

Notice of Meeting and Agenda



Cabinet

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

Date: Monday, 24 June 2019

Time: 13:00

Director, Resources

Contact:

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Further Information:

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

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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 Minute of Previous Meeting

4.1 Minute of Meeting of the Cabinet of 21 May 2019 5 - 24

5 Public Reports

None for consideration at this meeting.

Exclusion of Members of the Public

A) TO CONSIDER RESOLVING TO DEAL WITH THE UNDERNOTED BUSINESS IN PRIVATE IN TERMS OF PARAGRAPHS 6 AND 9 OF PART 1 OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973 - THE RELEVANT REPORT IS THEREFORE NOT FOR PUBLICATION; AND (B) TO NOTE THAT NOTWITHSTANDING ANY SUCH RESOLUTION, INFORMATION MAY STILL REQUIRE TO BE RELEASED UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 OR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.

6 Private Reports

6.1 Services to Communities: Borders Railway Corridor Masterplans - Joint Report by Director, Education, Communities and Economy and Head of Property and Facilities Management

- 6. Information relating to the financial or business affairs of any particular person (other than the authority).
- 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.

7 Date of Next Meeting

The next meeting will be held on Tuesday 3 September 2019 at 11.00am

Minute of Meeting

Special Meeting of Cabinet
Monday 24 June 2019
Item No.4.1



Cabinet

Date	Time	Venue
21 May 2019	11.00 am	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith

Present:

Councillor Muirhead – Depute Convener	
Councillor Imrie	
Councillor Curran	
Councillor Hackett	

Religious Representatives:

Mr Vic Bourne	
Mrs Elizabeth Morton	

1 Apologies

Apologies were received on behalf of Councillor Milligan (Convenor)

2 Order of Business

The Order of Business was as detailed within the Agenda.

3 Declarations of interest

No declarations of interest were received.

4 Minutes of Previous Meetings

The Minutes of Meeting of the Cabinet held on 9 April 2019 were submitted and approved as a correct record.

5. Reports

Agenda No.	Report Title	Presented by:								
5.1	Inspection of Bonnyrigg Primary School and Nursery Class	Acting Head of Education								
Outline of report and summary of discussion										
<p>The report outlined the outcome of the Inspection of Bonnyrigg Primary School and Nursery Class as carried out by Education Scotland which had been communicated in their letter dated 12 March 2019.</p> <p>Following inspection, Education Scotland gathered evaluations of the core quality indicators to keep track of how well all Scottish Early, Learning and Childcare settings and schools were doing. The short inspection model was used for this visit as decided by Education Scotland. This visit had a specific focus on QI 2.3 and 3.2 for both Primary School and Nursery Class. Education Scotland published a statement as part of this report on the confidence they had in the school's capacity to continue to improve.</p> <p>Noted below are the evaluations for Bonnyrigg Primary School and Nursery Class:</p> <p>School</p> <table><tr><td>QI 2.3 Learning, Teaching and Assessment</td><td>Good</td></tr><tr><td>QI 3.2 Raising attainment and achievement</td><td>Good</td></tr></table> <p>Nursery Class</p> <table><tr><td>QI 2.3 Learning, Teaching and Assessment</td><td>Satisfactory</td></tr><tr><td>QI 3.2 Securing Children's Progress</td><td>Satisfactory</td></tr></table>			QI 2.3 Learning, Teaching and Assessment	Good	QI 3.2 Raising attainment and achievement	Good	QI 2.3 Learning, Teaching and Assessment	Satisfactory	QI 3.2 Securing Children's Progress	Satisfactory
QI 2.3 Learning, Teaching and Assessment	Good									
QI 3.2 Raising attainment and achievement	Good									
QI 2.3 Learning, Teaching and Assessment	Satisfactory									
QI 3.2 Securing Children's Progress	Satisfactory									
<p>The inspection team found the following strengths in the school's work.</p> <ul style="list-style-type: none">Caring, nurturing relationships between children and staff. This is leading to children feeling safe, happy and included. Children are very proud of their school and nursery class										

- Strong teamwork amongst staff. Staff are very supportive of one another and work well collectively to meet children's needs
- Children's understanding of the qualities required to be a good learner
- Teacher's use of effective questioning to engage children in their learning and help monitor their progress

The following areas for improvement were identified and discussed with the Headteacher and a representative from Midlothian Council.

- Raise attainment in Literacy and English taking better account of children's prior learning
- Ensure all learning experiences consistently provide sufficient challenge for all learners including increased opportunities for children to lead their own learning
- Senior leaders need to continue to improve their approaches in monitoring children's progress across the school and nursery. This will help show clear evidence of improvement as a result of self-evaluation

The Acting Head of Education and the Head Teacher, Jennifer Allison were heard in amplification of the report after which they answered questions from elected Members.

Decision

- (a) To note the content of the inspection report;
- (b) To congratulate the staff, pupils and parents on the positive outcome of this inspection;
- (c) To note the key strengths outlined in the report;
- (d) To note the areas for improvement outlined in the report;
- (e) To note that Education Scotland would not return to the school with regard to this particular inspection; and
- (f) To pass the report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Head of Education

Agenda No	Report Title	Presented by:
5.2	Inspection of Gorebridge Primary School and Nursery Class	Acting Head of Education
Outline of report and summary of discussion		
<p>The report outlined the outcome of the above inspection as carried out by Education Scotland which was communicated in their letter dated 26 March 2019.</p> <p>Following inspection, Education Scotland gathered evaluations of the core quality indicators to keep track of how well all Scottish Early, Learning and Childcare settings and schools were doing.</p>		

Noted below are the evaluations for Gorebridge Primary School and Nursery Class:

School

QI 1.3 Leadership of Change	Satisfactory
QI 2.3 Learning, Teaching and Assessment	Satisfactory
QI 3.2 Raising Attainment and Achievement	Satisfactory
QI 3.1 Ensuring Wellbeing, Equality and Inclusion	Satisfactory

Nursery Class

QI 1.3 Leadership of Change	Satisfactory
QI 2.3 Learning, Teaching and Assessment	Satisfactory
QI 3.2 Securing Children's Progress	Satisfactory
QI 3.1 Ensuring Wellbeing, Equality and Inclusion	Satisfactory

The inspection team found the following strengths in the school's work.

- Children who are motivated and enthusiastic learners and take great pride in their school.
- The newly-appointed Headteacher who has a clear vision for the school and is beginning to bring about positive change. He is building on the strong relationships and partnerships across the school community to support continued improvements.
- The senior leadership team and staff across the primary stages and nursery class who provide a supportive and nurturing ethos for children and their families.
- Partnership working within Newbattle Learning Community which takes good account of children and families. In particular, the early intervention and prevention project which is working well with families and leading to positive outcomes.

The following areas for improvement were identified and discussed with the Headteacher and a representative from Midlothian Council.

- Continue to develop greater consistency in learning and teaching across the primary stages and nursery class to enable all children to make the best possible progress.
- Improve approaches to tracking and monitoring children's progress. To support this to be robust and reliable, continue to develop approaches to assessment and moderation.
- Continue to develop the curriculum as planned. In doing so, increase opportunities for outdoor learning and the use of digital technologies to support learning.
- Continue to review approaches to recording safeguarding and wellbeing concerns across the primary stages and nursery class.

Noted below are the requirements/recommendations made by Care Inspectorate for the nursery class

Quality of care and support	Adequate
Quality of environment	Good
Quality of staffing	Adequate
Quality of management and leadership	Adequate

The Acting Head of Education and the Head Teacher, Steven Wood were heard in amplification of the report after which they answered questions from elected Members.

Decision

- (a) To note the content of the inspection report;
- (b) To congratulate the staff, pupils and parents on the positive outcome of this inspection;
- (c) To note the key strengths outlined in the report;
- (d) To note the areas for improvement which will be supported by Schools Group Managers and the Early Years team to improve;
- (e) To note the requirements and recommendations for the Care Inspectorate;
- (f) To note that Education Scotland will not return to the school with regard to this particular inspection;
- (g) To pass the report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Acting Head of Education

Agenda No	Report Title	Presented by:
5.3	Inspection of St David's High School	Acting Head of Education
Outline of report and summary of discussion		
<p>The report outlined the outcome of the above inspection as carried out by Education Scotland which was communicated in their letter dated 30 April 2019.</p> <p>Following inspection, Education Scotland gathers evaluations of the core quality indicators to keep track of how well all Scottish Early, Learning and Childcare settings and schools are doing. The short inspection model was used for this visit as decided by Education Scotland.</p> <p>Noted below are the evaluations for St David's High School:</p>		
QI 1.3 Leadership of change		Very Good
QI 2.3 Learning, teaching and assessment		Good
QI 3.2 Raising attainment and achievement		Good
QI 3.1 Ensuring wellbeing, equality and inclusion		Very Good

The inspection team found the following strengths in the school's work.

- The headteacher has provided inspiration and aspiration to the school community. The shared vision and values, ASPIRE, provide a very strong sense of direction and purpose for St David's High School.
- A culture of empowerment exists where staff at all levels and young people take on leadership roles to take forward school improvements. Commendably all staff are initiating changes which are helping to ensure positive outcomes for young people. This is resulting in young people who attain well and are being well supported to achieve.
- The very effective work of the integrated pupil support team is leading to improvements in wellbeing, and young people feeling highly included and valued. They work together with partners in a creative, flexible and imaginative way to meet the needs of young people and their families.
- Highly effective approaches to parental engagement that result in parents having improved confidence in supporting their children's learning and development. School based family and parent support activities have a clear and consistent goal of improving wellbeing and learning.

The following areas for improvement were identified and discussed with the Headteacher and a representative from Midlothian Council.

- To build on the existing enthusiasm and collaborative practices of staff to continue improving the consistency of learning, teaching and assessment.
- Teachers should continue to develop approaches to assessing and monitoring young people's progress in the broad general education. This will support all young people to understand their own strengths and identify next steps in learning. Evidence from assessment should be used to plan effective interventions to raise attainment of young people.
- Senior leaders should review the curriculum to ensure that young people benefit fully from learning opportunities that meet their needs. For example, further developing partnership working to provide appropriate pathways for all learners.

The Acting Head of Education and the Head Teacher, Donny MacDonald were heard in amplification of the report after which they answered questions from elected Members.

Decision

- (a) To note the content of the inspection report;
- (b) To congratulate the staff, pupils and parents on the very positive outcome of this inspection;
- (c) To note the key strengths outlined in the report;
- (d) To note the areas for improvement outlined in the report;
- (e) To note that Education Scotland would not return to the school with regard to this particular inspection; and

(f) To pass this report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Acting Head of Education

Agenda No	Report Title	Presented by:
5.4	Further Inspection (Record of Visit ROV) of St Luke's Primary School	Acting Head of Education
Outline of report and summary of discussion		
<p>The report outlines the outcome of the above inspection as carried out by Education Scotland which was communicated in their letter dated 5 March 2019.</p> <p>The report highlighted that during the school's inspection in June 2017, Education Scotland identified a number of areas for improvement which were agreed with the school and Council Officers. As they were not sufficiently confident at that time about the school's capacity to continue to improve, they visited the school again in November 2018. The report also highlighted the main points for action from the original inspection in June 2017, which formed the focus of the further visit.</p> <p>In November 2018, the inspection team identified the following strengths and progress during their further visit:</p> <ul style="list-style-type: none">• Teachers planned effectively for children's learning and are increasingly developing confidence in using National Benchmarks to assess how well children are progressing across their learning.• They make good use of a wide range of assessment information and analyse this to inform learning groups and support for those who require additional help in their learning.• Senior leaders had taken a systematic approach to school improvement and developed strong approaches to self-evaluation. They had taken steps to build on improvements through rigorous monitoring and evidence gathering.• The Headteacher was effective in her role and is successfully leading changes in a well-judged and measured way.• The school's vision had children's achievements and learning at the centre of all it does.• Teachers and support staff worked tirelessly to support children in their achievements.• The school's positive ethos results from the shared ambition the staff team had for children.• The Headteacher and staff were approachable and enabled parents to raise any concerns they may have.• The school is responsive and welcoming.		

The following areas were identified for further development during the visit:

- Continue to develop consistency in high quality learning and teaching and share good practice. Ongoing professional dialogue through continued moderation activities and the use of assessment to inform next steps in learning will, over time, lead to progression in all curricular areas.
- Continue to build on the promising start made to children's use and understanding of the language of learning.

In November 2018, the inspection team identified the following strengths and progress during their further visit:

- It was clear that the school has an improved and shared understanding and commitment to raising attainment and achievement for all learners
- The Headteacher had maintained a relentless focus on raising expectations, improving consistency in learning and teaching and ensuring achievement for all
- As result, the school is successfully addressing this area for improvement identified in the original inspection.

The following areas were identified for further development during the visit:

- Sustain a strong focus on professional dialogue and children's progress
- Build on the positive start to tracking children's achievements. Involve children more in reviewing the particular skills they are developing as a result of their achievements
- As planned continue to develop approaches to teaching writing to ensure children make the best possible progress

The Acting Head of Education and the Head Teacher, Lindsay Walker were heard in amplification of the report after which they answered questions from elected Members.

Decision

- (a) To note the content of the inspection report;
- (b) To congratulate the staff, pupils and parents on the very positive outcome of this further Education Scotland visit
- (c) To note the key strengths and progress outlined in the report
- (d) To note the areas for improvement outlined in the report
- (e) To note that Education Scotland will not return to the school with regard to this particular inspection
- (f) To pass the report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Acting Head of Education

Agenda No	Report Title	Presented by:
5.5	Inspection of Midlothian Adoption Service	Head of Children's Services
Outline of report and summary of discussion		
<p>The report outlined the outcome of the above announced (short notice) Inspection of Midlothian Adoption Service as carried out by the Care Inspectorate in February 2019.</p> <p>Based on the findings of the Inspection, the Care Inspectorate awarded the following grades on the three areas it inspected:</p> <ul style="list-style-type: none"> • Quality of Care and Support Grade 3 - Adequate • Quality of Staffing Grade 3 – Adequate • Quality of Management & Leadership Grade 3 – Adequate <p>The Inspection highlighted the following strengths:</p> <ul style="list-style-type: none"> • Adopters told us they received important information about children, including about their health, birth families and early life experiences and that this helped them to be sure about their ability to provide a safe and loving family life. • Secure, nurturing relationships, stable living situations and healthy active lifestyles, supported children to grow in confidence. Access to photos and videos, memory boxes, social stories and life story records meant children were well supported in understanding the important changes in their lives and in developing their sense of identity. • Adopters had experienced a thorough preparation to adopt course. There were various opportunities for adopters to provide feedback and views to the agency, including for example through feedback questionnaires after preparation to adopt courses or panel attendance. • The improvement plan was well written and comprehensive. It detailed the improvement work identified by the agency and clarified some priority development areas for the future. • Although there was an overall reduction of adoption work since the last inspection, overall they saw that panel processes were being carried out well and in a way which supported quality monitoring of practice and reporting. <p>The Inspection highlighted the following areas for development:</p> <ul style="list-style-type: none"> • Whilst most adopted children were being protected from harm, there was a very small number of children in greater need of care and protection. Whilst the agency had responded quickly to protect children and to carefully consider reasons for adoption disruptions this then resulted in unplanned moves which impacted on their well-being and longer term outcomes. 		

- Adopters commented that their own assessment timescale could be improved. They referred to unnecessary delays caused by staff changes and lack of staff experience which in turn led to delays in decision making and in achieving adoption plans at an earlier stage for some children.
- Similar to the fostering report safer recruitment processes were highlighted in particular with Human Resources not having records in relation to locum members of staff. No cyclical PVG checks in place.
- Whilst staff training was being undertaken, they were maintained within different systems which meant that management did not have a clear overview.
- Management's systems should be used more effectively and new systems could be developed to provide more of an overview of the agency. This would act to support improvements, for example relating to out-with approval procedures being followed, frequency of carer reviews and ensuring foster carer agreements are in place.
- The Care Inspectorate made 4 requirements and 3 recommendations which are highlighted within the attached action plan. All the requirements and recommendations shall be undertaken within the timescales specified on the plan.

The Head of Children's Services was heard in amplification of the report after which she responded to questions from elected Members.

Decision

- (a) To note the content of the Inspection Report; and
 (b) To pass the report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Head of Children's Services

Agenda No	Report Title	Presented by:
5.6	Inspection of Midlothian Fostering Service	Head of Children's Services
Outline of report and summary of discussion		
<p>The report outlined the outcome of the above announced (short notice) Inspection on Midlothian Fostering Service as carried out by the Care Inspectorate in February 2019.</p> <p>Based on the findings of this Inspection the Care Inspectorate awarded the following grades on the three areas it inspected:</p>		
• Quality of Care and Support		Grade 4 - Good
• Quality of Staffing		Grade 3 – Adequate
• Quality of Management & Leadership		Grade 3 – Adequate

The report detailed the strengths and areas for development within the Quality of Staffing and Quality of Management within the Fostering Service.

The Head of Children's Services was heard in amplification of the report after which she responded to questions from elected Members.

Decision

- (a) To note the content of the Inspection Report; and
- (b) To pass the report to the Performance, Review and Scrutiny Committee for its consideration.

Action

Head of Children's Services

Agenda No	Report Title	Presented by:										
5.7	Inspection of Midlothian Council Highbank Intermediate Care Service	Service Manager Older People East										
Outline of report and summary of discussion												
<p>The report provided an overview of the recent Care Inspection report on Highbank Intermediate Care facility inspection. It also provided a summary of the action plan for the service improvements.</p> <p>The inspection report grades the areas of inspection from 1 (Unsatisfactory), to 6 (Excellent). This inspection report graded the 5 areas below:</p> <table><tr><td>How well do we support people's wellbeing?</td><td>3 - Adequate</td></tr><tr><td>How good is our leadership?</td><td>4 - Good</td></tr><tr><td>How good is our staffing?</td><td>3 - Adequate</td></tr><tr><td>How good is our setting?</td><td>3 - Adequate</td></tr><tr><td>How well is our care and support planned?</td><td>2 - Weak</td></tr></table> <p>The report advised that there were three areas for improvement in the inspection report and three requirements. The three requirements were:</p> <p>:</p> <ul style="list-style-type: none">• In order to ensure peoples care and support needs are continuously met as agreed, the service provider must ensure that staff numbers are appropriate for the health, welfare and safety of service users• The service must ensure that the premises are in a good state of repair externally and internally and are decorated and maintained to a standard appropriate for the care service.• In order to ensure peoples', care and support needs are continuously met as agreed, the service provider must review their needs with their involvement (or others as felt appropriate and agreed) on a six-monthly basis, or more often as when required or changes in need are identified.			How well do we support people's wellbeing?	3 - Adequate	How good is our leadership?	4 - Good	How good is our staffing?	3 - Adequate	How good is our setting?	3 - Adequate	How well is our care and support planned?	2 - Weak
How well do we support people's wellbeing?	3 - Adequate											
How good is our leadership?	4 - Good											
How good is our staffing?	3 - Adequate											
How good is our setting?	3 - Adequate											
How well is our care and support planned?	2 - Weak											

The three areas of improvement requested were:

- The provider should ensure that people are supported and not left alone for periods of time with minimal or no engagement from staff.
- The provider should ensure staff receive regular formal support and supervision, including observations of practice and reflective practice discussions as in accordance to their policies procedures
- The provider should ensure that appropriate communication tools are in place for staff which does not impinge on the comfort and wellbeing of people.

The Service Manager Older People East was heard in amplification of the report, particularly in relation to the action Plan put in place in order to address these matters after which she responded to questions from elected Members.

Decision

- (a)To note the content of the report and progress made and forward to PRS for information;
- (b)To note that many Care Home standards were not fit for purpose for a fast flowing Intermediate care unit;
- (c)To note that the service already had plans underway to address issues relating to care documentation; and
- (d)To note that improvements in environment were limited by the facility no longer being fit for purpose, and that MLC have prioritised a re-provision within the Capital plan.

Action

Head of Primary Care and Older People's Services

Agenda No	Report Title	Presented by:						
5.8	Inspection of Midlothian Council - Newbyres Village Care Home	Service Manager Older People East						
Outline of report and summary of discussion								
<p>The report provided an overview of the recent Care Inspection report on Newbyres Care Village inspection. The inspection report grades the areas of inspection from 1 (Unsatisfactory), to 6 (Excellent).</p> <p>This inspection report graded the 3 areas below:</p> <table><tr><td>How well do we support people’s wellbeing?</td><td>5 Very good</td></tr><tr><td>How good is our staffing?</td><td>4 Good</td></tr><tr><td>How well is our care and support planned?</td><td>5 Very good</td></tr></table> <p>The Service Manager Older People East was heard in amplification of the report, after which she responded to questions from elected Members.</p>			How well do we support people’s wellbeing?	5 Very good	How good is our staffing?	4 Good	How well is our care and support planned?	5 Very good
How well do we support people’s wellbeing?	5 Very good							
How good is our staffing?	4 Good							
How well is our care and support planned?	5 Very good							

Decision
<p>(a) To note the content of the report and progress made; and</p> <p>(b) To forward the report to the Performance, Review and Scrutiny Committee for information.</p>
Action
Head of Primary Care and Older People's Services

Agenda No	Report Title	Presented by:
5.9	Pupil Equity Fund	Acting Head of Education
Outline of report and summary of discussion		
<p>The purpose of the report was to present the Pupil Equity Fund allocation for Midlothian schools from the Scottish Government. The total allocation for Midlothian schools was £2,253,240 which was slightly higher than last year's total of £2,244,000.</p> <p>The report advised that last year the Government used a "smoothing mechanism" to ensure that schools did not receive less than 90% of their allocation in 2017/18. If schools did receive less than 90% of their previous allocation then their new allocation was "topped up" to 90% of the previous year.</p> <p>This year there would also be a "smoothing mechanism". This year the mechanism would ensure the new allocation did not fall below 90% of last year's allocation before it was topped up in 2018/19. This means the mechanism will "top up" the new allocation to 90% of the previous years before the smoothing mechanism. Smoothing this way ensures that the funding levels more accurately reflect existing school roll and deprivation levels, but may mean that a small number of schools see a more than 10% reduction.</p> <p>Five Midlothian schools had been topped up this session using this mechanism. 15 schools were receiving a lower level of funding than last session – this could be a result of less pupils being entitled to free school meals, less pupils being registered by parents/carers for free school meals or due to an anomaly in P1-P3 figures.</p> <p>The Acting Head of Education was heard in amplification of the report, after which she responded to questions from elected Members.</p>		
Decision		
<p>(a) To note the Pupil Equity Fund allocation for Midlothian for Session 2019/20</p> <p>(b) To note that, as stated in the national guidance, the Head Teacher will be accountable to their local authority for the use of Pupil Equity Funding within their school. To ensure transparency, schools will be expected to incorporate details of their Pupil Equity Funding plans into existing reporting processes to their Parent Council and Forum, including in their School Improvement Plans and Standards and Quality Reports. These reports should be publicly available so that parents could understand what was happening in their school. These would form part of the schools standard and quality report;</p>		

(c) To note that ongoing progress will be reported through the quarterly reporting cycle and the attainment report to Council in November each year

(d) To note that PEF underspend was reported to Scottish Government in September 2018 and this will form a yearly report while schools are in receipt of PEF.

Action

Acting Head of Education

Agenda No	Report Title	Presented by:
5.10	Annual Complaint Handling Report and SPSO Annual Statistics 2017-18	Chief Executive
Outline of report and summary of discussion		
<p>The purpose of the report was to provide the Annual Complaint Handling Report for 2017/18. This was the third report of its kind, and provided an annual review and assessment of complaints information which included some useful customer feedback material and an analysis of what the results could suggest.</p> <p>The report also provided an update of statistics shared by the Scottish Public Services Ombudsman (SPSO) about how they had handled complaint cases by Midlothian customers, and which services were being complained about to them. Outcome decisions to cases were published on the SPSO's website. There was a summary of this data within the report and all the data in its original format was provided in an appendix to the report. The Chief Executive was heard in amplification of the report after which she responded to questions from elected Members.</p>		
Decision		
<p>(a) To note the recent publication of the Annual Complaint Handling Report; and</p> <p>(b) To note the statistics pertaining to Midlothian Council provided by the SPSO.</p>		
Action		
Chief Executive		

Agenda No	Report Title	Presented by:
5.11	Town Centre Capital Fund 2019/20	Director, Communities, Education and Economy
Outline of report and summary of discussion		
<p>The purpose of the report was to provide information in relation to the recently announced £50million Town Centre Capital Fund of which Midlothian had been awarded a £910k allocation and seeking approval for both the governance of the fund and the mechanism for proposing and approving Midlothian based projects.</p> <p>Given the time constraints on this funding, a Project Team representing interested Council departments had been assembled. Represented on this group were senior officers from: Planning, Conservation and Environment, Communities, Estates and Economic Development.</p>		

The third sector was also represented on this group following an approved participation request from Midlothian Voluntary Action under the guidelines of the Community Empowerment Act.

The report advised that in order to enable the Council to maximise the impact of the new Town Centre Capital Fund within the strict timeline associated within financial year 2019/20 to spend and consider projects in a fair, open and collaborative way, it had suggested a process for proposing and developing applications as detailed within the report.

The Director, Communities, Education and Economy was heard in amplification of the report after which she responded to questions from elected Members.

Decision

- (a) To note the guidelines and timescales of the funding;
- (b) To agree the suggested process for project proposals and consideration;
- (c) That consideration be given to including a Business Representative on to the Project Team; and
- (c) To agree projects to be presented to October Council meeting for final approval.

Director, Communities, Education and Economy

Agenda No	Report Title	Presented by:
5.12	Adult Social Care Quarter 4 Performance Report 2018/19	Service Manager Older People East
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Adult Social Care was submitted. The Service Manager Older People East highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.13	Children's Services Quarter 4 Performance Report 2018/19	Head of Children's Services
Outline of report and summary of discussion		
The Quarter 4 2018/19 Performance Report for Children's Services was submitted. The Head of Children's Services highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report. Thereafter she answered questions raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.14	Customer and Housing Services Quarter 4 Performance Report 2018/19	Group Manager Housing Strategy and Performance
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Customer and Housing Services was submitted. The Group Manager Housing Strategy and Performance highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.15	Communities and Economy Quarter 4 Performance Report 2018/19	Director, Education, Communities and Economy
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Communities and Economy was submitted. The Director, Education, Communities and Economy highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.16	Education Q4 Performance Report 2018/19	Acting Head of Education
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Education was submitted. The highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report.		
Thereafter the Acting Head of Education responded to questions and comments raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.17	Commercial Operations Q4 Performance Report 2018/19	Acting Director, Resources
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Commercial Operations was submitted. The Acting Director, Resources highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members during which he confirmed that approximately £550k had been received as a result of the option of having a Brown Bin.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.18	Finance and Integrated Service Support Quarter 3 Performance Report 2017/18	Acting Director, Resources
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Finance and Integrated Service Support was submitted. The Acting Director, Resources highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.19	Property and Facilities Management Quarter 4 Performance Report 2018/19	Acting Director, Resources
Outline of report and summary of discussion		
The Quarter 4 Performance Report 2018/19 for Properties and Facilities Management was submitted. The Acting Director, Resources highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed in the Report.		
Thereafter the Acting Director Resources responded to questions and comments raised by members of the Cabinet.		
Decision		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.20	Midlothian Council Quarter 4 Performance Report 2018/19	Chief Executive
Outline of report and summary of discussion		
<p>The Quarter 4 Performance Report 2018/19 for Midlothian Council was submitted detailing the delivery of Midlothian Council's priorities through the Community Planning Partnership and the Single Midlothian Plan. The Council Transformation Strategy and Individual Service Plans outlined how Midlothian Council would deliver its contribution to the Single Midlothian Plan.</p> <p>The Chief Executive highlighted the progress made since the Q3 report and advised that going forward all Performance Reports from Quarter 1 2019/20 would be a new streamlined report which would reduce the level of paperwork required and to support this new approach, Members would have access to an electronic Dashboard where they could interrogate the data further.</p>		
Decision		
<p>(a) To note that a revised format for providing the Performance information to Cabinet would be in place for the Q1 2019/20 reports; and</p> <p>(b) To otherwise note the content of the report.</p>		

Agenda No	Report Title	Presented by:
5.21	Balanced Scorecard Indicators 2018/19 Annual Report	Chief Executive
Outline of report and summary of discussion		
<p>The 2018/19 Annual Report for the Balanced Scorecard Indicators was submitted. Each of the perspectives were supported by a number of key measures and indicators which ensured that the Balanced Scorecard informed ongoing performance reporting and helped to identify areas for further improvement. The Chief Executive was heard in amplification of the Report.</p>		
Decision		
To note the report.		

Agenda No	Report Title	Presented by:
5.22	2017/18 Local Government Benchmarking Results	Chief Executive
Outline of report and summary of discussion		
<p>The purpose of the report was to provide the Local Government Benchmarking Framework (LGBF) overview of the Council's performance against the indicators for 2017/18 as detailed within an Appendix to the report. The Chief Executive was heard in amplification of the report.</p>		
Decision		
To note the report.		

Exclusion of Members of the Public

In view of the nature of the business to be transacted, the Cabinet agreed that the public be excluded from the meeting during discussion of the undernoted items, as contained in the Addendum hereto, as there might be disclosed exempt information as defined in paragraphs 6, 9 and 11 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

- 6.1 Minutes of Meeting of the Midlothian Joint Consultative Group of 19 March 2019 – Noted.
- 6.2 Loanhead Police Station - Proposed Purchase by Housing - Agreed
Recommendations contained within the report.

The meeting terminated at 1.10pm.

