

Minute of Meeting

Performance, Review and Scrutiny Committee



Date	Time	Venue
11 June 2019	11.00am	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith

Present:

Councillor Cassidy	Chair
Councillor Hardie	
Councillor Munro	
Councillor Russell	
Councillor Smail	
Councillor Wallace	

Also in Attendance:

Grace Vickers	Chief Executive
Mary Smith	Director Education, Communities and Economy
Kevin Anderson	Acting Director, Resources
Alison White	Head of Adult Health and Social Care
Maria Lloyd	Head of Education
Garry Sheret	Head of Property and Facilities Management
Simon Bain	Housing Services Manager
Janet Ritchie	Democratic Services Officer

1 Apologies

Apologies were received from Councillors Parry, Alexander, Baird, Johnstone, Lay-Douglas, McCall and Winchester.

In the absence of the Chair, Councillor Cassidy was appointed by the Committee and took the Chair.

2 Order of Business

The order of Business was as detailed within the Agenda.

3 Declarations of Interest

No declarations of interest were intimated.

4 Minutes of Previous Meetings

- 4.1 The minute of the meeting of 13 March 2019 was submitted and approved as a correct record.

5 Public Reports

Agenda No	Title	Submitted by:
5.1	Various Inspection Reports submitted to Cabinet	Acting Director, Resources
Outline and summary of item		
<p>The purpose of this report was to bring to the Committee's attention to the various Inspection reports considered by Cabinet on 21 May 2019.</p> <p>The Acting Director, Resources presented this report advising the Committee that the following reports were considered by Cabinet on 21 May 2019 and in each case the recommendations were agreed:</p> <ul style="list-style-type: none">(i) Inspection of Bonnyrigg Primary School - Report by Acting Head of Education(ii) Inspection of Gorebridge Primary School and Nursery Class - Report by Acting Head of Education;(iii) Inspection of St David's High School - Report by Acting Head of Education(iv) Further Inspection (Record of Visit ROV) of St Luke's Primary School – Report by Acting Head of Education(v) Inspection of Midlothian Council Adoption Service - Report by Head of Children's Services		

<p>(vi) Inspection of Midlothian Council Fostering Service - Report by Head of Children's Services</p> <p>(vii) Inspection of Midlothian Council Highbank Intermediate Care Services - Report by Primary Care and Older People Services</p> <p>(viii) Inspection of Midlothian Council Newbyres Village Care Home - Report by Joint Director, Health and Social Care</p>
Decision
The Performance Review and Scrutiny Committee considered each of the Reports and noted the agreed recommendations.

Agenda No	Title	Submitted by:
5.2	Annual Complaint Handling Report 2017/18 and SPSO Annual Statistics per	Chief Executive
Outline and summary of item		
<p>The main outcome of the report was to provide Cabinet, and the ensuing Performance Review and Scrutiny Committee with the Annual Complaint Handling Report for 2017/18 (appendix 1). The report was recently published on Midlothian Council's website following endorsement by Corporate Management Team at the meeting of 27 March 2019.</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 presented the report to the Committee.</p>		
Decision		
<p>The Performance Review and Scrutiny Committee noted:</p> <ul style="list-style-type: none"> • The recent publication of the Annual Complaint Handling Report provided in appendix 1. • The statistics pertaining to Midlothian Council provided to us by the SPSO. 		

Agenda No	Title	Submitted by:
5.3	Adult and Social Care Q4 Performance Report	Head of Adult and Social Care and Head of Health and Older People's Services
Outline and summary of item		
The Q4 Performance Report 2017/18 for Adult Social Care 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. Thereafter the Head of Adult and Social Care responded to a comment raised by an Elected Member with regards to the waiting time for occupational therapy and social work services.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.4	Customer and Housing Services Q4 Performance Report	Joint Director of Health and Social Care
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Customer and Housing Services was presented by the Housing Services Manager 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 Housing Services Manager responded to questions and comments raised by Members of the Committee.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.5	Children's Services Q4 Performance Report	Head of Children's Services
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Children's Services was presented by the Director of 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. Thereafter the Director responded to questions and comments raised by Members of the Committee.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.6	Education Q4 Performance Report	Acting Head of Education
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Education was presented by the Action Head of Education 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 Acting Head of Education responded to a question raised by an Elected Member regarding School exclusion rates.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.7	Communities and Economy Q4 Performance Report	Director Education, Communities and Economy
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Communities and Economy 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.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.8	Commercial Operations Q4 Performance Report	Acting Director, Resources
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Commercial Operations was presented by the Acting Director, Resources 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:
5.9	Finance and Integrated Service Support Q4 Performance Report	Head of Finance and Integrated Service Support
Outline and summary of item		
The Quarter 4 Performance Report 2017/18 for Finance and Integrated Service Support was presented by the Acting Director, Resources 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:
5.10	Property and Facilities Management Q4 Performance Report	Head of Property and Facilities Management
Outline and summary of item		
The Quarter 4 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.		
Thereafter the Head of Property and Facilities Management responded to questions and comments raised by Members of the Committee.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.11	Midlothian Council Q4 Performance Report	Chief Executive
Outline and summary of item		
The Chief Executive presented the Midlothian Council Quarter 4 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 Q4 Performance reports and provide the overview summary for the Council and updated the Committee on the key themes.		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.12	Balanced Scorecard Indicators 2018/19 Annual Report	Chief Executive
Outline and summary of item		
<p>The 2018/19 Annual Report for the Balanced Scorecard Indicators was presented by the Chief Executive.</p> <p>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. Detailed performance data is available in the quarterly service performance report.</p>		
Decision		
The Performance Review and Scrutiny Committee noted the report.		

Agenda No	Title	Submitted by:
5.12	2017/18 Local Government Benchmarking Results	Chief Executive
Outline and summary of item		
<p>The purpose of this report was to provide an update on the Local Government Benchmarking Framework (LGBF) for 2017/18 mas detailed within the Appendix to the report.</p> <p>The Chief Executive highlighted there would be a new streamlined performance report presented in Quarter 1 which would be more user friendly and an improvement to the current system. This new report would reduce the level of paperwork and to support this Members would have access to an electronic Dashboard where they could interrogate the data further.</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 17 September 2019 at 11 am.

The meeting terminated at 11.50 am