

SERVICE AND PERFORMANCE PANEL

Minutes of the meeting held remotely on
29 March 2022 at 10.00 a.m.

- Present:** Councillors Alec Clark (Chair), Iain Campbell, Martin Dowey and Bob Pollock.
- Apologies:** Councillors Laura Brennan-Whitefield, Andy Campbell, Douglas Campbell and Derek McCabe.
- Attending:** M. Newall, Assistant Director – People; L. Reid, Assistant Director – Place; K. Carr, Assistant Director – Place; T. Eltringham; Director of Health and Social Care; C. Caves, Head of HR and Regulatory Services; K. Anderson, Service Lead - Policy, Performance and Community Planning; D. Alexander, Service Lead – Procurement; S. MacMillan – Project Implementation Coordinator; C. Buchanan – Committee Services Officer; F. Maher Committee Services Officer; C. McCallum – Clerical Assistant – Democratic and Governance and E. Moore, Clerical Assistant – Democratic and Governance.

1. Sederunt and Declarations of Interest

The Chair took the Sederunt and outlined the procedures for conducting this meeting and advised that this meeting would be broadcast live.

There were no declarations of interest by Members in terms of Council Standing Order No. 17 and the Councillors' Code of Conduct.

2. Minutes

The minutes of the meeting held on [08 February 2022](#) (issued) were submitted and approved.

3. Action Log and Work Programme

There was submitted an update of the [Action Log and Work Programme](#) (issued) for this Panel. The Assistant Director – People provided the Panel with a verbal update on the Action Plan and Work Programme

The Assistant Director – People highlighted Action 4 and said that he had received a response by the Assistant Director - Place outlining that although it was clear that there had been an economic effect, it was not possible to specifically quantify the impacts of the Pandemic on the Councils economy, Members agreed to note Action 4 as complete.

The Panel

Decided: to note the current status of the Action Log and Work Programme.

4. Local Procurement Policy: Annual Update

There was submitted a [report](#) of 18 March 2022 by the Assistant Director - Place providing Elected Members with an update on the actions in regard to the Local Procurement Policy Statement first approved at Leadership Panel in March 2021.

The Assistant Director - Place gave a verbal overview of the report and invited the Panel Members to ask any questions that they had in relation to the report.

The Service Lead, Procurement gave a brief overview of the key details specified within the Local Procurement Policy Update report.

Questions were raised by members in relation to;

- 1) Are suppliers restricted to covering a certain locality area or if they can be used for projects for specific local schools? The Service Lead, Procurement highlighted that the project requirements would be determined by the contract for each supplier.
- 2) How will the Supplier Development Programme be advertised? The Service Lead, Procurement stated that the procurement team will be in contact with suppliers in April who may have an interest in bidding on some of the local development contracts as well as hosting a virtual event in May 2022. The Service Lead outlined that the procurement team will work with Scotland Excel to give guidance to onboarding local suppliers and that the procurement team will attend Scotland's 13th Annual Meet the Buyer event scheduled to be held virtually on 15 July 2022.
- 3) Are there community benefits for small companies in securing employment contracts and is the national living wage a requirement for all employees? The Service Lead, Procurement explained that this is classed as a community benefit and outlined that all employees are paid the national living wage and although payment of national living wage is encouraged by the Council for modern apprentices, these are ultimately determined by each individual employer.
- 4) Is there collaborative working with neighbouring authorities to achieve National Frameworks? The Service Lead, Procurement stated that the procurement managers from North Ayrshire Council and East Ayrshire Council had been working collaboratively on the procurement initiative and will be in attendance at the National Supplier Development Programme and said the intention is to work collaboratively with neighbouring authorities going forward.

Having scrutinised the contents of report, the Panel;

Decided: to note the contents of the report.

5. Planning Performance Framework 2020-21 – Update

There was submitted a [report](#) of 18 March 2022 by the Assistant Director – Place to set out the Council's performance against the National Planning Performance Framework for 2020-21 (Appendix 1) and the Scottish Government's feedback to this (Appendix 2).

The Service Lead - Planning and Building Standards gave an informative presentation and summary on the Key Performance Markers from April 2020 to March 2021 which were submitted to the Scottish Government in July 2021 and their response was received in November 2021 using the RAG rating system. The Service Lead outlined that all matters had scored positively with the exception of the four indicators detailed within Paragraph 4.4 of the report relating to incomplete improvement commitments, out of date Local Development Plan, development contributions plan still awaiting adoption and the discussion of developer contributions at pre-application engagement.

Questions were raised by members in relation to;

- 1) How can the Developer Contributions Scheme be improved? The Service Lead said he felt that the Scheme could be improved by working alongside other services and by putting appropriate resources in place to allow developers to progress and deliver plans within the established timescales.
- 2) How can balance be established between service demand and the staffing and resources within the service? The Service Lead outlined that planning application fees are to be increased in April 2022 by the Scottish Government which may cause a slight reduction in the demand for applications which would relieve some of the staffing and resource issues within the Planning Service.
- 3) The impact of appeals on various Planning developments? The Service Lead explained that the process of appeals is not measured within the Planning Performance Framework Report at present, but said that Planning could look to have a commentary element related to appeals within the Planning Performance Framework Report in future.

Having considered the report, the Panel

Decided: to note the contents of the report.

6. **The South Ayrshire Way Strategic Change Programme, Preparing for the Future**

There was submitted a [report](#) of 18 March January 2022 by the Assistant Director - Place to update Service and Performance Panel Members on the progress of the South Ayrshire Way (SAW) Strategic Change Programme and benefits realisation.

The Assistant Director – Place gave an introduction to the Report and outlined that a number of projects had been undertaken since June 2021 and that the proposals would be brought to the Leadership Panel in June 2022.

The Project Implementation Coordinator gave an update on the new Street Cleaning Operating Model stating that the project should start advancing in the coming months and that his intention is to detail the scope of the project and how to take this forward as well as identifying an Officer to take the lead role on the project. He highlighted that he had been working closely with the Communications Team with a view to create a Communications Strategy and said engagement with Trade Unions was due to be arranged.

A Member of the Panel made a comment around the consideration of the implementation of hand carts for environmental cleanliness within the new Street Cleaning Operating Model.

The Assistant Director – Place said that she had drafted a plan for highlighting identified benefits throughout the benefits realisation plan process, she noted that she is also working alongside the Change Team with plans to upskill and develop staff around managing change.

Having considered the report, the Panel

Decided: to note the contents of the report.

The meeting concluded at 11:00 a.m.