

Midlothian Council Minute Volume



**Presented to the Meeting
of Midlothian Council
on Tuesday, 29 March 2022**

1 Minutes of Meetings submitted for Approval

Midlothian Council - 15 February 2022 3 - 22

2 Minutes of Meetings submitted for Consideration

Approved Minutes for Noting, Information and Consideration of any recommendations contained therein

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General Purposes Committee 11 January 2022 43 - 44

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PRIVATE Business Transformation Steering Group 24 January 2022

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PRIVATE Special Business Transformation Steering Group 31 January 2022

PRIVATE Special Business Transformation Steering Group 2 February 2022

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Minute of Meeting



Midlothian Council

Date	Time	Venue
15 February 2022	11.00 am	via MS Teams

Present:

Provost Smail (Chair)	Depute Provost Russell
Councillor Milligan – Council Leader	Councillor Muirhead – Depute Council Leader
Councillor Alexander	Councillor Cassidy
Councillor Curran	Councillor Hackett
Councillor Hardie	Councillor Imrie
Councillor Johnstone	Councillor Lay-Douglas
Councillor McCall	Councillor McKenzie
Councillor Parry	Councillor Wallace
Councillor Winchester	Councillor Munro

In attendance:

Dr Grace Vickers, Chief Executive	Kevin Anderson, Executive Director Place
Fiona Robertson, Executive Director Children, Young People and Partnerships	Morag Barrow, Joint Director Health and Social Care
Derek Oliver, Chief Officer Place	Alan Turpie, Monitoring Officer
Joan Tranent, Chief Officer , Children's Services Communities & Partnerships	Fiona Clandillon, Head of Development
Gary Fairley, Chief Officer Corporate Solutions	Mrs E. Morton, independent Religious Representative
Nick Clater, Head of Adult & Social Care	Andrew Win, Head of Development
David Gladwin, Financial Services Manager	Ken Pike, Revenue Manager Operations
Suzanne Ross, Principle Solicitor	Gary Thomson, Senior Accountant Projects & Treasury
Elaine Johnston, Policy and Scrutiny Officer	Saty Kaur, Executive Business Manager
Ross Neill, Democratic Services Team Leader	Mike Broadway , Democratic Services Officer

1. Welcome and Apologies for Absence

The Provost welcomed everyone to the meeting reminding all that it was a public meeting being webcast live.

Apologies for absence were intimated on behalf Mr Bourne, Religious Representative to the Cabinet.

2. Order of Business

The Provost advised the order of business was as per the agenda

3. Declarations of interest

Cllr Russell declared her involvement with a charity organisation that would potentially be discussed during item 8.9.

After a short discussion and clarification from Mr Turpie it was felt no councillors would require to leave the meeting during item 8.9, Mr Turpie went onto clarify that this would also be the case for item 8.10 allowing full participation of all elected members.

4. Deputations

None received.

5. Minute of Previous Meeting

No.	:
5.1	Executive Director Place
Minute Volume	
Questions to Officers	
Accepted as a clear and fair record -	
Proposed by Cllr Muirhead Seconded by Cllr Hardie	
Decision	
Approved	
Action	
All to Note	

Meeting	Date Held
PRIVATE Business Transformation Steering Group Minute	29 November 2021
Audit Committee Minute	28 September 2021
Audit Committee Minute	7 December 2021
PRIVATE General Purposes Minute	23 November 2021
General Purposes Minute	23 November 2021
Local Review Body	26 October 2021
Local Review Body	6 December 2021
Cabinet Minute	19 October 2021
Performance Review and Scrutiny Minute	21 September 2021
Performance Review and Scrutiny Minute	2 November 2021
Planning Committee Minute	23 November 2021
Police Fire and Rescue Board Minute	30 August 2021

No.	:																								
5.2	Action Log Update : Executive Director Place																								
Questions to Officers																									
<p>Provost invited Mr Anderson to speak to the action log</p> <p>Mr Anderson updated the Members on each item in turn stating its current position and status</p> <p>Action Log list –</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Summary</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Ongoing via planning</td> </tr> <tr> <td>2</td> <td>In place with Sport and Leisure - ongoing</td> </tr> <tr> <td>3</td> <td>Completed</td> </tr> <tr> <td>4</td> <td>Further additional work require due before Council in March</td> </tr> <tr> <td>5</td> <td>Due before Council in March</td> </tr> <tr> <td>6</td> <td>Completed</td> </tr> <tr> <td>7</td> <td>Due before Council in March</td> </tr> <tr> <td>8</td> <td>Completed</td> </tr> <tr> <td>9</td> <td>Due before Council in March</td> </tr> <tr> <td>10</td> <td>Deferred to March Council</td> </tr> <tr> <td>11</td> <td>Update due before Council in March</td> </tr> </tbody> </table> <p>Cllr Johnstone queried the Hybrid meetings ongoing work, noting the current UK government position on social distancing and other covid measures.</p> <p>Provost responded that although work is ongoing the next Council would be in a position to reflect on the position at that time. Mr Fairley was invited to comment</p> <p>Mr Fairley agreed with the Provost adding that current Scottish Government guidance was being followed. Digital solutions and various options were being explored. The March council would receive an update which would include current Government advice and guidance at that time.</p> <p>Provost enquired after the Maintenance Service Review</p> <p>Mr Anderson answered that it was complete and would be presented to the Business Transformation Steering Group in due course.</p>		Item	Summary	1	Ongoing via planning	2	In place with Sport and Leisure - ongoing	3	Completed	4	Further additional work require due before Council in March	5	Due before Council in March	6	Completed	7	Due before Council in March	8	Completed	9	Due before Council in March	10	Deferred to March Council	11	Update due before Council in March
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Decision
All to Note
Action
None

6. Question to the Leader of the Council

None

7. Notices of Motion

None

8. Reports

Report No.	Report Title	Report by:
8.1	Financial Monitoring 2021/22 – General Fund Revenue Report	Chief Officer Corporate Solutions
Outline of report and summary of discussion		
<p>The purpose of this report is to provide Council with information on projections of performance against service revenue budgets in 2021/22 and details of material variances against budget. The projected budget performance figures shown in appendix 1 result in a net underspend of £2.600 million for the year which is 1% of the revised budget.</p> <ul style="list-style-type: none"> The projection of the General Fund Balance at 31st March 2022 is predicated on the financial impact of the Covid-19 Pandemic continuing to be met from the available funding, whether ring fenced for specific purposes, or from the general funding provided. <p>Recommendations –</p> <ul style="list-style-type: none"> Note the projected financial position and the associated risks with projections part-way through the financial year; and otherwise Note the contents of the report. <p>Mr Fairley spoke to the report and noted that further negotiations with teachers remain unresolved therefore the report contains projections at this time.</p> <p>Provost congratulated Mr Fairley and his team in achieving £2.6 million savings</p>		
Decision		
None		
Action		
All to Note		

No.	Report Title	Report by:
8.2	HRA Quarter 3 Monitoring 2021 to 22 Report	Chief Officer Corporate Solutions
Outline of report and summary of discussion		
<p>A summary of expenditure and income to 20th December 2021 for the Capital Plan and a projected outturn for both the Housing Revenue Account (HRA) and Capital Plan for 2021/22;</p>		

- An update on the Revenue Budget for 2022/23;
- An update on the Capital Plan for 2022/23-2026/27.

The summarised financial performance for 2021/22 is:

- Capital Investment in the year totalling £45.559 million;
- A net underspend of £0.949 million on the Revenue Account;
- The HRA Reserve at 31st March 2022 is projected to be £28.579 million.

The HRA Capital Plan 2022/23-2026/27 provides for:

- £135.558 million for Phases 2-4 of New Social Housing;
- £78.819 million for investment in existing stock and provision of temporary accommodation.

The Revenue Budget Reflects:

- An update of the financial model;
- A 0% rent increase for 2022/23 as approved at Council 14th December 2021;
- A projected HRA Reserve of £32.659 million as 31st March 2023, which will be required finance the majority of the existing investment commitment and is projected to reduce to £0.991 million at 31st March 2037.

The Council is recommended to -

- Note the contents of this report;
- Approve the reallocation of the £40 million approved budget for Off-Shelf New Build Purchases to be split equally between New Social Housing Phase 4 and Housing-Led Town Centre Regeneration.

Mr Fairley spoke to the report covering each section in turn and the subsequent recommendations. Mr Fairley highlighted various areas within the report including Capital expenditure of existing housing Stock and new builds,

Further detail was requested by Members

Mr Anderson referred to a decision made during the pandemic to purchase off the shelf new builds. Also direct purchases of property was used and pursued to add to the current housing stock. £40 million was set aside but there was very little interest at the time, this however does allow flexibility to re-deploy funds to assist with projects such as the Dalkeith redevelopment.

Members discussed various issues including energy efficiency in current council stock, the issue of dampness and poor ventilation. Councillor Curran proposed an additional recommendation that housing stock be upgraded to be far more energy efficient. These sentiments were echoed by Councillor Milligan and Councillor Cassidy.

Decision
Approved
Action
Report on improving Energy efficiency by tackling Dampness, Condensation and improving ventilation – Executive Director Place

No.		Report by:
8.3	General Services Capital Plan 2021-22 Quarter 3 Monitoring, and 2022-23 to 2025-26 Budgets Report	Chief Officer Corporate Solutions

Outline of report and summary of discussion

The purpose of this report is to provide Council with -

- An update of the General Services Capital Plan incorporating information on further additions to the Capital Plan for approval (Section 3);
- Information on the projected performance against budget for 2021/22 (Section 4);
- Forecast expenditure and income for the General Services Capital Plan for 2021/22 through to 2025/26 (Section 5)
- Update on the capital fund and expected Fiscal Flexibilities (Section 6).

It is recommended that Council -

- Note the inclusion of the projects listed in Section 3.1 in the General Services Capital Plan;
- Approve the addition of the new projects to the General Services Capital Plan, as outlined in Section 3.2;
- Approve the adjustment to the project expenditure and funding budgets for the projects as outlined in Section 3.3;
- Note the forecast outturn for expenditure, funding and borrowing as outlined in Section 4;
- Delegate authority to the Chief Officer Corporate Solutions to transfer capital receipts realised in 2021/22 and 2022/23 to the General Fund Reserve to fund the impact of Covid and transformational projects in 2022/23;
- Approve the revised expenditure and funding levels in the General Services Capital Plan 2021/22 to 2025/26 (as outlined in Section 5 and shown in Appendices 1 and 2).

Mr Fairley spoke to the report noting the updated plan and highlighting various sections within, including pipeline projects with capital investment which is projected to remain at £0.8 billion.

Provost asked for more clarity concerning the recommendation of delegated authority.

Mr Fairley responded that the flexibility was required and allows a faster turnaround of the receipts of assets to fund expenditure & transformational activity.

The Provost highlighted a number of issues including inflation rises and the East houses Primary School project slippage.

Mr Fairley responded that the Capital plan previously agreed in February 2021 was done during a high level of uncertainty. Today he and his team are more confident in their projections, they continue to work closely with other services to ensure there are no internal barriers. Mr Fairley went to note that he and his team are mindful of the increase inflation and how this will impact on capital projects. This is a risk and as there is no additional support to offset inflation it will be a challenge.

Decision

Agreed

Action

All to Note

No.		Report by:
8.4	Medium Term Financial Strategy Report	Chief Officer Corporate Solutions
Outline of report and summary of discussion		
<p>The approval of the Medium Term Financial Strategy in June 2019 was an important step-change and one that provided greater certainty for local communities and for employees. It allowed the Council to shift from having to consider savings every year at February Council meetings to planning for the medium term and in turn securing continued financial sustainability.</p> <ul style="list-style-type: none"> • As a result, the approval of the Medium Term Financial Strategy and, on the recommendation of the Business Transformation Steering Group, the subsequent approval of the 2020/21 & 2021/22 budgets ensured that the Council secured strategic budgets which invested in Midlothian to help it fulfil its potential to be a great place to grow. • The Medium Term Financial Strategy also provided a strong foundation on which the Council has been able to build its response to the financial impact of the COVID pandemic. It is against this backdrop that a corporate solution for 2022/23 was also developed to support the delivery of the last budget to be determined during the remaining term of this Council. • The Business Transformation Steering Group had previously considered and endorsed the key budget planning assumptions in respect of pay inflation, government grant and Council Tax and the corporate solution for 2022/23. • This report now facilitates the finalisation of decisions in respect of the 2022/23 revenue budget following the publication of the Scottish Government budget, Council grant settlements and the subsequent addition to the grant settlement of £120 million of non-recurring funding announced on 27 January 2022. The report enables Council to fulfil its statutory duty, as set out in Section 93 of the Local Government Finance Act 1992 (as amended), namely to set its Council Tax and a balanced budget for 2022/23, and as part of that agree a formal funding offer for the Midlothian Integration Joint Board. • At its meetings on 24 January and 31 January and 2 February 2022 the Business Transformation Steering Group gave consideration to recommendations to Council to enable Council to fulfil its statutory duty. After incorporating the recommendations made by the Group the remaining 		

budget gap for 2022/23 would be £1.369 million. In the absence of any further recommendations from Business Transformation Steering Group, it is recommended that the remaining budget gap be addressed by setting a Band D Council Tax for 2022/23 of £1,442.60.

- Members are advised that it would not be prudent to utilise further reserves to balance the 2022/23 budget. To do so would diminish the Council's financial sustainability at a time when the longer-term financial impact of Covid remains unclear, when inflationary pressures are increasing and against the backdrop of a challenging financial outlook for Local Government. In contrast the recommended increase in Council Tax would generate a recurring source of funding to support service provision in 2022/23 and beyond.

Council is recommended to -

- a) Note that at its meetings of 24 and 31 January and 2 February 2022 the Business Transformation Steering Group gave consideration to recommendations to Council to enable Council to fulfil its statutory duty, as set out in Section 93 of the Local Government Finance Act 1992 (as amended), namely to set Council Tax and a Balanced Budget for 2022/23;
- b) Consider the recommendations from the Business Transformation Steering Group meeting on 2 February 2022 that Council approves:-
 - The deferment of debt repayments in 2021/22 & 2022/23 to secure £6.358 million to support the 2022/23 budget;
 - The utilisation of £2 million from uncommitted earmarked reserves to support the 2022/23 budget ;
 - An allocation of £56.438 million to the Midlothian Integration Joint Board for 2022/23 in respect of delegated services (subject to final confirmation of the quantum and distribution of funding for new burdens);
- c) Note that after incorporating the measures in recommendation b) that the remaining budget gap for 2022/23 would be £1.369 million;
- d) In the absence of recommendations from Business Transformation Steering Group to address the remaining budget gap Council is recommended to;-
 - Approve the 2022/23 service budgets as set out in appendix D; and
 - As a consequence set a Band D Council Tax for 2022/23 of £1,442.60 as set out in appendix F;
- e) Otherwise note the update in respect of Scottish Government grant, individual Council grant settlements and the net cost of services as set out in the report;
- f) Delegate authority to the Chief Officer Corporate Solutions to determine if it is preferential to use the fiscal flexibility of a Loan Repayment Holiday in 2022/23 should the Statutory Instrument route be adopted by Scottish Government. In such circumstances the use of the Loans Fund review would be utilised in 2021/22 to create reserves to utilise to support the 2022/23 budget as part of the options noted in recommendation b);
- g) In considering the recommendations above in respect of the 2022/23 budget also consider the overarching EQIA published alongside this report.

Mr Fairley spoke to the report summarising each section of the report in detail. Mr Fairley stressed the need to agree the budget and the timeframes involved in completing all the work before the official deadline.

Provost announced that all groups had pre-circulated proposed amendments to the recommendations. The Labour group was invited to speak to their amendment proposal followed by the SNP group then the Conservative group. He added that in his opinion it would not be prudent to use reserves accumulated at this time in light of the current challenging environment.

Mr Fairley stated there had been a real-term cut in funding and the future budget cuts of 2023/24 would be £12 million. Speaking to the Scot Government pay policy he noted the Union's recently submitted pay claim amounted to 11% increase in wages.

Mr Fairley responded to a number of questions from Councillor Hackett concerning the public pay policy, Mr Fairley stated that despite pay increases Union's state that in real terms there is a reduction in earnings of staff. He added that the teachers Unions were still negotiating.

The Provost invited groups to present their amendments beginning with Labour, then SNP and then Conservative groups in turn.

Item 8.4 Labour Group Amendment –

Midlothian Council Labour Group believe that in setting the 2022/23 budget we have a responsibility to consider the forecast budget shortfall in 2023/24 and 2024/25. We are all aware of the devastating impact that this shortfall will have on services if we do not take whatever steps we can to reduce the funding gap. One of these steps is the setting of Council Tax levels at a rate which will help to sustain vital services moving forward. The Cabinet Secretary for Finance and Economy has stated that she does not expect inflation busting Council Tax increases, and our amendment recognises that expectation by keeping our recommendation for the increase in Council Tax below the current rate of inflation.

Council is recommended to delete recommendations c) & d) and appendices D,E&F as set out in the report and replace these with the following recommendations and revised appendices;-

- c) Note the extent of one of funding measures recommended by Business Transformation Steering Group to support the 2022/23 budget and that as a consequence;-
- I. Note that the starting position for the 2023/24 budget, as advised by the Chief Officer Corporate Solutions, is that recurring expenditure will exceed recurring income by an estimated £12 million;
 - II. Note that to this £12 million will also be added unfunded pay costs and other inflationary and demographic funding pressures arising in 2023/24;
 - III. While welcoming the additional funding announced on 27th January 2022, of which Midlothian's share is estimated at £2 million, to note that this funding is for 2022/23 only and is not recurring funding; and
 - IV. Note that in announcing the additional funds the Cabinet Secretary for Finance and Economy stated that "I do not believe that there is a requirement for any inflation-busting increases (for Council Tax) next year" and in that regard also note that The Consumer Prices Index including owner occupiers' housing costs (CPIH) rose by 4.8% in the 12 months to December 2021 with commentators expecting this to rise further over the coming months.

- d) In addition to the recommendations from the Business Transformation Steering Group Council is recommended to;-

- I. Approve the 2022/23 service budgets as set out in appendix D (as revised) which includes a one off addition of £1.332 million to support service provision for 2022/23 and beyond;
- II. Note the amended analysis of change as set out in Appendix E (as revised);
- III. As a consequence set a Band D Council Tax for 2022/23 of £1,475.22 as set out in appendix F (as revised); and
- IV. Note that at Band D the increase in Council Tax equates to £1.27 per week which in turn secures recurring funding of £2.701 million for essential services.

Councillor Milligan introduced the Labour amendment as noted above, he concluded by proposing the amendment for consideration, seconded by Councillor Muirhead.

Item 8.4 SNP Group Amendment to recommendations -

Based on 2.4% Council Tax increase and £250k addition to Scottish Welfare Fund.

Actual changes to recommendations and to appendices as a result are below

Council is recommended to delete recommendation d) and appendices D&E as set out in the report and replace these with the following recommendation and revised appendices;-

- d) In addition to the recommendations from the Business Transformation Steering Group Council is recommended to;-
 - i. Approve a one off addition of £0.250 million to the 2022/23 budget to supplement the Scottish Welfare Fund;
 - ii. Approve the 2022/23 service budgets as set out in appendix D (as revised) which includes the application of £0.250 million from the projected general reserve;
 - iii. Note the amended analysis of change as set out in Appendix E (as revised);
 - iv. As a consequence set a Band D Council Tax for 2022/23 of £1,442.60 as set out in appendix F; and
 - v. Note that the projected general reserve remains £1.403 million above the minimum level determined by reference to the Council's Reserve Strategy

Councillor Kelly introduced the SNP amendment as noted above and concluded by proposing the amendment for consideration, seconded by Councillor Cassidy.

Councillor Milligan offered to increase the welfare fund contribution within Labour's amendment to the figure stated in the SNP amendment and asked if their members would accept the proposal. The SNP group declined.

Item 8.4 Conservative and Unionist Amendment

Based on a Council Tax Freeze -

1. Consistent with Council freezes on Rents and Fees/Charges a standstill is proposed for Council Tax in 2022/23
2. Midlothian has already one of Scotland's highest levels of Band D Council Tax

3. Subsequent years' challenges may be beneficiaries of Growth Funds for expanding Councils and further reserves flexibilities so anticipation of future budget gaps is premature

As a result changes to recommendations and to appendices are below

Council is recommended to delete recommendation d) and appendices D,E&F as set out in the report and replace these with the following recommendations and revised appendices;-

- c) In addition to the recommendations from the Business Transformation Steering Group Council is recommended to;-
- i. Approve the 2022/23 service budgets as set out in appendix D (as revised) including the application of £1.369 million from the projected general reserve;
 - ii. Note the amended analysis of change as set out in Appendix E (as revised);
 - iii. As a consequence approve a Band D Council Tax for 2022/23 of £1,409 as set out in appendix F (as revised) representing a Council Tax freeze for the year; and
 - iv. Note that the projected general reserve remains £0.284 million above the minimum level determined by reference to the Council's Reserve Strategy.

Councillor Hardie introduced the Conservative and Unionist amendment as noted above, he concluded by proposing the amendment for consideration, seconded by Councillor Munro.

Provost suggested a short recess for groups to discuss their positions. Members in general expressed opinions that a recess was not required, a role-call vote was motioned to move toward a vote on the amendments as they stand –

The Role-Call Vote was passed unanimously and business moved onto voting on the three proposed amendments

Mr Turpie was invited to state the order the voting on the amendments would be conducted –

1st Vote – SNP Amendment opposed by the Conservative Amendment

For the SNP amendment - 7
 For the CON amendment – 5
 Abstentions - 6

SNP amendment would move to oppose the Labour amendment

2nd Vote - Labour Amendment opposed by the SNP Amendment

For the SNP amendment – 9 (10 Chair's casting vote)
 For the LAB amendment – 9
 Abstentions - 0

NOTE - As Chair, the Provost in the event of a tie, has a casting vote which was duly cast in favour of the SNP amendment. The final result concluded the SNP amendment was the Councils decision.

Decision
Budget approved subject to the Agreed SNP amendment
Action
Chief Officer Corporate Solutions to amend the recommendations appropriately to reflect the Councils decision

Report No.	Report Title	Report by:
8.5	Treasury Management and Investment Strategy 2022-23 & Prudential Indicators Report	Chief Officer Corporate Solutions

Outline of report and summary of discussion

The purpose of this report to Council is to provide an update on the implementation of the Council's TMIS 2021/22, and to make recommendations to facilitate consideration of the 2022/23 Strategy, specifically the TMIS for 2022/23, the 2021 update to the Prudential and Treasury Management Codes, the Prudential and Treasury indicators contained therein, and the approach to the statutory repayment of loans fund advances.

- In accordance with the Treasury Management Code of Practice, the annual Treasury Management & Investment Strategy (TMIS) & Prudential Indicators report is required to be adequately scrutinised before being recommended to the Council. For Midlothian, this role is undertaken by the Audit Committee, with this report being presented to Audit Committee on 25 January 2022. The recommended changes arising from Audit Committee consideration on 25 January 2022 are reflected in this report.

Council is recommended to:

- Note that a draft of the Treasury Management and Investment Strategy 2022/23 & Prudential Indicators was considered by Members of the Audit Committee on Tuesday 25 January 2022, and that the recommended changes arising from that meeting are reflected in this report;
- Note that there are no changes proposed to the Treasury Management and Investment Strategy (TMIS) for 2022/23 from the strategy currently in place, other than to update the Prudential Indicators (the three key prudential indicators relating to external borrowing as outlined in Section 4, and the remaining indicators as outlined in Appendix 2), to reflect the revised capital plans;
- Note the retention of the current approach for the repayment of loans fund advances; and
- Accordingly approve the Treasury Management and Investment Strategy for 2022/23.

Mr Fairley spoke to the report referring to reports provided to the Audit committee in January 2021. He concluded that the strategy outlined supports the delivery of both capital & revenue plans.

Cllr Cassidy queried the Croyden Council repayments noting that they were now under investigation.

Mr Fairley did not foresee any issues with the current repayments that Croyden were currently committed to making to Midlothian Council, adding that additional controls were in place. After further questions, Mr Fairley explained that Local Authority deposits are under written by the UK government treasury. He added that there is no historical precedent for the UK government not to support any council.

Concluding that this was a multi-generational decision and Midlothian would reap the rewards for 40 years.
Decision
Agreed
Action
None

Report No.	Report Title	Report by:
8.6	Environmental Crime Enforcement Strategy Council Report	Chief Officer Place
Outline of report and summary of discussion		
<p>The purpose of this report is to provide Midlothian Council with an appropriate Strategy for our teams to engage, educate and robustly enforce environmental crime incidents, including fly-tipping, littering, dog fouling and other associated offences.</p> <p>Recommendations</p> <p>Council is recommended to approve the Environmental Crime Enforcement Strategy.</p> <p>Mr Oliver spoke to the report noting the options being considered including a dedicated enforcement team with a duty to pursue fly tippers of both household and commercial waste, dog fouling and littering.</p> <p>A further update is expected to be presented to Council in march.</p> <p>After questions from the Members, Mr Oliver responded that certain aspects of the detail such as work pattern would be included in the follow up report due in March. He added that there are certain opportunities in terms of gaps in the market that the council could commercialise and provide an income stream.</p> <p>Mr Oliver noted that certain aspects of waste disposal lie with the national body Scottish Environmental Protection Agency (SEPA) and at all times Midlothian would look to cooperate with them and other partners such as Police Scotland.</p>		
Decision		
All to Note		
Action		
None		

Report No.	Report Title	Report by:
8.7	Environmental Crime Team Council Report	Executive Director Place
Outline of report and summary of discussion		
<p>The purpose of this report is to provide Council with options and solution to implementing the Environmental Crime Enforcement Strategy, with the resource to undertake engagement, education and robust enforcement of environmental crime incidents, including fly-tipping, littering, dog fouling and other associated offences.</p>		

Recommendations

Council is recommended to approve the pilot service delivery for 12 months of a dedicated Environmental Crime Team, utilising the current service provider for parking enforcement, to complement the implementation of the Environmental Crime Enforcement Strategy.

Mr Oliver spoke to the report noting that a 12 month pilot would be use to evaluate the performance and evaluate the chosen model. Mr Oliver responded to a number of queries concerning householder responsibility stating a communications programme would be included in the strategy aimed at educating residents and appraising community groups.

Provost suggested a short break –

Meeting stopped at 12.55pm and returned at 1.10pm

Mr Oliver was asked to clarify the options within the strategy by Councillor Curran.

Option A – Officers within the current Parking enforcement team would do both roles.

Or

Option B – A focused dedicated team who solely concentrated on Environmental issues within the proposed strategy

Both options would use the current service provider currently outsourced to a private company.

Councillor Imrie proposed Option 'B' to be further explored

Councillor Muirhead seconded

Decision

All to Note

Action

To explore Option B and provide further details – Chief Officer Place

Report No.	Report Title	Report by:
8.8	Her Majesty The Queen's Platinum Jubilee in 2022 Report	Executive Director Place

Outline of report and summary of discussion

The UK will celebrate Her Majesty The Queen's 70th anniversary as Monarch, in June 2022, which is the first time any British monarch has reached this historic milestone. The commemorations are being arranged jointly with The Royal Household and the UK Government's Department for Digital, Culture, Media and Sport.

Council has previously approved an additional day as a public holiday in order to match the change by the UK Government which introduced an additional Bank Holiday on Friday 3 June 2022 and sees the existing UK May Bank Holiday Weekend in 2022, moved to Thursday 2 June, so providing a four day weekend.

Recommendation –

Council is recommended to consider any level of engagement and participation to celebrate Her Majesty The Queen’s Platinum Jubilee.

Mr Anderson spoke to the report noting that any additional level of engagement beyond what has already been agreed by the Council would need to be funded. He also noted that in the event of street party approval there may be disruption due to temporary road closures, there may also be an increase in licensing requests. Mr Anderson suggested that some additional funding may be sourced from the National Lottery.

The Council will communicate to residents and community groups the need to apply early and plan early.

Decision

Agreed - All To Note

Action

None

Report No.	Report Title	Report by:
8.9	Small and CC Grants Council Report 2022-23 Report	Chief Officer Children Services , Communities & Partnerships
Outline of report and summary of discussion		
<p>The Council’s small grants scheme is available to voluntary and community organisations on an annual basis to deliver services across four funding streams to meet the priorities and outcomes of the Community Planning Partnership and the Single Midlothian Plan. The themes are reducing carbon emissions and reducing inequalities in health, learning and economic circumstances.</p> <p>Grants to Community Councils are open on an annual basis to assist them with general running costs and to deliver new projects.</p> <p>This report asks Council to approve the recommendations of the scoring panels for the period 2022 to 2023.</p>		
Recommendations –		
<ul style="list-style-type: none"> • Approve the allocation of small grants detailed in Appendix 1 for 35 organisations totalling £89,000. • Approve the allocation of £9,545 for community council grants detailed in Appendix 2. 		
<p>Mrs Tranent spoke to the report highlighting Appendix ‘1’ noting the finances detailed within.</p>		
<p>Elected members involved thanked their colleagues and the officers involved for their work.</p>		

Decision
Agreed
Action
None

Report No.	Report Title	Report by:
8.10	Penicuik THCARS Project Report	Chief Officer Place
Outline of report and summary of discussion		
<p>This report, in the below order, updates Council on the work completed and expected through the Penicuik Heritage Regeneration Project:</p> <ul style="list-style-type: none"> • Background to the Penicuik TH/CARS project (paragraphs 3.1-3.7); • Delivery of Building Enhancement and Restoration Projects (paragraphs 3.8-3.18); • Building Enhancement and Restoration Projects in the Pipeline (paragraphs 3.19-3.21); and • Delivery of Training and Education Programmes (paragraphs 3.22-3.24) <p>Appendix B contains a plan showing the boundary of the Penicuik TH/CARS project area and identified projects for taking forward through the scheme.</p> <p>Recommendations –</p> <p>Council is asked to note for information the outcomes and achievements to date of the five year Penicuik Heritage Regeneration Project (2018-2023) being undertaken by the Council and its partners.</p> <p>Mrs Clandillon spoke to the report updating the Council that this success follows on from other successful projects in Dalkeith and Gorebridge. It included private investors as well as various public funding streams.</p> <p>Councillors thanked Mrs Clandillon and her team including Stephanie Walker & Grant Ballantine for their excellent work. A report was requested to extend this programme and suggest options on home that could be achieved.</p>		
Decision		
All for Noting		
Action		
Extending the Penicuik Project Options - Chief Officer Place		

Report No.	Report Title	Report by:
8.11	Audit Committee Report	Executive Director Place
Outline of report and summary of discussion		
<p>The change of date to the previously approved Schedule of Meeting Dates is requested in order to allow the range of reports to be completed by the Internal Audit Team for the Audit Committee meeting in March 2022. This will also permit any Audit Committee recommendations at the final meeting of this term so be considered at the final meeting of this term of Midlothian Council on 29 March, 2022.</p> <p>Recommendation –</p>		

Council is recommended to approve the change of the next scheduled meeting date of the Audit Committee from 1 March 2022 at 11.00AM to 14 March 2022 at 2.00PM.

Mr Anderson spoke to the report as noted above.

Decision

Agreed

Action

Audit Committee Date to be amended – Democratic Services

Report No.	Report Title	Report by:
8.12	St Margaret's Consultation Report	Executive Director Children, Young People & Partnerships

Outline of report and summary of discussion

This report advises the outcome of the statutory consultation on the proposal to discontinue the provision of primary education at St Margaret's RC Primary School. The school roll at St Margaret's RC PS fell from 40 to 18 pupils and There were indications that a number of these children would move to other schools in the near future - by September 2021 all pupils had enrolled at other schools.

The statutory consultation on the proposal was undertaken in the period from Tuesday 28 September to Tuesday 16 November 2021. The report on the outcome of the consultation was published on 24 January 2022 and provides full details of the process undertaken, representations made and Education Scotland's report on the proposal.

Recommendations –

- The provision of primary education at St Margaret's RC Primary School will be discontinued from 1 July 2022;
- The catchment areas of St Mary's, St Matthew's and Sacred Heart RC Primary Schools will be extended to include the St Margaret's catchment area;
- Remaining pupils will be allocated a place at St Mary's RC Primary School or they can choose to attend their non-denominational catchment primary school;
- School transport will be provided for all children affected, where there is no safe walking route to school and/or the distance from home to school is more than two miles;
- Provision of Early Learning and Childcare will continue as per current arrangements.

The Provost read out a statement from Mr Bourne, religious representative to the Council who was unable to attend. The statement outlined his support for the report and the ongoing work.

Mrs Robertson spoke to the report noting the changes to the catchment area of students. Mrs Robertson outlined in detail the efforts made through consultations and individual meetings to ascertain the views of the community, parents and guardians. Finally, Mrs Robertson noted no children currently attend this school.

Council members engaged in a discussion concerning the report, disappointment in the school closure was expressed by some members despite Midlothian's

student role increases county wide. It was noted that the cross party Education working group had been aware of this and worked for the benefit of the children's education. Clarity was sought on whether or not parents were discouraged in any way from sending their Children to this school.

Mrs Robertson responded that the school role dropped from 80 to 40 and then to its current position of no pupils. No parent was discouraged to enrol their child, however parents and guardians are entitled to know the disposition of the current role, this includes numbers, gender split and then they make their own decision based on what is best for their child, family and their circumstances. No request for Primary 1 enrolment was received. The consultation was wide reaching and included virtual meetings, public meetings and private consultations.

Further discussion revolved around decisions to build schools and why this particular school failed.

Mrs Robertson stated that this school built in partnership with the Catholic Church never nut unfortunately never exceeded 60% capacity despite efforts to offer places to families throughout Midlothian and the South of Edinburgh. She added that currently the facility is being utilised by Loanhead Schools as an Additional Support Needs (ASN) facility and it is hoped this would continue to be the case. The ASN team have reported that they are very happy with the current location. And this function is a stated intent within the report. The school had been commissioned during a time when denomination school attendance was expected to increase, nationwide this has not been the case.

Councillor Kelly motioned to dismiss the reports recommendation
Seconded by Councillor McCall

Motion for dismissal of the Report and the Recommendations - 5
Against – 11
Abstentions - 2

Recommendations Within the Report Passed

Decision

Agreed

Action

All To Note

Report No.	Report Title	Report by:
8.13	Fire and Smoke Alarms in Scottish Homes Report	Executive Director Place
Outline of report and summary of discussion		
<p>The legislation was introduced in 2019 following the Grenfell Tower fire, disaster in London, but was delayed until 2022 due to the coronavirus pandemic. These rigorous standards have previously applied to new-build and private rented housing but from 1 February, 2022 the legislation will apply to all property owners, including those who own private homes. It will be the property owner's responsibility to pay for and install the alarms.</p>		
Recommendation –		

Council is recommended to note this report, advising that Scotland has become the first UK nation to legally require every home to have interlinked smoke alarms. Changes are being made to the Housing (Scotland) Act to ensure that everyone in Scotland has the same level of protection whether they own or rent their home.

Mr Anderson spoke to the report noting in Scotland last year there were 44 deaths due to house fires. The Scottish Government are not enforcing the legislation at this time, both they and COSLA are encouraging compliance at this time though that may change. Approximately 98% of Council Housing stock is now compliant with the others due to be upgraded when they are available.

Provost sought clarification that at this time it is not a criminal offence to not comply?

Mr Turpie replied that at this time no sanction will be imposed.

Members began a discussion concerning Care & Repair services that ceased in 2017, all noting that there was support to the most vulnerable for this upgrade work via the Fire Service fund but it was very limited.

Mr Anderson added that the service wasn't cost effective at the time it was discontinued but there are ongoing discussions with Care Repair Scotland. Applicants at this time for funding support must meet certain criteria laid out by Care & Repair Scotland however Midlothian Council will attempt to maximise resident accessibility where possible.

Decision

All to Note

Action

To improve visibility of Funding Links on Website – Place

8. PRIVATE Reports

None

The meeting concluded at 2.24 pm

Date of Next Meeting 29 March 2022

Minute of Meeting



Cabinet

Date	Time	Venue
30 November 2021	11.00 am	Held via Microsoft Teams

Present:

Councillor Muirhead – Depute Convener	Councillor Curran
Councillor Hackett	

Religious Representatives:

Mrs Elizabeth Morton	
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Also Present:

Councillor Alexander	Councillor Cassidy
Councillor Johnstone	Councillor Lay Douglas
Councillor McCall	Councillor Parry
Councillor Wallace	Councillor Winchester

In attendance:

Dr Grace Vickers, Chief Executive
Kevin Anderson, Executive Director Place
Morag Barrow, Joint Director Health and Social Care
Fiona Robertson, Executive Director Children, Young People and Partnerships
Gary Fairley, Chief Officer Corporate Solutions
Derek Oliver, Chief Officer Place
Joan Tranent, Chief Officer Children's Services, Partnerships and Communities
Myra Forsyth, Quality and Scrutiny Manager
Elaine Johnston, Policy and Scrutiny Officer
Saty Kaur, Executive Business Manager
Marco Reece-Heal, Business Analyst
Andrew Henderson, Democratic Services Officer
Mike Broadway, Democratic Services Officer

1 Apologies

Apologies for absence had been received on behalf of Councillor Milligan (Convener) and Vic Bourne (Religious Representative). In the absence of the Convener, Councillor Muirhead assumed the role of Chair for this meeting.

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

- 4.1 The Minute of the Meeting of the Cabinet held on 19 October 2021 was submitted and approved as a correct record.
- 4.2 The Action Log of the meeting of the Cabinet held on the 19 October 2021 was submitted and approved as a correct record.

Councillor Muirhead (Chair) expressed his gratitude to all the staff involved in dealing with the extreme weather and handling of the resultant damages.

5. Reports

Agenda No.	Report Title	Presented by:
5.1	Developing an ambitious Midlothian Equally Safe Strategy for preventing and eradicating violence against women and girls	Chief Officer, Children's Services, Partnerships and Communities
Outline of report and summary of discussion		
Joan Tranent provided an overview of the report outlining the purpose and recommendations of the report, highlighting the intention to make a commitment to developing an Equally Safe Strategy for preventing and eradicating violence against women and girls within Midlothian.		
Joan Tranent acknowledged that it would be beneficial to formulate a plan on how to evidence the impact of the strategy.		
Decision		
A) Chief Officer Children's Services, Partnerships and Communities to formulate plan on how to evidence impact of strategy.		
B) Agree to the recommendation.		

Agenda No.	Report Title	Presented by:
5.2	Equally Safe Housing and Homelessness Policy	Chief Officer, Place
Outline of report and summary of discussion		
<p>Derek Oliver provided an overview of the report outlining the purpose and recommendations of the report. Following questions regarding the effectiveness of monitoring the impact Derek Oliver clarified that the policy would be subject to regular review, with residents and tenant's views taken into account in addition to reports collated by Public Protection.</p> <p>It was highlighted that consideration should also be given to promoting the policy through the Community Planning Partnership.</p>		
Decision		
Agree to the recommendation.		

Agenda No.	Report Title	Presented by:
5.3	Authority to Vote on Behalf of Midlothian Council at Annual General Meetings of the Edinburgh and Lothians Greenspace Trust	Chief Officer, Place
Outline of report and summary of discussion		
<p>Derek Oliver provided an overview of the report outlined the request for authority to be given to Senior Officers from the Planning, Sustainable Growth and Investment Service to vote on behalf of the Council at Annual General Meetings (AGMs) and general meetings of the Edinburgh and Lothians Greenspace Trust, following a change in legislation governing the constitution of charities resulting in founding members, such as Midlothian Council, being no longer able to appoint elected Members as Board members.</p>		
Decision		
Agree that authority to vote on behalf of Midlothian Council be given.		

Agenda No.	Report Title	Presented by:
5.4	Adult Health and Social Care Q2 Performance Report 2021/22	Joint Director, Health and Social Care
Outline of report and summary of discussion		
<p>The Adult Health and Social Care Performance Report Q2 2021/22 was submitted. The Joint Director, Health and Social Care highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within and thereafter answered questions raised by Elected Members.</p> <p>Regarding the implementation of COVID 19 boosters for over 18s following the announcement of the omicron variant, Morag Barrow agreed to feedback following a meeting with the Lothian COVID and flu vaccination oversight board.</p> <p>Regarding the recruitment of vaccination staff, Morag Barrow clarified that there were sufficient vaccination staff and that the model operated by Midlothian included permanent staff, additional hours and back filled staff and that there was movement towards establishing a permanent vaccination team.</p>		

In response to a suggestion that the army be called to assist, Morag Barrow acknowledged that specific requirements are required for requesting the army to assist and agreed to provide further update following the meeting of the oversight board.

With regard to wage increases for care workers in the third and voluntary sectors, Gary Fairley confirmed that work was being conducted with Morag Barrow's team and care providers to ensure contracts are updated, to ensure that providers have the resources and awareness to cover the coming changes. In response to a further question relating to the provision of funding for external providers who were already offering wages on or above £10.02 an hour, Morag Barrow clarified that in some cases to ensure that demand was met, block contracts with better terms and conditions had been agreed with the intention of minimising future overtime and agency costs and improve staff retention.

Regarding the future of a mass vaccination centres in Midlothian, Morag Barrow confirmed that Gorebridge leisure centre would be used until the end of March and that work was being conducted to find a more permanent location.

Morag Barrow clarified that regarding the recruitment of 20 additional staff, that 14 had been recruited following the first round of interviews.

Decision

- A) Joint Director of Health and Social Care to provide update regarding implementation of COVID 19 vaccination booster programme for over 18s following the announcement of the omicron variant to members.
- B) Joint Director of Health and Social Care to provide update to members regarding the potential need to request British Army support to assist with the vaccination programme.
- C) To otherwise note the report.

Agenda No.	Report Title	Presented by:
5.5	Children Services, Partnership and Communities Q2 Performance Report 2021/22	Chief Officer Children's Services, Partnerships and Communities

Outline of report and summary of discussion

The Children's Services, Partnership and Communities Performance Report Quarter Two 2021/22 was submitted. The Executive Director as well as the Chief Officer Children, Young People and Partnerships 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.

In response to questions regarding difficulties implementing of Scottish Government funding streams due to limited timescales and restrictions on administrative costs, Gary Fairley confirmed that challenges had been discussed at the Directors of Finance and feedback had been submitted to the Scottish Government. Joan Tranent also acknowledged the difficulty of not being able to carry money forward and the requirement of monthly reporting.

Decision

To note the contents of the report.

Agenda No.	Report Title	Presented by:
5.6	Corporate Solutions Q2 Performance Report 2021/22	Chief Officer, Corporate Solutions
Outline of report and summary of discussion		
<p>The Corporate Solutions Performance Report Quarter Two 2021/22 was submitted. With reference to the slide deck included as an appendix to the report, the Executive Director: Place 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.</p> <p>Gary Fairley agreed to provide an update covering the breakdown of rent transactions and the performance of Midlothian Council against other local authorities via a post meeting comment to the minutes and acknowledged that there were a range for payment facilities across Midlothian.</p> <p>Regarding the drop in calls picked up by the contact centre, Kevin Anderson acknowledged that the abandoned call rate is monitored and that hot spots may be a result of vacancies and that recruitment was in process to rectify this. Kevin Anderson advised no disruption to the web form system and further advised that training was being done to facilitate a chat facility for the contact centre.</p> <p>Kevin Anderson agreed to provide an update by way of a post meeting comment in the minutes regarding the approval rate for self-isolation grants.</p>		
Decision		
<p>A) Gary Fairley to provide an update in relation to the breakdown of rent payments by way of a post meeting comment in the minutes.</p> <p>B) Kevin Anderson to provide an update in relation to approved self-isolation grants by way of a post meeting comment in the minutes.</p> <p>C) To otherwise note the content of the report.</p>		

Post meeting comments:

A) Q2 Rent collection statistics

%	No's	
10.05%	4,938	Online
55.30%	27,176	Direct Debit
22.56%	11,086	Payment Card
5.56%	2,734	Automated Telephone Payment
6.53%	3,209	Others
<u>100.00%</u>	<u>49,143</u>	

B) Table of Self Isolation Grants

Month	Total	Paid	Refused	Matched	Total	Award %
OCT 2020	36	8	28	0	36	22%
NOV	48	7	41	0	48	15%
DEC	31	6	25	0	31	19%
JAN 2021	65	9	56	0	65	14%

FEB	70	20	50	0	70	29%
MAR	52	20	32	0	52	38%
APR	12	5	7	0	12	42%
MAY	27	15	12	0	27	56%
JUNE	240	134	106	0	240	56%
JULY	490	241	249	0	490	49%
AUG	230	118	112	0	230	51%
SEP	332	131	201	0	332	39%
OCT	<u>103</u>	<u>49</u>	<u>54</u>	<u>0</u>	<u>103</u>	<u>48%</u>
Total	1736	763	973	0	1736	44%

Agenda No.	Report Title	Presented by:
5.7	Education Q2 Performance Report 2021/22	Executive Director Children, Young People and Partnerships
Outline of report and summary of discussion		
<p>The Education, Performance Report Quarter Two 2021/22 was submitted. The Executive Director: Children, Young People and Partnerships 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.</p> <p>Regarding the plan for the use of digital devices provided to students, Fiona Robertson confirmed an Officer for Professional Learning was also assisting staff with how to use devices appropriately. Fiona Robertson also advised that a liaison officer was also in place to assist parents with getting the most out of devices and that a Central Team was in place to ensure students were safe online and that family and schools would be notified of any concerns.</p> <p>With regards the plan for devices once students had left school, Fiona Robertson acknowledged that a plan was being put in place for students due to leave school in 2022 that would take into account their needs and requirements.</p>		
Decision		
To note the contents of the report.		

Agenda No.	Report Title	Presented by:
5.8	Place Q2 Performance Report 2021/22	Executive Director, Place
Outline of report and summary of discussion		
<p>The Place, Performance Report Quarter Two 2021/22 was submitted. With reference to the slide deck included as an appendix to the report, the Executive Director: Place highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report and answered questions raised by Elected Members.</p> <p>In response to a question regarding the 96% achievement percentage of the</p>		

Scottish Housing Quality Standards, Kevin Anderson confirmed that in shared flatted blocks, there had been some resistance from residents of non-council owned properties with the implementation of security systems and that outlying settlements did have mains gas supplies.

Kevin Anderson agreed to take forward the suggestion of a communication strategy with regards to new fire alarm legislation, although it was highlighted that Council Housing stock was up to date.

With regard to recycling rates, PME projects and kickstart learning countryside, Derek Oliver advised that he was working closely with council colleagues and that there had been a good uptake within lands and roads in addition to some uptake in building services. Derek Oliver also highlighted that 4 mechanic foundation apprentices had been taken on to modern apprenticeships.

Decision

- a) Executive Director: Place to take forward communication strategy with regard to new fire alarm legislation.
- b) To otherwise note the contents of the report.

Agenda No.	Report Title	Presented by:
5.9	Midlothian Council Q2 Performance Report 2021/22	Chief Executive

Outline of report and summary of discussion

The Chief Executive Officer was heard in amplification of the Midlothian Council Q2 Performance report 2021/22. Grace Vickers also used the opportunity to thank staff for their work in responding to Storm Barra. Following this Dr Vickers opened up to questions from members.

Decision

To note the contents of the report.

6 Private Reports

No items for discussion

7 Date of the Next

Tuesday 18th of January 2022 at 12.00 pm

The meeting terminated at 12:28pm

Minute of Meeting



Police and Fire and Rescue Board

Date	Time	Venue
20 December 2021	11.00 am	Virtual Meeting by MS Teams

Present:

Councillor Curran (Chair)
Councillor McCall
Councillor Muirhead
Councillor Parry
Councillor Smail

In Attendance:

Midlothian Council	Derek Oliver, Chief Officer Place
	Janet Ritchie, Democratic Services Officer
Police Scotland	Chief Inspector Arron Clinkscales
	Superintendent Alwyn Bell
Scottish Fire and Rescue Service	Stephen Gourlay, Area Commander
	Andy Anderson, Group Commander
	Hilary Sangster, Area Commander
SpikeAware	Guest Speaker

1. Welcome, Introduction and Apology

The Chair welcomed everyone to the meeting and there followed a round of introductions.

An apology for absence was intimated on behalf of Councillor Munro

2. Order of Business

The order of business was as amended with Item 5.3 taken as the first item as detailed below:

3. Declarations of interest

There was no declarations of interest received.

4. Minute of Previous Meeting

The Minute of Meeting of 30 August 2021 was submitted and approved as a correct record.

5. Public Reports

Agenda No.	Report Title	
5.3	SpikeAware	Verbal Update
Outline of report and summary of discussion		
<p>A guest speaker from SpikeAware UK was in attendance at the meeting to raise awareness of SpikeAware UK and advised that spiking in the UK was on the increase. He provided details on what actions are being taken across the country and highlighted that there was no coordinated system and everyone was working differently with regards to this. He further advised that a lot of people do not report being spiked and that spiking does not just happen to teenagers but can happen to any age and also in many different ways.</p> <p>This was followed by a discussion on raising awareness and what could be done by Midlothian Council and Police Scotland to further highlight this in the community and with local license premises. The Police confirmed that the figures of Spiking was not seen as a big problem in Midlothian but did acknowledge that this may be due to these being under reported. He further confirmed that this was a work in progress with MCAT and Council Officers and would continue to be on the radar. He also advised that he would ascertain where the stats on this were recorded and report back. Mr Oliver also confirmed that the Licensing Officer would be working closely with MCAT and Police Scotland to do spot visits and to raise awareness with local License premises. It was also highlighted that the Serious Crime Division were collating all returns relating to this crime and that they hold weekly meetings to look at trends and that feedback is provided to local Divisions.</p> <p>During a demonstration of some of the anti-spiking kits it was acknowledged that this could happen to anyone not just young people. It was also raised that information from the Ambulance Service relating to this might be useful and Mr Oliver advised he would follow this up with the Ambulance Service and also</p>		

confirmed that letters were sent out to Licensees on 10 December 2021 with regards to raising awareness of spiking.

It was also highlighted that Licensees and Taxi Drivers have a duty of care and need to be aware that someone who may appear drunk could have been spiked.

The Chair thanked the Guest speaker for his input and the work that SpikeAware were continuing to do.

Decision

The Board noted:

- Aaron Clinkscales would ascertain where the stats relating to this were recorded and feedback.
- Mr Oliver to liaise with the Ambulance Service with regards to incidents relating to this.

Action

Chief Inspector Aaron Clinkscales / Derek Oliver, Chief Officer Place

Midlothian Fire Service

The Chair acknowledged that Stephen Gourlay was moving from his current post and thanked him for his commitment over the last few years and wished him every success in the future.

Area Commander Stephen Gourlay thanked the Chair and introduced Area Commander Hilary Sangster who was present at today's meeting and advised also on a new Depute Assistant Chief Officer.

Agenda No.	Report Title	Presented by:
5.1	Midlothian Fire Service Quarter 2 Scrutiny Performance Report	Scottish Fire and Rescue Service
Outline of report and summary of discussion		
<p>Mr Gourlay acknowledged the delay in this meeting due to COP26 which passed relatively quietly and highlighted that although they did have a number of staff commitments to this event this did not have an impact on services in Midlothian.</p> <p>He further advised that Bonfire period had passed and the support provided by Police Scotland was not required as much as in previous years. He further advised on the Unwanted Fire Alarm consultation which was now concluded and the results had been analysed and presented to the National Fire Board who had chosen Option A which was the recommendation from the consultation and this would be formally communicated on Tuesday.</p> <p>He advised on some of the changes due to this and also that new domestic smoke detection legislation which will become live in February 2022. He further advised that he would circulate an Elected Members Briefing paper after the meeting which will provide some advice and guidance.</p> <p>Mr Gourlay highlighted it had been a pleasure working in Midlothian over the last 4 years and expressed his thanks to the fantastic partnership working across Midlothian and also acknowledged the excellent team he has worked with.</p>		

Thereafter Mr Gourlay responded to questions raised with regards to purchasing equipment and advised that the Fire Service would still fit these in high risk areas and that there was affordable systems for the general public. The Chair also highlighted that there is some funding available from Care and Repair Scotland for those who require support.

Mr Oliver advised that communication regarding this had been sent out internally and that this message was getting pushed on Social Media but he would follow up if external communication had been sent out.

The Chair welcomed the new Area Commander, Hilary Sangster to the Board.

Andy Anderson then presented the Quarter 2 Scrutiny report highlighting that this report provides information on prevention, protection and operational response activities within Midlothian for Quarter 2 of 2021-22 (1st July – 30th September 2021). He highlighted the summary of the key performance indicators and then provided a detailed update on each of the key indicators contained within the report. Mr Anderson highlighted that there was a data glitch on some of the figures and graphs on P17 of the report and advised that in year to date table at the bottom the figures under 2021/22 should read Midlothian 2 and as well as 1 for Penicuik it should also read 1 for Midlothian South but advised that this data glitch should be resolved for Quarter 3.

Andrew Anderson then provided an update on the Prevention and Protection Activities and Partnership Working as detailed in Appendix 1 to the report.

Thereafter Officers responded to questions and comments raised which included the increase in the false alarms and if there are particular repeat offenders and Accidental dwelling fires and smoke damage and how these incidents are categorised. Also raised was unwanted fire alarms, duty holders and control measures in place as well as the maintenance and testing of these.

The chair thanked Steve Gourlay for his contributions and wished him well for the future.

Decision

The Board noted the content of the report

Agenda No.	Report Title	Presented by:
5.2	Police Scotland Midlothian Quarter 2 Performance Report 2021/22	Police Scotland

Outline of report and summary of discussion

Arron Clinkscales also expressed his congratulations and good wishes to Stephen Gourlay.

Arron Clinkscales in presenting this report highlighted the main points contained within the Executive Summary and commented on the excellent partnership working with the Fire Service and Council services in the collaborating working in Midlothian and the significant work of MCAT. He then provided a brief update on each separate category of crime within the report advising that this was on a 5 year average highlighting some of the main challenges and also some of the good partnership working in Midlothian.

Thereafter Officers responded to questions and comments raised by members including group 2 sexual crimes increase and the work done to address this, the high rate of domestic abuse in Midlothian and alarms going off at Straiton.

Officers advised that there was a new Domestic Abuse team advising that this was a supplement to what was already in place which meant an increase in Officers and this should make a difference in the coming weeks. Also advised was the issue with the fire alarms at Straiton and that work was ongoing at the moment to try and resolve this.

The Board noted their thanks to Chief Inspector McKenzie and welcomed Alwyn Bell to the board.

The Chair thanked everyone involved in COP26 and asked for statistics on responding to 911 calls and the allocation of resources. Mr Clinkscales advised that he could not advise on the stats at this time but outlined the call grading system as detailed below:

- Immediate call grading is where circumstances dictate that there is a threat to life or property;
- A prompt call is dispatched as soon as possible but within 4 hours;
- Local policing appointment which is a standard response and is a scheduled appointment;
- A non-attendance, non-incident resolution which is advice and partner signposting – resolution team at control centre or direct crime recording.

Mr Clinkscales advised that he would provide further details and stats on this at the next meeting.

Decision

The Board noted the contents of the Report.

The meeting terminated at 12.43 pm

Minute of Meeting



Local Review Body

Date	Time	Venue
Monday 10 January 2022	1.00pm	Virtual Meeting using MS Teams

Present:

Councillor Imrie (Chair)	Councillor Alexander
Councillor Cassidy	Councillor Curran
Councillor Lay-Douglas	Councillor McKenzie
Councillor Milligan	Councillor Muirhead
Councillor Munro	Councillor Smail

In Attendance:

Peter Arnsdorf, Planning, Sustainable Growth and Investment Manager	Mike Broadway, Democratic Services Officer
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1 Apologies

No apologies for absence had been received.

2 Order of Business

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

3 Declarations of interest

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

4 Minute of Previous Meeting

The Minutes of Meeting held on 6 December 2021 were submitted and approved as a correct record.

5 Reports

Agenda No	Report Title	Presented by:
5.1	Decision Notice – 23 Larkfield Drive, Dalkeith (21/00542/DPP).	Peter Arnsdorf
Executive Summary of Report		
With reference to paragraph 5.3 of the Minutes of 6 December 2021, there was submitted a copy of the Local Review Body decision notice upholding a review from Arkiplan Ltd, 28 Grahamsdyke Place, Bo'ness seeking, on behalf of their client Ms R Lewis, a review of the decision of the Planning Authority to refuse planning permission (21/00542/DPP, refused on 24 August 2021) for the erection of a dormer extension at 23 Larkfield Drive, Dalkeith and granting planning permission subject to conditions.		
Decision		
To note the LRB decision notice.		

Agenda No	Report Title	Presented by:
5.2	Notice of Review – 8 St Davids Avenue, Dalkeith (21/00745/DPP) – Determination Report.	Peter Arnsdorf
Executive Summary of Report		
There was submitted a report, dated 23 December 2021 by the Chief Officer Place, regarding an application from John Gordon Associates Ltd, 3 Dean Acres, Comrie, Dunfermline seeking, on behalf of their clients Mr & Mrs Badger, the removal of		

Conditions 1 and 2 from the grant of planning permission (21/00745/DPP, granted 21 October 2021) for the installation of replacement windows and doors at 8 Saint Davids Avenue, Dalkeith.

Accompanying the Notice of Review Form and supporting statement, which were appended to the report, was a copy of the report of handling thereon, together with a copy of the decision notice.

Summary of Discussion

The LRB, having heard from the Planning Advisor, gave careful consideration to the merits of the case based on all the written information provided. In discussing the proposed development and the reasons for the conditions attached to the original consent of planning permission, the LRB considered the potential impact that their removal would have on the character and appearance of the dwellinghouse and conservation area. The LRB whilst sympathetic to the applicants' desire to use modern materials felt that this would be best achieved if they were of a matching design to what was already installed and evident in other neighbouring properties, and also of a high standard which would make it difficult to differentiate from the original timber framed door and windows.

Decision

After further discussion, the LRB agreed to dismiss the review request, and uphold the conditions attached to the original grant of planning permission for installation of replacement windows and doors at 8 St Davids Avenue, Dalkeith, namely:-

1. Notwithstanding the plans hereby approved, the replacement windows within the front elevation are hereby not approved.
2. The door as proposed is not hereby approved, it shall be of timber construction in a colour to be approved in writing by the planning authority.

Reason for conditions 1 and 2: *The introduction of uPVC within the front elevation will result in an adverse visual impact upon the character and appearance of the dwellinghouse and conservation area, which is contrary to policy ENV19 of the adopted Midlothian Local, Development Plan and Historic Environment Scotland policy and guidance. This part of the housing development was designed to incorporate traditional materials in order to integrate it in to the existing conservation area and the use of non-timber windows and door on the front elevation would significantly undermine that design approach.*

In reaching this decision the LRB agreed to confirm that it would however be more supportive of replacement UPVC windows/door on the front elevation if they were of the same design and style as the existing (and matched those of the other dwellinghouses in the street) and of a standard which could not be differentiated from timber frames when viewed from a public vantage point.

Action

Planning, Sustainable Growth and Investment Manager

Declaration of Interest/Sederunt

Prior to the commencement of the following item of business, Councillor Cassidy indicated that his brother lived in one of the neighbouring properties on Milkhall Road, and having declared a non-pecuniary interest, left the meeting at 1.24 pm and did not return.

Agenda No	Report Title	Presented by:
5.3	Notice of Review – Land South West of Mosshouses, Penicuik (21/00422/DPP) – Determination Report.	Peter Arnsdorf

Executive Summary of Report

There was submitted report dated 23 December 2021 by the Chief Officer Place, regarding an application from Miss C Wilson, 9 Wilson Street, Penicuik seeking a review of the decision of the Planning Authority to refuse planning permission (21/00422/DPP, refused on 12 October 2021) for the change of use of land to form dog-park; erection of cabin, field shelters and fencing at land south west of Mosshouses, Penicuik.

Accompanying the Notice of Review Form and supporting statement, which were appended to the report, was a copy of the report of handling thereon, together with a copy of the decision notice.

Summary of Discussion

The LRB, having heard from the Planning Advisor, gave careful consideration to the merits of the case based on all the written information provided. In discussing the proposed development and the reasons for its refusal, the LRB considered the potential impact that permitting the proposed development would likely have on the character and appearance of the area. Of particular concern were the proposed access arrangements which were discussed at some length; it being noted that, on balance, the section of Milkhall Road between the proposed site and the A701 would be more appropriately able to cope with the likely increase in traffic flow to and from the application site, all of which led Members to the conclusion that the scheme should be supported.

Decision

After further discussion, the LRB agreed to uphold the review request, and grant planning permission for the following reason:

The proposed development is an appropriate use of land in a rural location and accords with the principles of supporting the rural economy by providing a valued facility. Furthermore, the LRB concluded the access arrangements are adequate for the proposed limited scale of use and should not result in highway safety concerns.

subject to the following conditions:

1. Prior to the commencement of development, the following details shall be submitted to and approved in writing by the planning authority:

- a) A Management Plan;
- b) Details of the colour finish or treatment of the external walls of the cabin and field shelters;
- c) Details of the proposed floodlighting system and security lights;
- d) Details of any proposed drainage works; and
- e) Details of a scheme of landscaping for the site. Details shall include the position, number, size and species of all trees and shrubs that are proposed to be planted, as well as identifying all trees on site which are proposed to be removed and retained.

Reason: *These details were not submitted with the original application; in order to protect the character and appearance of the surrounding rural area.*

2. The maximum number of dogs in either activity field hereby approved at any time will be 8.
3. The hours of operation of the activity fields hereby approved shall be restricted to the following:

Mondays to Sundays - 9am to 8pm.

4. Notwithstanding the plans hereby approved, the proposed perimeter fencing shall be erected at a height of 2 metres.

Reason for conditions 2 to 4: *In the interests of clarification; to protect the character and amenity of the surrounding rural area.*

5. The floodlight and/or security lighting approved in Condition 1c) shall not be used between the hours of 8.30pm and 7.30am and shall be designed to minimise the spillage of light out with the site boundaries or up into the sky. No other floodlighting or security lighting to that approved shall be installed.

Reason: *To minimise any impact on amenity from floodlighting and security lighting on the surrounding area.*

6. The landscaping plan required in terms of Condition 1e) shall include details of hedgerow planting with trees in a position to be agreed in writing by the planning authority around the boundary of the activity areas. The hedgerow planting shall comprise species such as mixed hawthorn, blackthorn and beech or single species hedgerows of hawthorn or beech unless otherwise agreed in writing by the planning authority.

Reason: *To integrate the development into the surrounding countryside.*

7. Within six months of the use hereby approved being implemented, the landscape scheme approved under the terms of Condition 1e) above shall be carried out; thereafter, any trees or shrubs removed, dying, becoming seriously diseased or being severely damaged within five years of planting shall be replaced during the next available planting season with others of a similar size and species.

Reason: *To enhance the landscaping of the area by ensuring that planting on the site is carried out as early as possible, and has an adequate opportunity to become established.*

The LRB also agreed that the applicant be asked to encourage all visitors, customers and staff to access and leave the site via the A701 as this section of Milkhall Road was considered to be more appropriate for the increase in traffic movements.

Action

Planning, Sustainable Growth and Investment Manager

6. Private Reports

No private business was discussed.

7. Date of Next Meeting

The next scheduled meeting will be held on Monday 22 February 2022 at 1.00 pm.

The meeting terminated at 1.51 pm.

Minute of Meeting



General Purposes Committee

Date	Time	Venue
11 January 2022	10.00 am	Virtual via MS Teams

Present:

Councillor Munro (Chair)	Councillor Alexander
Councillor Cassidy	Councillor Curran
Councillor Hackett	Councillor Hardie
Councillor Lay-Douglas	Councillor McCall
Councillor Milligan	Councillor Muirhead
Councillor Parry	Councillor Russell
Councillor Smail	Councillor Wallace
Councillor Winchester	

In attendance:

Alan Turpie, Legal Services Manager / Monitoring Officer
Derek Oliver, Chief Officer: Place
PC Iain Anderson, Police Scotland
Brenda Campbell, Licensing Supervisor
Janet Ritchie, Democratic Services Officer
Andrew Henderson, Democratic Services Officer

1. Apology

An apology for absence was intimated on behalf of Councillor McKenzie and Councillor Johnstone

2. Order of Business

The order of business was as set out on the Agenda.

3. Declarations of interest

None

4. Minute of Previous Meeting

The Minute of Meeting of 23 November 2021 was submitted and having been proposed by Councillor Muirhead, seconded by Councillor Smaill were unanimously approved as a correct record.

5. Public Reports

None

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 paragraphs 3, 6 and 14 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

6.1 Grant of Window Cleaner's Licence – A Strong

The meeting terminated at 10.45 am

Minute of Meeting



Planning Committee

Date	Time	Venue
Tuesday 11 January 2022	1.00 pm	Via MS Teams

Present:

Councillor Alexander	Councillor Cassidy
Councillor Curran	Councillor Hackett
Councillor Hardie	Councillor Lay-Douglas
Councillor McCall	Councillor McKenzie
Councillor Milligan	Councillor Muirhead
Councillor Munro	Councillor Parry
Councillor Russell	Councillor Smail
Councillor Wallace	Councillor Winchester

In Attendance:

Derek Oliver	Chief Officer Place
Peter Arnsdorf	Planning, Sustainable Growth and Investment Manager
Alan Turpie	Legal Services Manager/Monitoring Officer
William Venters	Principal Solicitor
James Gilfillan	Consultant Policy and Planning
Mike Broadway	Democratic Services Officer

1. Apologies

Apologies for absence were intimated on behalf of Councillors Imrie (Chair) and Johnstone.

In the absence of the Chair, Councillor Milligan was appointed by the Committee and took the Chair for the meeting.

2. Order of Business

The order of business was as set out in the Agenda.

3. Declarations of interest

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

Councillor McCall asked that it be recorded that whenever discussion of the former Wellington School site had arisen at Howgate Community Council meetings she had not participated in any of those discussions, nor at any time had she offered a view on the matter. The Committee noted the position.

4. Minutes of Previous Meetings

The Minute of Meeting of 23 November 2021 was submitted and approved as a correct record.

With regards item 5.3, and in response to a question from Councillor McCall regarding the circumstances which had led to the decision to cancel the previously agreed site visit, the Planning Manager explained that following the announcement on Tuesday 21 December by the First Minister of additional protections to help try and stop the spread of coronavirus, it had been agreed following discussion with the Chair, Councillor Imrie, to cancel the site visit and to offer Members visuals of the application site instead. Whilst it was accepted that this in itself could not replace the site visit, given the particular circumstances that prevailed at the time it was considered to offer the next best alternative. The Committee noted the position.

With regards item 5.1, Councillor Hackett emphasised the need for a more formal process of assistance to be offer to Community Councils in order to help them to better understand how to contribute on planning related matters. The Committee were supportive of this suggestion and the Planning Manager agreed to take it on board the possibility of organising something appropriate.

5. Reports

Agenda No	Report Title	Presented by:
5.1	Planning (Scotland) Act 2019 (PSA19) – The Fourth National Planning Framework (NPF4) Public Consultation	Peter Arnsdorf
Outline of report and summary of discussion		
The purpose of this report was to inform the Committee of the publication of the fourth National Planning Framework (NPF4) and provide a brief overview of the key		

issues and current consultation process. The report also advised that it was intended that a further report be submitted to the Committee in March 2022 setting out a proposed formal response to the consultation.

Having heard from the Planning Manager who responded to Members' questions and comments, the Committee discussed the need for greater investment in supporting infrastructure in order to sustain the substantial levels of growth being experienced in Midlothian, and also the need to involve, and consult, existing communities as part of that process.

Decision

The Committee:

- a) Noted the update on the draft NPF4 set out in this report;
- b) Noted that a further report will be submitted to the March Committee seeking approval to submit a formal response to public consultation on draft NPF4; and
- c) Agreed that in advance of the further report coming to Committee that a Seminar be arranged for elected Members.

Action

Planning, Sustainable Growth and Investment Manager/Democratic Services

Agenda No	Report Title	Presented by:
5.2	Planning Performance Framework Annual Report 2020-21	Peter Arnsdorf

Outline of report and summary of discussion

The purpose of this report was to provide an update on the progress of work undertaken on the Planning Performance Framework (PPF) for Midlothian and advise of the feedback received from the Scottish Government on the Council's submitted Planning Performance Framework for 2020/21.

The report advised that in the feedback report on the fifteen 'performance markers' (a copy of which was appended to the report), ten had been rated as "green" giving no cause for concern and the remaining five were rated as "amber" where areas for improvement had been identified. None were rated "red" where specific attention was required. The ratings demonstrated a comparable level of performance with the previous two years and showed a consistency of good service.

Decision

The Committee, having heard from the Planning Manager who responded to Members' questions, noted the feedback from Scottish Government on the Council's submitted Planning Performance Framework (PPF) for 2020/21.

Action

Planning, Sustainable Growth and Investment Manager

Agenda No	Report Title	Presented by:
5.3	Appeal Against Non-Determination: Application for Planning Permission for 46 Dwellinghouses, Formation of Access Roads and Car Parking and Associated Works at Land at the former Wellington School, Penicuik (20/00144/DPP)	Peter Arnsdorf

Outline of report and summary of discussion

With reference to paragraph 5.3 of the Minutes of 23 November 2021, this report related to an application for planning permission for the erection of 46 dwellinghouses, formation of access roads and car parking and associated works at land at the former Wellington School, Penicuik, consideration of which had been continued in order to allow a site visit to take place, but which was now the subject to an appeal for non-determination as it had not been determined by the local planning authority within the statutory period of time.

The Committee, having acknowledged the issue raised earlier in the meeting by Councillor McCall regarding the decision to cancel the site visit following the announcement on 21 December 2021, by the First Minister, of additional protections to help try and stop the spread of coronavirus, debated whether it was possible to proceed in the absence of the site visit, and discussed if there was scope for a further continuation in order to allow one to be undertaken at the earliest possible opportunity.

The Planning, Sustainable Growth and Investment Manager in response drew Members' attention to paragraph 2.3 of the report which highlighted that a request for an extension of time had already been rejected by the Scottish Government's Planning and Environmental Appeals Division, so it was considered highly unlikely that a further request would be viewed any more favourably.

Councillor Parry recalled that at a previous Planning Committee meeting earlier in the pandemic the possible use of drones had been raised and asked if this could be revisited in the wake of what had happened. Councillor Milligan, added that it would also be helpful to benchmark what other Council's were doing in this regards. The Planning, Sustainable Growth and Investment Manager, having briefly highlighted some of the issues involved, undertook to report back to a future meeting of the Committee on the matter.

After further discussion, and having sought clarity from the Planning, Sustainable Growth and Investment Manager that what the Committee was now being asked to do was to reach a position on the application in order to enable officers to represent it at the appeal, agreed to proceed to consider the application.

Councillor McCall in opening the debate expressed her sadness regarding the applicant's actions in appealing, but felt the proposed development constituted an overdevelopment in terms of the scale of the increase in size of the immediate community around Milkhall Road. It also lacked any provision for basic infrastructure and was poorly served by any means of public transport, which in turn would place considerable pressure on the existing road infrastructure to the detriment of the existing road users and communities in the area. In this regard Councillor McCall questioned the timing of when the traffic survey had been conducted, as if it was carried out during the current pandemic it would be unlikely to be truly representative of traffic movements in the area.

These views were supported by Councillor Alexander who, having expressed concerns regarding the access arrangements, also remarked on the additional pressure that would be placed on the existing road network and also the potential environmental impacts through the loss of flora and fauna, potential damage to the peat bog and a potential for an increase in the incidence of flooding. Councillor Wallace added his concerns regarding any potential damage to the peatbog, stating that this should simply not be permitted. Councillor McKenzie also expressed concerns regarding the likely impact of the loss of trees from the tree belt currently the subject of a TPO.

At the invitation of the Chair, and in response to requests for clarity regarding the access arrangements and any trees subject to the TPO which it was proposed be removed, the Planning, Sustainable Growth and Investment Manager drew particular attention to section 8 in the original report of 12 November 2021 setting out the position in policy terms which supported development of 50-60 units at this site as an 'Additional Housing Development Opportunity', the site being in part brownfield land having formerly been a school. The outstanding constraints relating to this site were "access restrictions", however these were resolved by the proposed new access to the A701 to the west of the site. In order to achieve this new access 15 mature trees covered by the Tree Preservation Order (TPO) would be lost, however in order to mitigate this loss the applicants intended planting around 2,000 trees across the site. The likely presence of peat on the site was acknowledged, however initial indications were that it was minimal and limited to a strip on the boundary of the site well outwith the main area on which development would take place and as such, the applicants would be required by way of condition to prepare a Peat Management Plan. With regards the traffic assessment it was understood that this was carried out prior to the applications submission in March 2020 prior to the first Coronavirus lockdown.

The provision of a separate access off the A701 drew comments from Councillors Muirhead and Winchester. Councillor Winchester also remarked on the number of units being less than allocated and Councillor Muirhead on the fact that they were all single storey bungalow, which were highly sought after in Midlothian, and that the proposed development appeared to accord with the Local Plan. Councillor McCall countered that regardless of the separate access she was concerned that the Milkhall Road would potentially become a rat run.

Councillor Smail then raised whether it would be possible to limit development to the footprint of the former school buildings and perhaps accept a shift away from predominately single storey properties, a view which found favour with Councillor Cassidy, who remarked on the natural beauty of the location and concerns over setting a precedence leading to further similar applications.

The Planning, Sustainable Growth and Investment Manager cautioned that at this stage in the proceedings, the Reporter was very unlikely to consider amendments of the scale suggested to the existing proposals.

After further discussion, Councillor Winchester, seconded by Councillor Hardie, moved to grant planning permission subject to the terms and conditions set out in the report.

As an amendment, Councillor Parry, seconded by Councillor McCall, moved to refuse planning permission for the reasons referred to in the foregoing discussions.

On a vote being taken, four Members voted for the motion and eight for the amendment, which accordingly became the decision of the meeting.

Decision

The Committee agreed to recommend to the appointed Reporter determining the appeal to refuse planning permission for the following reason:

The proposed development is unacceptable in environmental terms, will have a detrimental impact on the local community and is not adequately serviced by local facilities or public transport. Furthermore, the development will; generate an unacceptable level of vehicular traffic that will use Milkhall Road to the detriment of highway safety; will result in the unacceptable loss of trees currently protected by a tree preservation order; will result in an unacceptable impact on the peat resource locate on/adjacent to the site; and will be an overdevelopment of the site as the built form of any development shall be concentrated on the footprint of the former school buildings only.

The Committee also agreed to express its' disappointment regarding the timescale set for the Council to respond, particularly as no allowance appeared to have been made for the Festive holiday period nor the restrictions in place as a result of the ongoing Coronavirus pandemic, forcing Members to have to come to a view without the benefit of having visited the site.

Action

Planning, Sustainable Growth and Investment Manager

Agenda No	Report Title	Presented by:
5.4	Application for Planning Permission for Residential Development Including Formation of Roads, Parking, Drainage, Open Space and Associated Works (Amendment to Design, Layout, Housetypes and Numbers Approved by Planning Permission 12/00745/DPP) at Land between Belwood Road and Mauricewood Road, Penicuik. (21/00446/DPP).	Peter Arnsdorf

Outline of report and summary of discussion

This application was for planning permission for the erection of 221 residential dwellings, including formation of roads, parking, drainage, open space and associated works (amendment to design, layout, house types and numbers approved by planning permission 12/00745/DPP) at land between Belwood Road and Mauricewood Road (Greenlaw), Penicuik.

The Committee in discussing the application, heard from the Planning Manager who in response to Members' questions and comments, advised that the removal of maturing vegetation from the site was in accordance with the extant planning permission and that the proposed landscape scheme sought to mitigate any impact of this; the site's north west boundary had required to be adjusted as a result of the requirement for a development standoff zone for the water mains; affordable housing provision had been addressed in the earlier phases although there were still a number included in this phase; and that the timing of the provision of the likes of safes routes to school was normally addressed as a priority, however if there

was an issue with this that he would happily take it, and any indeed other matters, up with the developers.

Decision

After further discussion, the Committee agreed that planning permission be granted or the following reason:

By virtue of its scale, location, design and choice of materials the proposed development accords with policies STRAT1, DEV2, DEV3, DEV5, DEV6, DEV7, DEV9, TRAN1, TRAN2, TRAN5, IT1, ENV2, ENV7, ENV9, ENV10, ENV11, ENV15, ENV17, ENV18, ENV24, ENV25, NRG6, IMP1, IMP2 and IMP3 of the adopted Midlothian Local Development Plan 2017. The layout and detailed appearance of the development will add interest to the street scene and it will not have a significant adverse impact on the amenity of nearby properties. The presumption for development is not outweighed by any other material consideration.

subject to:

(a). the completion of a minute of variation to the existing Section 75 legal agreement to secure;

- That the “original” number of dwellings provided in this permission are bound by the varied agreement;
- A financial contribution towards additional primary (including nursery) school capacity;
- A financial contribution towards additional secondary capacity;
- A financial contribution towards the A701 Relief Road;
- The provision of 2 additional affordable housing units; and,
- A contribution in relation to the Traffic Regulation Order.

The legal agreement shall be concluded within six months. If the agreement is not concluded timeously the application will be refused; and,

(b). the detailed conditions contained in the report.

Action

Planning, Sustainable Growth and Investment Manager

6. Private Reports

No items for discussion

7. Date of Next Meeting

The next meeting will be held on Tuesday 15 March 2022 at 1.00pm

The meeting terminated at 2.31 pm

Minute of Meeting



Audit Committee

Date	Time	Venue
Tuesday 25 January 2022	11.00 am	Virtual Meeting by MS Teams

Present:

Mike Ramsay (Independent Chair)
Councillor Cassidy
Councillor Milligan
Councillor Muirhead
Councillor Parry
Councillor Smail
Peter de Vink (Independent Member)

In attendance:

Grace Vickers	Chief Executive
Kevin Anderson	Executive Director Place
Morag Barrow	Joint Director Health and Social Care
Gary Fairley	Chief Officer Corporate Solutions
Derek Oliver	Chief Officer Place
Jill Stacey	Chief Internal Auditor
Colin McCabe	Quality Improvement Manager (Digital Learning)
Stephen Reid	External Auditor, E.Y.
Alan Turpie	Legal Services Manager
Gary Thompson	Senior Accountant, Corporate Finance, Projects & Treasury
Myra Forsyth	Continuous Improvement Manager
Mike Broadway	Democratic Services Officer

1. Welcome and Apologies for Absence

The Chair, Mike Ramsay welcomed everyone to the meeting. Apologies for absence were intimated on behalf of Councillor Hardie.

2. Order of Business

It was noted the order of business was as per the agenda previously circulated.

3. Declarations of interest

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

4. Minutes of Previous Meetings

- 4.1 The minutes of the meeting of 7 December 2021 were submitted and approved as a correct record having been proposed by Councillor Muirhead seconded by Councillor Cassidy.
- 4.2 The Action log was submitted and having received updates on the various action points detailed therein, the Committee agreed as follows:-
- (i) to close off as complete those action points addressed at either the December 2021 meeting or on today's agenda; and
 - (ii) that the remaining actions be updated accordingly.

5. Public Reports

Report No.	Report Title	Presented by:
5.1	Treasury Management and Investment Strategy 2022-23 & Prudential Indicators	Chief Officer Corporate Solutions
Outline of report and summary of discussion		
<p>The purpose of this report was to present a draft copy of the Treasury Management and Investment Strategy 2022/23 & Prudential Indicators report which was due to be considered by Council on 15 February 2022 to the Audit Committee for scrutiny in accordance with the Treasury Management Code of Practice.</p> <p>The report explained that the purpose of the report to Council would be to provide an update on the implementation of the Council's Treasury Management & Investment Strategy (TMIS) 2021/22, and to make recommendations to facilitate consideration of the 2022/23 Strategy, specifically the TMIS for 2022/23, the 2021 update to the Prudential and Treasury Management Codes, the Prudential and Treasury indicators contained therein, and the approach to the statutory repayment of loans fund advances. Any revisions arising from consideration of the draft Report by the Audit Committee would be incorporated into the final version of the report prior to its submission to Council on 15 February 2022.</p>		

The Chief Officer Corporate Solutions, having highlighted the main sections contained within the report and confirmed to the Committee that this report was written for Council and presented to the Audit Committee for comments, responded to questions and comments raised by Members of the Committee. In particular, the Committee discussed – how the potential cost of carry of borrowing was calculated; the importance of training for Members not just on Treasury Management but on all Audit related matters; the return on current deposits; and the processes for valuing the Council’s assets.

Decision

The Audit Committee, having commented on the draft report:-

- (a) noted that the report and strategy would be presented to Council for approval on 15 February 2022; and
- (b) noted that training for Audit Committee members would be addressed as part of the elected Member training package being put in place for delivery following the Local Government elections in May.

Action

a) Chief Officer Corporate Solutions b) Continuous Improvement Manager

Report No.	Report Title	Presented by:
5.2	Internal Audit Work to December 2021	Chief Internal Auditor
Outline of report and summary of discussion		
<p>The purpose of this report was to provide details of the recent work carried out by Internal Audit and the findings and recommended audit actions agreed by Management to improve internal controls and governance arrangements.</p> <p>The Chief Internal Auditor outlined the main sections contained within the report and responded to questions and comments raised by Members. With regards those relating to remote/hybrid working arrangements, which was an area of particular interest to Members in light of recent announcements from the First Minister, the Chief Officer Corporate Solutions updated the Committee on the current position.</p>		
Decision		
<p>The Committee:-</p> <ul style="list-style-type: none"> (a) noted the Executive Summaries of the final Internal Audit assurance reports issued; (b) noted the Internal Audit Assurance Work in Progress and Internal Audit and Other Work carried out; and (c) acknowledged the assurance provided on internal controls and governance arrangements in place for the areas covered by this Internal Audit work. 		
Action		
Chief Internal Auditor		

Report No.	Report Title	Presented by:
5.3	Counter Fraud Controls Assessment	Executive Director Place
Outline of presentation and summary of discussion		
<p>With reference to paragraph 5.4 of the Minutes of 22 June 2020, there was submitted a report the purpose of which was to make the Audit Committee aware of the findings and necessary actions arising from the Integrity Group's assessment of counter fraud controls.</p> <p>The Executive Director Place in presenting the report to the Committee highlighting that the Integrity Group had recently received progress updates from each of the Action Owners, along with further information on additional practices that had been introduced since the counter fraud controls assessment carried out during 2020/21; the output from this review was included within the Action Plan appended to the report. The Audit Committee acknowledged the work carried out by the Integrity Group to ensure controls continued to be effective in mitigating fraud risks across the Council.</p>		
Decision		
<p>The Committee:</p> <ul style="list-style-type: none"> (a) Acknowledged the findings from the Integrity Group's assessment of counter fraud controls 2021/22 in response to fraud risks; and (b) Endorsed the necessary actions to enhance the Council's resilience to fraud, as summarised in the Action Plan appended to the report. 		
Action		
Executive Director Place		

Report No.	Report Title	Presented by:
5.4	External Audit Annual Report to Members and the Controller of Audit for the year ended 31 March 2021 – Update on recommendations	Chief Officer Corporate Solutions
Outline of presentation and summary of discussion		
<p>With reference to paragraph 5.1 of the Minutes of 28 September 2021, there was submitted a report the purpose of which was to provide the Committee with an update on the implementation and progress of the recommendations which were set out in the External Auditor's report for the year ended 31 March 2021.</p> <p>The Chief Officer Corporate Solutions, in presenting the report highlighted the progress with implementation of the four recommendations made in the 2020/21 Annual Report.</p>		

Decision

The Committee noted the update on the recommendations which were set out in the External Auditor's report for the year ended 31 March 2021.

Action

Chief Officer Corporate Solutions

Report No.	Report Title	Presented by:
5.5	Shared Internal Audit Services and Proposed Way Forward 2022-23	Chief Executive

Outline of report and summary of discussion

The purpose of this report was to set out an evaluation associated with the provision of Internal Audit services and propose a way forward from 2022/23 onwards.

The report provided details of the wider options for joint working that had been explored and the evaluation of the shared Internal Audit services arrangement, the operating environment for which had changed significantly since its inception. The report proposed a way forward for 2022/23 onwards for the mutual opt out of the Shared Internal Audit Services at the end of 2021/22 and progression towards a permanent staff resourcing of the Internal Audit team to maintain Internal Audit FTE staffing from 2022/23 onwards at the current level (2021/22 - 775 days).

Having heard from the Chief Executive, who in presenting the report, acknowledged the challenges presented by these changes and sought to reassure Members that the necessary arrangements to ensure the transition would be as seamless as possible were already being put in place.

Decision

The Committee:-

- (a) Noted the wider options of joint working that had been explored since the 12 month pilot shared Internal Audit services arrangement and the evaluation associated with the provision of Internal Audit services; and
- (b) Noted that the Council's Corporate Management Team had endorsed the proposal to mutual opt out of the Shared Internal Audit Services at the end of 2021/22, and progress to a permanent staff resourcing of the Internal Audit to ensure provision of Internal Audit services to, and delivery of the Internal Audit Annual Plans for both Midlothian Council and the Midlothian IJB.

Action

Chief Executive/Chief Internal Auditor

Report No.	Report Title	Submitted by:
5.6	Accounts Commission Report Community Empowerment: Covid-19 Update	Chief Internal Auditor
Outline of report and summary of discussion		
<p>The purpose of this report was to provide the Committee with a summary of the Accounts Commission report, 'Community Empowerment – Covid-19 Update' published on 28 October 2021 and the Council's position in relation to the consideration being given to the report's findings; a link to the full report was provided in the report.</p> <p>The Chief Internal Auditor briefly highlighted some of the key messages contained within the report and thereafter responded to questions and comments raised by Members of the Committee.</p>		
Decision		
<p>The Committee:-</p> <p>(a) Noted the Accounts Commission report 'Community Empowerment: Covid-19 Update'; and</p> <p>(b) Noted that the Council's Corporate Management Team on 12 January 2022 had agreed to consider the report's content in full to learn from good practice and new ways of working which had emerged in response to Covid-19 and use this to help shape the Council's medium-term strategic plans and approach to supporting and empowering communities.</p>		
Action		
Chief Internal Auditor		

6. Private Reports

No private reports were submitted.

7. Date of Next Meeting

To be confirmed.

The meeting terminated at 12.12 pm

Minute of Meeting



Community Asset Transfer Committee

Date	Time	Venue
Thursday 24 February 2022	10:00am	Microsoft Teams

Present:

Councillor Muirhead (Chair)	Councillor Alexander
Councillor Cassidy	Councillor Hackett
Councillor Hardie	

In attendance:

Kevin Anderson, Executive Director: Place	Annette Lang, Strategic Service Re-design Manager
William Venters, Principal Solicitor	Gillian Cousins, Communities Officer Gorebridge & Fairfield
Mark Kenmure, Property Investment Manager	Saty Kaur, Executive Business Manager
Marco Reece-Heal, Business Analyst	Andrew Henderson, Democratic Services Officer

1. Apologies

The Clerk intimated an apology for absence on behalf of Councillor Winchester.

2. Order of Business

It was noted that the order of business was as per the agenda circulated.

3. Declarations of interest

Councillor Muirhead declared in relation to item 5.2 that he had previously met with members of the band as regards their application and that he had been asked to provide a statement of support, but he had declined to do so on account of his role as Chair of the Community Asset Transfer Committee. He also declared that had contacted council officers to assess the progress of the

application which had been delayed as a result of the covid pandemic. In the circumstances he advised that he intended to take part in the consideration of the item.

4. Minute of Previous Meeting

None Submitted.

5. Reports

Report No.	Report Title	Presented by:
5.1	Voluntary Community Asset Transfer - Report by Executive Director: Place	Principal Solicitor
Outline of report and summary of discussion		
<p>William Venters, referred to the terms of the report the purpose of which was to advise members that community asset transfers may be achieved by agreement between the Council and community groups without requiring such groups to submit a formal application in terms of the Community Empowerment (Scotland) Act 2015, subject to compliance with the Disposal of Land by Local Authorities (Scotland) Regulations 2010 and related Scottish Government Guidance.</p> <p>The Principal Solicitor referred to the Council's Scheme of Delegation which could allow for decisions on voluntary asset transfers to be made under delegated powers subject to complying with the 2010 disposal of land regulations and the general duty to obtain Best Value. He referred to the process which could be used to progress asset transfers on a voluntary basis. Essentially, similar considerations would apply as with formal asset transfer requests. Importantly, the Executive Director, Place would consult with the members in the ward in which the property is located in deciding whether or not to approve a proposed voluntary transfer.</p> <p>Following questions and discussion with members as to the terms of the report, the Principal Solicitor and Executive Director, Place clarified that:</p> <ul style="list-style-type: none"> • In regard to ensuring that officers took on board the views of other community groups who might also have interest in a property, the report could be amended so that this was made clear as part of the process for considering voluntary asset transfers. • The Community Asset Transfer section on the Council's website could be used to post reports and decisions in relation to voluntary asset transfers in order to ensure transparency in decision making. Another option might be for the Executive Director, Place to report the proposed asset transfer to the Community Asset Transfer Committee for approval. This would require a change to the remit of the Committee to include the determination of voluntary asset transfer requests with the Committee retaining oversight of all community asset transfers. • In relation to the financial parameters set out in the Scheme of Delegation these could be revised to make specific provision for small scale voluntary asset transfers and for a proportionate approach to be taken. • Examples of the community asset transfers which might be progressed by adopting a voluntary approach could be included in a revised report. 		

- It was appropriate to seek the views of the Committee on the voluntary approach to community asset transfer before reporting the matter to Council for further consideration

Following further discussion and in light of the wider policy implications it was agreed that a revised report taking into account the above points be submitted to the March meeting of Council for further discussion and decision.

Decision

The Committee agreed that the-

- (a) Voluntary Community Asset Transfer report be revised and submitted to March meeting of Council for further discussion and decision.

Action

Principal Solicitor

Report No.	Report Title	Presented by:
5.2	Community Asset Transfer Request - St David's Brass Band SCIO - Report by Executive Director: Place	Executive Director: Place

Outline of report and summary of discussion

Kevin Anderson provided an overview of the Community Asset Transfer request submitted by St David's Brass Band SCIO in relation to Vogrie Hall which had been delayed due to the covid pandemic. He made reference to the application process outlined in Section 2.3, the council's interest outlined in Section 3.2 and the risks to council as outlined in Section 4.2. He then outlined the recommendation to approve the application. A discussion then followed amongst members and officers responded to clarify points raised.

In response to a question regarding how community access to the hall would be managed and the level of information provided by the Band, Kevin Anderson confirmed that provision for community access had been made for this in their application. Annette Lang highlighted that that the Band had used the building for 10 years and that the community had been able to use the hall during this period. She also referenced letters of support that had been submitted by key anchor organisations. Kevin Anderson and Annette Lang also provided clarity in relation to the projected cost of £537,493 to refurbish the hall despite only having £275,000 in their accounts, as the projected figure would only apply if work was undertaken all at once and did not take into account the Band's intention to implement a phased approach to refurbishment nor did take into account any work that may be completed on a voluntary basis and with subsequent funding.

Following this, Councillor Muirhead, seconded by Councillor Hackett moved to approve the transfer of ownership in Vogrie Hall and adjacent grounds to St David's Brass Band SCIO subject to the conditions stated in the report and with no member being otherwise minded the motion became the unanimous decision of the Committee.

Decision

The Committee agreed to approve to transfer the ownership of Vogrie Hall and adjacent grounds to St David's Brass Band SCIO subject to the conditions referred to in sections 3.2 and 4.2 of the report and such other reasonable legal terms and conditions as the Executive Director, Place may consider necessary in order to protect the Council's interest.

Action

Executive Director: Place

6. Private Reports

No private business was discussed.

7. Date of Next Meeting

To be announced.

The meeting terminated at 10:43 am

Midlothian Integration Joint Board



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 14 October 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

Carolyn Hirst (Chair)	Tricia Donald	Jock Encombe
Cllr Catherine Johnstone	Angus McCann	Cllr Jim Muirhead
Cllr Pauline Winchester		

Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Joan Tranent (Chief Social Work Officer)
Fiona Stratton (Chief Nurse)	Hamish Reid (GP/Clinical Director)	James Hill (Staff side representative)
Keith Chapman (User/Carer)		

In attendance:

Jill Stacey (Chief Internal Auditor)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Nick Clater (Head of Adult & Social Care)
Mairi Simpson (Integration Manager)	Roxanne King (Business Manager)	Leah Friedman
Lois Marshall (Assistant Strategic Programme Manager)	Nickola Jones	Jamie Megaw (Strategic Programme Manager)
Anthea Fraser (Practice Learning and Development Manager)	Mike Broadway (Clerk)	

Apologies:

Councillor Derek Milligan (Vice Chair)	Wanda Fairgrieve (Staff side representative)	Johanne Simpson (Medical Practitioner)
Lesley Kelly (Third Sector)		

Midlothian Integration Joint Board

Thursday 14 October 2021

1. Welcome and Introductions

The Chair, Carolyn Hirst, in welcoming everyone to this virtual Meeting of the Midlothian Integration Joint Board, expressed her gratitude and thanks to Fiona Huffer (Head of Dietetics) and wished her well in her new role in West Lothian. She also extended a warm welcome on behalf of the Board to Joan Tranent (Chief Social Work Officer) and Nick Clater (Head of Adult & Social Care).

Councillor Jim Muirhead then briefly updated the Board on the health of Vice Chair, Councillor Derek Milligan, advising that he was recovering at home after surgery. The Chair, on behalf of all present, extended best wishes to Councillor Milligan for a speedy recovery.

2. Order of Business

The order of business was confirmed as outlined in the agenda that had been previously circulated. An additional item of urgent private business had been notified to the Chair and this was dealt with in the Addendum hereto.

3. Declarations of interest

No declarations of interest were received.

4. Minute of previous Meetings

- 4.1 The Minutes of Meeting of the Midlothian Integration Joint Board held on 26 August 2021 were submitted and approved as a correct record, subject to correction of Item 5.3 to reflect that Councillor Jim Muirhead, in his capacity as Chair of the MIJB Audit and Risk Committee had presented, and jointly responded to questions and comments on, the MIJB Audit and Risk Committee Annual Report 2020/21: rather than the Chief Internal Auditor, Jill Stacey as was currently stated.
- 4.2 The Minutes of Special Meeting of the Midlothian Integration Joint Board held on 9 September 2021 were submitted and approved as a correct record, subject to correction of the date of the MIJB Audit and Risk Committee meeting in Item 4.1 which should read '2 September 2021' rather than '2020'.
- 4.3 The Minutes of Meeting of the MIJB Strategic Planning Group held on 11 August 2021 were submitted and noted.

Midlothian Integration Joint Board

Thursday 14 October 2021

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.1 Chief Officers Report</p> <p>This report provided a summary of the key service pressures and service developments which had occurred during the previous months across health and social care as well as looking ahead at future developments.</p> <p>Having heard from the Chief Officer, Morag Barrow in amplification of her report, the Board, in welcoming the new format for the report discussed the challenging position facing the Health and Social care system as it entered what was generally acknowledged to be its busiest time of the year still in the midst of the coronavirus pandemic, and echoed the Chief Officer's thanks to all of the HSCP team.</p> <p>The importance of winter planning and the adoption by Midlothian of a whole systems approach was welcomed by the Board, as was the Cabinet Secretary's announcement of new investment; details of which were appended to the report. The Board noted the disappointment expressed on behalf of the third sector that they had not been included in the Minister's letter but acknowledged the important role they would continue to play and the ongoing work with MVA.</p> <p>Members also gave consideration to the Seasonal Flu/Covid Booster vaccination programme, which would be cover in more detail later in the meeting.</p>	<p>Noted the issues and updates arising from the Chief Officers Report.</p>		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>With regards to support for unpaid carers, Members were informed that H&SC continued to work closely with partners and that once the outcome of the survey led by Vocal targeting unpaid carers was known this would hopefully help informed steps to be taken to ensure that carers' voices in Midlothian continued to be heard.</p>			
<p>5.2 Proposed Meeting Schedule and Development Workshops Dates for 2022 and 2023 – Clerk to the Board</p> <p>The purpose of this report was to set the dates for the Board and Development Workshops for the Midlothian Integration Joint Board and for the meetings of the Audit & Risk Committee, for 2022 and 2023 as prescribed by Midlothian Integration Joint Board Standing Orders 5.2.</p> <p>Having heard from the Chief Officer, the Board considered the proposed dates for 2022 and 2023 and approach to Service Visits.</p>	<p>(a) Approved the Meeting Schedule and Development Workshops dates 2022 and 2023; and</p> <p>(b) Noted the approach for Service Visits for the Members of the Midlothian Integration Joint Board, and that any particular requests be fed back to the Chief Officer.</p>	<p>All To Note</p> <p>All To Note</p>	
<p>5.3 Development of services for citizens with learning disabilities, and rehabilitation after severe and enduring mental illness – Colin Briggs, Director of Strategic Planning, NHS Lothian</p> <p>The purpose of this report was to seek the Board approval of Initial Agreements supporting the development of services for citizens with either learning disabilities or rehabilitation needs after severe</p>	<p>(a) Noted the strategic case outlining how services would change over the next 5 years;</p> <p>(b) Noted that this case delivers on strategic aspirations of the MIJB;</p> <p>(c) Supported NHSL's Finance and Resources Committee giving consideration to the capital and revenue aspects; and</p>		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>and enduring mental illness, copies of which were appended to the report.</p> <p>The report explained that the Initial Agreements were for the development of inpatient facilities at the Royal Edinburgh Hospital. Specifically, these facilities would support citizens with Learning Disabilities and those with rehabilitation needs following severe and enduring mental illness.</p> <p>The programme of work to develop these services focussed on delivering new support and services for citizens in these categories and in providing care closer to home. This was genuinely transformational work and a major plank of the MIJB's strategic direction.</p> <p>These Initial Agreements suggested that the revenue costs for MIJB were neutral, and that the capital costs were for NHSL to consider. However the latter could not be done until the four Lothian IJBs had all considered and approved the strategic case contained within the Initial Agreements.</p> <p>Nickola Jones in presenting the report to the Board summarised some of the key points and conclusions. Following which she responded to Members questions and comments.</p> <p>Whilst broadly supportive of the proposals, a number of areas of concern were highlighted by Board Members during the ensuing discussion, these included:-</p>	<p>(d) Agreed to continue consideration of the Initial Agreements to allow clarification to be sought on the issues raised by Board Members during discussion.</p>		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<ul style="list-style-type: none"> • Given the low number of allocated beds, how overall bed numbers would be managed, in particular whether there was scope to utilise unoccupied bed allocated to other areas; • In the case of chronically ill patients how their care would be managed in order to avoid bed blocking; • Anticipated levels of resource transfer; • Need for greater clarity on the community investment; • Staff recruitment; • Role of/for the Third Sector and would they be able to access any of the transferred resources. <p>After further discussion, it was felt that without some reassurance on these issues the Board did not feel it was in a position to give its' agreement to the Initial Agreements, but was content to continue consideration in order that the necessary reassurances could be provided.</p>			
<p>5.4 Financial Position August 2021, financial out-turn 2021/22 and financial planning 2022/23 – 25/26 – David King, Interim Chief Finance Officer.</p> <p>The purpose of this report was to set out expenditure as at August 2021 against the current financial year's budget of c. £150m by the IJB partners (an overspend of c. £ 429k), lay out the projected out-turn for the</p>	<ul style="list-style-type: none"> (a) Noted the financial position at August 2021; (b) Noted the projected out-turn position for 2021/22; (c) Noted the deployment of the earmarked reserves in 2021/22; (d) Agreed the applications of the general reserve; and 		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>financial year 2021/22 (projected to be break-even) and consider the use of the IJB's general reserve in year. The report also explained that the IJB was required to prepare a balanced financial plan and then considered the current position and examined the progress in driving this work forward.</p> <p>The Board, having heard from the Interim Chief Finance Officer, David King who responded to Members' question and comments, considered the proposals detailed in the report and discussed in particular the linkage between the five year financial plan and the Strategic Plan.</p>	<p>(e) Supported the further development of the IJB's five year financial plan</p>		
<p>5.5 Draft Annual Performance Report 2020-21 - Lois Marshall, Assistant Strategic Programme Manager.</p> <p>The purpose of this report was to present for the Board approval the Midlothian Annual Performance Report 2020/21.</p> <p>The report advised that the Annual Performance Report provided information on the health and wellbeing of the people of Midlothian. It also described local health and care services, the financial performance of the Partnership and the quality of health and care services delivered during 2020/21.</p> <p>Assistant Strategic Programme Manager, Lois Marshall in speaking to the report provided the Board with a broad overview of the progress which had been made and thereafter responded to Members'</p>	<p>Approved the contents of the Annual Performance Report.</p>		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>questions and comments, the Board in considering the Annual Performance Report discussed the apparent disparity between some of the data and the experience/feedback on the ground, which it was explained may be due to the small sample sizes used as a result of low response rates; this was something that would be kept under review going forward.</p>			
<p>5.6 Clinical and Care Governance Group - Report by Fiona Stratton, Chief Nurse</p> <p>The purpose of this report was to provide assurance to the Board regarding the Care and Clinical Governance arrangements within Midlothian Health and Social Care Partnership and to provide an update on the work of the Clinical and Care Governance Group.</p> <p>Chief Nurse, Fiona Stratton was heard in amplification of the report, highlighted in particular the Annual Report to NHS Lothian Healthcare Governance Committee; a copy of which was appended to the report, and in response to Members questions and comments, the work of the Quality Improvement Teams and also supports in place for Homelessness.</p>	<p>Noted and approved the contents of the report.</p>		
<p>5.7 Midlothian Health & Social Care Partnership Winter Plan 2021/22 – Leah Friedman, Operational Business Manager.</p> <p>The purpose of this report was to provide the Board with an update on Midlothian Health & Social Care Partnership's Winter Plan 2020/21 and outline plans in</p>	<p>(a) To note the update on the Winter Plan 2020/21; and</p> <p>(b) To approve the approach to winter planning.</p>		

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>coping with increased pressure through effective forward planning and the provision of additional capacity in key services.</p> <p>The report outlined the work being undertaken locally to prepare for winter pressures, explaining that the overarching Winter Plan was joined up to cover a wide range of areas – reducing delayed discharges, preventing admissions, increasing service capacity, gritting priority areas, implementing the flu and Covid booster programme, and resilience planning for severe weather, ongoing COVID-19 measures, and staff absences. There was also an ongoing focus on supporting staff wellbeing and a winter communications plan both for staff and the public. A Winter Executive Management Group had been mobilised to meet weekly, in tandem with an operational manager group. Performance management was a key part of this process, with the use of a winter dashboard to track key performance indicators and progress against winter plans.</p> <p>Leah Friedman was heard in amplification of the report following which there was a general discussion regarding the importance of a whole systems co-ordinated approach with a single point of contact involving the use of volunteers and input from third sector partners. It was also felt that feedback from GPs/Medical Practices would be useful; it being noted that this would be picked up at the November Development Workshop.</p>			

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.8 Workforce Plan – Anthea Fraser, Practice Learning and Development Manager.</p> <p>The purpose of this report was to highlight the workforce planning currently underway to support the development of the new Workforce Strategic Plan 2022-2025 and to also raise awareness of the new initiatives and actions being undertaken to reduce the challenges that specific service teams were having in relation to their workforce, to improve service delivery, and mitigate risks of this reoccurring in the future.</p> <p>Practice Learning and Development Manager, Anthea Fraser in speaking to the report provided the Board with a broad overview of the progress which had been made and thereafter responded to Members’ questions and comments, the Board in considering the Plan welcomed the positive actions and initiatives currently underway, in particular the ongoing involvement of staff and plans to establish focus groups.</p>	<p>(a) Noted the current strategic workforce planning; and</p> <p>(b) Noted and welcomed the actions and initiatives that were being implemented to address the challenges that specific workforce teams were experiencing.</p>		
<p>5.9 Vaccination Programme Update – Jamie Megaw, Strategic Programme Manager.</p> <p>The purpose of this report was to provide Board Members with an update on the Seasonal Influenza and COVID vaccination programme.</p> <p>The Board, having heard from Strategic Programme Manager, Jamie Megaw, who gave a further update on current uptake figures and thereafter responded to</p>	<p>(a) Noted the progress of the programme.</p> <p>(b) Noted the Action Plan and that further updates on progress would be brought to the Board.</p>	Integration Manager	

Midlothian Integration Joint Board

Thursday 14 October 2021

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
Members questions and comments, considered the report and discussed the changes in way this year's Seasonal Influenza vaccination programme was being delivered and the public's response to it, which in spite of difficulties being reported elsewhere appeared locally to be generally positive.			
<p>5.10 Chief Social Work Officer - Annual Report 2020-2021 – Joan Tranent, Chief Social Work Officer.</p> <p>The purpose of this report was to present the annual report of the Chief Social Work Officer (CSWO). The shortened version of the report provided a high level overview of key issues and challenges as a result of Covid-19.</p>	Agreed to continue consideration of the CWSO's Annual Report to the December Board meeting.		

6. Any other business

An additional item of urgent private business had been notified in advance to the Chair and this was dealt with in the Addendum hereto.

7. Private Reports

Exclusion of Members of the Public

In view of the nature of the business to be transacted, the Board 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 paragraphs 1 and 3 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

7.1 Clinical Incident – Noted.

Midlothian Integration Joint Board

Thursday 14 October 2021

8. Date of next meeting

The next meetings of the Midlothian Integration Joint Board would be held on:

- Thursday 11 November 2021 1.30pm Development Workshop.
- Thursday 9 December 2021 2.00pm Midlothian Integration Joint Board

(Action: All Members to Note)

The meeting terminated at 16:31.

Midlothian Integration Joint Board



Meeting	Date	Time	Venue
Special Midlothian Integration Joint Board	Thursday 11 November 2021	1.30pm	Virtual Meeting held using Microsoft Teams

Present (voting members):

Carolyn Hirst (Chair)	Tricia Donald	Jock Encombe
Cllr Jim Muirhead	Cllr Catherine Johnstone	Cllr Pauline Winchester

Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Joan Tranent (Chief Social Work Officer)
Fiona Stratton (Chief Nurse)	Johanne Simpson (Medical Practitioner)	Wanda Fairgrieve (Staff side representative)
James Hill (Staff side representative)	Keith Chapman (User/Carer)	Lesley Kelly (Third Sector)

In attendance:

Jill Stacey (Chief Internal Auditor)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Nick Clater (Head of Adult & Social Care)
Mairi Simpson (Integration Manager)	Roxanne King (Business Manager)	Elizabeth McDonald (HR Business Partner)
Andrew Henderson (DSO)	Mike Broadway (Clerk)	

Apologies:

Cllr Derek Milligan (Vice Chair)	Angus McCann	Hamish Reid (GP/Clinical Director)
Jordan Miller (Staff side representative)		

Midlothian Integration Joint Board

Thursday 11 November 2021

1. Welcome and introductions

The Chair, Carolyn Hirst, welcomed everyone to this virtual Special Meeting of the Midlothian Integration Joint Board.

2. Order of Business

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

3. Declarations of interest

No declarations of interest were received.

4. Public Reports

4.1 National Care Service for Scotland – Consultation Response from the Board of Midlothian IJB - Carolyn Hirst, Chair, Midlothian IJB

The purpose of this report was to provide Board Members with the Midlothian Integration Joint Board response to the National Care Service for Scotland consultation.

The report explained that in order to meet the consultation closing date, a draft response to the consultation based on earlier discussions had been prepared and circulated to Board Members for comment and agreement. The Midlothian IJB Board response to the National Care Service for Scotland consultation was subsequently submitted to the Scottish Government on 29 October and a copy of it was appended to the report.

Noted the content of the response

Midlothian Integration Joint Board

Thursday 11 November 2021

<p>The Board, having heard from the Chair, Carolyn Hirst, discussed the likely next steps, the ambitious timescales set out by Scottish Government and the likely need for further consultation in the event that services for young people and children were to be included in the review. The Board were further advised that the Midlothian Third Sector had also submitted a response, based on a consultation event, and that the key issues for them were the large potential changes proposed to children and young people's services, the potential impact on procurement and funding for the third sector and concern regarding possible changes to the Drug and Alcohol Partnerships, which were perceived to be working well locally.</p>			
<p>4.2 Development of services for citizens with learning disabilities, and rehabilitation after severe and enduring mental illness - Supplementary Report - Nick Clater, Head of Adult and Social Care</p> <p>With reference to paragraph 5.3 of the Minute of 14 October 2021, there was submitted a report the purpose of was to provide a response to the questions raised regarding the Initial Agreements at the earlier Board meeting and seek subsequent approval of the Initial Agreements supporting the development of services for citizens with either learning disabilities or rehabilitation needs after severe and enduring mental illness.</p> <p>The report confirmed that there would be the ability to use beds flexibly in the new configuration so, should, for example, Midlothian require an additional bed, this would be possible subject to capacity. Assurances</p>	<p>Agreed to approve the Initial Agreements with the following addendums that the MIJB was seeking assurances on:</p> <ul style="list-style-type: none"> • The principle of resource transfer and would obviously wish to see the detail regarding that; • That there would be a degree of flexibility in the system in relation to beds in recognition that there may some occasions when demand may exceed supply; and • That further detail on the above two points will come as the business case further develops. 		

Midlothian Integration Joint Board

Thursday 11 November 2021

had been received that there would be funding released to Midlothian IJB based on the bed reductions. The move from inpatient to community was considered to be consistent with current mental health strategic planning in Midlothian. Additionally, what was being put forward for approval were two Initial Agreements. Initial Agreements were the very first stage in the process and would be followed by Outline Business Cases and then Full Business Cases which would all be subject to the same extensive governance process with the IJBs.

Nick Clater, Head of Adult and Social Care in presenting the report to the Board took Members through the key points and conclusions summarised above. Following which he responded to Members questions and comments.

The Board in discussing the report, welcome the clarification and reassurance offered in response to the issues previously raised, and agreed that, subject to the position on the flexibility and resource transfer, they were now in a position to offer agreement to the Initial Agreements.

5. Private Reports

There were no private reports for consideration at this meeting.

6. Any other business

No additional business had been notified to the Chair in advance.

Midlothian Integration Joint Board

Thursday 11 November 2021

7. Date of next meeting

The next meetings of the Midlothian Integration Joint Board would be held on:

- Thursday 9 December 2021 2.00pm Midlothian Integration Joint Board
- Thursday 13 January 2022 2.00pm Development Workshop.

(Action: All Members to Note)

The meeting terminated at 1.58pm.

Midlothian Integration Joint Board



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 9 December 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

Carolyn Hirst (Chair)	Tricia Donald	Jock Encombe
Cllr Catherine Johnstone	Angus McCann	Cllr Jim Muirhead
Cllr Pauline Winchester		

Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Joan Tranent (Chief Social Work Officer)
Fiona Stratton (Chief Nurse)	Hamish Reid (GP/Clinical Director)	Johanne Simpson (Medical Practitioner)
Hannah Cairns (Allied Health Professional)	James Hill (Staff side representative)	Wanda Fairgrieve (Staff side representative)
Keith Chapman (User/Carer)	Lesley Kelly (Third Sector)	

In attendance:

Jill Stacey (Chief Internal Auditor)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Nick Clater (Head of Adult & Social Care)
Gary Fairley (Chief Officer Corporate Solutions)	Graham Kilpatrick (Service Manager Disabilities)	Jamie Megaw (Strategic Programme Manager)
Roxanne King (Business Manager)	Lois Marshall (Assistant Strategic Programme Manager)	Miriam Leighton (Volunteer Midlothian)
Val Holtom (Care Inspectorate)	Andrew Henderson (Democratic Services Officer)	Mike Broadway (Clerk)

Apologies:

Councillor Derek Milligan (Vice Chair)	Mairi Simpson (Integration Manager)	
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Midlothian Integration Joint Board

Thursday 9 December 2021

1. Welcome and Introductions

The Chair, Carolyn Hirst, in welcoming everyone to this virtual Meeting of the Midlothian Integration Joint Board, extended a warm welcome on behalf of the Board to Miriam Leighton and Hannah Cairns. Carolyn expressed her gratitude and thanks to Jamie Megaw and Lesley Kelly, who were attending their final Board meeting, and requested that the Boards' best wishes be passed on to Councilor Milligan, who was making a good recovery following recent surgery.

2. Order of Business

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

3. Declarations of interest

No declarations of interest were received.

4. Minute of Previous Meetings

4.1 Minutes of the MIJB held on 14 October 2021

The Minutes of Meeting of the Midlothian Integration Joint Board held on 14 October 2021 were submitted and approved as a correct record subject to with the wording in Item 7.1 being adjusted to read as follows –

"It was acknowledged that such an incident could have happened anywhere and as such that the wording in the national Patient Group Direction (PGD) had been updated for clarity in order to remove this error and so avoid future incidents."

4.2 Minutes of the Special MIJB held on 11 November 2021

The Minutes of Meeting of the Special Midlothian Integration Joint Board held on 11 November 2021 were submitted and approved as a correct record subject to the expansion, for sake of clarity, of the decision reached at Item 4.2 to read as follows –

"Agreed to approve the Initial Agreements with the following addendums that the MIJB was seeking assurances on:

- The principle of resource transfer and would obviously wish to see the detail regarding that;

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- That there would be a degree of flexibility in the system in relation to beds in recognition that there may some occasions when demand may exceed supply; and
- That further detail on the above two points will come as the business case further develops.”

4.3 Minutes of the Audit & Risk Committee held on 2 September 2021

The Minutes of Meeting of the MIJB Audit and Risk Committee held on 2 September 2021 were submitted and noted.

4.4 Minutes of the Strategic Planning Group held on 17 November 2021

The Minutes of Meeting of the Strategic Planning Group held on 17 November 2021 were submitted and noted.

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.1 Chair's Update.</p> <p>By way of a Chair's update, Carolyn Hirst thanked Members for their contributions at the recent development workshop session, and acknowledged the circulation of the new monthly IJB bulletin, which she hoped everyone had found helpful. If anyone had any feedback, or requests for items to be included, these should be fed back in the first instance to Chief Officer, Morag Barrow. Carolyn Hirst also made reference to the recent Midlothian Community Planning Partnership Conference which had been held online on 23 and 24 November 2021. The focus of the Conference which had been People, Place and Wellbeing, had clearly highlighting the potential for tie-ins with work being progressed by H&SC. The Chair concluded by referring to the work that was being undertaken with regard to assurance</p>	<p>All Members to note.</p>		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
and monitoring, and on the considerable systems pressure being experienced entering the normally very busy winter period.			
<p>5.2 Chief Officer Report – Morag Barrow, Chief Officer.</p> <p>This report provided a summary of the key service pressures and service developments which had occurred during the previous month across health and social care as well as looking ahead at future developments.</p> <p>Having heard from the Chief Officer, Morag Barrow in amplification of her report, the Board in echoed her concerns about the pressure that the Health and Social Care system was under across Scotland due to staff absence, recruitment challenges and increased demand noted that the priority was to work across Midlothian to cope with the new COVID variant and general winter pressures.</p> <p>In response to questions and comments from Board Members', Head of Primary Care and Older Peoples Services, Grace Cowan provide an update on district nursing, and jointly with Chief Officer, Morag Barrow explained the current position in relation to rate of delayed discharges in Midlothian.</p> <p>The Board also discussed the ongoing COVID booster and Flu vaccine programme and acknowledged a request for assistance in helping to promote the programme with younger people.</p>	Noted the issues and updates arising from the Chief Officers Report.		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.3 Chief Social Work Officer - Annual Report 2020-2021 – Joan Tranent, Chief Social Work Officer.</p> <p>With reference to paragraph 5.10 of the Minutes of 14 October 2021, there was submitted a report the purpose of which was to present the Annual Report of the Chief Social Work Officer (CSWO). The shortened version of the Annual Report provided a high level overview of key issues and challenges as a result of Covid-19.</p> <p>Having heard from Chief Social Work Officer, Joan Tranent, who responded to Members' question and comments, the Board discussed the level of control that the local authority had over the type of tasks undertaken by the unpaid work team, and also concerns that some carers did not appear to be receiving information that they should have. Joan Tranent and Nick Clater confirmed that they would follow up on these matters and feedback to Members in the new year.</p>	<p>a) Noted that information would be fed back on the issues raised during discussion; and</p> <p>b) Noted the contents of the report.</p>		
<p>5.4 Midlothian Integration Joint Board Strategic Plan 2022-2025 - Report by Lois Marshall, Assistant Strategic Programme Manager.</p> <p>With reference to paragraph 5.10 of the Minutes of 8 April 2021, there was submitted a report the purpose of which was to provide the Board with an update on the development of the new Strategic Plan 2022-2025; a draft copy of which was appended to the report.</p>	<p>(a) Noted the update on the development of the new Strategic Plan; and</p> <p>(b) Noted and approved the proposals for consultation on the new Strategic Plan.</p>		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>The report also set out proposals for the official consultations on the draft Plan which in line with the Scottish Government guidance on Strategic Commissioning Plans, were due to begin in mid-January, following the IJB Development Workshop.</p> <p>The Board, having heard from Assistant Strategic Programme Manager, Lois Marshall, who provided an overview of the MIJB Strategic Plan 2022-2025 and thereafter responded to Members' questions and comments, discussed the draft Plan and how feedback from the proposed consultations would be used to inform the finalisation of the Plan. Other issues considered by the Board included the need to be strategic when driving forward transformational change; to ensure that as many people as possible had the opportunity to participate in the consultation process and that work was also done to engage with the third sector; and that information was presented in an easily understandable format.</p>			
<p>5.5 Financial Out-turn 2021/22, additional Scottish Government social care 21/22 funding and financial plan update – Report by David King, Interim Chief Finance Officer.</p> <p>The purpose of this report was to provide an update on the MIJB's projected out-turn for 21/22 (remaining at breakeven) and provide some details on the funding provided to the partnership as part of the Scottish Government's £300m investment to support Winter pressures. The report also provide an update to the use of the General Reserve and the financial impact of</p>	<p>(a) Noted the projected out-turn position for 2021/22 being break-even on an operational basis;</p> <p>(b) Noted the additional Winter Funding.</p> <p>(c) Agreed that the additional winter funding be provided to the HSCP as per the letter of 4/11/21 from the Scottish Government: a copy of which was appended to the report;</p>		

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<p>the Council's Care at Home Recommissioning programme. In addition it continued the discussion around the financial planning process and the movement towards a clear relationship between the strategic plan, a balanced financial plan to support that strategic plan and a set of directions that ask partners to provide operational plans to deliver the IJB's strategic plan.</p> <p>The Board, having heard from the Interim Chief Finance Officer, David King who responded to Members' question and comments, considered the proposals detailed in the report and discussed in particular governance in respect of additional Scottish Government funding, the potential use of unallocated general reserves to fund catch ups and innovation, winter funding and the Care at Home recommissioning programme and possible need to provide non-recurrent support.</p> <p>With regard to recommissioning programme, Chief Officer Corporate Solutions, Gary Fairley confirmed that the renegotiation of contracts with providers was underway and that some additional funding had been provided by the Scottish Government to the IJB.</p>	<p>(d) Noted the update on the use of the general reserve to provide 20 additional healthcare support workers;</p> <p>(e) Agreed in principle, if required, to provide non-recurrent support to Midlothian Council to deliver the Care at Home recommissioning programme from the IJB's general reserve; and</p> <p>(f) Supported the further development of the IJB's five year financial plan through the use of the IJB's workshop in January 2022.</p>		
<p>5.6 Learning Disability Services – Financial Position – Nick Clater, Head of Adult & Social Care.</p> <p>The purpose of this report was to provide the Board with an overview and initial analysis of the Learning Disability social care expenditure for Midlothian Health</p>	<p>(a) Noted the content of the report; and</p> <p>(b) Agree that a further paper be brought back to the Midlothian IJB in March 2022 which provided options for addressing the financial pressures on Learning Disability services.</p>		

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<p>and Social Care Partnership (MHSCP). The report detailed a breakdown of the expenditure and identified some of the complexities around managing the cumulative expenditure where the scope for changing individual care packages can be limited. This work was in line with Midlothian HSCP service transformation plans.</p> <p>The Board, having heard from Head of Adult & Social Care, Nick Clater and Service Manager Disabilities, Graham Kilpatrick, who provided an overview of the report and current position, responded to Members' question and comments, discussed the potential possible options detailed in the report.</p>			
<p>5.7 2021-22 IJB Directions - Interim Progress Report - Report by Lois Marshall, Assistant Strategic Programme Manager.</p> <p>The purpose of this report was to provide the Board with an interim (6 month) report on progress towards each Direction</p> <p>Assistant Strategic Programme Manager, Lois Marshal in providing an overview of the IJB Directions interim progress report highlighted that there were no particular issues that required flagging at this point.</p> <p>With regard to the action being taken in relation to the Safe Leave programme. Lois Marshall clarified that the programme was difficult to evaluate due to confidentiality and would be wrapped up with the</p>	<p>To note the 6-month review on the progress of the Directions issued to Midlothian Council and NHS Lothian for 2021-22.</p>		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
gender based violence review due to be submitted to Midlothian Council in 2022.			
<p>5.8 Primary Care Strategic Plan – Report by Jamie Megaw, Strategic Programme Manager.</p> <p>The purpose of this report was to set out the HSCP's strategic priorities for General Practice in Midlothian.</p> <p>The paper described the three main elements that would make up the revised Midlothian Primary Care Strategic Plan:</p> <ul style="list-style-type: none"> • Implement the revised Memorandum of Understanding which updates the priorities for the Primary Care Improvement Plan. • Implement the Midlothian Primary Care Capital Plan • Improve communication and quality in collaboration with General Practice <p>and sought the Board's support for them. Actions for the Primary Care Strategic Plan were also incorporated into the IJB Strategic Plan in the Primary Care and Frailty sections; copies of which were appended to the report.</p> <p>Having heard from both Chief Officer, Morag Barrow and GP/Clinical Director, Hamish Reid, in support of the report, the Board then heard from Jamie Megaw, Strategic Programme Manager who responded to Members' questions and comments.</p>	To support the main elements that will make up the revised Midlothian Primary Care Strategic Plan, as detailed in the report.		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.9 Performance Overview Report – Report by Jamie Megaw, Strategic Programme Manager.</p> <p>The purpose of this report was to update the Board on progress towards achieving the current IJB performance goals.</p> <p>Jamie Megaw was heard in amplification of the report and thereafter offered to respond to Members questions and comments.</p>	<p>To note the performance against the IJB performance goals.</p>		
<p>5.10 Assurance Arrangements – Civil Contingencies Act 2004 – Report by Roxanne King, Executive Business Manager.</p> <p>The purpose of this report was to provide the Board with an oversight of the assurance processes currently managed by Midlothian Health and Social Care Partnership which ensured that Midlothian Joint Integration Board meets its requirements as a Category 1 Responder, along with NHS Lothian and Midlothian Council.</p> <p>Having heard from Executive Business Manager, Roxanne King, who provided an overview of the information contained within the report, and thereafter responded to Members’ questions and comments, the Board discussed the current assurance arrangements as detailed in the report.</p>	<p>a) Agreed that details of the current assurance arrangements set out in the report be included as part of Monthly IJB bulletin; and</p> <p>b) To otherwise note the contents of the report.</p>	<p>Chief Officer</p>	
<p>5.11 Midlothian Community Mental Health and Wellbeing Fund - Report by Lesley Kelly,</p>	<p>To note the contents of the report and the activity undertaken.</p>		

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<p>Chief Officer, Midlothian Third Sector interface.</p> <p>The purpose of this report was to provide Members with an update on the Midlothian Community Mental Health and Wellbeing Fund, a new £241,000 funding pot being distributed by Midlothian Third Sector Interface to local third sector organisations.</p> <p>Lesley Kelly explained that the Fund aimed to promote initiatives that will be of benefit to adults aged 16+ in helping to address the impact of social isolation and loneliness caused by the pandemic, as well as health inequalities that have been exacerbated by the Covid-19 pandemic. The funding had been provided by the Scottish Government as part of a wider £15 million programme for Covid-19 recovery and renewal.</p>			
<p>5.12 Clinical and Care Governance Group (CCGG) report – Report by Fiona Stratton, Chief Nurse.</p> <p>The purpose of this report was to provide assurance to the Board regarding the Care and Clinical Governance arrangements within Midlothian Health and Social Care Partnership and to provide an update on the work of the Clinical and Care Governance Group.</p> <p>Chief Nurse, Fiona Stratton was heard in amplification of the report, highlighted in particular that further thought was being given to how best to present the information contained in the report in</p>	<p>To note and approved the contents of the report.</p>		

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Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
order to aid understanding. Chief Officer, Morag Barrow emphasised the considerable improvements made by the CCGG some of which were highlighted in the report.			

6. Any other business

Carolyn Hirst took the opportunity in closing the meeting to extend festive best wishes to everyone and to thank all the Health and Social Care staff for their continued contributions over what was likely to be a busy festive period.

7. Private Reports

No private reports were submitted for consideration.

8. Date of next meeting

The next meetings of the Midlothian Integration Joint Board would be held on:

- Thursday 13 January 2022 2.00pm Development Workshop.
- Thursday 10 February 2022 2.00pm Midlothian Integration Joint Board

(Action: All Members to Note)

The meeting terminated at 16:14.