

**MINUTES of MEETING of the MIDLOTHIAN COUNCIL CABINET** held in the Council Chamber, Midlothian House, Buccleuch Street, Dalkeith on Tuesday, 7 October 2014 at 10.00am.

**Present:-** Councillors Thompson (Convener) and Councillors Bryant, Johnstone and Rosie.

**Religious Representatives Present:-** Mr V Bourne and Mrs M Harkness.

**Apologies for Absence:-** Councillor Constable and Mr P Hayes.

## **1 Declarations of Interest**

No declarations of interest were intimated at this stage.

## **2 Minutes**

The Minutes of (a) the Special Meeting of the Cabinet of 26 August 2014; and (b) the Ordinary Meeting of the Cabinet of 26 August 2014, were submitted and approved as correct records.

## **3 Minutes of Education Appointment Committee**

The Cabinet noted and approved the Minutes of Meeting of the Education Appointment Committee of 8, 22 and 24 (x2) September 2014, as shown at **Appendices I to IV** hereto, thereby approving the following teaching appointments:-

<b>Date</b>	<b>School</b>	<b>Post</b>	<b>Appointee(s)</b>
8 September 2014	Lasswade High School	Depute Head Teacher x 2	N Chisholm and G Paris
22 September 2014	Loanhead Primary School	Head Teacher	D Donnelly
24 September 2014	Woodburn Primary School	Head Teacher	L Ramage
24 September 2014	Saltergate School	Head Teacher	F Hume

(Action: Director, Education, Communities and Economy)

## **4 Summary Report of Professional Update Validation Process**

There was submitted report, dated 16 September 2014, by the Head of Education, advising that the General Teaching Council for Scotland (GTCS) had established a process entitled Professional Update, the development of which was required by an Act of the Scottish Parliament in 2011.

The key purposes of Professional Update were:-

- to maintain and improve the quality of teachers as outlined in the appropriate professional standard and to enhance the impact that they had on pupils' learning; and
- to support, maintain and enhance teachers' continued professionalism and the reputation of the teaching profession in Scotland.

The report explained that:-

- (a) the GTCS sought to ensure that the key purposes, principles and features of the Professional Update process were applied consistently across Scotland for all registered teachers;
- (b) each local authority had its own Professional, Review and Development (PRD) system, and validation criteria had been established to clarify how those key purposes, principles and features should be applied to local PRD processes;
- (c) a Validation Panel looked at each local authority's processes by examining documentation and visiting the local authority to hold a validation event; and
- (d) from the evidence gathered, the Panel would decide to what extent the criteria had been met and whether to validate fully or with conditions. Any conditions had to be addressed by the local authority before full validation could be given. Each condition would be discussed with the local authority as well as the steps to be taken to meet the condition agreed within an identified time. When this process had been completed, full validation would be confirmed in writing by the GTCS.

The report advised that a Professional Update Validation Process had been carried out by the GTCS in June 2014, when the Panel had validated Midlothian Council's strategy and plans in full with no conditions attached.

The key strengths noted by the Panel during the process were set out in the report as well as a number of recommendations offered to help build on and continue to enhance the existing provision.

### **Decision**

- (i) To note the content of the validation report and welcome the very positive outcome;
- (ii) To pass the report to the Performance, Review and Scrutiny Committee for its consideration; and
- (iii) To note that officers within the Directorate would continue to challenge, support and monitor the development of the Professional Update process in order to achieve excellence through further improving performance.

(Action: (ii) Legal and Secretariat Manager)

## **5 Lothian Joint Health Protection Plan 2014 - 2016**

There was submitted report, dated 16 September 2014, by the Head of Communities and Economy, inviting the Cabinet to approve the Lothian Joint Health Protection Plan for the period 2014 - 2016. A copy of the Plan had been placed in the Members' Library.

The report explained that Section 7 of the Public Health etc. (Scotland) Act 2008 required that, in conjunction with the relevant Local Authorities, the Health Board was to prepare a Joint Health Protection Plan for its area. Such plans were to be formally submitted to the relevant Local Authority Committee for approval and in this regard previous Plans had been brought before the Cabinet.

The Plan had been developed through a consultative process via a working group comprising NHS Lothian's Director of Public Health and Health Policy, a Consultant in Public Health Medicine and the Chief Officer(s) Environmental Health for the City of Edinburgh, East Lothian, Midlothian and West Lothian Councils. The aim of the Plan was to:-

- Provide clarity about which agency and persons had overall responsibility in protecting the public health.
- Ensure preparedness and enhance co-operation among agencies in combating major emergencies, for example bioterrorism and lessons from SARS.
- Resolve gaps and uncertainties in the adequacy of statutory powers that might be required for communicable disease control particularly for emerging hazards, for example early interventions in avian or pandemic flu.
- Update the principles and concepts underpinning public health legislation for the twenty-first century to reflect changes in public health ethics and values, new scientific developments and the response to globalisation.

There was a statutory duty for the Plan to be a public document published by the relevant NHS Board on their website and made available on request. Reference to the Plan would also be made on the Midlothian Council website with a link to the Lothian Health website.

### **Decision**

- (a) To approve the Lothian Joint Health Protection Plan 2014 - 16, and
- (b) To remit the Plan to the Chief Executive to sign off.

(Action: (a) Head of Communities and Economy; and (b) Chief Executive)

**6 Chair**

At this point the Convener, Councillor Thompson, declared an interest in the remaining business on the agenda, namely the Minutes of Meeting of the Midlothian Negotiating Committee for Teachers of 30 April and 23 May 2014. In view the absence of the Depute Convener, he invited the Cabinet to appoint another member to take the Chair for the remainder of the meeting. Councillor Thompson then accordingly vacated the Chair and withdrew from the meeting. With the agreement of the meeting, Councillor Bryant thereafter took the Chair for the remaining business.

**7 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 11 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

- Minutes of Meeting of the Midlothian Negotiating Committee for Teachers of 30 April and 23 May 2014 - Minutes approved and endorsed.

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

The meeting terminated at 10.12am.

**Appendix I**

**(relative to paragraph 3)**

**MINUTES of MEETING of the EDUCATION APPOINTMENT COMMITTEE** held in

Conference Room 1, Fairfield House, Lothian Street, Dalkeith on Monday 8

September 2014 at 10.45am.

**Councillors Present:** Bryant, Constable and Russell.

**Head Teacher:** Mr A Williamson (Chair).

**Lasswade High School Parent Representatives Present:-** Ms J McLaughlin, Ms L McGregor and Ms L Wood.

**In Attendance:-** Mr J Cassidy.

**Exclusion of Members of the Public**

In view of the nature of the business to be transacted, the Committee agreed that the public be excluded from the meeting during discussion of the undernoted item, 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:-

- Appointment of Two Depute Head Teachers at Lasswade High School.

The meeting terminated at 4.08pm.

**Appendix II**

**(relative to paragraph 3)**

**MINUTES of MEETING of the EDUCATION APPOINTMENT COMMITTEE** held in Project Space 3, Fairfield House, Lothian Street, Dalkeith on Monday 22 September 2014 at 1.45pm.

**Councillors Present** Bryant, Imrie and Wallace

**Loanhead Primary School Parent Representatives Present:-** Ms L Kenney, Ms S Armitage and Ms S Pettigrew.

**In Attendance:-** Mr A Wait.

**Exclusion of Members of the Public**

In view of the nature of the business to be transacted, the Committee agreed that the public be excluded from the meeting during discussion of the undernoted item, 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:-

Appointment of Head Teacher, Loanhead Primary School.

The meeting terminated at 4.55pm.

**Appendix III**  
**(relative to paragraph 3)**

**MINUTES of MEETING of the EDUCATION APPOINTMENT COMMITTEE** held in the Project Space 3, Fairfield House, Lothian Street, Dalkeith on Wednesday 24 September 2014 at 9.45am.

**Councillors Present:-** Constable, Russell and Wallace.

**Woodburn Primary School Parent Representatives Present:-** Ms G Gordon, Ms P Spence and Mr S Reidie

**In Attendance:-** Ms N McDowell (Schools Group Manager)

**Exclusion of Members of the Public**

In view of the nature of the business to be transacted, the Committee agreed that the public be excluded from the meeting during discussion of the undernoted item, 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:-

Appointment of Head Teacher, Woodburn Primary School.

The meeting terminated at 10.45am.

**Appendix IV**

**(relative to paragraph 3)**

**MINUTES of MEETING of the EDUCATION APPOINTMENT COMMITTEE** held in the Project Space 3, Fairfield House, Lothian Street, Dalkeith on Wednesday 24 September 2014 at 12.15pm.

**Councillors Present:-** Bryant, Russell and Wallace.

**Saltersgate School Parent Representatives Present:-** Ms A Donaldson, Ms C Meechan and Ms F Young.

**In Attendance:-** Ms N McDowell (School Groups Manager)

**Exclusion of Members of the Public**

In view of the nature of the business to be transacted, the Committee agreed that the public be excluded from the meeting during discussion of the undernoted item, 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:-

Appointment of Head Teacher, Saltersgate School.

The meeting terminated at 12.50pm.