

**Chief Executive: Eddie Fraser**

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To: Councillors Lillian Jones (Chair), David Richardson, Stephen Canning, Peter Mabon, Beverley Clark, Sally Cogley, William Lennox, June Kyle, Neill Watts, Jennifer Hogg and Elaine Stewart.

25 August 2022

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - THURSDAY 1 SEPTEMBER 2022**

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **THURSDAY 1 SEPTEMBER 2022** commencing at **0930 HRS** in the **COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK/ MICROSOFT TEAMS**, in order to consider the undernoted business.

**The meeting of the Governance and Scrutiny Committee will be subject to delayed broadcast and a recording will be available to view on the Council's website.**

Yours sincerely

SIGNED BY JULIE McGARRY  
ON BEHALF OF

David Mitchell  
Chief Governance Officer  
SN/FM

### **B U S I N E S S**

#### **CALL FOR SEDERUNT AND INTIMATE APOLOGIES (page 1)**

- 1. DECLARATIONS OF INTEREST (page 2)** - Under this item, Members are asked to declare, if required, any interest in any of the undernoted items of business on the Agenda and provide an explanation of the nature of their interest.
- 2. PREVIOUS MINUTES (pages 3-9)** - Submit, for approval as a correct record, the Minutes of the meeting held on 16 June 2022 ([copy enclosed](#)).
- 3. PLANNING PERFORMANCE FRAMEWORK 2020/21 (pages 10-22)** - Submit report ([copy enclosed](#)) by the Chief Governance Officer to provide an update on the Scottish Government's annual assessment of the Council's Planning Performance Framework submission for April 2020 to March 2021 and detail the associated actions for the 2022-23 period. **(PERFORMANCE)**

4. **COMPLAINTS ANNUAL REPORT 2021/22 (pages 23-44)** - Submit report dated 15 August 2022 ([copy enclosed](#)) by the Chief Executive to present for consideration the Council's Complaints Annual Report for 2021/22, required as part of the Scottish Public Services Ombudsman's National Performance Framework. **(PERFORMANCE)**
  5. **ANNUAL PROCUREMENT REPORT - 1 APRIL 2021 TO 31 MARCH 2022 (pages 45-83)** - Submit report ([copy enclosed](#)) by Chief Governance Officer to present the Committee with the Council's Annual Procurement Report as required under the Procurement Reform Scotland Act 2014. The report aims to provide visibility to Members that our procurement activities are being conducted in accordance with The Procurement Reform Scotland Act 2014 and with the strategic aims, objectives and key priorities as detailed in the Corporate Procurement Strategy. **(PERFORMANCE)**
  6. **AWARDING OF CONTRACTS - PERIOD FROM 3 JUNE TO 18 AUGUST 2022 (pages 84-91)** - Submit report dated 19 August 2022 ([copy enclosed](#)) by the Chief Governance Officer to provide, for information, details of tenders which have been accepted on behalf of the Council for the period from 3 June to 18 August 2022. **(SCRUTINY)**
  7. **FINAL MEASUREMENTS ON CAPITAL WORKS CONTRACTS FOR THE PERIOD 1 OCTOBER 2021 TO 31 MARCH 2022 (pages 92-97)** - Submit report dated 22 August 2022 ([copy enclosed](#)) by the Chief Governance Officer to provide, for information, details of final measurements for capital works contracts agreed with the relevant contractors, in respect of the period from 1 October 2021 to 31 March 2022. **(SCRUTINY)**
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#### ***Recording - Virtual Meeting***

***Please note: this meeting will be recorded to the Council's website, where it will be capable of repeated viewing. At the start of the meeting, the Chair will confirm that the meeting is being recorded.***

***You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's published policy, including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's website.***