

Minute of Meeting

Performance Review and Scrutiny Committee
Tuesday 19 March 2019
Item No 4.1



Performance, Review and Scrutiny Committee

Date	Time	Venue
11 December 2018	11.00am	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith

Present:

Councillor McCall	Chair
Councillor Alexander	
Councillor Cassidy	
Councillor Hardie	
Councillor Lay-Douglas	
Councillor Munro	
Councillor Russell	
Councillor Smail	
Councillor Winchester	

Also in Attendance:

Grace Vickers	Chief Executive
Mary Smith	Director Education, Communities and Economy
Alison White	Head of Adult Health and Social Care
Joan Tranent	Head of Children's Services
Gary Fairley	Head of Finance and Integrated Service Support
Garry Sheret	Head of Property and Facilities Management
Ricky Moffat	Head of Commercial Operations
Morag Barrow	Head of Health and Older People's Services
Janet Ritchie	Democratic Services Officer

1 Apologies

- 1.1 Apologies were received from Councillors Parry, Johnstone and Wallace.
- 1.2 In the absence of the Chair, Councillor McCall was appointed by the Committee and took the Chair.

2 Order of Business

The order of Business was amended as set below.

3 Declarations of Interest

No declarations of interest were intimated.

4 Minutes of Previous Meetings

- 4.1 The minute of the meeting of 30 October 2018 was submitted and approved as a correct record.

5 Public Reports

Agenda No	Title	Submitted by:
5.1	Report for Scottish Ministers on Compliance with Climate Change Duties for 2017/18	Director Education, Communities and Economy
Outline and summary of item		
<p>The purpose of this report which was approved at Cabinet on 27 November 2018 was to inform the Committee of the Council's statement of Compliance with Climate Change Duties for 2017/18 which was submitted to Scottish Government by the due date of 30 November 2018.</p> <p>The Political leadership and responsibility for Council climate change action lies with its Cabinet. The Cabinet Spokesperson for Communities and Economy is the climate change lead within the Cabinet. A cross-divisional Climate Change & Sustainable Development Group (CCSDG) of officers reports to the Corporate Management Team and to Cabinet in turn. The Performance Review and Scrutiny Committee (PRSC) is responsible for reviewing performance against policy objectives and commenting on decisions and policies and their impact.</p> <p>The Director Education, Communities and Economy presented this report to the Committee highlighting the main sections contained within the report.</p> <p>Councillor Smail raised a concern regarding a discrepancy in the figures relating to the workforce within this document compared to a previous figure he had been given and asked for clarity on the total of number of the workforce. The Chief Executive</p>		

explained that there will be a presentation at the Audit Committee on Data Analytics which will answer questions on the accuracy of providing live time reporting. The Chief Executive also advised Councillor Smaill that she would follow up the discrepancy in the workforce figure and would provide him feedback.

Decision

The Performance Review and Scrutiny Committee noted the attached report as the Council's Report on Compliance with the Public Bodies Climate Change Duties for 2017/18 which was submitted to the Scottish Ministers by the required date of 30 November 2018.

Action

Chief Executive

Agenda No	Title	Submitted by:
5.9	Property and Facilities Management	Head of Property and Facilities Management
Outline and summary of item		
<p>The Quarter 2 Performance Report 2017/18 for Property and Facilities Management was presented by the Head of Property and Facilities Management highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Property and Facilities Management responded to questions and comments raised by Members of the Committee.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.2	Adult and Social Care Q2 Performance Report	Head of Adult and Social Care and Head of Health and Older People's Services
Outline and summary of item		
<p>The Quarter 2 Performance Report 2017/18 for Adult Social Care was presented by the Head of Adult and Social Care and the Head of Health and Older People's Services highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter both Heads of Service responded to questions and comments raised by the members of the Committee.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.3	Customer and Housing Services Q2 Performance Report	Head of Customer and Housing
Outline and summary of item		
<p>The Quarter 2 Performance Report 2017/18 for Customer and Housing Services was presented by The Head of Adult and Social Care highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Acting Director Resources responded to questions raised by members of the Committee.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.4	Children's Services Q2 Performance Report	Head of Children's Services
Outline and summary of item		
<p>The Quarter 2 Performance Report 2017/18 for Children's Services was presented by the Head of Children's Services highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Children's Services responded to questions and comments raised by members of the Committee.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.5	Education	Head of Education
Outline and summary of item		
<p>The Quarter 2 Performance Report 2017/18 for Education was presented by the Director Education, Communities and Economy highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.6	Communities and Economy	Head of Communities and Economy
Outline and summary of item		
The Quarter 2 Performance Report 2017/18 for Communities and Economy was presented by the Head of Communities and Economy highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.7	Commercial Operations	Head of Commercial Operations
Outline and summary of item		
The Quarter 2 Performance Report 2017/18 for Commercial Operations was presented by the Head of Commercial Operations highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the Report.		
Thereafter the Head of Commercial Operations responded questions raised by members of the Committee.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.8	Finance and Integrated Service Support	Head of Finance and Integrated Service Support
Outline and summary of item		
The Quarter 2 Performance Report 2017/18 for Finance and Integrated Service Support was presented by the Head of Finance and Integrated Service Support highlighting the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.		
Thereafter the Head of Finance and Integrated Service Support responded to comments and questions raised by the Committee.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.10	Midlothian Council including SMP update	Chief Executive
Outline and summary of item		
<p>The Chief Executive presented the Midlothian Council Quarter 2 Performance report detailing the delivery of Midlothian Council's priorities through the Community Planning Partnership and the Single Midlothian Plan. The Chief Executive advised the Committee that the purpose of this report was to collate all the individual Q2 Performance reports and provide the overview summary for the Council.</p> <p>The Chief Executive advised the Committee of some of the highlights since the Q1 Midlothian Council report which included:</p> <ul style="list-style-type: none"> • The Financial Recovery Plans in place which had been presented to Council and the commitment to robust financial monitoring to achieve an underspend by the end of the financial year. • The launch of the 'making a difference ideas' campaign and the first 11 excellent ideas received from staff will be taken forward. • The 19/20 Budget consultation process was also launched with public meetings taking place last week. • The appointment of Annette Lang to the seconded post approved by the Business Transformation Board to take forward the strategic service redesign across the Council. • The plans to take forward automation and data analytics. <p>Thereafter the Chief Executive responded to questions and comments raised by the Committee.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.11	Balanced Scorecard Indicators 2018/19 Half Year Report	Chief Executive
Outline and summary of item		
<p>The Chief Executive presented the Balanced Scorecard Indicators 2018/19 half year report highlighting the 4 perspectives and key areas of focus and briefly provided an overview of the content of this report.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

6 Private Reports

No private reports were submitted for discussion.

7 Date of Next Meeting

The next meeting will be held on Tuesday 5 February 2019 at 11 am.

The meeting terminated at 12.40 pm