/search-bank/homelessness-and-care-experience/

(2)

www.whocaresscotland.org/?s=homelessness

(3)

APPG FOR ENDING HOMELESSNESS REPORT—JULY 2017

(4)

https://www.midlothian.gov.uk/download/downloads/id/3819/corporate_parent_strategy_2020-2023.pdf

(5)

<https://www.crisis.org.uk/media/247563/75-ways-to-prevent-homelessness.pdf>

Scottish Throughcare and Aftercare Forum (STAF) evaluation of Scottish House Projects

<https://www.staf.scot/Handlers/Download.ashx?IDMF=07df3078-37b8-4039-ad66-21388a0db0b2>

Keeping the Promise in Midlothian**Report by Joan Tranent, Chief Officer, Children's Services, Partnerships & Communities****Report for Decision:****1.1 Council is asked to:**

- I. Note the significant progress and achievements delivered by Midlothian Council in its commitment to the Promise,
- II. Note the revised '#Keeping the Promise in Midlothian', publication alongside the updated 3-year Corporate Parent plan,
- III. Agree the future priority areas and action, and in particular,
- IV. The launch of our Promise Guarantee,
- V. Note that Edinburgh College has also committed to the Promise Guarantee and other partners have the scheme under consideration,
- VI. Agree the 2023/24 proposed 5% uplift to Midlothian Council foster carers fees.

2 Purpose of Report/Executive Summary

- 2.1** This report provides Council with a brief overview of The Promise, the context from which it emerged and the significant achievements already delivered within Midlothian, as well as our key priorities going forward. It is important that the interface with our Corporate Parenting Plan is articulated and understood.

Date: June 2023

Report Contact: Jo Foley
Jo.foley@midlothian.gov.uk
0131 271 3792

3 Background

- 3.1 In 2016 the First Minister instructed a root and branch independent review of the Care System in Scotland. The independent review concluded that Scotland needed to radically transform the way in which it designs and structures services to better support children and families. Thus 'The Promise' emerged as a key driver to radically transform services in Scotland. The ambition is that Scotland will be:

“...the best place to grow up and a place where all children are loved, safe and respected so they can reach their full potential...”

- 3.2 Scottish Government and all 32 Councils committed to 'Keeping The Promise' and to deliver on the changes required throughout. Plan 21-24 is the first of three plans that set out how Scotland can, by 2030, keep its promise to care experienced children and young people. The plan focusses on:

1. A Good Childhood
2. Whole Family Support
3. Supporting the Workforce
4. Planning
5. Building Capacity

4. Successes and Achievements

- 4.1 Children's Services had already embarked on its own journey of change and since 2013 has worked relentlessly to ensure that where possible children and young people remain with their birth or kinship families. Over the last five years, the number of looked-after children in Midlothian has reduced by **33.6%** and the number of children living with kin carers as opposed to 'stranger' care has increased. The data in relation to referrals and service demands highlights that the workload is not reducing. However, it does suggest a change in how we work *with* families as opposed to seeking intrusive, compulsory measures of intervention.
- 4.2. Our solution-focused approach has allowed us to create flexible and responsive services within our existing budgets, and in doing so prevent children coming into the care system in the first instance. The investment into services such as Kinship Care, Family Group Decision Making, the Midlothian House Project and our Income Maximisation Officers (who to date have supported our families to recover **£367,293** in benefits) are truly having an impact. Our strong youth justice partnership has diverted a number of children and young people away from criminality. This has been achieved through innovative partnership campaigns and initiatives, namely "No Knives Better Lives".

Furthermore, our longitudinal data illustrates that these diversions have resulted in a reduction of the number of young people being referred to the Scottish Children's Reporter Administration (SCRA) on offence grounds. While we do need to be mindful with regard to our youth justice figures, as of April 2023, our figures were the lowest in Scotland. This trend is also reflected in our 'repeat referrals' which stood at **24** as of April 2023, compared to **33** the previous year.

- 4.3** In 2022/23 and based on Scottish Governments allocation methodology, Midlothian Council received £535,000 from the Whole Family Wellbeing Funding (WFWF) to develop local family supports. During this time period and as part of its restructure, Education committed additional resources to design a new service that was neither aligned with Education or Children's Services. Instead we agreed that the service be underpinned by our joint strategic aims and local strength based, non-stigmatising approach. The evolution of this service including the interface with our 3rd Sector partners remains a future priority.
- 4.4** For children who have no option other than to live within an alternative setting, such a foster care or care home, we ensure they experience the best care possible. This is evident in a recent inspection into our care homes for young people, where we received grades of 'very good', a significant achievement. Though the recruitment of foster carers remains a national challenge for all Councils we remain committed to increasing our foster care population. Given the economic challenges and cost of living crisis we previously agreed a 5% uplift in the maintenance element of looking after a child; ensuring that kinship carers would also benefit from the increase. However as part of our ongoing commitment to recruiting and retaining foster carers we seek a 5% increase to the foster care 'fee' element for 2023-24.
- 4.5** We are delighted to announce that we are one of the few Councils in Scotland to develop our nationally recognised Midlothian House Project. The project supports young people exiting the care system to live connected and fulfilling lives. The young people are supported by a holistic team to ensure that no care leaver becomes homeless. This project has been recognised nationally and quite rightly, viewed as a model others should aspire towards.

5. Corporate Parenting

- 5.1** While the ambition of The Promise is to overhaul the current care system it does not negate our Corporate Parenting duties. Scottish Government defines Corporate Parenting as the performance and actions necessary to uphold the rights of and safeguard the wellbeing of a looked after child or care leaver to ensure their physical, emotional, spiritual, social and educational developments are promoted.

5.2 Midlothian Council fully embraced the role of being a Corporate Parent many years ago and remains committed to making sure care-experienced children and young people continue to experience high quality services. We have recently revised our Corporate Parenting plan, in line with our wider Promise commitments

5.3 Midlothian's active **Champions Board** means that we hear directly from a range of children and young people. Our 'Champs and **Young Champs**' regularly meet with adults and professional from across the sector to provide insight into their 'lived' experience and advise on service improvements. Midlothian Council employs a dedicated Participation Coordinator to support and empower these young people. The following, while not exhaustive, are examples of what we have delivered by learning from our young people:

- Leisure card which offers free or substantially reduced fees for a range of sporting and leisure activities;
- Support for young people undertaking driving lessons;
- Worked with the Scottish Children's Reporters Administration to redecorate and Children's Hearing Centre to create a child-friendly environment;
- Work closely with education and 3rd sector partners to provide bespoke curriculum for care experienced young people;
- Developing a child friendly animated version of our '#Keeping the Promise in Midlothian' document;
- Established our nationally acclaimed Midlothian House Project model, and,
- Developed a nurture led and trauma-informed workforce.

6. Future Planning

6.1 Note the progress made in our journey of change, endorsed by the Promise, which has enabled a cultural shift towards a rights based, non-statutory approach across Children's Services. While the current economic climate is challenging, we remain resolute in delivering on our commitments so that care-experienced children and young people are supported to be the best they can be.

6.2 Approve our '#Keeping the Promise in Midlothian' pledges which incorporate a number of actions that will enhance and strengthen our existing commitments. These actions include:

- I. A formal launch of our Promise Guarantee to care experienced young people who may wish to work with the Council, including a guaranteed interview;
- II. Note that Edinburgh College have also agreed to support the Promise Guarantee and will provide Care Experienced Young People with a guaranteed interview;
- III. Other partners are currently reviewing whether they can commit to the Promise Guarantee Scheme;
- IV. Elected Members, and Senior Officers will provide a range of mentoring opportunities should Care Experienced Young People wish to know more about their roles and responsibilities;
- V. Strengthen, and widen local family support through further collaboration with the 3rd Sector;

- VI. In line with our Promise commitment, provide local foster carers with a 5% fee uplift for 2023/24 commensurate with the Midlothian Council employee award;
- VII. Notwithstanding the national challenges, attempt to recruit bespoke and tailored foster carers to meet the changing demands i.e. unaccompanied asylum seeking children, sibling groups, teenagers;
- VIII. Strengthen our training to further develop a highly skilled, trauma informed workforce;
- IX. Further communication of the promise will be co-designed with children and young people to inform and engage with our staff, elected members, children, young people, families, communities, key stakeholders and the national governance and oversight groups;
- X. Our young champs are co-producing an animated child friendly version of our 'Keeping the Promise in Midlothian' commitments.

7.3 Digital

None

4.4 Risk

The successes outlined in this report are as a result of being forward thinking and innovative in the way in which we have used our resources. Whilst not the driving force, there is no doubt that the culmination of our local efforts to deliver improved outcomes, does achieve savings.

While recognising our local financial pressures and demands the impact of not agreeing to the foster carer fee increase is that we cannot be competitive in what is an extremely competitive market. More importantly, we will may lose the goodwill of our local foster carers who always go 'above and beyond'.

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

The Promise is premised on delivering positive change for our most vulnerable children, young people and families. The launch of our Promise Guarantee means that our vulnerable young care leavers will be afforded the same opportunities as many protected groups. Please refer to the attached Integrated Impact Assessment.

4.6 Additional Report Implications

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

This work is a part of the Single Midlothian Plan's key priority and also aligns with the preventative and early intervention approach. The direction of travel is also supported by the national drivers previously mentioned; the Independent Care Review and the Promise.

A.2 Key Drivers for Change

Key drivers addressed in this report:

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

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

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

A.4 Delivering Best Value

The rationale for the proposals contained within the report is based on achieving best value through effectively managed and governed services. In addition to delivering on Midlothian Council's commitment to the Promise the proposal contribute towards sustained, continues improvement.

A.5 Involving Communities and Other Stakeholders

Throughout our journey of change we have regularly consulted with, and listened to a number of stakeholders including: parents, carers, children, young people and local communities

A.6 Impact on Performance and Outcomes

The proposals outlined in the report will ensure our future performance is predicated on the continued drive towards local, community based resources.

A.7 Adopting a Preventative Approach

The rationale for the report is to illustrate the journey to preventative, rights based services that work in partnership with families in an effort to reduce our statutory intervention,

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers/Resource Links (if applicable)

The Promise: [Home - The Promise](#)

#Keeping the Promise in Midlothian: [The Promise | Midlothian Council](#)

Midlothian Corporate Parent Strategy 2020-23: [Corporate Parent Strategy | Corporate Parent Strategy 2020-2023 \(midlothian.gov.uk\)](#)

