

County Buildings
Wellington Square
AYR KA7 1DR
Tel. No. 01292 612169

13 August 2024

Dear Councillor

SOUTH AYRSHIRE COUNCIL (SPECIAL)

You are requested to participate in a special meeting of South Ayrshire Council to be held **on Monday 19 August 2024 at 10.00 a.m.** for the purpose of considering the undernoted business.

This meeting will be held in the County Hall, County Buildings, Ayr on a hybrid basis for Elected Members, will be live-streamed and available to view at <https://south-ayrshire.public-i.tv/>

Yours sincerely

CATRIONA CAVES
Chief Governance Officer

B U S I N E S S

1. Provost.
2. Sederunt and Declarations of Interest.
3. Appointments to Panels – Submit report by Chief Governance Officer (copy herewith).
4. Appointments to Convention of Scottish Local Authorities – Submit report by Chief Governance Officer (copy herewith).
5. Representation on Outside Bodies – Submit report by Chief Governance Officer (copy herewith).
6. Representation on Working Groups – Submit report by Chief Governance Officer (copy herewith).
7. Scheme of Delegation – Submit report by Chief Governance Officer (copy herewith).
8. South Ayrshire Charitable Trust – Submit report by Chief Governance Officer (copy herewith).
9. Communications Review – Submit report by Director of Communities and Transformation (copy herewith).
10. Golf South Ayrshire – Golf Development Centre at Belleisle Golf Course – Submit report by Director of Communities and Transformation (copy herewith).

/11.

11. Proposed Ward Capital Projects – Update 2023 to 2025 and Approval of New Capital Projects 2024 to 2026 - Submit report by Director of Housing, Operations and Development (copy to follow).
12. Local Development Plan 3 Governance Arrangements – Submit report by Director of Housing, Operations and Development (copy herewith).
13. South Ayrshire Council Local Heat and Energy Efficiency Strategy (LHEES) 2024 – 2029 – Submit report by Director of Housing, Operations and Development (copy herewith).
14. Formal Questions.

For more information on any of the items on this agenda, please telephone Janice McClure,
Committee Services on at 01292 612169, at Wellington Square, Ayr or
e-mail: janice.mcclure@south-ayrshire.gov.uk
www.south-ayrshire.gov.uk

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South Ayrshire Council

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

Subject: Appointments to Panels

1. Purpose

- 1.1 The purpose of this report is to seek approval to make alterations to the membership of Panels.

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 [Appendix 1](#);
- 2.1.2 requests that officers make the required amendments to the list of Panels to reflect these changes; and
- 2.1.3 considers any other amendments which might be required to membership of Panels.

3. Background

- 3.1 In terms of para 11.1 of the Council's Scheme of Delegation, amendment of the membership of the Cabinet and other Panels, Committees and Sub-Committees is reserved to Council.

4. Proposals

- 4.1 At a special meeting on 26 May 2022, the Council approved a number of appointments.
- 4.2 The Conservative Group and the SNP Group have requested amendments to appointments as outlined in [Appendix 1](#).
- 4.3 Members may wish to consider any other amendments which might be required to membership of Panels.

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 Not applicable.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There are no risks associated with rejecting the recommendations.

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 public 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/

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
Make arrangements for payment of salaries to reflect decision	30 August 2024	Service Lead – Democratic Governance
Publish details of membership of Panels	30 August 2024	Service Lead – Democratic Governance

Background Papers **Report to South Ayrshire Council (Special) of 26 May 2022 – [Appointments to Panel](#)**

[South Ayrshire Council \(Special\) – 26 May 2022 - Minutes](#)

[Scheme of Delegation](#)

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 Amendments to Member Appointments

<i>Proposed by</i>	<i>Position/ Panel</i>	<i>Current Member</i>	<i>Proposed Member</i>
Conservative Group	Depute Leader of the Council	Cllr Lee Lyons	Cllr Bob Pollock
Conservative Group	Portfolio Holder for Education	Cllr Stephen Ferry	Cllr William Grant
Conservative Group	Portfolio Holder for Health and Social Care	Cllr Lee Lyons	Cllr Hugh Hunter
Conservative Group	Chief Officers' Appointments/ Appraisal Panel	Cllr Lee Lyons	Cllr Bob Pollock
Conservative Group	Service and Partnerships Performance Panel	Cllr Mary Kilpatrick	Cllr Lee Lyons
SNP Group	Chief Officers' Appointments/ Appraisal Panel	Cllr William Grant	Cllr Julie Dettbarn
SNP Group	Licensing Board	Cllr William Grant	Cllr George Weir*

* Councillor Weir will require to undertake appropriate training before becoming a member of the Licensing Board

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	Appointments to Panels
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)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-

Community or Groups of People	Negative Impacts	Positive impacts
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 Panels. Their decision on this has no specific equality implications	
Signed : Catriona Caves Date: 13 August 2024	Chief Governance Officer

South Ayrshire Council

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

Subject: Appointments to Convention of Scottish Local Authorities

1. Purpose

- 1.1 The purpose of this report is to seek the Council's approval to make alterations to the list of representatives on the Convention of Scottish Local Authorities.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 **notes the change in the representative nominated by the SNP Group identified in para 4.2 as the SNP representative on the Convention of Scottish Local Authorities (COSLA); and**
- 2.1.2 **considers any other amendments which might be required to COSLA representation.**

3. Background

- 3.1 The Council is currently represented on COSLA's Convention and has four places, with a named substitute for each member. The COSLA Constitution **requires** that delegations reflect the balance of party-political representation within the Council.
- 3.2 At its meeting on 19 May 2022, the Council agreed that the proposed membership of COSLA comprise Conservative, Labour, SNP and Independents (later confirmed as Councillors Martin Dowey, Peter Henderson, Brian McGinley and Brian Connolly).
- 3.3 At its meeting on 29 June 2023, the Council agreed that Councillor William Grant replace Councillor Peter Henderson as the SNP representative on COSLA.

4. Proposals

- 4.1 On 15 July 2024, Councillor William Grant intimated his resignation from the SNP Group.
- 4.2 The SNP Group has requested that Councillor Julie Dettbarn replaces Councillor William Grant as the SNP representative on COSLA.

4.3 Members may wish to consider any other amendments which might be required to representation on COSLA.

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 Minimal costs for attending meetings, etc, can be met from existing budget.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 Risk Implications of Adopting the Recommendations

8.1.1 There are no risks associated with adopting the recommendations.

8.2 Risk Implications of Rejecting the Recommendations

8.2.1 Rejecting the recommendations will result in the Council not being represented on COSLA.

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 1](#).

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 enabling services through the delivery of sound decision making and governance.

13/

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 Leadership Panel in the 'Council and Leadership Panel Decision Log' at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Notify COSLA of the change of representation on Convention	30 August 2024	Service Lead – Democratic Governance

Background Papers **Report to South Ayrshire Council of 19 May 2022 - [Appointments to Convention of Scottish Local Authorities](#)**

Report to South Ayrshire Council of 29 June 2023 - [Appointments to Convention of Scottish Local Authorities](#)

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

South Ayrshire Council Equality Impact Assessment Scoping Template

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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 Convention of Scottish Local Authorities
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 the Council's approval to amend representation on COSLA's Convention. Their decision on this has no specific equality implications	
Signed: Catriona Caves	Chief Governance Officer
Date: 26 July 2024	

South Ayrshire Council

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

Subject: Representation on Outside Bodies

1. Purpose

- 1.1 The purpose of this report is to seek approval to make alterations to the list of Outside Bodies.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 approves inclusion of an officer representative or additional officer representative on the outside bodies identified in 4.1;
- 2.1.2 notes the changes in the representatives nominated by the Conservative Group and the SNP Group identified in 4.3 and 4.5, respectively; and
- 2.1.3 considers any other amendments which might be required to representation on Outside Bodies.

3. Background

- 3.1 In terms of para 11.2 of the Council's Scheme of Delegation, the selection and de-selection of Councillors and officers to serve on and/ or to represent the Council on Joint Committees, Joint Boards and other external bodies and organisations is reserved to Council.

4. Proposals

- 4.1 It is proposed that the Director of Housing, Operations and Development be included as officer representative on the following outside bodies:
- Clyde Marine Planning Partnership;
 - Energy Agency – South Ayrshire;
 - South West Scotland Community Rail Partnership Limited;
 - Strathclyde Concessionary Travel Scheme Joint Committee;
 - Strathclyde Partnership for Transport;

and the Head of Roads (Ayrshire Roads Alliance) included as officer representative on the following outside body:

- West of Scotland Road Safety Forum.

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

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

<i>Outside Body</i>	<i>Proposed Member</i>
Bill Barr South Ayrshire Enterprise Award Trust (as Trustee)	Councillor William Grant
Community Justice Ayrshire Board (Substitute)	Councillor William Grant

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

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

<i>Outside Body</i>	<i>Proposed Member</i>
Ayrshire Area Support Team/ Children's Hearings Scotland	Not applicable (Councillor Grant to continue as relates to Education Portfolio)
Ayrshire Economic Joint Committee	Councillor George Weir
Ayrshire Economic Partnership	Councillor George Weir
South West Scotland Community Rail Partnership Limited	Councillor George Weir

4.6 Members may wish to consider any other amendments which might be required to representation on Outside Bodies.

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 Not applicable.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There are no risks associated with rejecting the recommendations.

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 1](#).

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 enabling services through the delivery of sound decision making and governance.

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:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Publish updated details of representation on Outside Bodies	30 August 2024	Service Lead – Democratic Governance

Background Papers [Scheme of Delegation](#)

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

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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1. Policy details

Policy Title	Representation on Outside Bodies
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)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-

Community or Groups of People	Negative Impacts	Positive impacts
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 Outside Bodies. Their decision on this has no specific equality implications	
Signed: Catriona Caves	Chief Governance Officer
Date: 12 August 2024	

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	

South Ayrshire Council

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

Subject: Scheme of Delegation

1. Purpose

- 1.1 The purpose of this report is to seek approval to amend the Scheme of Delegation following review.

2. Recommendation

- 2.1 **It is recommended that the Council approves the revised Scheme of Delegation (attached as Appendix 1) with effect from 20 August 2024.**

3. Background

- 3.1 It is a requirement of corporate governance that the Council's Scheme of Delegation be kept under review. The last update was approved by Council on 7 December 2023.

4. Proposals

- 4.1 The Scheme of Delegation has been updated to reflect:
- 4.1.1 amendments to Directorate names and officer delegations/ job titles as a result of the management structure approved by the Council on 6 March 2024;
 - 4.1.2 addition of paragraph ARA20 as a delegated power to officers for the management of Girvan harbour;
 - 4.1.3 addition of paragraph ED25.1 relating to processing applications for licensing of short term lets and clarifying the process for rejection/ return of incomplete or incompetent applications;
 - 4.1.4 addition of paragraph HOD03 as a delegated power to officers to set conditions relating to planning permissions;
 - 4.1.5 addition of paragraph HOD04 as a delegated power to officers to agree the terms of s75 legal agreements;
 - 4.1.6 amendment to paragraph HOD24 (changing to HOD26) to include a delegated power to officers to approve the commencement of public consultations for public access exemption orders where the period of the

Order proposed is 6 or more days. This is the initial stage in the process, and once such a public consultation has been carried out, a report would still require to be submitted to the Regulatory Panel (Planning), for a decision on the Order itself;

- 4.1.7 addition of paragraph HOD78 to give delegated powers to officers to declare land and property surplus to requirements where the value of the land/ property is valued at less than £100,000;
- 4.1.8 amendment to paragraph HOD77 (changing to HOD80) to give delegated powers to officers for a wider range of lets and licences, and to clarify that this includes renewal of same;
- 4.1.9 addition of paragraph HOD95 to include a delegated power for management of the roads operation as client of Ayrshire Roads Alliance; and
- 4.1.10 addition of paragraph LRS46.08 to give delegated powers to officers to suspend taxi or private hire drivers licences with immediate effect where they have failed to complete mandatory training, in breach of their licence, and until satisfactory evidence is provided that the course has been completed.

4.2 The proposed amendments are tracked and highlighted in **bold text** in the revised Scheme (attached as Appendix 1).

4.3 Subject to approval, it is proposed that the revised Scheme of Delegation is adopted with effect from 20 August 2024.

4.4 Subject to approval, the revised Scheme of Delegation will be published on The Core and the Council's website and will also be notified to employees by way of the SAC Staff Community Hub.

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 Not applicable.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 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 The risk associated with rejecting the recommendations is that the Council's corporate governance will be less effective.

9. **Equalities**

9.1 The proposals in this report have been assessed through the Equalities Impact Assessment Scoping process, and there are no significant positive or negative equality impacts of agreeing the recommendations, 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 public 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 the following steps are taken within the following timescales, with progress reported to the Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the steps are completed:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Updated Scheme of Delegation to be published and notified to employees	30 August 2024	Chief Governance Officer

Background Papers [Scheme of Delegation](#)

**Report to South Ayrshire Council of 7 December 2023 –
[Scheme of Delegation](#)**

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Date: 13 August 2024

Scheme of Delegation

August 2024



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Scheme of Delegation

Introduction

General Provisions

1. Introduction

1.1 Like every other Local Authority, South Ayrshire Council is only able to do what the law empowers it to do. In the absence of a decision by the Council to the contrary, all of its powers would have to be exercised through meetings of the full Council. That is, all decisions no matter how large or how small would need to be taken at meetings of the full Council.

1.2 Recognising that this would be unworkable and would detract from the Council's aims and values, the Council has chosen to exercise one of the powers available to it – the power to delegate. There are, of course, some powers which the law says cannot be delegated and others which the Council chooses to keep for itself.

1.3 Every decision taken under delegated power is considered to be a decision of the Council.

1.4 This section of the Scheme describes how decision-making operates within the Council. The remaining sections detail the specific delegations that have been agreed by the Council.

1.5 The Scheme is based upon the principles of:

- Democracy;
- Transparency;
- Effectiveness; and
- Accountability.

1.6 The principles underpin this Scheme, and support the Council's governance to be:

- Robust and responsive in taking decisions;
- Efficient in its decision-making structures to maximise its impact in the achievement of its objectives; and
- Reflective of the professional skills of its officers, whilst holding them fully accountable for the operational decisions they take.

1.7 The terms of the Scheme must be read alongside the Council's other key governance documents, namely the Financial Regulations, Standing Orders Relating to Contracts and Standing Orders Relating to Meetings.

2. Extent of Delegation

2.1 The Council can only delegate to a committee, sub-committee, an officer of the Council, a Joint Committee with another Council(s) or an Integration Joint Board in terms of the Public Bodies (Joint Working) (Scotland) Act 2014. Unless the Council

states otherwise, committees may further delegate to officers. Sub-committees can also further delegate to officers. This Council's committees are named Panels.

2.2 Officers with delegated powers can delegate to other officers but this does not release them from the responsibility arising from the exercise of the authority that has been delegated to them in this Scheme. When officers further delegate their powers, they have to record this in writing.

2.3 Where a responsibility has been further delegated, there is nothing to prevent the committee or person who was originally given delegated powers under this Scheme from dealing with the responsibility themselves or from withdrawing or amending the delegation.

3. Distribution of Decision-making Powers

3.1 It is virtually impossible to specify all of the powers that are available to the Council and assign them to a variety of delegates. As a result, the Council has decided that:

3.1.1 except for matters which must be dealt with at the level of the Council itself (as required by statute or as agreed by Council), all other powers are delegated to its committees, sub-committees, a Joint Committee with another Council(s), an Integration Joint Board in terms of the Public Bodies (Joint Working) (Scotland) Act 2014 or officers;

3.1.2 the matters that the Council has chosen to reserve to itself or to delegate to its committees, sub-committees, a Joint Committee with another Council(s) or an Integration Joint Board in terms of the Public Bodies (Joint Working) (Scotland) Act 2014 are mainly the strategic, policy or regulatory issues, while the day to day operational matters of running the Council's services are delegated to officers;

3.1.3 strategic, policy and regulatory issues that are not specifically reserved to the Council or specifically delegated to its committees, etc (other than the Cabinet) are delegated to the Cabinet; and

3.1.4 all powers that are not specifically reserved to Council or delegated to its committees, etc, are delegated to officers.

3.2 While every attempt has been made to list the specific powers that are available to officers, if a specific power is not mentioned in this Scheme, it does not necessarily mean that officers cannot exercise that power. Unless it has been specifically reserved to Council or delegated to its committees etc, the power will still be delegated to officers.

4. Reservations to the Council

4.1 In terms of the law, full Council must exercise certain responsibilities. However, there are also certain matters that the Council has chosen to deal with itself. These are detailed at Section 1 and the Council has decided that these powers will not be delegated.

4.2 The Council is the main scrutiny and debating forum for issues affecting the Council area and for the provision of democratic leadership and promotion of the area's well-being. It exercises Strategic Leadership for the area and promotes the Council's core values.

5. Delegations to Committees and Panels

5.1 The Council has made provision in its Standing Orders, under Section 57 of the Local Government (Scotland) Act 1973, for the establishment of the following committees, sub-committees and Joint Committees of the Council to discharge functions on its behalf:

- Cabinet;
- Scrutiny Panels;
- Ayrshire Shared Service Joint Committee; and
- other Panels.

In addition, in accordance with the terms of the Public Bodies (Joint Working) (Scotland) Act 2014, the Council has delegated certain functions relating to health and social care services to the South Ayrshire Integration Joint Board. These delegations are set out in Section 6 of this Scheme.

Cabinet

5.2 The Cabinet has a strategic role focusing on policy development, policy, service review and strategic management of the Council's services, within the established strategic objectives and corporate policies of the Council. The Cabinet does not generally deal with operational matters or consider reports which are for information only. The functions delegated to the Cabinet are detailed at Section 2.

5.3 The Council operates an eight-weekly cycle of meetings. At every second meeting of the Cabinet, in addition to discharging ordinary business, the Cabinet discharges education functions on the Council's behalf. The Council's Standing Orders make provision for the membership of the Cabinet to include three representatives of religious bodies appointed, under Section 124 of the Local Government (Scotland) Act 1973, at this point.

Cabinet Portfolios

5.4 Nine members of the Cabinet from the Administration parties have been allocated a special area of responsibility, known as a Portfolio, to ensure greater political accountability for the decisions taken by the Cabinet as a whole. The Portfolios of those Cabinet members are detailed in Section 2.

5.5 Although the information detailed in Section 2 is accurate, in any situation of uncertainty, it is for the Chief Executive to determine which Portfolio a delegation to the Cabinet by the Council lies within.

5.6 The Portfolios which the Council has agreed are as follows:

- Corporate and Strategic Portfolio;
- Health and Social Care Portfolio;

- Education Portfolio;
- Buildings, Housing and Environment Wellbeing Portfolio;
- Economic Development Portfolio;
- Tourism, Culture and Rural Affairs;
- Finance, Human Resources and ICT Portfolio;
- Sport and Leisure; and
- Developing South Ayrshire.

5.7 Legally, the Council cannot delegate powers to individual Councillors. This means that all decisions on matters delegated to the Cabinet must be taken at a properly convened meeting of the Cabinet and individual Portfolio Holders do not have delegated authority to make decisions on behalf of the Council.

Scrutiny Panels

5.8 The Council has established two Panels to discharge functions relating to governance and scrutiny of decisions, performance and improvement activity. These Panels are:

- Audit and Governance Panel (which will operate as the Audit Committee of the Council); and
- Service and Partnerships Performance Panel.

These Panels are collectively referred to as 'Scrutiny Panels'.

5.9 The role of these Panels is to undertake a range of scrutiny activity in relation to the financial and other governance of the Council, the performance of services across the Council and those delivered in partnership with other persons or bodies, and the decisions of the Cabinet. Any of the decisions taken by the Cabinet can be 'called in' to the Audit and Governance Panel to enable broader discussion, consideration and investigation of these decisions and if considered necessary refer them back to Cabinet and on to the full Council for final deliberation. The Service and Partnerships Performance Panel can also carry out more in-depth investigations into any aspect of the Council's service performance through scrutiny reviews in accordance with the Council's approved Scrutiny Handbook. The Panel also considers performance by external bodies and Public Petitions to the Council in terms of the Petitions Protocol.

5.10 The Council is required to establish an Audit Committee and the Council has agreed that the Audit and Governance Panel will carry out that function.

5.11 The terms of reference and remits of each of the Scrutiny Panels are detailed at Section 3.

Other Panels, Etc

5.12 There are some quasi-judicial roles and other operational responsibilities that the Council has to make alternative arrangements for or has decided to delegate to committees, sub-committees or Joint Committees with other Councils. The

delegated powers available to Panels, sub-committees and Joint Committees may be altered from time to time by the Council.

5.13 Details of the Terms of Reference and remits of the various other Panels, Committees and Joint Committees are set out in Section 4.

6. Delegations to Officers

6.1 The Council's approach to delegation has been influenced by its commitment to facilitate community participation in the decision-making process and to delegate to officers. The result is that the Council has reserved very few powers to itself and has agreed extensive delegations to officers.

6.2 Officers can be granted delegated powers by Council, a committee, a Panel or another officer. The approach employed by the Council is to require delegations to be to the Chief Executive and/ or one or more of the Council's Directors or its Heads of Service, that is:

- the **Depute Chief Executive and** Director of Education;
- the Director of Housing, Operations and Development;
- the Director of ~~Strategic Change and~~ **Communities and Transformation**;
- the Director of Health and Social Care **Partnership**;
- the ~~Head of Finance, ICT and Procurement~~ **Chief Financial Officer**; and
- the ~~Head of Legal and Regulatory Services~~ **Chief Governance Officer**; and
- **the Chief HR Officer.**

6.3 As set out above, delegated authority granted to these officers can be further delegated but where this occurs the delegator must create a written record and provide a written copy to the delegate.

6.4 Delegations that have been agreed for the Chief Executive, Directors and Heads of Service are a mix of general delegations (that is, each of the officers listed is similarly empowered) and specific delegations (that is, the delegations are specific to individual officers). When exercising any delegated authority, officers must have regard to a variety of stipulations that the Council has decided should govern and influence the exercise of delegated powers.

6.5 Details of the rules that apply in exercising these delegated powers are contained in Section 7 (a). Details of general and specific delegations to officers are contained in Sections 7 (b) and 7 (c).

6.6 The only exceptions to the practice of routing all officer delegations through the Chief Executive, Directors and Heads of Service arise through statutory appointments. In terms of various statutes, the Council is required to appoint officers for a variety of purposes. Officers appointed to perform these statutory functions are empowered to take the action that is implicit in their roles. The statutory appointments that have been made by the Council are detailed in Section 8.

6.7 The Council may require officers to publish information about the exercise of certain specified categories of delegated authority. Officers may choose to publish information about the exercise of other categories of delegated authority.

6.8 The method of publicising this information is through the Councillors' Information Bulletin, which is published monthly. This Bulletin includes details of decisions either taken or about to be taken by officers under delegated authority.

7. Review

7.1 The Council reviews its Scheme periodically. Between reviews, arrangements are made for the publication of amendments to the Scheme arising from decisions by Council or made necessary by changes in legislation.

7.2 In addition, this Scheme may be extended by the Monitoring Officer notifying the Chief Executive in writing in advance of the specific power to be exercised by the relevant officer, provided the proposed amendment is not in conflict with any existing Council policy, with any statutory provision, or with any other provision of this Scheme or any of the Council's other governance documents, in which case the Chief Executive may give effect to such extension and this Scheme will be amended accordingly.

Powers Reserved to Council

The powers reserved to the Council are a mixture of those which must be reserved in terms of statute and those which the Council has chosen to reserve. Powers which are not reserved, are delegated in accordance with the provisions of this Scheme.

The following is a comprehensive list of what is reserved to the Council, categorised as statutory and non-statutory:

Statutory Reservations

1. ***Local Government (Scotland) Act 1973***
 - 1.1 To change the name of the Council (Section 23);
 - 1.2 To approve the reasons for the non-attendance of Members at meetings (Section 35);
 - 1.3 To set Council tax (Section 56 (6));
 - 1.4 To appoint Committees (Section 57);
 - 1.5 To promote and oppose private legislation (Section 82); and
 - 1.6 To determine certain planning applications (Section 56 (6A)).
2. ***Local Government and Housing Act 1989***
 - 2.1 To consider reports by the Head of Paid Service (Section 4); and
 - 2.2 To consider reports by the Monitoring Officer (Section 5).
3. ***Local Government etc (Scotland) Act 1994***
 - 3.1 To appoint the Convener and Depute Convener of the Council and to decide on their titles (currently Provost and Depute Provost) (Section 4).
4. ***Licensing (Scotland) Act 2005***
 - 4.1 To decide whether or not to divide the Council's area into licensing divisions and to appoint Members to the Licensing Board (Section 5 and Schedule 1).
5. ***Local Authority Accounts Regulations***
 - 5.1 To receive the certified unaudited annual accounts of the Council (unless received and considered by the Audit and Governance Panel); and
 - 5.2 to receive, consider and approve the audited Annual Accounts (including the statements which form part of the Annual Accounts) by no later than 30 September immediately following the financial year to which the accounts relate (unless received, considered and approved by the Audit and Governance Panel), and in so doing to have regard to any report

made or advice provided on the Annual Accounts by the Proper Officer or appointed auditor.

6. Approval of the Council's Treasury Management and Investment Strategy.
7. Any other function or remit which is, in terms of statute or other legal requirement, required to be undertaken by the Council itself.

Non-Statutory Reservations

8. *Elections*

- 8.1 To consider matters relating to the fixing or amendment of the Council's geographic boundaries, its electoral boundaries and wards or matters relating to the fixing or amendment of the boundaries of the Scottish and Westminster Parliamentary Constituencies lying wholly or partly within the South Ayrshire Council area; and
- 8.2 To deal with all matters relating to the election of Councillors where these are not the responsibility of the Returning Officer.

9. *Councillors' Allowances*

- 9.1 To determine and keep under review a Scheme of Members' Remuneration and Allowances and to determine all matters relevant to the level of Councillors' Remuneration and Allowances within the terms of current Regulations.

10. *Codes of Conduct*

- 10.1 To determine any issues relating to the maintenance of standards and conduct of Councillors and officers all in line with any legislative provisions.

11. *Committee Structure and Corporate Governance Arrangements*

- 11.1 To fix and amend the terms of reference and remit, membership and delegation of functions of the Cabinet and other Panels, Committees and Sub-Committees and to appoint and remove Chairs, Vice-Chairs, members of Committees and Portfolio Holders;
- 11.2 To select, and de-select, Councillors and officers to serve on and/ or to represent the Council on Joint Committees, Joint Boards and other external bodies and organisations, where such power is not expressly delegated to the Cabinet or another Panel;
- 11.3 To fix and amend a programme of Council, Cabinet and other Panel meetings, subject to the provisions of the Council's Standing Orders Relating to Meetings;
- 11.4 To make and amend a Scheme of Delegation detailing terms of reference and remits for, and delegations to, a Cabinet, Panels, Committees, Sub-Committees and officers of the Council;

- 11.5 To make and amend Standing Orders Relating to Meetings, Standing Orders Relating to Contracts and Financial Regulations;
- 11.6 To delegate a power or duty of the Council to, or to accept a delegated power or duty from, any other local authority; and
- 11.7 To determine whether to co-operate or combine with other local authorities in providing services.

12. ***Referrals from Scrutiny Panels***

- 12.1 To finally determine any decisions of the Cabinet referred to the Council following call-in.
- 12.2 To finally determine any decisions of the Cabinet referred to the Council following review of a Community Asset Transfer request.

13. ***Council Plan, Policies and Strategies***

- 13.1 To approve, review and amend, the Council Plan, including the Council's strategic objectives, and all major policies and organisational strategies (either with or without prior consideration by the Cabinet), including any new policies or changes to policies which may have a significant impact on the Council's strategic objectives, corporate policies or its resources.

14. ***Resources – Financial***

- 14.1 To determine the Council's Annual Revenue Budget and Capital Programme, and to determine the level of Council house rents and service charges in terms of Part XI of the Housing (Scotland) Act 1987.

15. ***Chief Officers and Statutory Appointments***

- 15.1 To exercise control over the establishment of Chief Officers;
- 15.2 To determine the process for selection, appointment and dismissal of the Chief Executive, any Director, any Head of Service or any Assistant Director and to fix the salaries of these officers; and
- 15.3 To appoint officers for the purposes, or to perform the roles, detailed in Section 8 of this Scheme.

16. ***Local Government in Scotland Act 2003***

- 16.1 On a recommendation from the Cabinet, to decide whether or not to exercise the power of well-being subject always to the provisions of the 2003 Act (Sections 20 to 22 (Part 3)).

17. ***Civil Defence and Protection in Peacetime***

- 17.1 To exercise emergency planning duties and powers (Section 2 of the Civil Contingencies Act 2004).

18. ***Management Rules and Statutory Orders, Etc***

18.1 To make and as necessary, revoke or amend, Byelaws, Management Rules, Compulsory Purchase Orders and Exclusion Orders; and

18.2 To consider and respond to any statutory report from the Controller of Audit or from the Council's external auditor.

19. ***Coat of Arms***

19.1 To authorise the use of the Council's Coat of Arms.

Delegations to the Cabinet

Terms of Reference and Remit

- 1.1 In relation to the powers and functions delegated to the Cabinet, special areas of service responsibility, known as Portfolios, have been identified, as set out below in para 4. In addition to the general delegations to the Cabinet of functions and powers in relation to all areas (para 2), there are certain specific delegations to the Cabinet which relate to particular Portfolio areas and are set out below at para 4.
- 1.2 The Cabinet shall comprise up to nine members who shall also be Portfolio Holders. The Leader of the Council will be appointed as the Portfolio Holder for Corporate and Strategic and will be the Chair of the Cabinet and the Deputy Leader will be the Vice-Chair of the Cabinet and will be appointed as one of the eight other Portfolio Holders. Seven other Portfolio Holders will be appointed by Council and a Portfolio allocated to each of them.
- 1.3 The Cabinet may choose not to discharge a particular function or power but to make a recommendation on the matter to the Council. The Cabinet may report, with recommendations, to the Council, with regard to functions or powers that the Council has reserved to itself.
- 1.4 In any situation of uncertainty, the Chief Executive will determine where and in what circumstances the Cabinet is empowered to exercise authority which has been delegated to it by the Council.

2. Functions and Powers Delegated to the Cabinet: General Delegations

- 2.1 In accordance with and subject to the provisions of paragraph 3 above under 'Introduction – General Provisions', the following general functions and powers may be exercised by the Cabinet:
 - 2.1.1 exercising strategic leadership of the Council and promoting the Council's core values;
 - 2.1.2 taking executive decisions within the budget, and strategy/ policy framework approved by the Council and recommending to Council budgets and strategic policy frameworks and to incur revenue or capital expenditure which is not contained within the Annual Revenue Budget and Capital Programme, and which requires supplementary adjustments;
 - 2.1.3 co-ordination of the development, monitoring and review of the functions and services contained within each Portfolio remit, in terms of this Scheme, developing new policies consistent with the overall strategic objectives of the Council, and making recommendations to Council for the adoption or alteration of Council policies or strategies which are not specifically delegated to the Cabinet;
 - 2.1.4 instructing or commissioning research or other studies on matters of policy or service provision and undertaking such consultation and engagement with communities and citizens and establishing such Working Groups as the Cabinet considers necessary in connection with each Portfolio remit in order to inform strategy/ policy development, implementation, monitoring and review;

- 2.1.5 receiving, scrutinising and approving services' plans for implementation of the Council Plan, its strategic objectives and strategies and policies for service delivery and establishing appropriate service targets and performance indicators for services within each Portfolio remit and providing political accountability for the Council's performance;
- 2.1.6 securing overall Best Value in the performance of services by ensuring continuous improvement and by maintaining a balance between the quality of the outcome of services delivered and the cost of these services, always having regard to the efficiency, effectiveness and economy of services' actions and how well those actions comply with the requirements of equalities legislation and their potential to contribute to the achievement of sustainable development;
- 2.1.7 co-ordinating, guiding, monitoring and reviewing the discharge of the functions and service provision within each Portfolio remit, by officers, and/ or partner organisations, in terms of this Scheme of Delegation;
- 2.1.8 taking decisions that are contrary to or not wholly in accordance with the approved revenue budget, provided that any associated spend must be offset by additional income or savings from elsewhere within the budget;
- 2.1.9 taking decisions to increase the costs of individual projects in the capital programme to cover an overspend, where the cost increase is in excess of £100,000, but only if this can be offset elsewhere in the approved capital programme;
- 2.1.10 incurring expenditure or making grants or loans under the powers contained in Section 84 of the Local Government (Scotland) Act 1973 in respect of incidences of emergency or disaster affecting the Council area;
- 2.1.11 determining arrangements for the administration of Common Good Funds and Trusts for which the Council is responsible following consultation with local Elected Members;
- 2.1.12 convening in the event of a major emergency and determining the general policy to be followed in the disposition of Council resources;
- 2.1.13 establishing working groups (comprising Councillors and/ or officers) to advise on any aspect of its remit;
- 2.1.14 determining whether or not to accept any recommendation made by the Scottish Public Services Ombudsman which includes financial redress;
- 2.1.15 considering and determining Community Asset Transfer requests in terms of the Community Empowerment (Scotland) Act 2015, and the Asset Transfer Request (Review Procedure) (Scotland) Regulations 2016;
- 2.1.16 determining the imposition or waiving of charges for the use of piers, harbours, car parks and/ or other facilities or assets which are owned or controlled by the Council; and
- 2.1.17 considering and determining any recommendations regarding the operation of any Community Council within the South Ayrshire area.

3. Education Authority

- 3.1 As set out in the Council's Standing Orders Relating to Meetings, (Standing Order 35.2 paras (10) and (11)), at every second meeting of the Cabinet, the Cabinet will direct and supervise the discharge of functions of the Council as an Education Authority, insofar as such matters relate to the delivery of education services to pre-fives and children of school age, in terms of the Education (Scotland) Act 1980 as amended and any other enactments amending or extending such functions and in terms of the Self-Governing Schools (Scotland) Act 1989, the Standards in Scotland's Schools, Etc Act 2000, the Education (Disability Strategies and Pupils' Educational Records) (Scotland) Act 2002, the Education (Additional Support for Learning) (Scotland) Act 2004, the Scottish Schools Parental Involvement Act 2006 and the Schools (Consultation) (Scotland) Act 2010.
- 3.2 All other matters falling within the remit of the Cabinet can be dealt with at any meeting of the Cabinet.

4. Areas of Responsibility: Portfolios

- 4.1 As set out above, nine members of the Cabinet will be allocated a special area of responsibility, known as a Portfolio, to ensure greater political accountability for the decisions taken by the Cabinet as a whole.
- 4.2 The Portfolios of each of the Cabinet members are detailed below. The Leader of the Council will be the Portfolio Holder for the Corporate and Strategic Portfolio. Whilst Portfolio Holders are expected to take the lead on their areas of responsibility, there will be collaborative working across Portfolios.
- 4.3 In any situation of uncertainty, it is for the Chief Executive to determine within which Portfolio a function or power delegated to the Cabinet by the Council lies. For the avoidance of doubt, there is no delegation of powers, functions or decision making on behalf of the Council, to any individual member of the Council.

4.4 *Corporate and Strategic Portfolio*

- 4.4.1 The Portfolio Holder shall exercise strategic and political leadership of the Council and promote the Council's strategic objectives and core values, ensuring the effective communication of Council policies and strategies. This Portfolio includes providing overall political accountability for the co-ordination of Council business, the achievement of the Council Plan strategic objectives, overall political and strategic leadership in relation to Community Planning matters and exercising strategic and political leadership for the Council's duty to promote Best Value.
- 4.4.2 In exercising this role, the Leader of the Council, as the Corporate and Strategic Portfolio Holder, can exercise his or her remit across all Portfolio remits as and when appropriate. This might, for example, include chairing a Group working on an area not directly under his or her remit but one which requires specific expertise or strategic political direction relevant to the Corporate and Strategic Portfolio Holder's remit.
- 4.4.3 The following functions comprised within this Portfolio, are hereby delegated to the Cabinet as specific delegations (subject to the exceptions at para 1.1 above and in addition to the general delegation to the Cabinet

at para 3.1 above and on the basis that the Cabinet will make recommendations to Council as appropriate in accordance with the provisions set out in Section 1 of this Scheme):

- ensuring strategic and political leadership of the Community Planning Partnership to monitor and review the achievement of Community Planning objectives and the preparation of revised/ new Community Plans;
- ensuring the development and ongoing monitoring of a cross-Council corporate strategy in relation to the Council's powers and duties in pursuit of Best Value as contained in the Local Government in Scotland Act 2003;
- setting policy for and ensuring ongoing monitoring and review of the Council Plan and the preparation of a revised/ new Plan(s);
-
- monitoring and review of cross-Council and external communications;
- monitoring and review of the decision-making structure and corporate governance arrangements;
- monitoring and review of Members' remuneration and allowances;
- service review framework;
- monitoring and review of electoral arrangements;
- monitoring and review of emergency planning arrangements;
- monitoring and review of Corporate Safety and Health and Safety (including Occupational Health);
- monitoring and review of Risk Management and Insurance;
- overview of Business Continuity Strategy and operation;
- monitoring and review of the Community Plan for the South Ayrshire area;
- ensuring strategic and political leadership of the Community Planning process to (a) review the achievement of Community Planning objectives, (b) prepare a revised/ new Community Plan(s), (c) ensure collaborative planning between agencies to tackle cross-cutting issues, (d) ensure continued improvement in services through collaborative working;
- monitoring and review of the Council's community engagement and locality planning in relation to those matters not included in the Corporate and Strategic Portfolio, in particular, the Portfolio Holder will oversee the following functions/ services to ensure their effective management and continuous improvement:

- * Community Councils;
- * Area Community Planning;
- * Community Development; and
- * others as appropriate.

4.5 ***Health and Social Care Portfolio***

4.5.1 To exercise strategic and political leadership in relation to the provision of services which contribute to social well-being of residents in South Ayrshire and Community Safety as it relates to the Council's functions. This portfolio also has responsibility for strategic and operational oversight of Equalities and Fairer Scotland duties.

4.5.2 On the basis that the South Ayrshire Integration Joint Board is responsible for the strategic and operational oversight of integrated health and social care services that are delivered by the Council, the Portfolio Holder will oversee the following services/ functions to ensure their effective management and continuous improvement and be a member of the Integration Joint Board:

- Social Care Services (including in the Community/ the Elderly/ Care Establishments);
- Assistance to Chronically Sick and Disabled;
- Offender Services;
- Looked After and Accommodated Children;
- Care and Protection of Children;
- Fostering and Permanence;
- Through Care and After Care; and
- Youth Justice.

4.6 ***Education Portfolio***

4.6.1 To exercise strategic and political leadership to secure the effective management of the education system and lifelong learning ensuring social justice.

4.6.2 This Portfolio includes ensuring, wherever possible, the provision of co-ordinated and integrated education and related services, designed around the needs of children, young people and families and promoting and, where appropriate, ensuring investment in education, skills, training and the creative development of present and future workforce skills, so as to engender greater self-fulfilment, social mobility and employment opportunities.

4.6.3 On the basis that the Cabinet will make recommendations to Council as appropriate, in accordance with the provisions set out in Section 1, in pursuit of this remit the Portfolio Holder will oversee the following services/ functions to ensure their effective management and continuous improvement:

- Schools and Lifelong Learning;
- Management of education system;
- Early Years;
-
- Additional Support for Learning;
- Parental Involvement;
- Children/ Disability;
- Play and Out of School Care;
- Youth Support (in conjunction with the Youth Champion);
- Skills Development and Training (in conjunction with the Economic Development Portfolio Holder);
- Adult and Continuing Education;
- School Sport; and
- School Estate.

4.7 ***Buildings, Housing and Environment Portfolio***

4.7.1 To exercise strategic and political leadership and to formulate appropriate strategic and operational plans to achieve the Council's objectives in relation to Housing (across all sectors) and Customer First objectives, and to ensure the effective implementation of those plans and objectives. This should be undertaken specifically in relation to the implementation of strategic plans covering Housing procedures, allocations, lettings, homelessness and the maintenance of a balanced housing supply across the range of sectors.

4.7.2 On the basis that the Cabinet will make recommendations to Council as appropriate, in accordance with the provisions set out in Section 1, the Portfolio Holder will oversee the following services/ functions to ensure their effective management and continuous improvement:

- Housing Capital Programme (in conjunction with the Finance, Human Resources and ICT Portfolio Holder);
- Housing Plans, Policies and Strategies;
- Housing Policies and Procedures (Allocations, Lettings, Homelessness, etc);
- Landlord Functions and Responsibilities (All Sectors);
- Customer Services;
- Registration;
- Civic Licensing;
- Consumer Protection;
- Environmental Health;
- Bereavement;
- Licensing;

- Cemeteries, Churchyards, etc;
- Refuse Collection, Streetscape and Cleansing;
- Waste Management;
- Asset Management and Professional Design Services (including capital project delivery and all acquisitions and disposals) and Infrastructure;
- Property Maintenance Services; and
- Trading Standards.

4.8 ***Tourism, Culture and Rural Affairs Portfolio***

4.8.1 To exercise strategic and political leadership to secure the social well-being of the area. This should be undertaken specifically in relation to the attraction of tourism and the promotion of rural communities.

4.8.2 This Portfolio has specific responsibilities for rural communities (defined as Wards 6, 7 and 8) and Council-wide as follows:

Council-wide:

- Thriving communities:
 - Community Development
 - Community Facilities;
- Developing South Ayrshire:
 - Tourism
 - Cultural services
 - Libraries (including school libraries)
 - Museums; and
 - Links with Europe.

Rural Communities:

- Development of Rural Areas – for example, planning and economic development; and
- Access to countryside.

4.9 ***Economic Development Portfolio***

4.9.1 To exercise strategic and political leadership to secure the economic well-being of the area and in respect of the protection, planning and improvement of the built and natural environment and its supporting infrastructure all in accordance with the Council's Strategic Aim for the Promotion of Sustainability.

4.9.2 On the basis that the Ayrshire Roads Authority is responsible for delivery of roads services as set out Section 5 of this Scheme, and also on the basis that the Cabinet will make recommendations to Council as appropriate, in accordance with the provisions set out in Section 1 of this

remit, the Portfolio Holder will oversee the following services/ functions to ensure their effective management and continuous improvement:

- Road Traffic Regulation;
- Road Network Management;
- Building Standards;
- Flood Prevention;
- Catering and Cleaning Services;
- Fleet Management;
- Planning;
- Procurement and all Contracts (in conjunction with the Finance, Human Resources and ICT Portfolio Holder);
- Skills Development and Training (in conjunction with the Education Portfolio Holder);
- Economic Development and Regeneration; and
- Transportation Planning.

4.10 ***Finance, Human Resources and ICT Portfolio***

4.10.1 To exercise strategic and political leadership in relation to the management, regulation and control of the Council's resources and ensure that these fully reflect the Council Plan, strategic objectives and outcomes.

4.10.2 The following functions comprised within this Portfolio are hereby delegated to the Cabinet as specific delegations (subject to the exceptions at para 1.1 above and in addition to the general delegation to the Cabinet at para 3.1 above and on the basis that the Cabinet will make recommendations to Council as appropriate in accordance with the provisions set out in Section 1 of this Scheme):

- ensuring the development and ongoing monitoring and review of a cross-Council integrated planning, budgeting and performance management framework (applicable to all corporate and service planning processes);
- monitoring and review of arrangements for the management, regulation and control of the finances of the Council to ensure their effective and efficient utilisation;
- monitoring and reviewing expenditure and ensuring final out-turns within the allocations provided for in the Council's approved revenue and capital budgets;
- receiving, scrutinising and approving services' bids for resources for new service initiatives within the remit of each of the Portfolios and making appropriate recommendations to Council – in particular to approve services' Annual Capital Programme bids as regards project priorities within the remit of each of the Cabinet's Portfolios;

- ensuring compliance with the Council's corporate governance regime, and both national and local corporate governance frameworks; and
- ensuring compliance with the Council's approved cross-Council corporate strategies including Asset Management, Human Resources, Information Technology and their associated policies and procedures in all areas for which the Cabinet has responsibility.

4.10.3 In pursuit of this remit the Portfolio Holder will oversee the following functions/ services to ensure their effective management and continuous improvement:

- Audit and Review Services (Internal and External);
- Corporate Accounting and Accounting Services;
- Management of the Housing Revenue Account and Related Issues;
- Housing Capital Programme (in conjunction with the Buildings, Housing and Environment Portfolio Holder);
- Council Tax and Benefits;
- Information Governance and Records Management (including the Ayrshire Archives);
- Human Resources and Employee Relations;
- Treasury Management/ Service Arrangements;
- Procurement and all Contracts (in conjunction with the Economic Development Portfolio Holder);
- Legal and Democratic Services;
- Payments and Administration; and
- ICT.

4.11 ***Sport and Leisure Portfolio***

4.11.1 To exercise strategic and political leadership and to formulate appropriate strategic and operational plans to achieve the Council's objectives in relation to the promotion of sport and leisure.

4.11.2 The following functions comprised within this Portfolio are hereby delegated to the Cabinet as specific delegations (subject to the exceptions at para 1.1 above and in addition to the general delegation to the Cabinet at para 3.1 above and on the basis that the Cabinet will make recommendations to Council as appropriate in accordance with the provisions set out in Section 1 of this Scheme):

4.11.3 In pursuit of this remit the Portfolio Holder will oversee the following functions/ services to ensure their effective management and continuous improvement:

- Sports Facilities;
- Leisure Trusts; and
- Golf.

4.12 ***Developing South Ayrshire Portfolio***

- 4.12.1 To exercise strategic and political leadership and to formulate appropriate strategic and operational plans to achieve the Council's objectives in relation to the development of South Ayrshire area.
- 4.12.2 The following functions comprised within this Portfolio are hereby delegated to the Cabinet as specific delegations (subject to the exceptions at para 1.1 above and in addition to the general delegation to the Cabinet at para 3.1 above and on the basis that the Cabinet will make recommendations to Council as appropriate in accordance with the provisions set out in Section 1 of this Scheme):
- 4.12.3 In pursuit of this remit, the Portfolio Holder will oversee the following functions/ services to ensure their effective management and continuous improvement:
- Special Projects.

Terms of Reference and Delegations to Scrutiny Panels

Scrutiny Panels will focus on issues being decided on by the Cabinet and which support the Council Plan and the Council's Strategic Objectives and Outcomes.

In *all but one case* the specific legislative powers of the Council have either been reserved to the Council itself or delegated to officers, Joint Boards, Committees, Sub-Committees, Joint Committees, Panels or the Cabinet. The *one exception* is in the case of the Council's statutory audit function which has been delegated to the Audit and Governance Panel.

The Audit and Governance Panel has a specific power to consider and determine call ins of decisions of the Cabinet (see section 4 below).

The Service and Partnerships Performance Panel will receive and consider petitions received by the Council from the public in accordance with the Petitions Protocol.

Otherwise the Scrutiny Panels' functions relate to the governance and scrutiny of decisions, performance and improvement activity and all recommendations arising from the carrying out of the scrutiny process are to be reported back to the Cabinet or Council for decision.

In any situation of uncertainty, it is for the Chief Executive to determine which Scrutiny Panel should undertake any particular scrutiny activity.

The Council has established two Scrutiny Panels, and their remits and terms of reference are as follows:

1. Audit and Governance Panel

- 1.1 To act as the Audit Committee of the Council within the remit and powers as set out in detail in the Audit Committee Handbook approved by Council, and including:
 - 1.1.1 considering the overall adequacy and effectiveness of the Council's framework of governance, risk management and control arrangements, including the associated anti-fraud and anti-corruption arrangements;
 - 1.1.2 undertaking regular scrutiny of the Council's risk register and challenging the effectiveness of the risk mitigations put in place by risk owners to reduce the risks in line with the Council's risk tolerance;
 - 1.1.3 receiving and considering the Council's unaudited Annual Accounts (including the statements which form part of the Annual Accounts) as submitted to the auditor by the Proper Officer (unless received and considered by full Council);
 - 1.1.4 receiving and considering the Annual Report to Members of the Council and the Controller of Audit in the annual audit;
 - 1.1.5 receiving, considering and approving the audited Annual Accounts (including the statements which form part of the Annual Accounts) by no later than 30 September immediately following the financial year to which the accounts relate (unless received, considered and approved by full Council), and in so doing to have regard to any report made or advice

provided on the Annual Accounts by the Proper Officer or appointed auditor;

- 1.1.6 ensuring that any issues arising from the process of drawing up, auditing and certifying the Annual Accounts are properly dealt with;
 - 1.1.7 undertaking the same role and remit as set out in paragraphs 1.1.2, 1.1.3, 1.1.4 and 1.1.5 above in relation to the Annual Accounts of charitable trusts administered by the Council and of which Councillors are Trustees;
 - 1.1.8 receiving and reviewing summary Internal Audit reports and the main issues arising, and seek assurance that action has been taken where necessary;
 - 1.1.9 receiving the annual report of the Chief Internal Auditor and monitoring the performance of the Internal Audit service;
 - 1.1.10 receiving and considering all reports of the external auditors, Audit Scotland, Accounts Commission (and other inspection agencies, where not within the remit of the Cabinet), including reports relating to charitable trusts administered by the Council and of which Councillors are Trustees, and, where appropriate, remit to another Scrutiny Panel for further detailed scrutiny;
 - 1.1.11 monitoring management action in response to the issues raised by the external auditors, including but not limited to the Strategic Audit Priorities and follow-up to any Best Value Audit reports.
- 1.2 To deal with called-in decisions of the Cabinet for further discussion, consideration and investigation, all in accordance with the provisions of the Scrutiny Handbook, and to:
- 1.2.1 agree the Cabinet decision(s); or
 - 1.2.2 continue the matter to the next meeting of the Panel (which may include an additional meeting held in terms of Standing Order 35.3 (2)) for further discussion, consideration, investigation or agreement; and/ or
 - 1.2.3 refer the matter back to the Cabinet, with recommendations, for final deliberation.
- 1.3 To deal with applications for review of decisions in relation to Community Asset Transfer requests for further discussion, consideration and investigation, and to:
- 1.3.1 agree the Cabinet decision(s); or
 - 1.3.2 continue the matter to the next meeting of the Panel (which may include an additional meeting held in terms of Standing Order 35.3 (2)) for further discussion, consideration, investigation or agreement; and/ or
 - 1.3.3 refer the matter back to the Cabinet, with recommendations, for final deliberation.

- 1.4 To keep under review the Council's local Code of Corporate Governance (in terms of the Delivering Good Governance Framework) and ensure arrangements for its review and continuing relevance leading to the publication of an annual statement as part of the Council's Annual Accounts confirming how well the Council is complying with the framework.
- 1.5 To monitor and review the effectiveness of the Council's Scrutiny Panel arrangements having regard to the Council's powers and duties under Best Value, continuous improvement and effective resource management in the provision of services, performance management frameworks, value for money, and business improvement/ re-design.
- 1.6 To promote and maintain high standards of conduct by all Elected Members of the Council, including consideration of the management and operation of ethical standards as set out in the Councillors' Code of Conduct within the Council, and recommending to Council, if appropriate, the adoption of any protocols relating to Members' conduct supplementary to the Councillors' Code of Conduct, and to consider and advise the Council on any requirements for supplementary training or additional support for Members in relation to ethical standards or any other matters.
- 1.7 To consider any issues which are referred to it by the Council or Cabinet for detailed scrutiny.
- 1.8 To ensure that areas of concern arising from the Audit Committee function are reported to Council, including those that may require further scrutiny either by the Panel or Council.
- 1.9 To make recommendations to the Cabinet or Council (as appropriate) on matters arising from the outcome of the scrutiny processes carried out by the Panel including recommendations for areas for Service Review in accordance with the Council's approved framework.

2. Service and Partnerships Performance Panel

- 2.1 To monitor, review and challenge the performance of the Council's services and service delivery having regard to the Council Plan, the Council's strategic objectives and outcomes, corporate improvement programme, the approved Service and Improvement Plans and performance targets, across all service areas in accordance with the Scrutiny Handbook (##link##) and including:
 - 2.1.1 receiving and considering regular reports in relation to performance in terms of the approved Service and Improvement Plans and corporate improvement programme;
 - 2.1.2 receiving and considering service benchmarking information; and
 - 2.1.3 reviewing the effectiveness of performance reporting arrangements.
- 2.2 To consider external inspection agency reports relating to services which have been referred to this Panel by the Cabinet or the Audit and Governance Panel.
- 2.3 To undertake in-depth reviews of particular issues of concern in areas of service provision where performance issues have been identified through the Panel's consideration of the Service and Improvement Plans or other performance reports, all as detailed in, and in accordance with, the Scrutiny Handbook and as set out in

the Panel's annual work programme, and to refer any recommendations arising from such review to the Cabinet for consideration.

- 2.4 To receive and consider regular reports on public complaints handling and information governance arrangements within the Council.
- 2.5 To consider any issues which are referred to it by the Council, Cabinet or the Audit and Governance Panel for detailed scrutiny.
- 2.6 To make recommendations to the Cabinet or Council (as appropriate) on matters arising from the outcome of the scrutiny processes carried out by the Panel, including recommendations for areas for Service Review in accordance with the Council's approved framework.
- 2.7 To monitor, review and challenge the performance of services in South Ayrshire which are delivered through or in partnership with external bodies, including improvement actions and performance targets, where applicable, having regard to the Council Plan and the Council's strategic objectives and outcomes, and its duties of Best Value, Following the Public Pound, continuous improvement and effective resource management, in accordance with the Scrutiny Handbook, and including (but not limited to) performance of and in relation to:
 - 2.7.1 Any Leisure trusts and other arm's length external organisations in which the Council participates;
 - 2.7.2 Police Scotland;
 - 2.7.3 the Scottish Fire and Rescue Service;
 - 2.7.4 the use of Common Good funds and assets;
 - 2.7.5 Community Planning (including funded projects);
 - 2.7.6 Ayrshire Shared Services Joint Committee;
 - 2.7.7 hub South West Scotland Ltd; and
 - 2.7.8 Any other South Ayrshire Council funded projects and organisations.
- 2.8 To receive and hear Petitions addressed to the Council from members of the public, in accordance with the Council's Petitions Protocol, and to determine the appropriate action to be taken within the terms of that Protocol, including, where considered appropriate by the Panel, to report to Cabinet with recommendations.

Terms of Reference and Delegations to Panels, Etc

With the exception of powers which have been reserved to the Council itself and powers which have been delegated to officers or to Joint Committees, Joint Boards, the South Ayrshire Integration Joint Board or the Ayrshire Shared Service Joint Committee, all other powers are distributed between Committees and Sub-Committees.

In order to allow the Cabinet to concentrate on strategy, a number of Committees of the Council (to be known as Panels) and Sub-Committees have been established with delegated powers to deal with a specific range of functional and operational responsibilities.

The Panels, Joint Committees, Joint Boards, etc, are as follows:

Panel
Appointments/ Appraisal Panel
Appeals Panel
Regulatory Panel
Education Appeals Panel
Local Review Body
South Ayrshire Integration Joint Board
Ayrshire Shared Service Joint Committee

The terms of reference of Panels, etc, in respect of which they have been granted delegated powers, are as follows:

Panel, etc

Remit

Chief Officers Appointments/ Appraisal Panel

The appointment of Chief Executive, Directors, Heads of Service and Assistant Directors and Performance Appraisal issues.

Appeals Panel

The determination of appeals in terms of the Council's approved Disciplinary and Grievance Procedures, Finance, Rating, Maintenance Allowance Appeals, Road Traffic Orders, Allocations and other Housing Appeals, etc.

Regulatory Panel

The exercise of the Council's functions under the Civic Government (Scotland) Act 1982, Building Standards, Environmental Health, Trading Standards and Road Traffic Regulation Legislation, insofar as not delegated to officers or to East Ayrshire Council as Ayrshire Roads Authority.

The exercise of the Council's functions in relation to the approval of venues for civil marriages and civil partnerships under the Marriage (Scotland) Act 1977 and 2002, the Civil Partnerships Act 2004 and the

Panel, etc

Remit

Local Electoral Administration and Registration Services (Scotland) Act 2006, insofar as not delegated to officers.

The exercise of the Council's functions in relation to Houses in Multiple Occupation under the Housing (Scotland) Act 2006 in so far as not delegated to officers.

The exercise of the Council's functions in relation to landlord registration (and de-registration) under the Antisocial Behaviour Etc (Scotland) Act 2004 insofar as not delegated to officers.

The determination of Planning Applications and other matters under Planning Legislation insofar as not delegated to officers or reserved to full Council.

Education Appeals Panel

The determination of appeals in relation to placing requests and exclusions, under section 28D and Schedule A1 of the Education (Scotland) Act 1980, (chaired by a member of the Appeals Panel).

Local Review Body

To review planning decisions taken by Appointed officers on 'local developments' as that term is defined in the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009.

South Ayrshire Integration Joint Board

To discharge the functions set out in Section 6 of this Scheme, and the strategic planning and the operational oversight of integrated health and social care services and through the chief officer (the Director of Health and Social Care **Partnership**) the operational management of the integrated services, in accordance with the Council's policies and procedures where applicable.

Ayrshire Shared Service Joint Committee

To undertake discharge of statutory functions in terms of s56 and 57 of the Local Government (Scotland) Act 1973 and s15 of the Local Government in Scotland Act 2003 specifically to oversee the delivery of a range of discrete Local Authority services to the communities of East, North and South Ayrshire.

The functions to be delegated to the control of the Joint Committee shall be carried out by a Lead Authority, being the authority charged by East Ayrshire Council, North Ayrshire Council and South Ayrshire Council (or at least two of them) to undertake the provision of defined services.

The specific services and functions to be delegated to the Joint Committee (each referred to as a 'Shared Service') are set out in Section 5 of this Scheme.

Functions Delegated to the Ayrshire Shared Services Joint Committee

The following are the specific functions that have been delegated to the Ayrshire Shared Services Joint Committee to be carried out by South Ayrshire Council as lead authority:

Ayrshire and Arran Tourism Team

AAT01 To manage and oversee the delivery of tourism activities that are agreed by the three Ayrshire Councils (East, North and South) to be shared from time to time.

Ayrshire Civil Contingencies Team

ACCT01 To manage and oversee the planning, and discharge, by the three Ayrshire Councils (East, North and South) of their duties as local authorities in relation to civil emergencies.

The following are the specific functions that have been delegated to the Ayrshire Shared Services Joint Committee to be carried out by East Ayrshire Council as lead authority:

Ayrshire Roads Alliance

ARA01 to carry out the functions of the Council (including maintaining registers, inspecting and enforcing) in terms of the Reservoirs Act 1975;

ARA02 to carry out the functions of the Council (including reporting and inspecting) in terms of the Flood Prevention (Scotland) Act 1961, the Flood Protection and Drainage (Scotland) Act 1997 and the Flood Risk Management (Scotland) Act 2009;

ARA03 to carry out all the following functions of the Council in terms of the Roads (Scotland) Act 1984 (as amended from time to time):

ARA03.01 under Section 13 in relation to the imposition on frontagers of the requirements to make up and maintain private roads including the service of appropriate notices;

ARA03.02 under Section 15 in relation to the completion of necessary work on private roads occasioned by an emergency (other than an emergency constituted by a danger as defined in Section 91);

ARA03.03 under Section 16 (1) (b) in relation to the consideration and determination of applications for the adoption of private roads as public;

ARA03.04 under Section 18 in relation to the adoption of footpaths associated with development;

ARA03.05 under Section 21 in relation to applications for construction consent for new roads built by a person other than the roads authority;

- ARA03.06 under Section 23 in relation to stopping up or temporarily closing any new road constructed by a person other than the roads authority, without consent or in contravention of, or in non-compliance with, a condition imposed by a construction consent;
- ARA03.07 under Section 31 (3) in relation to the service of notices in connection with the drainage of public roads or proposed public roads, on the owner and occupier of the land affected;
- ARA03.08 under Section 35 (1) and (4) and after giving notice in terms of Section 35 (5) in relation to the provision of road lighting and related structures;
- ARA03.09 under Sections 36 and 37 in relation to the construction of road humps;
- ARA03.10 under Section 51 in relation to the authorisation and withdrawal of authorisation for the planting and maintenance of trees, shrubs, grass or other plants by a person other than the roads authority within the boundaries of a public road;
- ARA03.11 under Section 56 in relation to the authorisation of works and excavations in or under a public road;
- ARA03.12 under Section 57 in relation to the prevention of termination of dangerous works or excavations in or under a public road;
- ARA03.13 under Section 58 in relation to the granting of permission for the deposit of building materials on roads;
- ARA03.14 under Section 59 in relation to the control of obstructions in roads;
- ARA03.15 under Section 60 in relation to the marking lighting and fencing of obstructions or roadworks and for shoring buildings requiring protection in similar circumstances;
- ARA03.16 under Section 61 in relation to granting permission to place and thereafter maintain apparatus in or under a public road;
- ARA03.17 under Section 62 in relation to the temporary prohibition or restriction of traffic on roads for reasons of public safety or convenience;
- ARA03.18 under Section 63 in relation to the imposition of the requirement to construct new accesses across road verges or footways where appropriate;
- ARA03.19 under Section 64 (2) in relation to the issue of consent to statutory undertakers for work on footways, footpaths or cycle tracks in connection with their apparatus in terms of Section 64 (1) (b);

- ARA03.20 under Section 66 in relation to enforcing maintenance of vaults, arches, cellars, tunnels and related structures within the vicinity of a road;
- ARA03.21 under Section 67 in relation to enforcing safety provisions countering outward opening doors, gates, windows, window shutters or bars interfering with the safety or convenience of road users;
- ARA03.22 under Section 78 (2) in relation to the service of notices prior to the diversion of waters where necessary in connection with the construction, improvement or protection of a public road;
- ARA03.23 under Section 79 to negotiate terms and enter into agreements with bridge owners in relation to future maintenance obligations;
- ARA03.24 under Section 83 in relation to the prevention of obstructions of the view of road users at or near corners, bends and junctions;
- ARA03.25 under Section 85 in relation to granting permission for the location of builders' skips on roads;
- ARA03.26 under Section 86 in relation to the removal or repositioning of any builders' skip which is causing or is likely to cause, a danger or obstruction;
- ARA03.27 under Section 87 in relation to the removal from roads of unauthorised structures and the consequent reinstatement of the site;
- ARA03.28 under Section 88 in relation to the removal of projections interfering with safe or convenient passage along a road;
- ARA03.29 under Section 89 in relation to the removal of accidental obstructions from roads;
- ARA03.30 under Section 90 in relation to the granting of consent for fixing or placing over, along or across a road any overhead bridge, beam, rail, pipe, cable, wire or other similar apparatus;
- ARA03.31 under Section 91 in relation to the prevention of danger to road users and the prevention of obstructions caused by roadside vegetation, fences or walls;
- ARA03.32 under Section 92 in relation to granting consent for planting trees or shrubs within five metres of the edge of the made up carriageway;
- ARA03.33 under Section 93 in relation to the protection of road users from dangers near a road;
- ARA03.34 under Section 94 in relation to the infill of dangerous ditches adjacent to or lying near a road;
- ARA03.35 under Section 97 in relation to the issue of consent for trading;

- ARA03.36 under Section 99 (2) in relation to the issue of consent to persons undertaking works or excavations necessary to ensure compliance with Section 99 (1) (prevention of the flow of water, filth, dirt or other offensive matter onto the road);
- ARA03.37 under Section 99 (3) in relation to the service of notices on owners or occupiers requiring works or excavations to be undertaken to ensure compliance with Section 99 (1);
- ARA03.38 under Section 140 in relation to authorising persons to enter land to take any action or execute any work authorised or required to be taken or executed by the roads authority under the Roads (Scotland) Act 1984;
- ARA03.39 under Section 30 in relation to the serving of notices subject to Section 31 (3), in connection with carrying out works for protecting roads against hazards of nature;
- ARA03.40 to exercise the functions of the Council under Section 152 (2) to re-determine the means of exercise of a public right of passage over a road; and
- ARA03.41 to act as the Proper Officer to issue a certificate as provided in Section 96 (1);
- ARA04 to carry out the following functions of the Council in terms of the Road Traffic Regulations Act 1984:
 - ARA04.01 under Section 14 in relation to the temporary prohibition or restriction of traffic on roads;
 - ARA04.02 under Section 23 in relation to pedestrian crossings on roads other than trunk roads;
 - ARA04.03 under Section 65 in relation to the placing of traffic signs;
 - ARA04.04 under Section 68 in relation to the placing of traffic signs in connection with the exercise of other powers of the Authority as defined in sub-section (1) thereof;
 - ARA04.05 under Section 69 in relation to the removal of signs; and
 - ARA04.06 under Section 71 (1) in relation to the power to enter land in connection with the placing, replacing, converting and removal of traffic signs;
- ARA05 to arrange for the advertisement of any proposal for the making, revocation, or variation of Orders and Schemes under:
 - ARA05.01 The Road Traffic Regulation Act 1984; and
 - ARA05.02 Sections 68, 69, 70 and 71 of the Roads (Scotland) Act 1984;
- ARA06 to grant Wayleaves in respect of public utilities;

- ARA07 to carry out the functions of the Road Safety Officer;
- ARA08 to deal with all requests for information in connection with grant applications made under Section 8 of the Railways Act 1974 (Grants to assist the provision of facilities for freight haulage by rail);
- ARA09 to carry out the functions of the Council under the Public Utilities Street Works Act 1950 and the New Roads and Street Works Act 1991 in relation to roads for which the Council is responsible;
- ARA10 to make grants to householders for the purpose of making good fabric and decoration (excluding curtains) in houses affected by work carried out by the Council under the Noise Insulation (Scotland) Regulations 1975 at the rates and on conditions which may be prescribed from time to time by the Council;
- ARA11 to exercise the functions of the Council under Section 12 of the Roads (Scotland) Act 1984 in relation to the stopping up or diversion of highways crossing or entering routes of proposed new highways;
- ARA12 to agree terms for Bridge Agreements with the British Railways Board and terms of discharge of the Council's liability for annual maintenance and renewal charges in that connection;
- ARA13 to consider and, where acceptable in road safety terms, approve locations for advertisements on road safety barriers and similar structures;
- ARA14 to make arrangements for the management of piers, harbours, car parks, etc, including, granting the use or part thereof to other persons or bodies and to carry out the functions of the Council as Harbour Authority under the Harbours Act 1964;
- ARA15 to carry out the following functions of the Council in terms of the Coast Protection Act 1949:
- ARA15.01 under Section 4 to enter into an agreement with any other person for the carrying out by that person or the Council of any coast protection work which the Council has the power to carry out;
- ARA15.02 under Section 5 to arrange for the publication of notices relating to proposed works in local newspapers and the serving of like notices on affected harbour authorities;
- ARA15.03 under Section 8, to arrange for the publishing of notices relating to works schemes and the serving of like Notices on affected harbour authorities;
- ARA15.04 under Section 12 to serve notice on owners of land where protection works are required; and
- ARA15.05 under Section 25 in relation to the authorisation of persons taking entry to land for the purposes specified therein;

- ARA16 to carry out road and footpath lighting works on new housing and industrial developments;
- ARA17 to carry out the functions of the Council under the Transport (Scotland) Act 2005, including enforcement and imposition of penalties as prescribed in the Act and the relevant Code of Practice;
- ARA18 to authorise the erection and removal of bus shelters; **and**
- ARA19 to carry out the inspection and testing of taxis and private hire vehicles, under Section 11 of the Civic Government (Scotland) Act 1982 as amended; **and**
- ARA20 to carry out the functions of the Council relative to improvement, maintenance and management of Girvan Harbour in terms of the Harbours Act 1964.**

Functions Delegated to the South Ayrshire Integration Joint Board

1. The following are the specific functions that have been delegated to the South Ayrshire Integration Joint Board (the 'SAIJB') with effect from the date specified in the strategic plan to be approved by the SAIJB insofar as these functions relate to the services set out at paragraph 2 below under the heading 'Services provided by South Ayrshire Council which are to be integrated' and at paragraph 3 below under the heading 'Services to be carried out by the EAIJB as lead IJB':

Column A Enactment Conferring Function	Column B Limitation
<p>National Assistance Act 1948</p> <p><i>Section 45</i> (The recovery of expenditure incurred under Part III of that Act where a person has fraudulently or otherwise misrepresented or failed to disclose a material fact.)</p> <p><i>Section 48</i> (The protection of property of a person admitted to hospital or accommodation provided under Part III of that Act.)</p>	
<p>Matrimonial Proceedings (Children) Act 1958</p> <p><i>Section 11</i> (Reports as to arrangements for future care and upbringing of children.)</p>	
<p>The Disabled Persons (Employment) Act 1958</p> <p><i>Section 3</i> (The making of arrangements for the provision of facilities for the purposes set out in section 15(1) of the Disabled Persons (Employment) Act 1944.)</p>	
<p>The Social Work (Scotland) Act 1968</p> <p><i>Section 1</i> (The enforcement and execution of the provisions of the Social Work (Scotland) Act 1968.)</p> <p><i>Section 4</i> (The making of arrangements with voluntary organisations or other persons for assistance with the performance of certain functions.)</p> <p><i>Section 5</i> (Local authorities to perform their functions under the Act under the guidance of the Secretary of State.)</p> <p><i>Section 6B</i> (Local authority inquiries into matters affecting children.)</p>	<p>So far as it is exercisable in relation to another integration function.</p> <p>So far as it is exercisable in relation to another integration function.</p>

Column A Enactment Conferring Function	Column B Limitation
<p><i>Section 8</i> (The conducting of, or assisting with research in connection with functions in relation to social welfare and the provision of financial assistance in connection with such research.)</p> <p><i>Section 10</i> (The making of contributions by way of grant or loan to voluntary organisations whose sole or primary object is to promote social welfare and making available for use by a voluntary organisation premises, furniture, equipment, vehicles and the services of staff.)</p> <p><i>Section 12</i> (The promotion of social welfare and the provision of advice and assistance.)</p> <p><i>Section 12A</i> (The assessment of needs for community care services, the making of decisions as to the provision of such services and the provision of emergency community care services.)</p> <p><i>Section 12AZA</i> (The taking of steps to identify persons who are able to assist a supported person with assessments under section 12A and to involve such persons in such assessments.)</p> <p><i>Section 12AA</i> (The compliance with a request for an assessment of a carer's ability to provide or to continue to provide care.)</p> <p><i>Section 12AB</i> (The notification of carers as to their entitlement to make a request for an assessment under section 12AA.)</p> <p><i>Section 13</i> (The assistance of persons in need with the disposal of their work.)</p> <p><i>Section 13ZA</i> (The taking of steps to help an incapable adult to benefit from community care services.)</p> <p><i>Section 13A</i> (The provision, or making arrangements for the provision, of residential accommodation with nursing.)</p> <p><i>Section 13B</i> (The making of arrangements for the care or aftercare of persons suffering from illness.)</p>	<p>So far as it is exercisable in relation to another integration function.</p> <p>So far as it is exercisable in relation to another integration function.</p> <p>Except in so far as it is exercisable in relation to the provision of housing support services.</p> <p>Except in so far as it is exercisable in relation to another integration function.</p> <p>So far as it is exercisable in relation to another integration function.</p> <p>So far as it is exercisable in relation to another integration function.</p>

Column A Enactment Conferring Function	Column B Limitation
<p><i>Section 14</i> (The provision or arranging the provision of domiciliary services and laundry services.)</p>	
<p><i>Section 27</i> (Supervision and care of persons put on probation or released from prisons, etc)</p> <p><i>Section 27ZA</i> (Grants in respect of community service facilities.)</p> <p><i>Section 28</i> (The burial or cremation of deceased persons who were in the care of the local authority immediately before their death and the recovery of the costs of such burial or cremation.)</p> <p><i>Section 29</i> (The making of payments to parents or relatives of, or persons connected with, persons in the care of the local authority or receiving assistance from the local authority, in connection with expenses incurred in visiting the person or attending the funeral of the person.)</p> <p><i>Section 59</i> (The provision of residential and other establishments.)</p> <p><i>Section 78A</i> (Recovery of contributions.)</p> <p><i>Section 80</i> (Enforcement of duty to make contributions.)</p> <p><i>Section 81</i> (Provisions as to decrees for ailment.)</p> <p><i>Section 83</i> (Variation of trusts.)</p> <p><i>Section 86</i> (The recovery of expenditure incurred in the provisions of accommodation, services, facilities or payments for persons ordinarily resident in the area of another local authority from the other local authority.)</p>	<p>So far as it is exercisable in relation to persons cared for or assisted under another integration function.</p> <p>So far as it is exercisable in relation to another integration function.</p>
<p>The Children Act 1975</p> <p><i>Section 34</i> (Access and maintenance.)</p> <p><i>Section 39</i> (Reports by local authorities and probation officers.)</p> <p><i>Section 40</i> (Notice of application to be given to local authority.)</p> <p><i>Section 50</i> (Payments towards maintenance of children.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p>The Local Government and Planning (Scotland) Act 1982</p> <p><i>Section 24(1)</i> (The provision, or making arrangements for the provision, of gardening assistance and the recovery of charges for such assistance.)</p>	
<p>Health and Social Services and Social Security Adjudications Act 1983</p> <p><i>Section 21</i> (The recovery of amounts in respect of accommodation provided under the Social Work (Scotland) Act 1968 or Section 25 of the Mental Health (Care and Treatment) (Scotland) Act 2003.)</p> <p><i>Section 22</i> (The creation of a charge over land in England or Wales where a person having a beneficial interest in such land has failed to pay a sum due to be paid in respect of accommodation provided under the Social Work (Scotland) Act 1968 or Section 25 of the Mental Health (Care and Treatment) (Scotland) Act 2003.)</p> <p><i>Section 23</i> (The creation of a charging order over an interest in land in Scotland where a person having such an interest has failed to pay a sum due to be paid in respect of accommodation provided under the Social Work (Scotland) Act 1968 or Section 25 of the Mental Health (Care and Treatment) (Scotland) Act 2003.)</p>	
<p>Foster Children (Scotland) Act 1984</p> <p><i>Section 3</i> (Duty of local authority to ensure wellbeing of and to visit foster children.)</p> <p><i>Section 5</i> (Notification to local authority by persons maintaining or proposing to maintain foster children.)</p> <p><i>Section 6</i> (Notification to local authority by persons ceasing to maintain foster children.)</p> <p><i>Section 8</i> (Power of local authorities to inspect foster premises.)</p> <p><i>Section 9</i> (Power of local authorities to impose requirements as to the keeping of foster children.)</p> <p><i>Section 10</i> (Power of local authorities to prohibit the keeping of foster children.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p>Disabled Persons (Services, Consultation and Representation) Act 1986</p> <p><i>Section 2</i> (The making of arrangements in relation to an authorised representative of a disabled person and the provision of information in respect of an authorised representative.)</p> <p><i>Section 3</i> (The provision of an opportunity for a disabled person or an authorised representative of a disabled person to make representations as to the needs of that person on any occasion where it falls to a local authority to assess the needs of the disabled person for the provision of statutory services by the authority, the provision of a statement specifying the needs of the person and any services which the authority proposes to provide, and related duties.)</p> <p><i>Section 7</i> (The making of arrangements for the assessments of the needs of a person who is discharged from hospital.)</p> <p><i>Section 8</i> (Having regard, in deciding whether a disabled person's needs call for the provision of services, to the ability of a person providing unpaid care to the disabled person to continue to provide such care.)</p>	<p>In respect of the assessment of need for any services provided under functions contained in welfare enactments within the meaning of section 16 and which are integration functions.</p> <p>In respect of the assessment of need for any services provided under functions contained in welfare enactments (within the meaning set out in section 16 of the Act) which are integration functions.</p>
<p>The Children (Scotland) Act 1995</p> <p><i>Section 17</i> (Duty of local authority to children looked after by them.)</p> <p><i>Sections 19-27</i> (Provision of relevant services by local authority for or in respect of children in their area.)</p> <p><i>Sections 29-32</i> (Advice and assistance for young persons formerly looked after by local authorities; duty of local authority to review case of a looked after child; removal by local authority of a child from a residential establishment.)</p> <p><i>Section 36</i> (Welfare of certain children in hospitals and nursing homes, etc)</p> <p><i>Section 38</i> (Short term refuges for children at risk of harm.)</p> <p><i>Section 76</i> (Exclusion orders.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p>Criminal Procedure (Scotland) Act 1995</p> <p><i>Section 51</i> (Remand and committal of children and young persons.)</p> <p><i>Section 203</i> (Where a person specified in section 27(1)(b)(i) to (vi) of the Social Work (Scotland) Act 1968 commits an offence the court shall not dispose of the case without first obtaining a report from the local authority in whose area the person resides.)</p> <p><i>Section 234B</i> (Drug treatment and testing order.)</p> <p><i>Section 245A</i> (Restriction of liberty orders.)</p>	
<p>The Adults with Incapacity (Scotland) Act 2000</p> <p><i>Section 10</i> (The general functions of a local authority under the Adults with Incapacity (Scotland) Act 2000.)</p> <p><i>Section 12</i> (The taking of steps in consequence of an investigation carried out under section 10(1)(c) or (d).)</p> <p><i>Sections 37, 39-45</i> (The management of the affairs, including the finances, of a resident of an establishment managed by a local authority.)</p>	<p>Only in relation to residents of establishments which are managed under integration functions.</p>
<p>The Housing (Scotland) Act 2001</p> <p><i>Section 92</i> (Assistance for housing purposes.)</p>	<p>Only in so far as it relates to an aid or adaptation.</p>
<p>The Community Care and Health (Scotland) Act 2002</p> <p><i>Section 4</i> (The functions conferred by Regulation 2 of the Community Care (Additional Payments) (Scotland) Regulations 2002 in relation to the provision, or securing the provision, of relevant accommodation.)</p> <p><i>Section 5</i> (The making of arrangements for the provision of residential accommodation outside Scotland.)</p> <p><i>Section 6</i> (Entering into deferred payment agreements for the costs of residential accommodation.)</p> <p><i>Section 14</i> (The making of payments to an NHS body in connection with the performance of the functions of that body.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p>The Mental Health (Care and Treatment) (Scotland) Act 2003</p> <p><i>Section 17</i> (The provision of facilities to enable the carrying out of the functions of the Mental Welfare Commission.)</p> <p><i>Section 25</i> (The provision of care and support services for persons who have or have had a mental disorder.)</p> <p><i>Section 26</i> (The provision of services designed to promote well-being and social development for persons who have or have had a mental disorder.)</p> <p><i>Section 27</i> (The provision of assistance with travel for persons who have or have had a mental disorder.)</p> <p><i>Section 33</i> (The duty to inquire into a person's case in the circumstances specified in 33(2).)</p> <p><i>Section 34</i> (The making of requests for co-operation with inquiries being made under section 33(1) of that Act.)</p> <p><i>Section 228</i> (The provision of information in response to requests for assessment of the needs of a person under section 12A(1)(a) of the Social Work (Scotland) Act 1968.)</p> <p><i>Section 259</i> (The securing of independent advocacy services for persons who have a mental disorder.)</p>	<p>Except in so far as it is exercisable in relation to the provision of housing support services.</p> <p>Except in so far as it is exercisable in relation to the provision of housing support services.</p> <p>Except in so far as it is exercisable in relation to the provision of housing support services.</p>
<p>Management of Offenders, Etc (Scotland) Act 2005</p> <p><i>Sections 10-11</i> (Assessing and managing risks posed by certain offenders.)</p>	
<p>The Housing (Scotland) Act 2006</p> <p><i>Section 71(1)(b)</i> (Assistance for housing purposes.)</p>	<p>Only in so far as it relates to an aid or adaptation as defined at s1(2) of the Public Bodies (Joint Working) (Prescribed Local Authority Functions etc) (Scotland) Regulations 2014.</p>
<p>Adoption and Children (Scotland) Act 2007</p> <p><i>Section 1</i> (Duty of local authority to provide adoption service.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p><i>Sections 4-6</i> (Local authority to prepare and publish a plan for the provision of adoption service; local authority to have regard to Scottish Ministers' Guidance and; assistance in carrying out functions under sections 1 and 4.)</p>	
<p><i>Sections 9-12</i> (Adoption support services.)</p> <p><i>Section 19</i> (Local authority's duties following notice under section 18.)</p> <p><i>Section 26</i> (Procedure where an adoption is not proceeding.)</p> <p><i>Section 45</i> (Adoption support plans.)</p> <p><i>Section 47-49</i> (Family member's right to require review of an adoption support plan; cases where local authority under a duty to review adoption support plan and; reassessment of needs for adoption support services.)</p> <p><i>Section 51</i> (Local authority to have a regard to guidance issued by Scottish ministers when preparing or reviewing adoption support plans.)</p> <p><i>Section 71</i> (Adoption allowances schemes.)</p> <p><i>Section 80</i> (Application to court by local authority for the making of a permanence order.)</p> <p><i>Section 90</i> (Precedence of court orders and supervisions requirement over permanence order.)</p> <p><i>Section 99</i> (Duty of local authority to apply for variation or revocation of a permanence order.)</p> <p><i>Section 101</i> (Notification requirements upon local authority.)</p> <p><i>Section 105</i> (Notification requirements upon local authority where permanence order is proposed – relates to child's father.)</p>	
<p>The Adult Support and Protection (Scotland) Act 2007</p> <p><i>Section 4</i> (The making of enquiries about a person's wellbeing, property or financial affairs.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p><i>Section 5</i> (The co-operation with other Councils, public bodies and office holders in relation to inquiries made under section 4.)</p> <p><i>Section 6</i> (The duty to have regard to the importance of providing advocacy services.)</p>	
<p><i>Section 7-10</i> (Investigations by local authority pursuant to duty under section 4.)</p> <p><i>Section 11</i> (The making of an application for an assessment order.)</p> <p><i>Section 14</i> (The making of an application for a removal order.)</p> <p><i>Section 16</i> Council officer entitled to enter any place in order to move an adult at risk from that place in pursuance of a removal order.</p> <p><i>Section 18</i> (The taking of steps to prevent loss or damage to property of a person moved in pursuance of a removal order.)</p> <p><i>Section 22</i> (The making of an application for a banning order.)</p> <p><i>Section 40</i> (The making of an application to the justice of the peace instead of the sheriff in urgent cases.)</p> <p><i>Section 42</i> (The establishment of an Adult Protection Committee.)</p> <p><i>Section 43</i> (The appointment of the convener and members of the Adult Protection Committee.)</p>	
<p>Children’s Hearings (Scotland) Act 2011</p> <p><i>Section 35</i> (Child assessment orders.)</p> <p><i>Section 37</i> (Child protection orders.)</p> <p><i>Section 42</i> (Application for parental responsibilities and rights directions.)</p> <p><i>Section 44</i> (Obligations of local authority where, by virtue of a child protection order, child is moved to a place of safety by a local authority.)</p>	

Column A Enactment Conferring Function	Column B Limitation
<p><i>Section 48</i> (Application for variation or termination of a child protection order.)</p> <p><i>Section 49</i> (Notice of an application for variation or termination of a child protection order.)</p> <p><i>Section 60</i> (Duty of local authority to provide information to Principal Reporter.)</p>	
<p><i>Section 131</i> (Duty of implementation authority to require review of a compulsory supervision order.)</p> <p><i>Section 144</i> (Implementation of a compulsory supervision order: general duties of implementation authority.)</p> <p><i>Section 145</i> (Duty of implementation authority where child required to reside in a certain place.)</p> <p><i>Section 153</i> (Secure accommodation.)</p> <p><i>Sections 166-167</i> (Requirement imposed on a local authority: review and appeal.)</p> <p><i>Section 180</i> (Sharing of information with panel members by local authority.)</p> <p><i>Section 183-184</i> (Mutual assistance.)</p>	
<p>Social Care (Self-Directed Support) (Scotland) Act 2013</p> <p><i>Section 3</i> (The consideration of an assessment of an adults ability to provide or continue to provide care for another person and the making of a decision as to whether an adult has needs in relation to care that the adult provides for another person, the decision as to whether support should be provided to that adult in relation to those needs, and the provision of that support.)</p> <p><i>Section 5</i> (The giving of the opportunity to choose a self-directed support option.)</p> <p><i>Section 6</i> (The taking of steps to enable a person to make a choice of self-directed support option.)</p>	<p>Only in relation to assessments carried out under integration functions.</p>

Column A Enactment Conferring Function	Column B Limitation
<p><i>Section 7</i> (The giving of the opportunity to choose a self-directed support option.)</p> <p><i>Section 8</i> Choice of options: children and family members.</p> <p><i>Section 9</i> (The provision of information.)</p> <p><i>Section 10</i> Provision of information: children under 16</p> <p><i>Section 11</i> (Giving effect to the choice of self-directed support option.)</p>	
<p><i>Section 12</i> (Review of the question of whether a person is ineligible to receive direct payments.)</p> <p><i>Section 13</i> (Offering another opportunity to choose a self-directed support option.)</p> <p><i>Section 16</i> (The recovery of sums where a direct payment has been made to a person and the circumstances set out in section 16(1)(b) apply.)</p> <p><i>Section 19</i> (Promotion of the options for self-directed support.)</p>	<p>Only in relation to a choice under section 5 or 7 of the Social Care (Self-directed Support) (Scotland) Act 2013.</p>
<p>Carers (Scotland) Act 2016</p> <p><i>Section 6</i> (Duty to prepare adult carer support plan.)</p> <p><i>Section 12</i> (Duty to prepare young carer statement.)</p> <p><i>Section 21</i> (Duty to set local eligibility criteria for carer support.)</p> <p><i>Section 24</i> (Duty to provide support.)</p> <p><i>Section 25</i> (Provision of support to carers: breaks from caring.)</p> <p><i>Section 31</i> (Duty to prepare local carer strategy.)</p> <p><i>Section 34</i> (Information and advice service for carers.)</p> <p><i>Section 35</i> (Short breaks services statements.)</p>	

2. Services undertaken by South Ayrshire Council within the Health and Social Care Partnership

- Social work services for adults and older people;
- Services and support for adults with physical disabilities and/ or learning disabilities;
- Mental health services;
- Drug and alcohol services;
- Adult protection and domestic abuse;
- Carers support services;
- Community care assessment teams;
- Administration support services within social work;
- Care home services;
- Adult placement services;
- Health improvement services;
- Housing support services, aids and adaptations;
- Day services;
- Local area co-ordination;
- Respite provision;
- Occupational therapy services;
- Re-ablement services, equipment and telecare;
- Criminal justice social work services; and
- Children and families social work services.

3. Services to be carried out by the EAIJB as lead IJB

The following are the specific services to be carried out by the EAIJB as lead IJB from the date specified in the strategic plan to be approved by the EAIJB:

- out of hours social work services.

Powers Delegated to Officers

Under exception of the delegated powers which arise from certain statutory appointments (see Section 7), all powers delegated to officers of the Council are delegated to one or more of the following officers:

- the Chief Executive;
- the **Depute Chief Executive and** Director of Education;
- the Director of Housing, Operations and Development;
- the Director of ~~Strategic Change and~~ **Communities and Transformation**;
- the Director of Health and Social Care **Partnership**;
- the ~~Head of Finance, ICT and Procurement~~ **Chief Financial Officer**; and
- the ~~Head of Legal and Regulatory Services~~ **Chief Governance Officer**; and
- **the Chief HR Officer.**

There are four main statutory officers that the Council is required by law to appoint. These are:

- Head of Paid Service;
- Monitoring Officer;
- Chief Financial Officer; and
- Chief Social Work Officer.

These statutory officers have an important, independent, role in promoting and enforcing good governance and compliance with legislation.

Powers, which have been delegated to officers are a mix of general delegations and specific delegations but when exercising any delegated power, officers must do so in full compliance with a number of requirements that have been laid down by the Council. On the pages that follow are details of:

- (a) The rules governing the exercise of powers delegated to officers;
- (b) General delegations (those which are available to all of the officers specified); and
- (c) Specific delegations (those which are available to individual officers).

(a) 'Rules' Governing the Exercise of Powers by Officers

1. Before exercising any authority officers must satisfy themselves that:
 - 1.1 they have the necessary delegated powers as specified in this Scheme in relation to each officer; and
 - 1.2 that any power expressed in this Scheme has not been modified by a more recent decision by the Council.
2. Officers must use the authority delegated to them:
 - 2.1 in the interests of South Ayrshire Council and in accordance with the provisions of this Scheme, Financial Regulations and Standing Orders relating to Contracts;
 - 2.2 in accordance with the policies of the Council and its Panels and with any procedural guidelines which the Council and its Panels may make to regulate the exercise of delegated powers; and
 - 2.3 in accordance with legislation.
3. Delegated powers should not be exercised by officers where any decision would represent a departure from Council policy or procedure or would be contrary to a standing decision of Council or any of its committees etc, or would itself represent a significant development from policy or procedure. The only exception to this is in the case of urgency where the officer may, after consultation with the Chief Executive (or, in the absence of the Chief Executive, the ~~nominated~~ **Depute Chief Executive**), Leader (or, in the absence of the Leader, the Depute Leader) and relevant Portfolio Holder or Chair of the appropriate committee, exercise delegated powers. Should such powers be exercised in urgent circumstances, a report will be submitted to the next appropriate Committee for noting.

In exercising the authority delegated to them, officers must consult:

- the Section 95 Officer, the Monitoring Officer and/ or the ~~Chief HR Adviser~~ **Chief HR Officer**, as appropriate, in respect of matters where legal, financial, employment or other advice or guidance is necessary; and
- in respect of matters which are sensitive or likely to be controversial, the relevant Portfolio Holder(s), and the Chief Executive;

and the Chief Executive shall be the final arbiter of whether a matter is sensitive or likely to be controversial. Matters which are determined to be sensitive or controversial shall be referred to the Council for decision.

4. Where an applicant for a service provided by the Council (except one which is available to the general public for a set fee) is a Member of the Council or an employee, the officer within whose delegated authority it is to determine the application will, before exercising that authority, give consideration to the need to consult with the Chief Executive who may require the officer to refer the application to the appropriate Panel, as appropriate, for determination.
5. Where an applicant for employment with the Council is related to a Member of the Council, or to an employee, the officer within whose delegated authority it is to make

the appointment to the post in question will, before exercising that authority, consult with the ~~Head of Legal and Regulatory Services~~ **Chief Governance Officer** who may require the officer to refer the appointment to the Chief Executive for decision.

6. Officers must publish, at such frequency and in such form as may be prescribed from time to time by the Cabinet details of decisions taken and actions authorised by them (or others authorised by them) in exercise of delegated powers.
7. Officers must record, notify the Monitoring Officer, and publish if required, details of arrangements made by them for the exercise on their behalf of delegated powers granted to them.

(b) General Delegations to Officers

The following is a list of the powers, which have been delegated to each of the following officers:

- the Chief Executive;
- the **Depute Chief Executive and** Director of Education;
- the Director of Housing, Operations and Development;
- the Director of ~~Strategic Change and~~ **Communities and Transformation**;
- the Director of Health and Social Care **Partnership**;
- the ~~Head of Finance, ICT and Procurement~~ **Chief Financial Officer**;
- the ~~Head of Legal Regulatory Services~~ **Chief Governance Officer**; and
- **the Chief HR Officer.**

For the avoidance of doubt, it should be understood (unless it is otherwise stated, or unless the words make it clear that a wider application is intended) that the powers available to the Chief Executive and to individual Directors and Heads of Service are only in relation to the services for which they are responsible.

It should also be understood that expressions such as 'to serve', 'to issue', etc, include the delegated power to sign, on behalf of the Council, the documents concerned and to take all other steps necessary to ensure that these documents are appropriately delivered.

Nothing in this section or any other part of the Scheme empowers officers to alter national or local conditions of employment.

Where a specific delegation is made in terms of powers under a specific legislative provision, that delegation shall be deemed to include powers under any subsequent amendment to or replacement of that legislation.

Where a specific delegation exists in favour of a specified officer(s) the same power shall not be deemed to be a general delegation for any other officer.

The general delegations, which for ease of identification have the reference letter G. are as follows:

General Delegations

All powers necessary for the general management of the services for which they are responsible, including, but not limited to:

- G01 to expend the approved budget appropriate to the post;
- G02 to manage within the policies agreed by the Council;
- G03 to take measures, including incurring expenditure, as may be required in emergency or other unanticipated situations subject to consulting with the Chief Executive and the ~~Head of Finance, ICT and Procurement~~ **Chief Financial Officer** (where expenditure is required) and consult the appropriate Portfolio Holder and advise local Members where possible and reporting to the

appropriate Panel as soon as possible thereafter, on any items for which Panel approval would normally be necessary;

- G04 to absent himself or herself or permit any member of his or her staff to absent himself or herself occasionally and temporarily during business hours to attend to duties or services of a civic, honorary, charitable or social nature provided that these do not interfere with the efficient discharge of his/ her duties to the Council;
- G05 to sign and to issue:
- G05.01 the necessary authorisation to officers of the Council to exercise statutory powers (including, where possible, the right to enter land and premises in connection with the discharge of their duties); and
- G05.02 identity cards;
- G06 to make appointments within his or her service, to all posts below Head of Service/ Assistant Director level so long as such posts are within the approved establishment of the Directorate/ service (as the case may be);
- G07 to pay valid claims for damage to, or loss of, personal property of employees in his or her service occurring during the course of their employment, up to an amount of £2,000 per claim for any one incident; and to pay claims in excess of £2,000 after consultation with the ~~Chief HR Adviser~~**Chief HR Officer**;
- G08 to approve the provision of reasonable hospitality within the area, to representatives of other authorities, organisations, officers of the Council or others and also within the UK to make visits and to authorise officers within his or her Directorate to make visits as representatives of the Council, subject always to details of the expenses incurred in terms of this delegation being made available where requested by the Chief Executive;
- G09 to approve attendance at conferences within the UK of officers, in cases where he or she considers it to be in the interests of the Council;
- G10 to appoint consultants and other specialists on such terms and conditions as he or she considers to be appropriate, subject always to the requirements of the Standing Orders relating to Contracts;
- G11 to grant the use of Council accommodation to outside bodies if within the terms of any approved scheme;
- G12 to hire Council equipment within any approved scheme;
- G13 to purchase goods, supplies and services, and to undertake works in accordance with the Financial Regulations and Standing Orders relating to Contracts of the Council, and to sign contracts relating to these (save where statute requires execution by the Proper Officer);
- G14 to promote, market and present events;

- G15 to apply regulations relative to the use of Council facilities to ensure safety for staff and members of the public, including the authority to close or restrict the use of facilities as required;
- G16 to vary charges, rents and fees where, for operational and/ or promotional purposes, doing so may increase income;
- G17 to nominate officers to act in relation to powers of entry in terms of any relevant enactment;
- G18 to authorise Assistant Directors, managers or appropriately qualified officers to exercise any of the individual delegated powers which relate to a particular discipline or service area;
- G19 to exercise any general delegations contained in the Council's Standing Orders relating to Contracts;
- G20 to apply and enforce all policies and procedures approved by the Council relating to employees and to take decisions in respect of those, to include conducting Grievance and Disciplinary and other proceedings;
- G21A to determine urgent matters, during periods when the Council is in recess, where the matter has been covered by a previous policy decision of Council and in respect of which there is a budget or other financial provision and in accordance with the following: consultations must be undertaken with the relevant Portfolio Holder(s), the Leader of the Council and the Chief Executive and all matters dealt with must be reported to the first meeting of the Cabinet or other relevant Panel following the recess;
- G21B to determine urgent matters during periods when the Council is in recess and where it involves new policy or a change to existing policy, the Chief Executive will consult with the Cabinet remotely and all matters dealt with must be reported to the first meeting of the Council, Cabinet or other relevant Panel following;
- G21C with the agreement of the Cabinet, and if required to enable effective decision making (or otherwise), to amend the Standing Orders Relating to Meetings, the Scheme of Delegation, the Standing Orders Relating to Contracts and/ or the Financial Regulations;
- G22 to take such operational management decisions as are necessary for the routine planning, organisation, operation and provision of Council services and facilities, where budgetary provision exists. For the avoidance of doubt, this delegation shall include the appointment of temporary employees where considered necessary, (and subject to six monthly review, existing payroll budgetary provision or costs being fully funded by an external agency), authorisation of secondments, and authorisation of overtime (including to sanction in exceptional or emergency circumstances, the payment of overtime to staff whose salary is above the overtime ceiling (currently Spinal Column Point 75));
- G23 to carry out investigations and research and enter into discussions with a view to proposing new or revised strategies, policies or procedures;

- G24 to respond on behalf of the Council to draft circulars, orders, notices, consultation papers and other such documents from the Scottish Government, UK Government and other bodies, this to be done after consultation with the relevant Portfolio Holder;
- G25 to promote South Ayrshire either directly or in conjunction with others and to support Council activities and events, provided that there is sufficient budget provision;
- G26 to seek sources of external funding and external funding partners to assist in Council activities and projects;
- G27 to terminate on behalf of the Council any contract which the Council is entitled to terminate under the appropriate conditions of contract where, after consultation with the appropriate Head of Service and the ~~Head of Legal and Regulatory Services~~ **Chief Governance Officer**, he/ she is satisfied that it is in the interests of the Council to do so;
- G28 to respond to and deal with participation requests received in accordance with the provisions of the Community Empowerment (Scotland) Act 2015;
- G29 to formally execute on behalf of the Council any agreements relevant to their services' operational workloads, save where statute requires execution by the Proper Officer;
- G30 to determine for their service the information to be disclosed, including the application of any exemptions, in relation to requests for information in terms of the Freedom of Information (Scotland) Act 2002, and the Environmental Information (Scotland) Regulations 2004;
- G31 all other matters in respect of the operation, development and implementation of policy for the service areas assigned to them unless specifically reserved to the Council or other Committees etc or contrary to a specific provision of this Scheme; and
- G32 to exercise the discretionary powers available in implementation of the conditions of service in respect of all employees in the employment of the Council.

(c) Specific Delegations to Officers

Particular delegated powers, which have been granted to officers, are as set out below. For ease of identification, these specific delegations have been indexed using the following reference letters:

Officer	Reference Letter	
Chief Executive	CX	
Depute Chief Executive and Director of Education	ED	
Director of Housing, Operations and Development	HOD	
Director of Strategic Change and Communities and Transformation	SCCCT	
Head of Finance, ICT and Procurement Chief Financial Officer	FIP	
Head of Legal and Regulatory Services Chief Governance Officer	LRS	
Chief Executive (HR) Officer	CX HR	
Director of Health and Social Care Partnership	HSCP	

Chief Executive

- CX01 to act as Head of Paid Service in terms of Section 4 of the Local Government and Housing Act 1989;
- CX02 to give a direction in special circumstances that any officer shall not exercise a delegated function;
- CX03 to give a direction on the applicability of the Scheme of Delegation to an officer in any specific case;
- CX04 where he or she considers that it would be in the interests of the Council to do so, to approve the provision of reasonable hospitality, outwith the area to representatives of other authorities, organisations, officers of the Council or others; and to make visits outwith the UK and to authorise such visits by officers and Members of the Council or others representing the Council;
- CX05 to approve attendance of officers at conferences outwith the UK in cases where he or she considers it to be in the interests of the Council;
- CX06 to consider and, in appropriate circumstances, to approve applications by employees convicted of and fined under the Health and Safety at Work, Etc Act; the Factories Act; the Offices, Shops and Railway Premises Act or associated legislation, or the Roads Traffic Acts for offences committed whilst acting in the course of their employment for payment of the fine imposed;
- CX07 to consider, and in appropriate circumstances, to approve applications from employees for reimbursement, in part or in whole, of reasonable legal expenses incurred in defending actions raised against them personally, providing:
- CX07.01 that they were acting within the course of their employment;
 - CX07.02 in accordance with Council policies and procedures; and
 - CX07.03 in good faith;
- CX08 to arrange as necessary for the affixing of the Common Seal of the Council to any document by the ~~Head of Legal and Regulatory Services~~**Chief Governance Officer** as Proper Officer of the Council;
- CX09 to prepare the polling scheme for South Ayrshire and to alter or amend polling places in the event of an approved place becoming unavailable or unviable – for example, through fire or flood or some other circumstance;
- CX10 to appoint, in the absence of both the Chief Executive and the **nominated** Depute **Chief Executive**, an Acting Head of Paid Service to cover periods of absence. When the Chief Executive and the nominated Depute are absent, the Acting Head of Paid Service will have all the delegated authority of the Chief Executive;
- CX11 to instruct the actings of the Directors~~and Heads of Service~~, the **Chief Financial Officer**, the **Chief Governance Officer** and the **Chief HR Officer**, subject to restrictions as to professional competencies;

- CX12 to refer matters to the Police, in terms of the Council's Special Investigations Procedure;
- CX13 to delete vacant posts, approve new posts and amend existing posts within a Directorate or service structure where budgetary provision exists, in consultation with the relevant Portfolio Holder(s) and the ~~Chief HR Adviser~~**Chief HR Officer**;
- CX14 to authorise ex gratia payments to employees who die in service and who are not in the pension scheme, of amounts not exceeding £4,000;
- CX15 with the exception of the powers delegated to statutory appointees (section 8) and other Proper Officer designations as provided for elsewhere in this Scheme of Delegation, to exercise every power delegated to Directors ~~and Heads of Service, the Chief Financial Officer, the Chief Governance Officer and the Chief HR Officer~~, and exercisable by them in relation to the business of the Council and the business of the South Ayrshire Integration Joint Board in so far as it relates to Council budgets and responsibilities;
- CX16 to approve, in conjunction with the ~~Chief HR Adviser~~**Chief HR Officer** and in accordance with the Council's policies and practice, early retirement or voluntary severance;
- CX17 to take decisions under and in terms of the Council's workforce policies and procedures;
- CX18 to approve requests by the Directors ~~and Heads of Service, the Chief Financial Officer, the Chief Governance Officer and the Chief HR Officer~~ for the secondment of employees to external agencies where the total cost of the secondment is recoverable from the external agency and to approve the appointment where necessary of a temporary replacement for the duration of the secondment; and
- CX19 to appoint authorising officers, to authorise directed surveillance or the use of a covert intelligence source which involves the likelihood of obtaining 'confidential' information, and to authorise the use of covert human intelligence sources in relation to juveniles or vulnerable adults, all in terms of the Regulation of Investigatory Powers (Scotland) Act 2000 and associated regulations.

Depute Chief Executive and Director of Education

- ED01 to approve attendance by employees on authorised Youth Exchange visits overseas where the employees, as part of their duties, are required to accompany the group undertaking the exchange;
- ED02 to determine the provision of footwear and clothing for pupils at public schools, in terms of Section 54 of the Education (Scotland) Act 1980;
- ED03 to arrange programmes of in-service training for teachers;
- ED04 to receive and determine applications for disbursements of funds in any trusts/ endowments (subject to the terms of the trust/ endowment);
- ED05 to accept and administer any new Trusts or small endowments which may be offered to the Council for schools in their area;
- ED06 to appoint and supervise teaching staff within complements approved by the Council;
- ED07 to make grants to pupils to enable them to attend courses and conferences and to undertake educational visits and excursions at home and abroad within the approved budgets and policies of the Council;
- ED08 to issue licences in terms of the Children (Performances and Activities) (Scotland) Regulations 2014;
- ED09 to approve or refuse applications received from schools for arrangements to be made for visits during school terms in accordance with approved policy;
- ED10 to ensure that requisite provision is made for any pupil entitled in terms of Section 53(3) of the Education (Scotland) Act 1980 to receive school meals in the middle of the day;
- ED11 to permit parent/ teacher associations or such other organisations or persons as he or she considers appropriate to execute minor works of improvement within the curtilage of an educational establishment subject to:
- ED11.01 being satisfied that the works are relevant to the function of and will not prejudice the operation of the educational establishment;
 - ED11.02 being satisfied that the works and practices are acceptable in terms of health and safety and Council standards; and
 - ED11.03 the execution of the works being supervised by the Director of Housing, Operations and Development;
- ED12 to exercise at discretion the powers available to the Council as Education Authority, in terms of Section 23 of the Education (Scotland) Act 1980, with regard to the provision by the Council of Education for pupils belonging to the areas of other Education Authorities and incur outwith area fees and to pay the approved COSLA rate to any other Education Authority which has provided education for pupils normally resident in the area but who are for various reasons, placed in schools outwith the area;

- ED13 to consider and determine all placing requests under Section 28 of the Education (Scotland) Act 1980 and Schedule 2 of the Education (Additional Support for Learning) (Scotland) Regulations 2014 in accordance with the guidelines formulated by the Council and, where appropriate, to make representation to the Education Appeals Committee in respect of any appeals against decisions;
- ED14 to consider and determine all requests for school transport under the Education (Scotland) Act 1980 and in accordance with Council guidelines;
- ED15 to authorise the employment in appropriate circumstances of teachers in receipt of occupational pensions in accordance with Council policies;
- ED16 to exercise, at discretion, the powers available to the Council as Education Authority in relation to the exclusion of pupils from schools;
- ED17 to determine the dates of local school holidays within the area after consultation with the appropriate Parent Councils and appropriate Trade Unions;
- ED18 to carry out the functions of the Council in terms of Section 58 of the Education (Scotland) Act 1980 relating to the cleanliness of pupils at schools;
- ED19 to exercise the functions of the Council in terms of Section 50 of the Education (Scotland) Act 1980; (provision of travelling facilities and accommodation in exceptional circumstances);
- ED20 to exercise the functions of the education authority in relation to pupil attendance in terms of Sections 36 to 41 of the Education (Scotland) Act 1980;
and
- ED21 to implement decisions taken by the Local Negotiating Committee for Teachers provided that spending will be contained within the Directorate's budget;
- ~~HOD92~~**ED22** to carry out the functions of the Council under the Antisocial Behaviour etc. (Scotland) Act 2004 ~~Housing (Scotland) Acts 2001 and 2005~~, particularly in relation to Landlord registration;
- ~~HOD93~~**ED23** to issue and/ or renew licences and certificates of registration and keep registers in respect of Houses in Multiple Occupation in accordance with approved codes of practice and the statutory provisions relating thereto;
- ~~HOD94~~**ED24** to make grants for House Adaptations up to a value of £10,000;
- ~~HOD95~~**ED25**
- ED25.1** to process applications for the licensing of short term lets in terms of Civic Government (Scotland) Act 1982 (Licensing of Short-Term Lets) Order 2022, and to reject and return incomplete or incompetent applications;
- ED25.2** to determine applications for the licensing of short term lets and to issue and/ or renew licences in terms of the Civic Government

(Scotland) Act 1982 (Licensing of Short-Term Lets) Order 2022, except where one or more competent written objection is received; and

HOD96ED26 to publish and maintain a public register of short term lets and to serve enforcement notices under the Civic Government (Scotland) Act 1982 (Licensing of Short-Term Lets) Order 2022.

Director of Housing, Operations and Development

- HOD01 to determine all planning applications lodged in terms of the Town and Country Planning (Scotland) Acts in accordance with the procedures and delegations approved by the Council;
- HOD02 to renew any planning permission granted for limited periods;
- HOD03 to set conditions related to planning permissions, to agree the discharge of planning conditions and agree changes to planning conditions under s42 application where they are in accordance with the procedures and delegations approved by Council;**
- HOD04 to agree the terms of s75 legal agreements where these terms are in accordance with policies approved by Council, where there are no financial implications arising from the proposals;**
- HOD0305 to determine all applications for Advertisement in terms of Section 182 of the Town and Country Planning (Scotland) Act 1997;
- HOD0406 to determine applications for Non-Material Variations in terms of Section 64 of the Town and Country Planning (Scotland) Act 1997;
- HOD0507 to determine applications for Listed Building Consent in terms of Sections 7 and 9 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 and serve notices under the said Act, after consultation with the Portfolio Holder;
- HOD0608 to serve notices in terms of Section 179 of the Town and Country Planning (Scotland) Act 1997 in relation to land adversely affecting other land;
- HOD0709 to determine applications for the temporary siting of residential caravans during building operations;
- HOD0810 to determine applications for Conservation Area consent in terms of Section 66 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997;
- HOD0911 to determine proposals under Section 37 of the Electricity Act 1989;
- HOD1012 to determine applications for tree felling or other works to trees within Conservation Areas and Designated Tree Preservation Orders;
- HOD1113 to confirm Tree Preservation Orders where no objections have been received and the making of the Order was agreed by the relevant Panel;
- HOD1214 to enter land in terms of the Town and Country Planning (Scotland) Act 1997, the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997; the Planning (Hazardous Substances) (Scotland) Act 1997; and the Land Reform (Scotland) Act 2004;
- HOD1315 to serve Enforcement Notices, Breach of Condition Notices and Hazardous Substances Contravention Notices in terms of the 1997 Act as amended by the Planning Etc (Scotland) Act 2006;
- HOD1416 in cases of emergency and urgency, to make and serve:

HOD1416.01 Provisional Tree Preservation Orders;

HOD1416.02 Building Preservation Notices;

HOD1416.03 Stop Notices; and

HOD1416.04 Interdicts for Planning and related offences;

HOD1517 to respond on behalf of the Council to Historic Environment Scotland regarding the listing or scheduling of buildings of architectural or historic interest;

HOD1618

HOD1618.01 to respond directly to consultations on development plans, planning applications, environmental assessments and planning guidance from neighbouring authorities at any stage in the process unless the Chief Planning Officer considers that:

- (a) the consultation raises a significant planning issue (which may include transport and other infrastructure matters) for the Council which should be drawn to the attention of the consulting authority;
- (b) the consultation raises a matter which is potentially controversial or likely to be of significant public interest; or
- (c) the Council should formally object to a proposed development plan;

HOD1618.02 to respond directly to planning related consultations from the Scottish Government and Government Agencies unless the Chief Planning Officer considers that:

- (a) the consultation raises a significant planning issue for the Council which should be drawn to the attention of the Scottish Government/ Government Agency; or
- (b) the consultation raises a matter which is potentially controversial or likely to be of significant public interest;

HOD1618.03 to determine whether a qualifying plan, programme or strategy, which is being prepared or modified, requires environmental assessment in accordance with the Environmental Assessment (Scotland) Act 2005 and to undertake environmental assessment where necessary, including preparing an environmental report and carrying out consultations;

HOD1719 to prepare, apply and implement local **development** plans, associated documents and planning policy and to implement planning decisions and instructions of the relevant Panel and Council in relation to planning matters;

HOD1820 to refer to the Procurator Fiscal consideration of instigation of legal proceedings for offences under the Town and Country Planning (Scotland) Act 1997 and the

Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, and re-planting notices under Section 168 of the Town and Country Planning (Scotland) Act 1997;

- HOD1921** to determine applications for Certificates of Lawfulness of existing use or development and Certificates of Lawfulness of proposed use or development, in terms of Sections 150 and 151 of the Town and Country Planning (Scotland) Act 1997;
- HOD2022** on forestry applications, proposals and strategies, providing that, where the response is to be one of objection, this will only be done after consultation with the Portfolio Holder;
- HOD2123** to respond on behalf of the Council to consultations from Scottish Natural Heritage on matters falling within its remit, unless the response is to be one of objection or the consultation raises a significant planning issue or a matter which is potentially controversial or likely to be of significant public interest;
- HOD2224** to determine all High Hedge Notice Applications, serve High Hedge Notices, when merited, and take direct action to ensure compliance with the provisions of such Notices, when necessary;
- HOD2325** to respond on behalf of the Council to requests for screening and scoping opinions under the Environmental Impact Assessment (Scotland) Regulations 1999, the Electricity Works (Environmental Impact Assessment) (Scotland) Regulations 2000 and the Environmental Assessment (Scotland) Act 2005, and to prepare and publish habitats regulations appraisals as required by the Conservation (Natural Habitats etc) Regulations 1994 and the EC Habitats Directive;
- HOD2426**
- HOD2426.01** to make Orders under Section 11 of the Land Reform (Scotland) Act 2003, exempting land from access rights for a particular purpose, for a period of less than 6 days;
- HOD2426.02** **to approve the commencement of public consultations under Section 11 (2) of the Land Reform (Scotland) Act 2003, on proposed temporary public access exemption Orders for a particular purpose, where the period of the Order proposed is 6 or more days;**
- HOD2527** to determine applications for the adoption of open space in accordance with the policies adopted by the Council;
- HOD2628** to appoint suitably experienced representatives of access interest groups as members of the South Ayrshire Local Access Forum, as and when necessary, with the agreement of the Portfolio Holder;
- HOD2729** to make and confirm Orders under Sections 207 and 208 of the Town and Country Planning (Scotland) Act 1997 for the stopping up or diversion of roads and paths where necessary to enable development to be implemented in accordance with planning permission granted;

- HOD2830** to issue and/ or renew licences and certificates of registration and keep registers in respect of such legislation as may, from time to time, be within the remit of the Regulatory Panel, in accordance with approved codes of practice and the statutory provisions relating thereto;
- HOD2931** to appoint as Inspectors and authorised officers for the purposes of the administration and enforcement of legislation within the remit of the Regulatory Panel such of his/ her officers as he/ she may deem necessary and appropriate;
- HOD3032** to carry out the Council's functions in relation to any other Acts, Regulations or Orders falling within the remit of the Regulatory Panel;
- HOD3133** to serve Notices on landowners under Sections 14 and 15 of the Land Reform (Scotland) Act 2003, requiring remedial action in respect of prohibition signs, obstructions, dangerous impediments and risk to injury;
- HOD3234** to act in relation to Grants for Improvements, Repair and Conversions in terms of the Housing (Scotland) Acts 1987, 2001 and 2006;
- HOD3335** to issue Notices in terms of Section 87 of the Civic Government (Scotland) Act 1982;
- HOD3436** to determine applications for Building Warrants in terms of the Building (Scotland) Acts 1959 and 1970;
- HOD3537** to determine applications for Relaxation of the Building Standards (Scotland) Regulations 1990 in terms of Section 4 of the Building (Scotland) Acts 1959 and 1970;
- HOD3638** to determine applications for temporary and final Completion Certificates in terms of Section 9 of the Building (Scotland) Acts 1959 and 1970;
- HOD3739** to determine applications for raised structures in terms of Section 89 of the Civic Government (Scotland) Act 1982;
- HOD3840** to serve Execution of Works on Building Notices in terms of Section 87 of the Civic Government (Scotland) Act 1982;
- HOD3941** to allocate in consultation with the Local Members, street names and postal addresses in terms of Section 97 of the Civic Government (Scotland) Act 1982;
- HOD4042** In terms of the Building (Scotland) Act 2003:
- HOD4042.01** to determine applications for Building Warrant, including late applications and continuing requirements;
- HOD4042.02** to seek views from the Building Standards Division, Scottish Government;
- HOD4042.03** to grant extensions to the life of Building Warrants and to the periods of use of buildings intended to have a limited life provided such requests are reasonable;
- HOD4042.04** to accept or reject Certificates of Completion, including late submissions;

- HOD4042.05 to determine applications for temporary occupation or use;
 - HOD4042.06 to exercise the function of the Council in relation to building operations to secure building sites and demolition sites against entry under the Building Regulations;
 - HOD4042.07 to evacuate buildings and carry out works in case of immediate danger;
 - HOD4042.08 to serve Notices on the owners of dangerous buildings;
 - HOD4042.09 to give authority to enter buildings;
 - HOD4042.10 to serve enforcement Notices on the owners of buildings to conform to the Building Regulations and continuing requirements;
 - HOD4042.11 to serve enforcement Notices on the owners of unauthorised buildings; and
 - HOD4042.12 to serve Defective Buildings Notices on the owners of defective buildings;
- HOD4143 to authorise relevant officers to refer matters to the Procurator Fiscal and/ or to initiate proceedings under Building Standards legislation;
- HOD4244 to exercise the powers of an authorised person under Section 11 of the Safety of Sports Grounds Act 1975 (power to enter and inspect a sports ground) and to exercise the powers of an authorised person under Section 35 of the Fire Safety and Safety of Places of Sport Act 1987 (power to enter and inspect a regulated grandstand);
- HOD4345 to issue Safety Certificates, Prohibition Notices and Special Safety Certificates in terms of the Safety of Sports Grounds Act 1975 and the Fire Safety and Places of Sport Act 1987;
- HOD4446 to provide aids, equipment and adaptations for the homes of disabled persons within the Council's Scheme of Assistance as guided by the Housing (Scotland) Act 2006;
- HOD4547 to make Compensation Payments under Sections 304 to 310 of the Housing (Scotland) Act 1987;
- HOD4648 to instruct House Adaptations from Capital and Repair or Improvements from revenue expenditure up to a value of £10,000;
- HOD4749 to act in relation to homeless persons under Sections 24 to 43 of the Housing (Scotland) Act 1987;
- HOD4850 in relation to Council Housing stock:
- HOD4850.01 to instruct the raising of court action for re-possession and/ or for recovery of arrears, in appropriate cases;

- HOD**4850.02** to instruct actions with a view to recovery of arrears; and
- HOD**4850.03** to instruct eviction;
- HOD**4951** to postpone the ranking of Discount Standard Securities in relation to 'Right-to-Buy' transactions, in association with the ~~Head of Legal and Regulatory Services~~**Chief Governance Officer** and in accordance with practices in force from time to time;
- HOD**5052** to serve notice, enter premises and take any other action on behalf of the Council in terms of the Antisocial Behaviour etc (Scotland) Act 2004 as amended from time to time;
- HOD**5153** to purchase individual residential properties to be used as Council houses for rent on behalf of Housing Services up to the value of £150,000 and the acquisition of land either in Council ownership or on the open market of up to £250,000 with agreement from the Portfolio Holder or, in their absence, the Leader or Depute Leader of the Council each subject to available funds, and to instruct Legal Services to execute the transaction(s) arising;
- HOD**5254** where appropriate, to enter objections on behalf of the Council to applications for Goods Vehicles Operators' Licences, under Section 63 of the Transport Act 1968;
- HOD**5355** to seek and maintain Vehicle Operator Licences and Registrations for the Council fleet;
- HOD**5456** to set charges for fleet hire to external agencies and (with the agreement of the Chief Executive) for in-house users;
- HOD**5557** to serve Litter Abatement Notice in terms of Section 92 of the Environmental Protection Act 1990;
- HOD**5658** to serve a Street Litter Control Notice in terms of section 93 of the Environmental Protection Act 1990;
- HOD**5759** to prescribe premises or land to which a Street Litter Control Notice may be issued in terms of Section 94 of the Environmental Protection Act 1990;
- HOD**5860** to enter any premises at any reasonable time in terms of Section 91 of the Control of Pollution Act 1974;
- HOD**5961** to take such persons and such equipment as is necessary when entering any premises in terms of section 92 of the Control of Pollution Act 1974;
- HOD**6062** to obtain information from any person by serving a notice on that person in terms of Section 93 of the Control of Pollution Act 1974;
- HOD**6163** to require any person to produce authority for transporting waste in terms of Section 5 of the Control of Pollution (Amendment) Act 1989;
- HOD**6264** to enter premises in terms of Section 7 of the Control of Pollution (Amendment) Act 1989;

- HOD**6365** to remove abandoned vehicles in terms of section 3 of the Refuse Disposal (Amenity) Act 1978;
- HOD**6466** to dispose of abandoned vehicles in such manner as the Director thinks fit in terms of Section 4 of the Refuse Disposal (Amenity) Act 1978;
- HOD**6567** to recover expenses for removal of vehicle from person responsible for abandoning vehicle in terms of section 5 of the Refuse Disposal (Amenity) Act 1978;
- HOD**6668** to remove and dispose of refuse other than a motor vehicle in terms of Section 6 of the Refuse Disposal (Amenity) Act 1978;
- HOD**6769** to enter any land at any reasonable time in terms of Section 8 of the Refuse Disposal (Amenity) Act 1978;
- HOD**6870** to make arrangements to advertise for disposal any property declared by the Council or relevant Panel to be surplus to the requirements of the Council, in accordance with the acquisitions and disposals policy;
- HOD**6971** to agree terms for the disposal of any land and buildings in accordance with the Council's acquisition and disposal policy provided: (i) the valuation figure is achieved; and (ii) the land and/ or buildings have been declared surplus to the requirements of the Council, and to then proceed to instruct Legal Services to execute the transactions arising without further reference to the Cabinet;
- HOD**7072** to agree terms for new leases up to 10 years and extensions and variations to existing leases, subject to the extensions or variations not extending the term of the existing lease by a period in excess of 10 years, provided the land and/ or buildings;
- HOD**7173** to agree terms for new leases over 10 years and extensions and variations to existing leases where this will extend the term of the existing lease by a period in excess of 10 years, provided that the proposed lease/ extension/ variation is not considered sensitive or controversial;
- HOD**7274** to agree terms for new leases and extensions and variations for existing leases, where the Council is the tenant, for a period of up to 10 years, subject to the extensions or variations not extending the term of the existing lease by a period in excess of 10 years;
- HOD**7375** to carry out day to day management of Council land and buildings;
- HOD**7476** to instruct repairs to Council property in accordance with Standing Orders Relating to Contracts;
- HOD**7577** to implement all lease and title conditions of Council property including the termination of leases and other agreements at their natural end or in the event of breaches of conditions;
- HOD78** to declare land and property surplus to requirements where the value of the land/ property is valued at less than £100,000. Where there is a question of the ability to alienate the land under the terms of Common Law legislation, then the approval of the Court will be required;

- HOD**7679** to manage surplus property;
- HOD**7780** to negotiate and agree terms for ~~the renewal of lets,~~ licences **to occupy, licences for works and similar agreements,** and the ~~like~~**renewal of same;**
- HOD**7881** to grant or instruct the granting of rent-free periods of up to one year in order to allow for repairs, fitting out or decoration to be undertaken; to negotiate and agree termination of leases on suitable terms; to negotiate and agree alteration to rental payment periods;
- HOD**7982** to agree rent reviews;
- HOD**8083** to grant lets, wayleaves and/ or servitudes to utility undertakings (Scottish Power, Gas, etc);
- HOD**8184** to approve assignments and/ or sub-leases of leases of Council property on appropriate terms;
- HOD**8285** to agree terms and instruct the granting of Minutes of Waiver where there is no prejudice to the Council;
- HOD**8386** to agree terms and instruct the granting or variation of wayleaves or servitude rights over Council property where there is no prejudice to the Council;
- HOD**8487** to agree rent reviews at up to market value where the Council is the tenant;
- HOD**8588** to contest as considered appropriate and agree Rateable Values and Valuation Notices in respect of Council owned land and buildings;
- HOD**8689** in relation to the capital investment programme, following consideration by the Capital Asset Management Sub-Group, or the Housing Asset Management Sub-Group as the case may be, and consultation with the Capital Asset Management Group, to formally approve a budget transfer to a capital project from another capital project providing such transfer is within the overall capital programme budget and the amount involved does not exceed £100,000;
- HOD**8790** in relation to the Repairs and Renewals Fund, following consideration by the Capital Asset Management Group, to formally approve expenditure from that fund on works requiring to be undertaken, provided the amount involved does not exceed £100,000;
- HOD**8891** to instruct the raising of court action for recovery of possession and/ or for recovery of rent arrears, in appropriate cases;
- HOD**8992** to maintain the Council's Asset Register and keep records of all assets held by the Council;
- HOD**9093** to grant the use of Council accommodation to outside bodies for the purpose of holding meetings and functions, etc, if outwith the scope of any approved Scheme and not otherwise provided for;
- HOD**9194** to apportion office accommodation between Council Directorates and services;
and

HOD95 as Roads Authority for the South Ayrshire Council area, to instruct Ayrshire Roads Alliance to manage the roads operations for the area on behalf of the Council, as detailed in Section 5 above.

Director of ~~Strategic Change and~~ Communities and Transformation

- SCCT01** to implement an approved approach to participatory budgeting, and to pay out to successful applicants sums held by the Council and approved for payment by the consultative body known as the South Ayrshire Rural Forum;
- SCCT02** to arrange for the provision of information concerning the Council's services and functions, by:
- SCCT02.01** publishing appropriate information;
 - SCCT02.02** placing advertisements, ordering printed material and arranging displays or producing guidebooks, directories and other publications describing and illustrating Council services or publicising and promoting any aspect of the Council; and
 - SCCT02.03** issuing press releases and similar articles for publication or broadcasting on behalf of the Council;
- SCCT03** to implement an approved Events Programme within the South Ayrshire area and to approve individual events from time to time, subject to resources for the event being contained within existing budgets;
- SCCT04** to seek sources of sponsorship to support Council events;
- SCCT05** to represent the Council on Economic Development matters at appropriate meetings or events;
- SCCT06** to seek the involvement of external agencies in the Economic Development of South Ayrshire;
- SCCT07** to determine all applications for grant or loan assistance under such employment or development schemes as the Council may from time to time approve provided that there is sufficient budget provision, provided that approvals are on the basis of the approved scheme and provided that the total or cumulative Council assistance for the project does not exceed £100,000; and
- SCCT08** to implement South Ayrshire Council's Scheme for Establishment of Community Councils, and to take all relevant and appropriate decisions in relation thereto.

~~Head of Finance, ICT and Procurement~~ Chief Financial Officer, Finance, ICT and Procurement

- FIPFP01** to be the Proper Officer for the administration of the financial affairs of the Council in terms of Section 95 of the Local Government (Scotland) Act 1973’;
- FIPFP02** in respect of Council tax/ non-domestic rates, to act as the Proper Officer in terms of the appropriate legislation for all administrative purposes, including:
- FIPFP02.01** to arrange the preparation and issue of rates notices, the collection of rates, the receiving and settling of claims for exemption from rates, the handling of objections to the amount of rates levied, and the abatement, remission or repayment of rates under the various rating provisions;
 - FIPFP02.02** to prepare and issue Council tax notices, the collection of the aforementioned tax, the handling of objections to the assessments and the exemption, abatement, or remission of charges;
 - FIPFP02.03** to enter into arrangements with Communities Scotland, etc, in accordance with Schedule 2 of the Local Government Finance Act 1992, to administer Council tax reduction and discounts on behalf of the Council for all those resident in the housing authority’s property;
 - FIPFP02.04** to enter into arrangements with neighbouring Councils and others concerning the collection of rates, or Council tax on behalf of the Council, and to make arrangements with each agent as to suitable collection points;
 - FIPFP02.05** to make the necessary arrangements concerning terms and commissions payable for services rendered to the Council by other agents with regard to the collection of rates, and/ or other Council tax, and the administration of any Council reduction or discount schemes, etc; and
 - FIPFP02.06** to enter into arrangements with Scottish Water for the collection of water and waste water charges with Council tax, and to negotiate appropriate terms and commission with the Water Authority in relation to the services rendered by the Council and its agencies;
- FIPFP03** in respect of loans and banking:
- FIPFP03.01** to act as the Proper Officer in the completion of certificates in terms of Section 92 of the Local Government (Scotland) Act 1973 (transfer of securities);
 - FIPFP03.02** to make the necessary arrangements for duly authorised borrowing by all means specified in Schedule 3 of the Local Government (Scotland) Act 1975, subject to any statutory limitations;

- FIPFP03.03** to make application for the necessary consents for the issue of Stock and foreign borrowing in terms of the Local Government (Scotland) Acts 1973 and 1975 and the regulations made thereunder;
- FIPFP03.04** to ensure a placing with the Bank of England relative to Negotiable Bonds;
- FIPFP03.05** to act as Registrar of Stocks, Bonds and Mortgages, except for Negotiable Bonds and to appoint, if deemed advisable, any United Kingdom or foreign bank as Registrar of Stocks, Bonds and Mortgages raised either within or without the United Kingdom and whether in sterling or in a foreign currency;
- FIPFP03.06** to sign and to authorise the signature of cheques on behalf of the Council;
- FIPFP03.07** to carry out temporary investment of surplus funds by making deposits with approved organisations; and
- FIPFP03.08** to authorise the leasing of assets, and the signing of lease finance agreements and contracts;
- FIPFP04** to negotiate with the Money Market;
- FIPFP05** to discharge the Investment functions of the Superannuation Fund under Regulation P6 and Paragraph 5 (C) of the Local Government Superannuation (Scotland) Regulations 1987 to review the investments made by the Managers;
- FIPFP06** to act for and represent the Council at Council Tax Appeal Hearings before the Valuation Appeal Committee in relation to Banding and Rebate Appeals;
- FIPFP07** to make advance payments – both by way of wages and to contractors;
- FIPFP08** to negotiate settlement of invoices by instalments;
- FIPFP09** to exercise the specific delegations contained in the Council's Financial Regulations;
- FIPFP10** to write-off debts of up to £10,000;
- FIPFP11** in relation to the opening of tenders in terms of Standing Orders Relating to Contracts, to nominate officers to open tenders; and
- FIPFP12** to return any tenders received after the closing date and time.

Head of Legal and Regulatory Services Chief Governance Officer, Legal and Regulatory Services

- LRS01 to issue Notices in terms of Section 79 of the Environmental Protection Act 1990;
- LRS02 to issue Licences in terms of the Milk (Special Designations) (Scotland) Order 1988;
- LRS03 to approve Chimney Heights (Clean Air Acts);
- LRS04 to enter any premises at any time in a situation in which in his/ her opinion there is an immediate risk of serious pollution of the environment or serious harm to human health or at any reasonable time when a less immediate risk is perceived;
- LRS05 to take samples, measurements and photographs and to require any person to provide information and assistance with any such investigation in terms of Section 69 of the Environmental Protection Act 1990;
- LRS06 to seize any article or substance and render it harmless in terms of Section 70 of the Environmental Protection Act 1990;
- LRS07 to enter any premises in terms of the Environmental Protection Act 1990;
- LRS08 to require any person to provide information in terms of the Environmental Protection Act 1990;
- LRS09 to serve a Notice to remove a statutory nuisance in terms of the Environmental Protection Act 1990;
- LRS10 to discharge the duties of the Council under Section 19 (Appointment of Inspectors) of the Health and Safety at Work Etc Act 1974 as amended from time to time for the purpose of the Explosive Acts of 1875 and 1923 (as amended);
- LRS11 to serve notice, enter premises and take any other action on behalf of the Council in terms of the Antisocial Behaviour etc (Scotland) Act 2004 as amended from time to time;
- LRS12 to exercise the powers given to the Council by the Local Authorities (Goods and Services) Act 1970 as amended from time to time;
- LRS13 to authorise relevant officers to refer matters to the Procurator Fiscal related to or connected with alleged breaches of or offences under primary and secondary legislation relating to consumer protection or trading standards;
- LRS14 to appoint a duly qualified officer to act as Chief Inspector of Weights and Measures for the purposes of the Weights and Measures Act 1985;
- LRS15 to issue and/ or renew licences and certificates of registration and keep registers in respect of such legislation as may, from time to time, be within the remit of the Regulatory Panel, in accordance with the approved codes of

practice and statutory provisions relating thereto and to vary, revoke and amend conditions contained within such licences;

- LRS16 to authorise such officers as he/ she deems necessary and appropriate to exercise the powers and duties of an Inspector and authorised officer (including the powers of entry, inspection, sampling, purchase of goods and services, opening containers, seizure, serving notices, taking possession of animals and initiating prosecutions, where appropriate) and including the power to issue Notices (including Suspension Notices, Notices (requirement to mark or warn), Withdrawal or Recall Notices, Improvement Notices, Prohibition Notices, Emergency Prohibition Notices, Abatement Notices, Enforcement Notices, Remediation Notices, Care Notices, Fixed Penalty Notices and other such Notices) on behalf of the Council under such legislation as may from time to time be within the remit of the Regulatory Panel;
- LRS17 to authorise officers to take any necessary action under the Enterprise Act 2002;
- LRS18 to authorise relevant officers to refer matters to the Procurator Fiscal and/ or to initiate proceedings under primary or secondary Environmental Health legislation;
- LRS19 to issue Notices in terms of Section 94 of the Civic Government (Scotland) Act 1982;
- LRS20 to carry out the Council's functions in relation to any Acts, Regulations or Orders falling within the remit of the Regulatory Panel;
- LRS21 to agree transfer of enforcement authority with the Health and Safety Executive in terms of Regulations in force from time to time;
- LRS22 to carry out all the duties and functions falling to the Council in terms of dealing with requests for information in terms of the Freedom of Information (Scotland) Act 2002 and the Environmental Information (Scotland) Regulations 2004, as amended from time to time;
- LRS23 to deal with requests for civic receptions/ hospitality in accordance with the approved guidelines;
- LRS24 to make and renew appointments to the Joint Panel of Curators ad Litem and Reporting Officers;
- LRS25 to determine whether Petition requests comply with the requirements of Council Standing Orders;
- LRS26 in consultation with the Chief Executive, the appropriate Director or Head of Service, to respond to allegations of maladministration notified by the Scottish Public Services Ombudsman;
- LRS27 to undertake the Council's duties in relation to records management including preparation of a Records Management Plan;
- LRS28 to take steps to ensure Council compliance with data protection legislation and to respond to requests for release of personal data;

- LRS29 to act as the Council's representative for functions of the Registrar General for Scotland as regards statistics;
- LRS30 to undertake the Council's duties in respect of registration of births, deaths and marriages, citizenship ceremonies, civil ceremonies and to conduct searches for the purposes of genealogy;
- LRS31 to sign missives and other similar documents binding the Council;
- LRS32 to engage Counsel or external legal firms as may be appropriate for Court and other legal business if and when he or she may consider this to be necessary to enable the legal work of the Council to be carried out and to appoint parliamentary agents as and when deemed necessary;
- LRS33 to discharge the functions of the Council in relation to any type of judicial and quasi-judicial proceedings and in that regard to initiate, enter, defend, negotiate and agree extra judicial settlements in line with budgetary provision and withdraw from such proceedings;
- LRS34 to settle claims arising in terms of the Land Compensation (Scotland) Act 1973, in respect of Home Loss Payments following compulsory acquisitions and also to settle any discretionary payments arising from acquisitions by voluntary agreement, provided that the statutory requirements have been met;
- LRS35 to authorise payments to account to sellers of property to the Council in cases where negotiations through the District Valuer are protracted for any reason, up to a value of 90 per cent of the valuation;
- LRS36 to authorise payments to account to sellers of property to the Council in cases where conveyancing procedures are protracted for any reason subject to the exhibition of a good title and the grant of appropriate undertakings;
- LRS37 to act as the Proper Officer in terms of Section 190 of the Local Government (Scotland) Act 1973, for the receipt of notices of any legal proceedings served on the Council and for the receipt of any notice order or other document required or authorised by any Act to be sent, delivered or served to or upon the Council or to the Proper Officer;
- LRS38 to appoint such Depute Clerks to the Licensing Board as may be required;
- LRS39 to issue and/ or renew licences and certificates of registration and keep registers in respect of such legislation as may, from time to time, be within the remit of the Regulatory Panel, in accordance with approved codes of practice and the statutory provisions relating thereto;
- LRS40 to agree venues for Civil Marriages and Civil Partnerships;
- LRS41 to approve member attendance at conferences and seminars within budget;
- LRS42 to appoint as Inspectors and authorised officers for the purposes of the administration and enforcement of legislation within the remit of the Regulatory Panel such of his/ her officers as he/ she may deem necessary and appropriate;

- LRS43 to appoint in terms of section 13 of the Licensing (Scotland) Act 2005 one or more Licensing Standards Officers, authorised in respect of the functions as specified in the said Act;
- LRS44 to appoint in terms of section 45G of the Civic Government (Scotland) Act 1982 as amended, one or more Civic Licensing Standards Officers, authorised in respect of the functions as specified in the said Act;
- LRS45 to appoint from time to time such members of the Local Licensing Forum for the area of South Ayrshire as he/ she may deem necessary and appropriate, all in terms of section 10 and Schedule 2 of the Licensing (Scotland) Act 2005;
- LRS46 to act in terms of licensing functions within the remit of the Regulatory Panel from time to time, as follows:
- LRS46.01 Applications for refunds of licence fees;
 - LRS46.02 Notification of material changes of circumstances;
 - LRS46.03 Granting or refusing of temporary licences;
 - LRS46.04 Granting of vehicle licences where the only adverse comments received are non-vehicle related;
 - LRS46.05 Applications for public charitable collections of a non-political nature;
 - LRS46.06 Suspension of Taxi or Private Hire Car Vehicle licences on failure to produce **the vehicle** for annual inspection or where the vehicle is considered unfit for public usage having regard to its condition; **and**
 - LRS46.07 Immediate suspension of Taxi or Private Hire Driver's licence on the grounds that the carrying on of the activity to which the licence relates is causing or is likely to cause a serious threat to public order or public safety; **and**
 - LRS46.08 Suspension of Taxi or Private Hire Driver's licence with immediate effect on failure to complete mandatory training within 6 months of the date licence granted (in breach of condition of the licence) and until satisfactory evidence of completion of the course is provided.**
- LRS47 to make and execute on behalf of the Council orders under Section 63 of the Civic Government (Scotland) Act 1982 with regard to the holding of public processions;
- LRS48 to act as the Proper Officer and to sign all deeds and other documents which require to be executed by the Council;
- LRS49 to act as Senior Responsible Officer, to appoint nominated officers, and to maintain a register of authorisations in terms of the Regulation of Investigatory Powers (Scotland) Act 2000 and associated regulations;

- LRS50 to execute transactions for the acquisition, disposal, lease etc of property or land on the basis of terms approved in accordance with the Scheme of Delegation and as instructed by the Director of Housing, Operations and Development;
- LRS51 in respect of insurance:
- LRS51.01 to take out the necessary insurances to protect the interests of the Council;
- LRS51.02 to make arrangements with insurance companies concerning the settlement of claims; and
- LRS51.03 in respect of:
- claims not settled by the Council's Agents; and
 - those claims up to a maximum of £25,000, to settle:
 - * Public liability claims;
 - * Employer's liability claims;
 - * Motor - own fleet claims; and
 - * Motor - hired plant claims;
- if the settlement involves a court action in which he/ she has represented the Council, or in cases and/ or for amounts to be settled below any insurance excess, or in cases where there is an uninsured loss;
- LRS52 to settle claims made against the Council where there is no insurance cover up to a maximum of £25,000;
- LRS53 to issue and/ or renew licences in respect of all licensing matters not specifically delegated to other Council Directorates, subject to conforming with established practice and any statutory provisions relating thereto;
- LRS54 in terms of the Health and Safety at Work Act 1974, to carry out all duties set out in the Council's Policies for Health, Safety and Welfare in Places of Work as amended from time to time;
- LRS55 to settle claims for damage to hired plant;
- LRS56 to make temporary loans of archival material for exhibition or research;
- LRS57 to accept private archives which may be offered to the Council;
- LRS58 to refer to the Procurator Fiscal consideration of instigation of legal proceedings for offences under the Town and Country Planning (Scotland) Act 1997 and the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, and re-planting notices under Section 168 of the Town and Country Planning (Scotland) Act 1997(also appears under HOD);
- LRS59 to act in relation to Sub-Standard Housing and Repair of Houses under Parts IV and V of the Housing (Scotland) Act 1987;

- LRS60 to act in relation to Closing and Demolition Orders under Part VI of the Housing (Scotland) Act 1987;
- LRS61 to act in relation to Overcrowding and Houses in Multiple Occupation under Parts VII and VIII of the Housing (Scotland) Act 1987;
- LRS62 authority during the COVID-19 Pandemic to determine any applications, suspensions, revocations or other business which would normally require a determination by, or a hearing before the Licensing Committee, provided the rules of natural justice, namely a right to a fair hearing, can be satisfied;
- LRS63 authority during the COVID-19 Pandemic to vary the terms and to extend any licence which would otherwise expire during the emergency by 3 months;
- LRS64 authority during the COVID-19 Pandemic to authorise such officers as deemed necessary to act under health protection regulations made under Schedule 19 of the Coronavirus Act 2020;
- LRS65 to consider and determine appeals in terms of the South Ayrshire Council Scheme for Establishment of Community Councils; and
- LRS66 to consider requests or recommendations from the Service Lead – Thriving Communities in respect of suspension and/ or dissolution of a Community Council, and to report to Cabinet as appropriate thereafter.

Chief HR Officer ~~Executive~~ (HR)

- EXHR01** to approve, in conjunction with the appropriate Director or Head of Service, funding of and time off to attend (with or without pay) courses of further education;

- EXHR02**
 - EXHR02.01** to approve changes in job titles where there is no change in grade;

 - EXHR02.02** to review and amend grade and/ or grade placing in appropriate circumstances, in line with job evaluation or re-evaluation and the Council's pay models; and

 - EXHR02.03** to approve initial placing within approved salary scales;

- EXHR03** to take decisions under and in terms of the Council's workforce policies and procedures;

- EXHR04** to approve payment of removal expenses, in accordance with approved Council policy;

- EXHR05** to deal with nominations for admitted body status by external agencies to the Strathclyde Pension Scheme and any associated issues;

- EXHR06** in relation to staffing matters, to instruct the immediate implementation of any Circular from any officially recognised body which allows no discretion to the Council;

- EXHR07** to exercise the Council's functions in relation to the Superannuation Fund through the lead authority arrangements and in accordance with the Council's Financial Regulations;

- EXHR08** to keep under review a Scheme of Members' Remuneration and Allowances in accordance with legislation and relevant regulations/ guidance; and

- EXHR09** to identify vacant posts to be ring-fenced for applications from young people who have completed a Modern Apprenticeship with the Council and to determine that such posts will not be advertised by the service.

Director of Health and Social Care Partnership

- HSCP01 To act as the Chief Officer of the South Ayrshire Integration Joint Board (SAIJB) and to be responsible for the strategic and operational management and performance of integrated health and social care functions delegated to SAIJB (see section 6 of this Scheme) insofar as they relate to services delivered by the Council, in accordance with Council policies and procedures where applicable;
- HSCP02 to carry out all the functions of the Council in terms of the Social Work (Scotland) Act 1968;
- HSCP03 to carry out the functions of the Council in terms of Section 12 of the Social Work (Scotland) Act 1968 under which the Council is required to promote social welfare by making available advice, guidance and assistance on such a scale as may be appropriate for its area; including authority:
- HSCP03.01 to make loans or grants up to a limit of £1,500 in one month in respect of any one individual and subject to a report being made to the Cabinet on the total amount of assistance so given in any one month;
- HSCP03.02 to give any other appropriate assistance, including provision for the storage of furniture in cases of emergency; and
- HSCP03.03 to accept or reject applications for the installation of telephones for people with disabilities, based on approved criteria and the availability of finance;
- In calculating the amount given or lent for the purposes of this provision, account shall be taken of any additional payment made in terms of Section 12, otherwise authorised by the Council;
- HSCP04 to carry out all the relevant functions of the Council in terms of the Children (Scotland) Act 1995, the Children's Hearings (Scotland) Act 2011, the Children and Young People (Scotland) Act 2014, and all associated Regulations;
- HSCP05 to take decisions and make authorisations in terms of the Secure Accommodation (Scotland) Regulations 2013 and the Children's Hearings (Scotland) Act 2011 (Implementation of Secure Accommodation Authorisation) (Scotland) Regulations 2013;
- HSCP06 to carry out assessments under the Disabled Persons (Badges for Motor Vehicles) Regulations 1982 and subsequent legislation;
- HSCP07 to arrange or assist in arranging holidays, including holidays abroad or other temporary absences of any child in the care of Council, except in those cases where the cost to them is in excess of £1,500;
- HSCP08 to carry out the functions of the Council under Section 48 of the National Assistance Act 1948 relating to the temporary storage of furniture in certain circumstances on behalf of certain persons;

- HSCP09 to carry out the functions of the Council in relation to child protection through the statutory Child Protection Committee, and in relation to adult protection through the statutory Adult Protection Committee;
- HSCP10 to carry out the functions of the Council in relation to the Adoption Agencies (Scotland) Regulations 2009 and the Adoption Support Services and Allowances (Scotland) Regulations 2009;
- HSCP11 to carry out all the functions of the Council in terms of the Mental Health (Care and Treatment) (Scotland) Act 2003;
- HSCP12 to carry out all the functions of the Council in terms of the Social Care (Self-directed Support) (Scotland) Act 2013 and associated Regulations;
- HSCP13 to carry out the functions of the Council under the Adults with Incapacity (Scotland) Act 2000, including those relating to Intervention Orders, Access to Funds and Guardianship Orders;
- HSCP14 to carry out the functions of the Council in relation to the Adoption of Children in terms of the Adoption (Scotland) Act 1978, the Adoption and Children (Scotland) Act 2007, and the Children Act 1975 as amended from time to time;
- HSCP15 to carry out the functions of the Council as care authority under the Looked After Children (Scotland) Regulations 2009;
- HSCP16 to consider and determine reviews of original decisions made in connection with fostering and adoption matters;
- HSCP17 to consider and determine recommendations by the Fostering and Permanency Panel for assistance with legal fees and medical expenses; and
- HSCP18 to carry out all the functions of the Council in terms of the Adult Support and Protection (Scotland) Act 2007.

Role of Chief Social Work Officer

To the extent explicitly required by statute, the foregoing delegations shall be undertaken by the Council's Chief Social Work Officer in place of the Director of Health and Social Care **Partnership**.

The post designated Chief Social Work Officer will undertake the statutory role.

When the Chief Social Work Officer is absent due to annual leave or illness, the Director of Health and Social Care **Partnership** shall undertake the foregoing delegations, to the extent explicitly required by statute.

Statutory Appointments of Officers

In terms of various statutes, the Council is required to appoint officers for a variety of particular purposes. Officers so appointed are empowered to take such action as is implicit in their role. The statutory appointments agreed by the Council are as follows:

Statutory Provision	Purpose/ Role	Officer
Social Work (Scotland) Act 1968		
Section 3	Chief Officer of Social Work	Chief Social Work Officer
Local Government (Scotland) Act 1973		
Section 33A	Proper Officer for various purposes in connection with Councillors' declaration of acceptance of office	Chief Executive
Section 34	Proper Officer for receipt of Councillors' resignations	Chief Executive
Sections 43 and Schedule 7	Proper Officer for various purposes in connection with meetings and proceedings of the Council, Committees and Panels	Head of Legal and Regulatory Services Chief Governance Officer
Sections 50A – 50K	Proper Officer for various purposes in connection with access to meetings and documents of the Council, Committees and Panels	Head of Legal and Regulatory Services Chief Governance Officer
Section 92	Proper Officer for dealing with the transfer of securities	Head of Finance, ICT and Procurement Chief Financial Officer
Section 95	Proper Officer for the administration of the Council's financial affairs ('Section 95 Officer')	Head of Finance, ICT and Procurement Chief Financial Officer
Local Government (Scotland) Act 1973 (contd)		
Section 145	Proper Officer in respect of Ordnance Survey applications	Director of Housing, Operations and Development

Statutory Provision	Purpose/ Role	Officer
Section 190	Proper Officer for service of legal proceedings, notices, etc, on the Council	Head of Legal and Regulatory Services Chief Governance Officer
Section 191	Proper Officer in respect of claims on behalf of the Council in sequestrations and liquidations	Head of Finance, ICT and Procurement Chief Financial Officer
Section 193	Proper Officer in respect of authentication of documents	Chief Executive/ Depute Chief Executive and Director of Education/ Director of Housing, Operations and Development/ Director of Health and Social Care Partnership/ Head of Legal and Regulatory Services Chief Governance Officer
Section 197	Proper Officer in respect of arrangements for the inspection and depositing of documents	Head of Legal and Regulatory Services Chief Governance Officer
Sections 202 to 204	Proper Officer for various purposes in connection with byelaws	Head of Legal and Regulatory Services Chief Governance Officer
Section 206	Proper Officer in respect of the keeping of a register of persons admitted as freemen of the Council's area	Chief Executive
Local Government (Scotland) Act 1975		
Sections 28 and 29	Proper Officer in respect of reports by the Ombudsman	Head of Legal and Regulatory Services Chief Governance Officer
Licensing (Scotland) Act 2005		
Section 5 and Schedule 1	Clerk to the Licensing Board	Head of Legal and Regulatory Services Chief Governance Officer
Civic Government (Scotland) Act 1982		

Statutory Provision	Purpose/ Role	Officer
Section 113	Proper Officer in respect of evidence of management rules	Head of Legal and Regulatory Services Chief Governance Officer
Representation of the People Act 1983		
Section 41	Returning Officer	Chief Executive
Local Government and Housing Act 1989		
Section 2	Proper Officer in respect of lists of politically restricted posts	Chief Executive
Section 4	Head of Paid Service	Chief Executive
Section 5	Monitoring Officer	Head of Legal and Regulatory Services Chief Governance Officer
Section 19	Proper Officer for various purposes in connection with Members' interests	Head of Legal and Regulatory Services Chief Governance Officer
Requirements of Writing (Scotland) Act 1995		
Paragraph 4, Schedule 2	Proper Officer in respect of execution of Deeds	Head of Legal and Regulatory Services Chief Governance Officer/ Service Lead – Legal and Licensing
Ethical Standards in Public Life, Etc (Scotland) Act 2000 (Register of Interests) Regulations 2003		
Regulation 3	Proper Officer for all purposes in connection with registration of Members' interests and other related purposes under the Councillors' Code of Conduct	Head of Legal and Regulatory Services Chief Governance Officer
General Data Protection Regulation 2016		
Article 37	Data Protection Officer	Service Lead – Democratic Governance

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	Scheme of Delegation
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)	-	-

Community or Groups of People	Negative Impacts	Positive impacts
Sex – (issues specific to women & men or girls & boys)	-	-
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

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)
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)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Rationale for decision: This report provides an update on amendments to the Scheme of Delegation following further review, and asks Members to approve. Their decision on this has no specific equality implications	
Signed : Catriona Caves Date: 12 August 2024	Chief Governance Officer

South Ayrshire Council

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

Subject: South Ayrshire Charitable Trust

1. Purpose

- 1.1 The purpose of this report is to provide an annual update on the South Ayrshire Charitable Trust and amend the Trust Business Plan for the 2024/25 financial year.

2. Recommendation

- 2.1 **It is recommended that the Members as Trustees of South Ayrshire Charitable Trust:**

2.1.1 **note the summary of grant funding made by the trust during 2023/24 detailed in [Appendix 1](#); and**

2.1.2 **approve the business plan for the running of the trust for the year 2024/25 detailed in [Appendix 2](#).**

3. Background

- 3.1 At the Council meeting of 18 December 2014, Members considered a report concerning the consolidation of sixteen charitable and seven non-charitable trusts into a new trust. The Members were trustees of these historic trusts which were administered by the Council. Members agreed to set up the South Ayrshire Charitable Trust, and to seek charitable status for that trust from the Office of the Scottish Charity Regulator (OSCR). At the Council meeting of 25 June 2015, Members were advised that the South Ayrshire Charitable Trust had been established and given charitable status by OSCR. The purposes of the South Ayrshire Charitable Trust are (a) the prevention and relief of poverty and (b) the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.

- 3.2 Transfers of the sixteen charitable and seven non charitable trusts to South Ayrshire Charitable Trust took place on 1 April 2016. The assets transferred remained ring fenced for the geographic area of the trust from which they came. The consolidation of the charitable and non-charitable trusts operated by South Ayrshire Council into the South Ayrshire Charitable Trust has allowed for a simpler management process of the trusts and meaningful disbursement to those in need in South Ayrshire as envisaged by the original benefactors.

3.3 The trustees approved a Business Plan on 17 December 2015 for the operation of the South Ayrshire Charitable Trust. In terms of that Business Plan decisions for disbursement of trust funds were delegated to Committees of Trustees who comprised the Councillors for the areas of Ayr; Prestwick and Monkton; Troon; Coylton; Maybole; Barr and Girvan. The Business Plan has been amended in each subsequent year to take account of changes in the amounts held by the trust.

3.4 Applications have been invited for grant funding for the last seven years. Funds for Maybole were fully utilised in 2016/17; for Troon and Barr in 2017/18; for Prestwick and Monkton in 2020/21 and for Coylton in 2022/23. Funds for Girvan include external investments in the name of predecessor Trusts and Trustees which are currently inaccessible. Officers in Finance are working to resolve these access issues. The Committee of Trustees for Ayr met to determine grant applications for the year 2023/24. A summary of the grant awards made by the Committee is found in [Appendix 1](#). In total grants were awarded with a total value of £7,766. In the last eight years grants and donations of over £700,000 have been made from the trust. A grant issued by the Prestwick and Monkton Fund in 2019/20 has recently been repaid as the organisation advised the funds were not utilised.

4. Proposals

4.1 Further applications for grant funding will be invited in this financial year. The advertising process and application administration is undertaken by Thriving Communities with support from Legal Services. Given the limited funds available, individual limits have been placed on the grant funding for each area. The business plan in [Appendix 2](#) sets out the limits for spending in each area.

5. Legal and Procurement Implications

5.1 The recommendations in this report are consistent with legal requirements. Legal advice will continue to be provided as required.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

6.1 In the year 2024/25 there will be no funds available to be spent in Barr, Troon, Maybole, Coylton. A grant awarded by the Prestwick and Monkton fund has been returned as the funds were unused. The remaining Girvan funds (£13,000) are tied up in external investments and other restricted funds which are held in the name of predecessor Trusts and Trustees. Finance officers' efforts to have these assets legally transferred to the Trust were previously delayed by the impact of Covid-19 and although this work resumed last year, the number of separate entities involved in the resolution process and the impact of competing priorities on the ability to pursue them has resulted in further delays. However, until that issue is resolved it may be that no or very limited funds are available for that area. Applications for grants will accordingly be invited for Ayr. The estimated funds available in 2024/25 to be spent on grant funding as follows are:

- Ayr- £6,500; and
- Prestwick -£2000

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 If the recommendations are not approved, trust resources will not be best utilised for the benefit of residents of South Ayrshire in the coming year.

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 3](#).

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 the Council Priority One of 'Spaces and Places' (outcome 'Play, sport and recreation'); Priority Two 'Live, work learn' (outcome 'work and economy') and Priority Three Civic and Community Pride' (outcome 'community engagement')

13. Results of Consultation

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

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

14/

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 'Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Advertising for grant applications for South Ayrshire Charitable Trust for the year 2024/25	30 August 2024	Service Lead - Thriving Communities

Background Papers **Report to South Ayrshire Council of 18 December 2014 – [Consolidation of Charitable and Non-Charitable Trust Funds Administered by South Ayrshire Council](#)**

Report to South Ayrshire Council of 25 June 2015 – [South Ayrshire Charitable Trust](#)

Person to Contact **Karen Briggs, Service Lead - Legal and Licensing
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612416
E-mail Karen.briggs@south-ayrshire.gov.uk**

Date: 9 August 2024

Grant Payments By South Ayrshire Charitable Trust In 2023/24

	Applicant	Award
Ayr		
1.	Ayr Sea Cadets	£1,000
2.	Community Gift Exchange	£1,000
3.	Kincaidston Action Group	£1,000
4.	Lochside Neighbourhood Group	£500
5.	North Ayr Exclusively Women's Group	£800
6.	South Ayrshire Autistic Society	£1,000
7.	Unique Group- Friends Together	£966
8.	Young Carers South Ayrshire HSCP	£1,000
	Total spend =	£7,766

South Ayrshire Charitable Trust – Business Plan 2024/25

1. The Trust

The South Ayrshire Charitable Trust was established in 2015. The following comments are made regarding the trust deed:

- (a) The trustees are the Councillors of South Ayrshire Council and their statutory successors in office. All trustees will be appointed on an *ex officio* basis.
- (b) The South Ayrshire Charitable Trust is designed to assist and improve the lives of those who are in need because of poverty, age, ill-health, disability, financial hardship or other disadvantage, and who are resident within the South Ayrshire area.
- (c) The funds which made up the initial trust fund came from trusts which were designed to benefit specific geographic areas within South Ayrshire. The funds which originated from these trusts remain ring fenced for these specific geographic areas. The trustees appointed from their number trustees who sit on Committees relative to each of these geographic areas who will decide grant applications for these areas. The trustees for each area can also make donations as they see fit from the funds ring fenced for their area. A minimum of three trustees was appointed for each Committee. The trustees for each Committee are detailed in Annex 1. A quorum of two is sufficient for all decisions regarding the awarding of grants and donations from the trust funds from the said Committees. (hereinafter referred to as 'the Committees').

2. Purposes of the South Ayrshire Charitable Trust

The purposes of the South Ayrshire Charitable Trust are:

- (a) the prevention or relief of poverty; and
- (b) relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage and who are resident in South Ayrshire.

3. Limitation of Value of Funding

The limitation on particular grants and donations is strictly at the discretion of the trustees. The limitation on grants for the year 2024-2025 will be £1000 for Ayr; £1,000 for Girvan and £200 for Prestwick and Monkton. No limitation is placed on the donations which can be made from each area. These limits will be reviewed on an annual basis at a meeting of all the trustees.

4. Who can apply for Funding?

Groups, organisations and individuals provided they can demonstrate to the satisfaction of the trustees that the funding will be utilised for the trust purposes. Where the trust funds are ring fenced for a specific geographic area the applicants will require to show to the trustees that the funding will be utilised for the benefit of the residents of the specific geographical area.

5. The Use of Trust Funds

The revenue generated from the capital of the trust fund and where the trustees consider it reasonable the capital of the trust fund will be used to support and improve the lives of residents in South Ayrshire through grants and donations. Possible activities the trust may support could include but are not limited to:

- (a) providing grants and donations to local clubs or organisations which support the poor, the disadvantaged, the disabled, the elderly or the sick; and
- (b) providing grants and donations to purchase items for local hospitals and care homes for projects which will benefit patients and residents.

6. Application for Grants

The trust will be highlighted to groups, organisations and individuals once per annum via the South Ayrshire Council website and other appropriate methods of publication. Prospective applicants will be notified of the funding criteria and how to obtain application forms.

An application form will be completed by the applicant and returned to South Ayrshire Council.

Applications will then be examined by officers and if they are fully completed they will be passed before the relevant Committee of trustees at a meeting for consideration.

The Committees will meet at least on a yearly basis to consider the grant applications and award grants. The decisions on which applications are awarded funding will be at the discretion of the Committees of trustees.

Grants will be issued by South Ayrshire Council from the accounts they hold for the trust.

Applicants will be required to provide an evaluation form detailing how grant funds were spent and evidence of spending. If they fail to do so the Committees can decide not to fund future applications.

Annex 1

Ayr

The Committee of trustees will be the Members who represent Wards 3,4 and 5.

Girvan

The Committee of trustees will be the Members who represent Ward 8.

Prestwick

The Committee of trustees will be the Members who represent Ward 2 and 6.

**South Ayrshire Council
Equality Impact Assessment
Scoping Template**

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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	South Ayrshire Charitable Trust
Lead Officer (Name/Position/Email)	Karen Briggs, Service Lead-Legal and Licensing- karen.briggs@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: An Equality Impact Assessment is not required on this occasion as this report is only seeking approval to make decisions relating to the operation of South Ayrshire Charitable Trust and not to make actual grant awards.	
Signed: Karen Briggs Date: 30 July 2024	Service Lead

South Ayrshire Council

Report by Director of Communities and Transformation to South Ayrshire Council (Special) of 19 August 2024

Subject: Communications Review

1. Purpose

- 1.1 The purpose of this report is to provide Council with a review of activities undertaken by the Communications Team and to seek approval for revised staffing arrangements to prevent service failure and ensure the continued effective delivery of the service in light of growing demand.

2. Recommendations

2.1 It is recommended that the Council:

2.1.1 notes the review of activities and service trends ([Appendices 1 to 3](#));

2.1.2 consider staffing options provided and agree option (2)- to create 1 x level 10 Communications Officer post (£53,600) funded from an employee engagement budget in Organisational Development (OD) and 1 x level 7 Assistant Communications Officer (£39,500) post funded by deleting 1 x vacant Level 7 OD Assistant post. This is required to prevent service failure and ensure the continued delivery of the service; and

2.1.3 approves minor edits to the Managing Work Related Social Media guidance detailed at [Appendix 4](#) in line with Internal Audit recommendations.

3. Background

- 3.1 The role of the Communications Team is to support the Council and its services to inform the public and staff about the work of the Council. This includes providing information on and promoting our services and facilities; information on Council decisions and plans; and promoting the area as a destination of choice. Services are responsible for initiating and managing local communications plans and the Communications Team provide a professional communications, design and media relations service to support these.

- 3.2 In line with all Local Authorities, the Communications Team must work in accordance with the Local Government (Scotland) Act 1986 and the Code of Recommended Practice on Local Authority Publicity 2006. The Code states that it is inappropriate for public resources to be used to publicise individual councillors, or material which appears to be designed to affect public support for a political party.

The Code stipulates that councils must achieve the greatest possible cost-effectiveness regarding publicity and that the focus of publicity should be on the functions of a local authority as discharged by the council corporately. Activities carried out by the Communications team are carried out in line with this guidance.

- 3.3 At its meeting of 28 November 2023, Cabinet requested that a review of the activities of the Communications Team be brought forward within 6 months. Consideration of this paper was then postponed as a result of the pre-election period.

Findings

- 3.4 In reviewing the activities carried out by the Communications Team the following were considered:

- 3.4.1 **Service Trends** - trends in terms of activities and demand for the service can be viewed at [Appendix 1](#). These have identified significant growth in a range of areas including:

- **Increased social media followers, reach and engagement** – Social media enables us to get the council’s message out quickly and inexpensively and to engage with the public. We have increased followers from 21,106 across 3 channels in 2020 to 62,295 followers across 6 channels (as at April 2024). This requires increasing resource to create content and manage and monitor channels, including responding to the increasing number of queries received via social media.
- **Increased number of campaigns** – significant work has been undertaken to encourage services to take a strategic approach to communications. This has seen an increase in campaigns from 63 in 2020 to 199 in 2023 (216% increase), which continues to rise. Campaigns vary in size and complexity and time spent by the Communications Team ranges from around 20 hours for a very short campaign to 880 hours spent on the largest, most complex campaign. Campaigns are led by officers in conjunction with services and the increasing volume and complexity of campaigns is not sustainable without a third Communications Officer.
- **Increased events promotion and coverage** – the Council Plan has a renewed focus on council run/sponsored events. This has resulted in a significant increase in promotional and branding work, as well as some ‘live’ coverage at a range of council run weekend events. Weekend coverage of events is agreed with the Destination South Ayrshire team and signed off by the Director – Communities and Transformation. Prior to 2022, there was no requirement for weekend event coverage. In 2023, the team provided live coverage of weekend events on 18 occasions.
- **Increase in demand for in house design** – We provide a professional, free design and animation service and demand has risen from 121 jobs in 2021 to 170 in 2023. In 2023, the service saved the council £100,000ⁱ (an increase from £42,000 in 2021).

The current substantive structure is not adequate to support this volume and increasing complexity of work, including digital animation.

- 3.4.2 **Evaluation of activities** – the service continuously evaluates the impact of activities, with all campaigns being evaluated for effectiveness against agreed objectives and social media trends analysed to support continued growth in followers and engagement. Feedback has also been sought from services, staff and stakeholders. A public survey was carried out in autumn 2022, with further surveys planned for 2024/25. Evaluations show the positive impact of campaigns, and feedback from client services and stakeholders on the work of the service is extremely positive. Feedback from Communications staff, however, indicates high pressure due to the volume of output and activities with insufficient resource or capacity in the service. A summary of evaluation activities can be viewed at [Appendix 2](#).
- 3.4.3 **Benchmarking exercise** - A national benchmarking exercise of local authority communications teams ([Appendix 3](#)) shows that South Ayrshire Council's Communications Team carries out a wider range of activities than most respondent teams in Scotland yet is smaller than average in terms of FTE. While the average number of corporate communications teams is 7 FTE, teams carrying out a similar volume and range of activities have a minimum of 9 and maximum of 15 officers

Options

- 3.5 The substantive structure of Communications is 6 FTE. This is not enough to deliver the volume, range and quality of communications currently provided and to support the growing demands on the service. In 2023, additional support was required from officers in Organisational Development and Economy and Regeneration to avoid service failure. Since September 2023, an OD Assistant has been required to support communications activities on a full-time basis to prevent service failure. Two options with regard to staffing have been identified for consideration:
- 3.5.1 Option 1 – Retain current substantive staffing model of 6 FTE. This option represents a real term staffing reduction and will result in an inability to manage current and increasing demands on the service. The current staffing establishment cannot keep up with demand and this is having a significant impact on the health and wellbeing of the team. This option would therefore result in a reduction in communications activities and output including:
- Reducing the number of campaigns and activities delivered;
 - Limiting weekend event coverage to the 2.5 days of the International Ayr Show;
 - Reducing social media channels and followers; and
 - Requiring services to outsource and pay for a percentage of design work.

3.5.2 Option 2 - Increase the team by 2 x FTE to ensure a structure which is more commensurate with Local Authority communications teams delivering a similar range and volume of activities and which will ensure the continued delivery of the service in light of growing demand. To maintain current output, the following roles are required:

- 1 x additional level 10 Communications Officer post to be funded from an underspent recurring employee engagement budget in OD to ensure the continued delivery of the service and support the increase in activities including campaigns, media engagement and strategic communications support; and
- 1 x additional level 7 Assistant Communications Officer to support the increase in design work, social media, advertising and campaigns. It is proposed that this is funded by deleting 1 x vacant Level 7 OD Assistant post.

3.5.3 The staffing model proposed by option 2 can be viewed in the table below. It is also proposed that job titles are streamlined as per the table below.

Current Job Title	Grade	Number	Proposed Job Title	Grade	Number
Coordinator – Public Affairs	13	1	Communications Coordinator	13	1
Communications Officer	10	2	Communications Officer	10	3
Design & Marketing Officer	9	1	Graphic and Digital Design Officer	9	1
Assistant Communications Officer	7	2	Assistant Communications Officer	7	3
Total FTE		6			8

3.5.4 While option 2 involves deleting 1 post in OD, it should be noted that work which was previously carried out by OD, including the establishment of corporate social media channels, elements of employee communications and the council’s magazine, transferred to the Communications Team in 2019 without additional resource. Given that an OD Assistant is currently fully focused on communications activities to prevent service failure in Communications, the impact on OD output will be minimal. The table below shows the staffing impact on OD.

Current Job Title	Grade	Current	Grade	Proposed
Coordinator OD and Customer Services	13	1	13	1
OD Advisor	10	3	10	3
OD Assistant	7	3 (1 supporting Communications)	7	2
Total FTE		7		6

4. Proposals

- 4.1 The recommended option is Option 2, as the current staffing complement in the Communications Team cannot manage the increased demands on the team detailed at section 4 of this report. If this option is not approved, there will be a significant reduction in communications activities as summarised at 5.1.1 of this report.
- 4.2 Following an internal audit of corporate and service specific social media accounts, recommendations were made to make minor amendments to the Managing Work Related Social Media Guidance for employees as detailed at [Appendix 4](#). It is proposed that the Council approves these changes.

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 The recommended option would cost £93,100 annually funded as per table below.

Post	Cost	Funding
Comms Assistant x 1	£39,500	To be funded by deleting 1 x vacant Level 7 OD Assistant posts
Comms Officer	£53,600	To be funded from an underspent recurring employee engagement budget in OD

7. Human Resources Implications

- 7.1 Creation of 1 x additional level 7 Assistant Communications Officer (and deletion of 1 x vacant OD Assistant) and creation of 1 x level 10 Communications Officer on structure.
- 7.2 Amendment to job titles as per 3.5.3 of this report.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

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

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 The risks associated with rejecting the recommended option are that we will not be able to continue to deliver the activities provided by the Communications Team. This could include a significant reduction in the number of communications campaigns produced; more limited social media; a reduction in social media channels; limited use of YouTube,

video or animation; events coverage reduced to the *International Ayr Show* and a requirement for services to outsource a volume of design work.

9. Equalities

9.1 The proposals within this report have been assessed through the EQIA scoping process and there are no significant potential positive or negative equality impacts in agreeing the proposals, therefore an EQIA is not required.

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 Two options have been provided for consideration.

12. Link to Council Plan

12.1 Communications is an enabling service and the matters referred to in this report contribute to all priorities of the Council Plan.

13. Results of Consultation

13.1 There has been public consultation on communications via a survey. Feedback from this survey can be found at [Appendix 2](#).

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

13.3 Consultation has taken place with Trade Unions, and the contents of this report reflect any feedback provided.

13.4 Consultation has taken place with staff, 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 Director of Communities and Transformation 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:

<i>Implementation</i>	<i>Due date</i>	<i>Managed By</i>
Implement new staffing arrangements	30 November 2024	Service Lead – OD and Customer Services

Background Papers **Report to Cabinet of 28 November 2023 – [Communications Strategy 2023-28 and Communications Team Staffing Proposals](#)**

Person to Contact **Gillian Farrell, Service Lead, Organisational Development and Customer Services.
County Buildings
Phone 01292 612712
E-mail gillian.farrell@south-ayrshire.gov.uk**

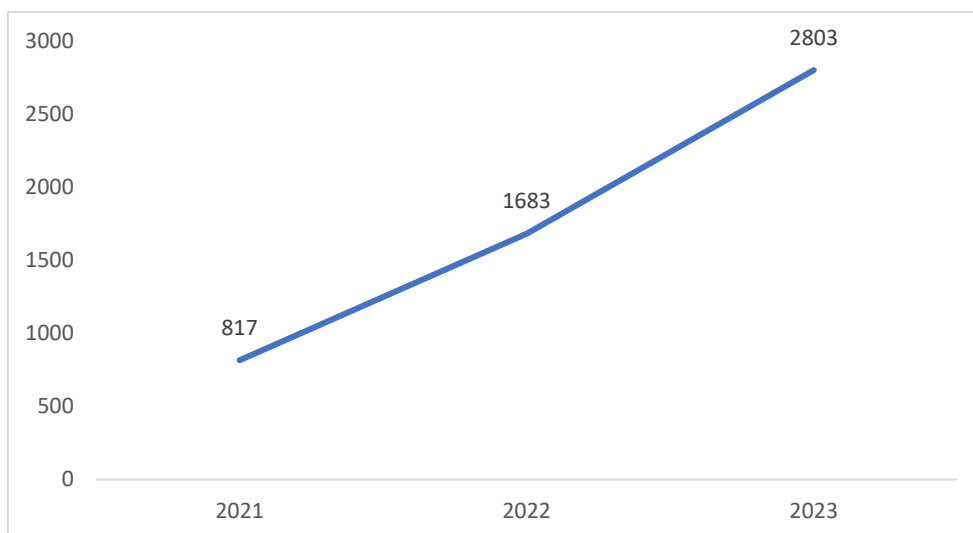
Date: 9 August 2024

Communications Review – Service Trends

Service Trends - A review of service trends shows that, while some activities and demands on the service have remained relatively steady, there has been significant growth in others, placing increased demand and pressure on the team. No areas of work have decreased.

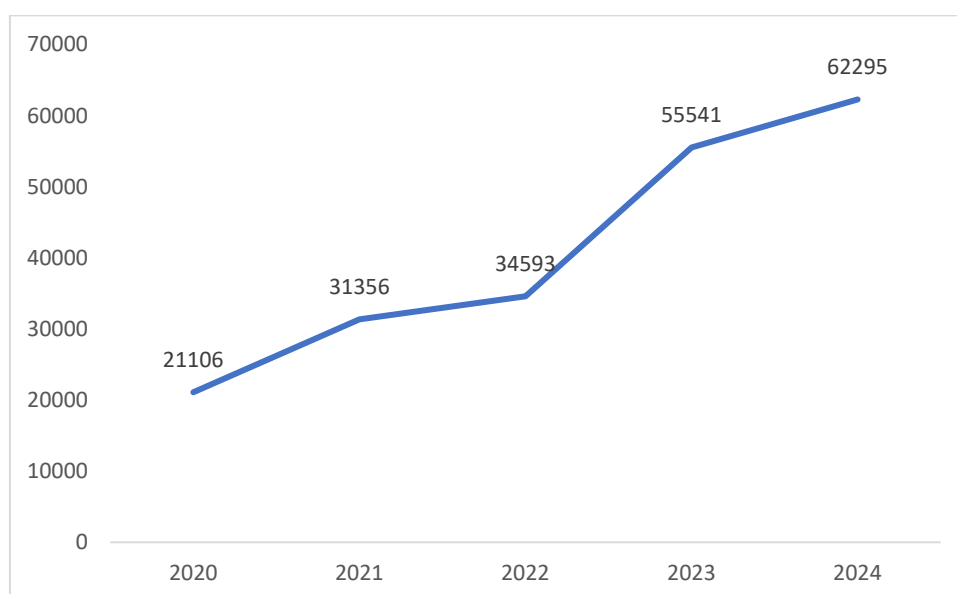
Advertising

The Communications Team work in partnership with AdWorks to provide advertising services on behalf of all areas of the council. Demand for this service has grown significantly as evidenced in the graph below. The coordination of advertising is carried out primarily by Assistant Communications Officers.



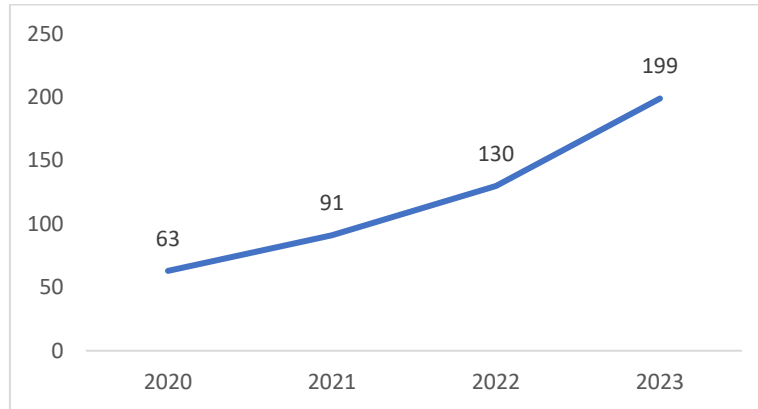
Social Media Trends

The graph below shows the significant, continuing increase in followers across 6 corporate social media channels (as at March of each year) requiring increasing resource to create content, manage enquiries/ engagements and carry out analytics.



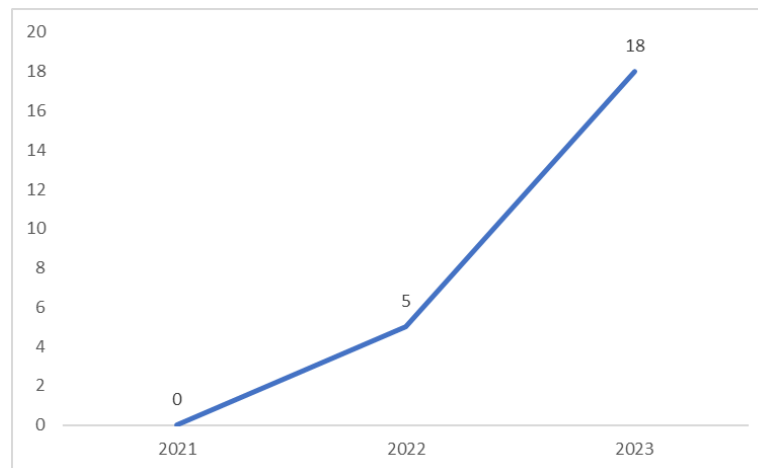
Campaign trends

A communications campaign is a series of communications activities to provide information, promote council services, initiatives or events, or to encourage behaviour change. Time spent on campaigns ranges from 20 hours for very short, straightforward campaigns to large scale, complex campaigns at 880 hours. Campaigns require significant Communications Officer time. The graph below shows campaign trends for calendar years from 2020 to 2023, highlighting a significant and continuous increase year on year.



Events promotion and coverage

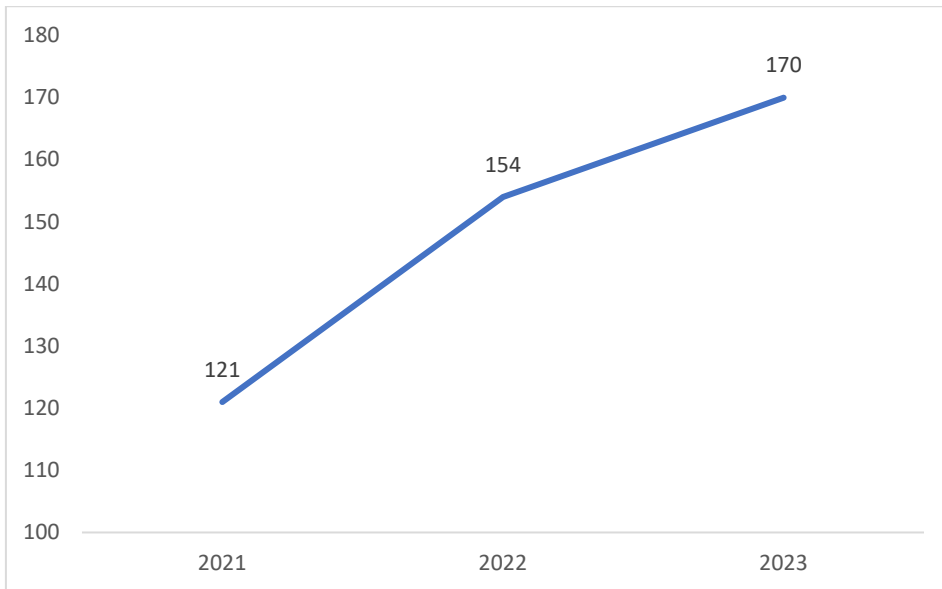
The team provide 'live' coverage of council sponsored events in line with a pre-agreed calendar¹. The graph below shows trends in weekend event coverage. Given that the team was boosted by 2x FTE temporary support in 2023, the team were present at weekend events on 18 occasions.



In House Design Trends

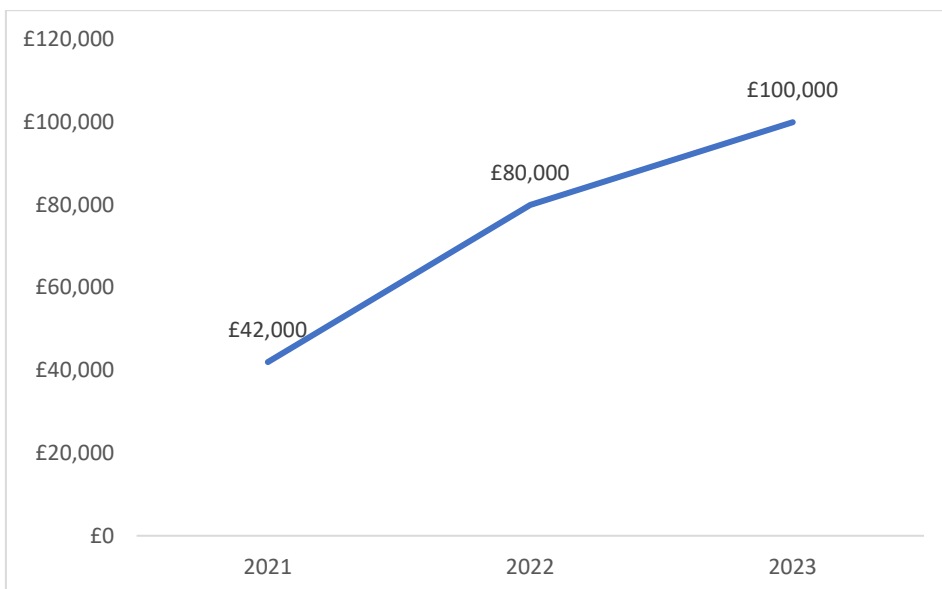
The graph below highlights the increasing demand on our professional, in-house design service, showing the number of design jobs by calendar year 2021 to 2023.

¹ Communications attendance at weekend events are pre planned for each calendar year in conjunction with DSA and agreed by the Director Communities and Transformation. Live coverage is predicated on evaluating the impact of previous years' coverage and assessing whether promotional activities in advance of the event are more effective.



In House Design Savings

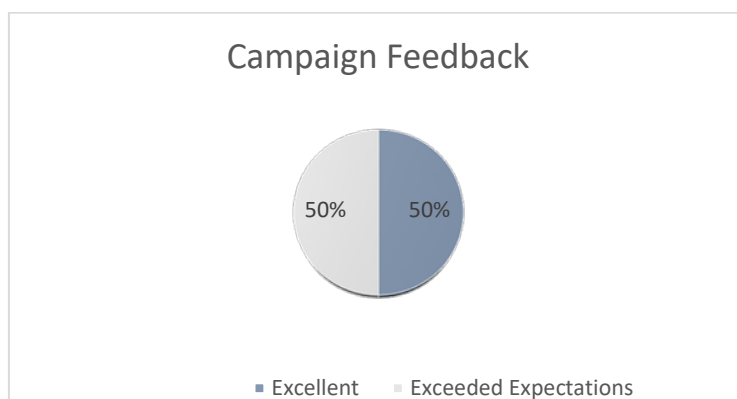
The availability of an in-house design services avoids the cost of outsourcing design work. Savings by year are shown in the graph below. These are calculated at market rate.



Communications Review – Evaluation of Activities

Campaign evaluations

All campaigns are evaluated for effectiveness against the objectives set by the client service. These evaluations include a review of communications activities and tools used including, where appropriate, any digital or social media reach and engagement; media and press coverage (including any TV and radio reach). Feedback has been overwhelmingly positive as can be seen in the chart below.

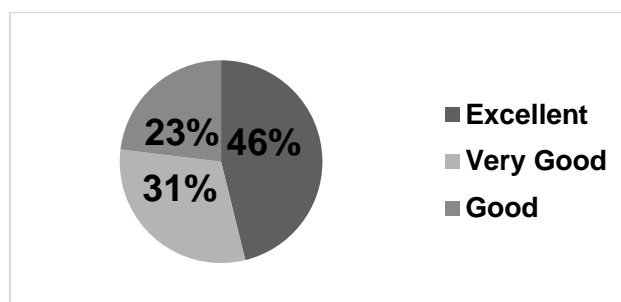


Feedback regarding the support provided by the Communications Team regarding campaigns was also positive, with a cross section of typical comments included below:

- *The Comms team was excellent to deal with – quick to respond and highly efficient in dealing with my request.*
- *Communications employees provided exceptional support and ideas to ensure the successful creation and delivery of the comms plan.*
- *All [comms] employees are helpful and are experienced in delivering the communications we require.*
- *The communications team are fantastic. Very responsive and give good advice on how to achieve your aims.*
- *Listened to what our service requirements were for the campaign and very helpful.*

Service Lead Survey

A survey was issued to all Service Leads in February 2024 asking them to evaluate the effectiveness of the services provided by the Communications Team. Service Lead ratings were all positive as can be seen in the chart below.

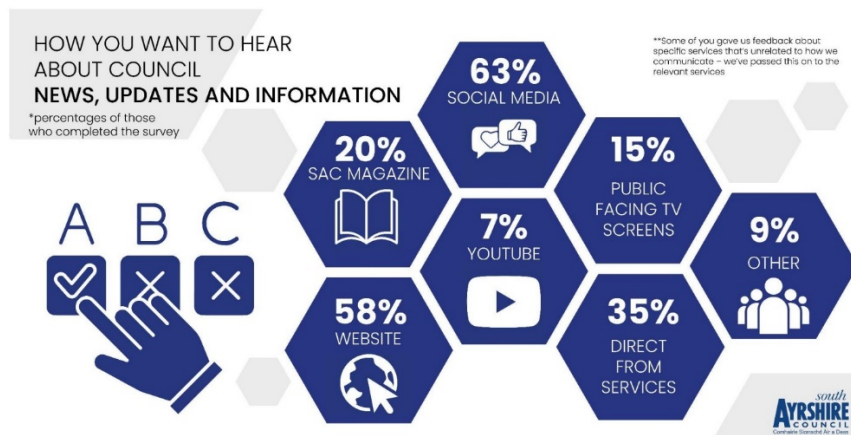


Communications Staff Feedback

The Communications team were asked to complete an anonymous online survey and took part in a focus group facilitated by another service. 100% of staff feel the team is under-resourced to deliver the current range of activities, particularly given the fact that temporary support has been required from other services. The team rated the pressure of work as very high, particularly in light of continued rising demands on the service and the range of activities performed.

Public Survey Findings

A public survey was carried out in autumn/ winter 2022, with further surveys planned for 2024/25. The diagram below shows feedback from the public on their communications preferences and is used to inform future campaigns.



Full survey results can be viewed at the following link –

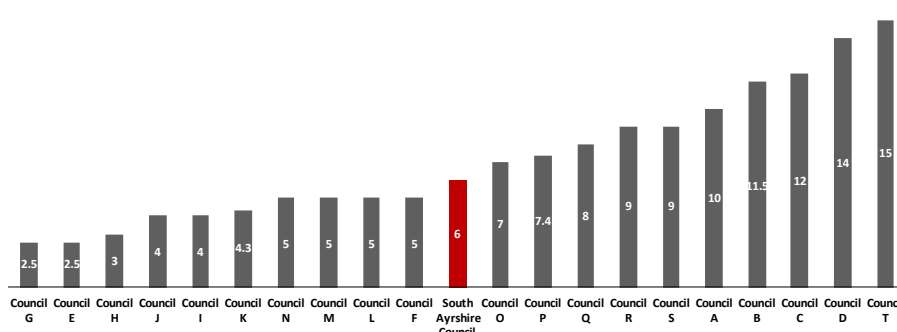
https://www.south-ayrshire.gov.uk/media/7815/Public-Communications-Survey-Results/pdf/Public_Communications_Survey_Results.pdf?m=1676473972083

Communications Review

Benchmarking - We carried out a benchmarking survey, inviting all Corporate Communications Teams in Scottish Local Authorities to take part. The survey ran from February- March 2024 and 21 authorities provided a response. The survey found that, while SAC Comms provides the highest range and volume of activities in most areas, we have fewer staff than councils carrying out like work. High level details, showing a comparison of SAC Communications activity across all respondents for a range of activities are included in the graphs below. Where a number shows on the X axis, this relates to the number of staff in each respondent communications team.

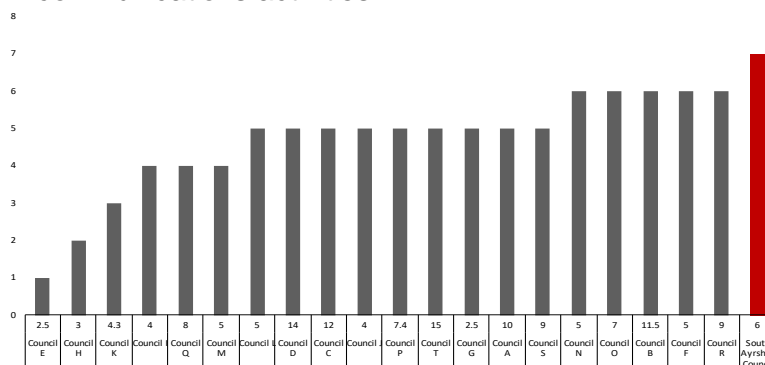
Headcount -The graph below shows that SAC, at 6 FTE, is below average (the average is 7) in terms of the number of FTE in Corporate Communications teams when compared with respondent councils.

How we compare with other Councils – Staffing



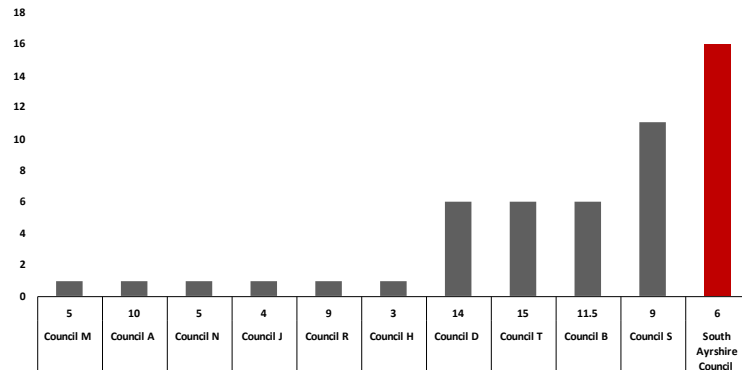
Communications Activities - The graph below shows that SAC corporate communications carry out a wider range of activities than other respondents. These include scripting and voicing digital communications and video creation and covering council sponsored events at weekends.

How we compare with other Councils – general communications activities.



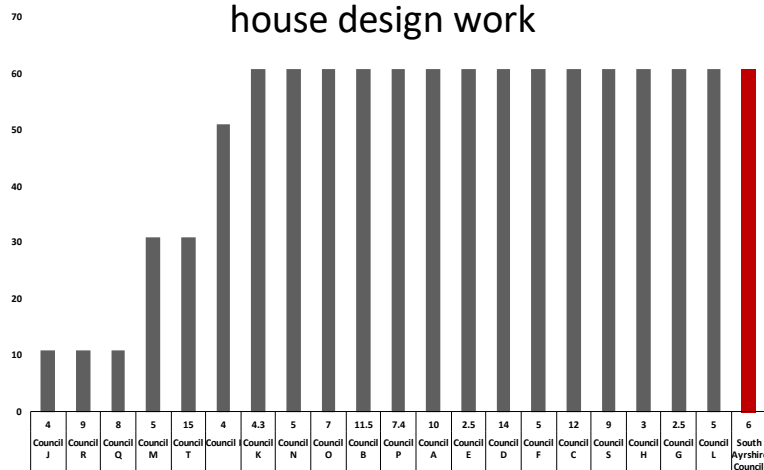
Output – weekend event coverage – The graph below shows that SAC Comms team provide ‘live’ coverage of the highest number weekend events per year, with most respondents’ teams providing none.

How we compare with other Councils Number of days - weekend event coverage



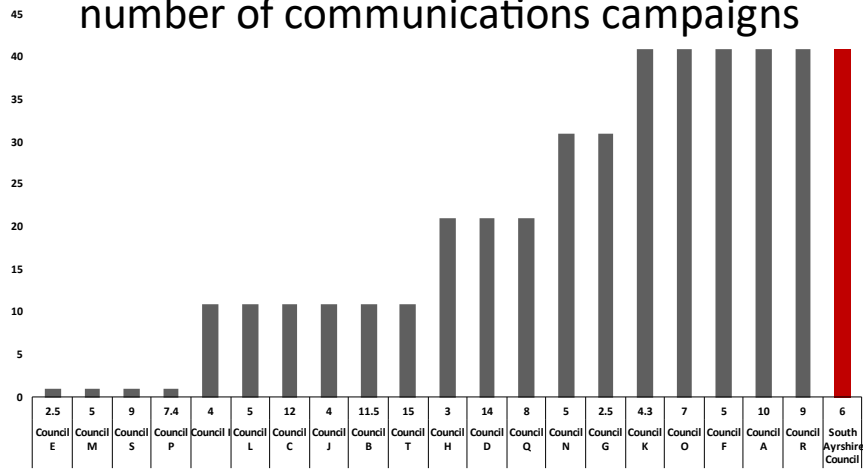
Output – design – The graph below shows how South Ayrshire compares with other teams for in-house design work produced.

How we compare with other Councils –In house design work



Output – campaigns - The graph below shows that South Ayrshire is in the highest 30% for the number of campaigns delivered each year.

How we compare with other Councils — number of communications campaigns



Communications Review - Proposed Amendments to Managing Work-related Social Media Guidance for Employees

The Managing Work-related Social Media Guidance for Employees was approved by Cabinet of 28 November 2023. Following feedback from an exercise carried out by Internal Audit, the following minor amendments (in bold) to the guidance are proposed:

- Page 6 – The following text has been added:
 1. Paragraph 2 – has been updated to add detail on Digital Services and Information Security team roles in the process: **Services should not set up any local social media accounts without prior approval of the Communications team, the Information Security team and the Digital Services team.**

Depending on the anticipated use and expected audience, it may also be necessary for the Information Security team to conduct a Data Protection Impact Assessment (DPIA) prior to approval being granted. The Information Security team will perform a risk assessment before granting a security exemption (a process that has to be carried out to allow you to access a local social media account from your Council device(s)) and may advise a DPIA be prepared prior to approval for review by the Information Governance team.'

Paragraph 4 – added as the last sentence **'They will also advise if there are any ICT security issues with the type of account you are seeking to create.'**

Paragraph 6 – added after paragraph 6 as the final paragraph: **'Ensure that any local accounts are live, and where they are not in use, advise the Digital Services team and the Communications team so they can delete the channel and remove it from the centrally held list of accounts.'**

- Page 7 – Added as a final paragraph: **'It's important that you clearly highlight to your audience, at an appropriate section at the top of your social media page, the hours the account is monitored.'**
- Page 8 - Page 8 – Added to the end of the first paragraph: **'For example, don't share posts from political pages, even if it is related to Council projects.'** If you are unsure if a page is of a political nature, please contact communications@south-ayrshire.gov.uk.
- Page 9 - This sentence has been added as the final paragraph **'You should also ensure a link to the Council's [Report a Problem](#) page on the website is available at the top of your social media page.'**
- Page 14 – this is a new page called **'Following other channels and people'**
Text added: **'You want people to follow your channel, and it's good practice that you follow any relevant accounts too.'**

It's important that you are careful of who you follow and regularly review who you are following.

When following other social media channels, you should:

- **Ensure the channel is relevant to your own account;**
- **Make sure the channel cannot be viewed as political in any way, or associated with any political party;**

-
- **Never follow anyone who posts content of a political nature;**
 - **Never follow any channel that could damage the Council's profile or reputation;**
 - **Only follow reputable or recognised bodies or individuals;**
 - **Not follow politicians;**
 - **Never follow any employees of the Council.**
-
- Page 15 – final sentence changed to:
**'Our social media accounts are monitored during business hours:
Monday - Thursday 8:45am - 4:45pm
Friday 8:45am - 4:00pm'**

A link to the amended version on the Communications page on The Core can be found below:

https://thecore.south-ayrshire.gov.uk/media/10937/Managing-Work-Related-Social-Media-Guidance-for-Employees/pdf/Managing_Work-related_social_media_guidance_for_employees_v7_-_updated_Jan_2024.pdf?m=1704989657823

South Ayrshire Council

**Report by Director of Communities and Transformation
to South Ayrshire Council (Special)
of 19 August 2024**

Subject: Golf South Ayrshire – Golf Development Centre at Belleisle Golf Course

1. Purpose

1.1 The purpose of this report is to provide an update on the design proposals for a Golf Development Centre providing an enhanced practice area at Belleisle Golf Course as part of the approved Golf Course Improvements.

2. Recommendation

2.1 It is recommended that the Council:

2.1.1 notes the progress on the development of design proposals and estimated costs for a Golf Development Centre at Belleisle Golf Course, Ayr;

2.1.2 approves officers progressing designs and submitting a planning application; and

2.1.3 otherwise notes the content of the report and supports the approaches and activities set out in the report.

3. Background

3.1 A new 10-year Golf Strategy was presented to Council on 9 December 2021 and approved. The enabling works identified as being required most urgently were approved as part of the 2021/22 Capital budget.

3.2 The implementation of the strategy commenced, and a full business case prepared for each golf course taking into consideration all the principles outlined in the golf strategy ensuring that golf is affordable and accessible to all. The appraisals considered all aspects of the golf courses including:

- Course layout;
- Enhance playability and reputation;
- Health and Safety;
- Resilience to climate change; and
- Reduce long-term operational/maintenance costs.

3.3 The Golf Strategy 2022-2032 is based on 6 Strategic Objectives:

- i. Achieve Golfing Excellence;
- ii. Evaluate and Remove Obstacles;
- iii. Create Environment;
- iv. Health and Wellbeing;
- v. Environmental Sustainability; and
- vi. Management Control.

3.4 The first Strategic Objective (Achieve Golfing Excellence) aims to:

- a) Provide golf courses with a year-round playing experience that is equal to, or better than, any comparable course in the region.
- b) Establish a high-quality development programme and practice facilities which support all standards of golfers and to increase participation, particularly by female golfers, families and young people.
- c) Invest in golf courses to ensure they are compliant with modern safety standards, reflect advances in technology and meet the needs of members, visitors and other users.

3.5 Capital investment of £5,019,998 was approved by Council on 1 March 2023 for Golf Course Infrastructure over three years (£1,519,998 in 2024-25, £2,500,000 in 2025- 26 and £1,000,000 in 2026-27) for investment in golf course infrastructure. This funding does not include provision for an enhanced practice area.

3.6 The Development Plan for Belleisle Park Golf Course, prepared by Golf Course Architects Kimber and Glen in 2019, identified the current practice facilities as a weakness. The report states: 'The current practice area is detached from the hub of the facility and is too short and unsafe to be used as a regular practice facility. In order to be able to host larger events a better practice facility that is located near to the core of the facility is required. Until this is resolved it will be difficult to persuade Golf's Governing Bodies to bring higher profile tournaments to the course'.

3.7 A further paper was approved by Cabinet on 16 January 2024 in relation to the development of design proposals and costs for an enhanced practice area at Belleisle Golf Course as part of the approved Golf Course Improvements.

3.8 Approval of £1,338,000 capital investment was approved by Council on 29 February 2024 for Golf Course – Belleisle enhanced practice facilities over two years (£250,000 in 2024-25 and £1,088,000 in 2025-26).

4. Proposals

4.1 Following a competitive tender exercise, Pangaea Golf Architecture in association with Paul Lawrie, were appointed to undertake golf course architecture and project management services, with a view to create project development plans for the Darley Golf Course in Troon, and the Belleisle Golf Course in Ayr.

4.2 The development plans will align with the Council's strategy to invest in both these golf courses – ie Darley and Belleisle. The improvement to both facilities will see

investment being carried out in a sustainable manner where proposals will address: health and safety, maintenance, irrigation, drainage, modern day design and construction techniques, and principals, along-with creating a Golf Development Centre which offers enhanced practice facilities at Belleisle. Progress updates will be incorporated within the annual Golf Strategy updates to Cabinet. The next update will be provided as part of the Year 3 report in December 2024.

- 4.3 The proposals for the Golf Development Centre have been carefully considered in the wider context of the development of Belleisle golf course. The proposed location is to the west of Belleisle House with the mansion providing an impressive backdrop. The new covered facility will provide much needed dedicated practice areas for all year round use as well as a base for providing teaching and coaching facilities. This will appeal to all levels of player from novice beginners to experienced golfers.
- 4.4 The existing sloping, terraced nature of the putting greens and Belleisle 1st tee lend themselves well to the practice building sitting lower down relative to the landscape, such that the setting of the Listed Building (Belleisle House) would remain largely unaffected. Little landscaping intervention would also be required.
- 4.5 An indicative plan of the Golf Development Centre building is included in [Appendix 1](#). This includes 2no. dedicated detaching bays and 10no. individual open bays using separate mats.
- 4.6 A further plan which shows a cross section across the site is included in [Appendix 2](#) and shows how the practice building could be sited lower in the landscape to minimise the impact on Belleisle House which is Grade 'B' Listed.
- 4.7 Images of similar facilities are included within [Appendix 3](#).
- 4.8 These proposals will be taken to public consultation as part of the planned course redevelopment works. It should be recognised that the proposed development will require planning consent and an application has not yet been submitted.

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 A cost check has been carried out on the plans for a Golf Development Centre which indicates that the costs are in line with the already approved capital budget of £1.388m.
- 6.2 Any revenue implications will also have to be considered as the proposals for both the practice facility and wider development of the golf course are taken forward.
- 6.3 There is the potential for income generation from the Golf Development Centre depending on the operating model adopted.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risk associated with rejecting the recommendations is that an opportunity will be missed to develop a training facility along-with the planned course redevelopment works.

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 4](#).

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 1 of the Council Plan: Spaces & Places.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Brian Connolly, Portfolio Holder for Sport and Leisure, 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 Director of Communities and Transformation 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
Design proposals for Golf Development Centre at Belleisle Golf Course to be progressed	December 2024	Acting Service Lead – Destination South Ayrshire
Provide Cabinet with a report on the implementation of the Golf Strategy at the end of year 3	December 2024	Acting Service Lead – Destination South Ayrshire

Background Papers **Report to South Ayrshire Council of 9 December 2021 – [Golf Strategy 2022-2032](#)**

Report to South Ayrshire Council of 1 March 2023 – [Golf Strategy 2022-2032](#)

Report to Cabinet of 16 January 2024 – [Golf South Ayrshire – Golf Course Improvements](#)

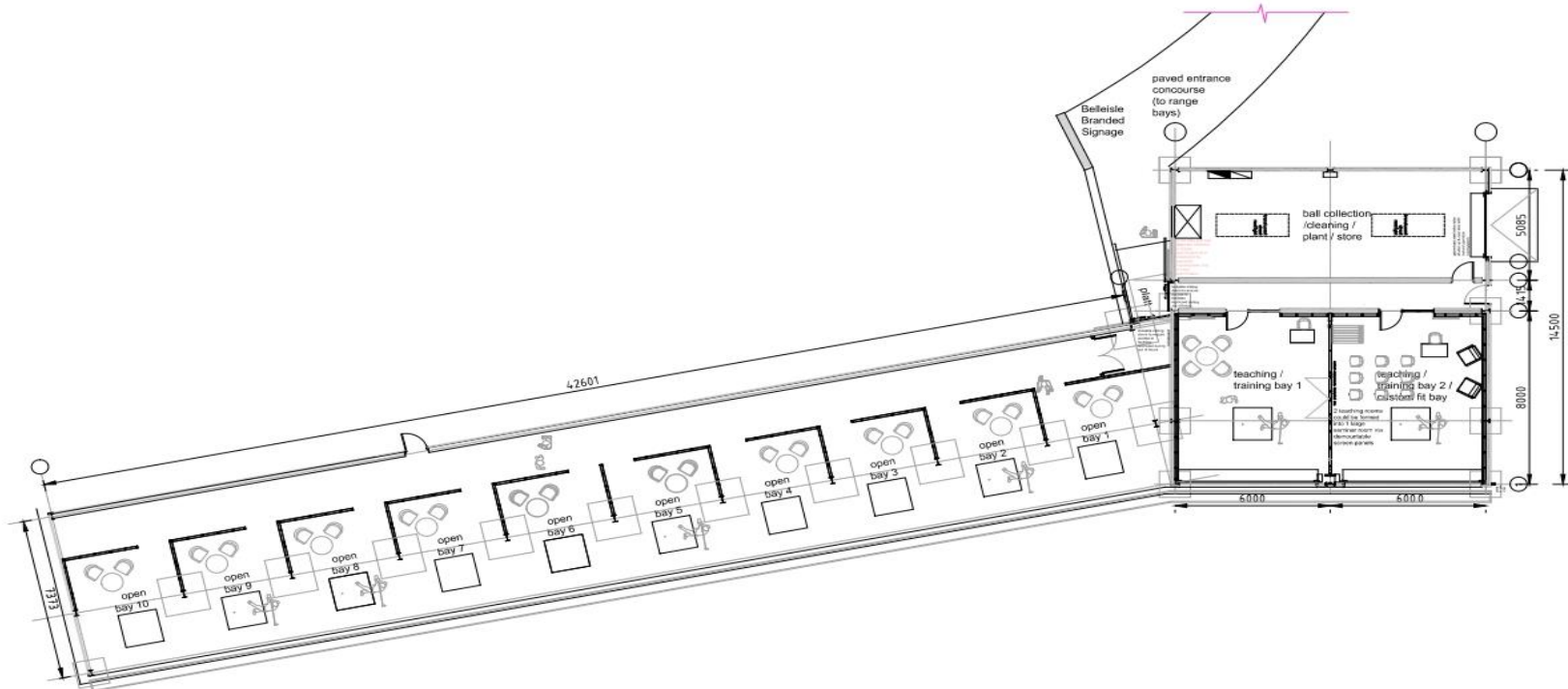
Person to Contact **Ali Mutch, Acting Service Lead – Destination South Ayrshire County Buildings, Wellington Square, Ayr, KA7 1DR**
Phone 01292 617616
E-mail Alistair.mutch@south-ayrshire.gov.uk

Pauline Bradley, Service Lead – Professional Design Services County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612858
E-mail pauline.bradley@south-ayrshire.gov.uk

Date: 9 August 2024

Indicative plan of the Golf Development Centre.

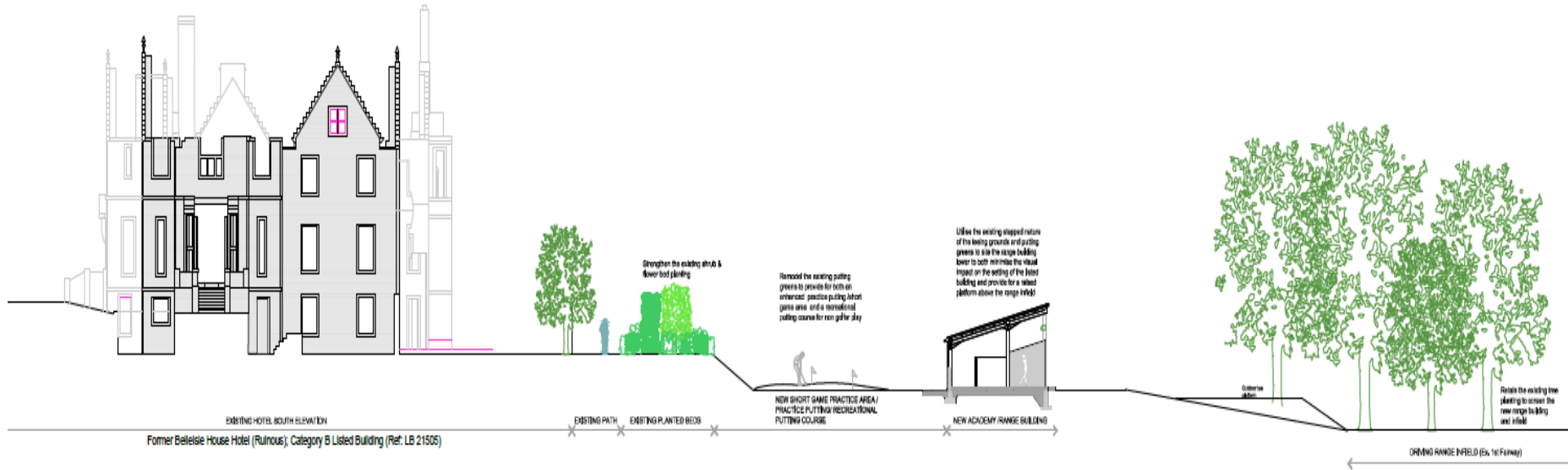
Belleisle Park: To provide a much needed covered practice area for all year round use as well as providing a base for providing teaching and coaching facilities.



Indicative Plan layout of Golf Academy Range Building
Building Footprint = 517m²
Footprint of Internal Areas = 183m²

Cross section across site at proposed location of the Golf Development Centre.

Indicative scheme shows how the building could be sited lower in the landscape using the terraced nature of the existing sloping site.



Examples of Similar Facilities







**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	Golf Development Centre – Belleisle Golf Course
Lead Officer (Name/Position/Email)	Ali Mutch Acting Service Lead alistair.mutch@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	-	New facilities will provide opportunity for all to participate
Disability	-	Plans will be accessible
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)	-	Facilities will address barriers experienced

Community or Groups of People	Negative Impacts	Positive impacts
		by women or girls accessing golf
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	-	Facilities will be used to deliver affordable initiatives to encourage more uptake of golf
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	-	Facilities will be used to deliver affordable initiatives to encourage more uptake of golf
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	-	Consideration will be given to provide equipment that can be borrowed
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

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)
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)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Rationale for decision: Members' decision on this has no specific equality implications	
Signed: Acting Service Lead Date: 12/07/24	

South Ayrshire Council

**Report by Director of Housing, Operations and Development
to South Ayrshire Council (Special)
of 19 August 2024**

Subject: Local Development Plan 3 Governance Arrangements

1. Purpose

- 1.1 The purpose of this report is to recommend arrangements for a Member/ Officer Working Group to oversee the preparation of LDP3 and provide an update on the engagement arrangements for LDP3.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 agrees the recommended proposals for a Member/ Officer Working Group (MOWG) to oversee the preparation of LDP3, as set out in [Appendix 1](#);**
- 2.1.2 agrees that the Leader of each of the political groups nominate Elected Member(s) to take up positions on the MOWG and that the Chair of the group will be the Portfolio Holder for Economic Development;**
- 2.1.3 agrees to the discontinuation of the Planning Liaison Group; and**
- 2.1.4 notes the update on engagement activities for LDP3 as set out in [Appendix 2](#).**

3. Background

- 3.1 At its meeting of 7 December 2023, the Council approved the commencement of preparation of the next Local Development Plan (LDP3), the first to be made under the new-style development regime stemming from the Planning (Scotland) Act 2019. Council also approved a Development Plan Scheme (DPS) which sets out timescales for the new Plan process and a participation scheme for public and stakeholder engagement.
- 3.2 Council also agreed that a further report would be brought to Council recommending Member/ officer governance arrangements to oversee the preparation of LDP 3 and providing an update on the engagement strategy and the initial programme for community meetings.

- 3.3 Officers have carried out research and spoken to other planning authorities to understand what LDP governance arrangements are used across Scotland and which might be most appropriate and effective for South Ayrshire. The recommended arrangements are based on the results of this research.
- 3.4 Although there are a range of arrangements in place across different planning authorities, it is clear that all recognise the need to provide some means to ensure that the views of local communities are effectively communicated and taken into account during the preparation of the various documents at key stages. It is also clear that no planning authority provides any decision-making powers to any form of working group.
- 3.5 Since December 2023 when the Council approved commencement of LDP3 the service has been liaising with Thriving Communities on a strategy for engaging with local communities. The strategy involves ensuring that communities are engaged in the preparation of LDP 3 itself, but also supporting communities to raise their awareness of Local Place Plans and how these relate to Place Plans that communities have already developed. A range of early engagements have already been undertaken.

4. Proposals

- 4.1 It is proposed that a MOWG be established to oversee the preparation of LDP3 and to advise and make suggestions on LDP draft documents/processes. A more detailed explanation of the purpose, remit and operation of the MOWG is set out in [Appendix 1](#).
- 4.2 It is proposed that the MOWG will reflect the current political composition of Elected Members, rather than repeat the existing structure of Council committee. The LDP is a key strategic corporate plan that influences and assists delivery of cross corporate strategic objectives. The most directly relevant Portfolio Holder is that of Economic Development whose portfolio covers Planning. Therefore, based on the current political group representation and the larger number of independents, it is proposed that the Group will include the following Members:
- 3 Conservative (including Portfolio Holder for Economic Development who will undertake the role of Chair of the group);
 - 1 Labour;
 - 1 SNP; and
 - 2 Independents/ single Councillor Parties.
- 4.3 It is further proposed that the existing Planning Liaison Group, which considers operational matters across the remit of the Planning Service, is discontinued. The Planning Liaison Group comprises members of the Regulatory Panel. Whilst it is important to gather members thoughts on emerging policy that will be relevant to determining planning applications, as noted above the LDP has a wider strategic corporate role.
- 4.4 [Appendix 2](#) provides an update on early public consultation undertaken and highlights the next steps for engagement and for advising communities on how they can prepare Local Place Plans.

5. Legal and Procurement Implications

5.1 There are no additional 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 directly from this report. The cost of administering the MOWG can be met from existing Planning Service budgets.

7. Human Resources Implications

7.1 There are no human resource implications arising directly from the recommendations of this report. Any additional work arising from the proposed MOWG will be dealt with within existing staff resources.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no significant known risk implications from adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 Without an established group to oversee the preparation of the Local Development Plan there is a risk that Members are not fully informed of, or have chance to advise on, the ongoing key stages and policy direction of the Plan.

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 3](#).

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/

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Priority One: Spaces and Places and Priority Three: Civic and Community Pride of the South Ayrshire Council Plan 2023-28.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Martin Dowey, Portfolio Holder for Corporate and Strategic, and Councillor Bob Pollock, Portfolio Holder for Economic Development, 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 Director of Housing, Operations and Development, 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
Establish the MOWG	October 2024	Coordinator – Planning Strategy
Arrange an initial meeting of the MOWG	October/ November 2024	Coordinator – Planning Strategy

Background Papers [Planning \(Scotland\) Act 2019](#)

[South Ayrshire Development Plan Scheme \(DPS\) 2023](#)

Person to Contact Craig Iles, Service Lead – Planning and Building Standards
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 616 417
Email craig.iles@south-ayrshire.gov.uk

Date: 12 August 2024

South Ayrshire LDP 3 Member-Officer Working Group:

Proposed Purpose, Remit and Constitution

Purpose and Remit

1. The aim of the Member/Officer Working Group (MOWG) is to help drive forward the preparation of the South Ayrshire Local Development Plan 3 (LDP3) and to ensure that the views of local communities are effectively communicated and taken into account during the preparation of the various documents at key stages.
2. The MOWG will convene throughout the preparation of LDP3, from the Evidence Gathering stage through to adoption of the Plan. LDP3 is being prepared under the new-style development regime stemming from the Planning (Scotland) Act 2019 and will therefore feature new processes and types of documents that were not part of the previous Plan (LDP2). In particular, the new Plan will align with NPF4, which will set much of the strategic policy framework; the role of LDP3 will be to tailor policies and actions at a local level to deliver improved economic, social, environment and placemaking outcomes.
The LDP3 preparation process commenced in December 2023, with the publication of the Development Plan Scheme (DPS)
3. The LDP3 Member/Officer Working Group will be separate to the Planning Liaison Group, which considers operational matters across the remit of the Planning Service. The Planning Liaison Group is proposed to be discontinued, with its role carried forwards by the MOWG.
4. The remit of the MOWG will be as follows:

a. Reporting

Meetings will be scheduled regularly, and at key stages of the Plan process to allow officers to report on findings and work undertaken and seek Member input. Drafts of key documents will be submitted for MOWG consideration/approval, which allow officers to progress to the next stage in the plan preparation.

The working group will not have formal decision-making powers but will be able to advise and make suggestions on LDP draft documents/processes.

Examples of documents and stages that will be taken to the MOWG include:

- Evidence Report
- Feedback from public/stakeholder engagement
- Environmental Report /Revised Environmental Report
- Updates on Local Place Plans prepared by local communities
- Gate Check process
- Call for Ideas
- Proposed Plan
- Representations to the Proposed Plan and implications
- Modified Proposed Plan (if required)
- Progress of LDP Examination
- Delivery Programme

b. Input of Members and Officers

Officers will seek the input from Members and Officers in relation to the following:

Consultation on Evidence Gathering Stage

Officers will seek the input from Members and Officers in relation to the following:

- to discuss the evidence collated to inform the Proposed Plan
- to consider approaches/methods to engagement and consultation at the Evidence gathering and pre-proposed plan stages
- to consider responses to consultation with key agencies and other stakeholders
- discuss the key themes, issues and priorities arising from the collected evidence.

Draft Proposed Plan

- to consider a draft version of the Proposed Plan, including new site allocations

Consultation on Proposed Plan

Officers will seek the input from Members and Officers in relation to the following:

- to consider consultation methods
- to consider representations and responses

Preparation of modified Proposed Plan (if required)

- to consider modifications to proposed plan

At each stage in the process, after discussion with the MOWG, all elected members and other officers will be asked for their feedback.

c. Other Planning Service issues

Updating and consulting Elected Members on other Planning Service issues as necessary.

5. Technical arrangements

An agenda and any consultation documents will be shared ahead of each meeting, and minutes of the meeting will be produced and shared with the group after each meeting. It is proposed that these will be shared only internally.

6. Support and Communications

In order to support the MOWG, Member workshops and/or training can be provided for specific topics and stages to ensure that the required knowledge is achieved.

In addition to, and in-between the meetings of the MOWG, the Planning Strategy team will provide quarterly update briefings to all elected members on progress/key stages with the LDP.

7. Remit Review

This remit will be considered and if necessary altered at regular intervals through the mechanisms of the MOWG. The current remit is therefore not exhaustive. As highlighted under section 2, LDP3 will be following a new and previously untested statutory process, the details and implementation of which are still being clarified by the Scottish Government and other key agencies. It is therefore likely that the detail of the processes/stages set out in the 2023 Development Plan Scheme will be subject to adjustments over the course of the Plan's preparation.

Constitution

1. It is intended that the MOWG will reflect the current political composition of Elected Members, rather than repeat the existing structure of Council committees, and also include the most relevant Portfolio Holder(s). This will help to secure the input of a spectrum of elected members representing the views of communities/wards across South Ayrshire.
2. Based on the current (August 2024) political composition of Members, as such it is proposed that the working group will include 7 Elected Members, broken down on the following group basis:
 - 3 Conservative (including Portfolio Holder for Economic Development);
 - 1 Labour;
 - 1 SNP; and
 - 2 Independents/ single Councillor Parties.
3. In addition, officers from other Council services will be invited as required for particular stages, including, but not limited to, the Ayrshire Roads Alliance, Housing, Thriving Communities, Education, Economy and Regeneration and Neighbourhood Services.
4. A hyperlink of all documents forwarded to the MOWG will be made available to all Elected Members in advance of the MOWG. The MOWG will be minuted and a hyperlink also provided to all Elected Members.

LDP3 Early Public Engagement

Update on Engagement to Date

Since the commencement of the LDP3 process, officers have engaged with local communities regarding Local Place Plans and held an online information evening with Community Councils in February 2024, in conjunction with the Thriving Communities Team, which was well attended. A recording of this meeting has been made available on the Council's website.

The interactive LDP3 Hub page has been launched on the Council's website, which allows members of the public to sign up, with a 'one-click' button, for updates and future engagement in the LDP3 process.

Planning officers have also carried out initial school engagement events at Barassie and Struthers Primary Schools, to engage with pupils using the Place Standard Tool, to understand young people's views on their local areas. It is proposed to carry out further school engagement as part of the Evidence Gathering process.

Next Steps

The next significant consultation exercise is proposed to gather the views of the public and stakeholders on the set of Evidence scoping papers, based around the full range of NPF4 policies, to understand what evidence the Council holds for each and what key issues are raised by NPF4 policies at a South Ayrshire level. An online feedback survey will be used to gather views for each policy paper, as they are published on the Council's LDP Hub website. These are expected to be published from late Autumn 2024.

Details of further public and stakeholder engagement around the Evidence Report and later LDP3 stages, will be set out to members of the new Member/Officer Working Group.

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	Local Development Plan 3 Member-Officer Working Group
Lead Officer (Name/Position/Email)	Craig Iles Service Lead Planning & Building Standards craig.iles@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	N/A	N/A
Disability	N/A	N/A
Gender Reassignment (Trans/Transgender Identity)	N/A	N/A
Marriage or Civil Partnership	N/A	N/A
Pregnancy and Maternity	N/A	N/A
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	N/A	N/A
Religion or Belief (including lack of belief)	N/A	N/A
Sex – (issues specific to women & men or girls & boys)	N/A	N/A

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

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	N/A	N/A
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	N/A	N/A
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	N/A	N/A
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	N/A	N/A
Socio-economic Background – social class i.e. parent’s education, employment and income	N/A	N/A

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 Positive
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low Positive
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 Positive
Increase participation of particular communities or groups in public life	Low Positive
Improve the health and wellbeing of particular communities or groups	Low Positive
Promote the human rights of particular communities or groups	Low Positive
Tackle deprivation faced by particular communities or groups	Low Positive

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)	No
Rationale for decision: Not required as there is no specific impact on communities, groups of people, employees or thematic groups. A full EQIA will be carried out for the LDP3 Proposed Plan, when it is published for consultation.	
Signed: Craig Iles Service Lead -Planning & Building Standards Date: 02 July 2024	

South Ayrshire Council

**Report by Director of Housing, Operations and Development
to South Ayrshire Council (Special)
of 19 August 2024**

Subject: South Ayrshire Council Local Heat and Energy Efficiency Strategy (LHEES) 2024 - 2029

1. Purpose

- 1.1 The purpose of this report is to seek Council approval for the publication of a Local Heat and Energy Efficiency Strategy (LHEES) 2024 – 2029, including Delivery Plan objectives, and Coordination group Terms of Reference.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 approves the publication of the South Ayrshire Council LHEES Strategy ([Appendix 1](#)); and
- 2.1.2 approves the LHEES Coordination group Heads of Terms ([Appendix 2](#)) to support delivery plan actions.

3. Background

- 3.1 The Local Heat and Energy Efficiency Strategies (Scotland) Order 2022 places a duty on local authorities to prepare and update a Local Heat and Energy Efficiency Strategy (LHEES) and Delivery Plan. Asset Management have prepared documents to fulfil SACs duty under the Order. This Strategy has been developed in line with Scottish Government's (SG) methodology and sets out a long-term plan for decarbonising heat in buildings in the South Ayrshire area and improving energy efficiency.
- 3.2 Further background information is provided in [Appendix 3](#).

4. Proposals

- 4.1 It is recommended that, in order to meet the Local Heat and Energy Efficiency Strategies (Scotland) Order 2022, the Council agrees and publishes a final draft of the LHEES strategy and delivery plan.
- 4.2 It is proposed that the South Ayrshire Council Local Heat and Energy Efficiency Strategy 2024-2029 ([Appendix 1](#)) is agreed and published as the final draft of to fulfil the LHEES order. The LHEES draft strategy and delivery plan agreed at Cabinet on 16 January 2024 were made public for consultation, responses were considered, and feedback implemented into the Strategy as appropriate, as noted in Background sections 3.7 to 3.8.2.

- 4.3 The Delivery Plan, shown on p68, section 14, identifies short to medium term actions and will be updated annually to reflect changes in the policy landscape, funding opportunities, and technological innovation. It is anticipated that the Delivery Plan will evolve and develop over the 5-year lifespan of the LHEES.
- 4.4 In order to manage the development of the Delivery Plan it was agreed at Cabinet on 16 January 2024 that a member/ officer working group would be developed to manage the attribution and coordination of actions. Terms of reference for this group are outlined in [Appendix 2](#). It is proposed that this group is made up of Council and Community Planning Partner representatives, with other relevant members such as technical experts, wider CCP members, or community organisations included as required. The Terms of Reference include monitoring of Delivery Plan actions through Pentana where appropriate and annual reporting on implementation progress.
- 4.5 Considering the nature of the strategy, continued public engagement is required as only a small proportion of buildings in question are under local authority control. As a result, a summary document has been prepared to ensure content is accessible. This can be seen in [Background paper 2](#).

5. Legal and Procurement Implications

- 5.1 There are no direct legal implications arising from this report. Any legal implications arising from the Delivery Plan actions will be considered and addressed as appropriate through their development.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 There are no financial implications directly arising from this report, as the identified actions will be undertaken using existing resources or delivery will be subject to securing external funding. As the action planning and delivery/ governance process continues, an assessment of available and required resources and financial implications will be undertaken and subject to agreement.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 LHEES and their Delivery Plans are inherently ambitious documents. As such there is a risk that ambition outstrips available financial and other resources. Expectations will need to be managed accordingly.

8.2 **Risk Implications of Rejecting the Recommendations**

- 8.2.1 Rejecting the recommendations may result in a delay or failure to publish the LHEES and Delivery Plan in contravention of Local Heat and Energy Efficiency Strategies (Scotland) Order 2022. Rejecting the proposals may reduce South Ayrshire Council's ability to access relevant funding streams and opportunities. Further, rejecting the proposals may impair the Council's ability to develop other strategic areas of work e.g. the LDP in relation to heat networks.

9. **Equalities**

- 9.1 The proposals in this report allow scrutiny of performance. The report does not involve proposals for policies, strategies, procedures, processes, financial decisions and activities (including service delivery), both new and at review, that affect the Council's communities and employees, therefore an equality impact assessment is not required.

10. **Sustainable Development Implications**

- 10.1 **Considering Strategic Environmental Assessment (SEA)** - This report was subject to a screening report through the appropriate consultation authorities. From this it was determined that a full SEA is not required.

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 One: Spaces and Places.

13. **Results of Consultation**

- 13.1 There has been public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and Environment, and the contents of this report reflect any feedback provided.
- 13.3 Consultation took place with Portfolio Holder ahead of the draft presentation to Cabinet in January 2024.

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

- 14.1 If the recommendations above are approved by Members, the Director of Housing, Operations and Development 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:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Initial meeting of LHEES Coordination group	September 2024	Assistant Director Planning, Development and Regulation
Ongoing review to Cabinet	Annually	Assistant Director Planning, Development and Regulation

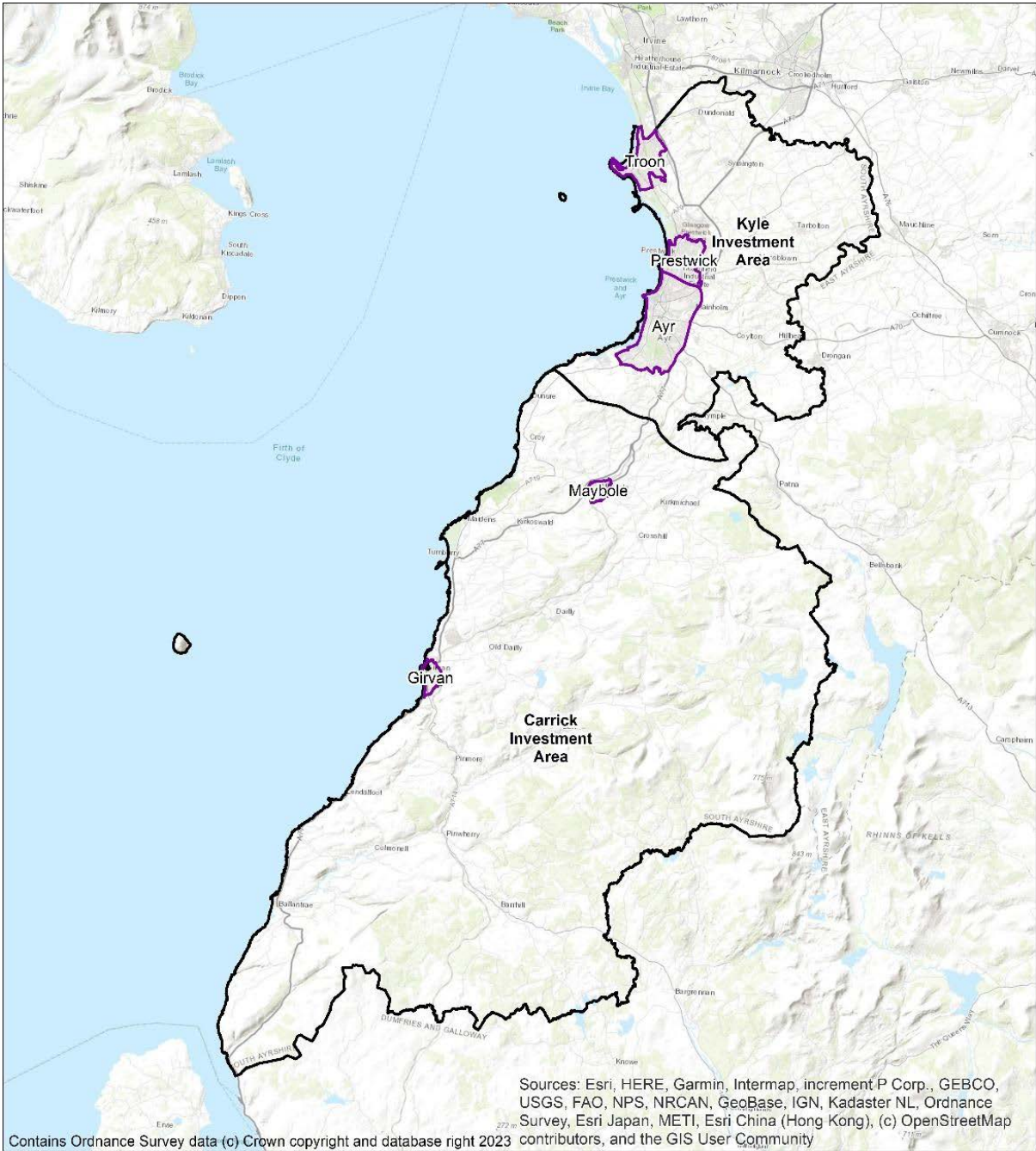
Background Papers [Local Heat and Energy Efficiency Strategy Full Technical Report](#)

[Local Heat and Energy Efficiency Strategy Summary](#)

Person to Contact **Chris Cox, Assistant Director Planning, Development and Regulation**
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Phone 01292 612981
E-mail Chris.Cox@south-ayrshire.gov.uk

Date: 9 August 2024

**APPENDIX 1 – SOUTH AYRSHIRE COUNCIL LOCAL HEAT AND ENERGY
EFFICIENCY STRATEGY 2024 - 2029**



South Ayrshire Council

Local Heat and Energy Efficiency Strategy

2024 - 2029

Foreword

As the Portfolio holder for Buildings, Housing, and the Environment in South Ayrshire, it is with great pride that I introduce the Local Heat and Energy Efficiency Strategy (LHEES) for our council area. This strategy marks a pivotal step in our commitment to a sustainable and resilient future, aligning with our aspirations to achieve Net Zero by 2045.

Local authorities across Scotland bear a responsibility for the energy we consume and the emissions this creates, and South Ayrshire is no exception. Through this strategy, we embark on a journey to not only address our local climate challenges but also to contribute meaningfully to the global imperative of mitigating the impacts of the climate emergency.

Our priorities in South Ayrshire focus on our communities, ensuring people can thrive within a flourishing economy, with good quality, energy efficient housing, and an open and transparent, inclusive democracy. This strategy lays out our forthcoming initiatives, including the investigation into zero emissions heating systems and heat network potential, reinforcement of our dedication to providing affordable warmth to our most vulnerable citizens, and commitment to partnership working.

In our pursuit of Net Zero, a just transition is paramount. Communities across South Ayrshire are already feeling the effects of climate change, and our commitment is to ensure that they not only endure but prosper throughout this transition. We recognise the importance of co-creating solutions with our communities, placing them at the heart of our endeavours.

Building on our past achievements, including notable reductions in carbon emissions, we acknowledge that resting on our laurels is not an option. This LHEES document will work in tandem with our Ayrshire Energy Masterplan. This pan-Ayrshire initiative is designed to support investment and economic development across the three authorities, in conjunction with the Ayrshire Growth Deal. By collaborating with our diverse stakeholders, we will turn these strategies into tangible progress, pushing closer to our vision of a Net Zero Carbon South Ayrshire.

This strategy represents a live document, an evolving piece of work that will adapt in line with wider changes in legislation, research, and technology and innovation. I extend an invitation to all residents, businesses, and stakeholders in South Ayrshire to stay engaged with this work and help to shape the future of our region towards one of sustainability and resilience.



Martin Kilbride

Councillor Martin Kilbride, Portfolio holder for Buildings, Housing, and the Environment

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1. Overview

1.1 What is an LHEES?

The Local Heat and Energy Efficiency Strategy (LHEES) is a long-term strategic framework designed to support energy efficiency and sustainable heat delivery across all buildings in South Ayrshire. This includes council and privately owned buildings and spans domestic and non-domestic sectors. It serves as a roadmap towards achieving our commitment to Net Zero Carbon, eliminating fuel poverty, and working towards a more environmentally conscious and resilient community.

1.2 Why are we doing this?

As part of the Scottish Governments push for net zero by 2045, it is vital that our homes and buildings no longer contribute to climate change, while tackling fuel poverty within our communities.

Our LHEES will support the objectives within the South Ayrshire Council Plan, Scottish Government targets and objectives, and builds towards Scotland's place in the world.

1.3 What is the focus of this work?

In LHEES, we are looking at area wide approaches, which means focussing on equity, inclusion, and co-creation. Initial work on LHEES will look to build connections with stakeholders from council services and community planning partners, communities and residents, businesses, and the 3rd sector. We are working to build connections with areas of best practice, develop and connect existing areas of work, and further develop this long-term plan of how we reach our future targets.

In terms of tangible action, this means improving insulation and energy efficiency of all buildings, planning for where area-wide approaches are suitable for heat networks, and identifying what heat provisions are required to meet targets. Throughout this strategy you will find focus sections, these draw out information that will form the basis of delivery plan actions.

1.4 How can you get involved?

Active community engagement is crucial to the success of the LHEES. All stakeholders are encouraged to participate by providing feedback and insights.

We need to take an inclusive approach that ensures this strategy is not only well-informed, but reflective of the diverse needs and perspectives within South Ayrshire. Initial consultation included public consultations, community workshops, and other outreach initiatives, and our aim is to continue community engagement over the course of this strategy.

In order to make the LHEES accessible for all readers, two additional versions are available online.

For a brief look at the Strategy, there is the **Summary report**, and for a more comprehensive overview, the **full technical report** can be found online.

2. Introduction

2.1 Overview of LHEES

The Local Heat and Energy Efficiency Strategies (Scotland) Order 2022¹ places a duty on local authorities to prepare and update a Local Heat and Energy Efficiency Strategy (LHEES) and Delivery Plan. This document is prepared by South Ayrshire Council (SAC) to fulfil its duty under that Order.

This Strategy sets out the long-term plan for decarbonising heat in buildings in the SAC area and improving their energy efficiency.

LHEESs are primarily driven by Scotland's statutory targets for greenhouse gas (GHG) emissions reduction and fuel poverty²:

- Net zero emissions by 2045 and 75% reduction by 2030; and
- In 2040, as far as reasonably possible, no household in Scotland is in fuel poverty.

The Strategy should:

- Set out how each segment of the building stock needs to change to meet national and local objectives, including achieving zero greenhouse gas emissions in the building sector, and the removal of poor energy efficiency as a driver of fuel poverty;
- Identify strategic heat decarbonisation zones, and set out the principal measures for reducing buildings emissions within each zone; and
- Prioritise areas for delivery, against national and local priorities.

Accompanying this Strategy is a Delivery Plan. This has been developed in partnership with key partners and provides a strong basis for action for local communities, government, investors, developers and wider stakeholders, pinpointing areas for targeted intervention and early, low-regrets measures.

The strategy will be reviewed and updated on a five-year basis, delivery plans will be an active record of projects and will be updated annually.

For strategy scope and limitations, please see appendix A.

¹ [The Local Heat and Energy Efficiency Strategies \(Scotland\) Order 2022 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

² [Local heat and energy efficiency strategies and delivery plans: guidance - gov.scot \(www.gov.scot\)](https://www.gov.scot)

3. South Ayrshire Priorities

Priority One Community and Sustainability

Supporting those most vulnerable within our communities is a cornerstone of South Ayrshire Council priorities, from our Council Plan to our Local Housing Strategy. Our LHEES will prioritise reduction of fuel poverty and associated health inequalities, enhancement of our natural environment, and the delivery of an equitable, just transition.



Priority Two Education and Skills

Supporting an energy transition is a cross-generation task, so we must look to support the skills available to deliver this now and in the future. We must look at fostering education and innovation in schools, further education, higher education, and within industry apprenticeships. Our LHEES will work to establish links across all age ranges, supporting a skills workforce to put South Ayrshire at the forefront of the move to Net Zero.



Priority Three Economy and Opportunity

Delivering energy efficiency and developing low carbon technologies have the potential to support economic development, job creation, and foster closer engagement between stakeholders across South Ayrshire. Our LHEES will support the Ayrshire Energy Masterplan in delivering the benefits of a just transition to all of South Ayrshire.



Throughout this document you will find challenge and focus sections, intended to highlight the key considerations, and build to form delivery plan actions. These will reference these priorities.

The connecting priority between these is to ensure open and transparent communication between stakeholders, partners, and communities.

4. Background Information

4.1 LHEES Structure

As established in the Local Heat and Energy Efficiency Strategies (Scotland) Order 2022, LHEES should have a two-part structure. This document sets out the long-term aims and the accompanying Delivery Plan sets out actions to support implementation of this Strategy.

4.2 LHEES Considerations

The LHEES guidance sets out the key considerations for this Strategy, shown in Table 1. These help to categorise building stock into groups that require similar interventions.

Table 1: LHEES Considerations

	No.	LHEES Considerations	Description
Heat decarbonisation	1	Off-gas grid buildings	Transitioning from heating oil and LPG in off-gas areas
	2	On-gas grid buildings	On-gas grid heat decarbonisation
	3	Heat networks	Decarbonisation with heat networks
Energy efficiency and other outcomes	4	Poor building energy efficiency	Poor building energy efficiency
	5	Poor building energy efficiency as a driver for fuel poverty	Poor building energy efficiency as a driver for fuel poverty
	6	Mixed-tenure, mixed-use and historic buildings	Mixed-tenure and mixed-use buildings, listed buildings and buildings in conservation areas

This LHEES has been developed in line with the Scottish Government methodology, with some adjustments to suit the specific context of the authority. For detail on the LHEES approach and methodology, please refer to [Appendix A](#).

In this iteration of LHEES, South Ayrshire is focussing on:

- Improving energy efficiency and reducing fuel poverty,
 - o Including assessment of energy efficiency as a driver for ill-health and health inequalities
- Transitioning off gas buildings to low carbon heating,
- Buildings feasibility for heat networks where appropriate.

4.3 Interventions

There are a range of potential interventions, from energy efficiency measures to low and zero carbon heating systems, which will play a role in South Ayrshire's LHEES. Table 2 summarises these technologies and developed routes. Key technologies are developed further in Section 8.

The Scottish Governments Heat in Buildings Strategy³ (HIBS) states that for the period to 2030, focus must be on accelerating the deployment of tried and tested measures where they are known to be no or low regrets.

³ [Heat in Buildings Strategy - achieving net zero emissions in Scotland's buildings - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/consultations-petitions/html/documents/hibs/)

As noted, South Ayrshire’s focus with regard to technologies for this initial LHEES will look at improving energy efficiency for fuel poverty and health, transitioning off gas buildings to low carbon heating, and building feasibility for heat networks.

Table 2: Heat decarbonisation routes

Intervention	Heat decarbonisation	Effect on fuel poverty	Suitability
Energy efficiency	Measures such as double glazing, draught proofing and insulation reduce energy demand which in turn increases the viability for switching to low carbon heat sources	Improved energy efficiency leads to reduced energy costs, which reduces fuel poverty. Grants and loans are available for lower income households.	Where feasible and cost-effective, the Scottish Government aims for all homes to have the at least the equivalent of EPC band C by 2033
Heat pumps	Heat pumps use electricity to extract heat from the air, ground, water or wastewater. Grid electricity is continuing a trend of decarbonisation through renewable energy.	Appropriately designed and well-running heat pumps can reduce costs, particularly compared to electric heating. Savings are dependent upon the relative price of electricity compared to the fuel displaced as well as the coefficient of performance (COP) of the installation. Replacing electric heating with a heat pump can reduce energy consumption and reduce fuel poverty.	Heat pumps are commonly used in cold climate, such as Scandinavia and research has found that all UK house types are suitable for heat pumps ⁴ . Where necessary, upgrades to heat emitters or hot water storage can present practical challenges in some properties. The electricity network will need to accommodate increase in electricity demand from heat pumps, direct electrical heating, and other energy sources such as Electric Vehicles. Hot water production is usually provided through a hot water cylinder, which requires space in a property.
Heat networks	Heat networks, which use waste heat, heat pumps or bioenergy as their energy source	The Competition and Markets Authority found that up to 90 % of heat network customers enjoy similar, or lower, bills than those with standard gas boilers and heat networks can cut both emissions and bills.	Heat networks are suitable for all building types but only in areas with a sufficient density of heat demand
Electric heating	Electricity to extract heat from the air or ground. Grid electricity is continuing a trend of decarbonisation through renewable energy	While direct electric heating is more efficient than combustion boilers, including gas, the high cost of electricity must be considered for households at risk of entering fuel poverty. Storage heaters can be used to harness cheaper electricity at night but can emit and waste heat when not required	Electric heating is suitable for all properties with a suitable electricity connection. Hot water production is usually provided through a hot water cylinder, which requires space in a property.

⁴ An Energy System Catapult electrification of heat project in the UK finds [all housing types are suitable for heat pumps](#).

Intervention	Heat decarbonisation	Effect on fuel poverty	Suitability
Bioenergy	Sustainably sourced, bioenergy (i.e., solid biomass, biogas or biomethane) is regarded as carbon neutral	There is uncertainty surrounding the future supply of bioenergy and biomass boilers tend to have more maintenance requirements than gas boilers	HIBS indicates that bioenergy is likely to have a limited role in the decarbonisation of the building stock. There may be some buildings for which bioenergy can play a role, for example in hard to treat off-gas properties where heat pumps are unsuitable. However, the UK's Green Gas Support Scheme aims to increase the proportion of biomethane in the gas grid. A bioenergy Action Plan is due to be published in late 2023. Air quality concerns need to be considered in urban settings as well as the health impacts of indoor air pollution.
Hydrogen	Green hydrogen is produced by splitting water using renewable electricity while blue hydrogen is produced from fossil fuels plus carbon capture. Therefore, both production routes are deemed as low carbon in UK and Scottish legislation. Increased availability of hydrogen for heat will have positive implications for the suitability of hybrid heat pump systems, which may be cost-effective solutions	Currently hydrogen is an underdeveloped fuel and is associated with high costs. The future of hydrogen prices is uncertain but may become competitive with other energy sources in the coming decades. However, without Government incentives prices for green hydrogen are unlikely to be lower cost than using direct electrical heating or heat pumps as hydrogen system efficiency is lower than using electrified heating.	Hydrogen is not currently available for supply of heat to domestic properties and is not seen as an immediate solution ⁵ .

4.4 Consultation

Consultation on the development of this LHEES was sought through our community planning partners, registered social landlords, economic development groups, third sector organisations, community groups and members of the public.

Responses were thematically assessed, and key principles were integrated into this version of the LHEES. Analysis can be seen in Appendix D.

⁵ [Delivering Net Zero for Scotland's Buildings - A Consultation on proposals for a Heat in Buildings Bill \(www.gov.scot\)](https://www.gov.scot)

5. Policy and Strategy Context

5.1 National Strategic Context

On a UK level, there exists legally binding legislation to reach net zero emissions by 2050. The Net Zero Strategy: Build Back Greener⁶ report denotes that one third of emissions are a result of heating for homes and workplaces. The UK Government is responsible for regulation of the electricity and gas networks and markets. Other targets are set, such as reaching 600,000 heat pump installations nationwide by 2028⁷.

The Scottish Government has more ambitious targets than the UK, with net zero by 2045 and interim targets of 75 % by 2030 and 90 % by 2040. There are certain powers which are devolved to the Scottish Government such as promoting renewable energy and energy efficiency, while many aspects of energy policy are reserved by the UK Government. Chapter 10 of the Heat in Buildings Strategy⁸ (HIBS) discusses the need for the UK and Scottish Government to work alongside each other to facilitate the decarbonisation of heat.

The Tackling Fuel Poverty in Scotland: A Strategic Approach⁹ sets the target to maximise the number of fuel poor households attaining EPC B by 2040. At the time of writing, the Scottish Government are consulting on an EPC reform, which likely will have an impact on the grading of the building stock and the effect of measures¹⁰. The Fuel Poverty Act sets an overarching target that in the year 2040, as far as reasonably practicable, no household in Scotland is in fuel poverty and, in any event, no more than 5 % of households are fuel poor, no more than 1 % are in extreme fuel poverty and the fuel poverty gap is no more than £250 (in 2015 prices).

The Scottish Government will require that all residential properties in Scotland achieve EPC C by 2033, where technically and legally feasible and cost-effective. For the social rented sector, no housing should be let after 2025 if the EPC rating is lower than EPC D. For the owner occupier sector, new energy efficiency regulations will be introduced between 2023 to 2025.

These policies feed into the LHEES Considerations of:

- 4) Poor building energy efficiency;
- 5) Poor building energy efficiency as a driver of fuel poverty; and
- 6) Mixed-tenure, mixed-use and historic buildings.

A detailed outline of this and other Scottish policy drivers and contexts can be seen in [Appendix B](#).

5.2 Local Policy and Strategy Context

LHEES is not a strategy on its own. Policies and strategies across the council are designed to be interoperable, supporting and developing the principles within the Council Plan. In this way, table 3 shows a sample of the links to and from LHEES within other council strategies, plans and policies.

Priorities from these strategies have been considered in the LHEES development and within the ongoing governance of delivery. The governance group includes representative from each strategy service area, and a key aspect of this group is the ongoing interoperation of policy and strategy links. More detail can be found in section 13.

⁶ [Net Zero Strategy: Build Back Greener - GOV.UK \(www.gov.uk\)](#)

⁷ [Heat Pump Investment Roadmap \(publishing.service.gov.uk\)](#)

⁸ [Heat in Buildings Strategy - achieving net zero emissions in Scotland's buildings - gov.scot \(www.gov.scot\)](#)

⁹ [Tackling fuel poverty in Scotland: a strategic approach - gov.scot \(www.gov.scot\)](#)

¹⁰ [Energy Performance Certificates - Energy efficiency - gov.scot \(www.gov.scot\)](#)

Table 3: Local Policies and Strategies

Strategy, Policy, Plan	Description	Linkages
Statutory Development Plan	<p>The statutory development plan comprises both Scottish Governments National Planning Framework (NPF4) and South Ayrshire Council's Local Development Plan (LDP2).</p> <p>The LDP2 is a spatial land use document which guides the future use of land in our cities, towns, and rural areas. It considers and addresses land use issues arising from the implications of economic, social, and environmental change. In doing so, this document provides an overall, joined up approach to managing development that can set out ambitious but realistic long-term visions the South Ayrshire Council area.</p> <p>This plan forms the prime consideration in the determination of planning applications.</p>	<p>LDP Linkages:</p> <p>Core themes C - Our Environmental Responsibilities</p> <p>How we will be mindful of our responsibilities for the protection of our natural, built, and cultural heritage resources.</p> <p>Core Principles: C1 – We will promote the sustainable use of natural, built, and cultural heritage resources.</p> <p>Strategic Policy 1: Sustainable Development - We will support the principles of sustainable development by making sure that development meets the following standards:</p> <ul style="list-style-type: none"> ○ Designed to maximise energy efficiency through building siting, orientation, and materials, ○ Helps mitigate and adapt to the effects of climate change. ○ Includes the use of micro-renewables, wherever appropriate ○ Wherever possible, Incorporates or facilitates the development of District heating / heat networks. <p>For reference:</p> <p>Low and zero-carbon buildings (pg. 82)</p> <p>LDP policy: renewable energy (pg. 82)</p> <p>LDP policy: heat networks (pg. 84)</p>
Local Housing Strategy	<p>The LHS is a 5-year plan to support people of South Ayrshire to find good quality housing, develop a sense of identity and belonging, reduce homelessness, and support all residents in their ability to live in a warm, dry, energy efficient home that meets their needs.</p>	<p>Cross-cutting themes</p> <p>– Sustainability, climate change and biodiversity</p> <p>Agreed Principle: Healthy Homes and Fuel Poverty</p> <p>Outcomes: HH1, HH2, HH3, HH5</p>
Strategic Housing Investment Plan 2023/24 – 2027/28	<p>The Strategic Housing Investment Plan (SHIP) 2023/24 – 2027/28 sets out the strategic investment priorities for affordable housing over the next five years that will achieve</p>	<p>Strategic priority – Sustainable Communities and Sustainable Developments</p> <p>All projects proposed in the SHIP will help to tackle fuel poverty and ensure that heat is affordable for residents by increasing energy efficiency and reducing the amount of energy required to heat the home.</p>

Strategy, Policy, Plan	Description	Linkages
	outcomes set out in the Local Housing Strategy and HNDA.	
Sustainable Development and Climate Change Strategy 2019 – 24	<p>This strategy sets out a coherent framework for the council projects, policies and initiatives which promote sustainable development, mitigate climate changing emissions, and adapt to the impacts of climate change.</p> <p>It focuses on the themes of sustainable council, environment, and community with broad outcomes and actions for each.</p>	<p>Outcome 1 - reducing emissions from energy use, improving economic development opportunities, and embedding mitigation, adaptation, and partnership working.</p> <p>Outcome 3 - links through energy activities within local communities.</p>

6. Challenges and Opportunities

The scale of the change involved in decarbonising heat in South Ayrshire should not be understated. Energy transitions present huge challenges economically and socially; however, they do present opportunities as well.

Opportunities

6.1 Just Energy Transition

The concept of Just Transition originated in the 1980's and has gained traction in terms of sustainable development and energy transition. The International Labour Organisation (ILO) defines it as "Greening the economy in a way that is as fair and inclusive as possible to everyone concerned, creating decent work opportunities and leaving no one behind."

This is a principle we seek to embed in the LHEES, improving equity and reducing inequality.

Every Scottish Local Authority must undertake an LHEES, and each will assess the level of interventions required to work towards heat decarbonisation. Combined with legislative drivers this transition to decarbonise heat in buildings has significant implications for supply chain development, reskilling and upskilling, and knowledge transfer.

Recent research has shown that improved energy efficiency was responsible for almost 25% of all GDP growth in the UK since the 1970's¹¹, and that early planning and embedding of social equality can significantly improve outcomes¹². In this way, ensuring a just energy transition in South Ayrshire not only supports the local economy to be at the forefront of this national change, but ensures that we are delivering on our commitment to protect those most vulnerable in our communities.

South Ayrshire Council is committed to embedding the principles of social equity and just transition in our decarbonisation journey and will work with key partners like Sustainable Scotland Network to develop deliverable actions towards this goal.

6.2 Ayrshire Energy Masterplan

The Ayrshire Energy Masterplan represents a cross-authority approach to develop a strategic energy vision for the Ayrshire region. This will include socio- and techno-economic modelling to identify investment opportunities, areas of business growth, and skills and supply chain development areas. Strategic outcomes will link with LHEES through local energy and heat generation, decarbonisation, investment in local carbon technologies, and a just and inclusive energy transition.

The strategy is due to be released in 2024 and will link closely with the LHEES delivery planning.

6.3 Engagement & Development

Although LHEES is developed by South Ayrshire Council, this strategy is relevant to all stakeholders in South Ayrshire. To deliver on our commitments, we will need to build and develop engagement routes across services, sectors, and communities.

Consultation on this document was sought through our community planning partners, registered social landlords, economic development groups, third sector organisations, community groups and members of the public. Responses were thematically assessed, and key principles were integrated into this version of the LHEES. Analysis can be seen in Appendix D.

Implementing LHEES and associated actions will require continuation and extension of partnerships such as Ayrshire and Arran NHS Trust, Energy Agency, and Home Energy Scotland through the LHEES coordination group and Local Area Outcome Planning (LOIP) forums. The ongoing work of these organisations and other

¹¹ <https://ukerc.ac.uk/news/energy-efficiency-contributed-25-of-uk-economic-growth-since-1971/>

¹² <https://www.gov.scot/publications/transitions-comparative-perspective/pages/5/>

local partners highlight areas of best practice, show links between housing and health, and ensure that external funding for advice and measures is delivered effectively and at speed.

Public and community engagement will continue beyond the consultation period through LOIP forums and community councils. With the scale of the required transition, public communication is vital and arguably work beyond the scale of local authority intervention is required. Further internal development on engagement can be seen in Section 13: Governance, however a public engagement strategy will be required as part of the delivery plan actions.

6.4 Community Wealth Building

Community wealth building is a people-centred approach to local economic development, which redirects wealth back into the local economy and the surrounding community. It can deliver more business growth, community owned assets, and improved resilience while building social and environmental justice. This can be done through local anchor organisations such as local councils, community groups, housing associations, or education facilities.

In the Wallacetown Community Energy Project Proposal, the local community association is working in partnership with South Ayrshire Council, seeking to install community owned PV panels onto the roofs of three school buildings in the Wallacetown neighbourhood of Ayr. The Council will purchase the power generated by the panels for use in the school buildings, with the surplus sold to the National Grid. The income earned, after costs, will go to create a new 'Wallacetown Benefit Fund' managed by the community, that will fund future education and wellbeing projects.

This project not only supports community ownership and wealth building in one of Scotland's most deprived areas, but builds connections between local residents, community groups, Strathclyde University, and council teams.

The association has a wider vision to make Wallacetown a NetZero Sustainable Village, drawing on partnership experience to support decarbonisation. An example of this was the MSc Group Project on an Urban District Heating feasibility study linking directly to Wallacetown and SACs LHEES strategy. Going forward the Council and the university will engage with the joint Energy Working Group to identify sustainability projects that will help jointly achieve the vision of making Wallacetown a NetZero Village, a model of good practice that can be shared.

Focus

- **Priority 1:** Embed the principles of Just Transition into LHEES development and delivery,
- **Priority 1 & 3:** Support the development of the Wallacetown Community Energy Project & Net Zero Village,
- **Priority 3:** Support the Ayrshire Energy Masterplan project to broaden commercial engagement,
- **Priority 3:** Establish LHEES within existing consultation routes, and develop new routes where possible

Challenges

The challenge of decarbonising heat on an area-wide basis is a massive challenge, which this iteration of LHEES seeks to take the first steps towards.

One of the main challenges in decarbonising heat in South Ayrshire is the age and energy efficiency of buildings across the authority. All LHEES work across Scotland is based on the Home Analytics (HA) and Non-domestic Analytics (NDA) datasets, which is managed by Home Energy Scotland on behalf of the Scottish Government. This data set gives property level information about property type, age of construction, EPC, and energy efficiency measures installed.

6.5 Domestic Buildings

For South Ayrshire records show:

- 57,949 domestic properties in South Ayrshire,
- 8,567 owned by South Ayrshire Council (14%),
- 2,330 owned by housing associations (4%),
- 6,697 owned by private landlords (11%),
- and 39,713 being owner-occupied (68%).

Note: 642 addresses lacked detail and were removed from analysis

With the majority of homes owner occupied, this present significant challenge in direct Council-led intervention. Development of stakeholder engagement through partner organisations such as the Energy Agency and Home Energy Scotland can support homeowners with advice and funding where available.

The majority of the domestic building stock in South Ayrshire was constructed after 1950 (Figure 2) with 87 % of SAC's stock built before 1983. Housing association stock has a larger proportion of newer builds, reflected in a high percentage of properties reaching an EPC grade of C or better.

There are conservation areas in South Ayrshire and 4,636 domestic properties are situated in those. Listed buildings make up 2 % of the domestic building stock, with South Ayrshire Council owning 26.

As the LHEES seeks to support decarbonisation of not only buildings we own and manage, but domestic and commercial properties as well, engagement is required to inform and support building owners in this journey. Existing engagement routes such as tenant participation, registered social landlords, private landlord communications, economic development teams, and community support groups will be assessed and where appropriate representatives brought in to consult through the Coordination group. A main challenge of this LHEES will be coordination of messages across these groups, linking with their priorities and objectives in order to deliver on actions.

Data challenges are also a consideration, both in quality and variety of data. There is a need to validate both HA and NDA data sets against Council data sets and enrich this through layering of other relevant data, such as substation headroom or health and equality information. The sharing and handling of this data will require a joint working exercise between community planning partners.

Challenges

- Higher than Scottish average owner-occupier (58%) and lower than average socially rented (23%) means less direct action available to SAC,
- Greater levels of heat demand in private rental and owner occupier properties with minimal scope of direct intervention
- Higher than average pre-1919 building stock (18%),
- Data quality and variety

Focus

- **Priority 1:** Exemplify existing best practice work in SAC towards national standard,
- **Priority 1:** Support ongoing energy efficiency programmes
- **Priority 3:** Extend engagement with SAC departments, owner-occupiers, registered social landlords, private rental landlords, and communities through governance group.

Figure 1: Domestic heating energy demand

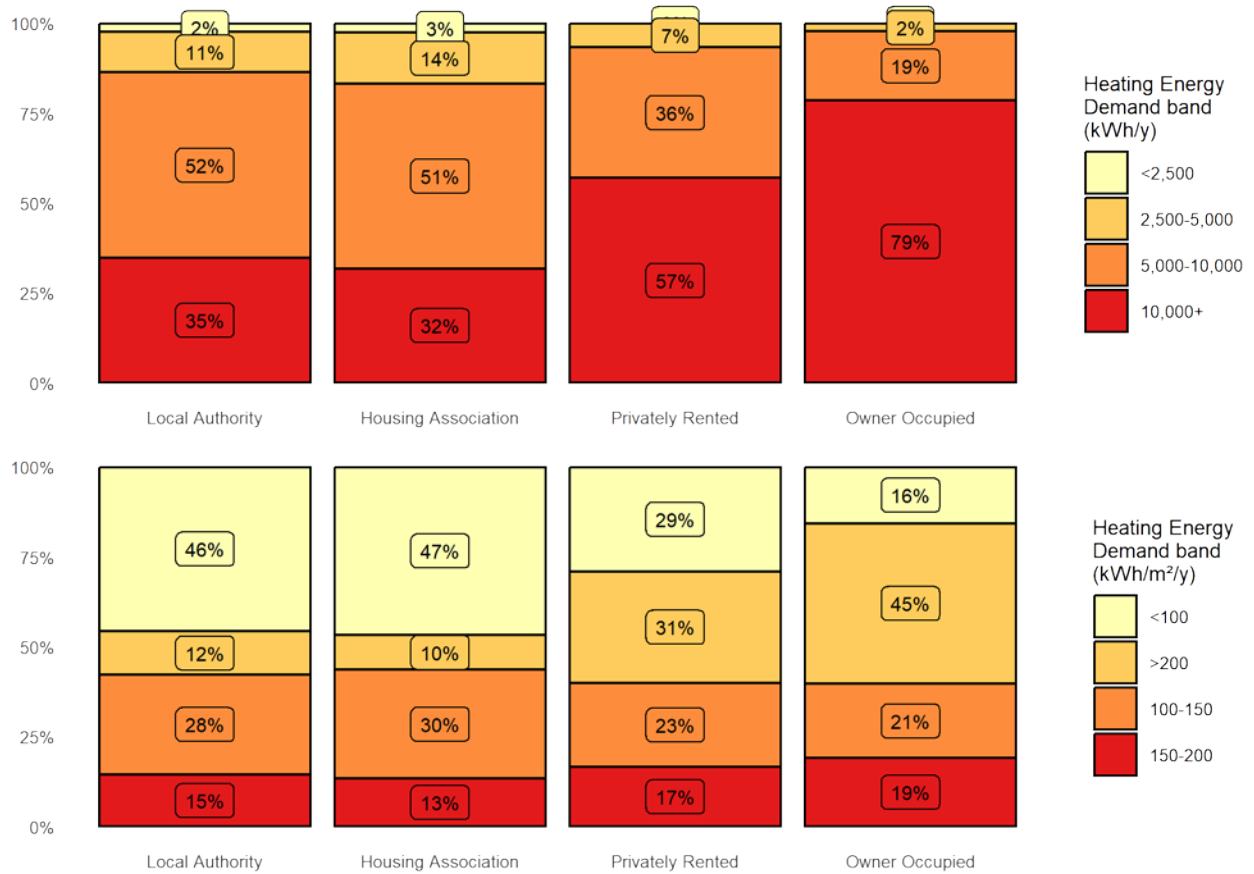
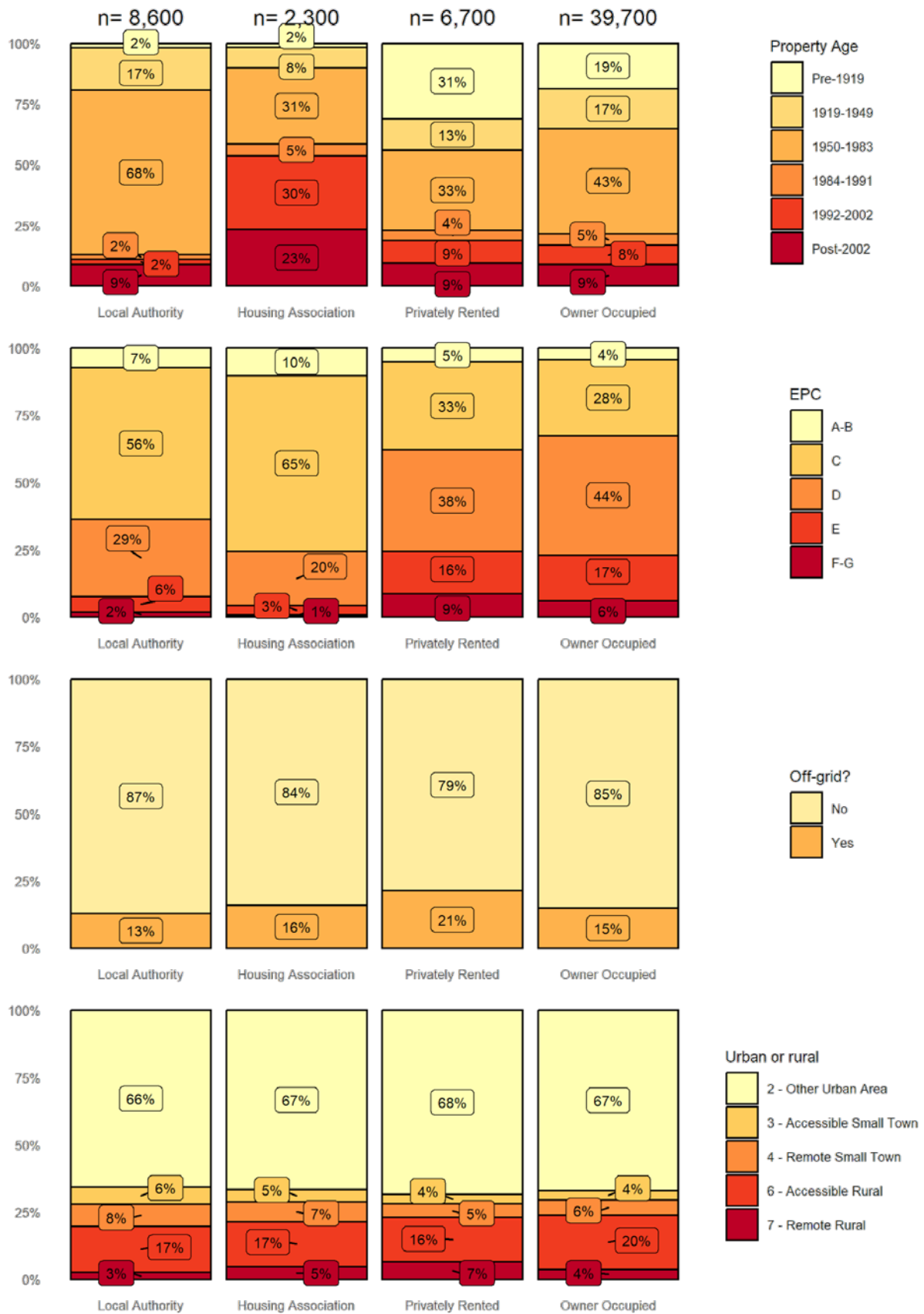


Figure 2: Domestic buildings- Distributions of age, EPC rating and gas grid connectivity by tenure type



Note, for clarity, percentages rounded to nearest integer and counts rounded to nearest hundred

6.6 Non-domestic Buildings

The Non-Domestic Baseline Tool utilises data derived from Non-Domestic Analytics data sets. This analysis is based on the best available data, but there are gaps in reliability and coverage. Nevertheless, the data has been used for the baselining step of the LHEES process to get a flavour of the building stock.

This data will be supported through the Ayrshire Energy Masterplan (AEM); an ongoing project across the three Ayrshire's which looks to identify investment and development opportunities in heat and energy decarbonisation. The introduction of Building Assessment Reports (BAR) from Scottish Government will further develop this picture in the near future.

The Non-Domestic Baseline Tool records 4,135 non-domestic buildings in South Ayrshire. Together, these have an estimated total heat demand of 150,000 MWh/y. An analysis of these properties can be seen in figure 3 below.

Gas is the biggest source of heat but electricity is close behind and, along with oil, they have the largest share of small heat loads. Smaller buildings account for almost half of the total heat demand and supporting those with small oil systems, which would not individually be as expensive, for heat pump or heat network connection could be a priority. It is likely that the small properties utilising electricity are already using heat pumps for heating and cooling.

A large proportion of buildings are pre-1919 with a high heat demand and this group of properties may be a target for energy efficiency measures. The data lists 55 % of these pre-1919 buildings as being retail or financial and 79 % as being in towns, making up most high street retailers.

Generally, non-domestic heating energy demand is dominated by the retail and finance sector (*Figure 3*).

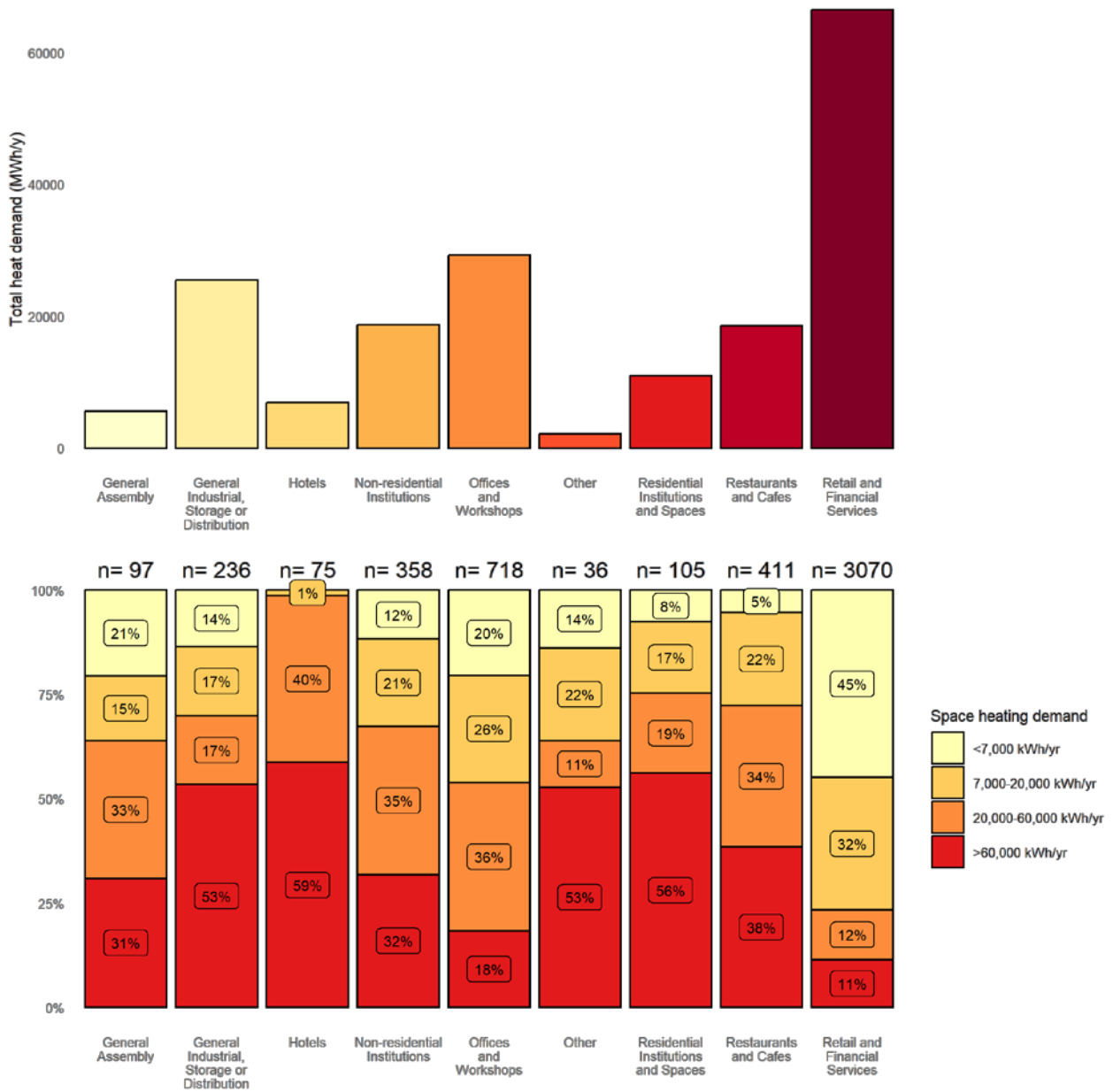
Challenges

- Data availability and reliability,
- Varied challenges with heat demand depending on business type,
- Traditional build high streets with hard-to-treat properties.

Focus

- **Priority 3:** Existing work through AEM to support engagement with non-domestic owners,
- **Priority 3:** Support Building Assessment Report (BAR) process and integrate data,
- **Priority 2 & 3:** Explore co-working opportunities with Economic Development and community planning partners

Figure 3: Non-domestic building type by heat demand



Note, for clarity, percentages rounded to nearest integer and counts rounded to nearest hundred.

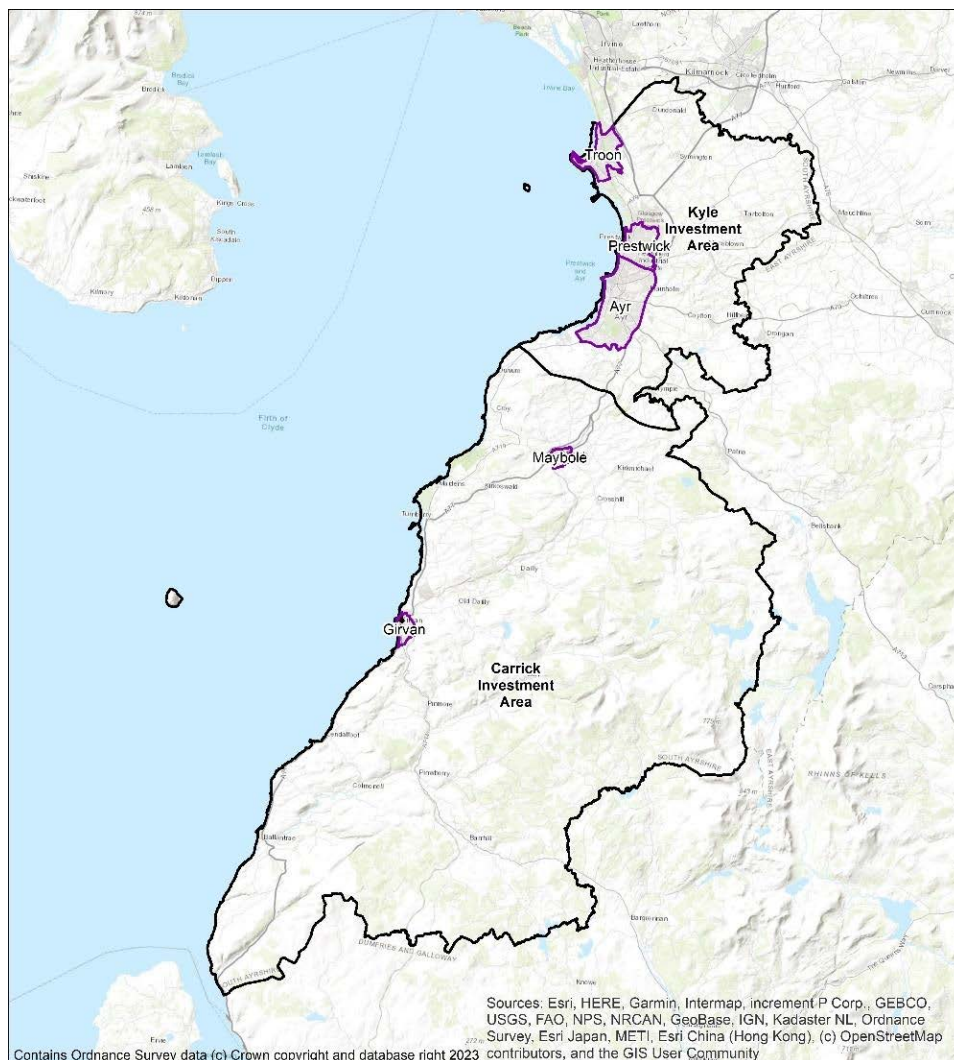
7. Strategic Zones and Baseline

This section illustrates how we have set out Strategic Zones and developed pathways for each. In this section the approach to selecting Strategic Zones is described, as well as the attributes for each which affect the strategic options. Weighted scores are used to assess energy efficiency and factors affecting the development pathways. A higher score is representative of poorer energy efficiency. Full details on the weighting and calculations are available in the **full technical report** in *Appendix C, D and I*.

7.1 Local Development Plan Areas as LHEES Strategic Zones

Through our LHEES work, “intermediate” geographical zones have been generated to show priority areas to target interventions, the analysis and indicators used can be seen in the **full technical report**, *Appendix A, and I*. In addition to this standard methodology, data was mapped against SACs Local Development Planning boundaries, as shown in figure 4.

Figure 4: South Ayrshire’s Strategic Zones



Creating a baseline of information about our building stock in South Ayrshire gives both a starting point to approach the task of decarbonisation, and a reference to measure our progress against in future. Meetings with Locality Planning groups and community councils have been undertaken for Girvan, Maybole and Carrick zones, and will continue with wider zones throughout LHEES delivery.

7.2 Domestic Properties and Tenure

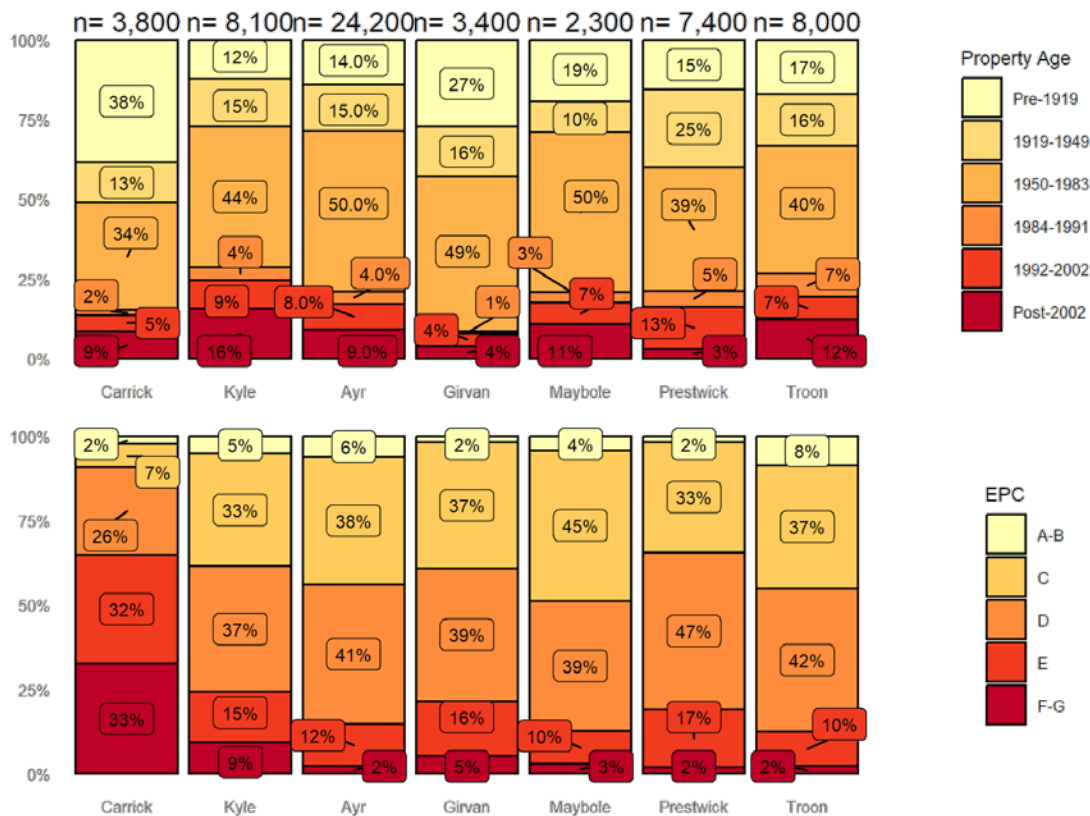
The numbers of domestic properties in the Home Analytics dataset, broken down by Zone and tenure are given in Table 4.

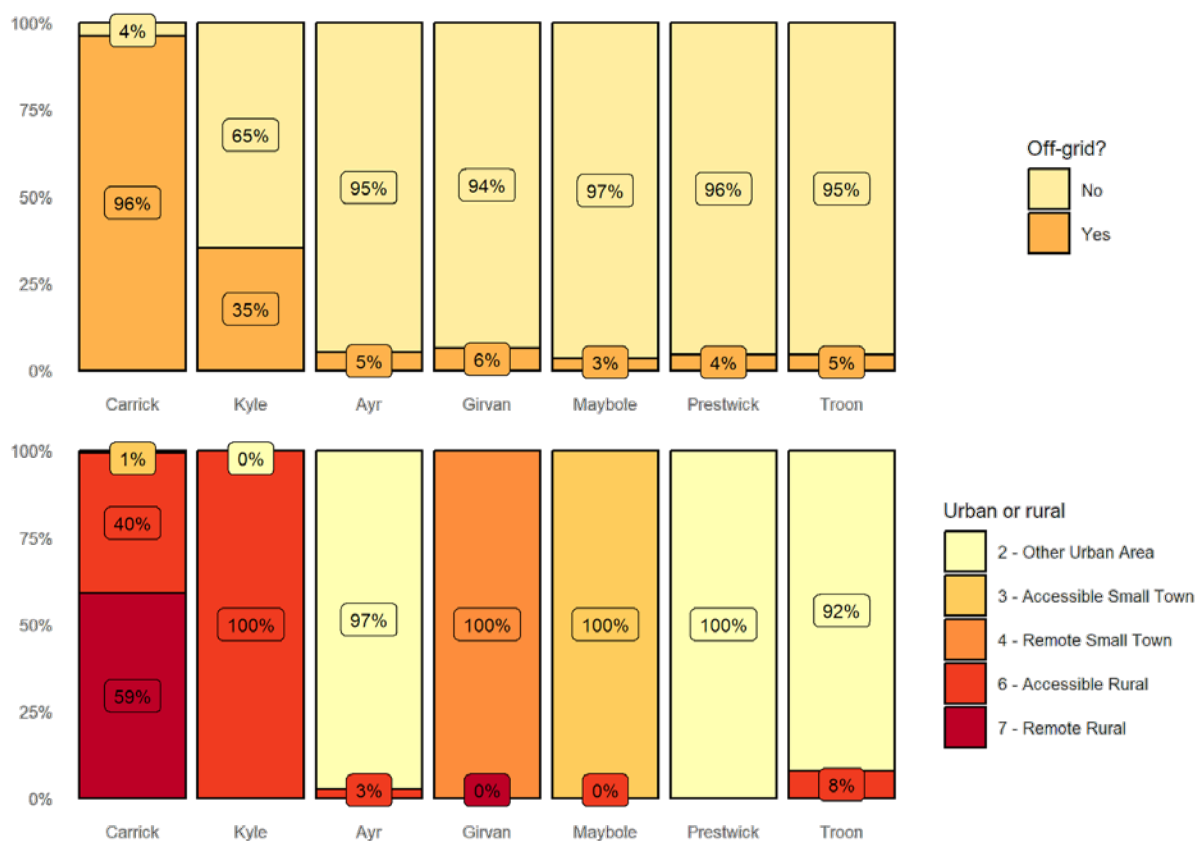
Table 4: Domestic properties in the Strategic Zones

Zone	Total domestic properties	Tenure				Mixed tenure in parent building
		SAC	Housing Association	Private Rental	Owner Occupied	
Carrick	3,800	470	170	660	2,500	214
Kyle	8,100	1,050	320	800	5,930	409
Ayr	24,200	4,210	1,150	2,940	15,900	5,232
Girvan	3,400	700	170	330	2,200	414
Maybole	2,300	520	110	240	1,450	311
Prestwick	7,400	680	210	770	5,740	908
Troon	8,000	930	210	940	5,920	1,647

A baseline assessment of these properties by area, age, EPC, gas grid connection and urban or rural designation is shown in Figure 5.

Figure 5: Baseling of domestic properties in the Strategic Zones





Note, for clarity, percentages rounded to nearest integer and counts rounded to nearest hundred.

7.3 Domestic Energy Efficiency

In order to improve energy efficiency in domestic buildings, a wide range of improvements must be considered. This work is already underway, in line with council priorities and programs such as Home Energy Efficiency Programmes for Scotland: Area Based Schemes (HEEPS:ABS). This LHEES will seek to support and expand both funding and delivery as required to meet objectives.

Table 5 shows interventions required for each strategic zone and their weighted score with mapping shown in figure 6.

Table 5: Domestic energy efficiency weighted scores by strategic zone

Strategic Zone	Number of interventions required				Percentage of housing stock				Total Weighted Score
	Loft Ins.	Glazing Upgrade	Wall Ins.	All	Loft Ins.	Glazing Upgrade	Wall Ins.	All	
Carrick	819	373	2,159	3,351	21 %	10 %	56 %	87 %	29
Kyle	801	375	2,500	3,676	10 %	5 %	31 %	45 %	15
Ayr	2,147	1,488	8,552	12,187	9 %	6 %	35 %	50 %	17
Girvan	497	191	1,418	2,106	14 %	6 %	41 %	61 %	20
Maybole	250	133	954	1,337	11 %	6 %	42 %	58 %	20
Prestwick	955	310	3,278	4,543	13 %	4 %	44 %	61 %	20
Troon	709	290	3,225	4,224	9 %	4 %	40 %	53 %	18
Total	6,178	3,160	22,086	31,424					

The three groups of interventions are broken down by strategic zone and tenure are shown in Figure 6. Much of the Home Analytics data is implied from other observations (e.g. wall construction) where there is no direct observation of a feature (e.g. wall insulation). A target for this LHEES is to improve the quality of the data used for decision-making and this can be done in tandem with the Scottish Government to improve the Home Analytics dataset.

Figure 6: Domestic properties requiring upgrades to glazing, and loft and wall insulation

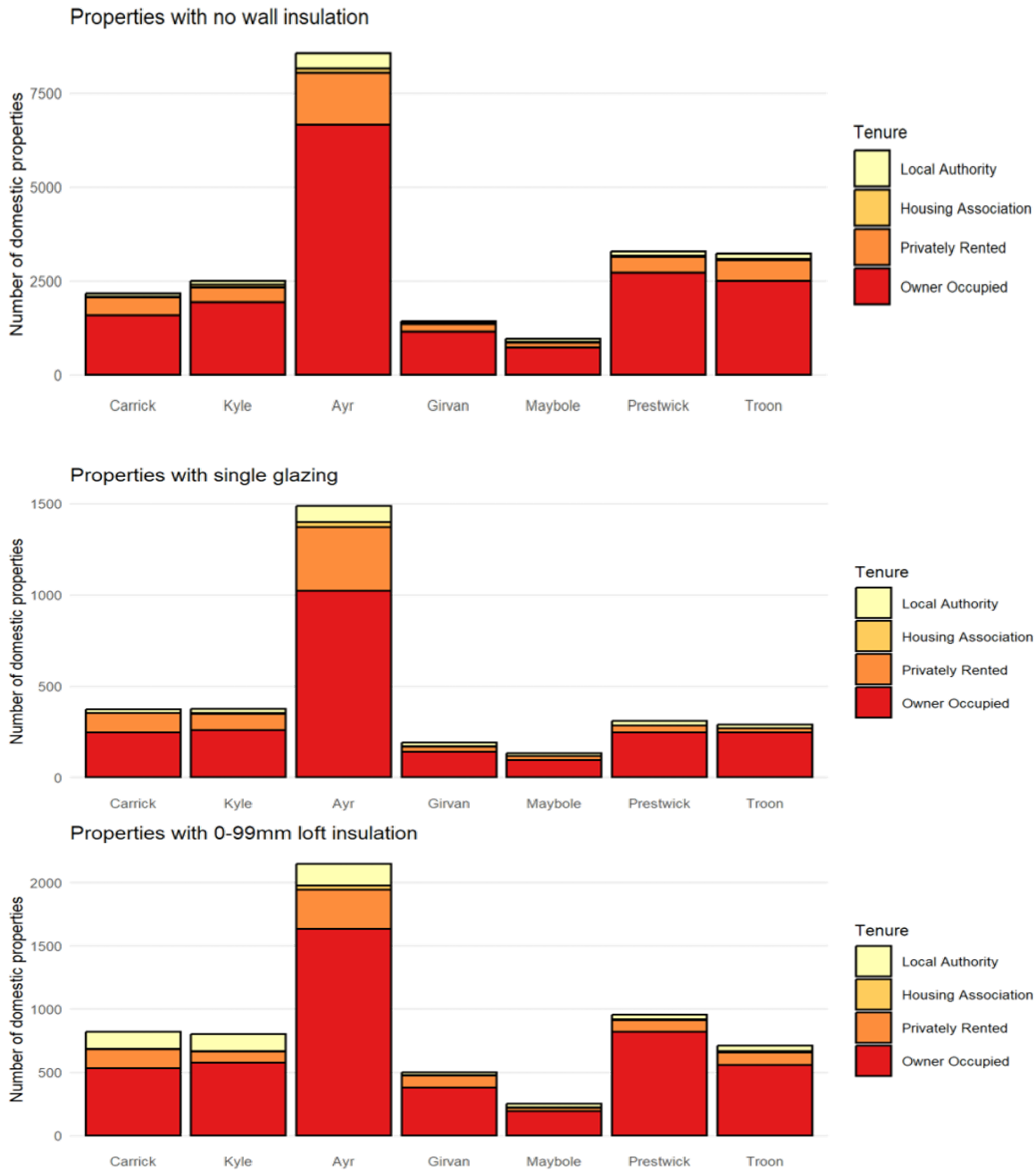
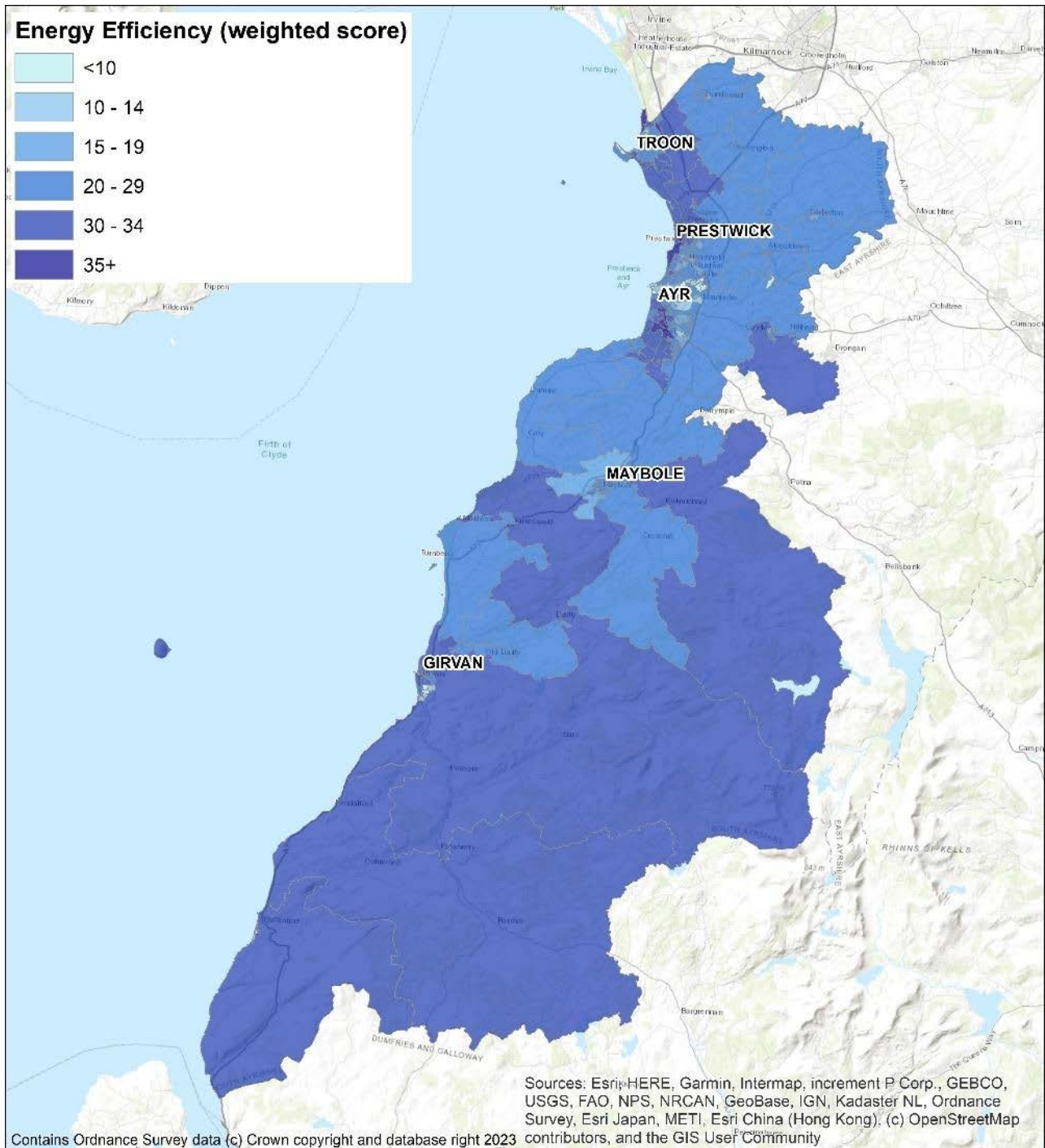


Figure 7: Map of Weighted Energy Efficiency Score – Data Zone Level



The baseline heat demand per year for the domestic buildings in South Ayrshire Council is 835,000,000 kWh. Table 6 shows the potential effect energy efficiency interventions can have on reducing demand across all the South Ayrshire building stock. This helps identify which measures are most cost effective, helping both fuel poverty and heat decarbonisation. Loft insulation upgrades is by far the lowest cost method to reduce heating demands. On the other hand, installing external wall insulation on the outside of buildings that already have cavity or internal wall insulation is deemed as the least cost-effective way to reduce heat demand. However, other factors such as available funding streams or improving the aesthetics of the building with external wall insulation or window upgrades can drive lower efficiency improvements.

Table 6: Summary of energy efficiency interventions across all buildings in South Ayrshire

Measure	Heat Demand Reduction (kWh/y)	Fuel Savings per Investment Cost
Cavity Wall Insulation (CWI)	40,800,000	0.220
Internal Wall Insulation (IWI)	3,400,000	0.113
External Wall Insulation (only wall measure)	37,800,000	0.079
External Wall Insulation (alongside CWI or IWI)	78,400,000	0.023
All wall insulation measures	160,400,000	0.040
Loft insulation upgrade from <100mm	26,300,000	1.003
Loft insulation upgrade from 100-250mm	64,800,000	0.529
Loft insulation upgrade from 250-300mm	90,500,000	0.227
All loft insulation measures	181,700,000	0.430
All Single to Double Glazing upgrade	6,600,000	0.064
Cylinder insulation upgrade from <50mm	14,500,000	0.216
Cylinder insulation upgrade from 50-80mm	2,000,000	0.110
All cylinder insulation measures	16,600,000	0.192
All Combined Measures	365,300,000	0.062

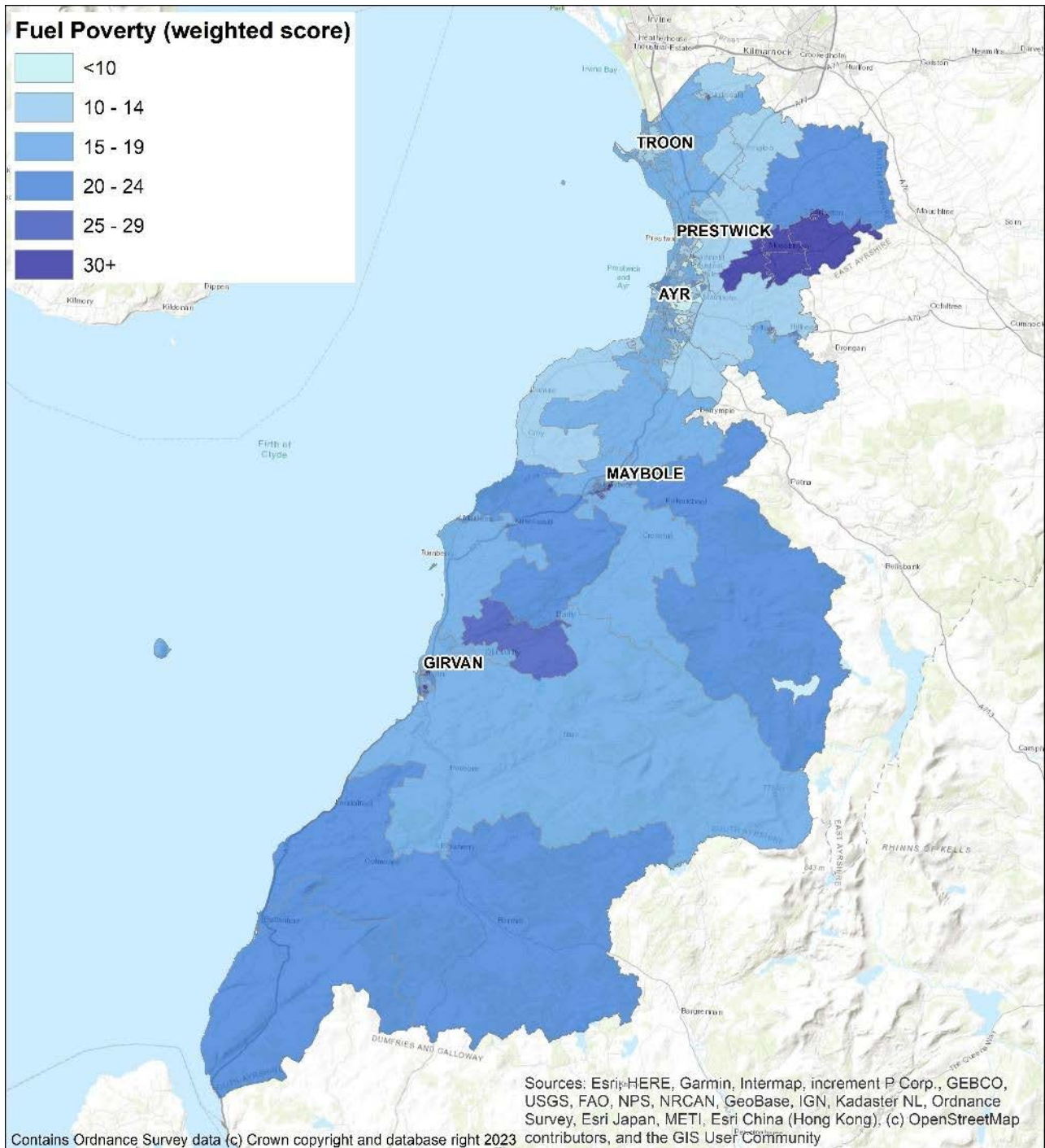
7.4 Domestic Energy Efficiency and Fuel Poverty

The Weighted scores for fuel poverty as a results of poor energy efficiency for the strategic zones, using the default weightings have been calculated for the Strategic Zones (Table 7). These are mapped against the data zone levels in figure 9. Carrick and Girvan stand out above the others and the interventions discussed in 7.4 will reduce the scores.

Table 7: Domestic fuel poverty scores by strategic zone

Strategic Zone	Households with energy bills > 10% of income after housing costs	Households with energy bills > 20% of income after housing costs	Total Weighted Score
Carrick	34 %	23 %	31
Kyle	21 %	7 %	18
Ayr	22 %	9 %	19
Girvan	33 %	21 %	27
Maybole	27 %	15 %	23
Prestwick	18 %	4 %	19
Troon	19 %	4 %	18

Figure 8: Map of Energy Efficiency as a Driver of Fuel Poverty – Data Zone Level



Analysis

This analysis of baseline data gives several considerations for this and future LHEES work:

Loft insulation

There should be limited barriers to installing loft insulation to owner occupied and privately rented homes, since it is both cheap and usually easy to install.

Enhancing Dataset

HA data is comprehensive, however will require to be crosschecked with local knowledge and Council datasets to improve targeting. Layering of data with health information to assess energy efficiency as a driver for health inequalities could provide more contextual targeting of interventions.

Local Authority and Housing Association

Local authority housing stock represents the most easily accessible interventions, generally covered through rolling maintenance programs. As such, Council properties with single glazing and substandard loft insulation will be assessed against Council records as it is likely these are cloned records.

Carrick

Carrick stands out with respect to the weighted scores, with the highest percentage of interventions required in each category.

Wall insulation

Wall insulation is the largest required intervention area with an average of 41% of properties requiring some level of improvement. While there is a proportion of homes with solid walls which are hard to insulate, the most common construction type in every strategic zone is cavity walls which should not hinder improved insulation (Figure 6).

Private Sector

The private sector represents the largest proportion of each intervention area. Additionally, 1,069 homes with single glazing are either listed or sit in conservation areas and, consequently, barriers to interventions may be more than just financial. Partnership working with Energy Agency and Home Energy Scotland will be essential to support intervention in this area.

Challenges

- Data reliability is good for domestic, but there is a need for localised knowledge, engagement, and layering of datasets to deliver successful interventions,
- Scale of intervention required,
- Current funding streams are not adequate to meet scale of challenge.

Focus

- **Priority 1:** Prioritise areas and interventions highlighted through the baseline work,
- **Priority 1 & 2:** Continue Locality Planning and Community Council engagement sessions to build understanding and engagement,
- **Priority 1, 2 & 3:** Assess funding and capacity issues around delivery of measures.

8. Technology

8.1 Options

There is no single solution to decarbonisation of heat, certainly not on the scale that LHEES is working from. Currently the most viable options from Table 2 for low carbon heat sources are:

- Heat pumps
- Heat networks
- Electric heating

Each property owner will make decisions on which route of change and technology is most suitable for them and their property, at this stage of the LHEES work we seek to outline the most suitable technologies for different properties.

8.2 Heat Pumps

All properties have been assessed for suitability for heat pumps as part of the LHEES, with the method and results available in the **full technical report**, section 7.7.3 and Appendix G. This is an overview, and in practice there will be assessments done on a case-by-case basis, however the DESNZ Electrification of Heat Demonstration project¹³ report, conducted by Energy Systems Catapult, concluded:

“The project has not identified any particular type or age of property that cannot have a successful heat pump installation. The suggestion that there are particular home archetypes in Britain that are “unsuitable” for heat pumps is not supported by project experience and data.”¹⁴

As a result, of the 58,000 domestic properties in question, 28,445 could currently be suitable for heat pump installation. This includes individual and communal heating systems.

This level of electrification of heating could place significant pressures on the electricity grid. A key action in the delivery plan is to develop engagement with Scottish Power Energy Networks (SPEN), alongside close working with the Ayrshire Energy Masterplan. Increased coordination with commercial and grid investment planning in the near to medium term will improve longer term area-wide delivery, allowing for early warning of potential grid constraints and reducing risks and barriers to delivery.

Challenges

- Poor installation or incorrect measures risk increasing energy costs and making fuel poverty worse,
- Grid capacity may constrain large scale roll out of heat pumps,
- High installation costs

Focus

- **Priority 1 & 2:** Prioritising no/low regret options
- **Priority 2:** Monitoring energy costs and funding availability
- **Priority 2:** Engagement with Scottish Power Energy Networks in developing area wide approaches.

¹³ [Electrification of Heat Demonstration Project: winning bids, case studies and project data - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/684441/electrification-of-heat-demonstration-project-winning-bids-case-studies-and-project-data.pdf)

¹⁴ [All housing types are suitable for heat pumps, finds Electrification of Heat project - Energy Systems Catapult](https://www.energy.catapult.gov.uk/research-and-development/electrification-of-heat/)

8.3 Electric Heating

Electric heating can include a series of different solutions, the most prominent of which is high-efficiency storage heaters. These store heat generated overnight while electricity is cheaper and release it gradually over the course of the day. These systems require a cheaper off-peak electricity tariff to heat the home. Fuel poverty research by Scottish Government in 2020 cited mixed views with storage heating, varying from no significant issues, to challenges with affordability, tariff and operation confusion, and difficulties with price comparison and switching¹⁵.

High-efficiency systems can offer a more cost-effective solution compared to conventional storage systems or direct radiant panels. Research suggests that of the 1.7m homes in the UK heated with electric storage heaters, 63% of which are over 12 years old, upgrading and correctly specifying system sizes can reduce bills and positively impacts of fuel poverty¹⁶.

8.4 Mixed Tenure, Mixed use and Historic

Listed buildings and conservation areas

Listed buildings can be challenging with respect to energy efficiency improvements, the siting of, for example, air source heat pumps external to the building, and the connection to new district heating pipework.

There are around 1,350 listed domestic properties (data for non-domestic has not been provided). Only 19 % have EPCs rated C or better, with 14 % being F or G.

Like listed buildings, conservation areas represent a particular challenge regarding the introduction of energy efficiency measures and low carbon heat measures. For example, conservation areas are excluded from certain permitted development rights. This can result in properties requiring permission for works that may not have required planning permission in a different area. Conservation areas are more likely to include traditional building types for which energy efficiency measures and low carbon heat sources tend to be more time consuming, challenging or costly to install, if they are possible at all.

There are a little over 4,600 domestic properties in conservation areas (around 8 % of the homes in South Ayrshire), with the vast majority being owner occupied.

Mixed use buildings

Around 1,700 domestic properties (3 %) of total are recorded as flats in mixed use buildings. The potential energy efficiency interventions for these properties are laid out in Figure 16, section 7.8 of the **full technical report**. Almost all of these properties are owner occupied or privately rented. As with the general stock, wall insulation appears to be a big target for this typology.

Challenges

- Limited direct influence on energy efficiency or heat type,
- Unique and challenging building types,
- Increased cost and challenge for interventions,
- Incorrect installation or operation of technologies can exacerbate fuel poverty.

¹⁵ [Lived experience of fuel poverty, Scottish Government, 03/09/2022](#)

¹⁶ [The role of off peak electric heating in reducing fuel poverty, 2017](#)

Focus

- **Priority 1 & 2:** Prioritising no/low regret options,
- **Priority 2 & 3:** Engagement with local and national groups and industry experts to monitor best practice,
- **Priority 2 & 3:** Identify and exemplify existing best practice within South Ayrshire.

9. Heat Networks

Heat networks, often referred to as district heating systems, are area wide approaches to heating, and combined with sustainable heat sources will play a crucial role in decarbonising heat for our homes and businesses. Unlike traditional heating methods that rely on individual property heating, heat networks operate by sending heat from a central source to multiple buildings through a network of insulated pipes. Globally, 9% of final heat demand is met by heat networks, with European leaders such as Denmark, connecting to 65% of domestic properties.

One of the key advantages of heat networks is the option to use different sources of heat, such as large-scale heat pumps using water, ground, or waste as heat sources, geothermal, and waste heat from industrial processes.

Scottish Government has identified heat networks as a key technology in meeting our climate change duty and assigned output targets through the Heat Networks (Scotland) Act 2021, the first of which is in 2027.

9.1 Approach

The principal determining factors for the feasibility of heat networks are the heat density in an area and the presence of one or more “anchor loads” – consumers which are large, stable, and likely to connect.

To assess these factors, the Scottish Heat Map data was supplemented with data from the Council on fuel consumption within their estate. A data validation exercise was carried out to remove any duplicate points, heat demands which were uncertain, dubious heat loads and buildings in sectors less likely to enter into commercial agreements. Where areas were shown to be viable, additional checks were carried out on the anchor heat loads and any loads considered erroneous were removed from the analysis.

Further validation of both the actual heat demands of the buildings and their suitability for connection to heat networks will be assessed before identifying future heat network areas.

The maps presented illustrate the heat demand density of buildings and highlight the possible anchor loads with the addition of other data including local authority-owned properties, potential sources of heat and areas of future development.

The linear heat density method was used – involving drawing a circle around each building the diameter of which is proportional to the heat load of the property. Two measures of heat network viability were used:

- A baseline scenario (purple shades throughout this analysis) using 4,000 kWh/y/m where the circle around each property (in kWh) is divided by 4,000 to give a radius in metres around the property; and
- A stringent scenario (green shades throughout this analysis) using 8,000 kWh/y/m where the radius of the circle is the heat load in kWh divided by 8,000.

The 4,000 kWh/y/m measure highlights more areas as being potentially suitable and the 8,000 kWh/y/m shows fewer areas but are areas with a higher chance of forming a successful heat network.

Finally, the areas were filtered based on whether a continuous area could be formed where the circles around each heat load formed, which enclosed heat loads totalling 15,000 MWh/y or more.

This heat load represents a 3 MW heat source operating for 5,000 full load equivalent hours per year. The purpose is to identify those areas where it is likely that there is sufficient heat load to warrant a new energy centre being constructed. This is intended only as a guide and the exact cost of each energy centre and network would need to be calculated at feasibility stage.

9.2 Overview

An analysis of the potential for heat network zones indicates that there are broadly two areas where heat networks may be viable – within Ayr and an industrial cluster near Girvan.

Within Ayr there are three separate zones identified, however, this strategy considers them in the context of a single heat network strategy for Ayr rather than considering them three discrete opportunities.

9.2.1 Ayr

The analysis shows that there is a cluster of properties in the town centre, South of the river, which could be considered an area for district heating (Figure 9). This area has both sufficient total load to consider constructing a new network and associated infrastructure, as well as a number of anchor loads including Council owned buildings.

North of the river, there is a heat network area which could be connected to the town centre by one of the bridges crossing the river to form a single heat network opportunity. The business strategy areas highlighted in a red outline are also in this zone and the third to the North East.

A cluster of industrial buildings, Ayr_3_4000, differs from the town centre areas as there is a less diverse range of tenures and building types, and therefore close coordination with businesses is going to be important when considering any heat network development.

Working in tandem with the Ayrshire Energy Masterplan will ensure consultation and engagement of businesses, forming a coordinated approach to feasibility and development work.

The Ayr_3_4000 zone is also close to the Prestwick airport site. The Council will coordinate with stakeholders about any future opportunity for heat networks to serve the users of heat on this site.

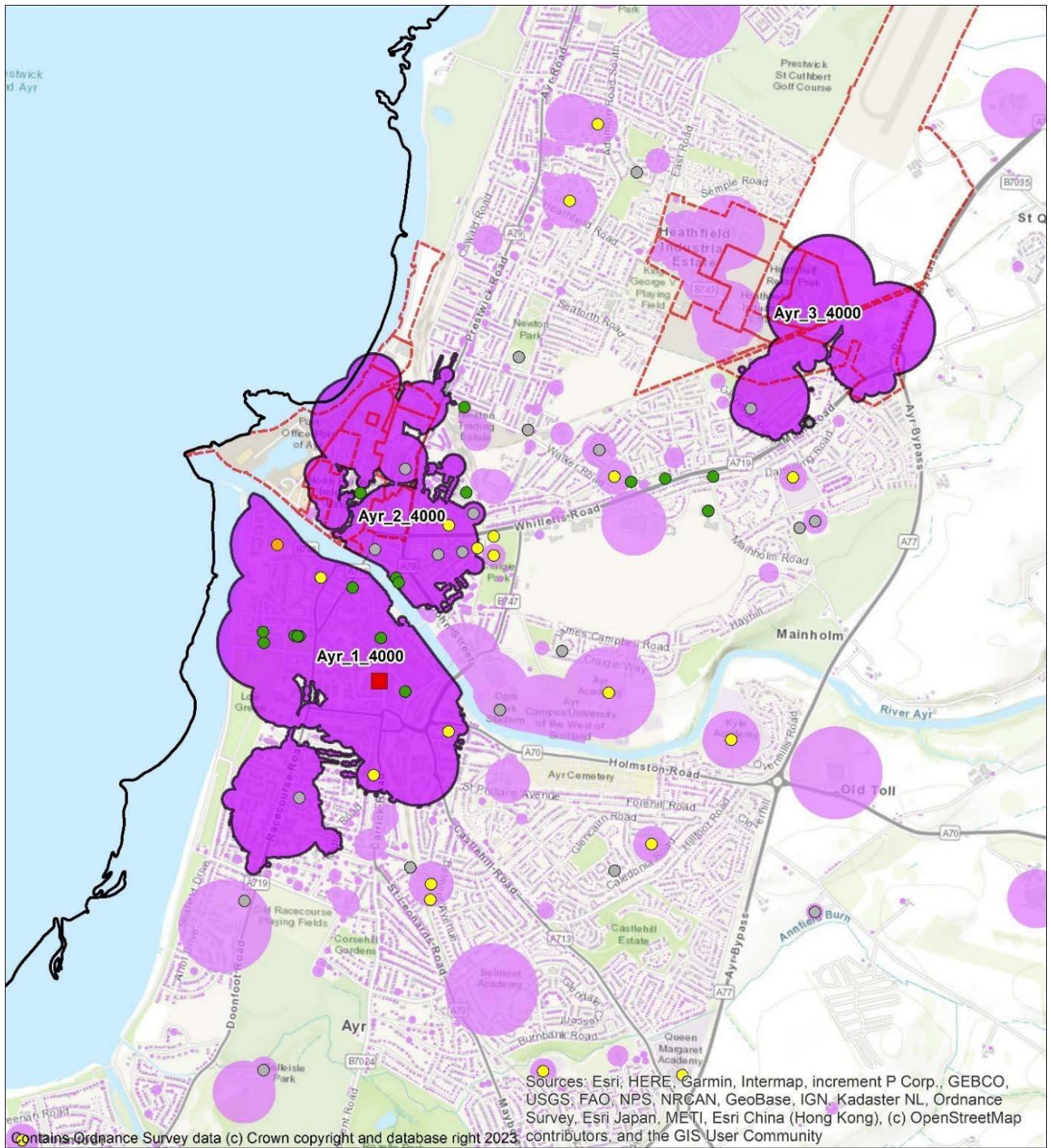
The town centre also contains a large number of listed buildings and a conservation area.

There are additional barriers to decarbonising historic buildings and a heat network could minimise the need for changes to the buildings while ensuring they are decarbonised. Heat networks avoid the need for significant heating plant to be located at each building.

More detailed investigation of each building is important to identify what the opportunities and constraints are for each specific building. Specific attention needs to be paid to:

- whether the existing heating system in the building is likely to be compatible with district heating
- the location of the existing heating plant the route to connect this to the district heating network
- protected attributes of the building and its surroundings

Figure 9: Ayr heat network opportunity – Baseline



Heat Demand (MWh)

- <15,000
- >15,000

Potential heat network area

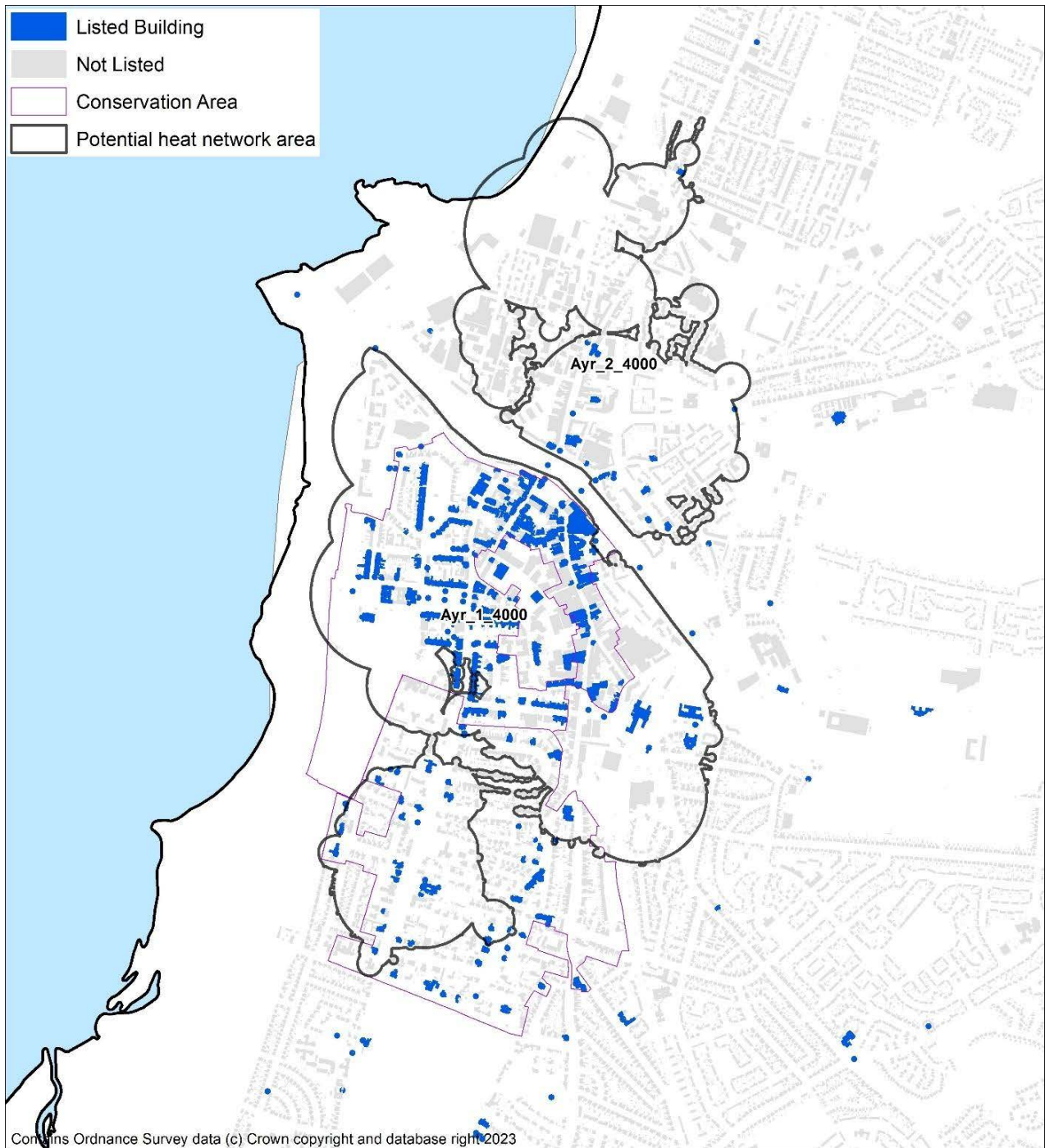
Council Properties

- Office
- School
- Swimming Pool
- Other

Potential Redevelopment Site

Strategy Area

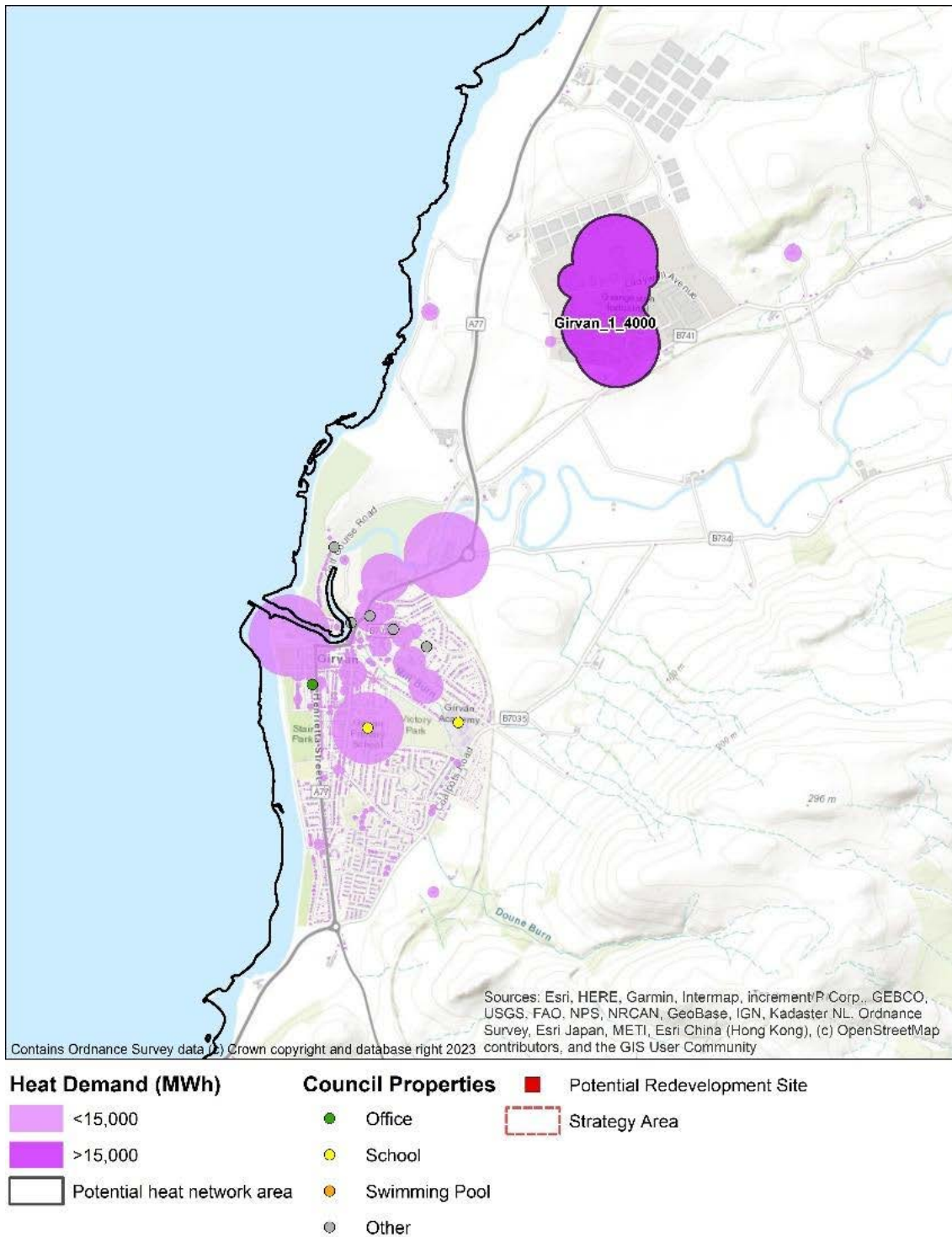
Figure 10: Listed buildings and conservation areas



9.2.2 Girvan industrial cluster

An industrial cluster was identified to the North of Girvan which includes a substantial use of industrial energy including heat. This site has complex energy flows and houses both a Biomass CHP and a substantial anaerobic digestion site and involves a number of industrial businesses. However, a heat network feasibility study determined that there are not currently significant heat demands sufficiently close to the site to allow a district heating scheme to be developed. If significant future developments were to be planned near the site then the opportunity for heat networking could be revisited and local plan zoning may be a lever to influence this. The feasibility study may be revisited in the future.

Figure 11: Girvan industrial heat cluster



There is an existing feasibility study for district heating from the site to Girvan itself, however current markets are not financially viable. The feasibility study will be revisited as the industry develops within Scotland.

It is not within the scope of LHEES to consider other energy vectors, however, the site is in close proximity to the transport corridor containing the A77 connecting the Central Belt of Scotland to the ferry ports of Cairnryan and Larne. As such, there could be a substantial road transport fuel demand in this area and the site, and its energy flows should be considered as part of any future low carbon transport fuels for the area.

Work is continuing on South Ayrshire's latest Local Development Plan (LDP3), guided by the National Planning Framework 4 (NPF4). This iteration will encapsulate South Ayrshire Council's commitment to heat network delivery by:

- coordinating work with LHEES delivery plan actions,
- Requiring new development areas to consider heat network viability,
- Requiring proposals within or adjacent to an existing Heat Network to be designed to connect to the heat network, or allow for future connection to a planned heat network,
- Investigating heat network potential in Southeast Ayr.

Challenges

- Relatively low levels of heat density in South Ayrshire resulting in 3 potential heat network zones,
- Engagement and feasibility are still at an early stage,
- Capital costs and delivery models.

Focus

- **Priority 3:** Coordinate with LDP3 development
- **Priority 3:** Coordination with AEM work to build feasibility studies for identified Heat Network zones,
- **Priority 3:** Redevelopment of Girvan Heat Network feasibility,
- **Priority 2:** Continued skills development in SAC through engagement with other local authorities, industry, and international mentoring programs.

10. Delivery Areas

In this section we set out potential routes to approach interventions, looking at how we identify and prioritise areas for action.

These approaches will use the data developed from the LHEES methodology to show where interventions can be delivered in a way that creates the most positive impact for the funding available. This is done using weighted scores as discussed in section 7. The **full technical report** gives further detail on the assessment and weightings applied to the Home Analytics data in *Appendix C* for intermediate zones, *Appendix D* for data zones, and *Appendix I* for the weighting and calculations. These have been completed in relation to the relevant LHEES considerations as shown in table 1, 4.2.

Delivery areas have been developed for both a spatial and for technology-led approaches.

10.1 Spatial approach

Through the spatial approach, characteristics of buildings have been considered and compared on an area-wide basis with respect to the LHEES considerations. This has been considered at intermediate and data zone levels, with overviews given at strategic zone levels as shown in section 7.

This type of analysis allows locations to be identified for area-based funding and focuses action to where it could deliver the greatest benefit.

Energy efficiency as a driver of fuel poverty

Weighted scores in this section are distributed unevenly across South Ayrshire, with higher scores indicating a greater risk that families are experiencing fuel poverty as a result of poor energy efficiency. There are a small number of zones with significantly worse scores, suggesting that there is value in addressing energy efficiency measures in specific geographical areas.

Fuel poverty is a hugely complex challenge; one that is intrinsically linked to physical infrastructure. As the primary driver for action, all delivery areas will be considered against, and linked to fuel poverty metrics.

Domestic energy efficiency

Weighted scores for domestic energy efficiency are distributed unevenly across South Ayrshire with higher scores indicating poorer energy efficiency and a greater potential for demand reduction. There are a small number of zones with significantly worse scores, showing value in addressing measures in specific geographical areas.

Areas with the highest scores are considered within the priority listings, however this data must be considered against wider factors to be most effective as discussed in 10.2.2.

Amongst the top scorers most homes are in the private sector. This points to a need to address the problems both by spatial zoning and by targeting properties by tenure and technical intervention; for example, a lack of wall insulation is the biggest contributing factor to the weighted score in each top delivery area.

Mixed tenure, mixed use, and conservation areas

Mixed-tenure and mixed-use properties have unique challenges for the implementation of interventions as they have multiple stakeholders to engage that may have conflicting interests. Mixed-tenure buildings are those which have multiple properties of the same use but differing ownership type, whereas mixed-use buildings will have multiple properties in the same buildings that have different use profiles and are not all residential, such as a shop with a flat above it.

Due to the large number of stakeholders and challenges in this area, a dedicated working group is seen as the best course of action for delivery in mixed use and tenure areas.

Relatively few data zones have homes within conservation areas. The top three zones in Ayr South Harbour and Town Centre are amongst the worst performing zones according to energy efficiency scores and so some conservation areas will be priorities in this stage of LHEES. Additional strategic assessment is required early in the LHEES delivery period to work towards decarbonisation in this area, prioritising where fuel poverty can be positively impacted.

The top data zones for listed domestic properties are Ayr South Harbour and town centre, Troon and Carrick north. These are also some of the poorer performers from the point of view of energy efficiency. Consequently, as in the conservation areas, further strategic assessment for this building type will be developed early in the LHEES delivery phase.

Challenges

- Mixed tenure, mixed use, conservation areas and listed buildings present significant challenges in area-wide decarbonisation,
- Traditional high street buildings present increased challenge.

Focus

- **Priority 1:** Ensure that all LHEES delivery area prioritisation considers fuel poverty metrics,
- **Priority 2:** Creation of working group to ensure mixed use and tenure buildings are considered within area wide approaches,
- **Priority 2 & 3:** Monitor nation landscape and connect and build on current internal capacity for further strategic assessment of conservation and listed building

10.2 Fuel Poverty

The fuel poverty indicator analysis used in the baseline tool was supplemented with additional analysis based on the heat demands and fuel type presented in the Home Analytics dataset and the subsequent cost to the heat each property based on the utility prices given in Table. This building-level analysis was aggregated to intermediate zone and is intended to provide an indication of how affordable it is to heat houses in each area and is not a detailed prediction.

Table 8: Fuel prices used in fuel poverty analysis

Fuel	Autumn 2023 Price Cap
Electricity Rate	£0.270
Mains Gas	£0.070
Oil	£0.116
LPG	£0.119
Biomass/Solid	£0.068
Standing Charges	
Mains Gas	£0.45
Electricity	£0.27

The number of homes in each income decile are given in Table; 60 % of homes are in decile Five or lower. The 10 least affordable Intermediate Geography Zones, those with the fewest percentage of homes which could be affordably heated by households in income decile Five or lower, are listed in in Table.

Table 9: Number of homes by SIMD income decile

SIMD Income	Number of homes	Percentage of homes by income decile
One	5,920	10%
Two	4,960	9%
Three	4,080	7%
Four	9,980	17%
Five	9,790	17%
Six	2,840	5%
Seven	4,430	8%
Eight	4,230	7%
Nine	7,250	13%
Ten	3,840	7%

Table 10: Percentage of homes which could be affordably heated by households in income decile five or lower

Strategic Zone	Percentage of homes which could be heated by households in income decile five or lower without being in fuel poverty
Carrick	18 %
Kyle	60 %
Girvan	73 %
Ayr	74 %
Prestwick	74 %
Troon	78 %
Maybole	84 %

10.2.1 Social Impact of Multiple Deprivation

The Local Heat and Energy Efficiency Strategy and Delivery plan consider fuel poverty where it can be reduced through energy efficiency measures. Understanding which locations have higher rates of overall deprivation as well as specifically income deprivation, can inform decisions on areas of focus.

Figure 12: Map of overall SIMD rank

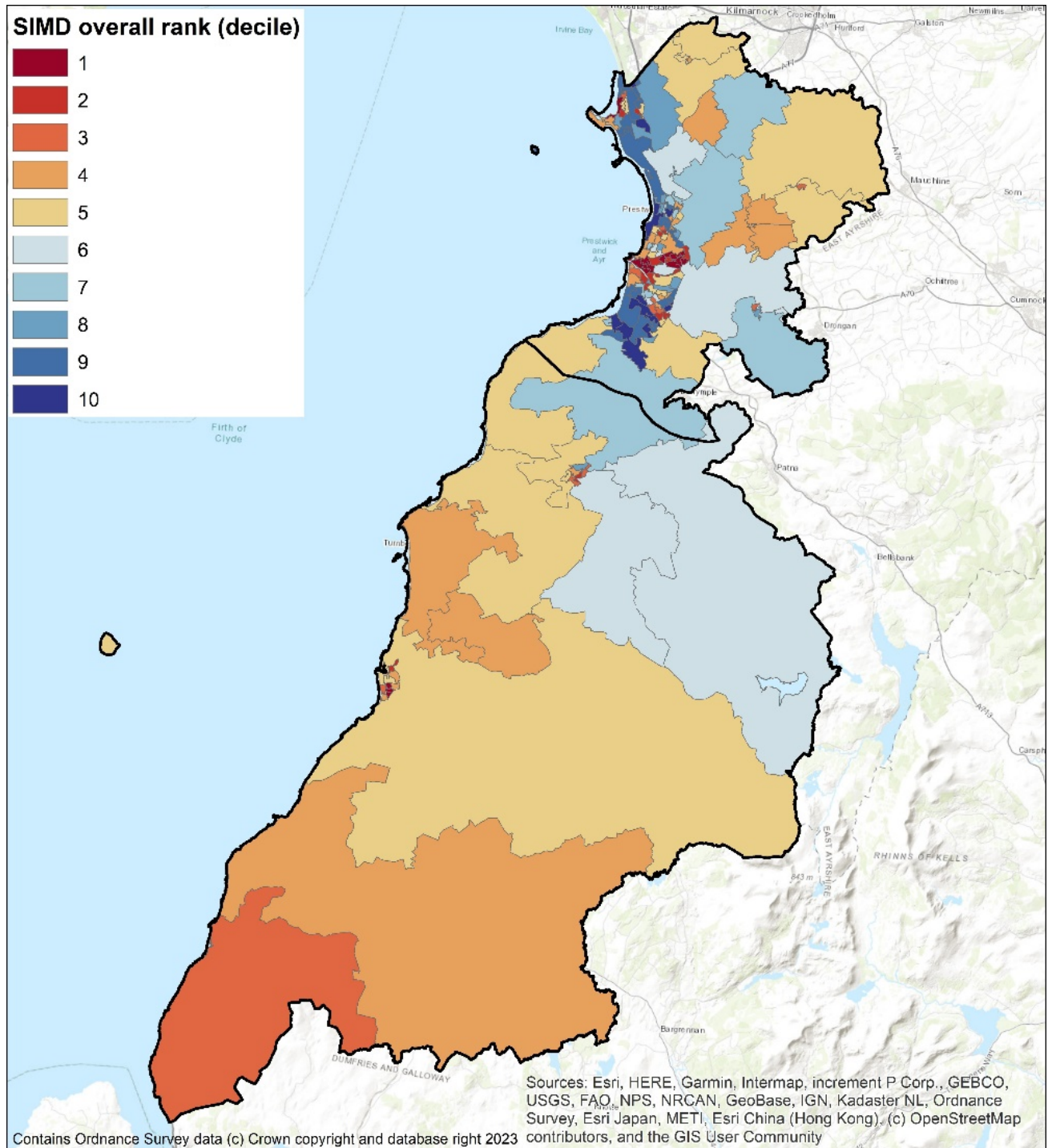
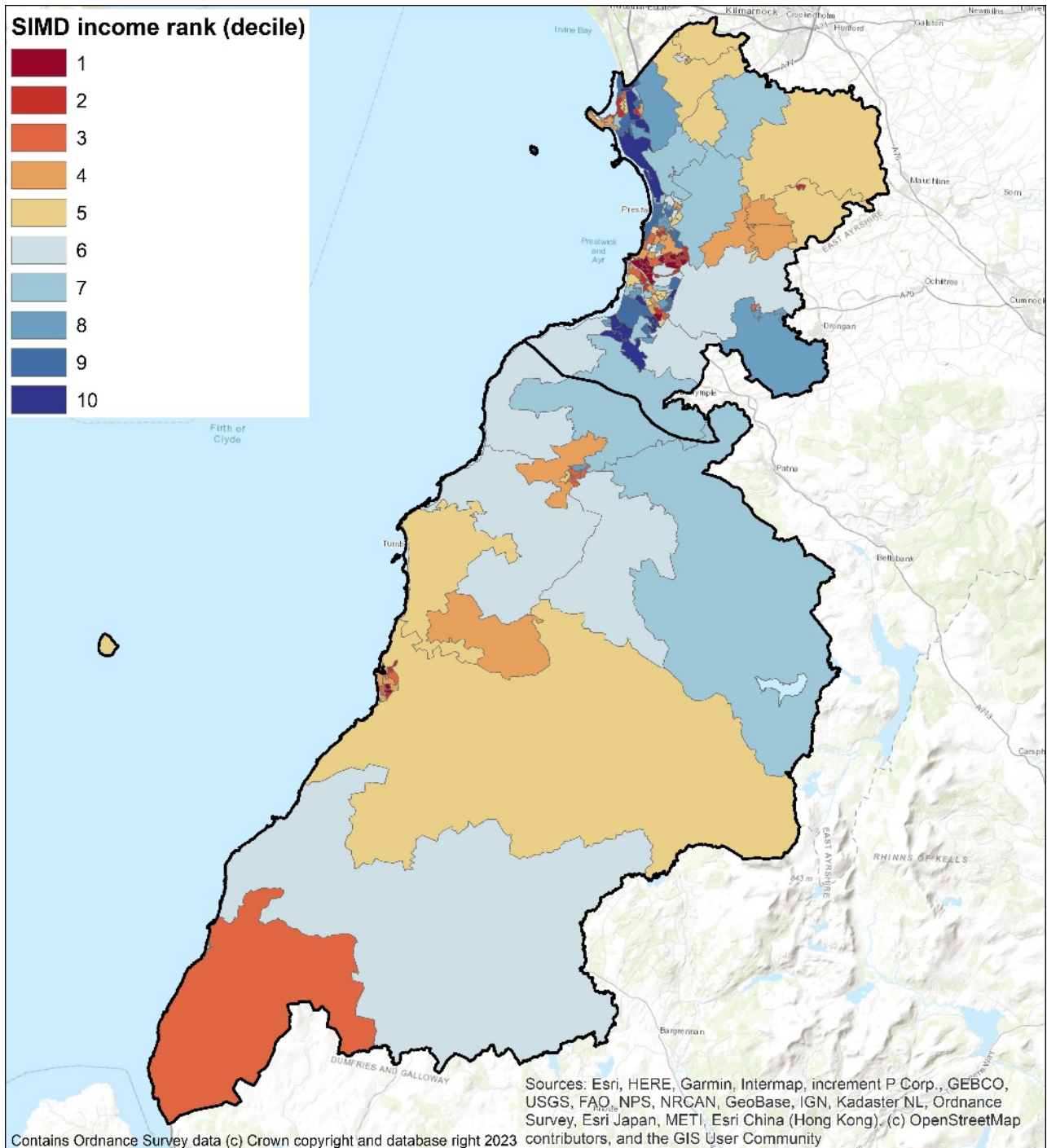


Figure 13: Map of income SIMD rank



10.2.2 Overlaying Multiple Considerations

The analysis has generated various rankings for the purpose of determining where to start with interventions. The Weighted Energy Efficiency Score and Fuel Poverty rankings are, thanks to the latter being based on the former, very highly correlated and can be used interchangeably with similar outcomes. However, SIMD and income ranks are not correlated with the Weighted Energy Efficiency Score. Data zones with the worst energy performance are found to be ones which are relatively affluent, so addressing funding towards fuel consumption reductions would not address the issue of real-world fuel poverty. However, since there are likely to be income poor households in areas which are more affluent on average, the poor energy efficiency of those properties or the relative lack of energy efficient properties does still warrant targeted investigation and intervention. This will be developed within the time frame of this iteration of LHEES.

Health Inequalities

The impacts of fuel poverty are not only financial but have significant consequences for health and wellbeing. Poor property repair, dampness, and low temperatures all impact physical and mental health, leading to increases in respiratory illness, increased risk of heart disease, worsening conditions like arthritis, and increased levels of anxiety and depression. In 2023 it was estimated that the NHS spends £1.4 billion annually treating illness associated with living in cold or damp housing¹⁷.

Partnership working between NHS A&A and SAC will look at assess the viability of identifying households at risk of health effects from cold homes, allowing more granular assessment for delivery of interventions. Combining this with characteristics such as single parents or pensioners, or pre-payment meters, could further refine areas of focus where available.

Challenges

- 60% of homes in decile 5 and lower
- SIMD and income ranks are not correlated with the Weighted Energy Efficiency Score
- Multiple factor assessment required

Focus

- **Priority 1:** Integration of SIMD ratings in intervention targeting,
- **Priority 1:** Investigation into further overlaid datasets and considerations,
- **Priority 2:** Cross departmental and partnership working to ensure LHEES actions connect to other strategy, policy and projects.

10.3 Technology-Led Approach

As an alternative to the spatial approach, this approach groups interventions by tenure and fuel type, which would affect the viability and benefit of key technology interventions. This allows alternative means of targeting properties for interventions, either in our own properties or to assist other stakeholders in identifying changes they can make.

10.3.1 Technology Groupings

In addition to considering the data on buildings from the view of a weighted score by data zone, analysis was carried out to assess interventions based on fuel type and tenure. The LHEES is a strategy for the whole of South Ayrshire Council area, therefore it is important to consider not only what measure can be implemented but who the decision maker is for these measures. This cost benefit comparison will be a vital element of engaging with stakeholders and the wider public.

The Council can play a different role in encouraging the installation of energy efficiency, and the adoption of low carbon heat sources, so this analysis is intended to inform decisions throughout the next 5 years.

Energy efficiency measures are considered key interventions to help both reduction of fuel poverty and decarbonisation by reducing heat demands leading to lower carbon emissions. In addition, the implementation of energy efficiency measures improves the operational effectiveness and the sizing requirement of heat pumps.

¹⁷ [Health Inequalities: cold or damp homes – UK Government, 2023](#)

There are two heating technologies which have the most potential to improve both energy efficiency, contribute to decarbonisation and potentially reduce fuel poverty. District heat networks (section 9) are a key technology in areas with higher heat density makes them viable and in some new build estates. The second option, which is the main route forward for buildings across South Ayrshire, is installation of heat pumps either for a specific dwelling or a communal system serving a number of dwellings, such as a block of flats.

There are a range of technologies which could be considered for properties less suitable to heat networks or conventional air-to-water heat pump technologies. These include biomass, direct electric heating, air-to-air heat pumps, and high-temperature or 3-phase air-to-water heat pumps.

The data on each individual property has been assessed and the measures that each property is suitable for has been estimated. They are grouped according to LHEES consideration and tenure.

It should be noted that these represent a list of all potential interventions, rather than specific projects or commitments. This can be seen in the **full technical report**, table 14, section 8.2.3.

10.3.2 Heat Pump Suitability

This section highlights where there are a significant proportion of properties where there is a greater challenge with implementing a heat pump solution, even after reasonable energy efficiency measures are considered.

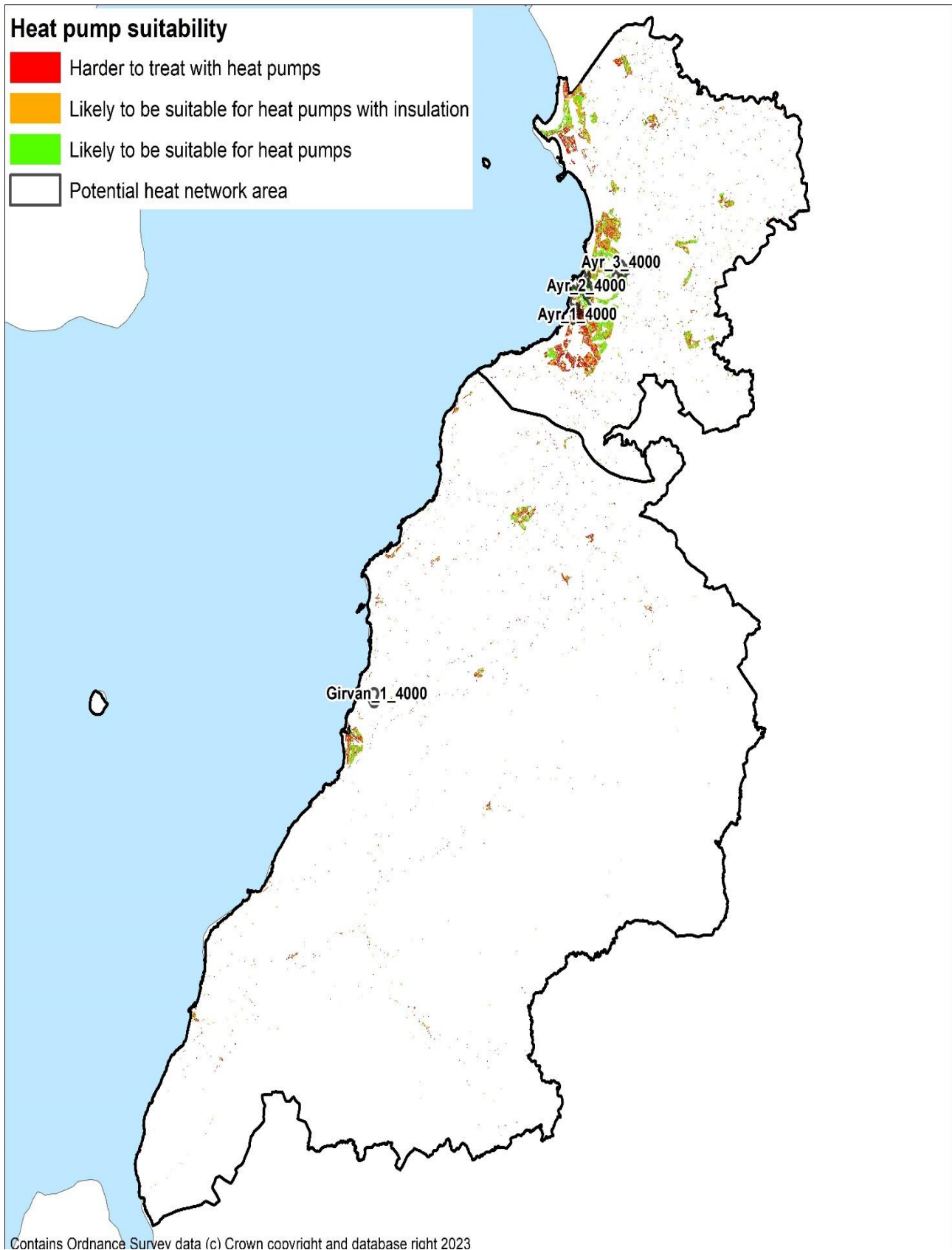
Low temperature solutions may be possible by solving challenges for a specific building type. Other technologies such as air-to-air heat pumps or exhaust air heat pumps may have specific applications such as small flats with few rooms.

There are a range of possible solutions depending upon the building type, however when combining the heat network analysis with the potential for heat pumps this shows where there are clusters of properties which are likely to be hard to treat.

Further analysis of these clusters could be considered to identify which solution is most appropriate for that specific area. While it may be that an ideal solution is then found, it may be that none of the possible solutions are ideal. In this case, engaging with stakeholders and understanding the specific needs of building owners and households is going to be particularly important. Detailed maps are provided in Appendix C, and a mapped overview of heat pump suitability is shown below in Figure 14.

The metrics used give an overview of physical heat pump suitability only. This metric does not consider factors such as unheated homes discussed in 11.2. As such, any delivery work relating to these metrics would consider wider factors alongside.

Figure 14: Heat pump suitability and potential heat network areas



10.4 Initial Focus Areas

From the initial data outputs from the baseline toolkit, the highest ranked zones where poor energy efficiency is a driver for fuel poverty are shown in table 11. The **Full Technical Report** examines this to data zones level in Appendix B.

The weighted scores combine energy efficiency measures and fuel poverty metrics, with a higher score showing greater need for intervention. The properties in table 11 represent over 50% of South Ayrshire’s total, so data zone level analysis will be used to assess the highest ranking areas within each strategic zone against SIMD rankings.

A work stream is being assessed to integrate health inequality data to ensure greater granularity of approach. This will be reviewed over the next 18 months to assess viability.

Delivery plan actions have been formed to assess the top third of SAC owned properties in each of the most affected areas.

Table 11: Domestic fuel poverty resulting from poor energy efficiency – highest ranked zones (default weightings)

Zones with highest total weighted score	Total weighted score	Number of properties in zone
Carrick South	33	2,813
Girvan Ailsa	31	1,811
Ayr South Harbour and Town Centre	27	3,376
Ayr North Harbour, Wallacetown and Newton South	24	3,211
Maybole	23	2,355
Prestwick West	23	2,060
Girvan Glendoune	22	1,618
Troon	21	2,983
Lochside, Braehead and Whitletts	20	2,121
Annbank, Mossblown and Tarbolton - the Coalfields	20	2,738
Prestwick East	20	2,594
Dalmilling	19	1,249

11. Pathways for all of South Ayrshire

11.1 Decarbonisation of Heat Pathway

The journey to the decarbonisation of each domestic property in South Ayrshire is shown in Figure 15.

The first column shows the proportions of properties which begin with each fuel source.

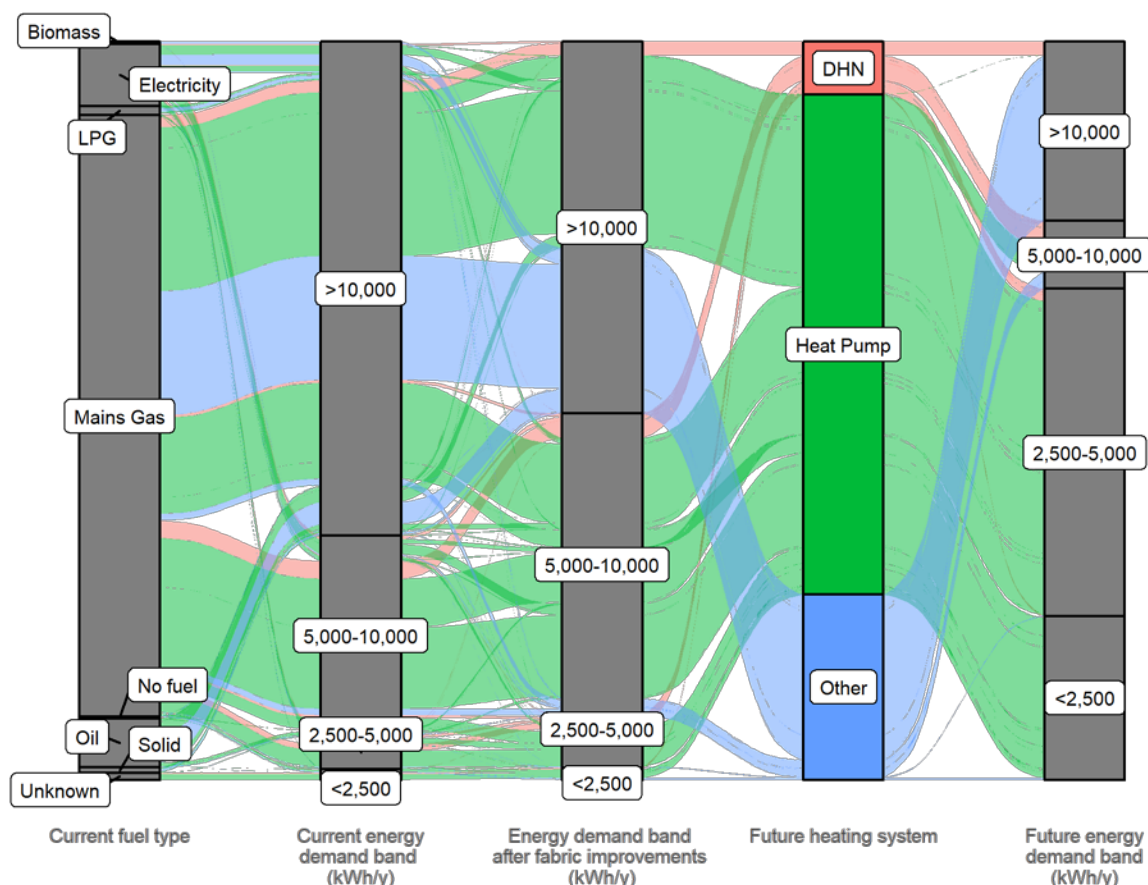
The second groups the properties by their current total heat demand in kWh/year.

The third column show changes to heat demand once reasonable energy efficiency measures have been applied.

The fourth column shows how suitable each property is for each of the low carbon heat measures. This assumes all listed heat network zones are developed but doesn't consider further expansion.

Finally, the column on the right shows the final future heat demand.

Figure 15: Decarbonisation and energy efficiency pathway



The shifting of individual properties down from one energy demand band to the next is visualised in Figure 16, where the comparison of heat pumps to direct electric heating shows how effective heat pumps will be in reducing the risk of fuel poverty.

At a local authority level, Figure 17 shows how interventions and shifting demand could reduce the total heat energy consumption. It is also shows that heat pumps on their own make a bigger difference to energy demand than fabric improvements but fabric improvements have a vital role in both demand reduction and in making homes suitable for heat pumps.

Figure 16: Shifting energy demand by fabric improvement and heat pump installation

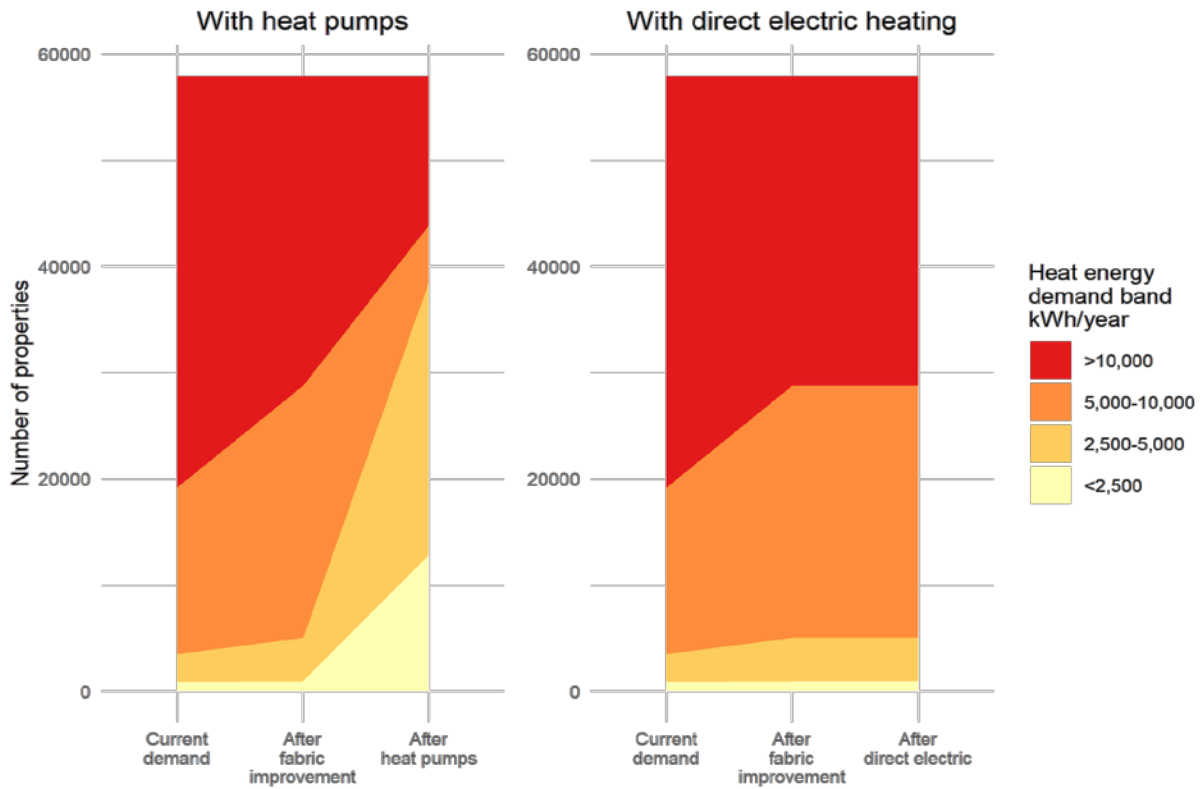
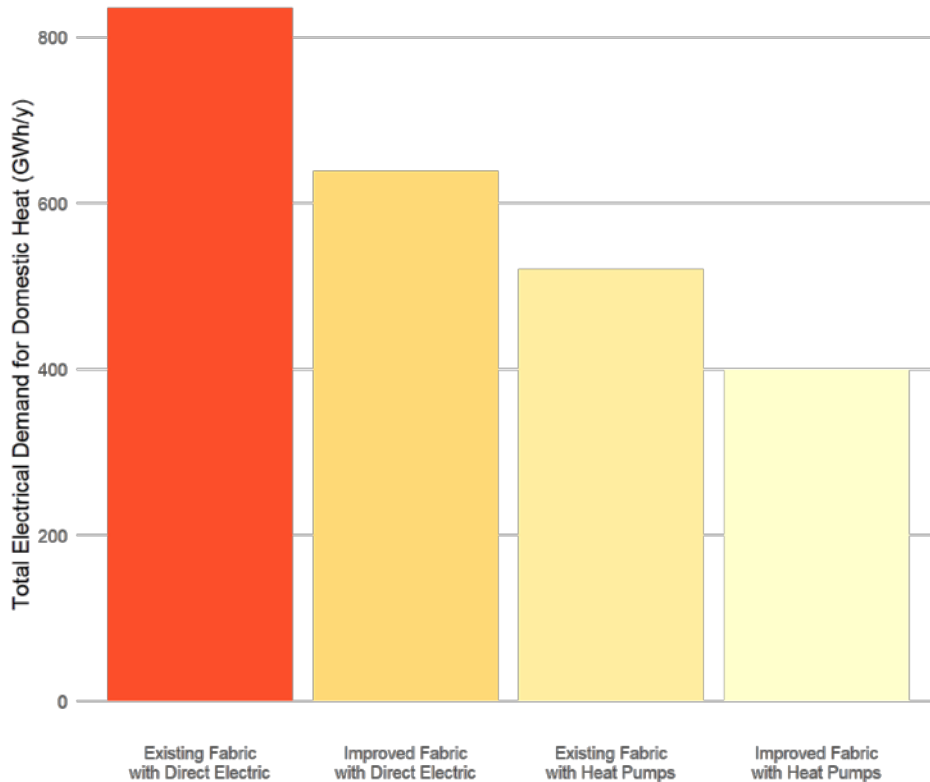


Figure 17: Total electricity demand reduction after energy efficiency measures and/ or heating system upgrade



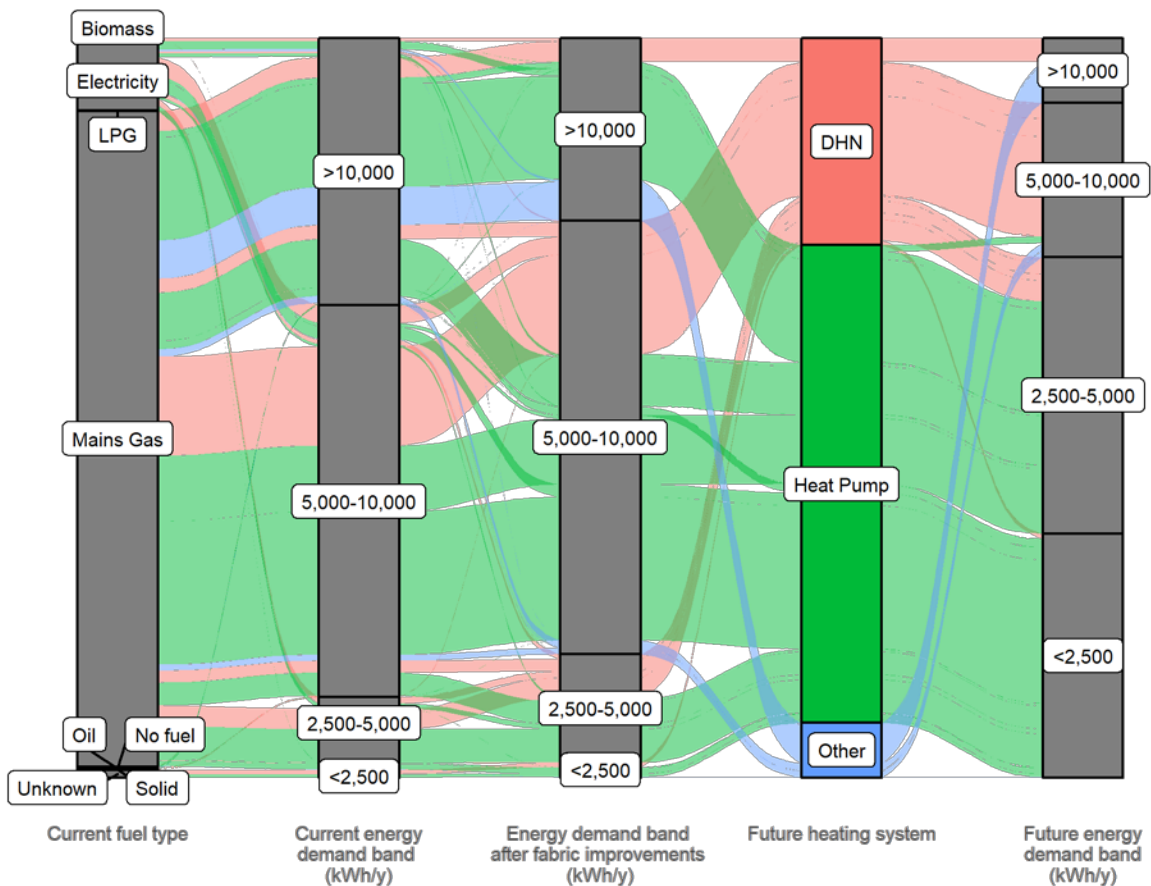
11.2 Fuel Poverty

Reducing the heat demand of the buildings through installing energy efficiency measures is clearly important as it can both reduce the amount of heat to be decarbonised and the cost of heating. This

section examines the properties in the areas with the lowest SIMD score to illustrate the combined effect of energy efficiency and low carbon heating on the amount of energy that the household would have to pay for, to fully heat their home and, consequently, on their risk of fuel poverty.

Figure 18 shows the decarbonisation journeys for properties which have a SIMD score of 1, the most deprived areas. This shows the main heating fuel they use at present, the proportion of properties in each energy demand band (kWh/year) and then the numbers in each band after energy efficiency measures and low carbon heating technologies are installed.

Figure 18: Effect of actions in all properties in SIMD 1 areas – energy efficiency and heat pumps



Installing energy efficiency measures significantly reduces the number of properties with heat demands of over 10,000 kWh/year and is the priority approach to tackling fuel poverty. Utilising heat pumps reduces this further to a very small proportion but also results in one quarter of homes being in the lowest band, with an annual demand of <2,500 kWh/y. For the purposes of this Strategy, heat pumps would be considered the preferred solution to minimise fuel poverty, in properties where low-cost district heating is not an option.

Other factors

There are several factors which affect fuel poverty and outlining the effect of energy efficiency measures in improving fuel poverty is complex. Household income after housing costs has a significant effect but is out of scope of this Strategy.

Unheated homes

The Scottish Housing Condition Survey 2019¹⁸ states:

¹⁸ [5 Energy Perceptions - Scottish house condition survey: 2019 key findings - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/energy-perceptions-2019/pages/2019-key-findings.aspx)

23 % of fuel poor and 28 % of extreme fuel poor say that their heating keeps them warm enough in winter "only sometimes" or "never",

For these households, reducing the heat demand through insulation both reduces how much it would cost them to heat their home, should they be able to do so, and limits the temperature to which the property will fall in any periods when they do not or are unable to heat it. For those at highest risk of not heating their homes the decision as to whether to focus capital spend on additional insulation measures or lower cost heating systems is therefore complex.

With insulation measures, there are a range of measures which have different costs and energy reductions and there is no single approach suitable for all buildings or situations.

11.3 Heat Networks

Heat networks have a role to play in the future of heat in South Ayrshire. Heat networks can be either district heating schemes, which are strategic scale developments where multiple buildings are connected, smaller heat networks, within a single campus, or communal heating systems in a specific building. Within this Strategy, the phrase "heat networks" refers to district heating schemes where multiple buildings are connected by underground pipework.

The suitability of the buildings for connection to heat networks is not known. Further work such as Building Assessment Reports (BARs)¹⁹ and engagement with stakeholders is important to inform future decisions on these sites.

Even in the zones where heat networks are an option, there are differences between the domestic properties which are most likely to be suitable, such as blocks of flats, and properties which are less likely to be suitable, such as detached houses²⁰.

Therefore, due to both the limited proportion of properties in areas where heat networks are likely to be viable and there being properties unlikely to be suitable for connection, it is essential that we consider all other low carbon heat sources in parallel.

This does not preclude heat networks being developed to their full potential and it may be that a phased approach to heat networks and district heating could see smaller networks initially focus on the most viable properties with further expansion at a later date.

11.4 Individual and Communal Heat Pumps

Of the technologies currently available to supply low carbon heat, heat pumps have been assessed to be currently suitable for the majority of buildings. Heat pump deployment, and the role they play in decarbonising buildings, **has to lead to a cost of heat that is comparable to natural gas boilers and the user experience of operating the systems has to be positive.** There are examples of people having bad experiences living with heat pumps and while there are equally many good experiences, it is essential to understand what is required for heat pumps to meet the needs of residents. In order to ensure that the heat pump systems installed are of good quality and perform as expected, the sharing of good practice and case studies is emphasised.

South Ayrshire Council will work with internal stakeholders to consider the most appropriate low carbon heating system for properties that it owns as well as working closely with social landlords to share the latest information on issues such as: good practice; communication with tenants prior to installation; sharing information with tenants on how to operate systems which have been installed; peer to peer support within the community; the role of the advice services in supporting tenants.

¹⁹ [Heat networks: Building Assessment Report \(BAR\) guidance - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/documents/2019/06/Heat-networks-Building-Assessment-Report-BAR-guidance-2019-2020.pdf)

²⁰ Detached houses may be considered to be less suitable to connect due to the individual sections of pipework that are required to connect the buildings to the network, on a linear heat density approach, the longer the connecting pipework, the "harder" the pipework has to work to satisfy loads.

It is essential that there is a supply chain which is capable of installing the technologies set out above. We will consider what actions the Council could take to encourage a local supply chain of low carbon heating installers.

While it is for each property owner to make their own decision on the heating system they prefer, there is a role for the Council in ensuring that accurate and up-to date information is available to households, tenants, landlords and owner occupiers to support decision making. This is likely to include signposting to national advice schemes operated by Scottish Government or UK Government.

Finally, for any new technology ensuring quality of installation is important to ensure that it meets the needs of households, tenants and property owners. The Council will work with stakeholders to identify any role that South Ayrshire Council can play in ensuring the quality of installations as well as referring to national schemes such as the Microgeneration Certification Scheme.

Challenges

- Pathways represent long term ambitions and commitment,
- Skills and supply chain shortfalls are a national challenge,
- Poor quality or inappropriate interventions can make fuel poverty worse.

Focus

- **Priority 1:** Ensure multi-level assessment on interventions to prevent adverse effects on fuel poverty,
- **Priority 2:** Engagement with further and higher education organisations on potential industry and skills development
- **Priority 2:** Undertake local skills assessment and identify shortfalls,
- **Priority 3:** Maintain engagement with UK and Scottish Government's industry regulation on heat network development.

12. Pathways for Strategic Zones

The figures below show pathways for all domestic properties within the South Ayrshire Council areas, from the left:

- the heating fuel each uses today,
- the energy demand of the property per unit of floor area,
- the energy demand after the application of reasonable energy efficiency measures, and,
- finally, the most suitable heating technology for each property at present.

These are detailed further in the **full technical report**, Section 10.

Figure 19: Decarbonisation pathway for domestic properties in Ayr

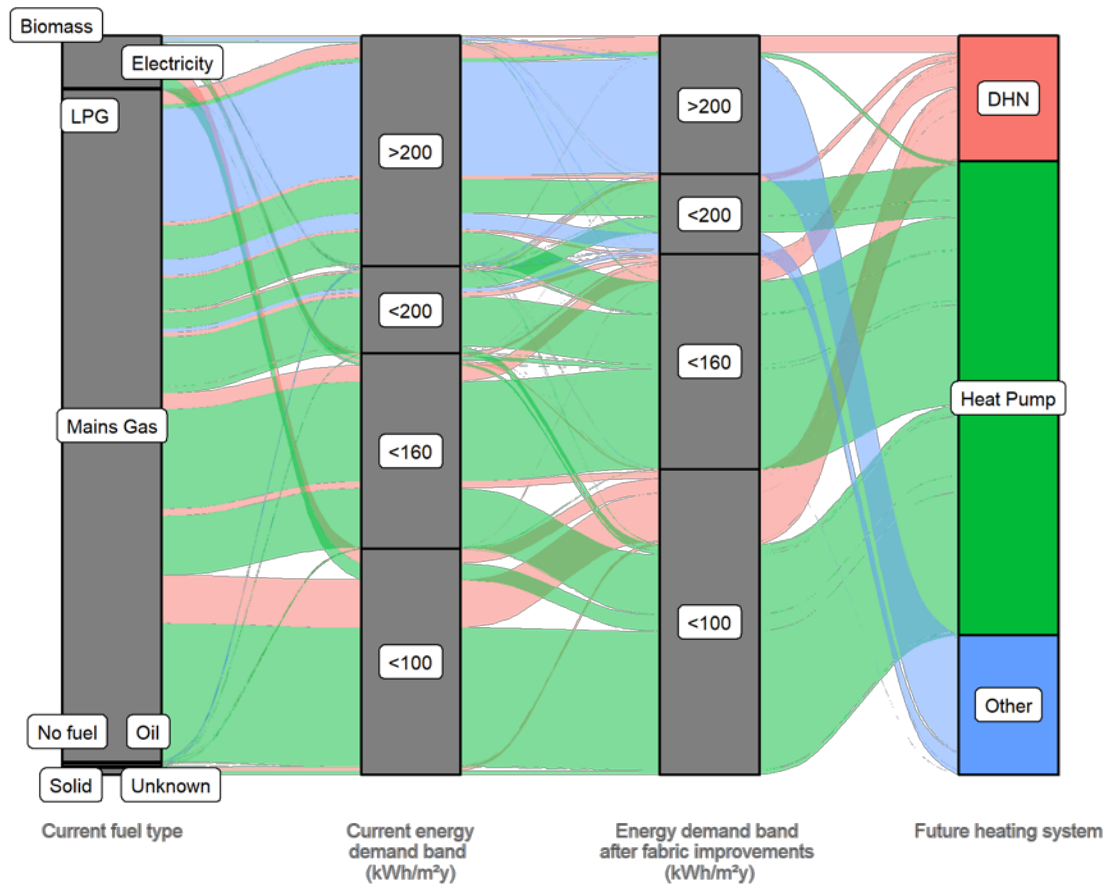


Figure 20: Heat decarbonisation pathway for Carrick

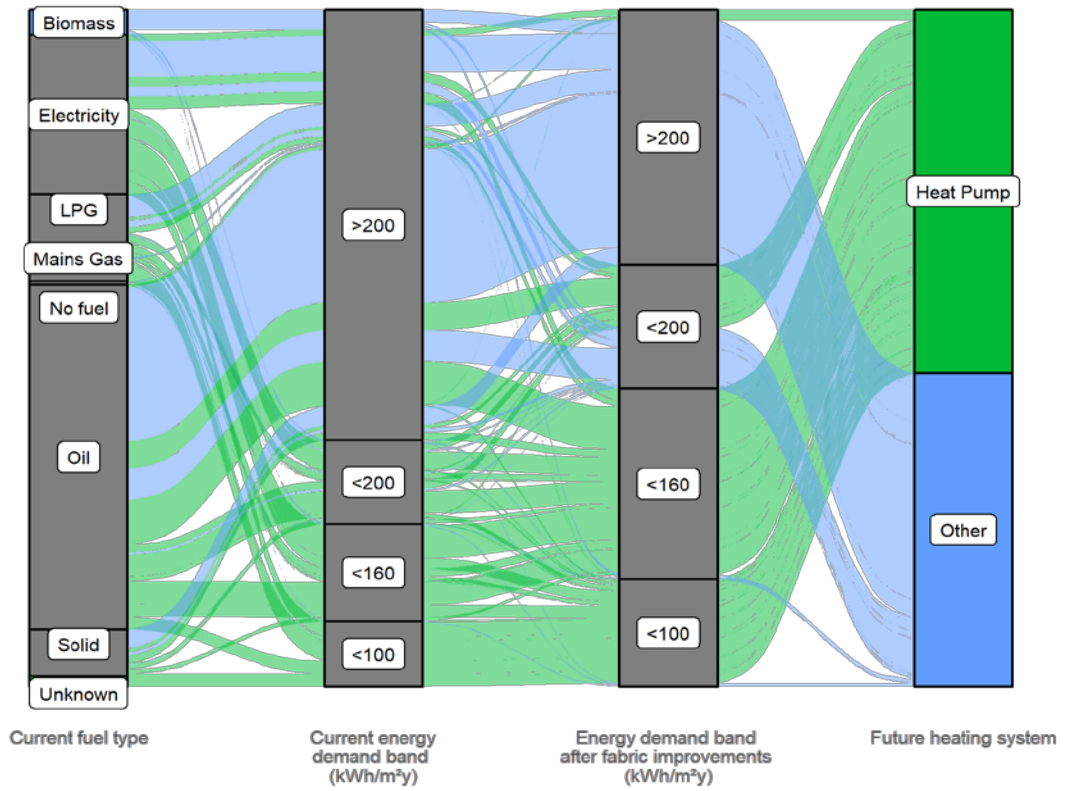


Figure 21: Heat decarbonisation pathway for Girvan

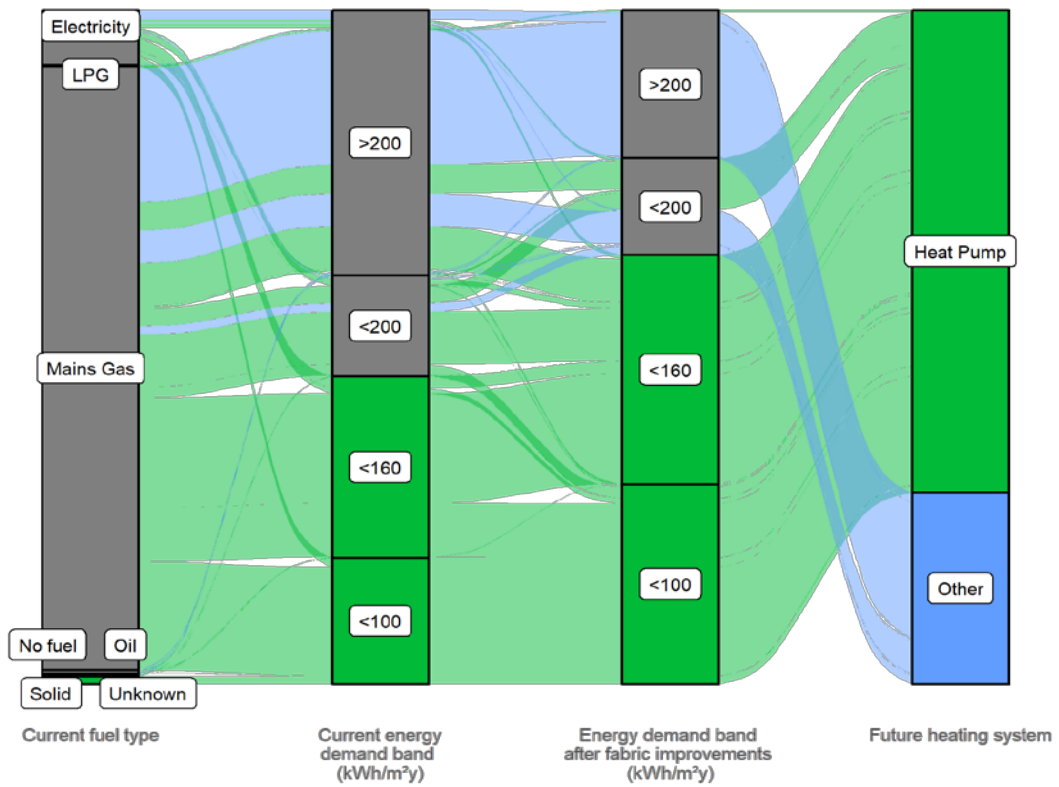


Figure 22: Heat decarbonisation pathway for Kyle

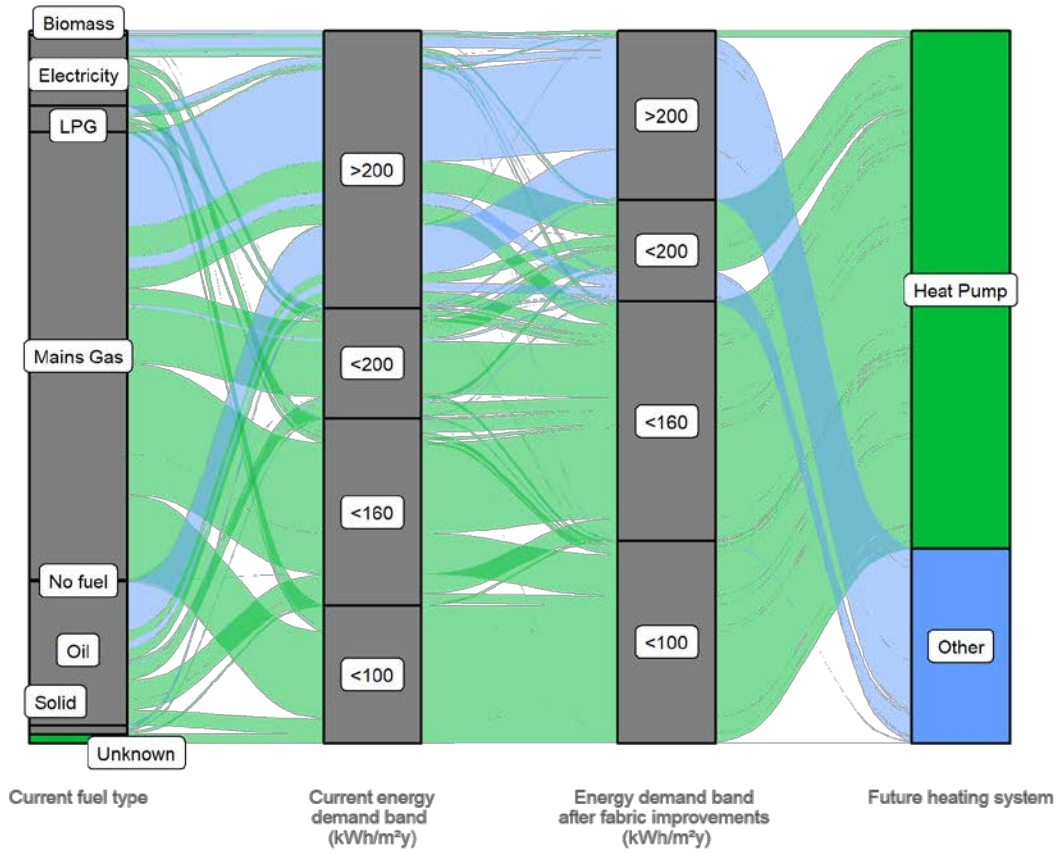


Figure 23: Heat decarbonisation pathway for Maybole

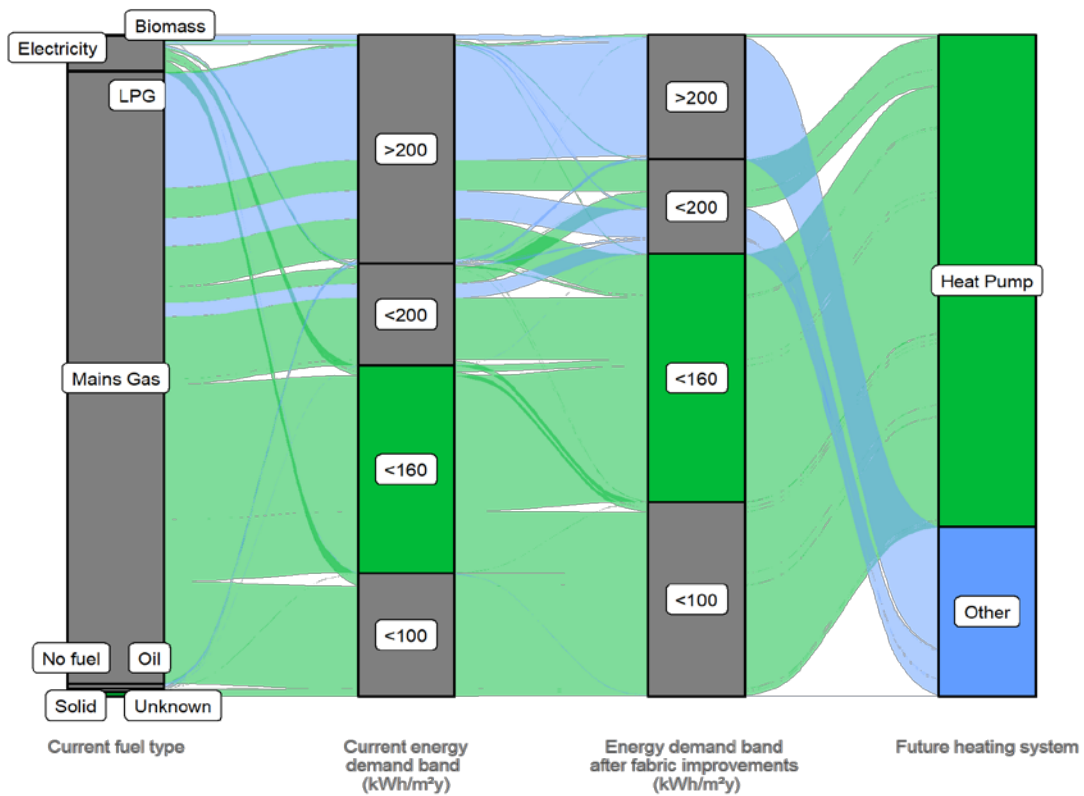


Figure 24: Heat decarbonisation pathway for Prestwick

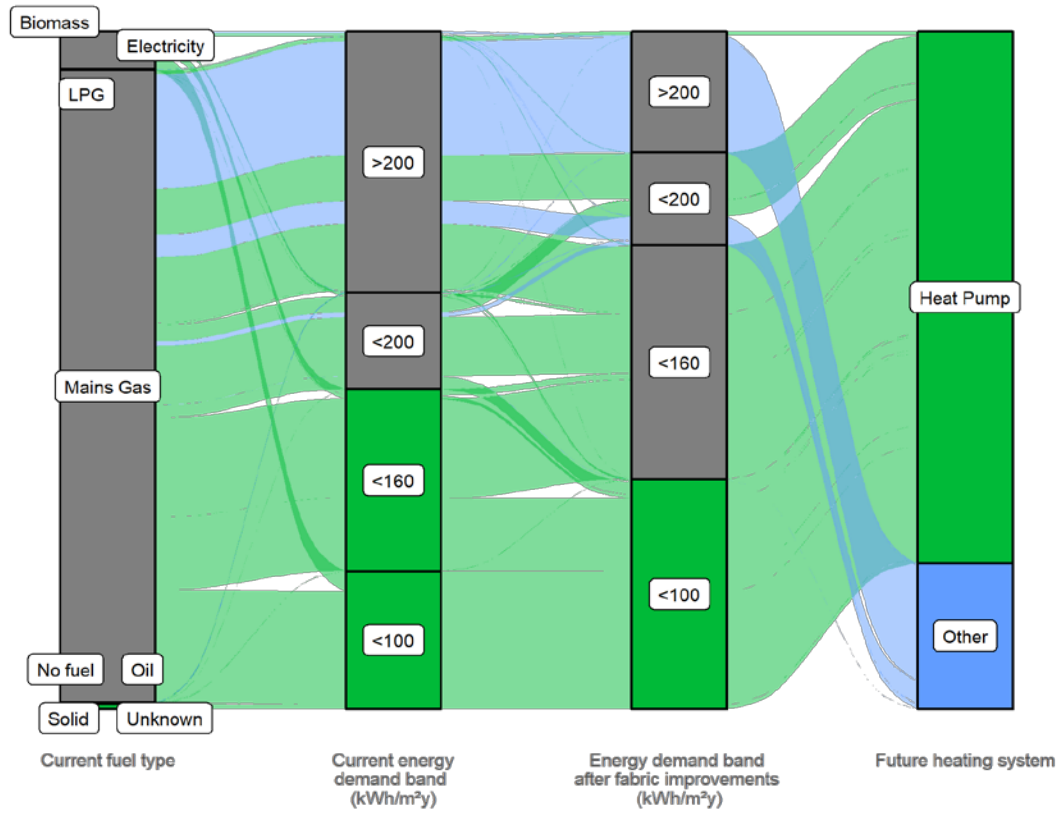
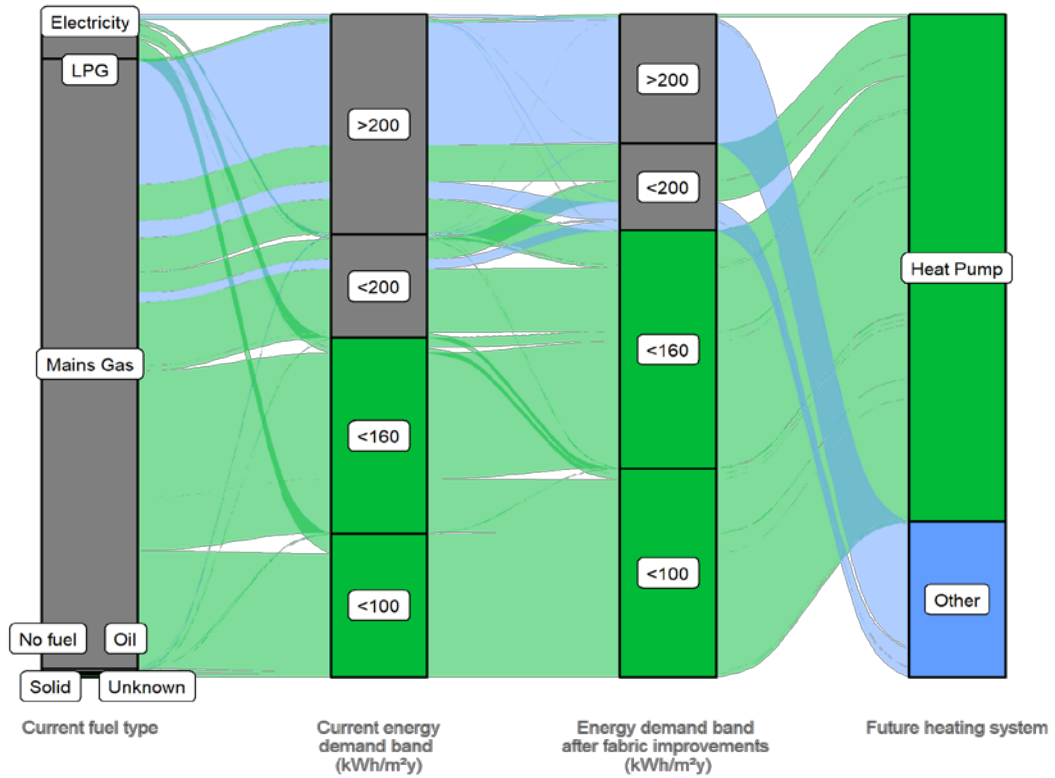


Figure 25: Heat decarbonisation pathway for Troon



13. Governance

This LHEES provides a first step towards decarbonising heat and reducing fuel poverty in South Ayrshire. In improving energy efficiency and prioritising low carbon solutions in areas where they can have the greatest impact, this strategy can support council and commercial investment, community engagement and wealth building, and an equitable energy transition. The delivery plan proposals are built from the data from the LHEES methodology and provide a series of potential projects from the challenges identified.

These challenges cannot be delivered in isolation by a single department, or by the Council alone. As such it is vital that a governance structure be put in place to ensure collaboration between internal and external stakeholders.

Figure 26 provides a structural overview for governance in this area.

Figure 26: Outline LHEES Governance model



The LHEES Coordination group will provide strategic oversight and guidance for the development and implementation of the Council's LHEES strategy and delivery plan. Each member of the group will provide insight from their area of expertise to support existing delivery plan actions and refine new and existing areas of intervention, with support from the LHEES officer. They will also ensure decisions made by the group are adhered to by services.

The group will provide information and scrutiny on:

- Development and attribution of LHEES delivery plan actions,
- Development of heat network projects,
- Risk and issue identification,
- Wider stakeholder identification and engagement,
- Dissemination of information,
- Benefits realisation and reporting.

Group responsibilities

Each group member would be responsible for service level identification of:

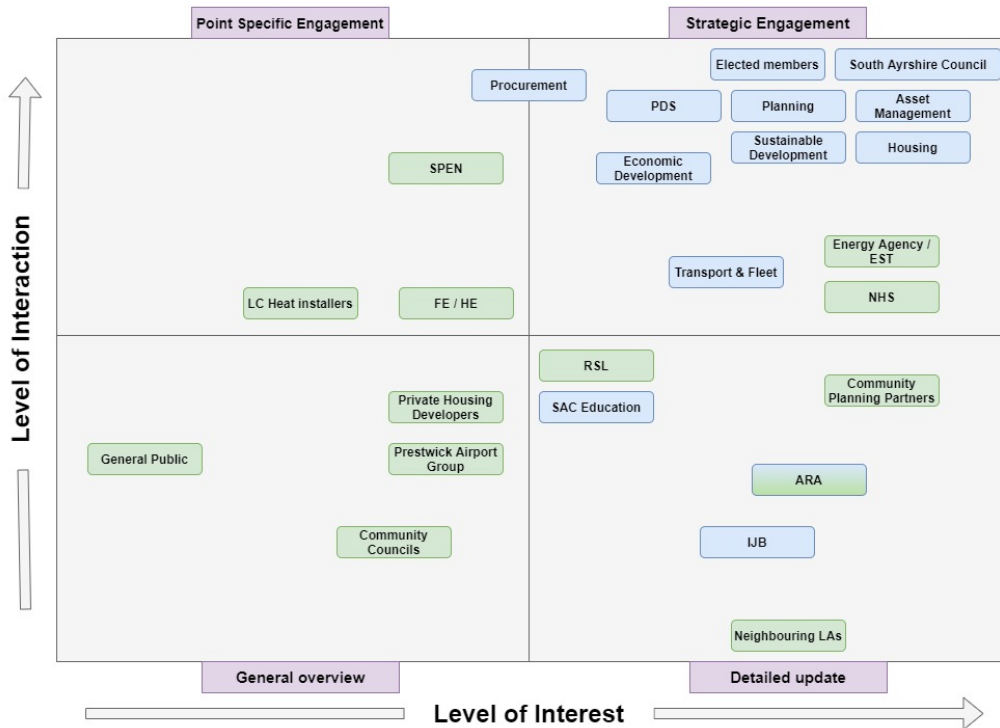
- Existing or potential projects relevant to LHEES,

- Co-working opportunities,
- Relevant legislative changes and consultations,
- Alignment of service level projects with strategic priorities,
- Attribution and implementation of service specific delivery plan actions.

Membership

The LHEES Coordination group membership is identified below as those with high levels of interaction and interest in the strategy and delivery plan.

Figure 27: LHEES engagement matrix



From this, we derive 4 levels of interaction with associated groups:

- **Strategic engagement** – membership of the governance group.
- **Point specific engagement** – engaged with on specific projects rather than the strategy as a whole.
- **Detailed updates** – detailed information on strategy and project progress shared regularly to assess synergies.
- **General overview** – general information about overall progress shared periodically.

As such, the following departments and officers have been identified to participate in the governance group.

Tracking and Reporting

The group will track and report progress through a series of routes:

Feedback to Portfolio Holder: Buildings, Housing and Environment by Service Lead Asset Management. Where appropriate membership officers will report actions back through in-service routes to respective portfolio holders to expand engagement.

Local Outcome Improvement Planning – As Energy is one of the four identified Community Planning Partnership areas, relevant six-monthly/quarterly progress reports will be provided to the board.

Annual Cabinet report & Members Briefing – with the annual review of the delivery plan actions, progress on existing actions and proposed actions for the year ahead will be delivered to cabinet annually, with an accompanying members brief on progress and intent for the year ahead.

Focus

- **Priority 1, 2, & 3:** Convene quarterly meetings of the LHEES Coordination group, ensuring actions are tracked through the Council's performance monitoring systems, and where appropriate partner organisations own development routes.

Initial meetings will review and assign delivery plan objectives to services and other responsible attendees.

14. Delivery Plan Proposals

As part of the LHEES process, a delivery plan has been prepared to support and direct actions. This is a live document, updated regularly to reflect changes in national and local circumstance. As such, the proposals below are an initial overview of potential actions, that are likely to evolve over the course of the next year.

The delivery plan actions will be attributed to services through the LHEES Coordination group and monitored on an annual basis.

Table 12: Delivery Plan Actions

Action No.	Action	Timescale
1	Ensure sufficient dissemination of SAC LHEES delivery plan to all key internal and external stakeholders.	2024
2	Set up the working groups highlighted for: <ul style="list-style-type: none"> - LHEES Coordination group, - Specific issue areas such as mixed use/tenure and historic buildings 	2024-25
3	Establish governance structure and agree meeting schedules	2024
4	Engage with other LA's, Universities, NHS trusts and other large public sector organisations to learn from their experience of decarbonisation and LHEES considerations on large estates.	2024-25
5	Engage with the public using educational material on energy efficiency, technologies, funding opportunities, methods to reduce heating bills, and suitable tariffs to encourage early adopters of heat pumps.	2024-29
6	Engage with the public on heat network potentials and technologies	2025-29
7	Create a shared forum for lessons learnt from early adopters on heat pump operational best practices.	2025
8	Create ongoing case studies of SAC decarbonisation and fuel poverty reduction implementations, and learn from other case studies, to create a live up to date lessons learnt document. Including contacting MCS/Ofgem/Scottish Government/UK Government about current heat pump performance and how to make sure high COP and a good experience is achieved.	2024-25
9	Continue engagement with SPEN to monitor network constraints to coordinate transition work.	2024-25
10	Engage with other local authorities, local colleges, and local installers to assess skills gaps in heat pump delivery.	2024-26
11	Assess potential routes for the long-term investment required for the interventions.	2025-29
12	Engage with supply chains to allow the visibility of secure pipeline of work for several years to come, to encourage growth of local skills and reduce the risk of local skill shortage.	2025-29
13	Complete pre-feasibility studies on proposed heat network zones.	2025-27
14	Coordinate with Planning on LDP3 on Heat Network zone development and routes to support development	2024-26
15	Annual monitoring/report of gas prices compared to typical cost of heat from heat networks to ensure potential heat networks do not worsen fuel poverty.	Ongoing
16	Commence development of business cases in all heat networks deemed feasible.	2027-29

Action No.	Action	Timescale
17	Assess loft insulation upgrades in the top third of LHEES data zones for SAC owned dwellings.	2025-26
18	Assess cavity wall insulations interventions in the top third of data LHEES zones for SAC owned dwellings, record ongoing progress.	2025-26
19	Assess hot water cylinder insulation upgrades in the top third of LHEES data zones for SAC owned dwellings.	2025-26
20	Assess internal or external wall insulation upgrades in the top third of LHEES data zones for SAC owned dwellings.	2026-27
21	Assess single to double glazing window upgrades in the top third of LHEES data zones for SAC owned dwellings.	2027-28
22	Assess with partner organisations and national groups any pilot studies / demonstration projects / field trials on heat pump deployment and operational best practises.	Ongoing
23	Assess heat pumps potential on case-by-case basis in properties that are currently using LPG/Oil/Solid fuels. Focus on the top third of data zones that are SAC owned.	2025-29
24	Assess heat pumps potential in properties that are currently using direct electric heating. Focus on the top third of data zones that are SAC owned, where they can be made suitable for heat pumps	2025-29
25	Coordinate with Scottish Government and collect improved datasets for 5 yearly LHEES update.	Ongoing
26	5 yearly update of LHEES.	2029

Challenges

- Wide range of potential actions and areas, cross-cutting multiple council departments, organisations, groups,
- Technology and legislation will develop over the course of this action plan.

Focus

- Maintain focus on identified LHEES priorities,
- Development and service level attribution of actions through LHEES Coordination group.

Appendix A: LHEES Scope, Limitations and Approach

Strategy Scope and Limitations

The scope is focused on heat decarbonisation, energy efficiency and fuel poverty and does not include wider energy system planning directly, but the LHEES can be used as a building block for wider LA energy planning.

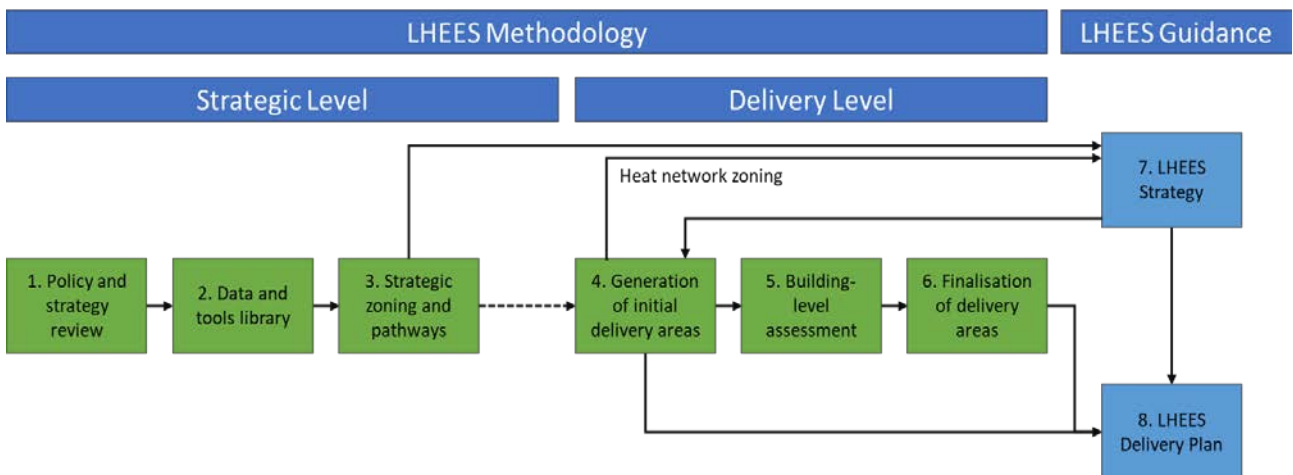
While there are some limitations with the domestic building dataset, which is primarily based on Home Analytics, it is of sufficient quality and reliability to allow detailed analysis and conclusions. However, the non-domestic data, which is primarily based on Non-Domestic Analytics, is less reliable overall due to a dataset that has significantly more gaps in it, and a greater variety of heat uses. For this reason, there are limitations to the level of detail in the outputs from non-domestic buildings.

LHEES Approach

A suggested LHEES methodology is supplied by the Scottish Government as shown in figure 27. Although the approach used is based on the proposed methodology shown below, the details have been adjusted to suit the specific context of South Ayrshire. The methodology is broken down into eight stages that align with the work set out in the LHEES Guidance.

The completion of these stages provides South Ayrshire Council with the data analysis and evidence base to enable development of this Strategy and the accompanying Delivery Plan document. The completion of work carried out in stages 1-4 feeds into the Strategy plan, and the completion of stages 4-6 alongside the Strategy feeds into the Delivery Plan.

Figure 26: Summary of LHEES Approach and Stages



Appendix B: Legislation Relating to LHEES

Table 13: Summary of policy and legislation

UK-Wide
<p>The Climate Change Act 2008 (2050 Target Amendment) Order 2019: Net Zero GHG Emissions by 2050</p>
National – General
<p>Heat in Buildings Strategy (2021) Sets out a pathway to zero emissions buildings by 2045 and includes the New Renewable Heat Target for 2030</p>
<p>The Heat Networks (Scotland) Act 2021, which was followed by the Heat Network Delivery Plan, has targeted for 2.6 TWh to be supplied by heat networked by 2027 and 6 TWh by 2030. By October 2023, Scottish Ministers are required to set a target for 2035. The Act places a duty on local authorities to conduct a review of areas likely to be particularly suitable for heat networks within its area.</p>
<p>The Fuel Poverty (Targets, Definition and Strategy) (Scotland) Act 2019 which both defines fuel poverty and sets targets for fuel poverty eradication by 2040 with interim targets for 2030 and 2035. Following this, the Tackling Fuel Poverty in Scotland: A Strategic Approach was published in late 2021, which contains a strong focus on energy efficiency as a driver for fuel poverty.</p>
<p>Climate Change (Scotland) Act 2009: Public bodies have a duty to contribute to Scotland’s national emission reduction target</p>
<p>Climate Change (Emissions Reduction Targets) (Scotland) Act 2019: 75 % emissions reduction by 2030, 90 % emission reduction by 2040, and net zero GHG emissions by 2045</p>
<p>Update to the Climate Change Plan (2018-2032)</p> <ul style="list-style-type: none"> • By 2030 at least 50 % Scotland’s building stock heated using zero emission systems; • Retrofit buildings and achieve ultra-high levels of fabric efficiency in new builds; and • Reduce car kilometres by 20 % by 2030.
<p>Scottish Government Climate Change Plan Update – Securing a Green Recovery on a Path to Net Zero (2020): Focus on green recovery to deliver net zero ambitions following the Covid-19 pandemic. Emphasis on green jobs, adaptation, and tackling fuel poverty.</p> <ul style="list-style-type: none"> • “By 2040, no more than 5 % of households in fuel poverty, and no more than 1 % in extreme fuel poverty”
<p>Scottish Government Hydrogen Action Plan (2022): Ambition of 5GW of hydrogen production capacity by 2030 and 25GW by 2045.</p>
<p>Climate Emergency Skills Action Plan (Skills Development Scotland / Scottish Government) (2020): Local authorities are lead partners on Priority Area 1: Supporting a green labour market recovery from Covid-19, and Priority Area 5: Ensuring fairness and inclusion in the skills system as part of a just transition to net zero.</p>
<p>Scotland’s fourth National Planning Framework (NPF4)</p> <ul style="list-style-type: none"> • Encourage the reuse of brownfield, vacant and derelict land for new developments. <p>Draft Energy Strategy and Just Transition Plan (2023): “More than 20GW of additional renewable electricity on-and offshore by 2030”</p>
National – Public Sector Specific
<p>The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020: Public bodies must report in their Public Bodies Climate Change Duties (PBCCD) Annual Reports:</p>

- where applicable, “targets for reducing indirect emissions of greenhouse gases” Indirect emissions include supply chain emissions, and
- how they align their spending plans and use of resources to contribute to reducing emissions and delivering emissions reduction targets and report on this from March 2022.

[Scottish Government and Scottish Green Party: draft shared policy programme \(2021\):](#)

- “All publicly owned buildings to meet zero emission heating requirements, with a backstop of 2038.” This implies that most buildings would be decarbonised well before that. The programme commits to “a series of phased targets” for decarbonisation of public sector buildings starting in 2024. This will be driven through building standards/Heat in Buildings Regulations.
- “All new buildings where a building warrant is applied for from 2024 must use zero emissions heating as the primary heating source and meet significantly higher energy efficiency standards”.

[Public Sector Leadership on the Global Climate Emergency \(2021\):](#)

- “Decarbonise estate by 2038 at the latest, with zero carbon direct emissions from all buildings”.
- “Any fugitive emissions that can be reduced to absolute zero must be, however some areas of fugitive emissions may not be able to be reduced to absolute zero by 2045”.
- Public sector bodies must set emissions reduction targets for indirect emissions (such as business travel).

Appendix C: Heat Pump Suitability Maps

The maps in this appendix highlight, using the methodology described in 7.7.3, which homes are ready for heat pumps today (green), will be ready with modest energy efficiency interventions (orange) and may be more difficult to convert (red).

Figure 27: Heat pump suitability map - Ayr

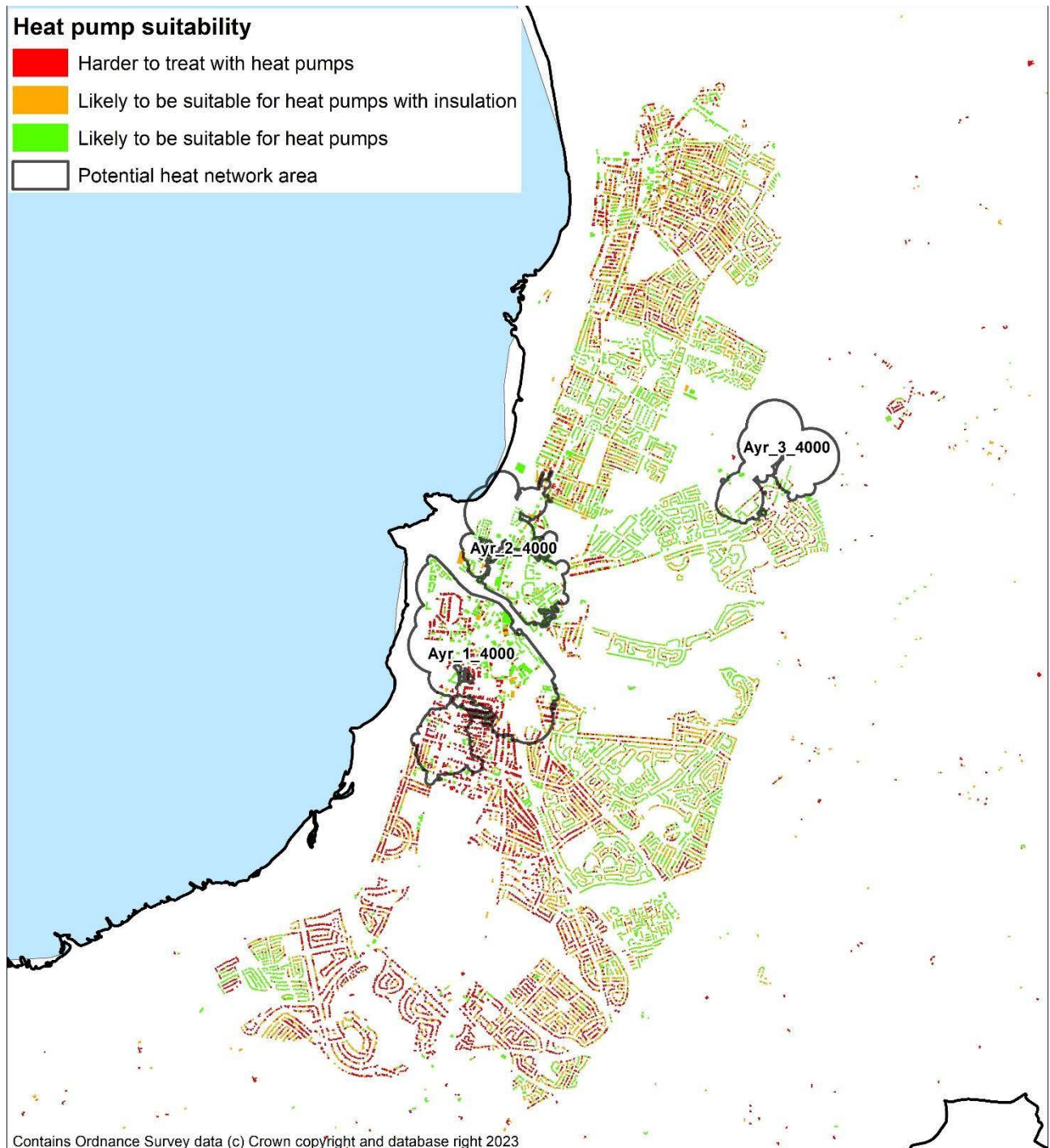


Figure 28: Heat pump suitability map - Girvan

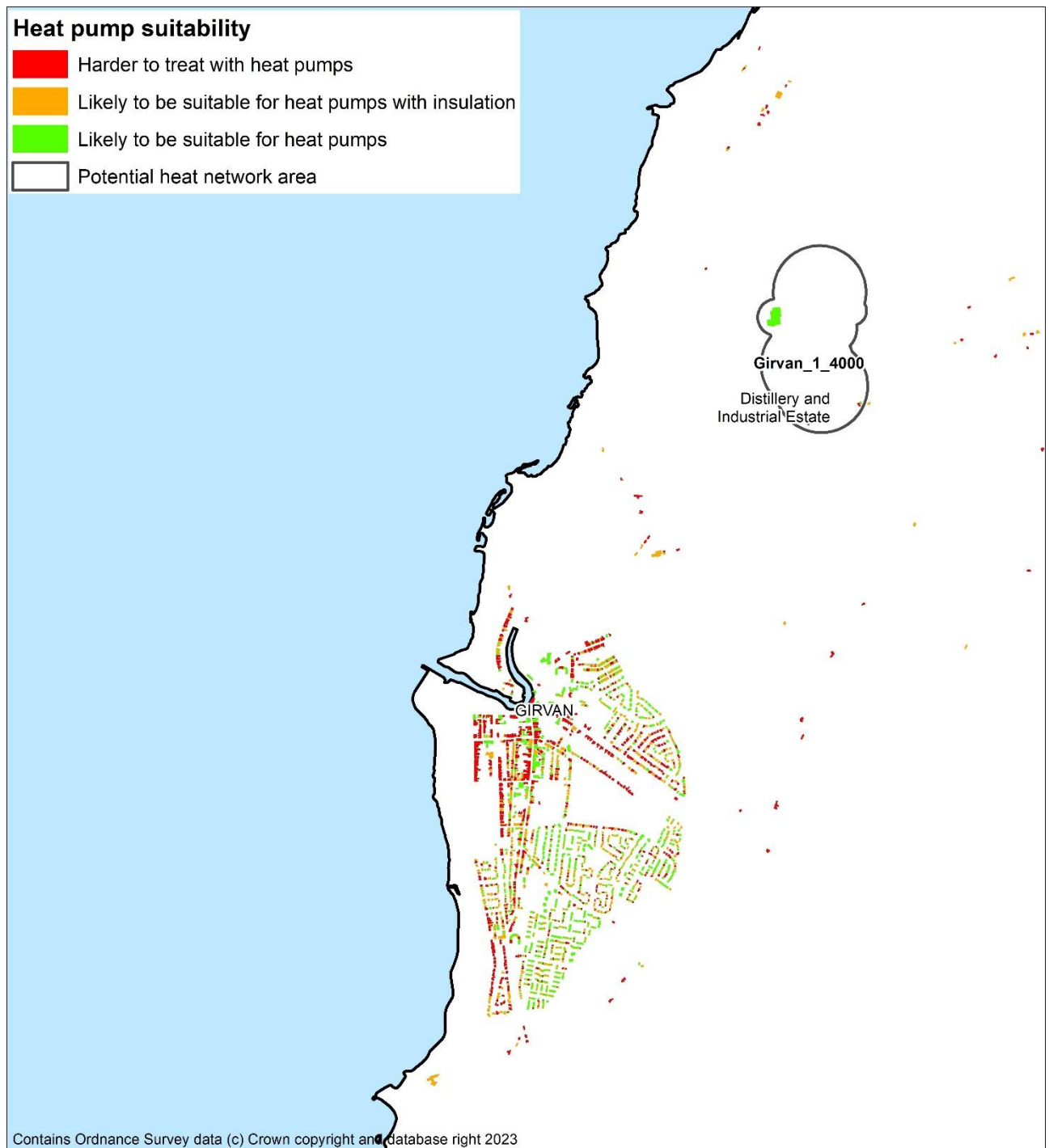


Figure 29: Heat pump suitability map - Troon

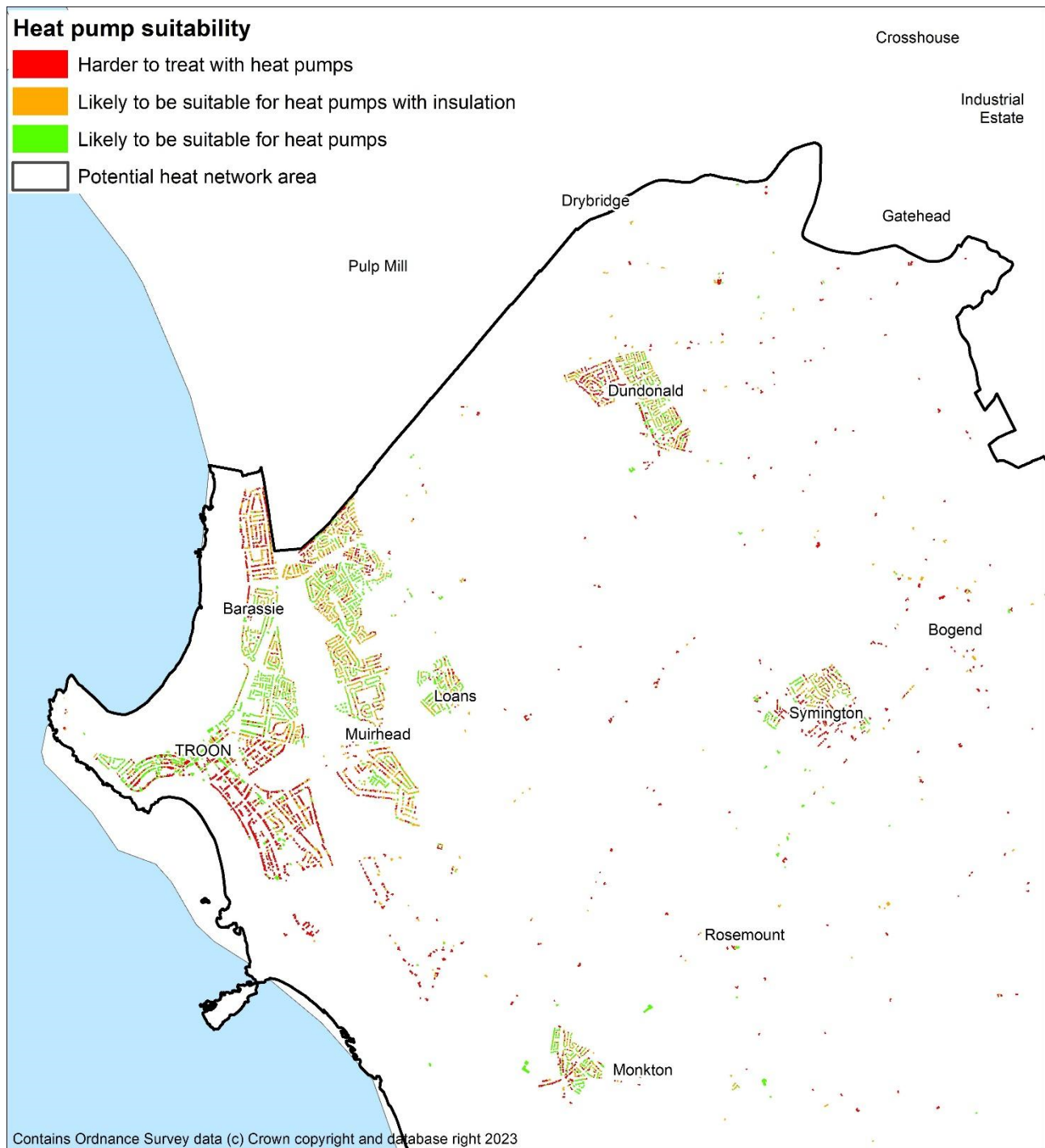


Figure 30: Heat pump suitability map - Maybole



Figure 31: Heat pump suitability map - Ballantrae

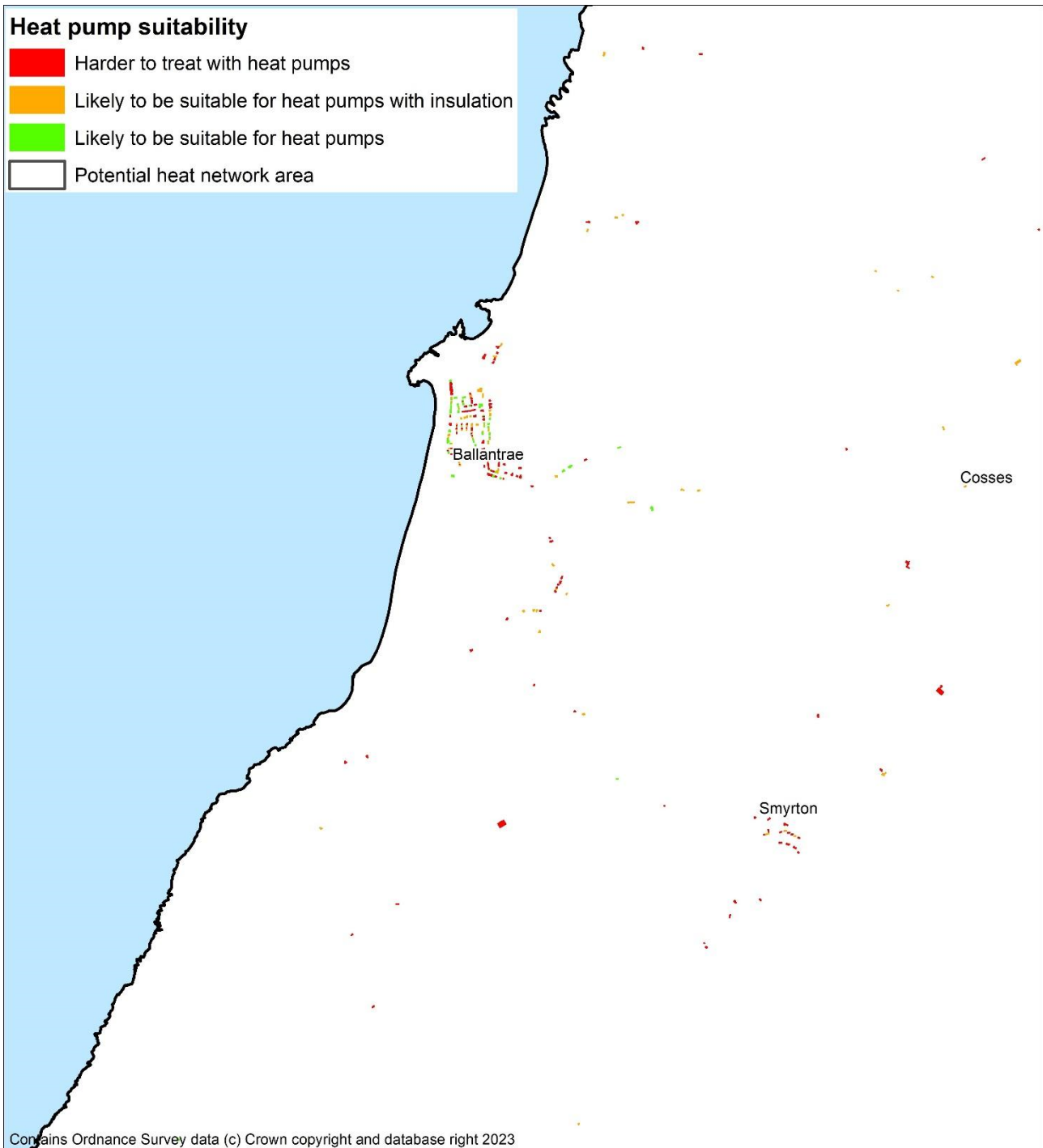


Figure 32: Heat pump suitability map - Dailly



Appendix D: Consultation Thematic Summary

Question 1: Priorities

Strengths: Public interest and a just transition are acknowledged. Alignment with fuel poverty reduction, economic development, and skills development is supported.

Feedback: 69% Pos / 23% Neg / 8% Neut. Concerns about ensuring a just transition for all households, particularly the most vulnerable. A need for clarification on “most vulnerable” and inclusion of health inequalities. Further information on how fuel poverty will be tackled via this strategy.

Question 2: Considerations

Strengths: The strategy considers a variety of property ownerships, heritage buildings, as well as local and national policies.

Feedback: 54% Pos / 23% Neg / 23% Neut. More emphasis required on public and private sector collaboration and stakeholder engagement, particularly in education. Expand stakeholder engagement strategy. Consideration of health impacts related to poor energy efficiency.

Question 3: Challenges and Opportunities

Strengths: The need for improved energy efficiency and decarbonization is recognized, particularly in off-gas areas.

Feedback: 69% Pos / 23% Neg / 8% Neut. Concerns about data accuracy, ensuring affordability for all (including renters), and the need for stronger public engagement. Expand data management to include cross references with internal data sources, health inequalities data, and other relevant datasets that could increase accuracy of targeted measures.

Question 4: Strategic Zones and Baseline

Strengths: Using Area Based Schemes and targeting support based on existing data is supported.

Feedback: 62% Pos / 08% Neg / 31% Neut. Concerns about ensuring interventions reach those most at risk, potential data errors, and the need to integrate health considerations. Refine targeting and summarise area wide approach. Include good practice examples.

Question 5: Technology

Strengths: Broad agreement with the areas of focus on technology.

Feedback: 62% Pos / 15% Neg / 23% Neut. Need to expand on other technologies in question, including risks of internal air quality and ventilation.

Question 6: Heat Networks

Strengths: The identification of potential heat network locations and the focus on anchor loads are supported.

Feedback: 46% Pos / 15% Neg / 38% Neut. Higher level of uncertainty about concepts outlined indicating a need for expanded public engagement. Concerns about the feasibility and cost of large-scale infrastructure projects. National policy developments required.

Question 7: Delivery Areas

Strengths: Broad agreement with the identified focus areas.

Feedback: 69% Pos / 15% Neg / 15% Neut. Concerns about reaching the most at-risk households. Strengthen the focus on targeting interventions using a combination of factors such as SIMD ratings, health data, household type, prepayment meter usage, rural location, and being off the gas grid. Explore collaborating with health services and third sector organizations to identify at-risk households.

Question 8: Pathways for all South Ayrshire

Strengths: Broad agreement with the focus areas.

Feedback: 69% Pos / 15% Neg / 15% Neut. Lack of emphasis on public and private sector engagement, and the building sector/architectural industry. Need to look at area-wide energy generation alongside decarbonisation.

Question 9: Governance

Strengths: Broad agreement with the outlined governance structure.

Feedback: Ensure representation from all relevant stakeholders, including social landlords, private domestic sector, and community groups. The need for a clear timeframe for reviewing the governance structure. Formal outline for governance structure required.

Question 10: Delivery Plan Proposals

Strengths: Broad agreement with the proposed delivery plan.

Feedback: Clarity on responsibility for the actions is required, and more information on signposting property owners to funding and support on energy efficiency improvements to both public and private sector.

Scottish Government Response

Strengths:

- Clearly outlined priorities and references throughout the document
- Strong overview of challenges faced by domestic and non-domestic buildings
- Delivery plan with actions across various timescales

Feedback:

- Better clarity on stakeholder engagement paths and outputs
- Improve detail on current and future stakeholder engagement plans
- Opportunity for more comparisons to national statistics, particularly for non-domestic buildings
- Potential for improved data breakdowns by building type (e.g., listed buildings)
- Room for improved presentation clarity in some sections

APPENDIX 2 – GOVERNANCE – LHEES COORDINATION GROUP TERMS OF REFERENCE

LHEES Coordination Group Terms of Reference

Background

South Ayrshire Council's Local Heat and Energy Efficiency Strategy (LHEES) is a data driven analysis of building stock across the authority that identifies strategic routes towards decarbonisation of heat. The strategy is driven by Scottish Government 2045 Net Zero and the 2040 fuel poverty targets and ambitions.

A delivery plan of 26 high-level actions and ambitions were set out in the LHEES shown in appendix 1, covering the strategy duration. This work is supported by the LHEES officer post, which is funded by Scottish Government for 5 years.



Role and remit

The LHEES Coordination group will provide strategic oversight and guidance for the development and implementation of the Council's LHEES strategy and delivery plan. Each member of the group will provide insight from their area of expertise to support existing delivery plan actions and refine new and existing areas of intervention, with support from the LHEES officer. They will also ensure decisions made by the group are adhered to by services.

The group will provide information and scrutiny on:

- Development and attribution of LHEES delivery plan actions,
- Development of heat network projects,
- Risk and issue identification,
- Wider stakeholder identification and engagement,
- Dissemination of information,
- Benefits realisation and reporting.

Strategic lead

As LHEES is considered a key deliverable of Scotland's move to Net Zero, a strategic lead is required to ensure development and delivery of actions are agreed at a senior/cabinet/director level. It is recommended that the strategic lead is an appropriate assistant director.

The strategic lead would be responsible for:

- Chairing meetings
- Guiding delivery plan development,
- Ensuring service level buy-in,
- Supporting risk management and benefits dissemination.

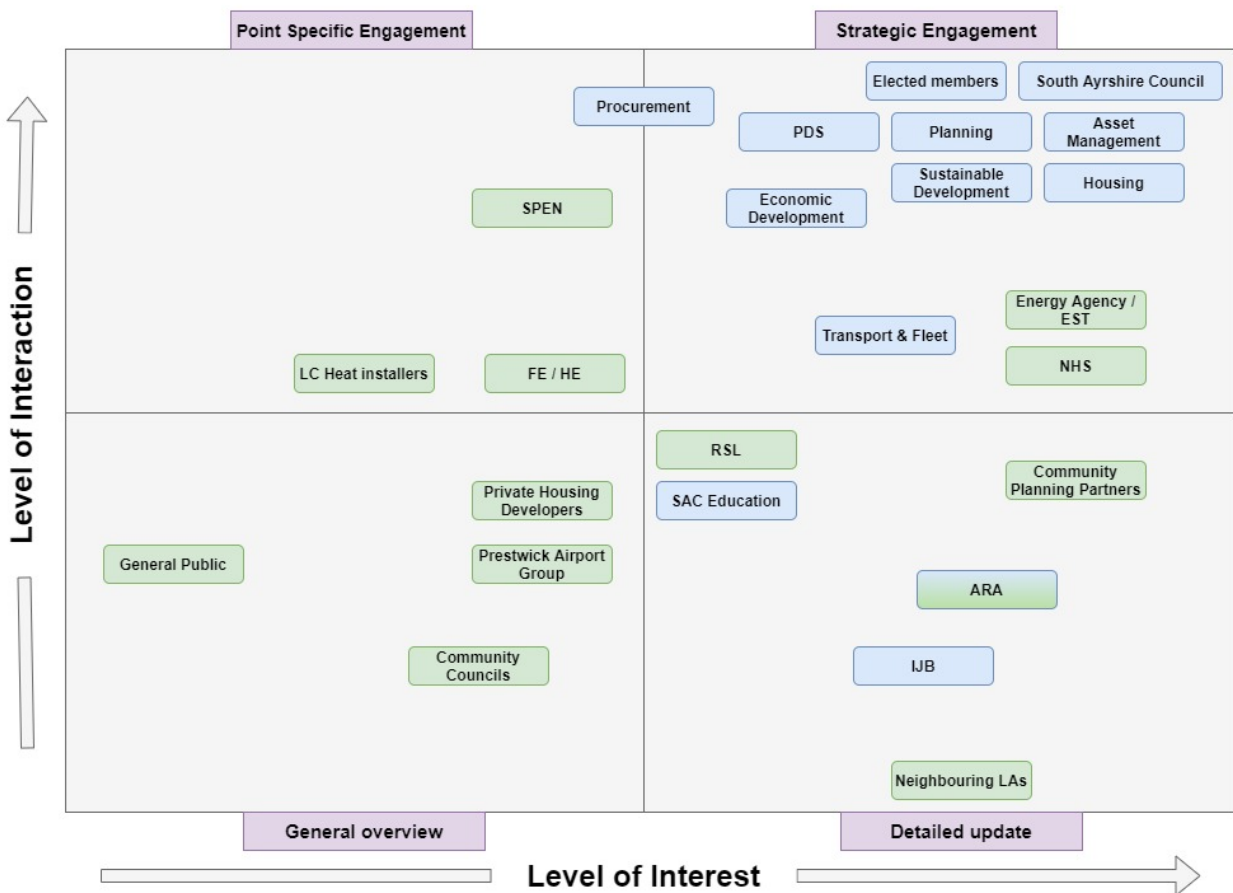
Group responsibilities

Each group member would be responsible for service level identification of:

- Existing or potential projects relevant to LHEES,
- Co-working opportunities,
- Relevant legislative changes and consultations,
- Alignment of service level projects with strategic priorities,
- Attribution and implementation of service specific delivery plan actions,
- Feedback for reporting schedules.

Membership

The LHEES Coordination group membership is identified below as those with high levels of interaction and interest in the strategy and delivery plan.



From this, we derive 4 levels of interaction with associated groups:

Strategic engagement – membership of the governance group.

Point specific engagement – engaged with on specific projects rather than the strategy as a whole.

Detailed updates – detailed information on strategy and project progress shared regularly to assess synergies.

General overview – general information about overall progress shared periodically.

As such, the following departments and officers have been identified to participate in the governance group.

Tracking and Reporting

The group will track and report progress through a series of routes:

Pentana – attributed service level actions relevant to the delivery plan will be tracked through Pentana where appropriate.

Feedback to Portfolio Holder: Buildings, Housing and Environment by Service Lead Asset Management. Where appropriate membership officers will report actions back through in-service routes to respective portfolio holders to expand engagement.

Local Outcome Improvement Planning – As energy is one of the four identified Community Planning Partnership areas, relevant six-monthly/quarterly progress reports will be provided to the board.

Annual Cabinet report & Members Briefing – with the annual review of the delivery plan actions, progress on existing actions and proposed actions for the year ahead will be delivered to cabinet annually, with an accompanying members brief on progress and intent for the year ahead.

LHEES Coordination Group - Membership

<p>Officers</p>	<p>Strategic Lead / Chair</p> <ul style="list-style-type: none"> • Chris Cox, Assistant Director – Planning and Development <p>Attendees</p> <ul style="list-style-type: none"> • Callum Robertson, LHEES officer • Neil Grant, Senior Officer (Energy) • Robin Jamieson, Coordinator (Asset Management) • Tom Burns, Service Lead – Asset Management and Community Asset Transfer • Pauline Bradley, Service Lead – Professional Design Services • Paul Cassidy, Sustainable Design Officer • Lorna Jarvie, Co-ordinator – (Sustainability) • John Hodge, Co-ordinator – Housing Asset Management • Chris Carroll, Co-ordinator – (Housing Policy and Strategy) • James Hall, Co-ordinator – (Planning Strategy) • Calum McPhail, Co-ordinator – (Economic Development) <p>External partners</p> <ul style="list-style-type: none"> • NHS • Community Planning Partnership organisations <p>Case specific attendees</p> <ul style="list-style-type: none"> • Finance • Procurement • Transport & Fleet
<p>Operating arrangements</p>	<ul style="list-style-type: none"> • Meets quarterly • Actions noted and tracked • Standardised agenda • Papers to be sent out 5 working days in advance • Forward plan in place to inform future agendas • Decision making will be by consensus

1. LHEESs are primarily driven by Scotland's statutory targets for greenhouse gas (GHG) emissions reduction and fuel poverty:
 - 1.1 Net zero emissions by 2045 and 75% reduction by 2030; and
 - 1.2 In 2040, as far as reasonably possible, no household in Scotland is in fuel poverty.
2. The LHEES Strategy 2024 – 2029 is based on a full technical analysis of domestic and non-domestic building stock and develops routes to reduce fuel poverty and decarbonise heat in the South Ayrshire Council area. The strategy sets out the priorities, background, challenges and opportunities in this area, and develops strategic zones, pathways, and delivery plan objectives to begin this transition.
3. The LHEES gives an overview of heat demand in South Ayrshire's building stock, encompassing domestic and non-domestic properties, and is derived from the LHEES Full Technical Report ([Background paper 1](#)). It provides a profile of these properties, considering fuel poverty levels against energy efficiency. From this, it identifies possible interventions based on key technologies, and pathways through which the South Ayrshire Council area can reduce fuel poverty and move decisively towards NetZero in line with local and national objectives. The LHEES includes the following provisions:
 - 3.1 Sets out how different types of building stock can change to meet national and local objectives, including the removal of poor energy efficiency as a driver of fuel poverty, and achieving zero greenhouse gas emissions in the building sector. The LHEES includes maps of all property types in South Ayrshire, providing this information at a strategic zone level.
 - 3.2 The primary interventions identified in the strategy are increased insulation measures. These are generally no-regret measures that provide tangible benefits to both domestic and non-domestic building users. This fabric first approach reduces energy demand, improving elements of fuel poverty, and, considering the scale of interventions required, potentially generating economic benefit to South Ayrshire. The LHEES links to, and supports delivery of, the SAC Local Housing Strategy in this approach.
 - 3.3 In order to achieve decarbonisation objectives (for example, net zero/greater fuel poverty alleviation) the most effective way is through connection to a heat network (also known as district heating). However, heat networks are only an effective option where there is sufficient heat demand and a suitable location for an 'energy centre' (a central heat source which may be ground, air or water heat pumps, but could also be an industrial plant which produces excess heat, former mineworking etc.). Identified options in the LHEES are limited to parts of Ayr Town Centre, Heathfield and Girvan. The LHEES links with SAC's Local Development Plan consultation and the National Planning Framework 4 in supporting the development of heat networks in areas of new development.
 - 3.4 Where connection to heat networks is not a feasible option, then other options may be suitable, such as heat pumps and electric heating solutions. The LHEES identifies strategic geographical zones based upon

areas with i) building types – for each building type assumptions can be made on how energy efficient the property is and energy efficiency options that might most effective for that type of property. This is data driven and based on the ‘Home Analytics’ data set which covers the whole of Scotland and contains data on: the physical characteristics (wall type, levels of insulation and glazing); heat and energy demand; renewable technology suitability; probability of fuel poverty; and EPC ratings. ii) energy connection profiles for areas based upon data identifying if properties are on or off the gas grid. iii) From information derived in i) and ii) the LHEES sets out optional measures for reducing emissions within each zone; The LHEES will be reviewed on a five-year basis.

4. Accompanying the LHEES Strategy is the LHEES Full Technical report ([Background paper 1](#)). The LHEES Full Technical report sets out the technical analysis behind the delivery routes and outlines the methodology taken to establish baseline figures, intervention routes, potential costs, and all other metrics used in the creation of the LHEES Strategy. The LHEES Full Technical report was agreed by Cabinet on 16 January 2024. Minor amendments have been made to the report as a result of feedback from SG, however the substantive report outcomes remain the same.
5. Annual funding of £75,000 was allocated by SG for LHEES work until 2027/28. An officer was recruited in October to lead LHEES work, and consultancy support through Ricardo Plc was used to develop the Full Technical Report using the SG methodology.
6. The SG publication requirements were that public consultation should be undertaken on draft Strategies and Delivery Plans before they are adopted and published. As such the consultation was open for consultation from 14/02/2024 to 17/04/2024. Consultation was delivered through the public portal with accompanying social media campaigns. Consultation was also undertaken with internal departments, private and registered social landlords, the SAC 1000, community planning partners, HSCP, NHS, and community groups across South Ayrshire.
7. Formal consultation responses were received through the public platform. Further feedback was received from SG’s appointed review consultant, Zero Waste Scotland, departmental responses from Planning and Housing, and part responses from focus group sessions and meetings. The outline of public and internal responses can be seen below.
 - 7.1 Overall response rate was positive with an average of 63% of respondents partly or fully agreeing with developed concepts, 18% neutral, and 18% negative out of 13 respondents. SG, ZWS, and part responses were not assessed in this as they did not conform to the set questions. SG confirmed 5 of 8 sections of the report were complete according to the methodology, with partial completion on the remaining 3. All feedback has been considered and included where possible.
 - 7.2 Thematic analysis was carried out on the consultation responses and key concepts have been integrated into the LHEES strategy (Appendix D) including; greater focus and clarity on fuel poverty, greater levels of public engagement, focus on skills and skills development, extending work with NHS and community planning partners

Table 1: consultation responses

	QU.1	QU.2	QU.3	QU.4	QU.5	QU.6	QU.7	QU.8	QU.9	QU.10	AVERAGE
POSITIVE	69%	54%	69%	62%	62%	46%	69%	69%	69%	62%	63%
NEGATIVE	23%	23%	23%	8%	15%	15%	15%	15%	23%	23%	18%
NEUTRAL	8%	23%	8%	31%	23%	38%	15%	15%	8%	15%	18%

CONSULTATION RESPONSES

Consultation Responses

Public, Partner & Internal Responses

REF	QUESTION 1 - Do you think the priorities identified are in the best interest of the people of South Ayrshire?
1	Yes - but I would like to see more emphasis put on creating incentives for the public (and private sector) to collaborate on implementation of the LHEES particularly in improving energy efficiency, making the switch to greater use of sustainable energy sources, buildings insulation etc..
2	Yes. Transitioning to renewable sources of energy is an important step in slowing climate change, but it means nothing if the existing infrastructure in people's homes means the demand is still high.
3	<p>Please note that my response is as Chair, Fort Seafield and Wallacetown Community Association and Project Lead, (Wallacetown Community Energy Project).</p> <p>In relation to the priorities I would suggest a swap of priorities 2 and 3. The reasons for this proposed change is as follows:</p> <p>It will be important to communicate the impacts on economic development and the opportunities that will bring, hence these priorities are not sequential. However to fulfil priority 2 we need to a coherent strategy to engage all educational sectors. In relation to skills we need to establish via all stakeholders a skills needs analysis to allow the appropriate educational/training programmes to be developed, identified with timeframes to be in position to deliver the identifiable outputs from the plan.</p>
4	The design of the form doesn't allow me to review numbered sections so I can't answer these next questions
5	People , business are struggling with the cost of living. Speaking to people...they 're not interested in heat pumps, you pay for what you use...electricity will remain costly. This is methodical, ideologies presented by bias govt and groups.who is paying for this!!!we 're skint!
6	Yes, but more information needed on how this will tackle fuel poverty
7	<p>NHSAA welcomes the opportunity to review and comment on the South Ayrshire Council Local Heat and Energy Efficiency Strategy. The main principles outlined are designed with the aim to serve the interests of those within South Ayrshire.</p> <p>We welcome the emphasis on tackling climate change through improving energy efficiency given the multiple negative impacts of climate change on the health of our communities. Cold housing and fuel poverty also has a range of direct and indirect health impacts – for instance, by exacerbating cardiovascular and respiratory conditions and negatively affecting mental health, and by negatively affecting household financial security and childhood educational attainment (see link for more information). There is evidence that efforts to improve energy efficiency of homes and reduce fuel poverty can help improve people's health, reduce health inequalities, and reduce people's need for healthcare. The 'Communities and sustainability' priority makes reference to the most vulnerable but it is not clear who this applies to. The existing fuel poverty definition is purely based on financial measures and does not take into account the health effects of living in a cold home on those at greatest risk. We would therefore recommend clarification of who is meant by 'the most vulnerable' and the inclusion of health inequalities associated with fuel poverty and energy inefficiency in the priorities – otherwise this represents an important missed opportunity. This would also help ensure the strategy is consistent with the wider South Ayrshire CPP priorities of 'place and wellbeing' and therefore support buy-in from CPP partners.</p>
8	Yes, I agree with the priorities focusing on reducing fuel poverty and the effects the transition may have on those on a lower income.

	<p>It would be great if jobs were created locally in the form of manufacturing of materials required, and workforce to install the infrastructure.</p> <p>It's a great idea to tie in education so that the knowledge, expertise is in place for future projects. It might help with community engagement knowing there is a potential career path there for future generations, as well as being able to take ownership in a way, if that makes sense.</p>
9	No.
10	yes
11	No - Priority 1 will leave those on lower incomes but not sufficient to be eligible for any relief the worst off. The richer people will just move to England. The race to net zero will penalise the very people you are trying to support, additionally, regardless of what the people of South Ayrshire it will be over-ridden and ignored by national Government.
12	The establishment and long-term operation of heat networks can create an opportunity to retain benefits within local communities. This could support community wealth building, provide local jobs and also tackle significant factors in fuel poverty. Poor energy efficiency can lead to high energy costs which can result in households in fuel poverty and present unnecessary financial burdens for businesses and the public sector. The LHEES will seek to prioritise a reduction of in fuel poverty for the most vulnerable within South Ayrshire with the delivery of energy efficient and low carbon technologies. The transition and the development of the new technologies could assist with assisting the delivery of new skills and innovation within schools, colleges and businesses. Furthermore, the LHEES will support the delivering of benefits of the Ayrshire Energy Masterplan which is a combined investment strategy with the three Ayrshire Councils to help the private and public sector meet energy and carbon reduction targets.
13	Yes, however, the challenge of supporting and enabling all households (particularly those most vulnerable and in existing poverty) in our communities to make a just transition to the decarbonisation of heat in their homes should be fully recognised for the gigantic financial and logistical task it truly is.

REF	QUESTION 2 - Do you think the considerations in focus from “LHEES Considerations” are appropriate and connect with the overall LHEES priorities?
1	
2	Yes. Identifying and mitigating the challenge of rural areas - listed here as off-gas grid, I think - will be a large part of the puzzle given how many rural areas there are in South Ayrshire.
3	With reference to Table 1 page 8 I would suggest putting Energy efficiency (4,5 and 6) 1, 2 and 3. for example address in poor building efficiencies through improved insulation, and window replacement so improving the U values and EPC rating is a quick cost-effective route to decarbonise and more importantly address fuel poverty. The timescales for this will be much shorter than some of the heat decarbonising considerations.
4	See above, should have kept pertinent reference material available/pinned
5	Told to get gas boilers and diesel cars..no longer acceptable. Now heat pmps...really. Decisions are made before consultancy with thepublic. Methodology is not pure science or accurate. Who is paying, cost i s ignored . Build more homes for people!!
6	yes
7	<p>The phased approach methodology proposed clearly sets out a route-map to delivering the long terms aims of the strategy. Heat Decarbonisation and Energy Efficiency are key considerations within the LHEES and the Board will continue to have an interest in the progress made.</p> <p>We have a number of specific comments on the detail of this section:</p> <p>Should “poor energy efficiency as driver for ill-health and health inequalities” also be included as a consideration?</p> <p>Agree with prioritising poor energy efficiency, fuel poverty and decarbonisation especially off-gas areas.</p> <p>It would be helpful to see more on the rationale for focusing on listed buildings and those in conservation areas: although we recognise these categories of housing stock present specific challenges, the residents may be more likely to affluent so targeting these households may risk exacerbating inequalities.</p> <p>4.3 mentions solid biomass – we agree that air quality is an important consideration especially in urban settings given growing evidence of contribution to poor air quality and therefore potential negative health impacts. It is essential to consider negative health impacts via indoor as well as outdoor air pollution, especially for households containing those at greater risk (e.g. infants/children; older people; those with existing cardiorespiratory conditions).</p>
8	Yes, it makes sense to focus on energy efficiency, fuel poverty and changing off gas building to low carbon heating and I think these do line up with the LHEES priorities.
9	No.
10	yes
11	They connect with Government priorities not necessarily the peoples priorities. Trying to install heat pumps without a massive reduction in price and at the same time improving the technology to ensure they do actually work effectively, will penalise all but the richest. Going back in time to install water cylinders when we were told they were wasteful but now their the answer doesnt make sense. Does the infrastructure have enough capacity to cope with the increased electricity demand or will more burden be placed on utility bills and making the cost of power prohibitive. The additional burden is already stretching most peoples affordability.
12	It is noted that the LHEES is looking at the transition from off grid and on grid gas to low carbon heating whilst seeking to reduce fuel poverty and increase energy efficiency. The

	<p>LHEES considers a variety of property ownerships, not just Council-owned as well as a number of uses of properties. The LHEES also considers heritage buildings and this is an important consideration given the unique quality of the historic environment within South Ayrshire in order to deliver energy efficiency within both residential and non-residential buildings. National policy, including the National Planning Framework (NPF4) is supportive of renewable and low carbon energy development, in order to support a Just Transition to the low carbon economy. NPF4 (National Planning Framework 4) will be one of the key documents that will inform the next LDP, in particular setting our future housing requirements, and with an increased focus upon climate change, improving health and wellbeing, and securing positive effects for biodiversity and nature recovery. NPF4 requires Local Development Plans (LDPs) to consider the area's LHEES. The spatial strategy of the LDP should also consider areas of heat network potential and any designated Heat Network Zones. NPF4 Policy 19 - Heat and Cooling, encourages LDPs to promote and facilitate development that supports decarbonised solutions to heat and cooling demand and ensure adaptation to more extreme temperatures. We are at the start of preparing a new Local Development Plan (LDP3) for the South Ayrshire Council area. This will have an impact upon many people's lives within South Ayrshire. It will be the principle document that guides where development should and should not take place, and will promote and facilitate developments that support and enhance the communities, economy and environment of South Ayrshire.</p>
13	<p>The stated LHEES considerations could be enhanced by more comprehensively encompassing all three of the strategic priorities (Community and Sustainability, Economy and Opportunity, Education and Skills). The present considerations focus solely on heat decarbonisation and Energy Efficiency outcomes, actions which are predominantly aimed at buildings. Considerations at this early stage of the strategy are required around how to effectively begin the process of engaging all local citizens (who live in and own the buildings) and stakeholders to educate and enable them to understand the decarbonisation agenda, opportunities, and future challenges, if any form of 'just transition' is to be realised</p>

REF	QUESTION 3 - Do you agree with the challenges and opportunities outlined in the "Challenges and Opportunities" section?
1	Partly Agree
2	Agree
3	Agree
4	Neither agree nor Disagree
5	Disagree
6	Agree
7	Agree
8	Agree
9	Disagree
10	Agree
11	Disagree
12	Agree
13	Partly Agree

REF	QUESTION 3A - Do the areas of focus in this section reflect a suitable first step for domestic and non-domestic decarbonisation?
1	Without much greater levels of public engagement, I think it will be extremely hard to achieve progress. So I would like to see a clearer and stronger emphasis on public engagement throughout the LHEES.
2	I believe so. Aiming for increased community development and infrastructure will be beneficial for the overall community health of South Ayrshire.
3	The priority 2..... extend engagement section is as important as important. you may want to consider leaving out the priority references and just bullet point each as the focus .
4	See above
5	No , just stop the private jets, volcanoes, wars...we have little impact.
6	Good first step, but more to do
7	<p>The Organisation agrees that the challenges and opportunities outlined and note alignment and the commitment to reduce emissions through de-carbonisation across the wider public sector.</p> <p>We have a number of specific comments on the detail of this section, including some important challenges which are not currently mentioned in this section:</p> <p>It is also important to highlight challenge of private rented sector where energy demand also high and opportunities for direct action less available: this is an omission from the challenges as currently described.</p> <p>Another challenge is ensuring adequate indoor air quality and ventilation when improving energy efficiency – this has important implications for health via exposure to pollutants and excess heat, so we would welcome consideration of this in order to avoid unintended consequences.</p> <p>A third and final challenge is that of identifying households at greatest risk from cold homes due to health conditions - this could be a priority for joint working between LA and NHS (e.g. through the HSCP and CPP).</p> <p>- Do the areas of focus in Section 6 reflect a suitable first step for domestic and non-domestic decarbonisation?</p> <p>It is not clear at present how areas of focus outlined under domestic buildings will ensure action is targeted to those at greatest risk of fuel poverty (and ideally to those at greatest risk of health risks of cold homes). Could greater connections be made with other work that seeks to tackle financial insecurity and promote financial inclusion and with community planning partners most likely to encounter and support those most at risk?</p>
8	Yes, as mentioned, it sounds like a massive undertaking but the focus points seem realistic and achievable as a first step. Really like the sound of the Wallacetown Community Energy Project. Positive action.
9	No.
10	yes
11	Coming up with loads of PR speak to pad out your report is crass. The "modern industrial revolution" around the green industry has not appeared and the promised jobs and economic benefit is just talked up to try and justify your decisions. Challenges - <ul style="list-style-type: none"> Higher than Scottish average owner-occupier (58%) and lower than average socially rented (23%) means less direct action available to SAC, all this means is that you will be imposing your will on homeowners but will be offering very little support.
12	The LHEES introduces a way forward for achieving 2045 net zero target. Is the only data available based on the information on the Home Analytics and Non-domestic Analytics dataset?- Is this an accurate picture of South Ayrshire? The need to substantially decarbonise Scotland's heat supply is challenging. Improvement to the energy efficiency

	of the homes and buildings within South Ayrshire has been slow to date, however, the LHEES can be used a driver to increase the uptake of low carbon heating.
13	A huge challenge within this strategy is around how the local authority not only stimulates and enables a migration to decarbonised heating solutions for domestic tenants and residents, but that this physical shift (away from established oil, gas etc) does not in effect then <u>create or exacerbate</u> fuel poverty for the end user – an especially challenging prospect given the heightened electricity kwh costs being presently experienced by all. This issue is particularly important for social landlords, who may be in the position to actively decarbonise a heating system at a point of future modernisation/investment in their tenant’s home, but face the acute problem of the tenant’s ongoing heating costs thereafter significantly rising, unless a more favourable electrical tariff (than exists presently) becomes available which proves to be less or no more than the costs of running their existing carbon fuelled system

REF	QUESTION 4 - Do the identified analysis zones and delivery pathways in the “Strategic Zones and Baseline” section adequately reflect the social and physical landscape of South Ayrshire?
1	
2	I think so. Targeting poorer areas first is a good step. Reducing fuel poverty by improving home insulation will help.
3	In General I would support the zones identified. (good work). As I am responding a Project Lead for the Wallacetown Community Energy Project it is important to note that the developed aims for the project goes beyond the solar project. The core objectives have been developed around strong educational relationship/partnerships as such creating Wallacetown as a NetZero Village is an ambition. The value to this LHEES will be significant in that we collectively would be able to demonstrate the capability delivering the plans ambition to a manageable scale, Which has the potential of demonstrating good practice and viability that could be showcased. This would also build confidence across all stakeholders.
4	See above
5	People specially poorer dont put heating on.
6	Pretty wide, but clear enough
7	<p>The Organisation recognises the landscape of South Ayrshire and appreciate the quantity, age and wide variety of building stock including listed status and the challenges this may present to delivering energy efficiency outcomes/interventions.</p> <p>It would be beneficial to explore in future the integration of health data with housing stock/fuel poverty data to prioritise areas for intervention</p> <p>Is there an error in Table 7 – how can proportion of households with energy bills >20% of income in Carrick be greater than the proportion with energy bills >10%?</p> <p>Please also see our comments at question 7.</p>
8	Yes, very impressed with the level of detail acquired and shown for each measurement. The infographics are very well laid out and are clear and accessible.
9	No.
10	yes
11	Who knows as we only have your figures to go on, assuming they are correct then would appear to be a start.
12	The preparation of baseline information about the building stock within South Ayrshire provides a starting reference point. The use of Area Based Schemes will help support funding and delivery objectives.
13	To my understanding. As noted, the Carrick area (largely rural) experiences the highest weighted scoring in terms of fuel poverty. Carrick has large swathes of off gas properties, and so the LHEES No 1 consideration to ‘Transition from heating oil and LPG in off-gas areas’ must be approached with particular care, to ensure residents already experiencing fuel poverty do not have their situations exacerbated through active decarbonisation of their heat (which may presently be more affordable than an electric solution

REF	QUESTION 5 - Do you agree with the areas of focus identified in the “Technology” section?
1	Partly Agree
2	Agree
3	Partly Agree

4	Neither agree nor Disagree
5	Disagree
6	Partly Agree
7	Neither agree nor Disagree
8	Agree
9	Disagree
10	Agree
11	Disagree
12	Agree – perhaps more details could be provided to explain the technology
13	Partly Agree - I think this section could expand to include more in the way of fabric first energy efficiency improvements, rather than focussing predominantly on electric heating solutions. A critical step in the LHEES will be to maximise the air tightness and thermal capacity of all buildings to ensure they require the minimum amount of energy to heat them – this fabric technology (known and developing) needs to be factored in.

REF	QUESTION 6 - Do you think the areas of focus in the “Heat Network” section are suitable and sufficient for approaching heat network development within South Ayrshire?
1	
2	I'm not familiar with Girvan, but the potential heat networks in Ayr will cover most of the town centre - many of those buildings are old to begin with, so will be in dire need of modernisation and infrastructure improvement.
3	In general happy, recognising that areas of focus may change. I would also take you back to my response to Q4 in relation to Wallacetown.
4	Please redesign this consultation so it's more accessible Im interested but cannot complete as is
5	Heat pumps dont work out winter s are damper cold unlike Scandinavia.
6	Massive possibilities, but needs funding and to be equitable in cost.
7	The Organisation recognises the complex and specialist work completed to date to map out current heat demands which will support more detailed plans moving forward. The areas of focus are viewed as suitable and the Board will continue to have an interest in the progress made.
8	Yes, hopefully the industrial cluster in Girvan will be of use in the future - connecting the network as part of an integrated new build community.
9	No.
10	yes
11	The consultation paper reads like you have already decided this is the way forward. Just because something works in another Country (but how effectively and is the climate/standard of homes the same) doesnt mean it will work in South Ayrshire.
12	The maps with the key provides information in respect of heat demand within Ayr and hence the evidence to identify the location of the potential heat network for three areas within Ayr. It is also noted that there is the potential for a further heat network at Girvan. Anchor loads are high heat demand buildings and key connections on a heat network that make the operation of a heat network economically viable.
13	Don't know. I expect the infrastructure investment to bring such networks about would be colossal, and therefore require hugely public and private sector investment, not to mention then mandating every resident of the zone to use the system (and be prevented from using independent system - I assume). This is difficult to envision at this stage, so cannot answer with any sort of informed opinion.

REF	QUESTION 7 - Do you agree with the focus areas identified in the "Delivery Areas" section?
1	Partly Agree
2	Agree
3	Agree
4	Neither agree nor Disagree
5	Disagree
6	Agree
7	Agree
8	Agree
9	Disagree
10	Agree
11	Neither agree nor Disagree
12	Agree
13	Agree

REF	QUESTION 7A - Are there any other considerations you would like to see used to identify priority areas?
1	
2	Not that haven't already been identified.
3	Again I would refer you to Wallacetown where we commissioned a fuel poverty base line study by The Fraser of Allander Institute, Happy to share if it helps to inform this plan
4	See above
5	We have more serious issues..homeless people. Build more homes.
6	
7	<p>The Organisation recognises the complexity and challenges associated and agree with the multiple considerations.</p> <p>We would question whether the focus areas reflect the emphasis given elsewhere in the document to targeting support to those households most at risk of fuel poverty (or ideally as well, those at risk of the health effects of cold homes). Although one focus area mentions use of SIMD ratings in intervention targeting, we would be keen to see this focus strengthened and expanded – otherwise there is a risk of missing the opportunity to address inequalities and poor health outcomes, or even of exacerbating inequalities by preferential improvements for the most affluent. There are also other means of targeting households at greatest risk of fuel poverty, which could be explored e.g. through connections with financial inclusion and benefits services, third sector organisations etc. Other approaches which may help target efforts towards those at greatest risk of fuel poverty include use of data on characteristics such as household type (e.g. single pensioners and single parents are at high risk); use of pre-payment meters; living in rural areas; being off the gas grid.</p> <p>In the medium term, would be good to explore methods for identifying households at risk of health effects of cold homes e.g. by combining health data and energy efficiency data. This is something that other health boards have worked together with their local authorities to undertake and to which we would be open to discussing.</p> <p>We would however like to draw particular attention to fuel poverty and would like to see greater focus on action relating to this in the strategy. Fuel poverty is complex and the strategy needs to be cognisant of all of the drivers which in combination can create fuel poverty (energy performance, the cost of fuel, how fuel is used within the home and household income).</p>
8	
9	
10	no
11	
12	No
13	no

REF	QUESTION 8 - Do you agree with the focus areas identified in the “Pathways for all South Ayrshire” section?
1	Partly Agree
2	Agree
3	Agree
4	Neither agree nor Disagree
5	Disagree
6	Agree
7	Partly Agree
8	Agree
9	Disagree
10	Agree
11	Neither agree nor Disagree
12	Agree
13	Partly Agree

REF	QUESTION 8A - Are there any other considerations you would like to see to develop delivery pathways?
1	I think the policy would be stronger if it included sections on engaging the public and private sector.
2	N/A
3	You may want to consider the opportunities to generate energy that could fulfil needs and also provide export opportunities. Happy to share information regarding a group MSc project that University of Strathclyde students are currently undertaking.
4	Create better more accessible consultations
5	Can you afford this!!!! landlords cant, people cant, councils cant, business cant...now in the real world this is a policy for the wealthy.
6	Older generations may be in more affluent Area, but equally at risk of fuel poverty. Needs consideration
7	The Organisation recognises the complexity and challenges associated and agree with the focus areas identified as well as potential opportunities to drive greater energy efficiencies throughout the region as progress is made along the decarbonisation journey. Please see our comment at question 7 regarding income.
8	
9	
10	no
11	
12	No
13	Not sure what the engagement with Prestwick Airport specifically is aimed within the Priority 3 focus statement (perhaps it refers to aeronautical engineering industry in Pwk generally). I think appropriate engagement with the building sector/architectural industry is also key to acknowledge and plan in to strategy for affecting best future and retrofit energy efficiency solutions for SA buildings

REF	QUESTION9 - Do you agree with the governance structure outlined in "Governance" section?
1	Partly Agree
2	Agree
3	Agree
4	Neither agree nor Disagree
5	Disagree
6	Agree
7	Agree
8	Agree
9	Disagree
10	Agree
11	Disagree
12	Agree
13	Partly Agree

REF	QUESTION9A
1	A clearer time frame for regular periodic reviews may be helpful - it may help to keep things on track.
2	N/A
3	Ok with Model
4	Note: You don't provide don't know response which is more honest
5	
6	Community groups
7	<p>The Organisation recognises the need for suitable operational and strategic level governance to oversee coordination and progress of deliverables against future key milestones and is satisfied that the outline governance model will aim to deliver on this. Working groups and stakeholder engagement is view as essential component of effective governance and that the organisation should be viewed as one of those partners.</p> <p>Taking into account our comments relating to particular population groups, we recommend that engagement be targeted specifically at these groups, using a range of methods which will support their participation.</p>
8	
9	
10	cant think of any
11	
12	As far as I am able to note that all bases addressed.
13	Yes, all local social landlords should feature along with appropriate representation from the private domestic sector (landlords and owner occupiers) as this cohort make up the vast majority of domestic dwellings in SA

REF	QUESTION10 - Do you agree with the actions identified in the "Delivery Plan Proposals" section?
1	Partly Agree
2	Agree
3	Agree
4	Neither agree nor Disagree
5	Disagree
6	Partly Agree
7	Neither agree nor Disagree
8	Agree
9	Disagree
10	Agree
11	Disagree
12	Agree
13	Agree

REF	QUESTION 10A - Are there other actions that you believe would support LHEES delivery?
1	Inclusion of some incentives (financial, recognition etc..) to assist energy efficiency etc.. would be helpful
2	Not that I'm aware of.
3	A fairly comprehensive delivery plan. The challenge will be establishing and managing the working groups so they are productive in the implementation of the final agreed plan. Roles, responsibilities and proposals from each group will need to be clear concise and achievable in line with the core aims of the plan. You need to be able to demonstrate at each review point that the activity is delivering the plan.
4	Talking to people without acronyms and numbers- name a topic if it's important Why not ask each business for their energy use and plans for efficiency as most will have considered this, advise those who haven't look at schools and admin buildings which are often so overheated energy is wasted by opening windows. Have ventilation with energy capture
5	Councils are skint! If govt pay for these, people will do it, but it won't so landlords Will sell, businesses will collapse and people get angry. People are fed up already with this. We like our cars, our gas boilers, and instant hot water. Old properties are hard to insulate walls, not to mention cost....33,000 upward for mine...are you paying.because I Can t afford this nor will I get into debt for this.reality!
6	
7	The Organisation notes the detailed LHEES process and the 25 individual actions contained within the delivery plan proposal and target timescales. The Board will continue to have an interest in the progress made and planned initiatives evolve in our capacity as an external stakeholder against those target dates. NHSAA welcomes the opportunity to review and comment on the South Ayrshire Council Local Heat and Energy Efficiency Strategy. We have no further comments to make at this stage.
8	
9	Allocate the money to the private sector. The less the public sector is involved the more chance of success.
10	no
11	
12	Perhaps clarify who is responsible for undertaking the actions.
13	More required to elaborate on how to signpost and enable property owners to improve the thermal capacity and decarbonisation options for their homes through active funding opportunities or subsidy/interest free loans

Energy Agency

In order to implement LHEES and associated work the existing and future partnerships with Ayrshire and Arran NHS Trust, Energy Agency and Home Energy Scotland are essential both from their specialized expertise and the direct contact they have with business, communities, and households.

The ongoing work of these organisations and other local partners highlight areas of best practice, show links between housing and health, and ensure that external funding for advice and measures is delivered effectively and at speed.

Nethermills Hydro (owned by a local charity) feeds electrical power into Ayrshire College where it provides financial and carbon savings as well as a high-quality teaching resource for students College staff and the community.

Scottish Government Response

Scottish government appointed Turner & Townsend consultancy to review completed LHEES documents. As the review was undertaken on the draft LHEES comment regarding consultation and engagement are resolved within the final draft.

Turner & Townsend Strategy Consultation

Contents Page:

4.07.02 The Council have referenced that engagement has been undertaken but it is unclear within summary or Section 7 (Generation of Strategic Zones and Pathways) how the outputs from these efforts have been applied - the Council may wish to include these to meet this requirement

4.13.04 The documents throughout outline key challenges and barriers interventions are facing (including data, access to funding, limited current stakeholder engagement, limited Council influence etc.) - which has drawn attention to what needs to be undertaken for the Strategy to develop further. The initial proposal for Delivery Plan actions shows the Council is thinking longer term, but these actions will require fleshing out to become actionable.

Section 3 – Priorities

4.09.03 Within the Strategy Consultation document the Council have outlined 3 priorities: 1. Community and Sustainability; 2. Economy and Opportunity, 3. Education and Skills. These illustrate how wide reaching the impact LHEES Strategy/Delivery Plan interventions will be - and the Council have outlined to the intended audience how these are referenced to throughout the document and are welcoming feedback on their choice of priorities. Could also include this within the technical report.

Section 5 – Policy and Strategy context

5.2 - 4.13.02 The report could benefit from a general conclusion section which could include a current progress table to pull out data and findings from the main body of text and link to LHEES Considerations to meet this requirement - this has partly been met within Table 3

Section 6 – Opps & Challenges

6.5 - 4.11.01 In Section 6.5 the Council have listed the opportunity LHEES provides for decarbonisation/energy efficiency measures. They have listed challenges for both domestic and non-domestic buildings and the main challenges identified have been concerned with the age and energy efficiency of buildings across the Council. They have compared their statistics to the national averages, and split out data into ownership/building type etc. to provide a strong summary of the built environment across the Council.

However, the Council could include more comparison to national statistics, particularly for non-domestic. More references could be useful, with more detail included on current engagement with different groups and how this will evolve to address any challenges or opportunities. An additional suggestion could be to break down the statistics more e.g., more listed buildings in Carrick compared to national average.

4.07.03 The Council have repeatedly identified long-term stakeholder engagement as key to decarbonise/implement energy efficiency measures so may wish to include more detail if and when they have created one, e.g., provide examples of how engagement is developing with each group listed and provide information on how this can be built upon in line with LHEES Considerations 4.07.03

Section 7 – Strat Zones & Baseline

4.12.04 (iii) Section 7 shows the recommendations across the Strategic Zones and pathways for each of them - but recommendations/conclusions could be better summarised within this section (perhaps in a table format).

A possible improvement could be to provide a short overview/summary (perhaps in a table format) to make it simple for reader to navigate the information. However, sufficient level of detail to fulfil the LHEES Guidance is already provided.

4.12.02 (ii) Figure 4 clearly shows South Ayrshire's Strategic Zones (Troon, Prestwick, Ayr, Maybole, Girvan). It could be useful to include a key in the map to distinguish the difference between purple and black zones. Figure 15 heat pump suitability map should include a reference

4.12.04 Section 7 table 5 outlines the scale of the opportunity across Ayrshire for a range of energy efficiency retrofit measures (with 31,242 measures). Energy efficiency measures outlined includes wall insulation, loft insulation, glazing upgrades. The private sector have been identified as key to target (but also have specific barriers to implementation, e.g., located within conservation areas). Table 6 also provides the heat demand reduction specific energy efficiency interventions could generate, and the associated fuel savings per investment case (which links back the interventions to the fuel poverty LHEES Consideration). However, it is also unclear why the private sector have been highlighted, which could be clarified within documents.

4.12.03 The Council have outlined that they will coordinate with stakeholders about future opportunities for heat networks to serve users of heat on identified sites - suitability of buildings for connections remains unknown so further work has been identified including undertaking Building Assessment Reports (BARs). p. 37 outlines 3 priority focus areas: coordination with AEM work to build feasibility studies for Heat Network Zones; redevelopment of heat network zones; continued skills development through engagement with other local authorities, industry, international mentoring programmes. Greater clarity could be proposed for the timeline of these events taking place.

Section 14 – Delivery Plan

4.13.03 Section 14 (Delivery Plan Proposals) outlines 25 actions with implementation dates from 2024-2029. This high level table enables stakeholders and the Council to start understanding how to prioritise key programmes and projects to generate a more granular Delivery Plan. This Plan is still in its nascent stages so could benefit from greater detail added into stakeholders involved - a start can be seen in the Technical Report (Appendix I - Intervention Details; Appendix J- Intervention Costs)

4.13.01 The Council have started to outline long term actions within Section 10 (Delivery Areas), Section 11 (Pathways for all of South Ayrshire) and in Section 14 (Delivery Plan Proposals). Table 11 could include more detail to summarise key focus areas.

Appendix B: Legislation Relating to LHEES

4.10.01 Appendix B Table 11 provides a summary of the national legislation/policies and respective targets which are relevant to LHEES which have helped to inform the Council's prioritisation of measures/interventions.

Turner & Townsend Full Technical Consultation

Section 1 – Executive Summary

4.12.03 p.5 of the technical report suggests the Council are considering exploring the development of Dalquharran estate - potential to carry out mine water geothermal project - for further LHEES iterations the Council could explore collaboration with organisations across their territory. p. 36 of the consultation strategy outlines proximities to transport corridors and the respective fuel demand in that area could be considered for low carbon transport fuels interventions in South Ayrshire. It is clear the Council are starting to think longer term but these options are very much in their nascent stages and could benefit from feasibility assessments for further iterations.

4.01.02 p. 6 provides a summary of the potential pathway for domestic properties (Figure ES2: Decarbonisation and energy efficiency pathway) - showing current fuel source, grouping properties by total current heat demand, changes if energy efficiency measures are applied, and potential future heating systems, with the aggregated impact of change also estimated. This assessment has shown how heat pumps will play a large part in decarbonising the Council's domestic properties. Caveats are also included (i.e., that this pathway assumes all areas of proposed heat networks are developed, but does not factor further expansion into calculations). This assessment provides a strong summary into how the Council are aiming to decarbonise their domestic properties. Heat networks have been identified as playing a key part - but due to lower heat density compared to more urban authorities this will be confined to 2 districts within South Ayrshire. Though the figure is useful to illustrate the pathway, it could be clarified to be more evident to readers of the Strategy. Furthermore, it is not clear whether this pathway diagram takes fuel poverty into consideration. The diagram or description could benefit from including a commentary on total heat demand reduction modelled as a result of the fabric measure installed, to allow assessment against other local and national targets.

Section 5 – Policy and Strategy Context

4.08.01 Both the Strategy and technical report outlines how Heat in Buildings Strategy sets out a pathway to zero building emissions by 2045, and outlines the interim targets. Could be useful if the Council can elaborate more on which targets and actions in the HIBS are applicable to the LHEES considerations.

5.6

4.07.01 The Council have stated that stakeholders have been identified and engaged by the Council and from external partners, with feedback being considered during the development of the LHEES - though the Council caveat that further engagement/consultation will be necessary prior to the Strategy's release/implementation. Strategic direction has been coordinated through Net Zero and Sustainable Development & Climate Change working groups (providing project pipelines/consultations). The Council also have a number of Community Planning Partners, of which the Sustainability Partnership work across to influence the Local Outcome Improvement Plan outcomes. To better meet this requirement the Council could consider adding any mapping/matrix exercises they have adopted to identify and engage with stakeholders to make clear who will be responsible/accountable/consulted/informed about key Strategy and Delivery Plans information and actions; including evidence of this engagement and further plan coordination activity

4.08.04 the private landlord/Registered Social Landlord section does not include any description of works - the Council are encouraged to include a summary of work for these tenure types, so the document could benefit from having added details regarding how programmes have been delivered (e.g., HEEPS:ABS), and to provide an example of how this will be built on to increase impact going forwards.

Section 7 – Generation of strategic zone and pathways

4.07.02 The Council have referenced that engagement has been undertaken but it is unclear within summary or Section 7 (Generation of Strategic Zones and Pathways) how the outputs from these efforts have been applied - the Council may wish to include these to meet this requirement

7.6

4.12.03 The Council state that the 40000kWh/y/m measure highlights more areas as being potentially suitable and the 8,000 kWh/y/m shows fewer areas but are areas with a higher chance of forming a successful heat network. The heat load is said to represent 3 MW heat source operating for 5,000 full load equivalent hours per year - with the caveat that these calculations are intended for guidance purposes and the exact cost of each energy centre and network would need to be calculated at feasibility stage. The council have provided quantitative estimates for this requirement and stated

their next steps - further iterations will provide more confidence in the data estimates. The Council could consider including the summary table either in this Strategy or in the future Delivery Plan document.

Section 8 – Delivery Areas

8.1.8

4.12.03 (l) There is no general overview or summary table for the whole Local Authority area - this could be included in line with other LHEES reports.

Appendix D – Analysis of Core Indicators by Data Zones

4.12.04 (v) The Council have identified specific housing types/tenures which will need to be targeted in regards to support/funding - e.g., 4600 domestic properties in conservation areas; 3% of domestic properties being flats in mixed use buildings - limited direct influence, unique and challenging building types, and increase cost/challenge for interventions have all been listed as barriers for these hard-er to retrofit buildings. The Council have provided a good level of data within Section 8.3 of the consultation document and Appendix D of the technical report for this requirement

Appendix I – Intervention Details

4.10.01 Appendix I lists tables for each intervention but these are not all yet completed. Overall there is limited information to be found on targets/indicators - the Council could consider linking these to the 3 Council defined priorities.