MINUTES of SPECIAL MEETING of the

MIDLOTHIAN COUNCIL CABINET held in the Council
Chambers, Midlothian House, Buccleuch Street, Dalkeith on
Tuesday, 9 June 2009 at 10.00 am.

Present:- Councillors Milligan (Convener), Aitchison,
Boyes, Chalmers and Imrie.

Apologies for Absence:- Councillor Bennett and Mr V
Bourne (Religious Representative).

Declarations of Interest.

1. There were no declarations of interest.

Annual Performance Reports 2008/09.

2. There was submitted Annual Performance Reports for
the year 2008/09 in respect of:-

- Commercial Services;
- Corporate Services;
- Education and Communities;
- Social Work;
- Strategic Services;
- Executive Services; and
- Midlothian Council.

In each case, the relevant Chief Officer spoke in
amplification of the summary sheet which outlined the major
successes, major challenges and actions being taken to
address those challenges.

Following discussion, when the points shown below
were noted/approved, the Cabinet approved each of the
annual performance reports for the year 2008/09:-

(a) Performance Report – Commercial Services;

(i)/
(i) having noted the increase in the numbers of void houses resulting from the progress with the Council Social Housing Programme and the action which had been taken to date to address the situation, agreed that the Convener, arrange meetings with the Director, Commercial Services and Cabinet Members to review the situation and explore methods of improving the turnaround of void houses;

(ii) noted that recycling targets continued to be met and that when the opportunity arose, publicity would be given to the availability of replacement covers for recycling boxes;

(iii) noted that 88.2% of invoices were processed within 30 days of receipt;

(iv) agreed that the following Divisional Priorities, each with a due date of 31 March 2010 be carried forward to the 2009/10 Divisional Plan viz:-

- implementation of route changes to achieve optimum vehicle utilisation;

- implementation of mobile working;

- completion of the upgrade to TASK including Totalrepairs and Totalview; and

- the implementation plan in respect of void house renovations.

(b) Performance Report – Corporate Services;

(i) Agreed that the following Divisional Priorities each with a due date of 31 March 2009 be carried forward to the 2009/10 Divisional Plan:-
- improvement of Option Appraisal of Expenditure and develop option appraisal and improved monitoring systems;

- review of the Spend to Save Scheme and develop option appraisal and improved monitoring;

- ensure revised policies and new forms were in place in respect of the RIP(SA) Review; and

- if applicable, complete business case for procurement; prepare implementation plan and deliver results in line with plan and undertake and implement purchase to pay process improvement work.

(c) **Strategic Services.**

Noted that the new Midlothian Business Loan Scheme had been formerly launched in May 2009.

(d) **Executive Services.**

Noted that the resolution of staffing resource issues had ensured that there would be continued support for health and safety course attendance within Divisions.

(e) **Performance Report – Midlothian Council.**

Noted the content of the report for Midlothian Council which summarised the details contained within the various Divisional reports.

The meeting terminated at 10.40 am.