

Guide to Information

As required by the

Freedom of Information (Scotland)
Act 2002


**THE
SOUTH
AYRSHIRE
WAY**

RESPECTFUL • POSITIVE • SUPPORTIVE

Document Control

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Authorised By	Head of Regulatory Services, County Buildings, Wellington Square, Ayr, KA7 1DR.
Source Location	
Published Location	https://www.south-ayrshire.gov.uk/foi/licensing_scheme.aspx
Other documents referenced	
Related documents	
Acknowledgements	

Version Control:				
Version	Revision Date	Change summary	Distribution	Author
V1.0	2013	Publication of FOISA Guide	Public	Alison Nelson
V1.1	October 2018	Update of contact details and narrative	Public	Deborah McVey
V1.2	April 2019	Update of formatting and narrative	Public	Deborah McVey and Andrew McConnell

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GLOSSARY OF TERMS USED

Term Used	Explanation
FOISA	The Freedom of Information (Scotland) Act 2002
EIRS	The Environmental Information (Scotland) Regulations 2004
GDPR	The General Data Protection Regulation 2016
DPA	The Data Protection Act 2018
Model Publication Scheme	A standard framework for authorities to publish information under FOISA, approved by the Scottish Information Commissioner
MPS	The Model Publication Scheme
The Scheme	The Model Publication Scheme
Guide to Information	A guide that every public authority adopting the Model Publication Scheme must produce to help people access the information it makes available
MPS Principles	The six key principles which all information published by the Council in its MPS must apply
The Commissioner	The Scottish Information Commissioner
The Council	South Ayrshire Council

SECTION A: GENERAL INFORMATION

1. INTRODUCTION

The Freedom of Information (Scotland) Act 2002 (FOISA) requires Scottish public authorities to produce and maintain a Publication Scheme. Authorities are under a legal obligation to:

- **Publish the Classes of Information that they make routinely available, and**
- **Tell the public how to access the information and whether the information is available free of charge or a payment is required**

FOISA allows for the development of Model Publication Schemes which can be adopted by more than one Authority. FOISA provides individuals with a right of access to all recorded information held by Scotland's public authorities. Anyone can use this right, and information can only be withheld where FOISA expressly permits it.

2. ABOUT THIS SCHEME

This Single Model Publication Scheme (MPS) has been approved by the Scottish Information Commissioner (the Commissioner), who is responsible for enforcing FOISA. We are also obliged to review this Scheme from time to time. South Ayrshire Council (the Council) has adopted the single MPS. The detailed MPS can be accessed on the Scottish Information Commissioner's web-site at: [Scottish Information Commissioner Model Publication Scheme](#).

Alongside FOISA, the Environmental Information (Scotland) Regulations 2004 (the EIRs) provide a separate right of access to the environmental information that we hold. This MPS also contains details of the environmental information that we routinely make available.

Where information is not published under the MPS, you can request it from us under FOISA or, in the case of environmental information, the EIRs. For further information on accessing information not covered by this scheme, refer to Item 9 – How to Access Information not in the Publication Scheme, below.

3. ADOPTING THE MODEL PUBLICATION SCHEME (MPS)

The MPS can be adopted only in its entirety, without amendment, and commits an authority to:

- **Publish the Information**, including environmental information, that it holds and which falls within the classes of information detailed below, and
- **Produce a Guide** for the public to that information, to guide you through the range of information the Council routinely publishes.

The Commissioner has issued Guidance to accompany this MPS which is available at: [Scottish Information Commissioner MPS Guide](#). This Guide is essential for authorities adopting the MPS as it explains the above requirements in greater detail and lists the types of information the Commissioner expects authorities to publish under each class of information.

4. RESPONSIBILITY FOR THE PUBLICATION SCHEME

The officer with overall responsibility for the Scheme is:

Catriona Caves

Head of Regulatory Services
South Ayrshire Council
County Buildings
Wellington Square
Ayr
KA7 1DR
Tel: 01292 612556
E-mail: FOI@south-ayrshire.gov.uk

The officer responsible for the day-to-day operation of the Scheme is:

Deborah McVey

Team Leader (Information Governance)
Information Governance Services
South Ayrshire Council
County Buildings
Wellington Square
Ayr
KA7 1DR
Tel: 01292 612223
E-mail: FOI@south-ayrshire.gov.uk

5. HOW THIS GUIDE IS FORMULATED

In formulating this Guide, the Council has had regard to the guidance issued by the Commissioner under Section 43(2) of the Freedom of Information (Scotland) Act 2002, and in particular it has undertaken a review of relevant information that can be included in the Scheme, such as leaflets, policy documents and information on the Council's web site. The Council also considered most frequently asked questions, and reviewed the types of enquiries received.

6. RECORDS MANAGEMENT POLICY

South Ayrshire Council is required under the Public Records (Scotland) Act 2011, Section 53 of the Local Government etc. (Scotland) Act 1994 and in terms of the Code of Practice on Records Management issued under Section 61 of the Freedom of Information (Scotland) Act 2002 to make proper arrangements for the preservation and management of its records.

To ensure that records are managed effectively, the Council has adopted a Records Policy as part of its records management programme detailing how it intends to manage its records. This relates to all areas of record keeping, including record creation, tracking, storage, retrieval, retention periods and disposal. This Policy details the Council's commitment to ensuring that records are accurate and reliable, can be retrieved easily and are kept for no longer than is absolutely necessary. For further information on records management and the Council's Records Management Policy, please contact the Council's Records Management Team at:

Records & Data Officer

Information Governance
South Ayrshire Council
County Buildings
Wellington Square
AYR, KA7 1DR
Tel: 01292 612383
Email: Records.Management@south-ayrshire.gov.uk

7. ROLE OF THE SCOTTISH INFORMATION COMMISSIONER

The Commissioner is responsible for enforcing and promoting the right to access information held by public authorities, created by FOISA 2002 and the EIRs both of which came into force on 1 January 2005. FOISA and the EIRs give *anyone, anywhere in the world*, important rights to access the information held by more than 10,000 public authorities in Scotland.

FOISA and the EIRs give the Commissioner a range of powers to support him/her in fulfilling his/her role. To find out more download the Enforcing Freedom of Information leaflet at: www.itspublicknowledge.info/home/AboutSIC/CommissionerRole.asp

8. COMPLAINTS

Our aim is to make our Publication Scheme as user-friendly as possible, and we hope that you can access all the information we publish with ease. If you do wish to complain about any aspect of the publication scheme, however, then please contact us and we will try and resolve your complaint as quickly as possible. You can contact Deborah McVey, Team Leader (Information Governance) who will try and resolve your complaint (contact details in [Item 4](#), above).

If you are still unhappy, you may contact the Scottish Information Commissioner's Office, on the details below. You have legal rights to access information under this scheme and a right of appeal to the Scottish Information Commissioner if you are dissatisfied with our response. These rights will apply only to publication scheme requests made in writing or another recordable format. The Commissioner's website has a guide to the appeal process, and he/she operates an enquiry service on Monday to Friday from 9.00 am to 5.00 pm. The Commissioner's office can be contacted as follows:

The Scottish Information Commissioner

Kinburn Castle
Doubledykes Road
St Andrews
Fife, KY16 9DS
Tel: 01334 464610
Fax: 01334 464511
E-mail: enquiries@itspublicknowledge.info

9. FEEDBACK

It is the Council's intention that the Scheme will be responsive to your information needs. The Council, therefore, welcomes any suggestions on how it can improve and develop the scheme. If you have any comments, suggestions or views please forward them to Deborah McVey, Team Leader (Information Governance) (contact details in [Item 4](#), above). Any feedback and comments will be taken into account in future reviews of the Publication Scheme.

10. GUIDE TO INFORMATION

This document is South Ayrshire Council's Guide to Information. An Authority adopting the MPS must produce a Guide to the Information it publishes through the Scheme. The Authority can decide on the specific format of its Guide to Information.

The Council's Guide to Information must:

- **Allow the public to see what information is available, and what is not available, in relation to each Information Class**
- **State what charges may be applied to access information**
- **Explain how to find the information easily**
- **Provide contact details for enquiries, and help users with access to the information**
- **Explain how to request information that has not been published**

Each of these is described in greater detail below.

This Guide is split into the following six sections or 'principles':

- **Principle 1 – Availability and formats**
- **Principle 2 – Exempt Information**
- **Principle 3 – Copyright and Re-use**
- **Principle 4 – Charges**
- **Principle 5 – Contact us**
- **Principle 6 – Duration**

The Guide also lists the classes of information that we publish under 'Classes of Information'.

Model Publication Scheme Principles

Principle 1 – Availability and Format

Information available under our publication scheme will normally be available through the routes described below. This Guide also provides more details on the information available under the Scheme, along with additional guidance, where relevant, on how the information can be accessed.

Online:

Most of the information listed in our Guide to Information is available to download from the Council's website at www.south-ayrshire.gov.uk. In such instances, where possible, a hyperlink will be listed to direct you to the relevant page or document.

If no links are provided you can use our website's "Search" facility, contact the Council Department using the contact details provided or get in touch with the Council's Freedom of Information Team on (01292) 612223, FOI@south-ayrshire.gov.uk for advice and assistance.

By E-mail:

If the information you seek is listed in this Guide to Information but is not available on the website, we will send it to you by e-mail, if practicable.

If you wish to submit a request by e-mail, please click on the E-mail Address shown against the information you wish to see or contact the Freedom of Information Team (FOI@south-ayrshire.gov.uk) for further assistance.

By Telephone:

Information can be requested over the telephone. Please provide full contact details, including a telephone number, so that we can clarify any details if necessary. Please call the telephone number shown against the information you wish to see or contact the Council's Freedom of Information Team for further assistance on the contact details provided above.

By Post:

Most information is also available in a paper copy form. Please make your request to:

Team Leader (Information Governance)

Information Governance
South Ayrshire Council
County Buildings
Wellington Square
AYR, KA7 1DR

When writing to us to request information, please include your name and address, full details of the information or documents you would like to receive, and any fee applicable (see Item 11: What Charges May Be Applied). Please also include a telephone number so we can contact you to clarify any details, if necessary.

If you require information in a particular format, for example requiring a copy in larger print, Braille, another language or audio cassette, the Council will take all reasonable steps to meet your request.

If the information you are seeking is not available in with Guide to Information, then you may wish to request it from us. FOISA provides you with a general right of access to the information we hold, subject to certain exemptions.

The EIRs provide a right of access to the environmental information we hold, and the Data Protection Act 2018 (DPA) provides a right of access to any personal information about you that we hold. Again, these rights are subject to certain exceptions or exemptions.

Together these three pieces of legislation provide rights of access to most information held by the Council. However, there are other acts or regulations which provide a right of access to specific types of information held by local authorities, or which require registers to be publicly available. This includes information held on school pupils and social work client files. More information on this can be found on the Information Commissioner's website at:

Pupil Information:

www.ico.gov.uk – Insert 'Pupil Information' in search facility

Social Work Records:

www.ico.gov.uk – Insert 'Social Work Records' in search facility.

Should you wish to request a copy of any information that we hold that is not available under this scheme, please write to the Freedom of Information Officer, contact details listed above.

FOISA does not confer any rights on you as an individual to obtain copies of the information that the Council holds about you personally. However, such personal information (known as "personal data") is covered by the General Data Protection Regulation 2016 (GDPR) as supplemented by the Data Protection Act 2018 (DPA).

The Data Protection legislation gives living individuals the right to a copy of any personal data held by a public authority about them (subject to exemptions such as where disclosure could prejudice a criminal investigation).

Requests in relation to a specific data protection issue should be addressed to the Council's Data Protection Team at:

Data Protection Officer

Information Governance

South Ayrshire Council

County Buildings

Wellington Square

AYR, KA7 1DR

Tel: 01292 612223

Email: DataProtection@south-ayrshire.gov.uk

The Council will require proof of identity before responding to such a request; please note that telephone and e-mail requests are therefore not acceptable. Further information on data protection issues can be obtained from the Information Commissioner at the address below:

The Information Commissioner's Office – Scotland

93-95 Hanover Street

Edinburgh

EH2 1DJ

Tel: 0131 301 5071

Email: Scotland@ico.gsi.gov.uk

Principle 2 – Exempt Information

In maintaining this Guide it is the intention of the Council to be as open as possible. There may, however, be circumstances where information will be withheld from the Classes listed within this Guide to Information. The information withheld may consist of an entire document, or just part or parts of a document. Information will only be withheld where the FOISA expressly permits it.

Information may be withheld, for example, where we consider that disclosure may prejudice substantially law enforcement, legal proceedings, or our regulatory or enforcement activity, or where disclosure is otherwise prohibited by law. We may also withhold information which is confidential or the release of which may prejudice substantially the commercial interests of any person or organisation, including the Council.

Information may also be withheld if it is personal information about individuals and its release would breach the data protection principles contained in the GDPR/DPA. Please note that FOISA does not create any right to see information which the Licensing Board holds about you. However, you do have the right to see this information under the GDPR/DPA – please see Item 12: How to Access Information not in the Publication Scheme, below.

Whenever information is withheld, we will inform you of this, and will explain why that information is not being released.

Principle 3 – Copyright and Re-Use

Access to information does not mean that copyright has been waived, nor does it give automatic rights to the recipient to re-use the information. The following information sets out the Council's position on Copyright and the Re-use of information detailed within this Publication Scheme and Guide to Information.

Copyright

The Council owns the copyright in the information contained in this Scheme unless otherwise stated. The information can be copied or reproduced (but not re-used – see below) without formal permission, provided it is copied or reproduced accurately, is not used in a misleading context and provided that the source of the material is identified and the copyright status acknowledged. **The reproduction of the information for commercial purposes is prohibited.**

The Scheme may however contain information where the copyright holder is not South Ayrshire Council. In most cases the copyright holder will be obvious from the documents. In cases where the copyright is unclear, however, it is the responsibility of the person accessing the information to locate and seek the permission of the copyright holder before reproducing the material or in any other way breaching the rights of the copyright holder.

Copyright works made by central government qualify for Crown copyright protection administered by the Office of Public Sector Information (OPSI). Various categories of Crown copyright material can be reproduced without a formal licence. Information about Crown copyright material is available on the website of the Queens Printer for Scotland at www.oqps.gov.uk.

The Council publishes datasets on our website which will be marked explicitly as Open Data. These are available for reuse and are licensed under the terms of the [Open Government Licence for Public Sector Information](#). Further details of these data sets can be found in our Open Data Category of information we publish, below.

Re-use of Public Sector Information

The [Re-use of Public Sector Information Regulations 2015](#) are intended to encourage and make it easier to re-use information produced by public organisations. Under these Regulations the Council looks at the information it holds and whether it can be re-used.

Re-use means the use of information for any purpose other than that for which it was originally produced. For example, this would mean an individual, company or other organisation taking information that we have produced and re-publishing it or using it to produce a new resource.

Access to the information does not mean that copyright has been waived, nor does it give the recipient the right to re-use the information for a commercial purpose. If you intend to re-use information obtained from the scheme, and you are unsure whether you have the right to do so, you are advised to make a request to South Ayrshire Council to re-use the information. Your request will be considered under the Re-use of Public Sector Information Regulations 2015 (RPSIs) for which a charge may be imposed. In the event that a charge is payable, you will be advised what this is and how it has been calculated.

More information is available on how to make an Application to the Council is available on our website at: <https://www.south-ayrshire.gov.uk/council/access-to-information/reuse-of-information.aspx> or by contacting the Council's FOI team on (01292) 612223.

Principle 4 – Charges

Charges for Information which is available under the Scheme:

Unless a charge is otherwise indicated in this Guide, all information contained within our Scheme is available from us free of charge, where it can be downloaded from our website or where it can be sent to you by e-mail. We do not make a charge for inspection of any of the information.

We reserve the right to impose charges for providing information in a paper copy, computer disc or alternative formats. Charges will reflect the actual costs of reproduction and postage to the Council, as set out below. When this applies a “£” sign will appear under the cost heading in the relevant Information Class within this Guide.

In the event that a payment is required for the information, you will be advised of the charge. Information will not be provided to you until payment has been received.

The Council is mindful of its obligations under equality and anti-discrimination legislation when setting charges for alternative formats.

The Council reserves the right to review this rate as part of the annual budget exercise and subsequently seek the Commissioner's approval.

Reproduction costs (amend charges if required)	
Black and white copy	10p per A4 sheet
Colour copy	30p per A4 sheet
Alternative formats (amend charges if required)	
Computer disks	£1 per CD-ROM / DVD
(insert others if required)	
Postage	
Charged at the cost to the Council of sending the information by first class post	

Charges for Information which is not available under the Scheme:

The charges for information which **is** available under this scheme are set out above. If you submit a request to us for information which **is not** available under the Scheme the charges will be based on the following calculations:

- There will be no charge for information requests which cost us £100 or less to process.
- Where information costs between £100 and £600 to provide you may be asked to pay 10% of the cost. That is, if you were to ask for information that cost us £600 to provide, you would be asked to pay £50 - calculated on the basis of a waiver for the first £100 and 10% of the remaining £500.
- We are not obliged to respond to requests which will cost us over £600 to process.
- In calculating any fee, staff time will be calculated at actual cost per staff member hourly salary rate to a maximum of £15 per person per hour.
- We do not charge for the time taken to determine whether we hold the information requested or for the time it takes to decide whether the information can be released. Charges may be made for locating, retrieving and providing information to you.
- In the event that we decide to impose a charge we will issue you with notification of the charge (a fees notice) and how it has been calculated. You will have three months from the date of issue of the fees notice in which to decide whether to pay the charge. The information will be provided to you on payment of the charge. If you decide not to proceed with the request there will be no charge to you.

Charges for Environmental Information under the EIRs:

We do not charge for the time taken to determine whether we hold the information that is requested, nor for the time it takes to decide whether the information can be released. Charges may be made for locating, retrieving and providing information to you.

In the event that we decide to impose a charge we will issue you with notification of the charge and how it has been calculated. The information will be provided to you on payment of the charge. If you decide not to proceed with the request there will be no charge to you. Charges are calculated on the basis of the actual cost to the authority of providing the information.

- Photocopying is charged at 10p per A4 sheet for black and white copying, 30p per A4 sheet for colour copying.
- Postage is charged at actual rate for first class mail.
- Staff time is calculated at actual cost per staff member hourly salary rate to a maximum of £15 per person per hour.
- The first £100 worth of information will be provided to you without charge.
- Where information costs between £100 and £600 to provide you will be asked to pay 10% of the cost. That is, if you were to ask for information that cost us £600 to provide, you would be asked to pay £50 - calculated on the basis of a waiver for the first £100 and 10% of the remaining £500.
- Where it would cost more than £600 to provide the information to you, however, we will ask you to pay the full cost of providing the information, with no waiver for any portion of the cost.

Principle 5 – Contact Us

If you have any difficulty identifying the information you wish to access, please contact the Council's Freedom of Information Officer, whose contact details are undernoted below:

Team Leader (Information Governance)

Information Governance
 South Ayrshire Council
 County Buildings
 Wellington Square
 AYR, KA7 1DR
 Tel: 01292 612223
 Email: FOI@south-ayrshire.gov.uk

Principle 6 – Duration

Information published through the Guide to Information is usually available for at least the current and previous two financial years. Where previous versions are no longer published, these can be requested from the Council under FOISA or the EIRs.

The Council retains its records in line with our Corporate Records Retention Schedule, available at: <https://www.south-ayrshire.gov.uk/foi/policy.aspx> or you can contact the Council's Information Governance Team on (01292) 612223 for further information.

SECTION B: CLASSES OF INFORMATION

The Scheme is divided into twelve General Classes [indexed below]. These general Classes are then further divided into categories of information that the Council is committed to publishing routinely. A “Class” is basically a group of documents relating to the same subject matter.





Each Class and Category describes the type of information, the format in which it is available, an indication of any charge that may apply, contact details and a web address [if applicable].

For ease of reference, the general Classes and Categories of information included in the publication scheme are subject-based rather than organised to reflect the departmental structure of the Council. The aim of this layout is to make it easier to locate relevant information without having knowledge of the Council’s structure.

Section 5 above provides guidance on how to request information not covered by this Scheme.

A Key of the Classes and Categories used by South Ayrshire Council is detailed below:

Key to format symbols used in the scheme:

	Electronic	:	Information can be emailed.
	Hard copy	:	Information available in paper form.
	Website	:	Information available on the Council’s website.
	Inspection Only	:	Some information may only be available on inspection at Council Offices.
£	Charge	:	The Council may charge for the provision of some information. Where the ‘£’ is indicated, applicants should contact the Council in the first instance to obtain details of any charges.

PLEASE NOTE:

As not all information will be available on the Council’s website, every effort has been made to illustrate a variety of contact details including direct telephone numbers and email address to service providers. Where this has not been possible please contact the Council’s Customer Services Team on 0300 123 0900 e-mail:- customerservices@south-ayrshire.gov.uk where staff will be available to assist you in directing your enquiry.

KEY TO OUR INFORMATION CLASSES:

CLASS	DESCRIPTION/OVERVIEW
Business	Information that relates to services we provide which are relevant to new or existing businesses in the area, such economic development advice, reporting accidents at work, business rates, commercial waste services and procurement.
Council	Information about Councillors and Council Committees, reports on Council performance, equalities and diversity, employment opportunities, financial management and our partnership organisations.
Environment	Information regarding Council services that work after our living environment, including Planning, Buildings, animal welfare, energy efficiency and re-cycling.
Family	Information that relates to services we provide which relate to family life, including registration services, day care, family history, residential care, social care and young people.
Health	Information about health related services including carers, disabilities, health resources, mental health and welfare rights.
Learning	Information on education services for children, young people and adults as well as libraries, school meals and school transportation.
Leisure	Information and advice on community leisure services including for example Council attractions, cycle routes, football, gardening, parks, museums and leisure activities.
Property and Housing	Information regarding property and housing services including for example details on care and repair, homelessness, council tax, property enquiries, properties for sale or rent and sheltered housing.
Roads and Transportation	Information that relates to services provided relevant to roads and transportation, which includes road improvements, parking, abandoned vehicles, street cleaning, roads maintenance and road safety.
Safety	Information about services that relate to the safety of the community, including for example domestic abuse, emergency planning, food hygiene, neighbourhood disputes and law enforcement.
Our Commercial Publications	Information packaged and made available for sale on a commercial basis and sold at market value, through a retail outlet (e.g. bookshop, museum or research journal)
Open Data	Open data made available by the Council and available under an open licence, including open data sets and meta data, with links to where they are accessible.

INDEX TO CLASSES OF INFORMATION

REF.	INFORMATION CLASS
1.0	BUSINESS
1.1	Accidents at work
1.2	Assistance and development
1.3	Business advice and support
1.4	Business rates
1.5	Business sectors and services
1.6	Commercial waste
1.7	Health and Safety Complaints
1.8	Health and Safety Inspections
1.9	Licensing
1.10	Non-domestic rates
1.11	Policies, reports and strategies
1.12	Properties available
1.13	Public health
1.14	Regeneration
1.15	Sustainable development
1.16	Trading Standards business advice
REF.	INFORMATION CLASS
2.0	COUNCIL
2.1	Capital Programme
2.2	Children's Panel
2.3	Committees and minutes
2.4	Community Councils
2.5	Community Partnerships
2.6	Consumer advice
2.7	Contacts, consultation, feedback and complaints
2.8	Corporate governance
2.9	Council area information
2.10	Council contacts
2.11	Councillors
2.12	Data Protection
2.13	Democratic structure
2.14	Directorates and Council departments
2.15	Elections – Council
2.16	Elections – European Parliament
2.17	Elections – Scottish Parliament
2.18	Elections – UK Parliament
2.19	Electoral registration
2.20	Emergency planning
2.21	Employment policies and procedures
2.22	Equality and diversity
2.23	Financial management and budgeting
2.24	Freedom of Information
2.25	Job Vacancies
2.26	Money advice
2.27	Performance reporting
2.28	Policies, reports and strategies
2.29	Records Management
2.30	Tenders and contracts
REF.	INFORMATION CLASS
3.0	ENVIRONMENT
3.1	Abandoned vehicles
3.2	Air and noise pollution
3.3	Animal health
3.4	Animal welfare

3.5	Building Standards and Planning
3.6	Car parking
3.7	Conservation
3.8	Contaminated land
3.9	Energy efficiency
3.10	Flooding
3.11	Landfill
3.12	Local Plans
3.13	Minerals
3.14	Policies, reports and strategies
3.15	Private water supplies
3.16	Recycling facilities
3.17	Reservoirs
3.18	Rubbish and waste
3.19	Sustainable development
REF.	INFORMATION CLASS
4.0	FAMILY
4.1	Adoption and Fostering
4.2	Birth
4.3	Child Protection
4.4	Children and family care
4.5	Civil Partnerships
4.6	Community care
4.7	Day care
4.8	Death
4.9	Domestic abuse
4.10	Family history
4.11	Integrated assessment framework
4.12	Marriage
4.13	Naming ceremonies
4.14	Policies, reports and strategies
4.15	Renewal of Vows ceremonies
4.16	Residential care
4.17	Social care
4.18	Young people – Proof of Age
REF.	INFORMATION CLASS
5.0	HEALTH
5.1	Alcohol, drugs and substance abuse
5.2	Carers
5.3	Disabilities
5.4	Health resources
5.5	Illnesses and conditions
5.6	Keeping fit
5.7	Mental health
5.8	NHS – Ayrshire and Arran
5.9	Policies, reports and strategies
5.10	South Ayrshire Access Panel
5.11	Visually impaired children
5.12	Welfare rights
REF.	INFORMATION CLASS
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6.1	Additional support needs
6.2	Admissions
6.3	Adult learning
6.4	Attendance and absence
6.5	Clothing and School Uniforms
6.6	Control standards and inspections
6.7	Curriculum
6.8	Libraries













































6.9	Local history
6.10	Maintenance allowance
6.11	Nursery provision
6.12	Parent Councils
6.13	Policies, reports and strategies
6.14	Public Private Partnership
6.15	Pupils
6.16	School management
6.17	School meals
6.18	School policies
6.19	School transport
6.20	Schools
6.21	Special educational needs
6.22	Staff
REF.	INFORMATION CLASS
7.0	LEISURE
7.1	Archives
7.2	Beaches
7.3	Birdwatching
7.4	Bowling
7.5	Community Education Centres
7.6	Council attractions
7.7	Cycle routes
7.8	Football
7.9	Footpaths
7.10	Gardening
7.11	Golf
7.12	Leisure facilities
7.13	Libraries
7.14	Museums
7.15	News and events
7.16	Outdoor activities
7.17	Parks
7.18	Places to visit
7.19	Policies, reports and strategies
7.20	Rural grants
7.21	Skateboarding
7.22	Swimming
7.23	Twin towns
7.24	Voluntary organisations – Grant Funding
7.25	Volunteering
7.26	Walking and cycling
7.27	Youth services
REF.	INFORMATION CLASS
8.0	PROPERTY & HOUSING
8.1	Allocations
8.2	Asbestos
8.3	Benefits
8.4	Building regulations
8.5	Building standards – enforcement
8.6	Care and repair
8.7	Council tax
8.8	Dangerous buildings and reinforcement actions
8.9	Homelessness
8.10	Housing advice
8.11	Housing/Council tax benefit
8.12	Planning applications
8.13	Planning - enforcement
8.14	Policies, reports and strategies

8.15	Properties for sale or rent
8.16	Property enquiries
8.17	Repairing and improving occupied private housing
8.18	Right to buy
8.19	Rubbish and recycling
8.20	Shared ownership
8.21	Sheltered housing
8.22	Tenant and tenancy information
REF.	INFORMATION CLASS
9.0	ROADS & TRANSPORTATION
9.1	Abandoned vehicles
9.2	Parking
9.3	Policies, reports and strategies
9.4	Road improvements
9.5	Road safety
9.6	Roads maintenance
9.7	Street cleaning
9.8	Sustainable transport
9.9	Taxis and minicabs
9.10	Traffic sensitive roads
9.11	Travel information
9.12	Trunk roads
REF.	INFORMATION CLASS
10.0	SAFETY
10.1	Anti-social behaviour
10.2	CCTV
10.3	Community safety
10.4	Criminal justice
10.5	District Court
10.6	Domestic abuse
10.7	Drugs and alcohol
10.8	Emergency planning
10.9	Food hygiene and safety
10.10	Food safety - businesses
10.11	Law enforcement
10.12	Mediation
10.13	Neighbours
10.14	Racial harassment
10.15	Road safety
REF.	INFORMATION CLASS
11.0	COMMERCIAL PUBLICATIONS
11.1	Council Commercial Publications
REF.	INFORMATION CLASS
12.0	OPEN DATA SETS
12.1	Council Open Data - Datasets

















































CLASS 1		BUSINESS			
	Category	Description			
1.1	Accidents at work	Information for businesses on reporting accidents in the workplace.	Contact Tel No:	(01292) 618222	
			Email:	environmental.health@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/healthandsafety/accidents.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.2	Assistance and development	Information about business and economic development opportunities, including guidelines and application forms for various business grants.	Contact Tel No:	(01292) 616217	
			Email:	busdev@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/businessdevelopment	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.3	Business advice and support	Information on business advice, support and services.	Contact Tel No:	0300 123 0900	
			Email:	busdev@south-ayrshire.gov.uk	
			Website:	http://www.south-ayrshire.gov.uk/businessdevelopment/assistance.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.4	Business rates	Information relating to payment, change of owner, rates relief, appeals and water and sewerage charges. Also, information relating to rateable value.	Contact Tel No:	(01292) 612671 – Revenue Services (01292) 612221 – Rateable Value	
			Email:	Revenue Services – business.rates@south-ayrshire.gov.uk Rateable Value – avjb@south-ayrshire.gov.uk	
			Website:	http://www.south-ayrshire.gov.uk/businessrates/ www.ayrshire-vjb.gov.uk	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	

















































CLASS 1		BUSINESS			
	Category	Description			
1.5	Business sectors and services	Contact information on businesses in South Ayrshire, including South Ayrshire Business Directory.	Contact Tel No:	(01292) 616217	
			Email:	busdev@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/businessdevelopment/directory.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.6	Commercial waste	Information relating to general waste, legal responsibilities, trade waste collection, advice for traders, trade waste charges and recycling.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/waste/commercial	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.7	Health and Safety Complaints	Information for businesses on complaints procedures within the workplace the Council require to investigate.	Contact Tel No:	(01292) 618222	
			Email:	environmental.health@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/healthandsafety/complaints.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
1.8	Health and Safety Inspections	Information for businesses on health and safety inspections in the workplace.	Contact Tel No:	(01292) 618222	
			Email:	environmental.health@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/healthandsafety/inspections.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	

CLASS 1		BUSINESS			
	Category	Description			
1.9	Licensing	Information relating to licensing activity, including registers, codes of practice and advice leaflets. This includes: Hotels, Public Houses, Restaurants, Entertainment, Off-Sale and Refreshment premises, Taxis, Late Hours Catering, Street Traders, Second Hand Dealers, Market Operators, Boat Hirers, Metal Dealers, Cinemas and Theatres, Public Entertainment, Indoor Sports, House to House Collections and Public Charitable Collections, Lotteries, Gaming machine permits also Miscellaneous licensing such as Game Dealers, Venison Dealers, Fireworks and Mixed Explosives, Explosives Stores and Poisons. Also information on associated fees and charges.	Contact Tel No:	(01292) 617682	
			Email:	licensing@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/licensing	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
				<input checked="" type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only
1.10	Non-domestic rates	Information and guidance on the payment of non-domestic rates, including payment details.	Contact Tel No:	0300 123 0900	
			Email:	council.tax@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/counciltax	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
				<input checked="" type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only
1.11	Policies, reports and strategies	The Local Plan containing information relating to the Settlement Strategy, Economic Development, Housing and Public Facilities. The Local Plan is available to download at Link detailed. A hard copy will attract a charge.	Contact Tel No:	(01292) 616604	
			Email:	planning.development@south-ayrshire.gov.uk	
			Website:	https://www.south-ayrshire.gov.uk/planning/local-development-plans/	
			Charge:	£ For hard copy only as per Section A no. 13.	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
				<input checked="" type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only
























































CLASS 1		BUSINESS						
	Category	Description						
1.12	Properties available	Information on business and commercial properties for sale or let in South Ayrshire.	Contact Tel No: (01292) 612914					
			Email: estates@south-ayrshire.gov.uk					
			Website: http://www.south-ayrshire.gov.uk/property/commercial/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
1.13	Public health	Information on smoking legislation, skin piercing and tattooing, public health, health and safety and food safety.	Contact Tel No: (01292) 618222					
			Email: environmental.health@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/environmentalhealth/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
1.14	Regeneration	Information relating to the Council's regeneration initiatives including the Regeneration Outcome Agreement	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/performance/ www.ayrthi.org.uk/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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1.15	Sustainable development	Information relating to business sustainability and the regulatory framework, including information on associated fees and charges.	Contact Tel No: 0300 123 0900 or (01292) 6122251					
			Email: sustainable.development@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/sustainable-development/ www.energyagency.org.uk					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 1		BUSINESS			
	Category	Description			
1.16	Trading Standards business advice	Information on business advice and trading standards, including policy documents, information packs and press releases.	Contact Tel No:	(01292) 616060	
			Email:	trading_standards@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/tradingstandards/business	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
				<input checked="" type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only

















































CLASS 2		COUNCIL										
	Category	Description										
2.1	Capital Programme	Information relating to the Council's Capital Programme.	Contact Tel No:	0300 123 0900								
			Email:	customerservices@south-ayrshire.gov.uk								
			Website:	www.south-ayrshire.gov.uk/budgeting								
			Charge:	Free								
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>									
2.2	Children's Panel	Information on the role and work of the Children's Panel.	Contact Tel No:	0300 123 0900								
			Website:	www.south-ayrshire.gov.uk/childrenspanel								
			Charge:	Free								
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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2.3	Committees and Minutes	Information relating to Committee structure, Notice of meetings, Timetable, Non-exempt Agenda, Papers and Minutes, Working Groups and Outside Bodies.	Contact Tel No:	(01292) 612474								
			Email:	customerservices@south-ayrshire.gov.uk								
			Website:	www.south-ayrshire.gov.uk/committees								
			Charge:	Free								
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>									
2.4	Community Councils	Information on community councils in South Ayrshire, including ward information and details of office bearers.	Contact Tel No:	0300 123 0900								
			Email:	CommunityCouncils@south-ayrshire.gov.uk								
			Website:	www.south-ayrshire.gov.uk/communitycouncils/								
			Charge:	Free								
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 2		COUNCIL									
	Category	Description									
2.5	Community Partnerships	Information relating to South Ayrshire Community Planning Partnership, including reports, news and events.	Contact Tel No: (01292) 612134 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/cpp/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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2.6	Consumer advice	Information and advice on consumer issues, includes business advice, information regarding legislation, advice leaflets, customer charters, self-help letters and news releases.	Contact Tel No: (01292) 616060 Email: trading_standards@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/tradingstandards/consumer Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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2.7	Contacts, consultation, feedback and complaints	Information on the Council's 'Listening to You' feedback procedures. This includes how to comment, make suggestions or complaint about Council services.	Contact Tel No: 0300 123 0900 Email: listeningtoyou@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/contact Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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2.8	Corporate governance	Information about how Council and meetings work including the Standing Orders relating to Meetings, the Scheme of Delegation and the Standards Commission – Code of Conduct for Elected Members.	Contact Tel No: (01292) 612437 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/committees www.standardscommissionscotland.org.uk Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 2		COUNCIL			
	Category	Description			
2.9	Council area information	Information on South Ayrshire, including economic, social and geographical details.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/about	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
2.10	Council contacts	A-Z listing of Council Services, contacts and functions.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/az/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
2.11	Councillors	Information about South Ayrshire Council councillors, including contact details, committee membership details, register of members' interest, ward details, surgery information and Members' Allowances and Expenses.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/councillors	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
2.12	Data Protection	Information on the Council's policies and practices concerning data protection, including the Council's Code of Practice.	Contact Tel No:	(01292) 612223	
			Email:	dataprotection@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/terms/policy/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
2.13	Democratic structure	Information relating to the Political structure of the Council.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/councillors/wards/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	













































CLASS 2		COUNCIL						
	Category	Description						
2.14	Directorates and Council departments	Information on how the Council is structured into Directorates and Departments.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/council/departmental-structure/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
2.15	Elections – Council	Information on council elections, including election results, Ward maps, political composition, percentage turnout and share of the vote.	Contact Tel No: (01292) 612222					
			Email: election@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/elections/council/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
2.16	Elections – European Parliament	Information on European elections, including MEPs contact details.	Contact Tel No: (01292) 612222					
			Email: election@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/elections/european/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
2.17	Elections – Scottish Parliament	Information on Scottish elections, including list of current MSPs, constituency details and election results.	Contact Tel No: (01292) 612222					
			Email: election@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/elections/msp/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
2.18	Elections – UK Parliament	Information on UK elections, including list of current MPs and constituency details.	Contact Tel No: (01292) 612222					
			Email: election@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/elections/mp/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 2		COUNCIL							
	Category	Description							
2.19	Electoral registration	Information on electoral registration and the application process for postal and proxy voting.	Contact Tel No:	(01292) 612221					
			Email:	avjb@south-ayrshire.gov.uk					
			Website:	www.ayrshire-vjb.gov.uk					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
2.20	Emergency planning & Civil Contingencies	Information on the procedures in place for dealing with local emergencies including severe weather, transportation accidents, oil pollution, nuclear incidents and crowd related incidents.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/emergencyplanning/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
2.21	Employment policies and procedures	Information on policies and procedures relating to South Ayrshire Council employees.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:						
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
2.22	Equality and diversity	Information relating to Disability Equality, Gender Equality, Race Equality and Ayrshire Race Equality Partnerships, including Equality Reporting	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/equalities https://www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx					
			Charge:	Free					
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
2.23	Financial management and budgeting	Information about Council finances, including annual accounts and monthly budget monitoring reports.	Contact Tel No:	0300 123 09000					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/budgeting					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 2		COUNCIL									
	Category	Description									
2.24	Freedom of Information	Information on the implementation of the Freedom of Information (Scotland) Act 2002, including reports, disclosure log and guidance	Contact Tel No: (01292) 612223 Email: foi@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/foi Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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2.25	Job Vacancies	Information on employment within the Council, including staff vacancy lists, New Deal traineeship, work experience, job descriptions and terms and conditions of employment. Also external links to ACAS, Job Centre Plus, Tiger and Work Train.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/vacancies http://south-ayrshire.myjobscotland.gov.uk Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
2.26	Money advice	Information and advice on debt, includes advice leaflets, customer charters, self-help letters and news releases.	Contact Tel No: (01292) 616060 Email: trading_standards@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/tradingstandards/consumer Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
2.27	Performance reporting	Information about the performance of the Council, including statutory performance indicators.	Contact Tel No: (01292) 612456 Email: clive.gardner@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/performance Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 2		COUNCIL									
	Category	Description									
2.28	Policies, reports and strategies	Approved strategies and plans underpinning the work of the Council, including the Council's Vision – Securing the future, Leadership Annual Report and the Single Outcome Agreement.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/policies/ Charge: Free Format: <table border="1"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	Electronic	<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	Hard Copy	<input checked="" type="checkbox"/>	Inspection Only	<input type="checkbox"/>
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Hard Copy	<input checked="" type="checkbox"/>	Inspection Only	<input type="checkbox"/>								
2.29	Records Management	Information on the Council's Records Management Policy and Records Management Plan	Contact Tel No: (01292) 612383 Email: records.management@south-ayrshire.gov.uk Website: https://www.south-ayrshire.gov.uk/foi/policy.aspx Charge: Free Format: <table border="1"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	Electronic	<input checked="" type="checkbox"/>	Website	<input type="checkbox"/>	Hard Copy	<input checked="" type="checkbox"/>	Inspection Only	<input type="checkbox"/>
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Hard Copy	<input checked="" type="checkbox"/>	Inspection Only	<input type="checkbox"/>								
2.30	Corporate Procurement	<p>Information on the Council's procurement policies, including Register of Contractors and our Contract Award Notices.</p> <p>Information on registering as an approved supplier can be obtained from the Public Contracts Scotland website as detailed. Suppliers can also access business opportunities in the public sector via this portal. Further information can be obtained from www.publiccontractsscotland.gov.uk</p>	Contact Tel No: (01292) 612912 Email: procurement@south-ayrshire.gov.uk Website: https://www.south-ayrshire.gov.uk/procurement/ https://www.south-ayrshire.gov.uk/procurement/publications/south%20ayrshire%20contracts%20register.pdf Charge: Free Format: <table border="1"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	Electronic	<input checked="" type="checkbox"/>	Website	<input checked="" type="checkbox"/>	Hard Copy	<input checked="" type="checkbox"/>	Inspection Only	<input type="checkbox"/>
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CLASS 3		ENVIRONMENT						
	Category	Description						
3.1	Abandoned vehicles	Information and guidance on how to report abandoned vehicles.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/contact/forms/waste/abandoned.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.2	Air and noise pollution	Information about air quality, including the Local Air Quality Management Updating and Screening Assessment Report, and information regarding noise and vibration complaints.	Contact Tel No: (01292) 618222					
			Email: environmental.health@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/environmentalhealth/noise					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
3.3	Animal health	Information and guidance on farmed animal health and welfare and companion animal welfare and control of disease.	Contact Tel No: (01292) 618222					
			Email: Environmental.health@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/environmentalhealth/publichealth/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.4	Animal welfare	Information and guidance on animal welfare, including how to apply for an Animal Welfare Licence, Breeding of Dogs Licence and horse riding. Also pest control, dog control, including information on Dog Wardens, lost dogs, dog fouling and dog re-homing.	Contact Tel No: (01292) 618222					
			Email: environmental.health@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/environmentalhealth/animalwelfare/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 3		ENVIRONMENT							
	Category	Description							
3.5	Building Standards and Planning	Information on all aspects of the building standards and planning service within the Council, including associated fees and charges Environmental Impact Assessment Reports undertaken in compliance with the Town and Country Planning (Environmental Impact Assessment)(Scotland) Regulations 2017	Contact Tel No:	(01292) 616107 – Planning (01292) 616253 – Building Standards					
			Email:	planning.development@south-ayrshire.gov.uk building.standards@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/planning https://www.south-ayrshire.gov.uk/planning/environmentalassessment.aspx https://www.south-ayrshire.gov.uk/planning/register.aspx www.south-ayrshire.gov.uk/buildingstandards					
			Charge:	Free					
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
3.6	Car parking	Information on parking including off street parking, car park prices, parking fines and interactive mapping.	Contact Tel No:	01563 503 160					
			Email:	enquiries@ayrshireroadsalliance.org					
			Website:	www.south-ayrshire.gov.uk/parking/ https://www.ayrshireroadsalliance.org/					
			Charge:	Free					
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3.7	Conservation	Information about the Council's conservation activities and strategies, including information on tree preservation orders and the Council's Wildlife Strategy. Also information on associated fees and charges.	Contact Tel No:	(01292) 616693					
			Email:	sustainable.development@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/planning/planlp.aspx					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.8	Contaminated land	Information on the management of contaminated land, including the Register of Contaminated Land and Contaminated Land Strategy.	Contact Tel No:	(01292) 618222					
			Email:	environmental.health@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/publichealth/contaminatedland.aspx					
			Charge:	Free					
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CLASS 3		ENVIRONMENT						
	Category	Description						
3.9	Energy efficiency	Information on the Council's energy efficiency initiatives.	Contact Tel No: (01292) 616192					
			Email: sustainable.development@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/sustainable-development/ www.energyagency.org.uk					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
3.10	Flooding	Information on the flooding of non-agricultural land, including the Biennial Report on Flooding to the Scottish Government.	Contact Tel No: (01292) 616159					
			Email: building.standards@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/buildingstandards/services.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.11	Landfill	Information on landfill sites.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/waste/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.12	Local Plans	Information about planning policies, proposals and guidance in South Ayrshire, including the South Ayrshire Local Plan. The Local Plan is available to download at Link detailed. A hard copy will attract a charge.	Contact Tel No: (01292) 616604					
			Email: planning.development@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/planning/planlp.aspx					
			Charge: £ For hard copy only as per Section A no. 13.					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 3		ENVIRONMENT							
	Category	Description							
3.13	Minerals	Information on mineral sites, including the Mineral Register.	Contact Tel No:	(01292) 616107					
			Email:	planning.development@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/planning					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.14	Policies, reports and strategies	Information on: Biodiversity Action Plan, Local Plan – Environment, Area Waste Plan, Woodland Partnership, Environmental Strategy, Wildlife Strategy, Energy, Carbon management, Climate Change Plan, Sustainable Travel Plan, Fuel Poverty and Contaminated Land Strategy.	Contact Tel No:	0300 123 0900					
			Email:	sustainable.development@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/policies/					
			Charge:	Free					
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3.15	Private water supplies	Information on private water supplies, including the private water supplies register.	Contact Tel No:	(01292) 618222					
			Email:	environmental.health@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/publichealth/privatewater.aspx					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
3.16	Recycling facilities	Information on waste management and recycling facilities and advice on composting within South Ayrshire.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/waste/recycling/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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3.17	Reservoirs	Information on large raised reservoirs, including the Biennial Report on Reservoirs to the Scottish Government.	Contact Tel No:	(01292) 616159					
			Email:	buildingstandards@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/buildingstandards/services.aspx					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 3		ENVIRONMENT	
	Category	Description	
3.18	Rubbish and waste	Information and guidance on the disposal of household waste, including special uplifts and commercial waste.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/waste/household
			Charge: Free
			Format:
			<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only <input type="checkbox"/>
3.19	Sustainable development	Information on sustainable development initiatives, including strategy documents and plans.	Contact Tel No: 0300 123 0900
			Email: sustainable.development@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/sustainable-development/ www.south-ayrshire.gov.uk/sustainabilityforum
			Charge: Free
			Format:
			<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only <input type="checkbox"/>













































CLASS 4		FAMILY						
	Category	Description						
4.1	Family Placement and Adoption	Information relating to adoption and fostering services or for those who would like to volunteer to be a carer.	Contact Tel No: (01292) 267675					
			Email: fostering@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/family-placement-and-adoption/adoption.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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4.2	Births	Information and guidance on registering a birth, including FAQs, fees and charges and contact details.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/births-marriages-deaths/births/ https://www.south-ayrshire.gov.uk/births-marriages-deaths/registrationoffices.aspx					
			Charge: Free					
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4.3	Child Protection	Information for anyone concerned that a child may be at risk or neglected. Questions and Answers, Service Providers and useful contacts.	Contact Tel No: (01292) 267576 or 0800 328 7758					
			Email: InitialResponseTeam@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/childprotection					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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4.4	Children and family care	Information on the services available for children and families including homework club; youth parliament; leisure centres; anti-bullying network and the Prince's Scottish Youth Business Trust.	Contact Tel No: (01292) 267675					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/social-care-and-health/ www.south-ayrshire.gov.uk/elections/syp/					
			Charge: Free					
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CLASS 4		FAMILY	
	Category	Description	
4.5	Civil Partnerships	Information and guidance on registering a civil partnership and civil partnership venues, includes information leaflets, venue application forms, FAQs, fees and charges and contact details.	Contact Tel No: See Section C for Registration Offices contact details.
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/registrationandbereavement/civilpartnerships
			Charge: Free
			Format:
			<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website
			<input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
4.6	Community Care	Information and guidance on community care issues, including detail on care management issues, community care assessments, charging policies and complaints procedures.	Contact Tel No: See Section C for Social Work Offices contact details.
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/social-care-and-health/
			Charge: Free
			Format:
			<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website
			<input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
4.7	Day Care	Information and guidance on the Council's day care services, including information on Overmills Day service.	Contact Tel No: See Section C for Social Work Offices contact details.
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/community/overmills.aspx www.south-ayrshire.gov.uk/leisure/care-club/
			Charge: Free
			Format:
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			<input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
4.8	Death	Information and guidance on registering a death and details of burial and cremation services, fees and charges, contact details and Management Rules for Cemeteries.	Contact Tel No: See Section C for Registration Offices contact details.
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/registrationandbereavement/death
			Charge: Free
			Format:
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CLASS 4		FAMILY							
	Category	Description							
4.9	Domestic abuse	Information relating to all aspects of domestic abuse. Further information can also be obtained from www.scottishwomensaid.org.uk	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/vaw					
			Charge:	Free					
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4.10	Family History	Information relating to genealogy including access to Parish Registers 1553 –1854 and Statutory Registers 1855 – Present. Also information on associated fees and charges.	Contact Tel No:	(01292) 617617					
			Email:	Ayr.Registrars@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/registrationandbereavement/genealogy					
			Charge:	Free					
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4.11	Getting it Right for Every Child (GIRFEC)	Information on the Council's approach for supporting children and young people	Contact Tel No:	(01292) 616287					
			Email:	Learning.raisingstandards@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/getting-it-right-for-every-child/					
			Charge:	Free					
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4.12	Marriage	Information and guidance on registering a marriage and marriage venues, includes information leaflets, venue application forms, FAQs, fees and charges and contact details.	Contact Tel No:	See Section C for Registration Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/registrationandbereavement/weddings					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 4		FAMILY							
	Category	Description							
4.13	Naming Ceremonies	Information and guidance on arranging a Naming Ceremony, including associated fees and charges.	Contact Tel No:	See Section C for Registration Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/registrationandbereavement/namingceremony					
			Charge:	Free					
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4.14	Policies, Reports and Strategies	Information on Children's Services Plan, Housing Strategy and Development, Homelessness Strategy and Anti-Social Behaviour Strategy.	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/policies/					
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4.15	Renewal of Vows ceremonies	Information and guidance on arranging a Renewal of Vows Ceremony, including information on associated fees and charges.	Contact Tel No:	See Section C for Registration Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/registrationandbereavement/weddings/renewalofvows.aspx					
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4.16	Residential care	Information and guidance on the Council's residential service.	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/care/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input type="checkbox"/></td> <td> Website</td> <td><input type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input type="checkbox"/>	 Website	<input type="checkbox"/>	 Hard Copy
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CLASS 4		FAMILY							
	Category	Description							
4.17	Social care	Information and guidance on the Council's social care services, including frequently asked questions.	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/social-care-and-health/ www.south-ayrshire.gov.uk/faq/					
			Charge:	Free					
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4.18	Young people – Proof of Age	Information about the Young Scot Scheme and National Entitlement Cards	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/nec/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 5		HEALTH							
	Category	Description							
5.1	Alcohol, drugs and substance abuse	Information and guidance relating to alcohol and drugs.	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/health www.drugmisuse.isdscotland.org www.knowthescore.info					
			Charge:	Free					
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5.2	Carers	Information and guidance for carers	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/care/ www.carerscotland.org					
			Charge:	Free					
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5.3	Disabilities	Information and guidance relating to Occupational Therapy and Disability Services. Includes information on South Ayrshire Access Panel, sensory impairment, support groups and voluntary organisations, assessments and the services available. Also information on the Disability Blue Badge Scheme.	Contact Tel No:	(01292) 616261					
			Email:	drc@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/disability-resources/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
5.4	Health resources	Information on how to register with a dentist and doctor, Ophthalmic Services and Pharmacy Services. Also information on NHS resources.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/health					
			Charge:	Free					
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CLASS 5		HEALTH							
	Category	Description							
5.5	Illnesses and conditions	Information and guidance on mental and sexual health conditions, including dementia, HIV and AIDS.	Contact Tel No:	See Section C for Social Work Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/health www.shayr.com					
			Charge:	Free					
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5.6	Keeping fit	Information on the Council's Activity for Health Programme and Active Schools Programme.	Contact Tel No:	(01292) 294716					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/activeschools/ https://www.south-ayrshire.gov.uk/leisure/health-development/activity-for-health.aspx www.healthyworkinglives.com					
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
5.7	Mental health	Information and guidance concerning mental health issues.	Contact Tel No:	(01292) 513144					
			Email:	mental.health@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/health/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
5.8	NHS – Ayrshire and Arran	Information regarding NHS services in Ayrshire and Arran, including web links and NHS24 contact details.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/health/ http://www.nhs24.scot/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 5		HEALTH									
	Category	Description									
5.9	Policies, reports and strategies	Information on Children's Services Plan, information and advice for those over 60 and South Ayrshire Community Care Plan.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/policies Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
5.10	South Ayrshire Access Panel	Information on South Ayrshire Access Panel who campaign for improvements for the disabled community in South Ayrshire.	Contact Tel No: (01292) 616220 Email: customerservices@south-ayrshire.gov.uk Website: https://www.south-ayrshire.gov.uk/disability-resources/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>								
 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
5.11	Visually impaired children	Information on SAVIC, South Ayrshire Visually Impaired Children. A resource to parents/professionals concerned with the welfare of visually impaired children.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/health www.savic.org.uk Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>								
 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
5.12	Welfare rights	Information and guidance on how to access welfare rights and welfare entitlement, including Pension Credit.	Contact Tel No: (01292) 268119 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/welfarerights/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								

CLASS 6		LEARNING			
	Category	Description			
6.1	Additional support needs	Information regarding the Council's commitment to help children and young people who may need extra help, in school, to make progress	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/learning-support.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.2	Admissions	Information and guidance on school admissions, including details on choosing a school, catchment areas and placing requests	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/placing-requests.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.3	Adult learning	Information on the Council's Adult Learning Programme	Contact Tel No:	0800 389 8320 or (01292) 263304	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/community/adult-learning.aspx http://www.learningandwork.org.uk/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.4	Attendance and absence	Advice on pupil attendance and absence	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/absence.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	

CLASS 6		LEARNING									
	Category	Description									
6.5	Clothing and School Uniforms	Information on school uniforms, including advice on financial assistance for footwear and clothing for children.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/schools/uniform.aspx Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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6.6	Control standards and inspections	Information on standards in schools, including details on performance monitoring, school inspections and educational standards.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/schools Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>								
6.7	Curriculum	Information on the school curriculum, including details on study programmes and teaching policies.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/schools Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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6.8	Libraries	Information on the Council's libraries including online library catalogue, reserving a computer online and the Council Cyber Centres. Also, including information on the European Computer Driving Licence (ECDL).	Contact Tel No: (01292) 286385 – See Section C for Local Branches contact details. (01292) 618492 Email: carnegie.library@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/libraries Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 6		LEARNING			
	Category	Description			
6.9	Local history	Information on all aspects of local authority Archives service, including family history and genealogical research. Also information on associated fees and charges.	Contact Tel No:	See Section C for Registration Office contact details.	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/registrationandbereavement/genealogy/ www.ayrshirearchives.org.uk www.south-ayrshire.gov.uk/libraries/local-history.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.10	Maintenance allowance	A guide to the Education Maintenance Allowance which is a Scottish Government Initiative to encourage young people to remain in post compulsory education.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/maintenance-allowance.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.11	Nursery provision	Information on early years child provision, including contact details for nursery schools, nursery classes and partnership centres.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/nursery/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
6.12	Parent Councils	Information on Parent Councils and election arrangements.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/schools/parent-councils.aspx	
			Charge:	Free	
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CLASS 6		LEARNING						
	Category	Description						
6.13	Policies, reports and strategies	Information on educational aims, a Learning Centre for the 21 st Century, Departmental Service Plan, educational reports, Learning and Teaching Policy for Establishments.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/policies/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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6.14	Public Private Partnership	Information on the Council's Public Private Partnership (PPP), including copies of the Outline Business Case and the Final Business Case.	Contact Tel No: 0300 123 0900					
			Email: publicprivatepartnership@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/schools/ppp.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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6.15	Pupils	Information relating to pupil provision, including details on bullying, drugs misuse, protection, access to pupil records and performance.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/schools					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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6.16	School management	Information on school management and finances, including details on devolved management.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/schools/future-needs/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
6.17	School meals	Information on school meals.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/schools/meals/					
			Charge: Free					
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CLASS 6		LEARNING							
	Category	Description							
6.18	School policies	Information on school policies, including exclusions, health and safety, fire drills, emergency procedures and outdoor safety.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/policies/					
			Charge:	Free					
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						
6.19	School transport	Information on the Council's policy on school transport.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/schools/school-transport.aspx					
			Charge:	Free					
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6.20	Schools	Information on the location of educational institutions in South Ayrshire, including contact details, Cluster groups and school holidays. Primary and secondary school handbooks are available on the individual schools' page or the schools' website.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/schools					
			Charge:	Free					
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6.21	Special educational needs	Information on special educational needs, including details on promoting inclusive education.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/schools/learning-support.aspx					
			Charge:	Free					
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>						

CLASS 6		LEARNING			
	Category	Description			
6.22	Staff	Information on staff development, training and employment.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	https://www.south-ayrshire.gov.uk/jobs-and-careers/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input type="checkbox"/> Website
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CLASS 7		LEISURE			
	Category	Description			
7.1	Archives	Information on access to archives in Ayrshire, including lists, catalogues and indexes; local history and family history publications and sources; newsletters, annual reports, guides and leaflets. Also information on associated fees and charges.	Contact Tel No:	(01292) 287584	
			Email:	archives@south-ayrshire.gov.uk	
			Website:	www.ayrshirearchives.org.uk	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
7.2	Beaches	Information on beach access and facilities in South Ayrshire.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/parks/coastal/	
			Charge:	Free	
			Format:	<input type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
7.3	Birdwatching	Information regarding birdwatching in South Ayrshire.	Contact Tel No:	(01292) 616673	
			Email:	sustainable.development@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/clubs/details.aspx?id=56	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
7.4	Bowling	General information relating to outdoor bowling at the National Centre for Bowling, Northfield, Ayr.	Contact Tel No:	(01292) 616255	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	https://www.south-ayrshire.gov.uk/leisure/northfield-bowling/	
			Charge:	Free	
			Format:	<input type="checkbox"/> Electronic <input type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
7.5	Community Education Centres	For contact details of South Ayrshire Council's Community Education Centres, see 'C' under the Council's 'A-Z' on www.south-ayrshire.gov.uk or Section C of the Publication Scheme.	Contact Tel No:	See Section C for Community Education Centres contact details.	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/education-and-learning/community-education.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	

CLASS 7		LEISURE						
	Category	Description						
7.6	Council attractions	Information on tourist attractions and facilities in South Ayrshire.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/tourism-and-visitor-attractions/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
7.7	Cycle routes	Information on local cycling routes.	Contact Tel No: (01292) 616369					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/leisure/walking-cycling/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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7.8	Football	Information on South Ayrshire Council's Football Development Programme, including registration details. Also information regarding Ayr United Football Club.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: https://www.south-ayrshire.gov.uk/leisure/ https://www.south-ayrshire.gov.uk/leisure/pitch-bookings/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
7.9	Footpaths	Information on local walking routes.	Contact Tel No: (01292) 616649					
			Email: sustainable.development@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/leisure/walking-cycling/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
7.10	Gardening	Information regarding the Council's allotment sites including rules and regulations.	Contact Tel No: (01292) 616672					
			Email: sustainable.development@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/leisure/allotments/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					

CLASS 7		LEISURE					
	Category	Description					
7.11	Golf	Information on municipal golfing facilities in South Ayrshire, including general information leaflets, tables of charges, rules and regulations, application forms and competition details. Also information about booking online and the Golf Hoteliers Scheme.	Contact Tel No:	0300 123 0900 or 0845 601 2020			
			Email:	customerservices@south-ayrshire.gov.uk			
			Website:	www.golfsouthayrshire.com			
			Charge:	Free			
			Format:	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>
				 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
7.12	Leisure facilities	Information on the Council's sports and leisure facilities, including details on opening times and admission charges. Also information about booking at facilities.	Contact Tel No:	See Section C for Leisure contact details.			
			Email:	customerservices@south-ayrshire.gov.uk			
			Website:	www.south-ayrshire.gov.uk/leisure			
			Charge:	Free			
			Format:	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>
				 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
7.13	Libraries	Information on the Council's library service, including information on; children services, reference section, lending services, book lovers' guide, library events and library branches.	Contact Tel No:	(01292) 286385 – See Section C for local Branches contact details.			
			Email:	carnegie.library@south-ayrshire.gov.uk			
			Website:	www.south-ayrshire.gov.uk/libraries			
			Charge:	Free			
			Format:	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>
				 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
7.14	Museums	Information on the Museums Service, including details of future exhibitions, collections, museum acquisition and disposal policy and opening times.	Contact Tel No:	(01292) 445447			
			Email:	rozelle.house@south-ayrshire.gov.uk			
			Website:	www.south-ayrshire.gov.uk/galleries			
			Charge:	Free			
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CLASS 7		LEISURE	
	Category	Description	
7.15	News and events	Information relating to local news items, events taking place locally and holiday programmes within leisure facilities.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/news www.south-ayrshire.gov.uk/events
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
7.16	Outdoor activities	Information about access to the outdoors in South Ayrshire. What your rights and responsibilities are, where you can go and whom you can contact for further information and advice.	Contact Tel No: (01292) 616649
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/outdooraccess
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
7.17	Parks	Information on parks and activities in South Ayrshire, including details of events, parks management policies, code of conduct, A-Z of parks and recreational facilities.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/parks
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
7.18	Places to visit	Information on tourist attractions and facilities in South Ayrshire.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/tourism-and-visitor-attractions/
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only













































CLASS 7		LEISURE			
	Category	Description			
7.19	Policies, reports and strategies	Information on the development of active regions and sustainable tourism (DART).	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/policies/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
			<input checked="" type="checkbox"/> Hard Copy	<input checked="" type="checkbox"/> Inspection Only	<input type="checkbox"/>
7.20	Rural grants	New rural funding programme for Ayrshire.	Contact Tel No:	(01292) 673765	
			Email:	info@ayrshire-leader.com	
			Website:	www.ayrshire-leader.com	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
			<input checked="" type="checkbox"/> Hard Copy	<input checked="" type="checkbox"/> Inspection Only	<input type="checkbox"/>
7.21	Skateboarding	Information regarding the Council's Skateboard Parks.	Contact Tel No:	0300 123 0900	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/leisure/skatepark/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
			<input checked="" type="checkbox"/> Hard Copy	<input checked="" type="checkbox"/> Inspection Only	<input type="checkbox"/>
7.22	Swimming	Information on the Council's Learn to Swim Programme.	Contact Tel No:	(01292) 475254	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/leisure/swimming-lessons/	
			Charge:	Free	
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			<input checked="" type="checkbox"/> Hard Copy	<input checked="" type="checkbox"/> Inspection Only	<input type="checkbox"/>
7.23	Twin towns	Information on town twinning arrangements in South Ayrshire.	Contact Tel No:	0300 123 0900	
			Email:	alison.nelson@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/town-twinning/	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website
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CLASS 7		LEISURE									
	Category	Description									
7.24	Voluntary organisations – Grant Funding	Information and guidance for voluntary organisations, including grant application forms.	Contact Tel No: (01292) 616245 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/grants/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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7.25	Volunteering	Information on volunteering in South Ayrshire, including types of activity and contact details. Further information can be obtained from enquiries@scvo.org.uk or www.scvo.org.u	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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7.26	Walking and cycling	Information about sign posted walking routes for all capabilities of walker and cyclist. Also interactive mapping of cycle routes.	Contact Tel No: (01292) 616649 Email: sustainable.development@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/leisure/walking-cycling/ www.south-ayrshire.gov.uk/gis Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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7.27	Youth services	Information on the Council's integrated youth information search facility. Also, information on leaving home, living on a budget, freedom, responsibilities and safety.	Contact Tel No: 0300 123 0900 Email: customerservices@south-ayrshire.gov.uk Website: https://www.south-ayrshire.gov.uk/community-learning-development/youth-work.aspx https://www.south-ayrshire.gov.uk/youthforum/ www.youngscot.org Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 8		PROPERTY & HOUSING			
	Category	Description			
8.1	Allocations	Information and guidance on the Council's policy for allocating council housing, including procedural information and contact details.	Contact Tel No:	See Section C for Area Housing Offices contact details.	
			Email:	customerservices@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/housing	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
8.2	Asbestos	Information and guidance about dealing with asbestos in your home, and the Council's agreed procedure for the handling of asbestos.	Contact Tel No:	(01292) 618222	
			Email:	environmental.health@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/healthandsafety/asbestos.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
8.3	Benefits	Information on Council tax and guidance on the application process relating to Council tax benefit. You can download a Council tax benefit claim form from the Council's website.	Contact Tel No:	0300 123 0900	
			Email:	council.tax@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/counciltax	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
8.4	Building regulations	Guidance about building standards and procedures, includes Registers of Building Warrant Applications and Building Standards information and advice. Also information on associated fees and charges.	Contact Tel No:	(01292) 616253	
			Email:	building_standards@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/buildingstandards	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	
8.5	Building standards – enforcement	Information on buildings standards enforcement.	Contact Tel No:	(01292) 616253	
			Email:	building_standards@south-ayrshire.gov.uk	
			Website:	www.south-ayrshire.gov.uk/buildingstandards/enforcement.aspx	
			Charge:	Free	
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only	













































CLASS 8		Property & Housing		
	Category	Description		
8.6	Care and repair	Independent advice and assistance to help homeowners repair, improve or adapt their home.	Contact Tel No:	(0300 123 0900)
			Email:	customerservices@south-ayrshire.gov.uk
			Website:	https://www.south-ayrshire.gov.uk/housing/private-housing/homeowners/aids.aspx https://www.south-ayrshire.gov.uk/housing/private-housing/
			Charge:	Free
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
8.7	Council tax	Information and guidance on Council tax bands, including payment and collection details.	Contact Tel No:	0300 123 0900
			Email:	council.tax@south-ayrshire.gov.uk
			Website:	www.south-ayrshire.gov.uk/counciltax
			Charge:	Free
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
8.8	Dangerous buildings and enforcement actions	Information on buildings, including Site Investigation Reports, information on structural surveys, information on dangerous buildings and enforcement actions.	Contact Tel No:	(01292) 616253
			Email:	building.standards@south-ayrshire.gov.uk
			Website:	www.south-ayrshire.gov.uk/buildingstandards/safety.aspx
			Charge:	Free
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
8.9	Homelessness	Information about the Council's policy for developing homelessness services, and guidance about support for people who are homeless.	Contact Tel No:	See Section C for Area Housing Offices contact details.
			Email:	customerservices@south-ayrshire.gov.uk
			Website:	https://www.south-ayrshire.gov.uk/housing/homeless/
			Charge:	Free
			Format:	<input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only

















































CLASS 8		PROPERTY & HOUSING							
	Category	Description							
8.10	Housing advice	Information and guidance concerning housing issues, including details on council housing, applying, special housing categories, sheltered housing, rent levels, transfers, home swaps, shared ownership, low cost ownership, grants repairing and improving, renovating to rent, care and repair, registered social landlords, housing options, building your own home and sheltered housing.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/housing					
			Charge:	Free					
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8.11	Housing/Council tax benefit	Information on housing and Council tax benefit and how to make a claim, including Notes of Guidance on Housing Benefit.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	benefit.services@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/housing-benefit/					
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8.12	Planning applications	Information on the planning process, listed buildings, conservation areas and advertisement consent applications submitted to the Council. Also information on associated fees and charges.	Contact Tel No:	(01292) 616107					
			Email:	planning.development@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/planning/applications.aspx					
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8.13	Planning – enforcement	Information on planning infringements, including the Enforcement Register.	Contact Tel No:	(01292) 616107					
			Email:	planning.development@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/planning/					
			Charge:	Free					
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CLASS 8		PROPERTY & HOUSING							
	Category	Description							
8.14	Policies, reports and strategies	Information on the Council's strategy for developing social housing provision, including the Local Housing Strategy. Local Plan – Housing, Fuel Poverty Strategy, Advice and Information Strategy, Homelessness Strategy, Tenants Participation Strategy, Private Rented Sector Strategy and South Ayrshire Voluntary Accreditation Scheme.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/policies/					
			Charge:	Free					
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8.15	Properties for sale or rent	Information on development opportunities, commercial and industrial property including terms, price, rates, size and location map.	Contact Tel No:	(01292) 612914					
			Email:	estates@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/property/commercial/					
			Charge:	Free					
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8.16	Property enquiries	Information on the Council's 'One-Stop Property Enquiry Service' which provides information, relating to property, on environmental health, housing, planning, contaminated land, building control, water, sewerage and roads issues. Information on how to apply for searches, copies of building warrants, completion certificates, superiors consent and copies of planning consent. Also includes information on associated fees and charges.	Contact Tel No:	(01292) 612914					
			Email:	peservice@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/property-enquiry-service/					
			Charge:	Free					
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8.17	Repairing and improving occupied private housing	Information on the Council's Grant Schemes to help people living in owner-occupied or privately rented housing to meet the costs of having homes repaired, improved or adapted.	Contact Tel No:	(01292) 616111 / 616176					
			Email:	buildingstandards@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/housing/private-housing/homeowners/aids.aspx					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 8		PROPERTY & HOUSING							
	Category	Description							
8.18	Right to buy	Information on changes in legislation regarding the Right to Buy your Council House (Note: the RTB is no longer available for Council tenants)	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/council-housing/right-to-buy.aspx					
			Charge:	Free					
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8.19	Rubbish and recycling	Information on services relating to the collection of waste including household waste, recycling centres, collection weeks, special uplifts etc.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/waste					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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8.20	Shared ownership	Advice on shared ownership housing.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/housing/shared-ownership.aspx					
			Charge:	Free					
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8.21	Sheltered housing	Information on the Council's sheltered housing provision including how to apply.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/housing/sheltered-housing.aspx					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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8.22	Tenant and tenancy information	Information for council tenants on the Council's services and housing management policies, including the Tenants' Handbook, Tenants' Newsletters, Tenant Participation Strategy and Tenants' Contents Insurance Scheme.	Contact Tel No:	See Section C for Area Housing Offices contact details.					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/housing/					
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 9		ROADS & TRANSPORTATION						
	Category	Description						
9.1	Abandoned vehicles	Information on how to report abandoned or untaxed vehicles.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/waste/vehicles/					
			Charge: Free					
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9.2	Parking	Information on off street parking, High Street parking, voucher parking, car park prices, disabled drivers, disability blue badges, loading and unloading.	Contact Tel No: (01291) 616651					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/parking					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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9.3	Policies, reports and strategies	Information on the Council's Local Transport Strategy, Ayrshire Joint Structure Plan, School Transport Policy and Timber Transport Strategy.	Contact Tel No: (01292) 616281					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/policies/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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9.4	Road improvements	Information on proposed road works.	Contact Tel No: 0300 123 0900					
			Email: enquiries@ayrshireroadsalliance.org					
			Website: www.south-ayrshire.gov.uk/roads/ https://www.ayrshireroadsalliance.org/Home.aspx www.roadworksscotland.org					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 9		ROADS & TRANSPORTATION							
	Category	Description							
9.5	Road safety	Information relating to general road safety and in particular the A77 and A78.	Contact Tel No:	(01292) 616350					
			Email:	road.safety@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/roads/safety/					
			Charge:	Free					
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9.6	Roads maintenance	Information on winter maintenance, including reports, proposals and the South Ayrshire Council Winter Plan, Winter Policy and overall map of gritted routes.	Contact Tel No:	0300 123 0900					
			Email:	enquiries@ayrshireroadsalliance.org					
			Website:	www.south-ayrshire.gov.uk/roads/maintenance/wintertreatment.aspx https://www.ayrshireroadsalliance.org/Home.aspx					
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9.7	Street cleaning	Information on street and beach cleaning, fly-tipping, litter fines and the Council's street cleansing strategy.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/waste/litter/beachcleaning.aspx					
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9.8	Sustainable transport	Information on creating a greener environment in terms of transport.	Contact Tel No:	(01292) 616187					
			Email:	sustainable.development@south-ayrshire.gov.uk					
			Website:						
			Charge:	Free					
			Format:	<table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
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CLASS 9		ROADS & TRANSPORTATION									
	Category	Description									
9.9	Taxis and minicabs	Information on taxi licensing, including how to obtain a licence, taxi fares, taxi operation and testing. Also information on associated fees and charges.	Contact Tel No: (01292) 617682 Email: licensing@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/licensing/forms/taxi.aspx Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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9.10	Traffic sensitive roads	Information on roads and highways, including details on traffic sensitive streets and timber transportation routes.	Contact Tel No: (01292) 616350 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/roads/maintenance/trafficsensitiveroads.aspx Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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9.11	Travel information	Information on travelling to Ayr, transportation service providers and free bus travel for the over 60's. Concessionary Travel in the A to Z.	Contact Tel No: (01292) 616369 Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/maps/travel.aspx http://www.south-ayrshire.gov.uk/az/?l=C https://www.south-ayrshire.gov.uk/concessionary-travel/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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9.12	Trunk roads	Information on trunk roads in South Ayrshire and roads benchmarking.	Contact Tel No: 0800 042 0188 – AMEY Highways Email: customerservices@south-ayrshire.gov.uk Website: www.south-ayrshire.gov.uk/roads/maintenance/trunkroads.aspx https://scottishtrunkroadsse.amey.co.uk/ Charge: Free Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>
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CLASS 10		SAFETY							
	Category	Description							
10.1	Anti-social behaviour	Information regarding the Council's partnership with Strathclyde Police and other community safety partners to tackle anti-social behaviour.	Contact Tel No:	(01292) 616155					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/communitysafety/abn-dispute-team/ http://ww15.south-ayrshire.gov.uk/CitizenPortal/form.aspx?form=Antisocial_Behaviour					
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10.2	CCTV	Information on CCTV monitoring stations and initiatives, including details on camera locations, monitoring information and funding levels.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/communitysafety/					
			Charge:	Free					
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10.3	Community safety	Information on the Council's strategy and plans for improving community safety, including details on partnership working and the SafeAyr Project.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/communitysafety/					
			Charge:	Free					
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10.4	Criminal justice	Information and guidance on community service and court appearances.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	https://www.south-ayrshire.gov.uk/criminaljustice/					
			Charge:	Free					
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CLASS 10		SAFETY	
	Category	Description	
10.5	District court	Information on how to contact the District Court, which is now administered by the Scottish Court Service.	Contact Tel No: (01292) 292249
			Email: ayr@scotcourts.gov.uk
			Website: https://www.south-ayrshire.gov.uk/courts/ http://www.scotcourts.gov.uk/the-courts/court-locations/ayr-sheriff-court-and-justice-of-the-peace-court
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
10.6	Domestic abuse	Information regarding domestic abuse including training, additional security, Women's Centre, Change Programme, Youth Project and information for victims and survivors.	Contact Tel No: 0300 123 0900
			Email: communitysafety@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/vaw
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
10.7	Drugs and alcohol	Information on the Council's drugs and alcohol multi agency sub group. Also information on target approach to young people, off-sales campaign, licensing services code of practice, validate – proof of age and alcohol and older people.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: https://www.south-ayrshire.gov.uk/adp/
			Charge: Free
			Format: <input checked="" type="checkbox"/> Electronic <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Inspection Only
10.8	Emergency planning	Information on the Council's emergency planning policies and plans in relation to civil emergencies, including information on current emergency service disruptions and closures.	Contact Tel No: 0300 123 0900
			Email: customerservices@south-ayrshire.gov.uk
			Website: www.south-ayrshire.gov.uk/emergencyplanning/ www.south-ayrshire.gov.uk/emergency/default.aspx
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CLASS 10		SAFETY							
	Category	Description							
10.9	Food hygiene and safety	Information on Council policies and procedures concerning food hygiene and safety, including the Register of Food Premises, Food Service Plan 2003/04, Food Safety Enforcement Policy and the Food Sampling Policy.	Contact Tel No:	(01292) 618222					
			Email:	environmental.health@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/foodsafety/ www.south-ayrshire.gov.uk/environmentalhealth/foodsafety/fhis.aspx www.south-ayrshire.gov.uk/policies/					
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10.10	Food safety - businesses	Information on the results of inspections regarding the cleanliness and safety of food businesses in all circumstances where consumers make a choice about the food they purchase or consume, for example, cafes, restaurants, hotels and general stores. Information on the trading name and address of all food businesses.	Contact Tel No:	(01292) 618222					
			Email:	environmental.health@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/environmentalhealth/foodsafety/fhis.aspx					
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10.11	Law enforcement	Information on local Police offices and contact details.	Contact Tel No:	0300 123 0900					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	http://www.scotland.police.uk/your-community/ayrshire/south-ayrshire/ http://www.scotland.police.uk/contact-us/contact-us-form					
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10.12	Mediation	Information on the Council's free, confidential, independent mediation service.	Contact Tel No:	(01292) 616119					
			Email:	customerservices@south-ayrshire.gov.uk					
			Website:	www.south-ayrshire.gov.uk/communitysafety/abn-dispute-team/mediation-service.aspx					
			Charge:	Free					
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CLASS 10		SAFETY						
	Category	Description						
10.13	Neighbours	Information and guidance on neighbourhood disputes.	Contact Tel No: See Section C for Area Housing Offices contact details.					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/communitysafety/abn-dispute-team/mediation-service.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>					
 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
10.14	Racial harassment	Information on race equality, race and equality training, monitoring and awareness campaign.	Contact Tel No: 0300 123 0900					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>					
 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					
10.15	Road safety	Information on the Council's partnership initiatives including, drink/drive campaign, driver awareness training, speed camera publicity campaigns, school travel plans and walking bus.	Contact Tel No: (01292) 616249					
			Email: customerservices@south-ayrshire.gov.uk					
			Website: www.south-ayrshire.gov.uk/roads/safety/					
			Charge: Free					
			Format: <table border="0"> <tr> <td> Electronic</td> <td><input checked="" type="checkbox"/></td> <td> Website</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td> Hard Copy</td> <td><input checked="" type="checkbox"/></td> <td> Inspection Only</td> <td><input type="checkbox"/></td> </tr> </table>	 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>	 Hard Copy
 Electronic	<input checked="" type="checkbox"/>	 Website	<input checked="" type="checkbox"/>					
 Hard Copy	<input checked="" type="checkbox"/>	 Inspection Only	<input type="checkbox"/>					

CLASS 11		COMMERCIAL PUBLICATIONS
	Category	Description
11.0	Council Commercial Publications	<p><i>Information packaged and made available for sale on a commercial basis and sold at market value through a retail outlet, for example - bookshop, museum or research journal.</i></p> <p>South Ayrshire Council does not currently publish any information in this Class.</p>

CLASS 12		OPEN DATA																	
	Category	Description																	
12.0	Open Data – Datasets	<p>The open data we make available as described by the Scottish Government's Open Data Strategy and Resource pack, available under an open licence. Council datasets available for public re-use include Council News, events, Jobs, Properties for Sale or Lease, School Closures, Councillors, Website statistics and Council Wards</p>																	
		<table border="1"> <tr> <td>Contact Tel No:</td> <td colspan="2">0300 123 0900</td> </tr> <tr> <td>Email:</td> <td colspan="2">Customerservices@south-ayrshire.gov.uk</td> </tr> <tr> <td>Website:</td> <td colspan="2">https://www.south-ayrshire.gov.uk/opendata/</td> </tr> <tr> <td>Charge:</td> <td colspan="2">Free</td> </tr> <tr> <td rowspan="2">Format:</td> <td><input checked="" type="checkbox"/> Electronic</td> <td><input checked="" type="checkbox"/> Website</td> </tr> <tr> <td><input type="checkbox"/> Hard Copy</td> <td><input type="checkbox"/> Inspection Only</td> </tr> </table>	Contact Tel No:	0300 123 0900		Email:	Customerservices@south-ayrshire.gov.uk		Website:	https://www.south-ayrshire.gov.uk/opendata/		Charge:	Free		Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website	<input type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only
Contact Tel No:	0300 123 0900																		
Email:	Customerservices@south-ayrshire.gov.uk																		
Website:	https://www.south-ayrshire.gov.uk/opendata/																		
Charge:	Free																		
Format:	<input checked="" type="checkbox"/> Electronic	<input checked="" type="checkbox"/> Website																	
	<input type="checkbox"/> Hard Copy	<input type="checkbox"/> Inspection Only																	

SECTION C: CONTACT DETAILS

South Ayrshire Council
Corporate Headquarters
County Buildings
Wellington Square
Ayr
KA7 1DR

Telephone: 0300 123 0900

ACTIVITY CENTRES

Coylton, Hole Road, Joppa, KA6 6JL, Tel: 01292 571235
Dundonald, Castle Drive, Dundonald, KA2 9EP, Tel: 01563 851599
Mossblown, Mauchline Road, Mossblown, KA6 5BH, Tel: 01292 520998
Muirhead (Troon), Central Avenue, Troon, KA10 7AE, Tel: 01292 318541
Whitletts (Ayr), Glenmuir Place, Ayr, KA8 9RW, Tel: 01292 288845

AREA HOUSING OFFICES

Ayr, Riverside House, 21 River Terrace, Ayr, KA8 0AU, Tel: 01292 616000
 E-mail: AyrNorthHousing@south-ayrshire.gov.uk
Girvan, 19 Knockcushan Street, Girvan, Tel: 01465 712299
 E-mail: GirvanHousing@south-ayrshire.gov.uk
Maybole, 64 High Street, Maybole, Tel: 01655 882124
 E-mail: MayboleHousing@south-ayrshire.gov.uk
Prestwick, 2 The Cross, Prestwick, Tel: 01292 671666
 E-mail: PrestwickHousing@south-ayrshire.gov.uk
Troon, Troon Municipal Buildings, South Beach, Troon, Tel: 01292 313555
 E-mail: TroonHousing@south-ayrshire.gov.uk

LIBRARIES

Alloway, Doonholm Road, Ayr, KA7 4Q Q, Tel: 01292 442395
Ballantrae, The Hall, Ballantrae, KA26 0NB, Tel: 01465 831521
Carnegie Library, 12 Main Street, Ayr, KA8 8EB, Tel: 01292 286385
 E-mail: Carnegie.Library@south-ayrshire.gov.uk
Forehill, Mt. Oliphant Crescent, Ayr, KA7 3EN, Tel: 01292 265591
Girvan, Montgomerie Street, Girvan, KA26 9HE, Tel: 01465 712813
Maybole, Carnegie Building, High Street, Maybole, KA19 7AB, Tel: 01655 883044
 E-mail: Maybole.Library@south-ayrshire.gov.uk
Mossblown, 2 Annbank Road, Mossblown, KA6 5BH, Tel: 01292 520792
Prestwick, 14 Kyle Street, Prestwick, KA9 1PQ, Tel: 01292 476769
Symington, 15 Brewlands Road, Symington, KA1 5QZ, Tel: 01563 830066
Tarbolton, Lorimer Library, Montgomerie Street, Tarbolton, KA5 5QB, Tel: 01292 541211,
 E-mail: Tarbolton.Library@south-ayrshire.gov.uk
Troon, South Beach, Troon, KA10 6EF, Tel: 01292 315352

REGISTRATION OFFICES

Ayr & Prestwick, Ayr Town Hall, 5-9 High Street, Ayr KA7 1LU, Tel: 01292 617617

E-mail: Ayr.Registrars@south-ayrshire.gov.uk

Girvan, 22 Dalrymple Street, Girvan, KA26 9AE, Tel: 01292 617617

E-mail: Girvan.Registrars@south-ayrshire.gov.uk

SOCIAL WORK OFFICES

Whitletts Area Centre, 181 Whitletts Road, Ayr KA8 0JQ Tel: 01292 267675

Biggart Hospital, 1 Biggart Road, Prestwick, KA9 2HQ Tel: 01292 470099

Maybole Area Office, 64 High Street, Maybole KA19 7BZ Tel: 01655 883293

Girvan Area Office, 17/19 Knockcushan Street, Girvan KA26 9AG Tel: 01465 716125

SWIMMING POOLS

Citadel, South Beach Road, Ayr, KA7 1UB, Tel: 01292 269793

Maybole, Memorial Park, Maybole, KA19 7DX, Tel: 01655 882568

Prestwick, St. Ninian's Park, Prestwick. KA9 1NW, Tel: 01292 474015

Troon, Barassie Street, Troon, KA10 6LU, Tel: 01292 311758

SCHOOLS

Primary

Alloway Primary, Doonholm Road, Ayr KA7 4QQ, Tel: 01292 441802

Annbank Primary, Annbank Road, Mossblown KA6 5DZ, Tel: 01292 520435

Ballantrae Primary, Ballantrae, Girvan KA26 0NH, Tel: 01465 831369

Barassie Primary, Burnfoot Avenue, Barassie KA10 6UQ, Tel: 01292 314393

Barr Primary, Changue Road, Barr, Girvan KA26 9TT, Tel: 01465 861244

Barrhill Primary, Barrhill, Girvan KA26 0PP, Tel: 01465 821281

Braehead Primary, Gould Street, Ayr KA8 9PJ, Tel: 01292 266571

Cairn Primary, Kirkland Street, Maybole KA19 7HD, Tel: 01655 883292

Colmonell Primary, Colmonell, Girvan KA26 0RY, Tel: 01465 881235

Coylton Primary, Main Road, Coylton KA6 6JP, Tel: 01292 570352

Crosshill Primary, Carrick Drive, Crosshill KA19 7RH, Tel: 01655 740291

Dailly Primary, Main St, Dailly KA26 9SB, Tel: 01465 811258

Dalmilling Primary, Harthall, Ayr KA8 0PP, Tel: 01292 264738

Doonfoot Primary, Abbot's Way, Ayr KA7 4HJ, Tel: 01292 443208

Dundonald Primary, Castle Drive, Dundonald KA2 9EP, Tel: 01563 850396

Fisherton Primary, Ayr Rd, Dunure KA7 4LQ, Tel: 01292 500658

Forehill Primary, Cessnock Place, Ayr KA7 3JU, Tel: 01292 263587

Gardenrose Primary, Gardenrose Path, Maybole KA19 8BH, Tel: 01655 883227

Girvan Primary, Wesley Rd, Girvan KA26 9AQ, Tel: 01465 713167

Glenburn Primary, Sherwood Road, Prestwick KA9 1EY, Tel: 01292 477918

Grammar Primary, Midton Road, Ayr KA7 2SF, Tel: 01292 266409

Heathfield Primary, Heathfield Road, Ayr KA8 9DR, Tel: 01292 264802

Holmston Primary, Holmston Road, Ayr KA7 3BB, Tel: 01292 264938

Kincaidston Primary, Cranesbill Court, Ayr KA7 3YN, Tel: 01292 266686

Kingcase Primary, Nursery Avenue, Prestwick KA9 2DG, Tel: 01292 470766

Kirkmichael Primary, Woodside Ave, Kirkmichael KA19 7PP, Tel: 01655 750285

Maidens Primary, Shanter Road, Maidens KA26 9NL, Tel: 01655 331274
Minishant Primary, Minishant, Maybole KA19 8ET, Tel: 01292 441803
Monkton Primary, Station Road, Monkton KA9 2PH, Tel: 01292 477940
Muirhead Primary, Buchan Road, Troon KA10 7BT, Tel: 01292 313295
Newton Primary, Russell Drive, Ayr KA8 1JJ, Tel: 01292 262489
Sacred Heart Primary, Henrietta Street, Girvan KA26 9AW, Tel: 01465 713732
Straiton Primary, Newton Stewart Road, Straiton KA19 7NN, Tel: 01655 770274
Struthers Primary, Staffin Road, Muirhead, Troon KA10 7JB, Tel: 01292 316445
Symington Primary, Brewlands Road, Symington KA10 5QZ, Tel: 01563 830389
St Cuthbert's Primary, Kirkland Street, Maybole KA19 7HD, Tel: 01655 882349
St John's Primary, Whitletts Road, Ayr KA8 0JB, Tel: 01292 263286
St Ninian's Primary, Adamton Road North, Prestwick KA9 2LJ, Tel: 01292 479395
St Patrick's Primary, Academy Street, Troon KA10 6HR, Tel: 01292 312072
Tarbolton Primary, Montgomerie Street, Tarbolton KA5 5QA, Tel: 01292 541278
Troon Primary, Barassie Street, Troon KA10 6LX, Tel: 01292 312166

Secondary

Ayr Academy, Fort Street, Ayr KA7 1HX, Tel: 01292 612028
Belmont Academy, 8 Nursery Road, Ayr KA7 3SN, Tel: 01292 612054
Carrick Academy, Kirkoswald Road, Maybole KA19 8BP, Tel: 01655 883003
Girvan Academy, The Avenue, Girvan KA26 9DW, Tel: 01465 716816
Kyle Academy, Overmills Road, Ayr KA7 3LR, Tel: 01292 612338
Marr College, Dundonald Road, Troon KA10 7AB, Tel: 01292 690022
Prestwick Academy, Newdykes Road, Prestwick KA9 2LB, Tel: 01292 477121
Queen Margaret Academy, Dalmellington Rd, Ayr KA7 3TL, Tel: 01292 612020

Special

Invergarven School, 15 Henrietta Street, Girvan KA26 9AL, Tel: 01465 712035
Southcraig Campus, Belmont Avenue, Ayr KA7 2ND, Tel: 01292 288982
