

# Minute of Meeting



## Cabinet

Date	Time	Venue
Tuesday 21 November 2017	11.00 am	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith

### Present:

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

### Religious Representatives:


## 1 Apologies

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Apologies were received from Vic Bourne and Matin Khan.

## 2 Order of Business

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The order of business was confirmed as outlined in the agenda that had been circulated.

## 3 Declarations of interest

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No declarations of interest were received at this stage of the proceedings.

## 4 Minutes of Previous Meetings

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The Minutes of the Meeting of the Cabinet held on 10 October 2017 was submitted and approved as a correct record.

## 5. Reports

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Agenda No	Report Title	Presented by:															
5.1	Inspection of St Mary's Primary School Nursery Class	Head of Education															
<b>Outline of report and summary of discussion</b>																	
Based on the findings of this inspection, Education Scotland had awarded the following grades:																	
<table><tr><th>Quality Indicator</th><th>28 February 2017</th><th>27 September 2017</th></tr><tr><td>Quality of Care and Support</td><td>Good</td><td>Very Good</td></tr><tr><td>Quality of Environment</td><td>Good</td><td>Very Good</td></tr><tr><td>Quality of Staffing</td><td>Good</td><td>Very Good</td></tr><tr><td>Quality of Management and Leadership</td><td>Adequate</td><td>Very Good</td></tr></table>			Quality Indicator	28 February 2017	27 September 2017	Quality of Care and Support	Good	Very Good	Quality of Environment	Good	Very Good	Quality of Staffing	Good	Very Good	Quality of Management and Leadership	Adequate	Very Good
Quality Indicator	28 February 2017	27 September 2017															
Quality of Care and Support	Good	Very Good															
Quality of Environment	Good	Very Good															
Quality of Staffing	Good	Very Good															
Quality of Management and Leadership	Adequate	Very Good															
This was a significant improvement for St Mary's Primary School Nursery class showing an improvement from good to very good in three indicators and an improvement from adequate to very good in the final indicator.																	
Further qualitative evaluations found in the narrative of the main report included:																	
<ul style="list-style-type: none"><li>• The Head Teacher and a new recently appointed peripatetic teacher had a clear vision for the on-going development of the nursery.</li><li>• The service had worked hard to continue to meet children's needs.</li><li>• Staff were fully aware of how to safe guard children in their care.</li><li>• Staff provided a wide range of stimulating opportunities in the playroom and outdoors which helped children to experience broad and purposeful learning.</li><li>• Staff were trained, motivated and professional.</li><li>• Children approached staff for help and reassurance throughout the session which demonstrated that they had developed trusting relationships.</li></ul>																	

The Head of Education was heard in amplification of the report after which several Members congratulated all concerned on the positive aspects of the inspection report and the work being done to ensure further improvement.

#### Decision

- (a) To note the content of the inspection report;
- (b) To pass this report to the Performance, Review and Scrutiny Committee for its consideration; and
- (c) Congratulate the pupils, parents and staff connected with St Mary's Primary School Nursery Class on the significant improvements made since February 2017.

#### Action

Head of Education

Agenda No	Report Title	Presented by:
5.2	Inspection of Midlothian Residential Service for Young People	Head of Children's Services

#### Outline of report and summary of discussion

The report provided information in relation to the recent inspection by the Care Inspectorate.

Based on the findings of this Inspection the Care Inspectorate awarded the following grades on the two areas it inspected:

- Quality of Care and Support - Grade 4 - Good
- Quality of Staffing - Grade 4 - Good

The Care Inspectorate did not inspect the quality of Management and Leadership or the Environment on this occasion which remained at Grade 5 – Very Good.

The Inspection Team noted the following strengths:

- That young people using this service were achieving some good outcomes including improved relationships with families, nurturing care within the service and all the young people they spoke with, identified key positive relationships with staff.
- Supported transitions home and the work staff have done with families was found to have been key in supporting good outcomes. Partnership working with colleagues was supporting good outcomes for individual young people in relation to their health.
- Most of the team felt well supported in their role and that most of the staff could go to management for support and advice.
- Most staff were hopeful for the future of the service and positive about the vision of the service.

The Inspection Team reported that the authority could do better in the following areas:

- Beginnings and endings – whilst there was evidence of rigorous and robust planning prior to being accommodated, ‘matching’ (fully considering the needs of the young person, young people already in placement and the knowledge and skills of staff) was not always evident.
- Resources required should reflect all diverse individual needs and ensure that care for one young person should not overly affect the care of others.
- Staff did not feel that they had a voice in changes affecting the service which had contributed to low morale.
- The discontinuation of a written log book in order to reduce duplication of recording and a further burden to staff was highlighted as a concern as it was deemed that our systems were not robust enough to ensure all important information is recorded and communicated effectively.

The Head of Children’s Services was heard in amplification of the report after which several Members congratulated all concerned on the positive aspects of the inspection report and the work being done to ensure further improvement.

#### Decision

- (a) To note the content of the report;
- (b) Acknowledge the continued progress and positive and ongoing work by management and staff connected with the Midlothian Residential Services for Young People; and
- (c) To pass this report to the Performance, Review and Scrutiny Committee for its consideration

#### Action

Head of Children’s Services

Agenda No	Report Title	Presented by:
5.3	Regional Education Improvement Collaborative: Update on the South East Improvement Collaborative	Head of Education
<b>Outline of report and summary of discussion</b>		
With reference to paragraph 5.7 of the Minutes of the Cabinet 10 October 2017, the report updated Cabinet on the progress made to date by the South East Improvement Collaborative (East Lothian, Edinburgh, Fife, Midlothian and Scottish Borders). The Head of Education was heard in amplification of the report.		
<b>Decision</b>		
(a) To endorse the principles outlined in the South East Improvement Collaborative paper attached within an appendix to the report;		

(b)	To be part of the South East Improvement Collaborative Oversight group;
(c)	To note that Dr Grace Vickers (Head of Education) and Lynn Black (Head Teacher – Beeslack High School) would represent Midlothian on the South East Improvement Collaborative Board;
(d)	Give authority to officers from Midlothian to develop an action plan for the South East Improvement Collaborative with colleagues from the South East Collaborative; and
(e)	That any additional costs that may emanate from this Action Plan be reported back to Cabinet for consideration.
<b>Action</b>	
Head of Education	

Agenda No	Report Title	Presented by:
5.4	Scottish Government consultation on the new Education (Scotland) Bill 2017	Head of Education
<b>Outline of report and summary of discussion</b>		
<p>The purpose of the report was to present the Scottish Government consultation on the new Education (Scotland) Bill 2017. This bill was in five main sections:</p> <ul style="list-style-type: none"> <li>• The Head Teachers' Charter</li> <li>• Parental and Community Engagement</li> <li>• Pupil Participation</li> <li>• Regional Improvement Collaboratives</li> <li>• Education Workforce Council for Scotland</li> </ul> <p>The report advised that In line with previous consultations, Midlothian had launched a local consultation which commenced on Monday 13 November and would close on Monday 11 December 2017. Following consultation with stakeholders in Midlothian, a further report would be brought back to Cabinet in January 2018 prior to submission to the Scottish Government. The Head of Education was heard in amplification of the report.</p>		
<b>Decision</b>		
<p>(a) To note the publication of the Scottish Government's Consultation on the Education (Scotland) Bill 2017.</p> <p>(b) To note the launch of the Midlothian survey which would close on Monday 11 December 2017; and</p> <p>(c) To authorise officers to bring a further report back to Cabinet in January 2018 outlining the result of the Midlothian survey.</p>		
<b>Action</b>		
Head of Education		

Agenda No	Report Title	Presented by:
5.5	Second Statutory 'Biodiversity Report'	Head of Communities and Economy
<b>Outline of report and summary of discussion</b>		
The report sought approval of the Council's second statutory 'biodiversity report' as required by the Wildlife and Natural Environment (Scotland) Act 2011. It set out the actions taken by the Council since November 2014 in carrying out its statutory duty to further the conservation of biodiversity and a copy of the document had been circulated to Members. The Lead Officer Conservation and Environment was heard in amplification of the report.		
<b>Decision</b>		
<p>(a) To agree to the publication on the Council's website of the Council's second 'biodiversity report' under the requirements of the Wildlife and Natural Environment (Scotland) Act 2011; and</p> <p>(b) To refer the report to the Performance Review &amp; Scrutiny Committee for its information and interest.</p>		
<b>Action</b>		
Head of Communities and Economy		

Agenda No	Report Title	Presented by:
6.1	Q2 Performance Report 2017/18 -) Adult Social Care	Joint Director, Health and Social Care
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Adult Social Care was submitted. The Joint Director, Health and Social Care 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 Joint Director responded to questions raised by the members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Joint Director, Health and Social Care		

Agenda No	Report Title	Presented by:
6.2	Q1 Performance Report 2017/18 - Customer and Housing Services	Head of Customer and Housing Services
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Customer and Housing Services was submitted. The Head of Customer and Housing Services 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 Head of Customer and Housing services responded to questions raised by the members of the Cabinet.
<b>Decision</b>
To note the report.
<b>Action</b>
Joint Director, Health and Social Care/Head of Customer and Housing Services

Agenda No	Report Title	Presented by:
6.3	Q2 Performance Report 2017/18 - Children's Services	Head of Children's Services
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 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 in the Report. Thereafter the Head of Children's Services responded to questions raised by members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Director, Education, Communities and Economy/Head of Children's Services		

Agenda No	Report Title	Presented by:
6.4	Q2 Performance Report 2017/18 - Communities and Economy	Head of Communities and Economy
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Communities and Economy was submitted. The Director, Education, Communities and Economy 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 Director responded to questions raised by the members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Director, Education, Communities and Economy/Head of Communities and Economy		

Agenda No	Report Title	Presented by:
6.5	Q2 Performance Report 2017/18 - Education	Head of Education
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Education was submitted. The Head of Education 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 Head of Education responded to questions raised by members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Director, Education, Communities and Economy/Head of Education		

Agenda No	Report Title	Presented by:
6.6	Q2 Performance Report 2017/18 - Commercial Operations	Director, Resources
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Commercial Operations was submitted. The 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 Director, Resources responded to questions raised by the members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Director, Resources/Head of Commercial Operations		
<b>Action</b>		
Director, Resources/Head of Commercial Operations		

Agenda No	Report Title	Presented by:
6.7	Q2 Performance Report 2017/18 - Finance and Integrated Services	Director, Resources
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Finance and Integrated Service Support was submitted. The 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 Director, Resources responded to questions raised by the members of the Cabinet.		

<b>Decision</b>
To note the report.
<b>Action</b>
Director, Resources/Head of Finance and Integrated Service Support

Agenda No	Report Title	Presented by:
6.8	Q2 Performance Report 2017/18 - Property and Facilities Management	Director, Resources
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report for Properties and Facilities Management was submitted. The 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 Director, Resources responded to questions raised by the members of the Cabinet.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Director, Resources/Head of Property and Facilities Management		

Agenda No	Report Title	Presented by:
6.9	Q2 Performance Report 2017/18 - Midlothian Council	Chief Executive
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance Report 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. The Director, Resources highlighted to the Cabinet the notable items and also the challenges going forward from the Report.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
Chief Executive.		

Agenda No	Report Title	Presented by:
6.10	Q2 Performance Report 2017/18 - Balanced Scorecard Indicators	Chief Executive
<b>Outline of report and summary of discussion</b>		
The Quarter 2 2017/18 Performance 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 Director, Resources was heard in amplification of the Report.		
<b>Decision</b>		
To note the report.		
<b>Action</b>		
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 paragraphs 1,3 and 11 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

- (a) Appointment of Head of Service, Health and Social Care – Agreed to Appoint Morag Barrow;
- (b) Minute of Education Appointment Committee of 9 November 2017 – Agreed to Appoint A Donoghue as Deputy Head Teacher at Beeslack High School;
- (c) Minute of Meeting of the Joint Consultative Group of 20 September 2016 – Noted; and
- (d) Objections to Disabled Person's Parking Bays at 51 Woodburn Loan, Dalkeith and 18 Chisholm Terrace, Penicuik - To authorise the making of Traffic Regulation Order R5.3.18 with the retention of the disabled parking bays at 51 Woodburn Loan, Dalkeith and 18 Chisholm Terrace, Penicuik.

The Cabinet thereafter agreed to proceed as detailed in the Addendum hereto.

The meeting terminated at 12.15pm.