

South Ayrshire Council

**Report by Chief Governance Officer
to South Ayrshire Council (Special)
of 19 August 2024**

Subject: Representation on Working Groups

1. Purpose

1.1 The purpose of this report is to seek approval to make alterations to the list of Working Groups.

2. Recommendation

2.1 It is recommended that the Council:

2.1.1 notes the changes in the representatives nominated by the Conservative Group and the SNP Group identified in 4.2 and 4.4;

2.1.2 approves the proposed changes to officer representation (as outlined in [Appendix 1](#)); and

2.1.3 considers any other amendments which might be required to representation on Working Groups.

3. Background

3.1 The Council is currently represented on a number of external Working Groups and has previously agreed to the formation of a number of internal Member/ Officer Working Groups.

4. Proposals

4.1 On 11 July 2024, Councillor Stephen Ferry intimated his resignation from the Conservative Group.

4.2 The Conservative Group has requested amendments to representation to replace Councillor Ferry as outlined below:

<i>Working Group</i>	<i>Proposed Member</i>
Trauma Informed Member/ Officer Working Group	Councillor William Grant

4.3 On 15 July 2024, Councillor William Grant intimated his resignation from the SNP Group.

- 4.4 The SNP Group has requested amendments to representation to replace Councillor Grant as outlined below:

<i>Working Group</i>	<i>Proposed Member</i>
1st Tier Joint Consultative Committee	Councillor Julie Dettbarn
Best Value Member/ Officer Working Group	Councillor Julie Dettbarn
Community Wealth Building Member/ Officer Working Group	Councillor Julie Dettbarn
Gypsy/ Traveller Member/ Officer Working Group	No additional representative required from the SNP Group

- 4.5 It would be appropriate for the Council to consider revising officer representation on those Working Groups identified as still current. Proposed changes are outlined in [Appendix 1](#).
- 4.6 A report entitled ‘Local Development Plan 3 (LDP3) Governance Arrangements’ has been submitted as a separate item on the agenda for this meeting and recommendations include the establishment of a new Member/ Officer Working Group (to oversee the preparation of LDP3); and discontinuation of the Planning Liaison Group.
- 4.7 Members may wish to consider any other amendments which might be required to representation on Working Groups.

5. Legal and Procurement Implications

- 5.1 There are no legal implications arising from this report.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 There are no financial implications arising from this report.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

Risk Implications of Adopting the Recommendations

- 8.1.1 There are no risks associated with adopting the recommendations.

8.2/

8.2 **Risk Implications of Rejecting the Recommendations**

8.2.1 Rejecting the recommendations may in some cases hinder the efficient operation of Council business.

9. **Equalities**

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 2](#).

10. **Sustainable Development Implications**

10.1 **Considering Strategic Environmental Assessment (SEA)** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. **Options Appraisal**

11.1 An options appraisal has not been carried out in relation to the subject matter of this report.

12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to Priority 4 of the Council Plan: Efficient and effective enabling services.

13. **Results of Consultation**

13.1 There has been no consultation on the contents of this report.

13.2 Consultation has taken place with Councillor Martin Dowey, Portfolio Holder for Corporate and Strategic, and the contents of this report reflect any feedback provided.

14. **Next Steps for Decision Tracking Purposes**

14.1 If the recommendations above are approved by Members, the Chief Governance Officer will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

Implementation	Due date	Managed by
Publish updated details of representation on Working Groups	30 August 2024	Service Lead – Democratic Governance

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Notification of appointments to all relevant external groups and officers	30 August 2024	Service Lead – Democratic Governance

Background Papers **None**

Person to Contact **Catriona Caves, Chief Governance Officer**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail Catriona.caves@south-ayrshire.gov.uk

Date: **13 August 2024**

Proposed Changes to the List of Working Groups

Working Group	Current Officer	Proposed Officer
1st Tier Joint Consultative Committee	Not applicable (addition following appointment as Director)	Kevin Braidwood
Active Travel/ Member/ Officer Working Group	Not applicable (addition following appointment as Director)	Kevin Braidwood
Best Value Member/ Officer Working Group	Not applicable (addition following appointment as Director)	Kevin Braidwood
Community Planning Board	Not applicable (addition)	Lyndsay McRoberts
External Funding Member/ Officer Working Group	Mike Newall	Kevin Braidwood
Financial Inclusion Member/ Officer Working Group	Mike Newall	Kevin Braidwood
Financial Inclusion Member/ Officer Working Group	Not applicable (addition)	Lyndsay McRoberts
Gypsy/ Traveller Member/ Officer Working Group	Mike Newall	Kevin Braidwood
Planning Liaison Group (<i>unless Council approves discontinuation</i>)	Mike Newall	Kevin Braidwood
Significant Capital Projects Member/ Officer Working Group	Mike Newall	Kevin Braidwood
Significant Capital Projects Member/ Officer Working Group	Louise Reid	Not applicable (removal)
Sounding Board for Ayr Town Centre	Mike Newall	Kevin Braidwood
Sustainable Development Member/ Officer Working Group	Jane Bradley	Not applicable (removal)
Station Hotel Member/ Officer Working Group	Mike Newall	Kevin Braidwood

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: <https://www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx>

Further guidance is available here: <https://www.equalityhumanrights.com/en/publication-download/assessing-impact-and-public-sector-equality-duty-guide-public-authorities/>

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Representation on Working Groups
Lead Officer (Name/Position/Email)	Catriona Caves, Chief Governance Officer – catriona.caves@south-ayrshire.gov.uk

2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this policy? Please indicate whether these would be positive or negative impacts

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – (issues specific to women & men or girls & boys)	-	-

Community or Groups of People	Negative Impacts	Positive impacts
Sexual Orientation – person’s sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-
Thematic Groups: Health, Human Rights & Children’s Rights	-	-

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	-	-
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	-	-
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	-	-
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	-	-
Socio-economic Background – social class i.e. parent’s education, employment and income	-	-

4. Do you have evidence or reason to believe that the policy will support the Council to:

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: This report seeks approval to make alterations to the list of Working Groups. Their decision on this has no specific equality implications	
Signed : Catriona Caves	Chief Governance Officer
Date: 13 August 2024	