

# Minute of Meeting

Performance Review and Scrutiny Committee

Tuesday 30 January 2018

Item No: 4.1



Midlothian

## Performance, Review and Scrutiny Committee

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

### Present:

Councillor Parry	Chair
Councillor Alexander	
Councillor Baird	
Councillor Cassidy	
Councillor Lay-Douglas	
Councillor Russell	
Councillor Smail	
Councillor Winchester	

### Also in Attendance:

Kenneth Lawrie	Chief Executive
Joan Tranent	Head of Children's Services
Grace Vickers	Head of Education
Alison White	Head of Adult Services
Ian Johnson	Head of Communities and Economy
Ricky Moffat	Head of Commercial Services
Jacqui Dougall	Business Services Manager
Janet Ritchie	Democratic Services Officer

## 1 Apologies

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Apologies were received from Councillors Montgomery, Munro, Johnstone and McCall

## 2 Order of Business

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The order of Business was as set out on the Agenda

## 3 Declarations of Interest

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No declarations of interest were intimated.

## 4 Minutes of Previous Meetings

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- 4.1 The minutes of the meeting of 5 September 2017 were submitted and approved as a correct record.

## 5 Public Reports

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Agenda No	Title	Submitted by:
<b>5.1</b>	<b>Inspection of Bilston Primary School Nursery Class</b>	<b>Head of Education</b>
<b>Outline and summary of item</b>		
<p>The Head of Education presented a report dated 18 September 2017 outlining the outcome of the Inspection of Bilston Primary School Nursery Class as carried out by the Care Inspectorate which was communicated in their report of August 2017. Bilston Primary School Nursery Class was inspected on 26 April 2017.</p> <p>The Head of Education updated the Committee on the evaluations of the core quality indicators and the key strengths as detailed in the report. There were no requirements or recommendations and the Care Inspectorate concluded that they were satisfied with the overall quality of provision.</p>		
<b>Decision</b>		
To note the content of the Inspection report.		

Agenda No	Title	Submitted by:
<b>5.2</b>	<b>Inspection of Cowan Court Extra Care Housing</b>	<b>Joint Director of Health and Social Care</b>
<b>Outline and summary of item</b>		
<p>The Head of Adult Services presented a report dated 12 September 2017 providing information in relation to the recent inspection by the Care Inspectorate. Cowan Court received an unannounced visit on the 14 March 2017. Since the last Inspection a new care team supervisor has been appointed who has vast experience of managing staff in a care at home service.</p>		

The Head of Adult Services updated the Committee on the grades awarded and the key strengths as detailed in the Report. The Committee were also advised that there were two recommendations made as a result of the inspection, both of these have been addressed.

#### Decision

To acknowledge the continued improvement since the last Inspection and the positive and ongoing work by management and staff connected with Cowan Court.

Agenda No	Title	Submitted by:
<b>5.3</b>	<b>Inspection of St Mary's Primary School Nursery Class</b>	<b>Head of Education</b>
<b>Outline and summary of item</b>		
<p>The Head of Education presented a report dated 30 October 2017 providing an update on the Care Inspectorate inspection completed on 27 September 2017. This report provides details of the Care Inspectorate evaluations for St Mary's Primary School from the original inspection in November 2016 and the most recent inspection dated 27 September 2017.</p> <p>The Head of Education highlighted the significant improvement in the Quality indicators from good to very good in three indicators and adequate to very good in the final indicator as detailed in the report.</p>		
<b>Decision</b>		
To note the content of the Inspection report.		

Agenda No	Title	Submitted by:
<b>5.4</b>	<b>Inspection of Midlothian Residential Service for Young People</b>	<b>Head of Children's Services</b>
<b>Outline and summary of item</b>		
<p>The Head of Children's Services presented a report dated 2 November 2017 outlining the outcome of the unannounced Inspection of Midlothian Residential Service for Young People as carried out by the Care Inspectorate in September 2017. The Head of Children's Services updated the Committee on the grades awarded by the Care Inspectorate on the two areas inspected, 'Quality of Care and Support' and 'Quality of Staffing' both Grade 4, Good. The Inspectors noted one requirement which was actioned immediately and two recommendations in which an action plan has been devised.</p> <p>Thereafter the Head of Children's Services responded to comments raised by members of the Committee on the challenges faced by this service.</p>		
<b>Decision</b>		
To note the content of the Inspection report.		

Agenda No	Title	Submitted by:
<b>5.5</b>	<b>Second Statutory Biodiversity Report</b>	<b>Head of Communities and Economy</b>
<b>Outline and summary of item</b>		
<p>The Head of Communities and Economy presented a report dated 9 November 2017. The purpose of this report is to seek approval of the Council's second statutory 'biodiversity report' as required by the Wildlife and Natural Environment (Scotland) Act 2011. The Wildlife and Natural Environment (Scotland) Act 2011 requires public bodies to publish a 'biodiversity report' every three years that sets out the actions taken by the public body in carrying out its biodiversity duty. It sets out the actions taken by the Council since November 2014 in carrying out its statutory duty to further the conservation of biodiversity.</p>		
<b>Decision</b>		
To note the report.		

Agenda No	Title	Presented by:
<b>5.6</b>	<b>Adult Social Care Quarter 2 Performance Report 2017/18</b>	<b>Head of Adult Services</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Customer and Housing Services was submitted. The Head of Adult Services highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Adult Services responded to questions raised by the members of the Committee which included:</p> <ul style="list-style-type: none"> <li>• The challenges with Aspire ceasing its care at home contract with Midlothian and the measures in place to ensure transition runs as smoothly as possible.</li> <li>• Substance misuse recovery hub which will bring together mental health, substance misuse and criminal justice services including third party sectors and the plans to engage with all involved agencies and carers to ensure that the building is fit for purpose for all agencies.</li> <li>• The capacity of GPs in Midlothian and the different strands in improving the GP services in Midlothian including the Wellbeing services. .</li> </ul>		
<b>Decision</b>		
<ul style="list-style-type: none"> <li>• The Head of Adult Services agreed to provide more detailed information on GP services.</li> <li>• To otherwise note the report.</li> </ul>		
<b>Action</b>		
Head of Adult Services		

Agenda No	Title	Presented by:
<b>5.7</b>	<b>Customer and Housing Services Quarter 2 Performance Report 2017/18</b>	<b>Head of Customer and Housing Services</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Customer and Housing Services was submitted. The Head of Adult Services highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Adult Services responded to a comment raised by the Chair with regards to Welfare Reform.</p>		
<b>Decision</b>		
To note the report.		

Agenda No	Title	Presented by:
<b>5.8</b>	<b>Children's Services Quarter 2 Performance Report 2017/18</b>	<b>Head of Children's Services</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Children's Services was submitted. The Head of Children's Services highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p>		
<b>Decision</b>		
To note the report.		

Agenda No	Title	Presented by:
<b>5.9</b>	<b>Communities and Economy Quarter 2 Performance Report 2017/18</b>	<b>Head of Communities and Economy</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Communities and Economy was submitted. The Head of Communities and Economy highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Communities and Economy responded to questions and comments raised by members of the Committee which included:</p> <ul style="list-style-type: none"> <li>• The timetable for commencement of work on Sheriffhall roundabout.</li> <li>• BREXIT and managing the uncertainties.</li> <li>• Community Choices funding and how this will be put into practice.</li> </ul>		

<ul style="list-style-type: none"> <li>The development and implementation of the participatory budget and confirmation on how this will be dispersed.</li> </ul>
<b>Decision</b>
<ul style="list-style-type: none"> <li>To provide a further report on the Community Choices funding and the Participatory Budget and how this will be dispersed.</li> <li>To otherwise note the report.</li> </ul>
<b>Action</b>
Head of Communities and Economy

Agenda No	Title	Presented by:
<b>5.10</b>	<b>Education Quarter 2 Performance Report 2017/18</b>	<b>Head of Education</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Education was submitted. The Head of Education highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.</p> <p>Thereafter the Head of Education responded to comments and questions raised by the Committee which included:</p> <ul style="list-style-type: none"> <li>Reduction in exclusions.</li> <li>Recruitment of teachers in Midlothian.</li> <li>Actions in place to address the budget overspend.</li> </ul>		
<b>Decision</b>		
To note the report		

Agenda No	Title	Presented by:
<b>5.11</b>	<b>Commercial Operations Quarter 1 Performance Report 2017/18</b>	<b>Head of Commercial Operations</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 Performance Report 2017/18 for Commercial Operations was submitted. The Head of Commercial Operations highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the Report.</p> <p>Thereafter the Head of Commercial Operations responded to questions and comments raised by Members which included:</p> <ul style="list-style-type: none"> <li>Decriminalised parking enforcement in Midlothian and that an update will be provided to Council in December.</li> </ul>		

<ul style="list-style-type: none"> <li>• Travel services and the confusion with the bus 39 and the 339 and if there are any changes these will not occur until February 2018.</li> <li>• The cost for modifying signage and repainting double yellow lines.</li> <li>• Apprenticeships and the work with schools.</li> <li>• Impact on the bus services if subsidy is removed</li> </ul>
<b>Decision</b>
To note the report

Agenda No	Title	Presented by:
<b>5.12</b>	<b>Finance and Integrated Service Support Quarter 1 Performance Report 2017/18</b>	<b>Business Services Manager</b>
<b>Outline and summary of item</b>		
The Quarter 2 Performance Report 2017/18 for Finance and Integrated Service Support was submitted. The Business Services Manager highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.		
<b>Decision</b>		
To note the report.		

Agenda No	Title	Presented by:
<b>5.13</b>	<b>Property and Facilities Management Quarter 2 Performance Report 2017/18</b>	<b>Head of Commercial Operations</b>
<b>Outline and summary of item</b>		
The Quarter 2 Performance Report 2017/18 for Property and Facilities Management was submitted. The Head of Commercial Operations highlighted the progress in the delivery of strategic outcomes and a summary of the emerging challenges going forward as detailed in the report.		
Thereafter the Head of Commercial Operations responded to questions and comments raised by Members which included:		
<ul style="list-style-type: none"> <li>• Acquisition of the office premises at White Hart Street</li> <li>• Potential benefit to Dalkeith Town Centre if the regeneration project proceeds.</li> </ul>		
<b>Decision</b>		
<ul style="list-style-type: none"> <li>• The Head of Commercial Services to provide feedback to members on the two points raised above.</li> <li>• To otherwise note the report.</li> </ul>		
<b>Action</b>		
Head of Commercial Operations		

Agenda No	Title	Presented by:
<b>5.14</b>	<b>Midlothian Council Quarter 2 Performance Report 2017/18</b>	<b>Chief Executive</b>
<b>Outline and summary of item</b>		
<p>The Chief Executive presented the Midlothian Council Quarter 2 Performance report detailing the delivery of Midlothian Council's priorities through the Community Planning Partnership and the Single Midlothian Plan. The Council Transformation Strategy and Individual Service Plans outlined how Midlothian Council would deliver its contribution to the Single Midlothian Plan.</p> <p>The Chief Executive highlighted that currently the focus was on the financial challenge for 2018/19 and beyond and it is worth noting the scale and range of positive and transformational work resulting in significant performance improvement and bridging the budget gap for 2018/19. It is also important to recognise the potential and the opportunities of the growth agenda in Midlothian.</p>		
<b>Decision</b>		
To note the report.		

Agenda No	Title	Presented by:
<b>5.15</b>	<b>Balanced Scorecard Indicators Quarter 2 2017/18</b>	<b>Chief Executive</b>
<b>Outline and summary of item</b>		
<p>The Quarter 2 2017/18 Performance Report for the Balanced Scorecard Indicators was submitted. Each of the perspectives were supported by a number of key measures and indicators which ensured that the Balanced Scorecard informed ongoing performance reporting and helped to identify areas for further improvement.</p> <p>The Chief Executive explained the purpose of this report and asked members for any feedback on the value of this report. The Chair commented positively on the improvement of this report.</p>		
<b>Decision</b>		
To note the report		

## **6 Private Reports**

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No private reports submitted for discussion

The meeting terminated at 12.37 pm