

Minute of Meeting



Performance Review and Scrutiny

| Date | Time | Venue |
|------------------|----------|--------------------------|
| 13 December 2021 | 11.00 am | Held via Microsoft Teams |

Present:

| | |
|------------------------------|-----------------------|
| Councillor Johnstone (Chair) | Councillor Alexander |
| Councillor Cassidy | Councillor Hardie |
| Councillor McCall | Councillor McKenzie |
| Councillor Munro | Councillor Parry |
| Councillor Russell | Councillor Smail |
| Councillor Wallace | Councillor Winchester |

In attendance:

| | |
|-----------------|--|
| Grace Vickers | Chief Executive |
| Kevin Anderson | Executive Director Place |
| Alan Turpie | Legal Services Manager/Monitoring Officer |
| Morag Barrow | Joint Director Health and Social Care |
| Fiona Robertson | Executive Director Children, Young People and Partnerships |
| Derek Oliver | Chief Officer Place |
| Jo Foley | Service Manager |
| Elaine Johnston | Policy and Scrutiny Officer |
| Grace Cowan | Head of Primary Care and Older Peoples Services |
| Nick Clater | Head of Adult and Social Care Services |
| Saty Kaur, | Executive Business Manager |
| Jill Stacey | Chief Internal Auditor |
| Janet Ritchie | Democratic Services Officer |

1 Apologies

Apologies for absence had been received on behalf of Councillor Lay-Douglas

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 21 September 2021 was submitted and approved as a correct record.
- 4.2 The Minute of the meeting of 2 November 2021 was submitted and approved as a correct record.
- 4.3 Action Log: It was noted there were no further updates and all actions were now completed.

5. Reports

| Agenda No. | Report Title | Presented by: |
|---|--|-----------------------------|
| 5.1 | Adult Health and Social Care Q2 Performance Report 2021/22 | Grace Cowan/ Nick Clater |
| Outline of report and summary of discussion | | |
| The Adult Health and Social Care Performance Report Q2 2021/22 was submitted. | | |
| The Head of Primary Care and Older People Services highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges with regards to Care at Home Services as detailed within the report. During this update the Head of Primary Care and Older People's Services also highlighted that staff recruitment has continued to be a focus and there will be a review of the Care at Home Service in January 2022. | | |
| The Head of Adult Health and Social Care highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges with regards to Adult Services as detailed within the report highlighting some of the notable updates with regards to the roll out of devices to enable digital connectivity and the changes in moving people from long stay beds out into the community. | | |
| Decision | | |
| The Performance Review and Scrutiny Committee noted the update. | | |

| Agenda No. | Report Title | Presented by: |
|--|---|-----------------|
| 5.2 | Children's Services, Partnerships and Communities Q2 Performance Report 2021/22 | Fiona Robertson |
| Outline of report and summary of discussion | | |
| <p>The Children's Services, Partnership and Communities Annual Performance Report 2020/21 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.</p> <p>Thereafter Fiona Robertson and Jo Foley responded to questions raised by Members which included providing clarity on the Income Maximisation Project and also with regards to Teachers moving out of schools into the Head Office in Dalkeith which was to take the lead in the Building Back Better Programme for Primary Schools and provide support to the staff who are engaging directly with the schools delivering this programme. It was also confirmed that Head Teachers were closely involved in this to ensure there was the relevant staff in schools to cover the posts of the Teachers who were involved in this programme. Fiona Robertson also advised that she would provide further information on the Teachers involved in this programme and further details regarding the programme via the Cross Party Working Group which could then be cascaded down to each group.</p> <p>In responding to a further question regarding child poverty Fiona Robertson confirmed that Officers also share concerns regarding this and provided an update on the ongoing work relating to this and that Maximisation Officers are in ongoing discussions to look at what other supports can be put in place to tackle child poverty.</p> | | |
| Decision | | |
| <p>The Performance Review and Scrutiny Committee noted the report and that:</p> <ul style="list-style-type: none"> The Executive Director would provide information on the Teachers involved in the Building Back Better Programme and further details on the Programme via the Cross Party Working Group. | | |
| Action | | |
| The Executive Director Children's Services, Partnerships and Communities | | |

| Agenda No. | Report Title | Presented by: |
|--|---------------------|----------------|
| 5.3 | Corporate Solutions | Kevin Anderson |
| Outline of report and summary of discussion | | |
| <p>The Corporate Solutions Annual Performance Report 2020/21 was submitted. The Executive Director Place presented slides outlining the Midlothian profile and Service specific aspects showing the trend data across the last Quarter and highlighted the main work underway with regards to Our Customers, Digital by Default, Our Workforce, Finance and Procurement.</p> <p>Thereafter Mr Anderson responded to several questions raised:</p> <ul style="list-style-type: none"> With regards to complaints and resolutions he confirmed that this is measured internally therefore this would be addressed as to how this could be presented for future reporting; | | |

- Regarding the Gender pay gap variation as he did not have the details of this but he would feed this back offline and provide a post meeting note to the minute;
- In terms of the Isolation support grant he advised that 2,000 had been paid out and as the eligibility has changed the website has been updated to reflect this and it is anticipated more may be received but he gave assurances that this is given priority;
- In terms of procurement and uptake of local contractors, he advised that consistent efforts are made but this is an ongoing situation and would welcome any feedback on other ways to encourage local engagement;
- With regards to the percentage of Direct Debits dropping, he advised he would take this away and provide some feedback on this.

There followed a brief discussion in response to questions with regards to Sickness absence where Mr Anderson provided some clarity and advised that with regards COVID related sickness absence and the difference between teaching staff and other staff her would need to provide feedback once clarity was received form HR.

Decision

The Performance Review and Scrutiny Committee noted the report.

| Agenda No. | Report Title | Presented by: |
|--|--------------|-----------------|
| 5.4 | Education | Fiona Robertson |
| Outline of report and summary of discussion | | |
| <p>The Q2 Performance Report 2020/21 for Education was submitted. The Executive Director, Children, Young People and Partnerships in presenting this report highlighted the progress in the delivery of strategic outcomes and summary of the emerging challenges as detailed within the report.</p> <p>In responding to questions and comments raised with regards to the impact of COVID on families and digital learning for children, the Executive Director advised that they are working closely with Children services and Psychology team and listening to families to continue to explore what other supports can be put in place. She also advised that with regards to SQA and apprenticeship qualifications community lifelong learning and the employability team are working with employers and she advised that apprenticeship programme has been very positive and if required Officers could provide an update on the success of the apprenticeship programme to the Cross Party Working Group.</p> | | |
| Decision | | |
| <p>The Performance Review and Scrutiny Committee noted the report and that:</p> <ul style="list-style-type: none"> • Officers from Community Lifelong Learning and Employability to provide feedback to the Cross Party Working Group on the success of the apprenticeship programme. | | |
| Action | | |
| Executive Director Children, Young People and Partnerships | | |

| Agenda No. | Report Title | Presented by: |
|--|--------------|----------------|
| 5.5 | Place | Kevin Anderson |
| Outline of report and summary of discussion | | |
| <p>The Place Quarter 2 Performance Report for 2021/22 was submitted. The Executive Director Place presented this report providing a brief overview of the main sections contained within the report highlighting the key successes and the continuing challenges this quarter.</p> <p>Thereafter in response to a question raised the Executive Director provided an update on schools meals advising that hot meals were rolled out to P4 with the next stage in planned for P5 in January 2022, however he did advise that this may change depending on the situation with regards to COIVD. Mr Oliver also advised that there were contingencies in place with other kitchens for the supply of meals if there was any issues with staffing.</p> <p>The Chief Officer also responded to a question with regards to bulky uplift advising that that there had been an issue with the system issue not a waste issue but that had been resolved and that there should be no issue across the county at this point. He also advised if required he could provide an update post meeting on the availability schedule as this is automatically generated but highlighted that this is the busiest time of the year and it is also time sensitive so once printed it could change.</p> <p>In response to a question raised with regards to recycling bins in public places the Chief Officer Place advised that he would take offline and look at again as previously the contamination rate was a serious issue in terms of recycling bins. He also advised that with regards to public bins that are uplifted there is an element of sorting that happens where they can extract recycling from them but would review if recycling bins could be considered in some areas.</p> | | |
| Decision | | |
| <p>The Performance Review and Scrutiny Committee noted the report and that:</p> <ul style="list-style-type: none"> • The Chief Officer Place would provide feedback on availability scheduled on bulky uplift and • Review the possibility of recycling bins in some areas | | |
| Action | | |
| Chief Officer Place | | |

| Agenda No. | Report Title | Presented by: |
|--|--------------------|---------------|
| 5.6 | Midlothian Council | Grace Vickers |
| Outline of report and summary of discussion | | |
| <p>The Chief Executive presented the Midlothian Council Quarter 2 Performance Report 2021 advising that this report and the Balance Scorecard provides a summary of actions this in line with the single Midlothian Plan and compliments the individual reports presented today.</p> | | |
| Decision | | |
| The Performance Review and Scrutiny Committee noted the report. | | |

| Agenda No. | Report Title | Presented by: |
|---|--------------------|-----------------|
| 5.7 | Balanced scorecard | Chief Executive |
| Outline of report and summary of discussion | | |
| The Balanced Scorecard was submitted and presented by the Chief Executive advising that this collates all the information which has been outlined by the individual services. | | |
| Decision | | |
| The Performance Review and Scrutiny Committee noted the report. | | |

6 Private Reports

No items for discussion

7 Date of the Next

Tuesday 1 February 2022 at 11.00 am

The meeting terminated at 12.10 pm