

# Minute of Meeting

Cabinet  
Tuesday 21 January 2020  
Item No.4.1



## Cabinet

Date	Time	Venue
26 November 2019	11.00 am	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith

### Present:

Councillor Milligan - Convener	
Councillor Muirhead – Depute Convener	
Councillor Imrie	
Councillor Hackett	

### Religious Representatives:

Mr Vic Bourne	
Mrs Elizabeth Morton	

## 1 Apologies

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Apologies had been received for Councillor Curran.

## 2 Order of Business

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The Order of Business was as detailed within the Agenda circulated:

## 3 Declarations of interest

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No declarations of interest were received.

## 4 Minutes of Previous Meetings

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The Minute of the Meeting of the Cabinet held on 3 September 2019 was submitted and approved as a correct record.

## 5. Reports

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Agenda No.	Report Title	Presented by:						
5.1	Update on Midlothian Residential Service Provision	Chief Officer, Children's Services, Partnerships and Communities						
Outline of report and summary of discussion								
<p>The report outlined the staffing and rota changes in response to the redesign of Midlothian Council's residential services for young people. The report also highlights that these changes are in line with the staffing requirements of the Care Inspectorate.</p> <p>The report advised that Midlothian Council undertook a review of Residential Service for young people in 2015 and at that point had a residential unit of 8 beds which were known as Midfield and located in the Lasswade area and a 4 bedded unit in Gorebridge. As a result of that review the Council moved from the idea of Residential Units to more small family friendly houses of 4 beds.</p> <p>Two new residential houses were built in Woodburn and Penicuik to meet the needs of our young people and our total provision in Midlothian was 12 places. A further review of the provision was undertaken and we now have more young people with complex care needs who could not be accommodated within Midlothian due to their disabilities and we have reconfigured our Residential Houses and staffing to meet that need.</p> <p>Following a successful collaboration with the 3rd Sector and the redesign of the current houses, Midlothian Council's residential provision for children and young people was:</p> <table><tr><td>Dalkeith</td><td>5 beds</td></tr><tr><td>Gorebridge</td><td>4 + 1 emergency bed</td></tr><tr><td>Penicuik (Barnados)</td><td>4 beds for complex care</td></tr></table> <p>The report also advised that the opportunity had been taken to commission an external organisation Barnado's to deliver the level of care our children with complex needs required and use Penicuik house for the delivery of this due to it being DDA compliant and on one level.</p>			Dalkeith	5 beds	Gorebridge	4 + 1 emergency bed	Penicuik (Barnados)	4 beds for complex care
Dalkeith	5 beds							
Gorebridge	4 + 1 emergency bed							
Penicuik (Barnados)	4 beds for complex care							

The Chief Officer, Children's Services, Partnerships and Communities was heard in amplification of the report after which she responded to questions from elected Members.

#### Decision

(a) To note that up to 4 children and young people with complex needs could be accommodated within Penicuik House supported by Barnado's.

(b) To note that the Residential homes in Dalkeith and Gorebridge would provide accommodation for up to ten children who were 'looked after away from home' - this includes the emergency bed.

(c) The staffing structures in the Residential homes had been reconfigured to reflect both the needs of the young people and Care Inspectorate feedback.

#### Action

Chief Officer, Children's Services, Partnerships and Communities

Agenda No.	Report Title	Presented by:
5.2	Parking Cross-Party Working Group – update and recommendations	Executive Director: Place
<b>Outline of report and summary of discussion</b>		
<p>The report advised that the cross-party working group had been considering proposals to expand parking enforcement to improve access and amenity for all and made recommendations on the three parking related matters listed below:</p> <ul style="list-style-type: none"> <li>• Residential parking in Dalkeith</li> <li>• Workplace parking levy</li> <li>• Possible future parking charges in Midlothian.</li> </ul> <p>The Executive Director: Place was heard in amplification of the report after which there was a general discussion on the content of the report.</p>		
<b>Decision</b>		
To continue consideration of this matter in order to hold a Seminar of Midlothian Council to fully explore all options available within this area.		
<b>Action</b>		
Executive Director: Place		

Agenda No	Report Title	Presented by:
5.3	Regional Education Improvement Collaborative: Update on the South East Improvement Collaborative (SEIC).	Chief Officer, Children's Services, Partnerships and Communities
<b>Outline of report and summary of discussion</b>		
<p>The report provided an update on the work of the South East Improvement Collaborative (SEIC) and the engagement of Midlothian practitioners, as a result of the publication of the updated Phase 2 plan in September 2019.</p> <p>The report advised that an increasing number of Midlothian practitioners were involved in the added value that SEIC had brought through collaborative working.</p>		

Many Midlothian schools had established networks through either facilitating or attending SEIC events. Others had made their own connections working collaboratively on an area of improvement.

The progress of improvement within SEIC was being monitored against a set of measures that had been based on the Scottish Government's chosen key measures for closing the attainment gap. These measures had been chosen to identify progress against the National Improvement Framework. SEIC was currently developing a scorecard based on these measures which reflected the local context of the region and aligned with Scottish Government key measures. This scorecard would be used to monitor the implementation of the SEIC 3 year strategic plan moving forward. The Chief Officer, Children's Services, Partnerships and Communities was heard in amplification of the report after which there was a general discussion on this.

#### Decision

- (a) To note the content of the report;
- (b) To note the progress of the work to date and the next steps;
- (c) To approve the updated version of the SEIC Plan Phase 2.

Agenda No	Report Title	Presented by:
5.4	Adult Social Care Quarter 2 Performance Report 2019/20	Service Manager, Disabilities
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Adult Social Care was submitted. The Service Manager, Disabilities 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.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.5	Children's Services Quarter 2 Performance Report 2019/20	Chief Officer, Children's Services, Partnerships and Communities
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2019/20 Performance Report for Children's Services was submitted. The Chief Officer, Children's Services, Partnerships and Communities 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.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.6	Customer and Housing Services Quarter 2 Performance Report 2019/20	Housing Services Manager
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Customer and Housing Services was submitted. The Housing Services Manager highlighted 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.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.7	Communities and Economy Quarter 2 Performance Report 2019/20	Director, Education, Communities and Economy
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 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.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.8	Education Q2 Performance Report 2019/20	Director, Education, Communities and Economy
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Education was submitted. The report highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report.		
Thereafter the Director, Education, Communities and Economy responded to questions and comments raised by members.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.9	Commercial Operations Q2 Performance Report 2019/20	Executive Director: Place
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Commercial Operations was submitted. The Executive Director: Place highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges as detailed within the report and thereafter answered questions raised by elected Members.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.10	Finance and Integrated Service Support Quarter 2 Performance Report 2019/20	Executive Director: Place
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Finance and Integrated Service Support was submitted. The Executive Director: Place 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.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.11	Property and Facilities Management Quarter 2 Performance Report 2019/2020	Executive Director: Place
<b>Outline of report and summary of discussion</b>		
The Quarter 2 Performance Report 2019/20 for Properties and Facilities Management was submitted. The Executive Director: Place highlighted to the Cabinet the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed in the Report.		
Thereafter he responded to questions and comments raised by members of the Cabinet.		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.12	Midlothian Council Quarter 2 Performance Report 2019/20	Chief Executive
<b>Outline of report and summary of discussion</b>		
<p>The Quarter 2 Performance Report 2019/20 for Midlothian Council was submitted detailing the delivery of Midlothian Council's priorities through the Community Planning Partnership and the Single Midlothian Plan. The report highlighted that the 3 top priorities for 2019-22 were:</p> <ul style="list-style-type: none"> <li>• Reducing inequalities in learning outcomes</li> <li>• Reducing inequalities in health outcomes</li> <li>• Reducing inequalities in economic circumstances</li> </ul> <p>The Chief Executive was heard in amplification of the report during which she highlighted the 9 Key Drivers for Change as well as the public consultation visionary exercise supporting development of the MTFs which had highlighted the following key priorities for what Midlothian should be like in 2040:</p> <ul style="list-style-type: none"> <li>• A sense of belonging Pride in communities, working in partnership, transparency in decision making and accessibility in service provision.</li> <li>• A balanced infrastructure Manageable housing numbers, vibrant towns, protected green spaces, a clean, carbon neutral environment and improved community transport.</li> <li>• Learning and working together High quality education and training, jobs close to where people live, a main provider of local food production, maximising technological solutions.</li> <li>• Intergenerational opportunities Reimagined older people services, being able to grow old in the one community, with support and good access to health and social care.</li> </ul>		
<b>Decision</b>		
To note the content of the report.		

Agenda No	Report Title	Presented by:
5.13	Balanced Scorecard Indicators – Half Year Report 2019/20	Chief Executive
<b>Outline of report and summary of discussion</b>		
<p>The report was presented using the Balanced Scorecard approach. The four Balanced Scorecard perspectives and key areas of focus were detailed within the report along with the associated key indicators drawn from across the Councils services.</p> <p>The Chief Executive was heard in amplification of the report during which she confirmed that she would arrange to have the details of the Sickness Absence statistics per Service for Q1 2017/18 – Q2 2019/20 circulated to the Members of the Cabinet.</p>		

<b>Decision</b>
(a) That the details of the Sickness Absence statistics per Service for Q1 2017/18 – Q2 2019/20 be circulated to the Members of the Cabinet; and (b) To otherwise note the content of the report.
<b>Action</b>
Chief Executive/Elaine Johnston

Agenda No	Report Title	Presented by:
5.14	Midlothian Council Statutory Report to Scottish Ministers on Public Bodies Climate Change Duties 2018/19	Director, Education, Communities and Economy
<b>Outline of report and summary of discussion</b>		
<p>The purpose of the report was to inform Cabinet of the Council's statement of compliance with Climate Change Duties for 2018/19, a copy of which was available in the CMIS Member's Library and to recommend its submission to Scottish Government by the due date of 29 November 2019.</p> <p>The Director, Education, Communities and Economy was heard in amplification of the report after which she responded to questions from elected Members.</p>		
<b>Decision</b>		
<p>(a) To approve the proposed report as the Council's Report on Compliance with the Public Bodies Climate Change Duties for 2018/19;</p> <p>(b) To agree submission of the report to Scottish Ministers by 29 November 2019; and</p> <p>(c) To refer the report to the Performance Review and Scrutiny Committee for its information.</p>		
<b>Action</b>		
Director, Education, Communities and Economy		

Agenda No	Report Title	Presented by:
5.15	Lothian Joint Health Protection Plan 2018-2020	Director, Education, Communities and Economy
<b>Outline of report and summary of discussion</b>		
<p>The report sought ratification of the Lothian Joint Health Protection Plan (JHPP) for the period 2018/2020. An error in having the finalised report issued to the local authorities had delayed the opportunity for consideration. The Plan was attached as an appendix to the report and the associated detailed reference document had been made available in the CMIS Members' Library.</p>		



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

**Decision**

(a) To ratify the Lothian Joint Health Protection Plan 2018/20, and

(b) To remit the JHPP to the Chief Executive to sign off.

**Action**

Director, Education, Communities and Economy/Chief Executive

**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 paragraph 1 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

Agenda No	Report Title	Presented by:
6.1	Minute of Education Appointment Committee of 4 October 2019 – Depute Head Teacher (Curriculum), Lasswade High School	Executive Director: Place
<b>Decision</b>		
Cabinet noted the appointment of A Mitchell as detailed in the report.		

The meeting terminated at 12.45pm.