

County Buildings
Wellington Square
AYR KA7 1DR
Tel No: 01292 612436



9 February 2022

To:- **Councillors Henderson, Cochrane, Cullen, Dettbarn, Grant, McGinley and Saxton.**
Educational Representatives – Olivia Cosgrove, Miss Davey, Pastor Gall, Rev. Gemmell, Mr. Robinson and Mr. Terras.

All other Members for INFORMATION ONLY

Dear Councillor

LEADERSHIP PANEL

You are requested to participate in the above meeting of the above Panel to be held on **Tuesday, 15 February 2022 at 10.00 a.m.** for the purpose of considering the undernoted business.

In light of the current COVID-19 pandemic, this meeting will be held remotely in accordance with the provisions of the Local Government (Scotland) Act 2003. The meeting will be live-streamed and available to view at <https://south-ayrshire.public-i.tv/>

Yours sincerely

CATRIONA CAVES
Head of Legal, HR and Regulatory Services

B U S I N E S S

1. Declarations of Interest.
2. Minutes of previous meeting of 18 January 2022 (copy herewith).
3. Decision Log -
 - (a) Overdue Actions– **for approval;**
 - (b) Actions Listed with Revised Dates – **for approval;** and
 - (c) Recently Completed Actions – **for noting**(copies herewith).

4. Children and Young People.

- (a) Follow Through Inspection of Braehead Primary School and Early Years Centre (EYC): Education Scotland – Submit report by Director - People (copy herewith).

5. Children and Young People/ Resources and Performance/ Corporate.

- (a) 2022 Scottish Child Payment – Bridging Payments - Submit report by the Assistant Director – Place (copy herewith).

6. Economy and Culture.

- (a) Ayrshire Growth Deal Aerospace and Space Programme – Update - Submit report by the Director – Place (copy herewith).

7. Environment.

- (a) Motorhome Parking Scheme 2022 - Submit report by the Director – Place (copy herewith).

8. Environment/ Resources and Performance.

- (a) Seafeld Tennis Courts - Submit report by the Assistant Director – Place (copy herewith).

9. Corporate/ Resources and Performance.

- (a) The South Ayrshire Way Strategic Change Programme – Preparing for the Future - Submit report by the Assistant Director – Place (copy herewith).
- (b) Maybole Regeneration Project - Proposed Re-allocation of Council Capital Contribution - Submit report by the Assistant Director –People (copy herewith).

10. Housing and Community Wellbeing.

- (a) Civic Government (Scotland) Act 1982 – Licensing of Sexual Entertainment Venues – Submit report by the Head of Legal, HR and Regulatory Services (copy herewith).

11. Resources and Performance.

- (a) Budget Management - Revenue Budgetary Control 2021/22 – Position at 31 December 2021 - Submit report by the Head of Finance and ICT (copy herewith).
- (b) General Services Capital Programme 2021/22: Monitoring Report as at 31 December 2021 - Submit report by the Assistant Director – Place (copy herewith).

12. Resources and Performance/ Economy and Culture.

- (a) Proposed Management Arrangements for Community and Village Halls - Submit report by the Assistant Director – People (copy herewith).

13. Resources and Performance/ Housing and Community Wellbeing.

- (a) Housing Capital Programme 2021/22: Monitoring Report as at 31 December 2021 - Submit report by the Assistant Director – Place (copy herewith).

14. Resources and Performance/ Environment.

- (a) Proposed Lease for Changing Pavilion at Victory Park, Girvan - Submit report by the Assistant Director – Place (copy herewith).

15. Corporate/ Resources and Performance/ Environment.

- (a) **Station Hotel Update – Submit report by the Assistant Director – Place (report herewith – Members only).**

16. Resources and Performance.

- (a) **Service Review Phase 2 – Benefits Services - Submit report by the Head of Finance and ICT (report herewith – Members only).**

17. Consideration of Disclosure of the above Confidential Reports.

For more information on any of the items on this agenda, please telephone Andrew Gibson, Committee Services on at 01292 612436, at Wellington Square, Ayr or
e-mail: andrew.gibson@south-ayrshire.gov.uk
www.south-ayrshire.gov.uk

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LEADERSHIP PANEL.

Minutes of meeting being held remotely on 18 January 2022 at 10.00 a.m.

Present: Councillors Peter Henderson (Chair), Ian Cochrane, Chris Cullen, Julie Dettbarn, William Grant, Brian McGinley and Philip Saxton.

Attending: E. Howat, Chief Executive; C. Caves, Head of Legal, HR and Regulatory Services; T. Baulk, Head of Finance and ICT; T. Eltringham, Director of Health and Social Care; L. Reid, Assistant Director – Place; K. Carr, Assistant Director – Place; M. Newall, Assistant Director – People; J. Wood, Senior Manager, Planning and Performance; D. Yuille, Service Lead – Special Property Projects; K. Anderson, Service Lead – Policy, Performance and Community Planning; K. Dalrymple, Service Lead, Neighbourhood Services; C. Boyd, Service Lead – Risk and Safety; C. Iles, Service Lead – Planning and Building Standards; T. Leijser, Service Lead – Economy and Regeneration; K. Mullen, Service Lead – ICT Operations, ICT Strategy and Delivery; D. Anderson, Estates Co-ordinator; K. Braidwood, Ayrshire Roads Alliance; A. Gibson, Committee Services Officer; and E. Moore, Clerical Assistant.

1. Opening Remarks.

The Chair took the sederunt, confirmed to Members the procedures to conduct this meeting and advised that the meeting was being broadcast live.

2. Declarations of Interest.

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

3. Minutes of previous meetings.

The minutes of 23 November and 30 November (Special) 2021 (issued) were submitted and approved.

4. Decision Log.

Following discussion regarding the entry relating to "Implementation of 20 mph speed restrictions across South Ayrshire Villages", the Panel

Decided:

- (1) to approve the overdue action;
- (2) to approve the actions listed with revised due dates; and
- (3) to note the recently completed actions.

Environment.**5. Developer Contribution Governance and Reporting Arrangements.**

There was submitted a report (issued) of 10 January 2022 by the Assistant Director – Place seeking approval for revised governance and reporting arrangements relating to Developer Contributions required from developers as part of their Planning Permissions.

Following discussion regarding local Members involvement, the Panel

Decided:

- (1) to approve the governance and reporting arrangements relating to Developer Contributions, as detailed in the report, including the publication of an annual report at present, which would be increased to a six-monthly report, dependent on information being available from developers; and
- (2) to agree that a Briefing Note be sent to Members on the process for dealing with developer contributions.

6. Improving Biodiversity in South Ayrshire.

There was submitted a report (issued) of 10 January 2022 by the Assistant Director – Place

- (1) advising of the outcome of the pilot wildflower meadows created in 2021; and
- (2) seeking approval for a phase 2 expansion of the project throughout South Ayrshire.

The Panel

Decided: to approve

- (a) the continuation of the wildflower meadows sown as part of the 2021 pilot, as detailed in Appendix 1 of the report; and
- (b) the development of the wildflower meadows identified in Appendix 2 for summer of 2022.

Corporate.

7. Strategic Risk Management.

There was submitted a report (issued) of 10 January 2022 by the Head of Legal, HR and Regulatory Services providing an update on the Reviewed Strategic Risk Register, in line with the agreed reporting arrangements.

Having considered the reviewed Strategic Risk Register, as detailed in Appendix 1 of the report, updated by Chief Officers which included information on a new risk impacting Ash Trees, the Panel

Decided: to note the twelve key risks and endorse the work currently being undertaken or proposed by risk owners to mitigate these risks.

8. Council Plan – 2018-22 (2020 Mid-Term Refresh) Extension.

There was submitted a report (issued) of 10 January 2022 by the Assistant Director – People requesting an extension to the Council Plan 2018-22(2020 Mid-Term Refresh).

The Panel

Decided: to agree

- (1) an extension to the current Plan by no more than one year (to allow the Local Government Election to take place and for Members elected in 2022 to be involved in the development of the next iteration of the plan); and
- (2) that progress on the current plan would continue to be reported to the Service and Performance Panel on a quarterly basis.

Corporate/Economy and Culture

9. Skypath Training Community Interest Company (CIC).

There was submitted a report (issued) of 12 January 2022 by the Assistant Director – Place providing an update on the Skypath Training Community Interest Company (CIC) and proposed reporting arrangements.

Following a question from a Member of the Panel and having noted the importance of training and skills development, the Panel

Decided:

- (1) to note progress in setting up successful operations of the Skypath Training CIC; and
- (2) to approve that further updates would be provided on an annual basis to the Partnerships Panel.

Housing and Community Wellbeing/Resources and Performance/Environment.

10. Affordable Housing – Mainholm Enabling Works.

There was submitted a report (issued) of 10 January 2022 by the Assistant Director – Place seeking approval to instruct HubSW to carry out enabling works to demolish the John Pollock Centre/former Mainholm Academy prior to the start of the main construction works to build affordable housing on the site.

Following discussion and having noted that a Community Hub would be developed, the Panel

Decided:

- (1) to approve the recommendation to instruct HubSW to carry out enabling works to demolish the John Pollock Centre/former Mainholm Academy prior to the start of the main construction works to build affordable housing on the site; and
- (2) to request the Head of Legal, HR and Regulatory Services to arrange for execution of the necessary documents on behalf of the Council under the Council's Scheme of Delegation.

11. Affordable Housing – Riverside Enabling Works.

There was submitted a report (issued) of 10 January 2022 by the Assistant Director – Place seeking approval to instruct HubSW to carry out enabling works to demolish the Riverside Flats prior to the start of the main construction works to build affordable housing on the site.

The Panel

Decided:

- (1) to approve the recommendation to instruct HubSW to carry out enabling works to demolish the Riverside Flats prior to the start of the main construction works to build affordable housing on the site; and
- (2) to request the Head of Legal, HR and Regulatory Services to arrange for execution of the necessary documents on behalf of the Council under the Council's Scheme of Delegation.

Adults' Health and Social Care/ Resources and Performance.

12. Health and Social Care Partnership (HSCP) Winter Pressures Funding (Additional Posts).

There was submitted a report (issued) of 10 January 2022 by the Director of Health and Social Care seeking approval for a range of staffing changes (10 new posts and permanency of 22.8 existing temporary posts) within the Health and Social Care Partnership (HSCP), using additional 'winter pressures' funding from Scottish Government.

Having considered the background and South Ayrshire HSCP Winter 2021-22 Investment Plan, outlining the rationale for the proposed use of additional Scottish Government funding; and having noted the importance of the posts being flexible to meet community needs, the Panel

Decided: to agree

- (1) to the creation of the posts outlined within the report and detailed in Section 4 of the report; and
- (2) that recruitment to these posts should be expedited to ensure maximum impact, ie alleviating current pressures on the local health and care system.

Resources and Performance.

13. ICT Data Centre – Hosting and Delivery Model.

There was submitted a report (issued) of 11 January 2022 by the Head of Finance and ICT seeking approval

- (1) of the strategy to move from an on-premises Data Centre hosting and delivery model to an off-premises cloud hosted alternative; and
- (2) to implement Phase 1 of the recommended strategy.

Following discussion and having noted that there would be no staffing savings associated with the strategy, the Panel

Decided:

- (a) to approve the strategy to move to a hybrid model of hosting using public cloud services using a two-phase approach for the reduction of existing on-premises Data Centre's at County Buildings and McCall's Avenue;
- (b) to approve Phase 1 of the initial migration of disaster recovery services to public cloud services, subject to securing appropriate revenue resources as part of the 2022-23 budget;
- (c) to note the requirement to change the existing funding approach, with public cloud service being consumed on a revenue-based rental model, with initial on-going revenue funds of £200,000 being required in 2022-23;

- (d) to note the initial Phase 1 capital implementation cost will be met from the current ICT capital investment programme; and
- (e) to request that a report on the proposed wider migration of production services (Phase 2) be brought forward to Leadership Panel by the Head of Finance and ICT during 2022-23 seeking approval to commence the required Phase 2 works.

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14. Treasury Management Mid-Year Report 2021/22.

There was submitted a report (issued) of 10 January 2022 by the Head of Finance and ICT providing a mid-year treasury management update for the financial year 2021/22.

Following discussion regarding the effect on inflation costs by Brexit, the Panel

Decided: to approve the contents of this report.

The Panel adjourned for ten minutes during consideration of the above item to allow Councillors experiencing connectivity issues to rejoin.

15. Exclusion of press and public.

The Panel resolved, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the press and public be excluded during consideration of the remaining items of business on the grounds that they involved the likely disclosure of exempt information in terms of paragraphs 8 and 9 of Part 1 of Schedule 7A of the Act.

Environment/ Resources and Performance.

16. Proposed Resolution to Title Issues at Bridge Street, Girvan.

There was submitted a report (Members only) of 12 January 2022 by the Assistant Director – Place seeking authority to address issues with the Council's title at its recycling centre in Bridge Street, Girvan, that once resolved would allow the proposed redevelopment of the site for a new office and welfare facilities to proceed as planned.

The Panel

Decided: in accordance with paragraphs 4.1 and 4.2 of the report,

- (1) to grant authority to declare the area shown shaded dark grey in the plan attached as Appendix 1 of the report, as being surplus to requirements;
- (2) to grant authority to dispose of the area shaded dark grey in Appendix 1 of the report;
- (3) to grant authority to acquire the area shaded light grey in Appendix 1 of the report;

- (4) to grant authority to enter into a servitude right of access over the area shown hatched in Appendix 1 of the report;
- (5) to grant authority to enter into a servitude over the area shown cross hatched in Appendix 1 of the report;
- (6) to grant authority to enter into a licence to occupy the area shaded dark grey for one year to allow the works to the new office and welfare facilities;
- (7) to request the Head of Legal, HR and Regulatory Services to conclude these transactions; and
- (8) to agree that officers provide a Briefing note to members on the process and the associated costs and resources required to produce detailed title reports on ground owned by the Council as identified by the Director of Place.

17. Proposed Land Purchase at Liberator Drive, Heathfield, Ayr.

There was submitted a report (Members only) of 11 January 2022 by the Assistant Director – Place seeking authority to enter into an agreement to purchase a site at Heathfield in Ayr for use as a waste transfer facility.

Decided:

- (1) to grant authority to purchase the area, as detailed in the report, subject to the terms and conditions as outlined in the Addendum (confidential) to this report; and
- (2) to request the Head of Legal, HR and Regulatory Services to conclude this transaction.

18. Consideration of Disclosure of the above Confidential Reports.

Decided: not to authorise the disclosure under Standing Order 32.4 of the whole or part of the following reports or addendums:-

- Proposed Resolution to Title Issues at Bridge Street, Girvan; and
- Proposed Land Purchase at Liberator Drive, Heathfield, Ayr.

The meeting ended at 12.05 p.m.

Mtg	Mtg Date	Title of Report	Decision	Council Plan Commitments	PFH	Directorate	Managed by	Implementation	Complete	Current Due Date	Original Due Date(s) [Revised following consultation with PFH]	Notes (any date changes agreed with relevant PFH(s))
SAC	28-Apr-21	Disclosure of Confidential Information	Minute	1	PH	CEO	Catriona Caves	that all Elected Members be consulted on how future confidential reports were considered - <i>addit to rec in report</i>	No	31-Jan-22	31-Dec-21	a consultation is being prepared for issuing to members in January relation to this matter and in relation to inductions and future Councillor training and the responses will be shared in due course.

Mtg	Mtg Date	Title of Report	Decision	Council Plan Commitments	PFH	Directorate	Managed by	Implementation	Complete	Current Due Date	Original Due Date(s) [Revised following consultation with PFH]	Notes (any date changes agreed with relevant PFH(s))
LP	11-Jun-19	Moving Towards Mainstreaming Participatory Budgeting	Minute		PH	PEO	Mike Newall	Host an Elected Member session on mainstreaming PB	No	28-Feb-22	31-Oct-19	Moving towards mainstreaming Participatory Budgeting was considered at the Service and Performance Panel on 14th September 2021. The Panel recognised that communication and community engagement were key to Participatory Budgeting being successful and a process would be required to be developed to ensure greater community engagement. A revised date of March 2022 was considered.
SAC	01-Sep-20	Modified Proposed Replacement South Ayrshire Local Development Plan	Minute		IC	PLA	Craig Iles	Report to Council on examination outcome and implications for Adoption of LDP2	No	31-Mar-22	31-Jul-21	The MPLDP2 is still in Examination and it will not be possible to report until this is complete which will be later this year.
LP	15-Jun-21	Children and Families Transformation Proposals Update	Minute	2,3	WG	HSCP	Mark Inglis	Signs of Safety	No	01-Mar-22	01-Aug-21	02/07/21 - As stated in the Leadership Panel Paper "Children and Families Transformation Proposals Update – 15th June 2021" despite Covid and its impact upon the training and implementation of the Signs of Safety, there has yet been significant progress with full days multi agency training, an audit of 120 case files,
LP	24-Aug-21	Transfer of the Site of the John Pollock Centre to the Housing Revenue Account	Minute	6	PS BMcG/ IC	PLA / CEO	Derek Yuille/Tom Burns/ Karen Briggs	to be continued to allow the development to a policy for asset transfer between General Services and Housing Revenue Account to be considered at a meeting of the Council in October 2021. thereafter reported back to Leadership Panel. <i>Different to rec in report</i>	No	31-Mar-22	20-Sep-21	policy and paper delayed pending further discussions with portfolio holders
LP	15-Sep-20	Indicative Ayrshire Regional Spatial Strategy	Minute		IC	PLA	Craig Iles	Continue engagement with other Ayrshire authorities and wider stakeholders to develop and refine the iARSS, and produce a consultative draft	No	01-Feb-23	30-Sep-21	Indicative Strategy approved by all three Councils. The three Councils are currently working on the draft RSS; however, the deadline for submission of the full RSS has not been conveyed to the Council by the Government. After consultation with
LP	24-Aug-21	Inclusive Economic Growth and Investment	Minute	4	CC	PLA	Theo Leijser	Bring forward further report for Leadership Panel detailing project cost, commercial lease and implementation programme	No	03-Mar-22	26-Oct-21	Timing of this paper has changed in line with project developments and requirements. The next report will be taken to Council on 3 March 22
LP	27-Apr-21	Strategic Transport Projects Review	Minute	6	IC	PLA	Kevin Braidwood	Submit further update to the Leadership Panel following publication of the Phase 2 Report	No	31-Mar-22	26-Oct-21	An update paper will be prepared for the consideration of Leadership upon the publication of the Phase 2 reports - anticipated to be approved Spring 2022. Members briefings will be prepared and disseminated for any pertinent information released in the interim period. STPR2 draft report consultation launched by Scottish
LP	21-Sep-21	South Lodge Care Home Care Inspectorate Report	Minute	3	JD	HSCP	Billy McClean	Costed proposal for en-suite bathrooms	No	15-Feb-22	31-Oct-21	they need more detail with regards to drainage before they can provide a full quote, however they are confident they will be able to do so. I would propose a further update in February with a view to ring fencing money for a floor per
LP	24-Aug-21	Services to Gypsy/ Travellers – Potential Sites to Support and Accommodate	Minute	1,6	JD/CC/PS	PLA	Kevin Carr	undertake consultation with all Ward Councillors to identify suitable sites and thereafter report back to Leadership Panel by November 2021. <i>Different to rec in report</i>	No	08-Mar-22	01-Nov-21	Following discussion at the MOWG in December, the paper has been deferred until March to allow exploration of further sites.
LP	24-Aug-21	South Ayrshire Council's Active Travel Strategy	Minute	5,6	IC	PLA	Kevin Braidwood	Report to Leadership Panel on any representations received on the consultation draft, and to seek formal Council approval for a finalised Active Travel Strategy taking cognisance of consultation feedback as appropriate	No	08-Mar-22	23-Nov-21	Following the recent conclusion of the approved three month consultation draft publication process, the ARA will revert to Leadership with a final version of the strategy for consideration/ approval. Draft report uploaded to sharepoint 4/2/22
LP	24-Aug-21	Purchase of Land at Carrick Campus, Maybole	Minute	2	IC/BMcG	PLA/CEO	Tom Burns/Karen Briggs	Conclude land acquisition	No	01-Mar-22	01-Dec-21	Instructions still awaited by Legal, following discussions between Council officers and purchasers on the extent of land to be covered by the works licence. A new matter has also been raised by the Project team concerning the licence relating to ground levels and retaining walls, and the seller has suggested a site meeting to discuss. On instruction of Estates and Project team at a meeting on 2-Feb22, Legal have emailed solicitors for seller asking for urgent response. Site meeting due to take place with the McInnells soon to discuss licence. At this stage, conclusion of
SAC	02-Sep-21	Standing Orders Relating to Meetings	Minute	1	PH	CEO/PLA	Catrina Caves/Louise Reid	Report outlining changes to Standing Orders relating to planning processes to be submitted to Council	No	03-Mar-22	09-Dec-21	Deferred to 3rd March Council meeting to allow for review by Planning Liaison Group in December.
LP	24-Aug-21	Proposed Lease Agreement, Carrick Academy, Maybole	Minute	3	IC	PLA	Tom Burns / Karen Briggs	Agreement to be concluded	No	31-Mar-22	21-Dec-21	Draft lease granting replacement access rights issued to Armed Forces Reserves and Cadets and response awaited. Timescale for response is not in Council control therefore amended due date and advised PFH accordingly.

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SAC	28-Apr-21	Disclosure of Confidential Information	Minute	1	PH	CEO	Catriona Caves	that all Elected Members be consulted on how future confidential reports were considered - <i>addit to rec in report</i>	No	31-Jan-22	31-Dec-21	a consultation is being prepared for issuing to members in January relation to this matter and in relation to inductions and future Councillor training and the responses will be shared in due course.
LP	15-Jun-21	Avr Esplanade	Minute	5	BMcG	PLA / CEO	Derek Yuille / Tom Burns / Karen Briggs	Further report to Leadership Panel with the outcomes of the Counsel's Opinion in relation to the former putting green and funding options for consideration	No	tbc	18-Jan-22	Report has been deferred for review
LP	15-Jun-21	Proposed Lease Agreement for New Police Office at Carrick Campus, Maybole	Minute	5	BMcG	PLA	Tom Burns / Derek Yuille <i>please advise the Clerk when report in part can be made</i>	Lease agreement to be concluded	No	31-Mar-22	30-Jan-22	Draft formal offer and lease issued to Police Scotland with titles, and response awaited.
LP	26-Oct-21	Housing Need and Demand Assessment 2021-2026	Minute	1,2,3,6	PS	PEO	Kevin Anderson	Publish completed HNDA and associated documentation on HNDA website	No	31-Mar-22	31-Jan-22	Awaiting feedback from SG. 03/02/22 - Still awaiting feedback from SG.
LP	30-Nov-21	Trauma Informed and Responsive South Ayrshire	Minute	1,2,3	JD	PEO	Kevin Anderson	Establish the MOWG and agree Terms of Reference	No	28-Feb-22	07-Feb-22	Trauma Informed Practice Officer has started in post, nominations for representatives for MOWG to be issued and dates agreed.
LP	26-Oct-21	Housing Need and Demand Proposed	Minute	1,2,3,6	PS	PEO	Kevin Anderson	Make amendments as required to attain 'robust and credible' status	No	31-Mar-22	07-Feb-22	Awaiting feedback from SG. 10/1 - Still awaiting feedback from SG
LP	21-Sep-21	Management Arrangements for Community and	Minute	6	BMcG / CC	PEO	Jamie Tait	Final Recommendations for management arrangements for each community centre and village hall to be presented to the Leadership Panel	No	15-Feb-22	08-Mar-22	Final report will be presented in March to Leadership Panel.
LP	27-Oct-20	Oracle Enterprise Business Suite Review	Minute	1	BMcG	CEO	Tim Baulk	Progress with procurement and implementation	No	30-Nov-22	30-Mar-22	Implementation phase now initiated. Go live anticipated November 2022.
LP	15-Sep-20	South Ayrshire Council Parking Strategy 2020-2024	Minute		IC	PLA	Kevin Braidwood	Implementation of the South Ayrshire Council Parking Strategy 2020-2024 - subject to local consultation and the amendment to free parking times - <i>different to rec in report</i>	No	30-Jun-22	01/06/2021, 30/09/21	Postponed until after the elections
LP	25-May-21	Sale of South Lodge, Belleisle Park, Doonfoot Road, Ayr	Minute	6	BMcG	PLA	Tom Burns <i>please advise the Clerk when report in part can be made public</i>	Missives to be concluded	No	31-Mar-22	01/10/2021, 30-Nov-21	On track for completion by due date.
LP	24-Nov-20	Performance Review of Common Good Funds	Minute	1	BMcG	PLA	Tom Burns	Further annual update report to be submitted to Leadership Panel	No	31-Mar-22	1/18/2022, 11/23/2021	Following discussions with the Chief Executive it is proposed this action is amended to report to the Council's Leadership Panel in March 2022. This is to allow further internal discussions with Legal and Finance and provide the PFH on the report at an early stage in order that they can consider the potential outcomes
LP	27-Oct-20	Sale of Land at Queens Terrace, Maybole	Minute	1	IC	CEO	Tom Burns	Sale to be concluded	No	31-Mar-22	15/03/2021, 31/3/21, 31/5/21, 31/7/21, 30/9/21, 31/12/2021	Ayrshire Housing has asked to purchase a larger area of land than initially approved. A further report to LP will be required in due course but are awaiting new valuation from District Valuer and due date has been amended to reflect this.
LP	26-Oct-21	Levelling Up and Community Renewal Funds	Minute	4,6	PH	PLA	Kevin Carr	Further report to be presented to the Leadership Panel	No	08-Mar-22	18 January 2022	Further update to Leadership Panel deferred to March given new expected opening of round 2 in Spring 2022.

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LP	11-Jun-19	Ayr Esplanade Review	Minute		BMcG	PLA	Tom Burns	Terminate lease agreements for kiosks	No	30-Mar-22	30/06/2019 30/06/21 30/9/21	Notices to quit now withdrawn, while consideration is given to the plan for the future of 3 sites on the esplanade. A public consultation exercise has been undertaken on these sites. A report has been deferred for review
LP	17-Mar-20	Fleet Transport Update	Minute		IC	PLA	Kenny Dalrymple	Consult with Trade Unions and staff with regards the pre-authorisation of Grey vehicle usage	No	24-Apr-22	30/06/2020 and 24/09/21	This action has currently been deferred pending the outcome of the Future Operating Model and the Councils approach to green recovery.
LP	26-Nov-19	Democratic Support - Savings Proposal and Wider Service Review	Minute		BMcG	CEO	Wynne Carlaw	Service Review of Democratic Support	No	30-Jun-22	30/06/2020 and 31/03/21, 30/11/21	Partial saving achieved via deletion of part time post. Consideration of further efficiencies paused due to Covid -19, An extension to 30 November 2021 has been granted by Cllr McGinley. 10/1/22-Resolution of remaining balance under discussion. Agreed extension to 30/06/22 pending implementation of the FOM Report approved at February 2021 Leadership Panel. Work to commence
LP	09-Feb-21	Civic Government (Scotland) Act 1982 – Licensing of Sexual Entertainment	Minute	6	PS	CEO	Karen Briggs	Consultation commenced	No	16-Dec-22	30/08/2021 and 10/12/21	consultation had to be delayed due to the urgent priority work during 2021 to process and administer the various Scottish Government covid support grants for taxi/PH drivers and operators. Subsequent to this officers anticipate further delay. Report approved at February 2021 Leadership Panel. Work to commence
LP	18-Feb-20	Civic Government (Scotland) Act 1982 – Proposed Licensing of Completion of the Review and Amendment of the Scheme for Establishment of	Minute		PS	CEO	Karen Briggs	<i>additional to rec in report</i> - Matter be reported back to SAC in December 2020 -	No	16-Dec-22	30/08/2021 and 10-Dec-21	consultation had to be delayed due to the urgent priority work during 2021 to process and administer the various Scottish Government covid support grants for
LP	15-Sep-20	Completion of the Review and Amendment of the Scheme for Establishment of	Minute		PH	PEO	Mike Newall	Issue the updated Scheme to Community Councils and publish on the Council website	No	31-Mar-22	30/09/2020, 25/11/20 15/2/21 and 30-Jun-21	The revised Scheme will be ratified and established at the conclusion of the Community Council elections that are proposed to take place between January and March 2022
LP	15-Sep-20	Completion of the Review and Amendment of the	Minute		PH	PEO	Mike Newall	Issue the new additional Guidance document to Community Councils	No	31-Mar-22	30/10/2020, 25/11/20 15/2/21 and 30-Jun-21	The revised Scheme will be ratified and established at the conclusion of the Community Council elections that are proposed to take place between January and March 2022
LP	25-May-21	Neighbourhood Services Structure Progress Report	Minute	1 and 6	IC	PLA	Kenny Dalrymple	Resource review of Sustainable Development and Climate Change Structure	No	08-Mar-22	30/10/2021 26/01/22	Work has been undertaken with regards to the review with draft proposals to be discussed prior to submitting to Leadership Panel. With the current structure linked with Fleet Management It is anticipated that it will be presented to 08 March 2022
LP	25-May-21	Sale of 3 Drybridge Road, Dundonald	Minute	4	BMcG	PLA	Tom Burns - please advise the Clerk when report in part can be made public	Sale to be concluded	No	31-Mar-22	30/10/2021, 31/12/21	On track for completion by due date.
LP	28-Nov-17	Implementation of 20mph speed restrictions across South Ayrshire Villages	Minute		IC	PLA	Kevin Braidwood	Report back to Leadership Panel regarding results of the phase 3 engagement process, outline designs, associated costs and implementation programme within the road improvement plan and reporting to Regulatory Panel	No	08-Mar-22	30/11/2020 : 31/3/2021 30/6/21	Electronic speed signage installation for phase 1 and 2 schemes now largely complete - remaining signs will be installed during the next contractor visit (25th Oct). Installation of the Phase 1 and Phase 2 20mph speed signage has been completed.
LP	25-May-21	Neighbourhood Services Structure Progress Report	Minute	1 and 6	IC	PLA	Kenny Dalrymple	Options Appraisal of the future delivery of the Fleet Management Service	No	30-Apr-22	30/11/2022 25/01/22	After consultation with the PH it was agreed to put back the due date to allow sufficient time to undertake a detailed review.
LP	29-Oct-19	New Lease for Craigie Caravan Park, Ayr	Minute		BMcG	PLA	Tom Burns - please advise the Clerk when report can be made	Conclude new lease agreement with the Caravan Club Ltd	No	31-Mar-22	30-Apr-20, 30-Nov-20, 31-Jan-21, 27-Apr-21 30-Jun-21, 1/30/2021	The Caravan Club advised they prefer annual rent calculated on the basis of occupancy levels as per the existing lease as originally approved by LP as opposed to a fixed market rent with 5 yearly reviews as preferred by the Council. Awaiting
LP	14-Feb-17	1-20 Miller Terrace & 32-78 Dailly Road (even numbers)	Minute		PS/BMcG	PLA	Kevin Carr	Demolish and landscape land at 1-20 Miller Terrace and 32-78 Dailly Road, Maybole	No	26/02/22	30-Apr-20, 30-Nov-20, 31-Jan-21, 27-Apr-21, 31-May-21	The Architects and Engineers have now completed assessment of the sites and have drafted options. Officers have asked for further clarification on some points and on receipt will arrange briefing session with local members
LP	12-Mar-19	Sale of Peter Boyle Bowling Club, Craigie Road, Ayr	Minute		BMcG	CEO	Catriona Caves	Sale to be concluded - <i>additional rec in report</i> - <i>pre-emption right that the Council can exercise to purchase the property at the market rate either where the property is no longer in use or before any</i>	No	30-Apr-22	30-Dec-19/ 01-Jun-20/ 31-Oct-20/ 30-Jun-21/ 31-Oct-21/30-Dec-21/28-Feb-22	Legal are awaiting further documentation from the Club's solicitor regarding the Club constitution, securities and contractual arrangements. Once received, a new qualified acceptance will be issued to the Club with revised entry date. No further information forthcoming from solicitor as yet. Due date has been amended to end
LP	11-Jun-19	Ayr Esplanade Review	Minute		BMcG	PLA	Tom Burns	Install new kiosk facilities	No	30-Mar-22	31/05/2021 and 30/9/21	Notices to quit now withdrawn, while consideration is given to the plan for the future of 3 sites on the esplanade. A public consultation exercise has been undertaken on these sites. A report has been deferred for review

Mtg	Mtg Date	Title of Report	Decision	Council Plan Commitments	PFH	Directorate	Managed by	Implementation	Complete	Current Due Date	Original Due Date(s) [Revised following consultation with PFH]	Notes (any date changes agreed with relevant PFH(s))
LP	17-Mar-20	Fleet Transport Update	Minute		IC	PLA	Kenny Dalrymple	Amend Fleet, Travel and Transport Policy and the Drivers, Supervisors and Managers Handbook and roll out training programme	No	26-Feb-22	31/08/2020 and 23/7/2021	Work is currently underway to amend the Fleet, Travel and Transport Policy and the Drivers Handbook which will be taken to panel in May 2022 for approval. The overall action is not yet completed due to impact of COVID-19 and the fact that most Council staff are currently working remotely. Discussion has taken place with the Freight Transport Association (FTA) with a view to running online training and
LP	15-Jun-21	Sale of Land at Fernbank, Prestwick	Minute	4	IC	PLA	Tom Burns <i>please advise the Clerk when report in part can be made public</i>	Sale to be concluded	No	31-Mar-22	31/10/2021, 31/12/21	On track for completion by due date.
LP	25-Aug-20	VAT Recovery Funds - Member Priorities	Minute		BMcG	PLA	Kenny Dalrymple	Implement play and recreation projects	No	30-Jun-22	31/12/2020 and 31/03/21	An update of the VAT projects in relation to play and recreation was emailed to Elected Members on 16 September 2021 regarding the projects within their individual wards
LP	17-Sep-19	Review of Rozelle House	Minute		BMcG	PLA	Tom Burns	Carry out essential external repairs to Rozelle House	No	31-Mar-22	6/30/2021, 11/30/2021	Works commenced as planned although scope of works have increased but are progressing well. Work due to complete Spring 2022.
LP	24-Aug-21	South Ayrshire Council's Active	Minute	5,6	IC	PLA	Kevin Braidwood	Progress included within Ayrshire Road Alliance Performance Report to the Ayrshire Shared Services	No	08-Mar-22	As per 2021/22 meeting dates	Following the recent conclusion of the approved three month consultation draft publication process, the ARA will revert to Leadership with a final version of the

Mtg	Mtg Date	Title of Report	Decision	Council Plan Commitments	PFH	Directorate	Managed by	Implementation	Complete	Current Due Date	Original Due Date(s) [Revised following consultation with PFH]	Notes (any date changes agreed with relevant PFH(s))
SAC	09-Dec-21	Scheme of Delegation	Minute	1	PH	CEO	Catriona Caves	Updated Scheme of Delegation to be published and notified to employees	Yes	17-Jan-22		
LP	18-Jan-22	Strategic Risk Management	Minute	All	PH	CEO	Carol Boyd	Adopt recommended approach to Strategic Risk Management	Yes	31-Jan-22		
LP	15-Sep-21	Webcasting/ Hybrid Meetings	Minute	1	PH	CEO	Catriona Caves	Protocol for hybrid report to be prepared in consultation with the Leader, the Independent Members and the Chief Executive	yes	31-Jan-22	11-Oct-21	PFH agreed deadline extension to 31 January 2022 to allow testing of hybrid system and new microphones.
SAC	09-Dec-21	Golf Strategy 2022-2032	Minute		CC	PEO	Jane Bradley	Enter into procurement process to appoint contractors to deliver the first phase of work at Troon Links and Belleisle Park	Yes	31-Jan-22		Contractors have been on site to discuss potential work packages and we are in the process of procuring early remedial work and developing a longer term plan for work packages throughout the year
LP	16-Mar-21	Pan-Ayrshire Community Wealth Building Commission and Anchor Charter	Minute	4	PH	PLA	Theo Leijser / David Alexander	An update on the activities of the Council's CWB Officers' Working Group and the SAC led regional CWB procurement workstream will be taken to the Service and Performance Panel	Yes	08-Feb-22		
LP	18-Jan-22	Council Plan 2018-22 (2020 Mid-Term Refresh) Extension	Minute	All	PH	PEO	Kevin Anderson	Updated Performance Management Framework to be considered by the Service and Performance Panel	Yes	08-Feb-22		Paper to be considered at Service and Performance Panel on the 8th of Feb.
LP	23-Nov-21	Naming of New Community Campus and Non-	Minute	2	WG	PEO	Douglas Hutchison	Agree a SEED number with Scottish Government for the new non-denominational primary school and early years centre	Yes	28-Feb-22		SEED Number received from Scottish Government on 14 January 2022
LP	23-Nov-21	Naming of New School Campus and Early Years Centre – Prestwick	Minute	2	WG	PEO	Douglas Hutchison	Agree a SEED number with Scottish Government for the new early years centre	Yes	28-Feb-22		SEED Number received from Scottish Government on 14 January 2022
SAC	09-Dec-21	Golf Strategy 2022-2032	Minute		CC	PEO	Jane Bradley	Submit a bid to the capital programme as part of the budget setting process	Yes	28-Feb-22		Bid submitted and approved by the CAMG
LP	23-Nov-21	Proposed Lease to Police Scotland for Newton House, 30 Green Street Lane, Ayr	Minute	5	IC	PLA	Tom Burns	Lease to be concluded	Yes	01-Mar-22		Lease concluded on Friday 28th January. Police Scotland have taken entry of building.
LP	16-Mar-21	Pan-Ayrshire Community Wealth Building Commission and Anchor Charter	Minute	4	PH	PLA	Theo Leijser	A service specific CWB Workplan will be submitted to the Leadership Panel for approval	Yes	Mar-22	26-Oct-21	Workplan has been developed through the MOWG and approved on 17 November. It was agreed to prepare a short report for Leadership Panel advising the MOWG's current status with recommendations that members are updated regularly by briefings, events etc. This will close off the Leadership Panel log entry.
LP	16-Mar-21	Funding Request for the Ayr Gaiety Partnership	Minute	6	CC	CEO	Tim Baulk <i>please advise the Clerk when report can be made</i>	Implement the Leadership Panel decision with respect to the funding request	Yes	31-Mar-22	30-April-21, 31- May-21, 31-Oct-21, 31-Dec-21	Loan agreement completed and other required documentation all signed. Instalment 3 of the loan paid to AGP on 1-Feb-22.
SAC	15-Nov-21	Review of Management Structure	Minute	1	PH	CEO	Eileen Howat	Implement the revised structural arrangements	Yes	01-Apr-22		Recruitment to Director Education post confirmed at COAAP 21 January 2022
LP	09-Feb-21	Civic Government (Scotland) Act 1982 – Licensing of Sexual	Minute	6	PS	CEO	Catriona Caves	Report to Leadership Panel on consultation	Yes	16-Dec-22	23/11/2021 and 10/12/21	Report approved at February 2021 Leadership Panel. Work to commence consultation had to be delayed due to the urgent priority work during 2021 to process and administer the various Scottish Government covid support grants for

South Ayrshire Council

**Report by Quality Improvement Manager
to Leadership Panel
of 15 February 2022**

Subject: Follow Through Inspection of Braehead PS and Early Years Centre (EYC): Education Scotland

1. Purpose

1.1 The purpose of this report is to inform the Leadership Panel of the Education Scotland follow through letter regarding the inspection of Braehead PS and EYC.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 considers the contents of the [letter](#) of the follow through inspection by Education Scotland; and

2.1.2 agrees that the Headteacher will prepare a plan and address the key areas for improvement identified in the letter.

3. Background

3.1 In November 2017, HM Inspectors published a letter on Braehead PS and EYC following an inspection in September 2017. The letter set out a number of areas for improvement.

3.2 In February 2019, HM Inspectors returned to the school to look at how it had continued to improve its work, and published another letter in April 2019.

3.3 In November 2021, HM Inspectors visited the school again to see how the school had further improved. They reported on the progress the school had made and how well it is supporting young people's learning and achievements.

3.4 The letter for Braehead PS and EYC was published on 18 January 2022.

3.5 In the January 2022 letter, in response to the pandemic, the following was noted:

- The school has been affected by COVID-19 through long periods of isolation for staff, children and parents over the last 18 months. Parents we spoke to told us that overall, the headteacher and staff worked hard to support children and their families during this time. They speak very positively about the support the headteacher and the staff team provided during periods of remote learning. The school hub was well attended and

provided a safe base for children to learn alongside their friends and work with a variety of teachers. Staff used digital technology very well to provide online learning for children and regular wellbeing check-ins. The school provided children with digital devices and supported parents and children in using these effectively. Commendably, staff offered practical assistance to families such as food boxes and paper copies of learning materials, and distributed these to homes. Upon children's return to in-school learning, senior leaders and staff took significant steps to address children's wellbeing needs. As a result, they provide a nurturing environment to help children flourish and learn.

3.6 Education Scotland Inspectors identified the following key strengths and improvements:

- Staff have taken positive steps to address the impact of the pandemic on children's attainment. They are making effective use of a range of assessments to identify gaps in learning to ensure children continue to make progress. Support assistants provide helpful support to individual children. All staff take actions to support children's wellbeing needs and provide a nurturing environment to help them flourish and learn.
- The drive and passion of the headteacher and senior leadership team support staff, children and families in Braehead Primary very well. The appointment of a permanent headteacher, a deputy headteacher and a principal teacher bring stability to the school. Together, they provide strong leadership and clear guidance to manage change well.
- All staff are active in planning, implementing and evaluating change. The leadership team are effective in promoting a culture which involves staff, children and parents in making decisions about school improvement. Staff now make it a priority to seek the views of children and parents and have introduced a calendar of activities to gather regularly feedback about the work of the school.
- Children are now more involved in decision making across the school and are more active in their learning. Children now have more opportunities to work in groups, pairs and independently on tasks and activities in classes. Children report they find their learning enjoyable and most children are engaged in their learning. They are provided with opportunities to use digital devices during lessons, which promotes their independent learning skills.
- In the ELC, staff provide children with opportunities across a wide range of learning, including outdoors. In P1, children learn through play, which is more suitable to their age and stage of development. Children access all areas of learning through motivating well-planned play experiences. Across the school, teachers provide learning experiences which are now more suited to children's needs. As a result, there have been improvements in the pace and level of difficulty of planned learning.
- The curriculum now provides children with experiences across a broad range of learning. Staff now provide children with learning opportunities which better meet their needs and are more relevant to their local context.

- Staff now use an increased range of methods to plan and monitor children's progress in learning. As a result, they now have a more accurate picture of where children are in their learning and can more effectively use assessment information to identify when children have achieved a level.

3.7 The Headteacher of Braehead PS and EYC will continue to link with the Quality Improvement Manager to build on the strengths identified in the follow up letter and to address the key points for action.

4. Proposals

4.1 It is proposed that the Leadership Panel considers the progress and improvements and points for action in the Education Scotland report.

4.2 Education Scotland are confident that the school has the capacity to continue to improve so will make no more visits in connection with this inspection. South Ayrshire Council will inform parents about the school's progress as part of its arrangements for reporting on the quality of its schools.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

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

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 Risk Implications of Adopting the Recommendations

8.1.1 There are no risks associated with adopting the recommendations.

8.2 Risk Implications of Rejecting the Recommendations

8.2.1 There are no risks associated with rejecting the recommendations.

9. Equalities

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 1](#).

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document

otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 1 of the Council Plan: Fair and Effective Leadership/ Leadership that promotes fairness.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor William Grant, Portfolio Holder for Children and Young People, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Meeting to be arranged with the Headteacher to agree a plan to address the action points contained in the report and monitor progress in conjunction with the planned programme of visits	31 May 2022	Quality Improvement Manager

Background Papers **None**

Person to Contact **Gavin Pitt/ Aileen Valenti, Quality Improvement Manager**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612319
E-mail Gavin.Pitt@south-ayrshire.gov.uk

Date: **8 February 2022**

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Follow Through Inspection of Braehead PS and EYC: Education Scotland
Lead Officer (Name/Position/Email)	Gavin Pitt, Quality Improvement Manager – gavin.pitt@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	X
Disability	-	X
Gender Reassignment (Trans/Transgender Identity)	-	X
Marriage or Civil Partnership	-	X
Pregnancy and Maternity	-	X
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	N/A
Religion or Belief (including lack of belief)	-	N/A
Sex – gender identity (issues specific to women & men or girls & boys)	-	N/A
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	N/A
Thematic Groups: Health, Human Rights & Children's Rights	-	N/A

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision:	
<p>The proposals in this report allow scrutiny of performance. The report does not involve proposals for policies, strategies, procedures, processes, financial decisions and activities (including service delivery), both new and at review, that affect the Council’s communities and employees, therefore an equality impact assessment is not required</p>	
Signed : Gavin Pitt/ Aileen Valenti	Quality Improvement Manager
Date: 25 January 2022	

South Ayrshire Council

**Report by Assistant Director - People
to Leadership Panel
of 15 February 2022**

Subject: 2022 Scottish Child Payment - Bridging Payments

1. Purpose

- 1.1 The purpose of this report is to provide the Panel with information relating to the Scottish Government's Child Payment 'Bridging Payments' scheduled for 2022 and to request approval for the use of additional flexible funding, recently allocated to the Council from the Scottish Government, to offer these payments to a wider group of young people.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 considers the proposal for use of the Council's £533,000.00 allocation from the Scottish Government's recently announced £25 million, flexible funding to tackle financial insecurity; and

2.1.2 approves the use of this funding to support the payment of four Child Payment 'Bridging Payments' to a wider group of young people in 2022.

3. Background

- 3.1 On 27 August 2021, the Scottish Government confirmed arrangements regarding four, seasonal, £130.00 Scottish Child Payment 'Bridging Payments' in 2022, which will follow on from the Family Pandemic Payments administered in the spring, summer, autumn and winter of 2021.

- 3.2 These Bridging Payments will be provided for all eligible children and young people of school age, including those aged under 6 who are enrolled in primary school.

- 3.3 The Bridging Payments will be funded on the same basis as the previous Family Pandemic Payments, with the Scottish Government funding payments for the children of families who are in receipt of a qualifying benefit for [Free School Meals](#), as a result of an assessment of household income and this will include families in receipt of Child Tax Credit and Working Tax Credit where the household income is £7,500.00 or less.

- 3.4/

- 3.4 When administering Covid-19 related Family Pandemic Payments in 2021 the Council extended the qualifying criteria to include families who were in receipt of a qualifying benefit for school Clothing Grants, as a result of an assessment of household income. Qualifying benefits for school Clothing Grants include families in receipt of Child Tax Credit and Working Tax Credit where the household income is £16,105.00 or less. The additional costs were supported via the Addressing Future Needs Grant and the Flexible Funding Grant which were distributed by the Scottish Government in late 2020. A further £250,000.00 to help fund future payments has already been allocated from the Council's Covid-19 Recovery Programme funding, approved by Leadership Panel on 15 June 2021.
- 3.5 Four, equal Bridging Payments of £130.00, totalling £520.00 require to be made in 2022, for each eligible child at Easter, Summer, October and Christmas, to broadly align with the start of school holidays. The funding required to fully commit to the Council's wider eligibility criteria for these payments and the circa 1,300 additional children currently entitled to school Clothing Grants, but not Free School Meals, totals £676,000.00.
- 3.6 On 29 November 2021, the Council's received an allocation of £533,000 from a Scottish Government £25 million flexible fund to tackle financial insecurity was confirmed. [Guidance](#) published with the funding provided advice that allocations should be used to support to low income households, including more specifically, guidance on the funds being used to *'Build upon supports already delivered by local authorities, such as Scottish Child Payment Bridging Payments.'* Colleagues within the Scottish Government's Social Justice Strategy Unit have confirmed that the proposed approach for use of the flexible funding is within the flexibility that local authorities have to support low income households.
- 3.7 The Scottish Government has confirmed that from 2023, Social Security Scotland will extend the 'Scottish Child Payment' to children aged under sixteen. These payments are currently only available to low-income families with children aged under six. It is expected that this weekly payment of £10 will replace the need for future Bridging Payments to be administered beyond 2022.
- 3.8 From 2023 low-income families will need to apply to Social Security Scotland for the 'Scottish Child Payment,' these payments will not be administered by the Council. Social Security Scotland's eligibility criteria will generally only extend to those children in receipt of Free School Meals, as a result of an assessment of household income.

4. Proposals

- 4.1 Officers from various services, including Finance, Revenue and Benefits, Thriving Communities, Organisational Development and Housing met to consider Addressing Future Needs and proposals for the use of the £533,000 allocation. It is proposed to use £426,000 flexible funding and £250,000 allocated from Covid-19 Recovery Programme funding to support low income households in South Ayrshire, by extending the eligibility criteria of four £130 Child Payment 'Bridging Payments' to families in receipt of a qualifying benefit for school Clothing Grants. This will benefit an additional circa 1,300 children within South Ayrshire.
- 4.2 If the recommendations in this report are approved, payments will be issued to align with the start of school holidays at Easter, Summer, October and Christmas 2022.

4.3 It is proposed that the balance of funding £107,000 be made available for a community resilience response including the delivery of food and pharmacy items, support for local food banks and a fuel poverty support fund.

4.4 In line with the conditions of the Scottish Government's flexible funding to tackle financial insecurity, the Council's intended use of the funding will be reported back to the Social Justice Strategy Unit before the 29 April 2022 deadline.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

6.1 Total funding of £676,000 is required to extend the eligibility for and fund the payment of, four scheduled, £130 Child Payment – Bridging Payments in 2022, to the families of an additional circa 1,300 children, within lower income households who are in receipt of a qualifying benefit for school Clothing Grants but who are not in receipt of a qualifying benefit for Free School Meals. These payments can be met from funds already identified through Covid 19 recovery funding and from SG flexible funding to tackle financial insecurity.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risks associated with rejecting the recommendations are that lower income families, with children eligible for school Clothing Grants but not Free School Meals, who have previously received Covid-19 Family Pandemic Payments will be disadvantaged and this may impact on the reputation of the Council.

9. Equalities

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 1](#).

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document

otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 2 of the Council Plan: Closing the Gap/Reduce poverty and disadvantage.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor William Grant, Portfolio Holder for Children and Young People, Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Peter Henderson, Portfolio Holder for Corporate. The contents of this report reflect any feedback provided.
- 13.3 Consultation has taken place with officers from relevant services with an interest in the Council's recent Scottish Government allocation of flexible funding to tackle financial insecurity and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Ensure that the Council's eligibility criteria for Scottish Child Payment – Bridging Payments in 2022 are extended to lower income families in receipt of a qualifying benefit for school Clothing Grants	28 February 2022	Service Lead - Education Support Services
Report back to the Scottish Government's Social Justice Strategy Unit on the Council's use of the flexible funding to tackle financial insecurity	29 April 2022	Service Lead - Education Support Services

Background Papers **Report to Leadership Panel of 15 June 2021 - [Covid-19 Programme of Recovery Activity 2021/22 to 2022/23.](#)**

Person to Contact **Mike Newall, Assistant Director – People
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Phone 01292 616231
E-mail mike.newall@south-ayrshire.gov.uk**

Date: 8 February 2022

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	2022 Scottish Child Payment - Bridging Payments
Lead Officer (Name/Position/Email)	Mike Newall, Assistant Director – People - mike.newall@south-ayrshire.gov.uk

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

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

Sexual Orientation – person’s sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	n/a	n/a
Thematic Groups: Health, Human Rights & Children’s Rights	n/a	n/a

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: Although the recommendations within the report, if approved, will benefit the families of lower income households in 2022, who are in receipt of a qualifying benefit for school Clothing Grants, any decision does not have a specific or significant, long-term positive or negative impact on groups of people with protected characteristics.	
Signed: Mike Newall, Assistant Director - People Date: 21 January 2022	

South Ayrshire Council

**Report by Director - Place
to Leadership Panel
of 15 February 2022**

**Subject: Ayrshire Growth Deal Aerospace and Space
Programme - Update**

1. Purpose

1.1 The purpose of this report is to provide an update on the South Ayrshire Council portfolio of projects (Aerospace and Space) within the Ayrshire Growth Deal (AGD).

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 notes the development of the Aerospace and Space projects within the Ayrshire Growth Deal and next steps in the development of the programme;

2.1.2 notes the financial plan and impact on the Council until full business cases are approved;

2.1.3 notes the preferred delivery approach for the Prestwick Commercial Build project; and

2.1.4 requests that an update be provided to the Leadership Panel in 6 months.

3. Background

3.1 The AGD Aerospace and Space portfolio of projects will deliver the transformational change required to enable the Prestwick Aerospace and Space Cluster and its business base to continue to lead for the UK and Scotland on the world stage as aerospace and space enter a new industrial life cycle. The aerospace & space programme is a portfolio of four interconnected investment interventions that will enable Prestwick and Ayrshire to exploit the identified growth opportunity, resulting in a step change in the economy at a local and national level.

3.2 These projects are:

- *Spaceport* Infrastructure which will provide secure Spaceport facilities through aerodrome expansion at Prestwick.

- The *Aerospace and Space Innovation Centre (ASIC)* which will help businesses to develop and apply new technologies and processes leading to them being more productive.
- *Prestwick Commercial Space (Commercial Build)* which will create up to 54,404m² of high quality, secure, landside and airside commercial, office and hangar space to meet projected future growth, built to Factory of the Future standards.
- *Roads Infrastructure* which will provide service road infrastructure supporting the Spaceport, direct freight, workforce connectivity and to connect the Aerospace-space parks.

3.3 [Appendix 1](#) provides an overview of each of these interventions including the financial commitments of all parties and the SAC spend to date.

3.4 These interventions are designed to complement and amplify one another with the benefits for Ayrshire increased by cluster building and the opportunities the combined projects create as a cohesive programme.

3.5 Outline Business Cases were submitted for three of these projects (*Spaceport, Aerospace and Space Innovation Centre (ASIC)* and *Commercial Build*) in 2021 and we are awaiting approval from the UK and Scottish Governments. This is expected in February 2022. This would enable SAC to progress to the Full Business Case stage for these which is currently scheduled to be completed during 2022 with final approval being sought from the Ayrshire Economic Joint Committee.

3.6 The £29 million Commercial Build strand within the Aerospace and Space programme is crucial and fundamental in delivering economic growth and transformation. Following the impact of the COVID-19 the development strategy has evolved to enable the Commercial Build project to meet the needs of the current market environment by ensuring a flexibility of approach; the ability to respond quickly to market needs; a move from speculative build to focussing on near-term opportunities and a change in the financial model to accommodate a reduction in available capital within businesses and a need for the new costs businesses face to be revenue based. The project has the potential to create up to 54,404m² (NIA) of new industrial, office and hangarage space utilising a flexible, pro-active delivery strategy that maximises the economic impact and value for money from public investment.

3.7 The Roads Infrastructure Outline Business Case has been discussed in detail with Transport Scotland and will be submitted in April 2022.

3.8 The Project Team work closely with Council Communications staff to appropriately publicise progress on the AGD projects and includes close liaison with the SAC Corporate Communications Team, external agencies and third-party representatives to organise news releases and events. A notable communications success concerned the signing of the Memorandum of Understanding between SAC, launch partner Astraius and Glasgow Prestwick Airport in September 2021, which received a large amount of positive press coverage.

3.9 Digital project is a pan Ayrshire project and aims to ensure that Ayrshire has the digital infrastructure, skills and ambition that is crucial to future growth and participation in the economy. In order to deliver on this objective, it is important that international connectivity is improved. The project team works in close collaboration with Scottish Future Trust and is on dialogue with a number of cable operators. The

development of the Outline Business Case is taking longer than initially planned. This is due to a number of challenges that require solutions. These challenges stem from technical issues, commercial issues and financial issues. The team have engaged with Government and a briefing has been provided to the AEJC. It is anticipated the feasible solutions will be developed over the next three months.

- 3.10 The AGD Community Wealth Building Full Business Case was approved by the AEJC and is now operational. The project is led by North Ayrshire Council and recruitment of core personnel has been completed. Full details of impact and activity will be provided in future reports to the Council.

4. Proposals

- 4.1 Members are asked to note progress that has been made since the last report to leadership Panel on 25 May 2021. Notable highlights would include:

- During the last quarter of 2021, the project team completed the development of three Outline Business Cases (OBCs) which have been submitted to Government for approval. These business cases have been developed in the context of Covid-19 and changes to the external environment. [Appendix 1](#) provides a summary of the investment proposal for each of the projects.
- Stage 1 feasibility for the spaceport infrastructure was successfully completed and provided reassurance to proceed to the next stage.
- Glasgow Prestwick Airport (GPA) confirmed its commitment to establishing a spaceport by signing a Memorandum of Understanding (MoU) between GPA, South Ayrshire Council and UK based, commercially operated horizontal launch company Astraius. The MoU commits the partners into a collaborative agreement to develop horizontal launch capability at Prestwick from 2023.
- During this period the Scottish Government has confirmed that GPA will remain within public ownership.
- There is evidence of consolidation, increased confidence within aerospace and ongoing growth of the space sector all of which are reflected in advanced near term commercial space projects, equating to 21,840 m², this requires urgent public sector intervention and adequate resource allocation if they are to be delivered for Ayrshire.
- Public consultation is underway for the Spaceport Infrastructure and Roads Infrastructure projects.
- The Annual conversation with Scottish and UK Governments on the AGD took place on 28 January 2022 and provided an opportunity to demonstrate the strength of the partnership approach.

- 4.2 Members are asked to note the next steps in the AGD process which will include:

- A transition from development to delivery stage as OBC's are approved and Full Business Cases are completed.
- Members should note the Ayrshire Growth Deal Governance sets out that the Ayrshire Economic Joint Committee is additionally responsible for approving Full Business Cases.

- The PMO advice is that all FBC's should be sufficiently robust; including a robust business case that reflects Government and AGD advice/guidance. This also includes for example ensuring that contracts are in place and relevant consents have been acquired. This requirement could result in approval delays and jeopardise economic growth potential. Proposals for mitigating action will be presented to a future Leadership Panel.

4.3 The Ayrshire Growth Deal is an outstanding opportunity to transform the South Ayrshire local economy but requires South Ayrshire Council leadership. Delivery will have a financial impact on the Council. Scottish Government have confirmed that project development costs are eligible for growth deal funding, however these costs can only be reclaimed from the programme once approval of the FBCs has been secured. The total development cost since signing the Heads of Terms in March 2019 amount to £2.1 million. It is forecast that a further £1.1m is required to complete the Full Business Cases for approval which is within the approved budget position for 2022/23. Members should be aware that in line with the Ayrshire Growth Deal governance, proceeding is at risk until approval of the Full Business Cases has been achieved.

4.4 Also for noting - In order to realise the full potential of the Commercial Build project, South Ayrshire Council could use its borrowing powers to create an income generating portfolio of modern, quality commercial space, details of which will be modelled in the Full Business Case and subject to a future Leadership Panel report. This approach dramatically increases the impact of the project, raising the expected outputs from around 18,729m² (NIA) to 54,404m² (NIA) and aims to reduce the commercial viability gap which currently constrains growth and development.

5. Legal and Procurement Implications

5.1 Land acquisition will require legal support. If there is no capacity within the Legal team, then legal services will be procured through the Edinburgh City Council Legal Framework ref CT2692.

5.2 The procurement route-map will encompass acquisition and management of:

- Land;
- Buildings;
- Occupiers; and
- Professional and Technical support.

5.3 Contract strategies will be prepared for each of these pillars of development following the procurement strategy template as appropriate. The procurement and contract strategies will be interlinked through the project programme. All procurement will comply with South Ayrshire Council's Governance: Financial Regulations October 2020, Standing Orders Relating to Contracts July 2021 and Procurement Journey.

6. Financial Implications

6.1 Spend to date by project is shown in [Appendix 1](#). Further expenditure of approximately £1.1m is required to develop the projects to Full Business Case. These costs remain at risk to the Council and can only be reclaimed from the AGD programme once approval of the FBCs has been secured.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 The cost of developing the projects remains a risk to the Council until Full Business Case approval has been secured

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risks associated with rejecting the recommendations would mean that the Ayrshire Growth Deal projects cannot be progressed to Full Business Case. Sunk cost will be lost and the strategic objectives of the Aerospace and Space programme will not be delivered. Failure to meet these objectives would inhibit future growth of the cluster.

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

11.1 An options appraisal has not been carried out in relation to the subject matter of this report. It should be noted though that options appraisals were carried out for each project using HM Treasury's Green Book, Five Case Model. The recommended approach for each project was demonstrated to deliver the best value for public money and the highest cost / benefit ratio.

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 4 of the Council Plan: South Ayrshire Works/ Make the most of the local economy.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Chris Cullen Portfolio Holder for Economy and Culture, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Provide a further update to the Leadership Panel in 6 months	August 2022	Service Lead – Economy and Regeneration
Ensure development of Full Business Cases once the projects OBCs have final Scottish and UK Government approval	November 2022	Director – Place

Background Papers **Report to Leadership Panel of 25 May 2021 – [Ayrshire Growth Deal \(AGD\) - Portfolio Governance](#)**

Person to Contact **Theo Leijser, Service Lead – Economy and Regeneration
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Date: 8 February 2022

AGD investment proposals overview

The AGD investment proposal comprises four projects. A summary of the funding sources and split between the projects is noted in the table below:

Aerospace and Space Programme	UK Government	Scottish Government	South Ayrshire Council	Total	Current Spend to date
Spaceport Infrastructure	£18m	£5m		£23m	1,410,403
ASIC	£4m	£1m	£6m	£11m	214,066
Commercial Build	£10m	£12m	£7m	£29m	213,704
Road Infrastructure		£12m	£5m	£17m	279,465
Total:	£32m	£30m	£18m	£80m	2,117,638

Project 1: Spaceport Infrastructure

This business case seeks approval to invest the £23m required for essential infrastructure to establish technically feasible and financially viable space launch services from Glasgow Prestwick Airport (GPA). The Prestwick Spaceport Project will be delivered through the Ayrshire Growth Deal (AGD) in partnership with a Launch Service Operator (LSO) and Launch Service Providers (LSP) to deliver a Spaceport facility capable of supporting multiple LSP's to launch small satellite payloads (<800Kg) into orbit from Prestwick Spaceport.

The infrastructure components of the programme will comprise the following:

<ul style="list-style-type: none"> • Payload Processing Facility 	<ul style="list-style-type: none"> • Launch System Integration Facility 	<ul style="list-style-type: none"> • Payload Integration Facility
<ul style="list-style-type: none"> • Apron and taxi-works 	<ul style="list-style-type: none"> • Launch and Mission control facilities 	<ul style="list-style-type: none"> • Access roads
<ul style="list-style-type: none"> • Fuel storage 	<ul style="list-style-type: none"> • Loading areas 	

The proposed Prestwick Spaceport will deliver a flexible Air-Launch horizontal launch system that:

- Delivers spacecraft into polar, Sun Synchronous Orbit (SSO), geostationary transfer orbit (GTO) and equatorial orbits serving the Earth observation (EO), navigation, and telecommunications markets.
- Provides commercially competitive launch services to governmental and commercial organisations.
- Meets the needs of multiple launch service providers.
- Supports a launch cadence of > 12 launches per year with a mission turnaround time of < two weeks.
- Supports fully licensed LSP, LSO and Range Service provision recognised by UK, EASA & US authorities, and is compliant with the UK-US Technology Safeguards Agreement
- Is Capable of First Operational Launch in Q4 2023

The Scottish Government has identified the space industry as a key priority and committed to growing Scotland's space sector in its Inward Investment Plan released in 2020. Space is one of nine sectors that the Scottish Government has identified as having opportunities for Scotland to become an inward investment destination of choice. The establishment of the spaceport at Prestwick will provide the catalyst to lead the consolidation and growth of the commercial space cluster in Scotland, the UK and return greater economic benefit than anywhere else in the UK. The defining quality which differentiates Prestwick from other horizontal launch sites is the strength and depth of the aerospace industry which surrounds the Spaceport.

Project 2: Aerospace and Space Innovation Centre (ASIC)

The business case seeks approval to invest £11 million for creating an Aerospace and Space Technology Application Centre, a technology application centre targeted at meeting the needs of Space and Aerospace firms through the creation of a new 4,390m² facility in Prestwick, Scotland.

The facility will build on a set of project activities, covering productivity improvement, technician skills development, augmented reality (AR), virtual reality (VR) and extended reality (XR) adoption and supply chain development. The investment complements existing innovation ecosystem support measures by addressing a clearly identified gap where firms need assistance to identify the technologies that will be relevant for them and how these can be adopted efficiently and effectively by them. Following COVID-19, this is especially true of the Prestwick Aerospace cluster with firms specialising in Maintenance, Repair and Overhaul (MRO) and those specialising in certain aircraft and component types – there has been a substantial restructuring in global airline fleets which has resulted in older aircraft being retired in bulk. Newer aircraft use different (lighter) materials, components, and engine designs. Prestwick must adapt quickly if current investment and employment levels are to be protected - ASIC will enable firms to adapt.

ASIC will be essential to ensure that the activities comprising Scotland's significant Aerospace cluster are protected and that firms in the supply chain are assisted to avail of opportunities arising from Scotland's emergent Space sector. The existing innovation support ecosystem does not address these areas in a dedicated way that meets the unique needs of these firms. ASIC will not displace existing provision – instead, it will provide an “application channel” that enables Space and Aerospace firms to access relevant technologies and processes developed elsewhere and to apply them effectively within their businesses. These applications will boost firms' productivity, enhance their competitiveness, and increase the value-add of the technical roles based within their Scottish operations.

Critically, the Aerospace sector in Scotland (centred at Prestwick) is a truly global activity. Firms in Scotland compete against other “group” companies across the globe for projects and resources. COVID-19 has driven substantial change within the airline industry with operators being ruthless in terminating lease contracts on older, thirstier aircraft. Newer aircraft require different competencies and ASIC is essential to support firms stay ahead of the competition.

The Space sector is embryonic and ASIC is critical to develop lower cost solutions for satellite producers and to support the development of Scottish supply chains to the sector

Building great careers

ASIC facilitates the introduction of a significantly new provision of vocational training that is delivered in a novel way – firms have confirmed that this is badly needed. This capability would complement those of existing Further Education providers (specifically Ayrshire College) and would open markets for commercial skills development locally.

The Prestwick business cluster comprises high value employers. Pre-COVID, Aerospace and Space were growth sectors globally and are projected to recover once air travel resumes. They provide varied, long term career pathways for skilled technicians, engineers and manufacturing personnel, thereby contributing to inclusive growth. Space and Aerospace have truly global supply chains – attempting to compete on labour cost alone is not viable, there is a need to capitalise on the capability and productivity of the workforce in the Aerospace cluster.

ASIC will be a world class Aerospace and Space Training environment aligned to the inclusive growth agenda. It will facilitate partnership opportunities between Ayrshire College and other stakeholders, including Skypath, as well as initiating co-funding opportunities with the Scottish Funding Council (SFC) and Skills Development Scotland (SDS). Given the importance of high-quality skills to the long-term competitiveness of the Prestwick cluster, ASIC would provide up to 50% of the training facilities free of charge for skills development purposes.

Future aerospace and space economy

The future of the Aerospace and Space sectors is shaped by major global trends – ranging from climate change to data management. This is recognised by both public and private sectors and significant public funding is being invested to ensure Scottish sectors remain competitive by identifying and adapting to these trends. Through becoming a partner in projects exploring key trends and their respective impacts, ASIC can help Aerospace and Space firms to keep abreast of change and to maintain sustainable businesses. ASIC can provide a real-world location with appropriate facilities to help businesses engage in these projects and create diffusion paths into the local economy.

Project 3: Commercial Build

The Outline Business Case for the Prestwick Commercial Space project seeks £29m in funding from Government to pump prime the development of Prestwick's aerospace and space park through the development of high specification industrial, office space and hangarage that

facilitates the growth driven by the AGD Aerospace and Space programme and, through a reinvestment model, eradicates the need for further public sector intervention in commercial development at Prestwick.

This OBC has been updated to reflect market changes as a result of the COVID-19 pandemic and the lessons learned. These strategic changes were necessary to enable the Prestwick Commercial Space project to meet the needs of the current market environment which include:

- Flexibility of approach
- The ability to respond quickly to market needs
- A move from speculative build to focussing on near-term opportunities
- A change in the financial model to accommodate a reduction in available capital within businesses and a need for the new costs they take on to be revenue based

The drivers for change include:

- Existing stock of business and industrial premises in the Prestwick cluster is inadequate for the needs of the aerospace and space sector
- Existing rents / yields in the Prestwick cluster are insufficient to generate new speculative build without public sector support. The cost to build would require a much higher than market rent in order for a developer to be willing to invest. This elevated rent would be unacceptable to the potential tenant as they would be unable to bid competitively for work packages while carrying this cost.
- Pre-COVID, Invest South Ayrshire identified approximately 80,000 m² of potential unfulfilled demand from the aerospace and space sectors. Current opportunities and inward investment enquiries alone are expected to create over 1,000 jobs with a number of earlier stage enquiries developing. Post-COVID there has been a significant upturn in enquires from Space Sector companies.
- The development of industrial and commercial property will further establish the cluster at Prestwick so that it achieves a critical mass, which is expected to catalyse further cluster growth as additional companies recognise the benefits of co-location. As a result, Prestwick will become the hub for the space and aerospace sectors in Scotland.
- COVID-19 has resulted in the acceleration of opportunities pertaining to the decommissioning of aircraft. Currently, development of this significant and strategically aligned market opportunity is constrained by the lack of airside hangarage.
- Evidence of consolidation, increased confidence within aerospace and ongoing growth of the space sector are all reflected in four advanced near-term commercial space projects, equating to 21,840 m², which will require public sector intervention if they are to be delivered.

Given the highly mobile nature of aerospace and space organisations, it is essential that Prestwick meet the unfulfilled demand for space at competitive prices as part of their unique offering. Public sector intervention is required to supply the ongoing demand for floorspace through a more flexible, pro-active delivery mechanism that maximises the economic impact and value for money from public investment.

The multi-national companies located at Prestwick have already found advantage from the £80m commitment that Government has made to Aerospace and Space through the Ayrshire Growth Deal to strengthen their relative positions within their groups, to fend off possible closures and, indeed, to seek new investments as their organisations are globally restructured. The pandemic has highlighted the need for the mechanisms that deliver commercial development to remain flexible in order to adapt quickly to market changes and capture opportunities for growth.

Whilst the above describes the situation as it is today, the Centre for Economic and Business Research forecast the UK aerospace sector could return to pre-pandemic levels of production by

Q1 2023. It is expected that the MRO industry will recover to pre-covid levels quicker than other areas of the sector. Therefore, demand for space is only expected to increase.

This project is vital to capture the economic growth opportunity of the aerospace and space sector.

Project 4: Road Infrastructure

The Prestwick Roads Infrastructure project seeks £17m in funding to create an effective local distributor freight and commuter road network to enable the Prestwick Aerospace and Space Programme.

The UK and Scotland's strategic ambition to be globally recognised for their aerospace and space industries, and world class business environment, integrated to Scotland's transport system is reflected in local and national key strategies.

Prestwick's airport and aerospace park developed organically from the 1930's on the outskirts of Monkton without the advantage of the planned, purpose-built transport infrastructure which typifies today's modern aerospace parks. This has resulted in linkages between the parks and significant volumes of freight and commuter traffic being routed through this small, conservation village. Near-term residential development, forecasting an increasing the settlement size by over a fifth, will intensify the volume of traffic through the village and exacerbate discord with the commercial movements.

The consultation responses noted in the 'Glasgow Prestwick Airport: Future development of space and aerospace sectors in Ayrshire, Scotland – Indicative Land Use Masterplan Autumn 2015: Aecom' included:

"Freight traffic in the local area is only likely to increase as companies grow currently Spirit has approximately 40 lorries a month entering and leaving the site. These are 40ft trailers and access to the trunk road network is constrained."

There are localised issues with traffic congestion at the start and end of the working day as well as existing conflicts with freight traffic and community (i.e. Monkton Primary School).

Fast and smooth surface connectivity, delivered through a sustainable, safe and accessible transport system, is a strategically recognised 'essential requirement' for globally competitive business parks and cluster development. From a competitive location perspective, this underpins productivity by reducing idle-dwell time and journey times for freight and workforce. To retain current and attract future investment from Prestwick's high profile aerospace businesses and prospective inward investors, it is essential that the following key issues attributable to the road infrastructure are addressed and remediated:

- obstruction to the presentation of Prestwick as a cohesive, competitive aerospace proposition
- block to co-operative and cluster development within and between the parks
- loss of confidence in the business environment by existing businesses and inward investors
- road safety risk, detrimental environmental impact and adverse impact on village life caused by high levels of heavy freight movements and high levels of commuter traffic
- conflict of interest with plans and aspirations for the future residential expansion of Monkton village

The Roads project addresses the constraints presented by the current internal road infrastructure on the Ayrshire Growth Deal growth ambitions for Prestwick Aerospace – Space. It delivers the essential road infrastructure required to enable the Spaceport, Prestwick commercial build and the Aerospace and Space Innovation Centre (ASIC) the development framework for which is provided through the overarching Prestwick Campus Masterplan.

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Ayrshire Growth Deal Aerospace and Space Programme - update
Lead Officer (Name/Position/Email)	Theo.Leijser@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – gender identity (issues specific to women & men or girls & boys)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-
Thematic Groups: Health, Human Rights & Children's Rights	-	-

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

<p>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p><input type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO</p>
<p>Rationale for decision:</p> <p>This report advises the Panel to note progress on a previously agreed programme. Members’ decision on this has no specific equality implications</p>	
<p>Signed : Theo Leijser Service Lead Economy and Regeneration</p> <p>Date: 26 January 2022</p>	

South Ayrshire Council

**Report by Director - Place
to Leadership Panel
of 15 February 2022**

Subject: Motorhome Parking Scheme 2022

1. Purpose

- 1.1 The purpose of this report is to provide the Leadership Panel with the outcome of the trial scheme for motorhome parking undertaken in 2021 and to seek approval for the recommendations in relation to future scheme development.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the Head of Roads' intention to commence the statutory process for the promotion of a Traffic Regulation Order for permanent motorhome parking facilities at the Esplanade Car Park Ayr and the Knockcushan Street Car Park Girvan;**
- 2.1.2 approves the installation of permanent motorhome parking facilities including a barrier control system at the Esplanade Car Park Ayr pending the successful making of said Order with a request for costs to be met from the Repairs and Renewals Fund;**
- 2.1.3 approves the reintroduction of temporary arrangements at the Esplanade Car Park Ayr and the Knockcushan Street Car Park Girvan for the 2022 season along with proposals to undertake a further trial scheme at North Shore Road Car Park Troon, Links Road Car Park Prestwick and Foreland Car Park Ballantrae; and with a request for costs to be met from the Repairs and Renewals Fund; and**
- 2.1.4 agrees to consider the findings and recommendations of this further trial scheme at a future Panel meeting.**

3. Background

- 3.1 Following the implementation of a trial scheme for the provision of motorhome parking facilities at the Esplanade Car Park Ayr and the Knockcushan Street Car Park Girvan, a report detailing the outcome of the trial scheme was presented to portfolio holders on 23 November 2021 which can be found at [Appendix 1](#).

- 3.2 The trial scheme outcome report details the various measures which were introduced to accommodate the scheme, the feedback received from customers and members of the public, an assessment of the success of the scheme and recommendations for future scheme development.
- 3.3 In general, the trial scheme was very well received and there is an appetite to see permanent arrangements introduced provided mitigating actions are allowed for at the Esplanade Car Park Ayr which deal with longstanding issues caused by car enthusiasts.

4. Proposals

- 4.1 Due to the success of the trial scheme it is proposed that permanent motorhome facilities are introduced at both the sites - ie Esplanade Car Park Ayr and Knockcushan Street Car Park Girvan. This will require the installation of permanent waste management systems for the collection of black waste (chemical toilets), grey waste (washing facilities) and general waste. This proposal shall also require the installation of new water service connections for the provision of clean water for drinking and to enable compliance with legislation in relation to fire safety. However, the introduction of these permanent arrangements are subject to the successful promotion of a permanent Traffic Regulation Order. This process may take between 6 and 12 months to complete and so it is proposed to introduce the same temporary arrangements provided during the 2021 trial underpinned by a further Temporary Traffic Regulation Order.
- 4.2 The majority of feedback received for the Esplanade Car Park confirmed that the long standing issues in relation to car enthusiasts has to be addressed in order for any permanent arrangements to succeed. Therefore, whereas the trial scheme was based on the collection of fees via the existing cashless parking system (RingGo) and the monitoring of compliance through manned enforcement patrols by Parking Attendants, it is further proposed to install physical measures to enable better control on who enters the car park.
- 4.3 The proposed system is a barrier system in conjunction with Automatic Number Plate Recognition (ANPR) cameras. This system shall be linked to an on-line facility through which parking sessions can be booked and paid for in advance. The barriers shall be located on the existing entry islands at the north access. Railings are also proposed for the raised speed humps at the southern end of the motorhome area which will prevent access to and from the remaining three sections of the car park. Again, these measures are subject to the promotion of a permanent TRO.
- 4.4 Such a system is not suitable for the Knockcushan Street Car Park due to the existing layout and the use of the car park by different groups. As such this facility will continue to be managed under the previous arrangements.
- 4.5 It is further recommended to base the scheme on a maximum stay of three consecutive overnight stays at a cost of £10 per night. This is an increase from one overnight stay costing £5 applied during the trial scheme. Scheme set-up cost estimates, ongoing running costs and projected income are outlined in the tables below:

Table 1 - Permanent Scheme Set-Up Costs

Item	Description	Supplier	Est. Cost	Amount	Total
ANPR / barrier controls	Access control system for Esplanade Car Park Ayr	TBC	£22,000	1	£22,000
Fresh water tap	Tap connected to mains water supply for drinking and washing purposes	ARA / Scottish Water	£1,500	2	£3,000
Fire Hydrant	Installation of new point to comply with H&S requirement	Scottish Water	£5,000	2	£10,000
Grey Waste Disposal Point	For the disposal of washing up and shower water. Drainage channel connected to surface drainage system or soakaway	ARA / Scottish Water	£1,500	2	£3,000
Black Waste Disposal Point	For the disposal of chemical toilet waste	ARA / Contractor	£3,000	2	£6,000
TRO Advertising	Advertising costs for statutory notices placed in local press	Reach Advertising	£1,000	2	£2,000
Signs & Lines	Regulation signs and information boards. Bay markings	ARA / Contractor	£1,000	2	£2,000
Plant, Labour and Materials	Civils works, sign / line work and general repairs	ARA	£15,000	2	£30,000
Estimated Total					£78,000

Table 2 - Permanent Scheme Running Costs

Item	Description	Supplier	Est. Cost	Amount	Total
Black Waste Disposal Point	Waste uplift and disposal	Contractor	£4,000	2	£8,000
ANPR / barrier controls	Maintenance agreement and software licence	TBC	£1,000	2	£2,000
Estimated Total					£10,000

Table 3 - Income Projections

Location	April - September		
	25% uptake	50% uptake	75% uptake
Knockcushan Street, Girvan	£7,087	£10,631	£21,262
Esplanade Car Park, Ayr	£8,505	£17,010	£25,515
Estimated Totals	£15,592	£27,641	£46,777

4.6 In addition to the proposals for the reintroduction of temporary arrangements at the aforementioned sites,, it is further proposed to conduct a further trial of the scheme based on the measures implemented during the previous trial at the following sites:

4.6.1 **North Shore Road Car Park Troon (opposite Troon Swimming Pool)**

- The car park is located within easy reach of local town centre amenities including the swimming pool and public toilets. For the purpose of the trial 10 spaces are proposed;

4.6.2 **Links Road Car Park Prestwick (behind Kidz Play)**

- The proposed site is the large unbound area to the rear of the Kidz Play building. Again, for the purposed of the trial 10 spaces are proposed. Other than the public toilets at the southern entrance to the car park there are no nearby local amenities but should the demand justify it, additional spaces could easily be accommodated. Due to the unbound nature of the car park surface alternative arrangements to traditional road markings will used to delineate the spaces; and

4.6.3 **Foreland Car Park Ballantrae (adjacent public toilets)**

- This car park is located next to public toilets and within easy walking distance of other local amenities. Due to the size of the car park it is proposed to provide a maximum of 5 spaces for the purpose of the trial.

4.7 Proposed layouts can also be found at [Appendix 2](#). Whereas the proposed payment arrangements and the waste management facilities and the servicing of such shall be based on the previous trial scheme arrangements, the rules governing the trial shall align with the proposed permanent scheme i.e. three nights maximum stay at £10 per night.

4.8 The costings for the provision of the trial scheme shown in the following financial implications table are based on the known costs incurred during the previous trial:

Table 4/

Table 4 - Trial Scheme Financial Implications (all 5 sites)

Costs		
Item	Supplier	Est. Cost
Plant, Labour and Materials	ARA	£10,000
Waste Plant Hire and Servicing	Plant Hire Framework	£13,500
General Waste Management	SAC Cleansing	£6,600
Traffic Signs	Sign Supply Framework	£2,500
TTRO Advertising Costs	Reach Advertising	£1,500
Estimated Total		£34,100
Income Projections		
Parking Income (25% uptake)		£32,467
Parking Income (50% uptake)		£61,391
Parking Income (75% uptake)		£97,402

5. Legal and Procurement Implications

- 5.1 The proposals for the introduction of the trial schemes shall be underpinned by the promotion of Temporary Traffic Regulation Orders (TTROs). Further work shall commence on the promotion of a permanent TRO for the Ayr and Girvan sites which shall be subject to a statutory advertising and consultation process the results of which shall be reported to Members.
- 5.2 All proposals are subject to approval from Scottish Fire and Rescue Service of Fire Risk Assessments prepared in conjunction with East Ayrshire Council Health & Safety Officers.
- 5.3 Planning permission for the installation of the permanent measures at the Ayr and Girvan sites shall be sought.
- 5.4 All plant, equipment and materials shall be sourced through existing relevant Framework Contracts to ensure best value.

6. Financial Implications

- 6.1 A Repairs and Renewal bid will be submitted for the sum of £78,000 to implement the installation of the infrastructure and waste management facilities for the permanent scheme subject to a Traffic Regulation order described in Table 1. A Similar bid will be submitted to the Repairs and Renewal Fund for investment of £34,100 for the items described in Table 4.

6.2 As noted in Table 4 of section 4.8 above, projected income from the scheme could range from £32,467 to £97,402 whilst the temporary arrangements are in place. It is anticipated that this will be more than sufficient to meet the enforcement cost incurred by Ayrshire Roads Alliance. Should the schemes then move to being made permanent arrangements, any surplus income above costs incurred will be considered as a saving as part of future budget setting process.

7. Human Resources Implications

7.1 All staff resource implication shall be absorbed by Ayrshire Roads Alliance.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

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

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 Failure to accept the recommendations will hinder the Council's ability to address known issues around unregulated motorhome parking.

9. Equalities

9.1 The proposals in this report have been assessed through the Equalities Impact Assessment Scoping process, and there are no significant positive or negative equality impacts of agreeing the recommendations, therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 3](#).

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - An SEA has not been undertaken.

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Ian Cochrane, Portfolio Holder for Environment, and the contents of this report reflect any feedback provided.

13.3 Consultation has taken place with all other Portfolio Holders and the contents of this report reflect any previous feedback provided.

14. Next Steps for Decision Tracking Purposes

14.1 If the recommendations above are approved by Members, the Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Permanent and trial motorhome parking schemes	1 April 2022	Head of Roads

Background Papers **None**

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Date: 8 February 2022



SOUTH AYRSHIRE COUNCIL MOTORHOME PARKING TRIAL

Outcome Report and Recommendations

Document Control

Revision	Date	Description	Revision Date
0	15/11/21	Original version	N/A

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Background

In response to an identified need to impose control measures in relation to the marked increase in unregulated use of South Ayrshire shorefront car parks and streets by motorhome tourists, Ayrshire Roads Alliance put forward proposals to SAC Leadership Panel which were designed to deal with the issues in a proactive manner which capitalised on South Ayrshire's offering as a popular tourist destination.

It was proposed to introduce a trial parking scheme to run from April to September 2021 located within the Knockcushan Street Car Park, Girvan, and the Esplanade (Blackburn) Car Park, Ayr. Designated motorhome parking bays were proposed at each location to help control car park usage and ensure the safe positioning of vehicles whilst still maintaining adequate provision for cars.

The proposals were submitted in a report by the Director - Place to the Leadership Panel at its meeting of 16 March 2021 and after careful consideration the Panel decided:

- (1) to approve the proposal for Ayrshire Roads Alliance to take the measures and conduct the trial scheme, as outlined in paragraphs 4.1 to 4.6 of the report, from April to September 2021 and, thereafter, report back to this Panel with the results of the trial scheme and future recommendations; and
- (2) to agree that a Temporary Traffic Regulation Order from 1 April to 30 September 2021 be promoted which would impose overnight restrictions along the Esplanade, Ayr and Louisa Drive and Harbour Street, Girvan.

Trial Scheme Arrangements

Alterations were made to both car parks where dedicated motorhome bays and associated signs were installed along with notice boards displaying relevant information. The scheme was based on the provision of one overnight stay at the cost of £5.00 and payment was made via the cashless parking provider RingGo.

Both sites were also served by temporary waste disposal tanks, a water bowser and a range of recycling waste disposal bins. The Girvan site further benefitted from the provision of access to existing toilet and shower block facilities. Customers were provided with access codes via the RingGo system on payment of the required fee.

Further temporary signage was erected throughout nearby streets to prevent motorhome displacement and all the arrangements were monitored and enforced by ARA Parking Attendants who undertook these additional duties on a voluntary overtime basis.

Customers and members of the public were invited to submit feedback to a dedicated email inbox which was monitored throughout the course of the scheme and further information contained within FAQs was made available on the ARA website.

Scheme Feedback

General

Throughout the course of the trial, feedback was gathered via a dedicated email account and 128 responses were received. Further feedback was received through Elected

Members, social media channels and in person by ARA staff during patrol activities. Over the duration of the trial scheme there were several key themes which emerged and remained consistent throughout.

A summary of the feedback is provided in Appendix A. Generally speaking, the majority of responses received have been positive with many of the motorhome users who took the time to submit comments keen to see the future roll out of a permanent operation.

The experience has been that motorhome users are self-regulating requiring minimal oversight. They are represented by various user groups most notably the Campaign for Real Aires UK ([CAMpRA](#)). Representatives of CAMpRA have visited both sites and valuable feedback and advice in relation to future scheme development has been received and included within this report.

Visitors would like the ability to stay for more than one night and have indicated that they would happily pay more than the £5.00 fee levied for the trial in order to take advantage of the facilities on offer.

Other feedback received indicates that it is evident that the information given and the position of the car park signs should be reviewed to ensure these are more easily interpreted and do not become obscured by parked motorhomes. There were other issues raised concerning the first time use of the RingGo payment system, however, overall the scheme has been a success.

Esplanade (Blackburn) Car Park, Ayr

Initially, there was some resistance to the scheme from residents of streets located near to the site. Concerns were raised in relation to the suitability of the location but it quickly became clear that the main cause for concern was the fact that long standing issues in relation to motoring enthusiasts, and the anti-social behaviour displayed by this group, were not addressed by the scheme.

These concerns were shared by the users of the scheme. Whereas numerous positive comments were received praising the choice of location for the natural views provided, many of these comments were caveated by those who specifically mentioned the fact that stays were hampered or indeed ruined by the anti-social behaviour of the car enthusiasts. It is clear that for this scheme to be repeated at this location and in order to address long standing residents' concerns, permanent control measures are required.

Other concerns raised by users were in relation to the chosen location and its distance from the town centre shops and hospitality venues.

In terms of vehicle displacement, the signing arrangements installed along the Esplanade proved effective with very little issues relating to illegal parking of motorhomes during restricted hours. The streets off the Esplanade such as Bath Place and Pavilion Road were also subject to these restrictions, again with no real issues noted.

The only problem of note resulting from vehicle displacement was the concentration of motorhomes and caravans which appeared periodically throughout the trial within the access road to the Ayr harbour pier, officially known as "The Battery". This location is more or less hidden from view from the Esplanade and adjacent properties which is why it has proved a popular location. Numerous complaints were received from a handful of residents who objected to this location being used by motorhome and caravan enthusiasts. This situation also gained some media attention.

As a result, the on street measures which applied to the Esplanade south of Bath Place were extended into The Battery; however, signage affixed to the dry dock wall was illegally removed rendering enforcement ineffective. It should also be noted that the type of restrictions which would have applied do not cover caravans. Existing legislation in relation to caravans, trailers and similar is inadequate. A longer term solution which will apply permanent restrictions will be considered and presented to Leadership Panel under separate cover.

Knockcushan Street Car Park, Girvan

The feedback received for the Girvan site was overwhelmingly positive. Customers found the choice of location second to none and the additional facilities on offer within the adjacent toilet / washroom block were very well received. Demand for spaces well outstripped supply.

Vehicle displacement within the surrounding streets was minimal. It was noted, however, that the Shallochpark Car Park to the south of the town was subject to heavy, unregulated, motorhome and caravan usage.

It also emerged through the course of the trial that non-motorhome visitors were using the RingGo contact number to make the £5.00 payment in order to obtain the access code for the washroom block. Anecdotal feedback would indicate that these visitors were more than happy to pay to use these facilities after spending the day at the beach. This resulted in genuine motorhome users being unable to make payment for overnight stays as the system was configured to only accept a maximum of 15 parking sessions per evening. As a result, the restriction on parking sessions was removed.

The few concerns which did emerge were in relation to HGV parking and, towards the end of the trial, the fact that the car park was the chosen location for a travelling funfair.

General Review of Arrangements

Income / Expenditure

Contained within the Leadership Paper were cost estimates for the various measures required for the trial and a general assumption was made that a sum of £30,000 should be set aside for the scheme and these costs were broken down as follows:-

Table 1 - Projected Financial Implications

Location	Parking Costs (Lines, Signs, TROs)	Domestic Waste Collection	Chemical Waste Collection	Potential Income April to September		
				25% Uptake	50% Uptake	75% Uptake
Knockcushan Street, Girvan	£6,000	£4,000	£5,000	£4,550	£9,100	£13,650
Blackburn Car Park, Ayr	£6,000	£4,000	£5,000	£4,550	£9,100	£13,650
Totals	£12,000	£8,000	£10,000	£9,100	£18,200	£27,300

The road markings installed within the car parks in support of the scheme were minimal in nature to help keep expenditure down. The majority of the signs erected were also designed in a manner which means they can remain in place. All associated equipment has been taken off hire and removed from site.

Having completed a financial assessment of all aspects of the trial scheme, the true cost can now be confirmed and presented in the following table:-

Table 2 - Actual Financial Implications

Description	Supplier	Amount
Enforcement patrols	ARA	£4260.89
Plant, Labour and Materials	ARA	£14407.10
Waste Plant Hire and Servicing	Garic Ltd	£14800.00
General Waste Management	SAC	£2214.86
Traffic Signs	Scotland's Bravest	£4349.32
TTRO Advertising Costs	Reach Advertising	£1586.60
Car Park Information Cases	Commutaports Ltd	£3036.00
Total Expenditure		£44654.77
Parking Fees - Knockcushan CP	Park Now (RingGo)	£6625.00
Parking Fees - Esplanade CP	Park Now (RingGo)	£5805.00
Penalty Charge Notices	ARA	£1410.00
Total Income		£13845.00

Income Analysis

The income received throughout the course of the trial can be analysed on a daily basis and across both sites, as expected, the average uptake across the week in comparison with the weekends was lower.

On average, the midweek uptake (Mon - Thurs) was 51% across the duration of the trial with a lowest recorded midweek uptake of 28% and a highest uptake of 71%.

In comparison the weekend average (Fri - Sun) across the duration of the scheme was 78% with a variation of between 57% and 120%. The Knockcushan site was used every single day of the trial.

Payment Options / Control Measures

As previously mentioned, payment options were based on use of the cashless payment system provided by RingGo and in the majority of cases this proved to be a reliable service. In extending the cashless parking system to accommodate the scheme the need to install any physical measures such as a ticket machine was avoided. However, this type of system does rely heavily on the need for manned patrolling to ensure compliance and it was not practical or economical to provide this service every day.

Therefore, there is a need to consider alternative payment and control measures such as an Automatic Number Plate Recognition (ANPR) system. ANPR cameras could be installed in conjunction with a barrier system with customers registering online prior to their arrival. Barriers would automatically allow entry to vehicles with recognised number plates and there are various systems available on the market.

Waste Disposal Facilities

For the duration of the trial, waste tanks were installed at each site for the collection of chemical waste otherwise known as "black waste". The black waste was collected once per week to ensure tanks did not overflow. A water bowser was also provided at each site and these were emptied and refilled once per week by ARA. Any permanent scheme

implemented in the future can incorporate similar temporary arrangements or as an alternative, permanent installations could be considered.

There was no “grey waste” disposal options provided under the trial scheme whereby users could dispose of dirty water from washing up or showers.

Lining and Signing

The majority of the signs installed can be reused although in recognition of feedback received it would be prudent to review the position of certain sign assemblies to identify alternative locations which prevent them from becoming obscured. Also, as previously stated, the lining arrangements for the bay markings was kept to a minimum and again, having taken relevant feedback into consideration there are required amendments needed to ensure vehicles are positioned a safe distance apart.

Enforcement Patrols

Parking Attendants were deployed on random evenings to monitor compliance with the majority of patrols taking place at the weekends where it was expected there would be the greatest need. These patrols were undertaken on a voluntary overtime basis and if any future scheme is implemented consideration needs to be given as to how compliance is monitored in the future.

Health and Safety

Health and safety advice was sought to ensure both facilities met minimum safety standards and Fire Risk Assessments were prepared and reviewed by the Scottish Fire and Rescue Service. Both FRAs were approved with the recommendation that any sites identified for future schemes must incorporate the installation of fire hydrant points located a maximum distance of 90m away from the facility.

Recommendations

Overall the trial scheme has proved a success and the following recommendations are offered for Members’ consideration:-

1. Introduce permanent arrangements at Knockcushan Street Car Park, Girvan

In assessing what the permanent arrangements should be consideration has been given to the existing layout and shared use of the car park. The car park is a popular facility used by non-motorhome driving visitors and part of the car park is used by a local community group who have two large storage containers located on the east side of the car park. Therefore, the site does not lend itself to an ANPR system and will continue to require a cashless system for the collection of fees. It is further suggested that local arrangements are made through the Harbour Management Group or the Girvan Community Council for the monitoring of compliance.

Permanent waste management systems should be installed in the appropriate location. There is an existing fire hydrant located to the north of the swimming pool which may satisfy health and safety requirements but a new water service connection would be required to enable the provision of a fresh water supply for drinking and cleaning purposes.

Based on the cost estimates provided in Tables 3 – 5 below, the initial set up costs would be £15,000 with recurring costs thereafter in the region of £19,000, however; it may be

possible to reduce these costs depending on how often the waste disposal points have to be serviced and what arrangements are put in place for monitoring and enforcement.

Furthermore, as is discussed at recommendation No.4, should agreement be reached on raising the overnight fee to £10, annual income in the region of £12,500 could be realised which would further reduce the required annual outlay.

2. Introduce permanent arrangements at Esplanade Car Park, Ayr

In order for the implementation of permanent arrangements, the issues caused by car enthusiasts who congregate within the car park every evening have to be addressed. The options available have been previously investigated and presented to SAC Members via a Briefing Note and a copy can be viewed at Appendix B. If an ANPR option is selected for this location then there would be no further need for enforcement patrols to monitor compliance.

In terms of waste management and service installations, similar permanent arrangements to the Girvan site are required along with the provision of a Fire Hydrant as the nearest point is over 300m away.

Members are also asked to consider the use of Cromwell Road Car Park for additional or overspill motorhome parking. The coach parking spaces remain unused for the majority of the year and demand is expected to outstrip supply once the anti-social behaviour issues within the Esplanade Car Park have been addressed.

Again based on the cost estimated below, the initial set up costs would be in the region of £37,000 including the provision and installation of a barrier system. Whilst this outlay would be greater, there would be a significant reduction in running cost as there would be no need for manned monitoring and enforcement arrangements meaning a sum of £4000 would be required. This sum would be offset against potential income of approximately £12500 again based on a £10 fee for overnight stays.

3. Consider Additional Sites

The scheme could be expanded to include additional sites in other towns and villages provided the required funding is identified. Up front capital investment is required in addition to further revenue funding to cover any future running costs. A summary of minimum facilities and cost estimates are given in the tables below.

Table 3 - Set-up Costs

Item	Description	Supplier	Cost Estimate
Fresh water tap	Tap connected to mains water supply for drinking and washing purposes	Scottish Water / ARA	£1500
Fire Hydrant	Installation of new point to comply with H&S requirement	Scottish Water	£5000
Grey Waste Disposal Point	For the disposal of washing up and shower water. Drainage channel connected to surface drainage system or soakaway	ARA (possible permissions required from Scottish Water)	£1500
Black Waste Disposal Point	For the disposal of chemical toilet waste	ARA / Contractor	£2000

TRO Advertising	Advertising costs for statutory notices placed in local press	Reach Advertising	£1000
Signs & Lines	Regulation signs and information boards. Bay markings	ARA / Contractor	£1000
Plant, Labour and Materials	General works, sign / line work and general repairs	ARA	£3000
Estimated Total			£15,000

Table 4 - Optional Facilities

Item	Description	Supplier	Cost Estimate
ANPR / Barrier Controls	Access control system for the collection of fees	TBC	£22,000
Estimated Total			£22,000

Table 5 - Running Costs

Item	Description	Supplier	Cost Estimate
Black Waste Disposal Point	Waste uplift and disposal	Contractor	£4000 (per annum)
Enforcement	Monitoring and enforcement at unmanned sites.	ARA / SAC	£15000
Estimated Total			£19,000

4. Future Rules and Regulations

The fee for an overnight stay was set at £5.00 and only one stay was permitted in any 24 hour period. These arrangements were considered appropriate, however, the general feedback received throughout the trial would suggest that customers are keen to see the one overnight stay restriction lifted to accommodate two or three consecutive nights. There would also appear to be scope to increase the overnight fee.

Therefore, it is proposed to increase the length of stay from one overnight stay to three consecutive overnight stays. It is further proposed to increase the nightly fee from £5.00 to £10.00.

5. Future Scheme Promotion and Affiliations

Whereas ARA will support SAC on the development and installation of any future scheme and continue to manage all facilities, infrastructure and compliance monitoring, the promotion of the scheme would best sit within the remit of the SAC Tourism Section and it is further recommended that future affiliations with appropriate user groups and dedicated websites are developed.

In preparing this report reference has been made to advice notes and general guidance contained within the CAMpRA website including their desktop study on the general set up and running costs for new sites: [CAMpRA Advice Note](#).

In terms of affiliations with promotional websites the following example is given: [Pitchup.com: campsites and holiday parks in UK, Europe & Americas](#).

Finally, a good example of an ANPR operated facility can be found at: <https://www.findhornparking.com/>.

Appendix A - Email Feedback

Date	Positive	Negative	Ayr or Girvan	Reason - inc Positive	Requests - inc Negative
05/05/2021			Both	wrong in asking people to pay as there is no showers no waste disposal units and no toilets unless you pay	general comment on charging
16/05/2021		X	A	Boy racers up and down all the time. Past the motorhomes	Boy racer concerns
16/05/2021		X	G	parking charges for motorhomes is a short sighted decision	
17/05/2021	X	X	A	Please please consider extending the stay limit to two nights (preferably also leaving from no earlier than 10am).	extend nights allowed
17/05/2021	X	X	A	The 1 night rule isn't very feasible to encourage visitors to explore the town and cars racing in car park	extend nights allowed & boy racers
17/05/2021	X	X	Both	Ayr site is greatly let down with the boy racers	Boy racer concerns
17/05/2021		X	A	insufficient signage caused damage when driving through the car park	signage to car park poor
17/05/2021		X	A	In it's current layout and with the above issues, I dont think I'll be returning soon. Boy racers and no barriers	Boy racer concerns
19/05/2021		X	Both	general complaint that he should be allowed to park where he wants for free	
23/05/2021	X	X	Both	Ayr stay was spoiled with the boy racers that come out at night, Girvan was good	Boy racer concerns
23/05/2021	X		G	Massive improvement in Girvan. I bet the locals are happy	
23/05/2021	X		A	The bays are a good size, attendance p1 and 13 v helpful on Sunday. No issues with boy racers	
24/05/2021	X	X	A	your parking attendants arrived on site & were very friendly and informative	Boy racer concerns
25/05/2021	X	X	Both	general comments about not having a smart phone to pay fee	
25/05/2021		X	A	Something needs to be done about these cars speeding around the car park as it is completely out of hand.	Boy racer concerns
25/05/2021	X		A	I do wish we could have done 48hrs instead of 24	liked the large parking bays
26/05/2021	X		G	parking spot at Girvan Harbour and were really impressed	good facilities
27/05/2021		X	G	2 HGVs very deliberately parked at right angles across several motorhome bays	
29/05/2021	X	X	A	ruined by boy racers revving there engines to al hours driving by motor homes totting horns	Boy racer concerns
29/05/2021		X	A	plagued by boy racers tearing along between the speed bumps and revving engines	Boy racer concerns
31/05/2021	X	X	A	location brilliant but "Boy Racers at night I am writing this at 23.52 hours and they are spoiling the evening"	boy racer concerns
31/05/2021		X	A	general comments on motorhomes in the Battery area	
01/06/2021		X	A	race track for young people who were driving their cars in an erratic manner right through until midnight.	Boy racer concerns
01/06/2021		X	A	the night's stay was the worst we have encountered.	Boy racer concerns
02/06/2021		X	A	boy racers in their hot hatches were attempting to make as much exhaust noise as possible between the speed humps	Boy racer concerns
04/06/2021		X	A	Hounded by boy racers all evening until about midnight.What a miserable night it was	Boy racer concerns
08/06/2021	X		Both	Excellent Idea!	
11/06/2021	X	X	G	Enjoyable except for the HGV parked beside in road whose refrigerated unit went off every hour	HGV parked

11/06/2021		X	A	huge problem with late night racers doing handbreak turns	Boy racer concerns
11/06/2021	X		Both	general comment from public	
11/06/2021	X		Both	Fantastic idea. Even better when waste and water installed	
11/06/2021	X		G	loved it but wants more than 1 night	extend nights allowed
11/06/2021	X		G	one night not long enough when travelling a long distance	extend nights allowed
11/06/2021	X		G	long report but basically the scheme should be expanded in Girvan	extend nights allowed
12/06/2021		X	A	constant boy/girl racers coming back and forward all night. Will give it a miss in the future	Boy racer concerns
13/06/2021	X		A	general comment from public	
14/06/2021		X	A	great deal of noise and nuisance caused by young men in performance cars, racing up and down the esplanade and turning in the motorhome area	Boy racer concerns
15/06/2021		X	A	stressed about having to leave by 0900. Boy racers were a concern	Boy racer concerns
15/06/2021		X	A	young people revving their engines and performing donuts and other anti-social behaviour	Boy racer concerns
16/06/2021	X		A	general comment on scheme being an excellent idea	
17/06/2021		X	A	not a safe area as boys and girls in there cars are racing up and down well in excess of the speed limit	Boy racer concerns
19/06/2021		X	A	general comment that question if current ban on Esplanade are making people go elsewhere	
20/06/2021			Both	general comments on lack of water and confusion on length of stay - pre water arriving	
21/06/2021	X		A	We found it very helpful to be allowed to park overnight on the seafront	
21/06/2021	X		A	was delighted to come down to Ayr and enjoy the day and night with my motorhome on the beach	
22/06/2021	X		G	system very easy to book and the toilet facilities were excellent. Couple of vans had parked elsewhere in car park	
23/06/2021	X	X	A	thanks for setting the car park up instead of no overnight parking. Concern over some dumping waste	
25/06/2021	X	X	A	waste and water good. Place is lovely. Concern about cars and noise until 1130. Close the site at 10pm?	Boy racer concerns
27/06/2021	X		G	and a thank you to the helpful attendant we met on our arrival	
28/06/2021	X		A	brilliant.what a beautiful setting. had a lovely day and a great nights sleep. Once the boy racers had gone home (we were all young once!)	
29/06/2021	X	X	A	applaud you for taking a little step to providing these facilities. Stream of cars until later at night	
29/06/2021	X		G	just arrived at Girvan we wanted to compliment you (the council) on the fine motorhome parking and facilities block	add RADAR key to Disabled Toilet?
29/06/2021	X		Both	fabulous motorhome parking initiative you are trialling in Ayr and Girvan	
30/06/2021		X	A	The noise was dreadful from the boy racers. This morning the road sweepers started at 6:20am!!!!	early cleansing!! And boy racers
02/07/2021	X	X	A	be allowed to stay for two or three nights. Boy racer issues	Boy racer concerns
02/07/2021	X	X	A	Great idea. could you install some pop up stingers for the boy racers	Boy racer concerns
02/07/2021	X		?	Hi just wanted to say well done	
03/07/2021	X	X	A	appreciated the facility you offered, but boy racer issues	Boy racer concerns
04/07/2021	X		A	excellent overnight motorhome stopover scheme	
04/07/2021	X		Both	positive move by the council	did not stay - just a comment?
06/07/2021	X		A	used twice, great idea. More than 1 night? Boy racers spoiled it a little	only 1 night and boy racer concerns

12/07/2021		X	G	car park full? But spaces available. Ringo issue	Ringo issue as site full when spaces available
12/07/2021	X		G	We had a lovely time. We shopped locally	
13/07/2021	X		G	Fantastic facilities for motorhomes at girvan harbour Washing, toilets and showers	
13/07/2021	X		G	congratulate you on your amazing site in garvin	
21/07/2021	X	X	A	good - This is a great initiative. Bad - water tank connection and boy racers	Boy racer concerns
22/07/2021		X	A	We were tortured all night with boy racers	Boy racer concerns
23/07/2021	X		G	lovely night at your new motorhome stop	toilet & shower facilities excellent
25/07/2021		X	A	will not be putting ourselves and grandkids through this nightmare again	Boy racer concerns
25/07/2021	X		A	found it a very good initiative	
27/07/2021	X		Both	fantastic thing you're doing,providing parking and facilities for us motorhome owners	
27/07/2021	X		Both	refreshing and inventive and simple system. Good facilities, good prices	
27/07/2021	X		Both	safe,clean and not bothering anyone.	
28/07/2021		X	A	safety of bays with constant passing traffic and noise. Length of stay	passing traffic and length of stay
28/07/2021		X	A	local resident unhappy re boy racers and parking in her street	
28/07/2021		X	A	the site is being subjected to a continuing abuse by the drivers in their cars until the early hours	Boy racer concerns
29/07/2021		X	G	trucks carrying unknown cargo and which is more of a hazard to motorhomes using this facility	
30/07/2021	X		G	Thank you so much for the excellent services at Girvan	
02/08/2021		X	A		Boy racer concerns
02/08/2021		X	A		Location
02/08/2021	X		G	Immaculate amenities, waste disposal and water	Limit on stays
04/08/2021	X		G	Immaculate amenities, waste disposal and water	
05/08/2021		X	A	Immaculate amenities, waste disposal and water	Boy racer concerns
05/08/2021		X	G		Enforcement
08/08/2021		X	A		Boy racer concerns
08/08/2021	X		G	Immaculate amenities, waste disposal and water	Boy racer concerns
09/08/2021	X		Both	Immaculate amenities, waste disposal and water	Boy racer concerns
10/08/2021	X		Both	Immaculate amenities, waste disposal and water	Grey water facilities, boy racer concerns
10/08/2021	X		G	Immaculate amenities, waste disposal and water	Code for toilet disposal
11/08/2021	X		A	Much needed catering for Motorhome users.	
11/08/2021	X		G	Immaculate amenities, waste disposal and water	Grey water facilities
19/08/2021	X		A	The council are to be applauded for a policy that encourages motorhomes to park together. Only 1 night?	extend nights allowed
26/08/2021		X	G	resident with complaints about other areas parked. £5 too cheap	
30/08/2021	X	X	A	Perfect place for overnight stay , however vehicles started to race and play loud music ,	boy racer concerns
30/08/2021		X	G	Last week someone stayed for 5 nights, now most weekends there are people staying friday until sunday.	enforcement of 1 night concerns also out of bay
30/08/2021	X		G	Over the years staying free in pub carpark free if you purchase meals within the premises	
30/08/2021	X		Both	Both nights and days were enjoyably spent	

04/09/2021	X		G	The facilities are brilliant and we are delighted to be made welcome.	signs hidden behind larger vans
05/09/2021	X	X	Both	A. noise, poor quality & reckless nature of some of the drivers.G lady who cleans the facilities is a real credit	boy racer concerns
05/09/2021	X		G	I would respectfully suggest that 48hrs rather than 24hrs	
05/09/2021	X		A	we had a great time using the parking and would love to see the trial going forward	too cheap
06/09/2021	X	X	G	disappointing lot of shops shut but hopefully business will pick up	
06/09/2021	X		G	facilities were really clean and the showers were excellent. super idea to allow motorhomes to stay overnight	
07/09/2021	X		?	general motorhome comments about scheme	
09/09/2021	X	X	A	What a fabulous spot and a lovely area. racers using it like a racetrack chicane. smoking weed and playing music	boy racer concerns
11/09/2021	X		Both	applaud South Ayrshire Council for providing dedicated motorhome parking. Spent over £300 locally	
12/09/2021	X	X	G	you do need to sign it clearer so cars don't obstruct the area	
13/09/2021	X		G	Just a note to say the parking at Girvan is brilliant	
14/09/2021		X	A	Cars racing skidding, tooting, playing loud music. Youths walking & running tapping on side of motor home Too scared to move in case I was followed.	boy racer concerns
16/09/2021	X		G	excellent over night parking scheme in Girvan Harbour. will visit the town centre tomorrow and no doubt spend more money	
17/09/2021	X		?	thank you for providing this service to us, it's nice to see a local council doing what is normal in Europe	
18/09/2021	X	X	A	good location and well appointed parking bay's. not to return until something is done about the traffic circling round the vans	boy racer concerns & why only 1 night?
18/09/2021	X		G	bays were huge and well marked. the shower and toilet facilities were immaculately clean, warm and the whole site was great	
18/09/2021	X		Both	Both are in really good locations and if the scheme was extended I would certainly use them both again	
19/09/2021		X	G	we came in the wrong way and thoses sleeping police men damaged some water pipes under our van. we don't do phone payment	poor signage and directions?
22/09/2021	X	X	A	motorhomes are not "M Class" and fall under the category of "A Class" as they are coach built or van conversions	
22/09/2021	X	X	A	We would stay again even if you opened it up in the winter months, but it was spoilt from the boy racers, it was actually frightening	boy racer concerns
22/09/2021		X	A	confused about rules. campervan but DVLA changed class and we ended up as a " van with windows" van is N on V5 not an M as on your sign	clarify type of vehicle??
27/09/2021	X		Both	We used the motorhome parking at the Ayr esplanade site during a day in September (after travelling from Devon) and had an excellent night stay at the car park in Girvin.	
28/09/2021	X	X	A	What a lovely place to stay, we haven't as yet come across anywhere similar on our travels. However it was spoilt by the " boy racers"	boy racer concerns
29/09/2021	X	X	A	The carpark has been ideal for the period it has operated. local boy racers that speed up and down	boy racer concerns
29/09/2021	X		G	We particularly appreciated being able to use the toilets and showers, .The siting of the spaces to give an amazing view was a bonus.	
01/10/2021	X	X	A	The bays were marked out well and the views great. downside was the use of the car park by youngsters showing off their driving prowess	boy racer concerns
04/10/2021		X	A	ridiculous speeds in such a short distance. woken by speeding cars with dump valves banging into the early hours. damaged with the speed bumps	boy racer concerns and poor signage

					at Café India entrance
05/10/2021	X		G	Fabulous idea ,I spent money locally , enjoyed feeling welcome and safe.	Maybe limit consecutive nights to 2/3
18/10/2021	X		G	The creation of this motorhome parking scheme is forward thinking and a proactive solution. I hope other authorities take notice and act accordingly	
13/06 2021	X		Both	general comment from public	
06/08/2021	X		Both	Girvan brilliant place you have provided for motorcaravans. Ayr better marked but needs barrier	CAMpRA Director barrier at Ayr- boy racer

Appendix B - Esplanade CP Members Briefing Note

Members Briefing Note

Esplanade Car Park, Ayr – Barrier Control System

Background

This briefing note is presented to Members following an instruction to ARA to identify suitable means of controlling access to the Esplanade Car Park, Ayr in order to address concerns in relation to anti-social activity centred on the car park.

Access to the car park needs to be controlled to allow entry only to genuine users. These proposals also take into consideration the trial motorhome scheme currently in operation and the effect any barrier control system may have on this scheme.

Any barrier system will require clearly defined opening times displayed within the car park and for the purposes of the note it is suggested these times would be:

- 1st April – 31st September – 7am – 9pm
- 1st October – 31st March – 7am – 5pm

Manual gate system



Manual swing gates are the simplest and cheapest form of access control system. A 3m or 4m wide gate at each entrance would cost in the region of £750 - £900 and with installation costs both gates could be supplied and fitted for approximately £3000. There would be further costs of approximately £500 incurred for the provision of appropriate signage

Consideration would have to be given as to how the gates will be managed. A possible solution could be for South Ayrshire Council Neighbourhood Services to manage opening and closing procedures. Staff could incorporate these procedures within their shore front duties. **Total costs for manual gated system is estimated to be - £3500.**

Further consideration has been given as to whether a manual system can be used whilst operating the motorhome scheme. Motorhomes will require the ability to enter or exit the car park after the gate is closed, therefore, some form of adaptation would be required such as a simple keypad entry system. However, this in itself presents further issues as it would not be possible to ensure the access code does not become common knowledge. Keypads are also easily vandalised and there are further health and safety concerns in relation to the Fire Risk Assessment.

Having fully considered the practicalities of this proposal, it is not considered feasible to operate a manual gate system in conjunction with the motorhome scheme.

Automated gate system

At the opposite end of the budget scale there are numerous automated systems available on the market but for the purposes of this briefing note, advice has been sought from one of our existing suppliers, Metric Group Ltd.

The "AI Gate" from Metric is linked to a pay & display machine with a cashless offering and/or a virtual QR code. This is designed to accommodate the motorhome scheme and the system offers a self-enforcing barrier system which negates the need for patrols and cashless and/or virtual payment will negate the need for cash collection as well as be a deterrent to vandalism/theft.

During operational hours, entry can be gained to the car park via the barrier system and exit would only then be achievable on payment of the appropriate fee either via an on-site payment terminal or via a virtual mechanism. A payment grace period of say 5 minutes could be built in to allow for motorhome drivers who arrive to find there are no spaces available.

Pedestrian guardrails could be installed to prevent entry to the top section of the car park from the southern access with the southern access controlled by a manual gate.

The components of the system would be are shown at the following link:

1. **AI Gate** ([click here for more details](#))

The new Metric AI-Gate is an access control system consisting of barrier gates with integrated ANPR (Automatic Number Plate Recognition) cameras. The ANPR system identifies vehicle number plates instantly and permits vehicle access/egress more efficiently as it eliminates the need for cards, tickets, tokens, or a manned kiosk.

The cost of one AI gate system would be £8,495.00 per complete unit. (Inclusive of terminal, barrier and ANPR system). One unit would be required per entrance and exit lane.

2. **Cashless Metric Pay and Display Machine** ([click here for more details](#))

The AI Gate can connect to a standard Pay and Display machine, or in this case it is recommended that a Metric Sprite (cashless) machine is installed to offer Credit card and contactless cards. **The costs of a cashless Metric Sprite would be £3,439.00**

3. **QR code**

As an alternative or in conjunction with the Metric Sprite a QR code can be provided either sited on the Pay and Display machine or you can use this method entirely on its on using signage. If you have a smart phone you can point it at the example QR code below for a demonstration on how the payment would work. There would be a cost per transaction to supply this solution (circa 10p)



The total costs for this combination of access control systems, which helps support the motorhome scheme is summarised as follows.

North access

Item	Description	Cost (£)
1	Entry Lane Auto Gate	8495
2	Exit Lane Auto Gate	8495
3	Pay and display machine (optional)	3429
4	QR code system (based on 2500 transactions)	250
5	Associated civils works (guardrails etc.)	1000
	Total	21669

South access

Item	Description	Cost (£)
1	Manual gate (spans both lanes)	1750

Summary

The following options are available;

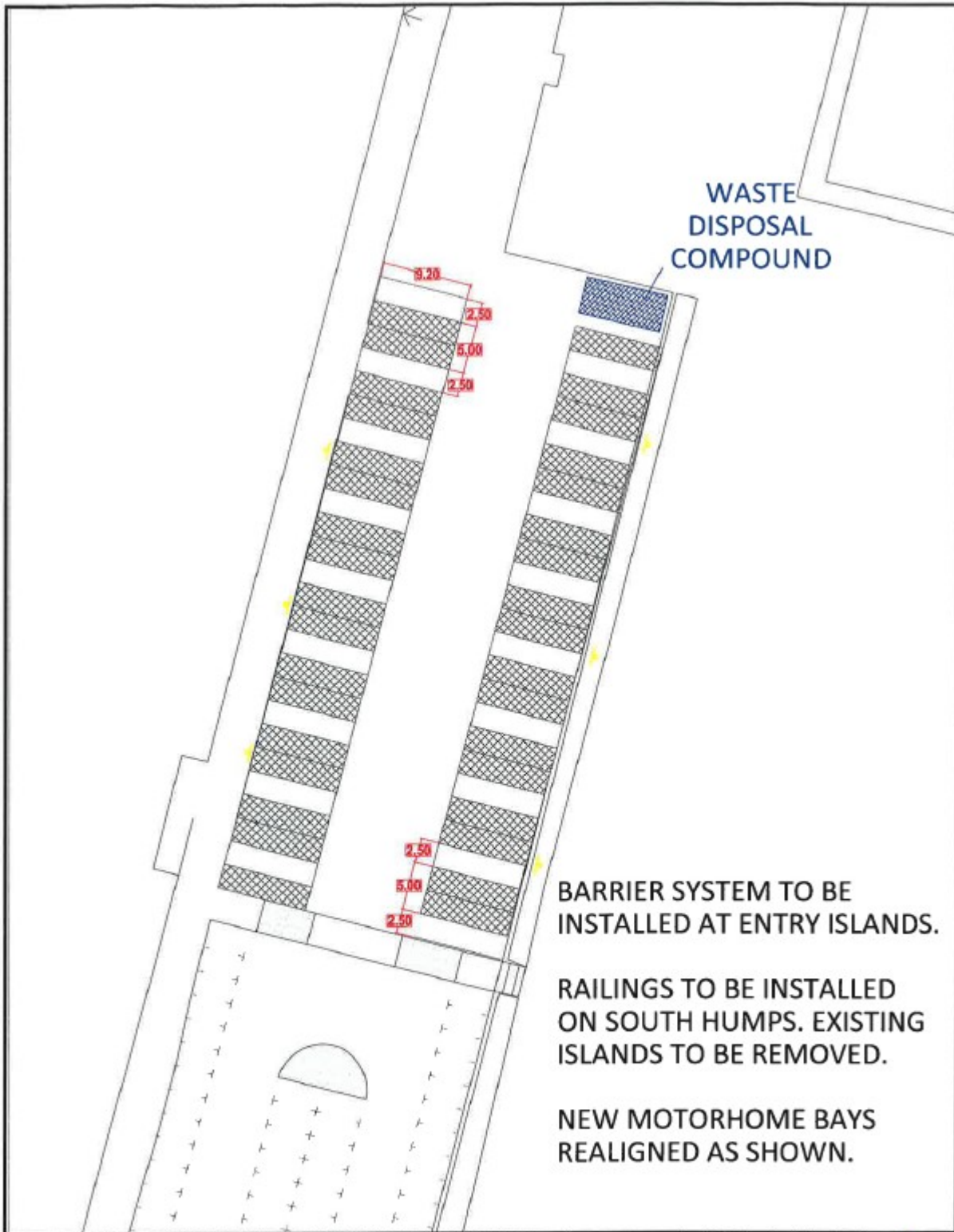
Option 1 - Withdraw motorhome scheme and install manual gates - £3500.

Option 2 - Maintain motorhome scheme and install auto gates at north entrance and manual gate at south entrance - £23419.

As discussed previously, it is not feasible to control access to the car park by means of a manual system whilst operating the motorhome scheme. All associated costs in relation to these proposals will be included in the outcome paper to presented to Leadership once the trial scheme has been concluded.

[Back to report.](#)


Esplanade Car Park Ayr



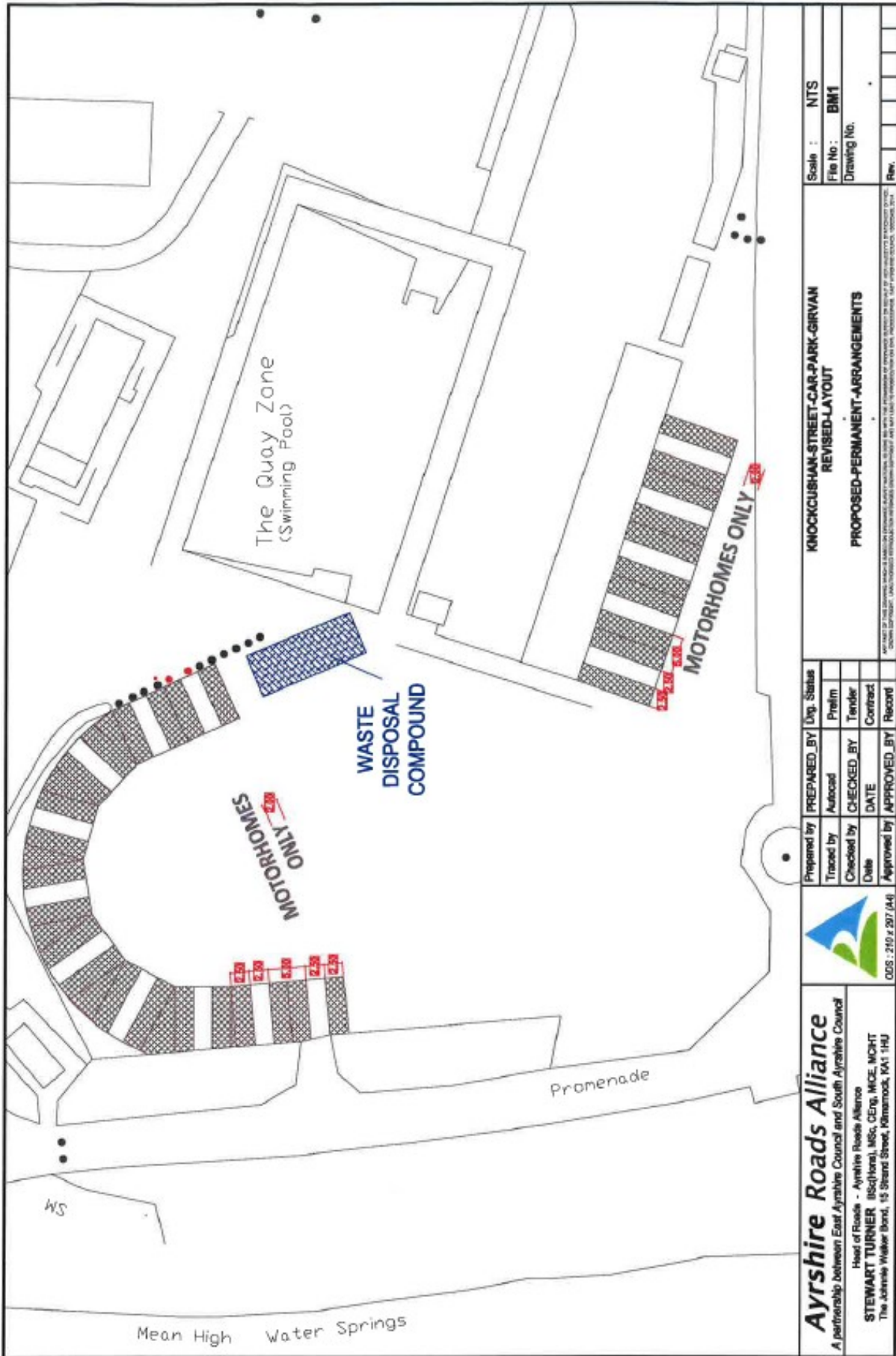
BARRIER SYSTEM TO BE INSTALLED AT ENTRY ISLANDS.

RAILINGS TO BE INSTALLED ON SOUTH HUMPS. EXISTING ISLANDS TO BE REMOVED.

NEW MOTORHOME BAYS REALIGNED AS SHOWN.

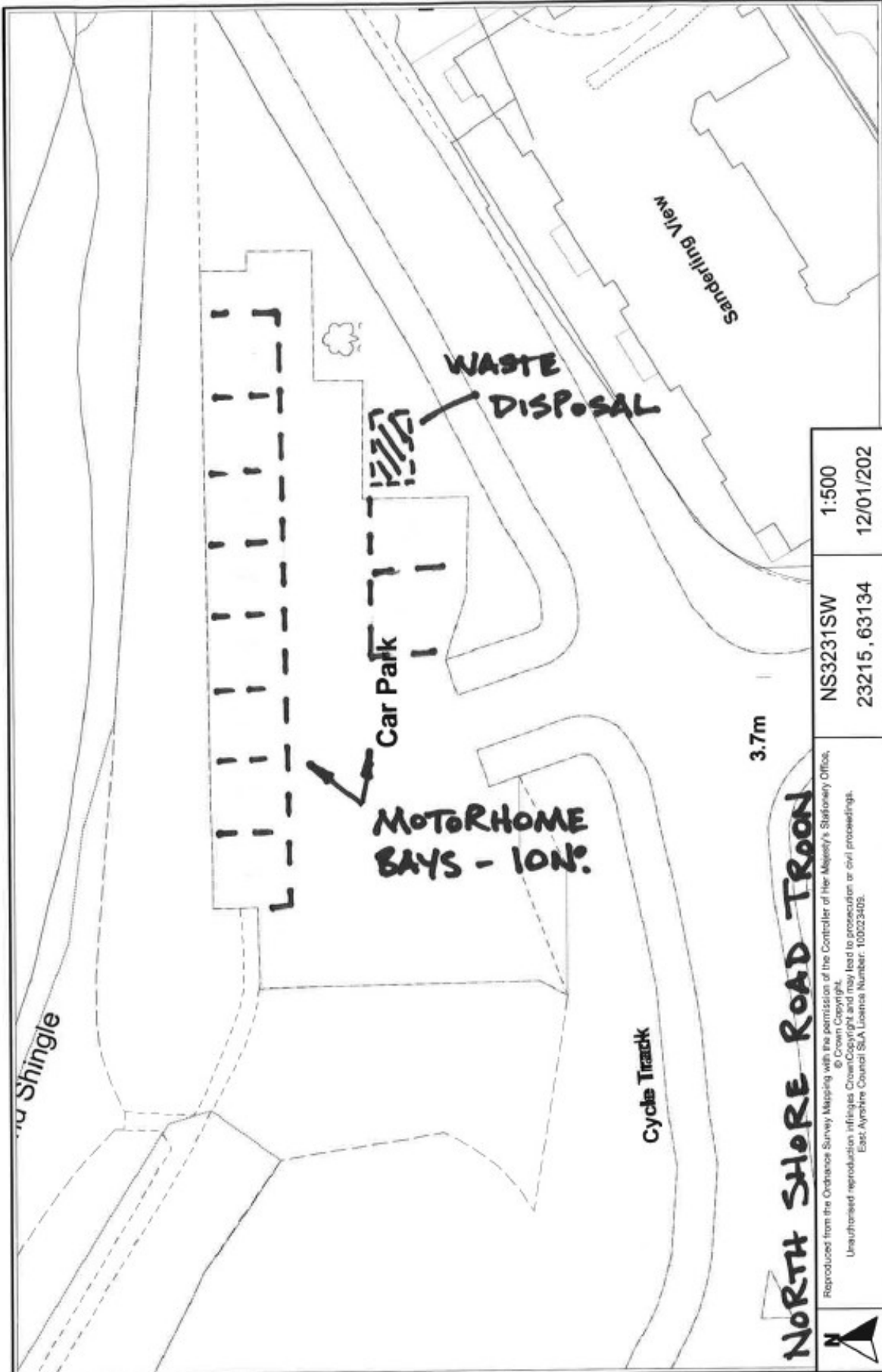
<small>NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF AYRSHIRE ROADS ALLIANCE. ALL RIGHTS RESERVED. © AYRSHIRE ROADS ALLIANCE 2014.</small>		Drawing Status: P T C R	
ESPLANADE CAR PARK AYR REVISED LAYOUT		Ayrshire Roads Alliance	
PROPOSED PERMANENT ARRANGEMENTS		Dwg. No.:	Revision:
Interim Head of Roads - Ayrshire Roads Alliance <small>Opitts House, 6 John Finkle Street, Kilnmarlock, East Ayrshire, KA1 1DD</small>		File No: BM1	Scale: NTS
Kevin Breckwood (083766), LLN, MCDR, MCRAT, AWRCS, AWRCS, AR (W)		Prop: PROPOSED PERMANENT ARRANGEMENTS	ODS : 210 x 297 (A4)

Knockcushan Street Car Park Girvan

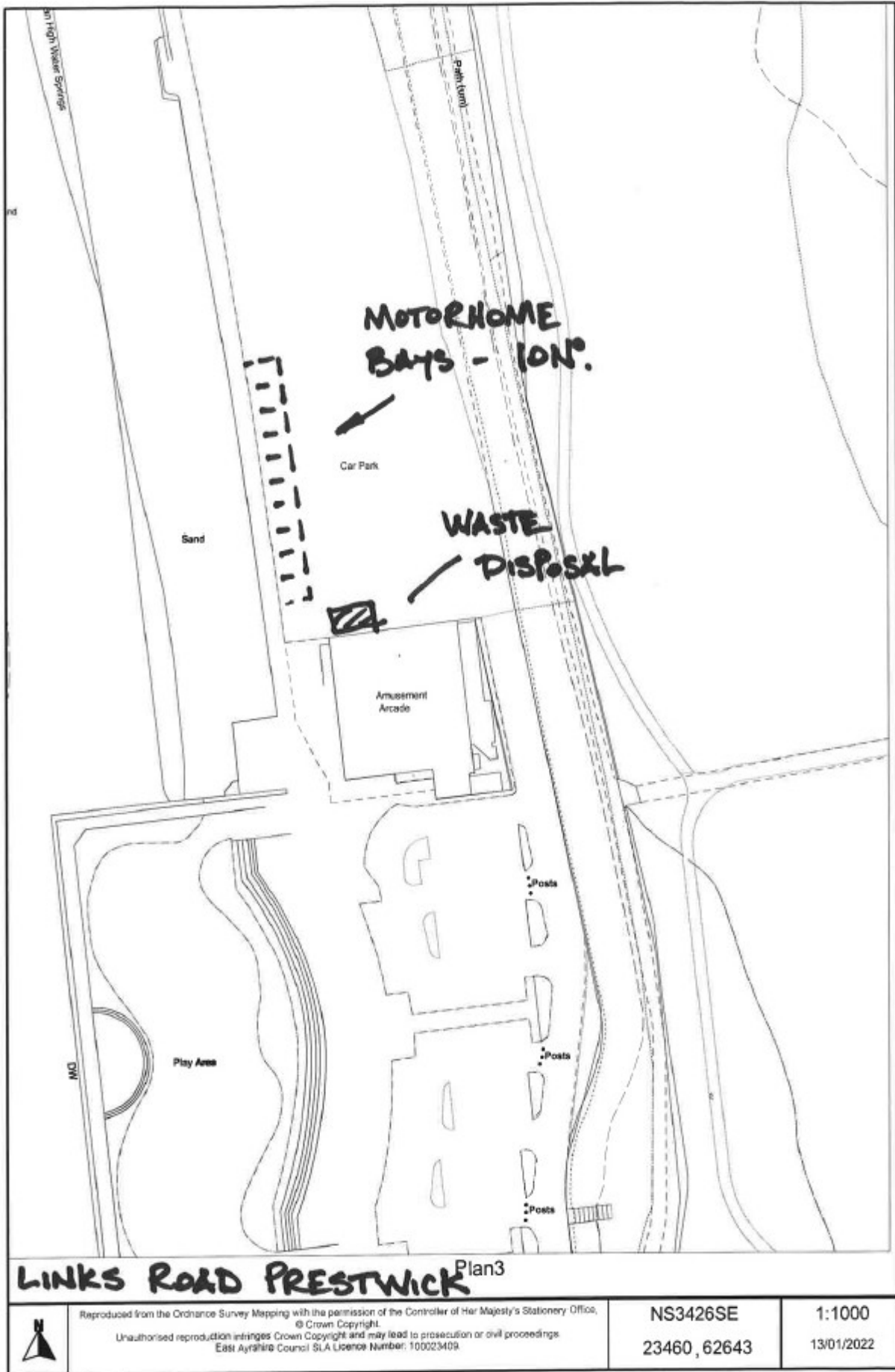


Ayrshire Roads Alliance A partnership between East Ayrshire Council and South Ayrshire Council Head of Roads - Ayrshire Roads Alliance STEWART TURNER (RSC/Lead), MSc, CEng, MICE, MCIT The Lighthouse Walkway Bond, 15 Strand Street, Annan, KA1 1HU		 ODS : 210 x 207 (A4)		Prepared by: [] Traced by: [] Checked by: [] Date: [] Approved by: []		Prep. Status: Prelim [] Tender [] Contract [] Record []		Scale : NTS File No : BM1 Drawing No. :
KNOCKCUBHAM STREET-CAR-PARK-GIRVAN REVISED-LAYOUT PROPOSED-PERMANENT-ARRANGEMENTS								
NOT BE USED FOR CONSTRUCTION WITHOUT THE WRITTEN APPROVAL OF THE DESIGNER. THE DESIGNER ACCEPTS NO LIABILITY FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS DRAWING. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES.								

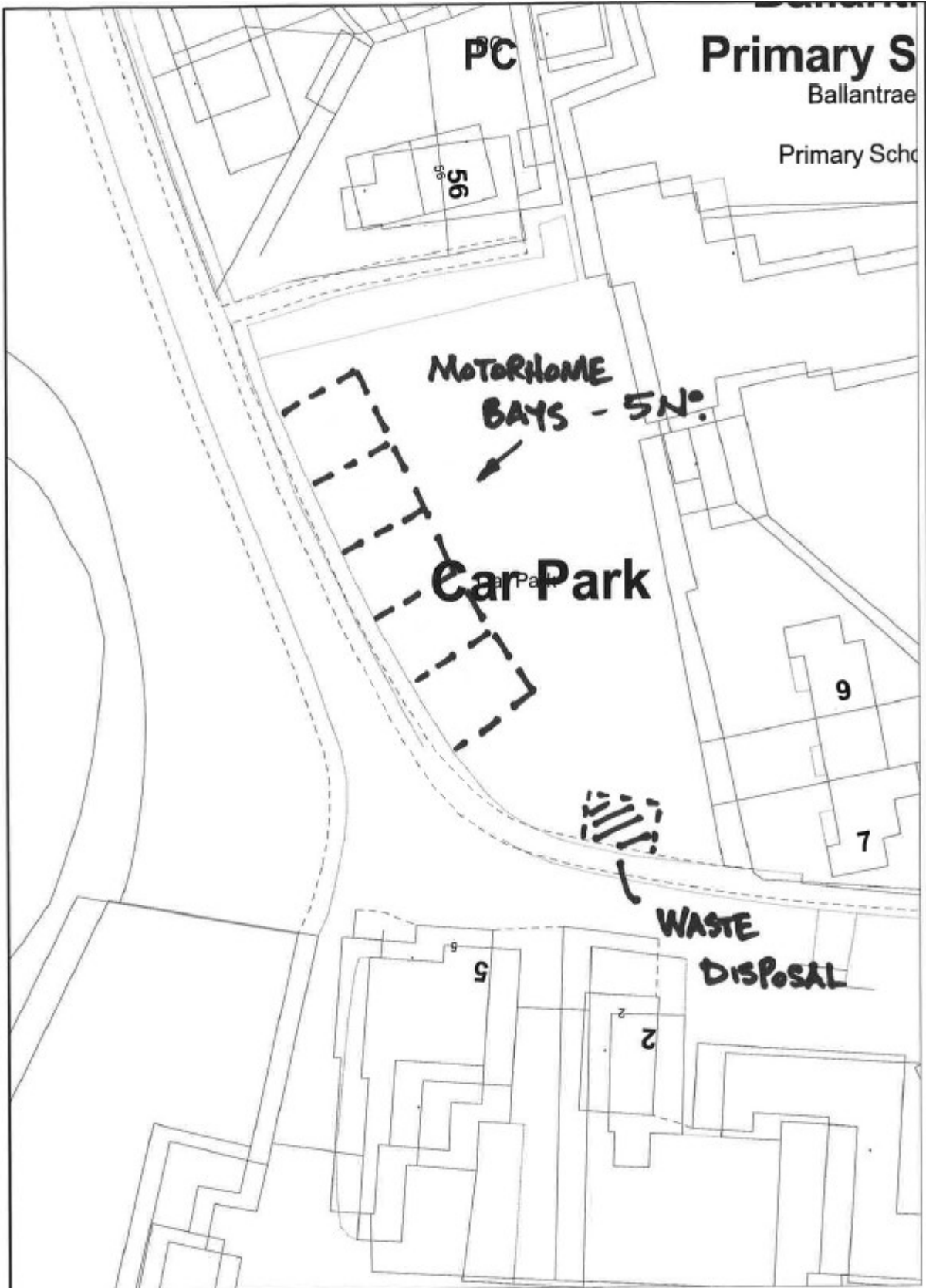
North Shore Road Car Park Troon



Links Road Car Park Prestwick



Foreland Car Park Ballantrae



FORELAND BALLANTRAE Plan 3

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South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Motorhome Parking Scheme 2022
Lead Officer (Name/Position/Email)	Kevin Braidwood, Head of Roads - Kevin.Braidwood@ayrshireroadsalliance.org

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	Yes
Disability	No	Yes
Gender Reassignment (Trans/Transgender Identity)	No	Yes
Marriage or Civil Partnership	No	Yes
Pregnancy and Maternity	No	Yes
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	Yes
Religion or Belief (including lack of belief)	No	Yes
Sex – gender identity (issues specific to women & men or girls & boys)	No	Yes
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	Yes
Thematic Groups: Health, Human Rights & Children's Rights	No	Yes

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	No adverse impact identified. Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	No adverse impact identified. Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	No adverse impact identified. Low
Increase participation of particular communities or groups in public life	No adverse impact identified. Low
Improve the health and wellbeing of particular communities or groups	High positive impact. SAC shall be seen to offer facilities which encourage tourists and positive impacts on the local economy.
Promote the human rights of particular communities or groups	No adverse impact identified. Low
Tackle deprivation faced by particular communities or groups	No adverse impact identified. Low

5. Summary Assessment

<p>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>_____ YES</p> <p>_____ NO</p>
<p>Rationale for decision:</p> <p>There are no negative implications associated with these proposals which are designed to deal with known issues around unregulated parking. All objectives shall be applied to ensure equality in approach and inclusion</p>	

Signed : Kevin Braidwood

Head of Roads

Date: 12 January 2022

South Ayrshire Council

**Report by Assistant Director - Place
to Leadership Panel
of 15 February 2022**

Subject: Seafield Tennis Courts

1. Purpose

- 1.1 The purpose of this report is to present the Leadership Panel with the proposed Community Asset Transfer of ownership of the asset known as Seafield Tennis Courts to Ayr Lawn Tennis Club (ALTC).

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 approves the asset transfer of ownership of Seafield Tennis Courts, as shown in Appendix 1, under Part 5 of the Community Empowerment (Scotland) Act 2015 to Ayr Lawn Tennis Club SCIO for the sum of £4,500 (Four Thousand, Five Hundred Pounds) Sterling for the reasons detailed in Appendix 2 and subject to the conditions detailed in Appendix 3;**
- 2.1.2 should the asset transfer summarised in 2.1.1 be approved, approve an award of £60,000 (Sixty Thousand Pounds) of funding from the Advancing Community Assets Fund subject to the conditions detailed in Appendices 4 and 7;**
- 2.1.3 notes that, if the applicants wish to proceed with the acquisition, they have a period of 6 months from the date of the decision notice within which to submit to the Council an offer to acquire the property; and**
- 2.1.4 requests the Head of Legal, HR and Regulatory Services to conclude the sale, in accordance with the recommendations of the report, in the event of an offer being received.**

3. Background

- 3.1 Section 82 of the Community Empowerment (Scotland) Act 2015 ('the Act') states that where an asset transfer request is made by a community transfer body (CTB) to the Council, the Council must decide to agree to or refuse the request. Under subsection (5), the Council must agree to the request unless there are reasonable grounds for refusing it.

- 3.2 Ayr Lawn Tennis Club SCIO (ALTC) have requested to purchase the asset known as Seafield Tennis Courts (the 'Asset') as shown in the attached asset location plan outlined in **Appendix 1** through the Community Asset Transfer (CAT) process in accordance with the Act.
- 3.3 ALTC is a Scottish Charitable Incorporated Organisation (SCIO) as required by Section 80 of the Act and an eligible community transfer body as defined in section 77 of the Act and a community-controlled body as defined in section 16 of the Act **[page 154, Appendix 5]**. In terms of their Constitution (clause 72.1) (see **Appendix 5**), on winding up of ALTC, any surplus property or assets are to be transferred to charitable bodies or groups with purposes closely resembling the purposes of ALTC.
- 3.4 ALTC has been a registered charity since 1 February 2019, however the club have existed for over 100 years and have owned their 3 courts on 4 Southpark Road, Ayr, KA7 2TL since 1986.

3.5 The Seafield Tennis Courts are owned by South Ayrshire Council.

4. Proposals

- 4.1 ALTC has submitted a formal community asset transfer request to purchase the asset in accordance with the Act and the application form, business plan and supporting documentation submitted to support the application can be viewed on **pages 5-23 in Appendix 5**. The request was validated by the Council on 8 November 2021.
- 4.2 The Council commissioned a Condition Survey Report **[page 89 of Appendix 5]** in on 15 June 2021. A value of £38,670 **[page 90 of Appendix 5]** of capital remedial works were identified. The most significant remedial work identified is the replacement of the playing surface which is beyond its design life. Other work identified included repairs to damaged fencing and net posts.
- 4.3 An independent valuation of the asset was undertaken on 22 June 2021 by J&E Shepherds Chartered Surveyors and the opinion of the valuer is that the market value of the requested asset is £5,000 (Five Thousand Pounds) **[page 99 of Appendix 5]**. Whilst more than 6 months have elapsed since the valuation, given prevailing planning policy, the small scale of the site, and the relatively low valuation, and the cost of commissioning a 2nd valuation, the Council is of the opinion that there is no need, nor would it represent best use of Council funds, to undertake a 2nd valuation.
- 4.4 ALTC has also requested access rights for the gravel access path to the courts as outlined in **Appendix 1**.
- 4.5 ALTC reasons for making the request and intended use are summarised below and further detail is provided in the request in **pages 5-23 of Appendix 5**.
- 4.5.1 To purchase the asset and replace the life expired playing surface, install an electronic app-based gate management system.
- 4.5.2 In acquiring and developing the facility, it is anticipated that ALTC will deliver the following activities: increased coaching hours delivered by ALTC [available to both public and members]; increased levels of junior

member play; increased membership of ALTC; increased public participation via a more accessible booking system and active promotion (see **pages 69-87 of Appendix 5**); increased tennis provision in connection with South Ayrshire Council Active Schools (see **pages 151-153 of Appendix 5**).

- 4.6 ALTC has outlined how they consider the proposal will promote or improve the following:
- 4.6.1 Regeneration – undertake capital works to bring back into community use an asset which has reached the end of its design life.
 - 4.6.2 Public Health and social wellbeing – the facility will increase capacity and accessibility of tennis facilities to members and the general public thus improving participants health and wellbeing and offering social opportunities for players (see **pages 133 – 153 of Appendix 5**)
- 4.7 ALTC have outlined evidence of community support in **pages 110-129 of Appendix 5**.
- 4.8 In accordance with Regulation 7 of The Asset Transfer Request (Procedure) (Scotland) Regulations 2016 – publication of asset transfer requests, the opportunity was made available to make representation on the application and for the applicant to respond. The public consultation period was undertaken between Wednesday 24 November and Wednesday 22 December. No representations were received.
- 4.9 An assessment of State Aid has been undertaken and any discount on market value or granting of Advancing Community Assets Funding would not constitute State Aid as the proposal and its activities will serve only a distinct, very local market, with minimal possibility of intra-community trade and is unlikely to affect trade between Member States.
- 4.10 The Council's Community Asset Transfer Advisory Group has undertaken a robust evaluation of the request and recommended that the request be granted. The analysis is detailed in **Appendix 6**.
- 4.11 In accordance with best practice the Council undertakes a parallel analysis of possible 'alternative proposals' to the asset transfer. The Community Asset Transfer Advisory Group has undertaken a robust evaluation of alternative proposals and considers that ALTC's proposal is stronger than the alternatives. This assessment is detailed in **Appendix 6 – Annex 2**.
- 4.12 ALTC propose to fund the purchase from their own reserves (**pages 32-33 Appendix 5**) and plan to fund future resurfacing from a sinking fund (**pages 32, 132 of Appendix 5**). Should this not be possible grant funding will be applied for.
- 4.13. ***Application for Capital Grant from Advancing Community Assets Fund***
- 4.13.1 The Advancing Community Assets Fund is a South Ayrshire Council fund to provide financial support to community-controlled bodies that aspire to take on a Council-owned asset (land and property) through ownership, lease or other rights such as rights to manage, occupy or use the asset

for a specified purpose, with the aim of promoting or improving economic development, regeneration, public health, social wellbeing, environmental wellbeing or reducing socio-economic inequalities for people living in South Ayrshire.

- 4.13.2 ALTC are applying for a Advancing Community Assets Fund capital grant. The capital grant. Capital grants are intended for capital works, relevant to the condition of the asset being requested. General conditions of the Advancing Community Assets Fund are included as **Appendix 7**.
- 4.13.3 ALTC have provided quotes to appoint contractors to address the points raised within the Condition Survey mentioned in 3.6 and the installation of an electronic gate access system (**pages 45-81 of Appendix 5**) . These are as follows:
 - 4.13.3.1 Resurface tennis courts and work to kerbing and fencing: £40,938 (Forty Thousand, Nine Hundred and Thirty-eight Pounds) including VAT [**page 19 of Appendix 5**];
 - 4.13.3.2 Smart access gate system: £9,675 (Nine Thousand, Six Hundred and Seventy-five Pounds) including VAT. [**Page 19 of Appendix 5**; and
 - 4.13.3.3 Electrical connection work for the above: £1,146.70 (One Thousand, One Hundred and Forty-six pounds and Seventy Pence) including VAT. [**page 19 of Appendix 5**].
- 4.13.4 ALTC have requested the above sum plus an additional £8,240.28 (Eight Thousand, Two-hundred and Forty Pounds and Twenty-eight Pence) in contingencies (returned if unspent) [**page 19 of Appendix 5**] to give a total of £60,000 funds from the Advancing Community Assets Fund as part of this CAT request.]

5. Legal and Procurement Implications

- 5.1 The recommendations in this report are consistent with legal requirements and if ALTC wish to proceed with the acquisition, they have a period of 6 months from the date of the decision notice within which to submit to the Council an offer to acquire the property.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 A disposal will remove the Seafield Tennis Courts from Council responsibility and any associated liability of costs and repairs in the future.
- 6.2 A capital receipt of £4,500 will be received by the Council
- 6.3 The Advancing Community Asset Fund will require to pay £60,000 to ALTC. The Advancing Community Assets Fund has sufficient funds to meet this request.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risks of rejecting the recommendations emerge from the necessary adoption of an alternative proposal. Alternative proposals and the risks associated with each of these are outlined in **Appendix 6 – Annex 2**.

9. Equalities

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as **Appendix 8**.

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

13.1 Consultation has taken place with Councillor Ian Cochrane, Portfolio Holder for Environment, and Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and the contents of this report reflect any feedback provided.

13.2 In accordance with Regulation 7 of The Asset Transfer Request (Procedure) (Scotland) Regulations 2016 – publication of asset transfer requests, the opportunity was made available to make representation on the application and for the applicant to respond. The public consultation period was undertaken between Wednesday 24 November and Wednesday 22 December and no representations were received.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Assistant Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

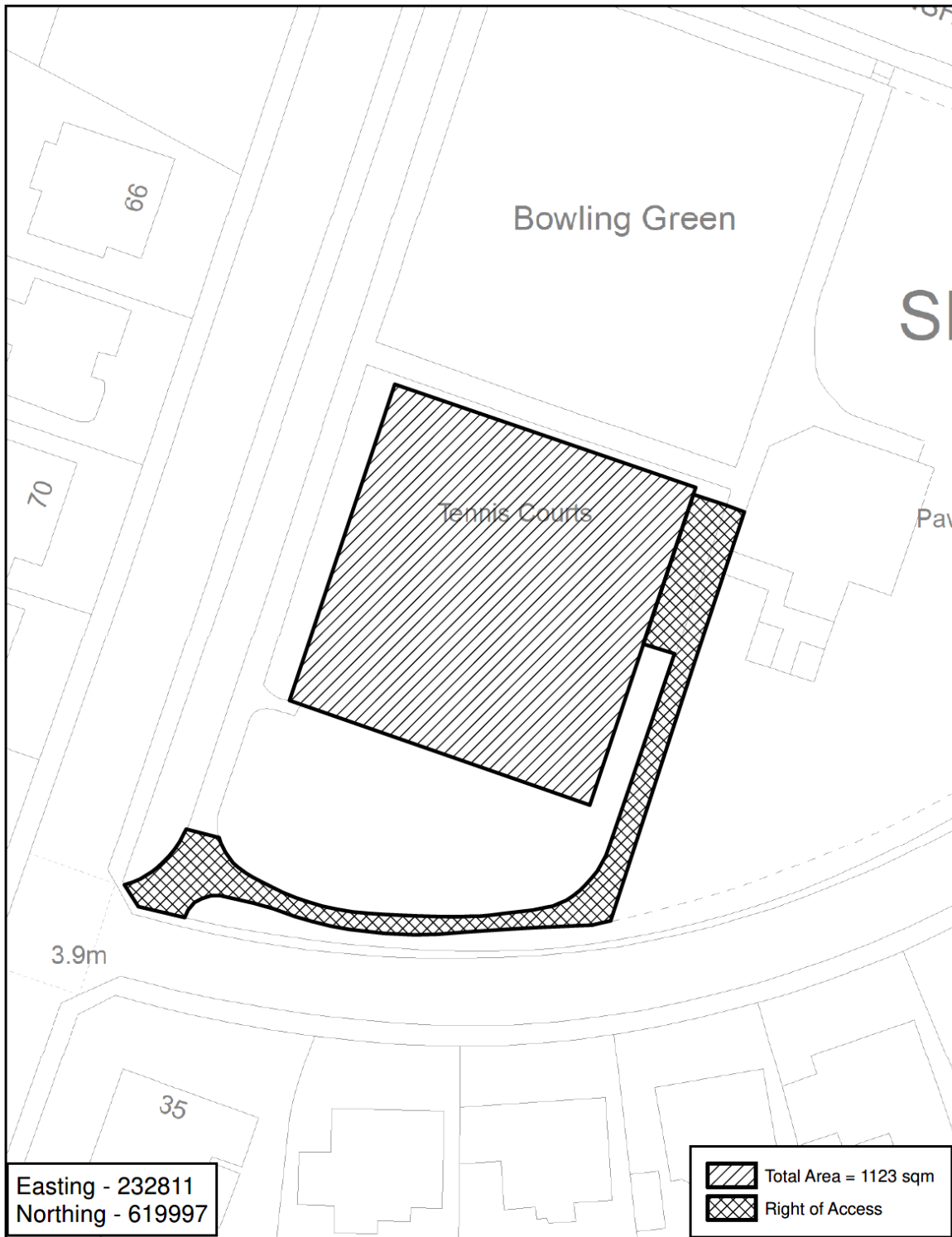
<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Issue Decision notice	28 February 2022	Head of Legal, HR and Regulatory Services
Conclude the sale in the event of an offer being received and in accordance with the recommendations of the report	15 August 2022	Head of Legal, HR and Regulatory Services / Service Lead – Asset Management and Community Asset Transfer

Background Papers **None**

Person to Contact **Tom Burns, Service Lead, Asset Management and Community Asset Transfer**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612 845
E-mail: tom.burns@south-ayrshire.gov.uk

Date: **8 February 2022**

Location Plan



Seafeld Tennis Courts, Ayr.

Scale 1:500



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Summary of reasons for agreeing to request

1. The proposal is likely to promote or improve public health, through the upgrade and greater accessibility of a sports facility; social well-being, through the provision of organised sporting and recreational activity facilities for the local community; and environmental well-being, through the replacement of the current life-expired playing surface. In doing so, the proposal is likely to reduce inequalities of outcome through socio-economic disadvantage by way of the engagement of the Community Transfer Body (“CTB”) with schools in disadvantaged catchment areas.
2. The Council has no current proposals in relation to the site and is not aware of any alternative proposals. The Council has considered the benefits that might arise from alternative proposals-retaining ownership of the asset or selling the asset on the open market- and compared them to the benefits of the CTB’s current proposals. The CTB’s proposals offer a better long-term plan for sustainable management of the asset.
3. The CTB has identified community support for the proposal from local elected representatives, the community council and residents of the properties adjacent to the site. Other local tennis clubs have also indicated their support.
4. The CTB is a robust and viable organisation, with good standards of governance and the capacity to deliver the proposal in terms of its Constitution, Business Plan and projected accounts. It has identified all the relevant costs of the project and appropriate and realistic sources of funding. The CTB has a strong track record of owning and developing assets, having owned 3 existing courts at Southpark Road, Ayr since 1986 and resurfacing and developing these assets over many years, including the development of a new clubhouse.
5. The projected benefits will contribute to the Scottish Government’s National Outcomes on Health and Communities and to the Council’s local outcomes in terms of the Council Plan 2018-2022: “3.1 We will enhance collaborative working to maximise support and ensure all residents have the opportunity to be healthy, supported and safe.”; “5.2a Support local community-controlled organisations to develop thriving places by empowering them to make better use of local community assets.” and “6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations”. Finally, it will contribute to achieving the Council’s local outcomes in its South Ayrshire Physical Activity and Sport Strategy, Strategic Goal 2: “There will be opportunities for everyone, at every life stage, to become involved, and remain involved, in sport and recreation.”.
6. The proposal will not have an adverse impact on the Council’s ability to deliver its functions.
7. There are no obligations or restrictions imposed on the Council by enactment or otherwise, which prevent, restrict or otherwise affect the ability of the Council to agree to the request.
8. There are no reasonable grounds for refusing the request.

CAT Seafield Tennis Courts- Ayr Lawn Tennis Club

Terms and Conditions

1. The sale price shall be FOUR THOUSAND FIVE HUNDRED POUNDS (£4500) STERLING.
2. The subjects shall be used for community use by the Ayr Lawn Tennis Club SCIO (the “Purchaser”), for the advancement of public participation in sport through provision of tennis facilities in Ayr to promote, encourage and facilitate the playing of tennis as outlined in their asset transfer request and accompanying documentation lodged in support of the request. Any change in use will require the prior written consent of the Council which shall not be unreasonably withheld in the case of a proposed use which is consistent with the terms of the asset transfer request and accompanying documentation.
3. The Purchaser agrees to the inclusion of the terms of Condition 2 above as an economic development burden in the title granted to the Purchaser.
4. If the proposed project has not been completed and in beneficial use within 2 years of the date of completion of the sale to the Purchaser, the Council will have the option (but no obligation) to buy back the property at the original price of FOUR THOUSAND FIVE HUNDRED POUNDS (£4500) STERLING.
5. In the event that the Purchaser wishes to sell, alienate or dispose of the subjects or any part or parts of them, there is reserved to the Council a right of pre-emption at the original price of FOUR THOUSAND FIVE HUNDRED POUNDS (£4500) STERLING.

ACAF Seafield Tennis Courts- Ayr Lawn Tennis Club

Terms and Conditions of Grant

If there is any difference between the Advancing Community Assets Fund ('ACAF') Conditions for Capital Grants and the following conditions of grant, the following conditions of grant shall apply.

1. The grant shall be essentially conditional on:
 - a. the transfer of the subjects to the Grantee;
 - b. the requisite consents, statutory or otherwise, required to carry out the project, being in place; and
 - c. the signing of a grant agreement between the Council and the Grantee.

2. The subjects shall be used for community use by the Ayr Lawn Tennis Club SCIO (the "Grantee"), for the advancement of public participation in sport through provision of tennis facilities in Ayr to promote, encourage and facilitate the playing of tennis as outlined in their application for ACAF grant and accompanying documentation lodged in support of the request. Any change in use will require the prior written consent of the Council which shall not be unreasonably withheld in the case of a proposed use which is consistent with the terms of the application for ACAF grant and accompanying documentation.

3. The Grantee shall make the tennis courts available for public booking at least 7 days in advance for a minimum of 14 hours per week (at least 4 hours of which will be at weekends) during daylight hours throughout the months of April to September (both months inclusive). The level of fees to be charged for use of the tennis courts by the public will be £10 per hour per court initially, to be reviewed annually and agreed with the Council at a rate comparable to Council and other public provision, having regard to the long-term sustainability of the asset.

4. The Grantee shall ensure that the access arrangements detailed in Condition 3 above are publicised on its website on a permanent basis, through its social media channels at least once a year and by posters or leaflets displayed in the locality of the tennis courts. The Grantee shall also co-operate with the Council to provide appropriate information as requested to enable the Council to publicise the access arrangements through its channels including newsletters, websites and social media.

5. The hours available for public booking may also be booked by members of the tennis club and publicly available organised coaching/training activity will count towards these hours. The hours available for public booking may be waived with the prior consent of the Council (not to be unreasonably withheld) if the Grantee wishes to organise a tournament, festival or special event.

6. The Grantee shall submit a report to the Council annually detailing the public access arrangements for the courts, the publicity given to the said access arrangements, the proposed fees for the following year and the number of members of the public using the courts during the period of the report. The use of the courts by the public and the fees structure will be reviewed annually at a meeting to be called by either party

7. Each of the following events shall be a claw-back event ('Claw-back Event'):
 - a. Failure to complete the project within the agreed timescales;

- b. Provision of fraudulent, inaccurate or misleading information in connection with the grant application or any subsequent information provided to the Council in connection with the project;
- c. Failure to comply with conditions 2 or 3 above;
- d. The sale or disposal of the subjects to any party other than the Council;
- e. The grant of planning permission for the subjects for a change of use; and
- f. The Grantee no longer being in operation or being placed into receivership or liquidation.

8. The Grantee shall repay the grant in full immediately on the occurrence of the Claw-back Events detailed in conditions 7a) or 7 b) or either of them at any time.

9. The Grantee shall repay immediately on the occurrence of the Claw-Back Events detailed in conditions 7c), 7d), 7e) or 7f) or any of them:

1. The grant in full, where the Claw-Back Event takes place on or before the 5th anniversary of the commencement date as stated in the grant agreement; and

2. 50% of the grant, where the Claw-Back Event takes place between the 5th and 10th anniversary of the commencement date as stated in the grant agreement;

10. The Grantee agrees to the inclusion of the terms of Conditions 2, 3, 7, 8 and 9 above as economic development burdens in the Grantee's title.

Appendix 5

COMMUNITY ASSET TRANSFER REQUEST

MEMBERS PACK FOR LEADERSHIP PANEL

Seafield Tennis Courts

**Relating to report by Assistant Director, Place, to
South Ayrshire Council 15th February 2022**

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CAT application and community benefit statement

- 1. ALTC stage 2 application**
- 2. Statement of widening access**

Stage 2

Community Asset Transfer (CAT) request

IMPORTANT NOTES:

This form must be used by a community controlled body wishing to formally request transfer of a Council-owned asset from South Ayrshire Council under Part 5 of the Community Empowerment (Scotland) Act 2015.

Before and during completion of this application you must refer to the [asset transfer guidance for Community Transfer Bodies provided under the Community Empowerment \(Scotland\) Act 2015](#). Throughout sections of the application, where applicable, relevant guidance page numbers have been provided to assist.

Council officers may require a number of follow-up meetings to discuss the proposal. This is with the aim of better understanding your proposal or to clarify information that has been submitted.

The sections in the form below are designed to inform the Council about the governance of your organisations, your detailed plans for the asset, support from the local community and other interested parties, financial plans and risk management. Information contained within the application form and any supporting documentation submitted will be shared with those involved within the decision-making process and data protection and commercial confidentiality arrangements will apply on such occasions.

If you are applying for a capital grant within your application then please read the Advancing Community Assets Fund guidance before making your request.

We also provide additional information on our website www.south-ayrshire.gov.uk/community-asset-transfer.

For assistance in completing this form or if you have any questions regarding a Community Asset Transfer and development grant, please contact:

Sarah Baird, Community Asset Transfer Team Leader
South Ayrshire Council
E-mail: cat@south-ayrshire.gov.uk Telephone: 01292 613072

**THIS IS AN ASSET TRANSFER REQUEST MADE UNDER PART 5 OF THE
COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

SECTION 1: ORGANISATION INFORMATION

Please provide details of the Organisation making the request	
1.1 Name of Organisation (Community controlled body):	Ayr Lawn Tennis Club
1.2 Address of Organisation (this should be the registered address, if you have one):	4 Southpark Road, Ayr, KA7 2TL
1.3 Contact Name:	Michael Whiteford
1.4 Position in Organisation:	Chairperson/Trustee (Seafield Project Team Leader)
1.5 Correspondence address:	[REDACTED]
1.6 Postcode:	[REDACTED]
1.7 Telephone Number:	[REDACTED]
1.8 Email address: Do you agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above?	YES [REDACTED] <i>You can ask South Ayrshire Council to stop send correspondence by e-mail, or change the e-mail address, telling us at any time, by giving 5 working days' notice.</i>
1.9 Website address (if applicable):	https://clubspark.lta.org.uk/ayrlawntennisclub

1.10 Social media links e.g. Facebook, Twitter	https://clubspark.lta.org.uk/ayrlawntennisclub	
1.11 Please indicate what type of Organisation you are, along with the official number (if applicable): (see pages 11-15 of guidance)	Company Limited by Guarantee and its company number is:	
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number	Scottish Charitable Incorporated Organisation SCO049014 Constitution submitted
	Community Benefit Society (BenCom) and its registered number is:	
	Voluntary or Unincorporated Organisation (no number)	
	Other: Please specify:	
1.12 Please indicate what type of Community controlled body you are (see pages 11-15 of guidance) Please tick only <u>one</u>		
Community Controlled Body (see pages 11-14 of guidance)		
Your Organisation is individually designated as a community controlled body by Scottish Ministers (see page 14-15 of guidance) <i>If yes, please give the title and date of the designation order:</i>		
Your Organisation falls within a class of bodies which has been designated as community transfer bodies by Scottish Ministers (See pages 14-15 of guidance). <i>If yes, what class of bodies does it fall within?</i>		

Please include a copy of the Organisation's constitution, articles of association or registered rules with your application submission

SECTION 2: ASSET INFORMATION

2.1 Provide the name (if it has one), address and postcode of the asset:

Seafield Tennis Courts, Arrol Drive, Ayr, KA7 4AZ
(Plot or area of ground at Arrol Drive, Ayr extending to 0.12 hectares or thereby outlined in red on attached plan together with a right of access thereto/therefrom by existing paths and gates. Part of land extending to 1.175 acres in Notice of Title in favour of South Ayrshire Council recorded GRS (Ayr) 2nd December 1999
South Ayrshire Council

2.2 Provide the name of the landlord or owner of the asset:

2.3 Is the asset for a building or land or both?

Land

2.4 Provide the UPRN (Unique Property Reference Number) if known (this will be given in the Council's register of land)

Unique Property Reference Number? L47

2.5 Map Reference /Boundary Plan

Map attached.

Provide a map or boundary plan – this could be a google street view with the land and/or property you wish to enquire about indicated. This is to ensure all parties are clear on the nature of the request.

2.6 If there are any restrictions on the use or development of the land, please explain how your project will comply with these:

Not aware of any existing restrictions. Agreeable to condition that the land will only be used as tennis courts and the public will have access.

Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.

SECTION 3: TYPE OF REQUEST, PAYMENT AND CONDITIONS

3.1 Please indicate what type of request is being made (see pages 30-31 of [guidance](#)):

For ownership (under section 79(2)(a)) go to section 3.2A below
For lease (under section 79(2)(b)(i)) go to section 3.2B below
For other rights (under section 79(2)(b)(ii)) go to section 3.2C below

3.2A – Request for ownership

What price are you prepared to pay for the land and/or building requested (see parts 11 & 12 of [guidance](#))

Proposed price: £4,500

Proposed Condition :

The land will be used at all times as tennis courts and the public will have access.

Please attach a note setting out any other terms and conditions you wish to apply to the request with the application submission.

Have you sought an independent financial assessment of the value for the land/property?

No independent value of the land was sought as any value would be restricted if only used as tennis courts.

If so, please identify the source and the estimated value

3.2B – Request for lease: What is the length of lease you are requesting?

N/A

How much rent are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year (see parts 11 & 12 of [guidance](#))

Please attach a note setting out any other terms and conditions you wish to apply to the request

with the application submission.

3.2C – Request for other rights: Yes. Only other rights requested are a right of access to and from the existing paths and gates owned by South Ayrshire Council.
What are the rights you are requesting?

Do you propose to make any payment for these rights?

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year.

Please attach a note setting out any other terms and conditions you wish to apply to the request with the application submission.

Proposed price: £0.00

It is not proposed to make any payment for this right as it would be included in the price paid and in the Title of the land if the transfer request is granted.

SECTION 4: COMMUNITY PROPOSAL

4.1 Detail the reasons for making this asset transfer request and how the land and/or building will be used (see pages 30-33 of [guidance](#))

This section should include:

- Describe the vision, aims and objectives of your proposal to take on the asset
- Why there is a need for the particular asset requested and why this specific building or land being requested is necessary or particularly suitable for your proposal
- Please set out how the land or building will be used and what activities (in general terms) will take place there
- Detail any development or changes you plan to make to the land or building
- Any other information you consider relevant

The vision, aims and objectives of the proposal to take over the two tennis courts would be to increase public participation in sport through the provision of attractive upgraded tennis facilities to promote, encourage and facilitate the playing of tennis for the community of Ayr. The proposal is in line with Government and Lawn Tennis Association initiatives to upgrade public tennis courts for local communities.

The aim is to allow Ayr Lawn Tennis Club to expand from their existing 3 courts at nearby Southpark Road to 5 courts and to increase the number of people playing tennis particularly juniors. The 2 extra courts would allow the club to expand its activities such as coaching, fielding more teams in the Tennis Ayrshire Leagues and Active Schools Programmes. The land will only be used for the playing of tennis consisting of general play by the public and members of the club, matches with other clubs and coaching sessions.

Ayr Lawn Tennis Club has been established for over 100 years and became a SCIO on 1st February 2019. It is fully affiliated to and accredited by Tennis Ayrshire, Tennis Scotland and the Lawn Tennis Association. The club had 3 artificial grass courts (which have just been upgraded to artificial clay) and floodlights at 4 Southpark Road, Ayr where there is an active senior and junior membership totalling 237. The artificial clay courts recommended by Tennis Scotland and the Lawn Tennis Association are the only facility of this type in Ayrshire. The club has a Coach who along with assistants and volunteers provides coaching for members and non-members, runs tennis camps during school holidays and indoor mini tennis classes in Belmont Academy in the winter. The coach, assistants and volunteers are all approved under the PVG scheme with Disclosure Scotland.

The coaching sessions for minis, juniors and adult beginners have proved popular and the club wish to build on this and increase participation. School links are an important part of the club's work in the community and the coach has run after school sessions for Kincaidston, Alloway, Holmston, Doonfoot, Ayr Grammar and St. John's Primary Schools. With extra courts the schools programme could be increased. The Club also holds Open Days which are advertised to encourage the public to come along to the club to see the facilities and try tennis with equipment provided. The club operates 4 Gents Teams and 3 Ladies Teams in the Tennis Ayrshire Senior Leagues. However these matches take up court capacity and the 2 extra courts at Seafield would allow more members and the public to have use of the courts for general play.

Since 1996 the club has managed and operated the 2 courts at Seafield. This has provided benefits to the community providing tennis facilities for the general public without any costs being incurred by the Council. Indeed in the past the club paid over £1,200 in essential repairs to keep the courts playable. The Club has a good relationship with the adjoining Seafield Bowling Club which appreciates the club's stewardship and commitment. Unfortunately, the court surface at Seafield has now deteriorated to a stage where it is unplayable and unsafe and needs investment to upgrade the surface. The club has obtained quotes from specialist contractors in tennis court surfaces to replace the 2 courts surface, upgrade the kerbing and fencing and install a smart access gate system. If the club obtained the funds for the work required the courts would be considerably improved and would attract more people to use the facility particularly with an easy to use online booking system.

The club wants to increase pay and play opportunities for the general public by a Smart Access online gate entry system which can monitor the usage of the courts that is favoured and approved by both Tennis Scotland and the Lawn Tennis Association. The club will be able to monitor the usage of the courts and the key objectives of the proposal through the data produced by the smart access gate system linked to the ClubSpark booking system. The club has obtained a detailed quote to install the smart access gate system. It would also involve the cost of an electrician providing a switched fused spur mounted within an enclosed box at the gate entrance. Agreement has been reached with Seafield Bowling Club to take an electrical connection from there clubhouse to the access gate with a separate meter for the tennis club. The club is restricted at present by only having 3 courts and wish to expand their activities by owning the 2 additional courts at Seafield, obtaining funds to upgrade them and then manage and operate them for the benefit of the community. Given the club's experience, expertise, knowledge of tennis and long successful record of managing a tennis club, they feel that they are in a better position than South Ayrshire Council to operate the asset for the benefit of the community. All money generated by the Club

is used for the members and non-members attending coaching, holiday camps and school sessions and will be used to support Seafield tennis courts for the benefit of the community.

4.2 Set out the benefits that you consider will arise if the asset transfer request is approved (see pages 30-33,41-44 of [guidance](#))

This section should include:

- Describe the current use of the asset and detail the benefits that your proposal will bring that you consider will replace the benefits of its existing use
- How the project will benefit your community, and others including how it will promote or improve economic development, regeneration, public health, social wellbeing or environmental wellbeing and reduce inequalities
- Describe how your organisation intend to evidence the benefits arising from the proposal
- Any other information you consider relevant

The current use of the land is 2 tennis courts which have deteriorated over the years to such an extent that they are unplayable and unsafe with the surface breaking up and are in need of immediate resurfacing. The condition of the courts has led to a decline in usage.

The proposal by the club to acquire the courts and replace the surface with an attractive playing facility will lead to an increase in use of the courts and increase in public participation. It will enable the club to increase its coaching and schools programmes, encourage more people to take up tennis and provide an attractive modern user friendly facility for the community. The improved facility would be an attractive asset for the community and develop the growth of tennis participation. At a time when people are being encouraged to become more active it would promote public health and social well being and also improve the environment with an attractive modern facility. A separate paper is produced detailing Community benefits, widening access and reducing inequality.

The Club has a long standing interest to ensure that the facility is well maintained and managed to increase participation in tennis. A Community Asset Transfer would give the club security to apply for funding opportunities for future court upgrades and also increase availability and the hours of play by considering installing floodlights subject to planning permission. The club would monitor the usage and participation at Seafield by use of the Smart Access online gate entry system and will regularly assess the benefits enjoyed by having the extra courts.

4.3 What negative consequences (if any) may occur if your request is agreed to and how would you propose to minimise these (see page 33 & 45 of [guidance](#))

This section should include:

- Detail any potential negative consequences identified for the local economy, environment, or any group of people and explain how you will reduce or remove these
- Any other information you consider relevant

The club does not envisage any negative consequences occurring if the request is agreed. The club has managed the facility since 1996 without any complaints from the adjoining bowling club or neighbouring residents. The club is aware of its responsibility to ensure that there is no rowdy or boisterous behaviour to prevent any nuisance to the bowling club or neighbouring residents. If there was any incident or complaint, they would wish the bowling club and neighbours to bring this to the club's attention for any necessary action. A number of club members live in the vicinity and will be able to monitor and report any incidents. If the request for CAT is not agreed there will be negative consequences as the courts will deteriorate even further resulting in the loss of a public facility and possible vandalism leading to complaints from local residents, the Community Council and the adjoining bowling club.

4.4 Describe how your organisation will be able to manage the asset and achieve your objectives (see pages 32-33 of guidance)

This section should include:

- Provide detail of the structure of your organisation
- Evidence the strength of leadership, skills, experience and capacity to deliver of your Board and staff of your organisation to maximise the prospects of the asset. If the skills are not currently in place, describe how you intend to address this
- Detail the business fit between the core objectives of your organisation and the proposed use of the asset
- Describe how you operate your organisation including how often meetings are held, how you communicate with members and stakeholders etc.
- Evidence of track record of previous project delivery
- Whether you intend to use professional advisers, etc.
- Any other information you consider relevant

The Club which is a SCIO has 9 Trustees who are all on the Management Committee which consists in total of 10 members of the club. The Management Committee consists of a Chairperson, Secretary, Treasurer, Junior Convenor, Grounds Convenor, Child Protection and Welfare Officer, and 4 other members. Trustees and Committee members are elected annually at the AGM or co-opted if necessary. There has never been a problem recruiting members to serve and the club is always looking to refresh the Committee with younger members to reflect the membership. Committee members then progress to Trustees. The Committee has a broad range of skills, expertise and experience consisting of among others a retired accountant, a retired solicitor, retired loss assessor, university lecturer, child psychologist and retired teacher. The club has a part-time groundsman and cleaner, club coach and a pool of volunteers to assist in coaching and ground maintenance duties.

Committee meetings are regularly held every month and more often if necessary and detailed Minutes are kept. Communication with members consists of regular emails, monthly newsletters and information on the club website and Facebook page.

The Club has considerable experience over the years of successful projects and managing an asset. The club owns its grounds at 4 Southpark Road, Ayr where there are 3 all weather artificial clay courts with floodlights on 2 courts. Over the years the club was able to purchase the grounds in 1986 having previously leased, build a new clubhouse, replace the red blaes courts with artificial grass and recently with artificial clay, install floodlights on 2 courts, replace all perimeter fencing, install new entrance gate and repoint and repair perimeter walls. There has been an ongoing programme of development and improvement.

The Club is confident it will be able to manage the project and objectives. It has an excellent track record over very many years of managing the club in a prudent and financially viable way. It has developed plans, procedures and policies which led to the club being awarded Tennis Mark status by the Lawn Tennis Association and its Safeguarding procedures have been audited and approved by Tennis Scotland.

SECTION 5: SUPPORT

5.1 Provide evidence of how you know that your proposals are supported by and meet the needs of the wider community and South Ayrshire. You should describe the level and nature of support for the asset transfer request from your community and, if relevant, from others (see page 33-34 of [guidance](#))

This section should include:

- Evidence from a range of activities undertaken to engage with your community, such as public meetings, community surveys, community action planning or charrette etc
- Detail evidence of any support from local Councillors, Community Council, other community leaders and other relevant parties
- You are encouraged to include information on the total number of people in the community and how many of them are members of the organisation to provide context for the level of support.
- You may also wish to include other support you are receiving for example from another local community or organisations or national organisations.
- Details of any identified concerns or objections within your community in relation to the proposal that you are aware of and what steps have been taken to address and overcome these.
- Any other information you consider relevant

Provide copies of the evidence of support with your application

The club has had the experience of managing the asset since 1996 and is aware of the level of support and court usage. The Club has consulted local residents overlooking the courts, Seafield Bowling Club, Councillors Derek McCabe and Martin Dowey, Fort Seafield and Wallacetown Community Council, Allan Dorans MP for Ayr, Carrick and Cumnock and also Tennis Scotland and has the support of these individuals and bodies. Letters/emails of support are attached. The Club is not aware of any identified concerns or objections within the community to the proposal.

5.2 Provide details of any current or proposed partnership working arrangements with other organisations in developing and/or delivering your proposal

This section should include:

- Detail at what stage the partnership is
- Who are the partners
- Are there written agreements in place, if so please provide a copy with the application
- Any other information you consider relevant

The club has no current or proposed partnership working arrangements with any other organisation in this proposal.

SECTION 6 : FINANCIAL INFORMATION

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land and/or building, and your proposed use of the asset (see page 33 of [guidance](#))

This section should include:

- Your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, on-going maintenance and the costs of your activities.
- Provide an explanation how you have established the cost e.g. estimates, quotes etc.
- All proposed income and investment should be detailed, including volunteer hours and donations/fundraising activities.
- Are the sources of income sustainable, i.e. likely to persist over the next few years, or are short-term, or will there be a need for subsidy from another source for example public funds?
- If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants. Please indicate whether grant fund applications have been secured or are currently pending and the related dates.
- If your organisation has ever been investigated on the basis of poor financial management or failure to demonstrate good organisational governance please provide details.
- Any other information you consider relevant

The funds to purchase the land and the ongoing costs of maintaining the courts will be met from the club's own resources. The cost of resurfacing the courts, ancillary work to kerbing and fencing and installing a Smart Access online gate entry system will be the subject of a Capital Grant request to the Advancing Community Assets Funds as detailed in Section 7. The costs such as professional fees, ongoing development, maintenance, insurance and running costs of the facility at Seafield will be funded by the club from its own income from members subscriptions, coaching fees and revenue from the public and non-members by way of court hire charges at Seafield and visitors fees at Southpark Road.

The Club accounts show that every year a profit has been generated not only to operate the club but also to invest in a sinking fund for future developments. The facility at Seafield will be an integral part of the whole structure of Ayr Lawn Tennis Club. It is not envisaged that Seafield initially as a stand alone facility will generate a sustainable source of income but will be subsidised and supported by the financial strength of the club's own resources. It is anticipated that a new attractive facility will progressively increase income over the years due to increased usage. The benefit of having 2 extra courts will also encourage more people to become members of the club with a rise in subscription income.

The club has never been investigated on the basis of poor financial management or failure to demonstrate good organisational governance. The club is confident that if this request is granted it will not affect the club's ability to successfully manage both facilities at Seafeld and Southpark Road with a sinking fund being set aside each year for both. By having the security of owning the asset at Seafeld it will help the club attract funding opportunities in the future to maintain and develop the asset. Accounts from 1st February 2019 to 31st December 2019 and from 1st January to 31st December 2020 are submitted..

Please provide a copy of your most recent account/income and expenditure with your application submission

6.2 ONLY for organisations formed within the last twelve months unable to submit accounts: N/A	
6.2a When was the organisation formed?	N/A
6.2b What is your projected annual income for 2020/2021?	N/A
6.2c What is your projected annual expenditure for 2020/2021?	N/A
6.3 Does the organisation hold a bank account? If so please provide full details (name of bank, address, sort code, account number etc.)	
Bank name:	[REDACTED]
Bank address:	
Sort code:	
Account number:	

6.4 Is your organisation currently in receipt of funding from <u>any</u> public body, South Ayrshire Council, The National Lottery funding or similar organisations? If so, please list these here with the amounts awarded and dates (last three calendar years only)		
<i>Funder</i>	<i>Amount of award</i>	<i>Period of award</i>
<i>The club is not in receipt of any regular funding from any public body or South Ayrshire Council. The club does not have any outstanding obligations or loans.</i>		

6.5 How do you plan to finance any development or refurbishment costs, on-going repairs, caretaking, cleaning, maintenance, insurance, rates and other running costs?

This section should include:

- Details on any works you plan to undertake post-acquisition and information on your plan for sustaining the asset
- Detail your plans for mitigation if negative issues arise concerning cash-flow, liquidity or financial capacity issues that may impact on delivery of the proposal.
- How you intend to continue to operate should any income related to the proposal not be generated as planned.
- What your plans for the proposed asset would be should your organisation incur operational difficulties or ceases trading.
- Any other information you consider relevant

As explained in Section 6.1 the development costs of resurfacing the courts, ancillary work to the kerbing and fencing and installing the Smart Access online gate entry system is dependent on the outcome of the Capital Grant request to the Advancing Community Assets Fund as detailed in Section 7. It is not envisaged that if the development proceeds the new hard court all weather surface proposed will require much maintenance at all. The only ongoing costs will be the maintenance of the gate entry system, insurance and possible repairs to the perimeter fencing, nets and net posts.

The ongoing costs will be supported and met from the club's own resources and it is not envisaged that there will be any negative issues arising from cash flow or liquidity. The club will continue to operate even if the income generated by the proposal is not as planned.

6.6 Please provide details of contingency plans that you have in place.

This section should include :

- Detail your plans for mitigation if negative issues arise concerning cash-flow, liquidity or financial capacity issues that may impact on delivery of the proposal.
- How you intend to continue to operate should any income related to the proposal not be generated as planned.
- What your plans for the proposed asset would be should your organisation incur operational difficulties or ceases trading.
- Any other information you consider relevant

The Club will continue to operate even if the income generated by the proposal is not as planned. There is a benefit to the club by having the 2 extra courts and at the same time providing a facility for the community to enjoy. The continued existence of the club is not dependent on the income generated from the Seafield project. Seafield will be supported by the financial strength of the club which will set up a sinking fund for the renewal of the court surface in say 15 years' time and also to cover if required the renewal of the perimeter fencing.

SECTION 7: ADVANCING COMMUNITY ASSETS FUND – CAPITAL GRANT REQUEST

APPLICANTS MAY APPLY TO THE ADVANCING COMMUNITY ASSETS FUND FOR CAPITAL WORKS, RELEVANT TO THE CONDITION OF THE ASSET BEING REQUESTED ONLY

7.1 Do you wish to apply for a capital grant?	Y
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7.2 How much capital grant are you applying for?	£60,000.00
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Item <i>Provide a <u>detailed</u> cost breakdown itemising expected expenditure that you require the development grant for:</i>	Cost (£) <i>Please advise if each cost is inclusive or exclusive of VAT</i>	Have estimates/quotes been sought? <i>If yes please submit copies with the application</i>
1. Resurface tennis courts and work to kerbing and fencing	£40,938 including VAT	Y Quotes from Doe Sports and Sportex (formerly Ecosse Sports)
		Y/N
2. Smart Access Gate System (cost £8,892 incl. VAT)	£9,675.00 incl.VAT (incl.preparation work)	Y Quote from CIA Fire and Security
		Y/N
		Y/N
3. Electrical connection work	£1,146.72 incl. VAT	Y Quote from David Brennan Electricians
4. Contingencies ***	£8,240.28	Y/N
	Total: £60,000	

Please provide a copy of your business case/plan with your application submission

Business plan submitted.

**** Contingencies. If the request for funding from the Advancing Community Assets Fund is successful the club is fully aware that it requires to account to SAC for all sums spent and will submit all receipts. They would also refund SAC for funds unspent which were not required. However it would be prudent to have a buffer for contingencies that may arise in the course of the work.

Summary of Quotes is submitted. Previous quotes were obtained from Doe Sports, Ecosse Sports and Malcolm Construction for the court resurfacing .Previous quotes were obtained from CIA Fire and Security Limited and Alternative Systems Protection for the smart access gate system. Note that CIA is the only company to have developed in conjunction with the Lawn Tennis Association the Smart Access integrated online gate system which is linked to the LTA ClubSpark booking system.

SECTION 8: RISK/SOCIAL IMPACT

8.1 Please outline whether any other organisation/business in your area will be affected by your proposals and what barriers or challenges to your project succeeding you have identified.

This section should include:

- Detail your plans for mitigation if negative issues arise concerning cash-flow, liquidity or financial capacity issues that may impact on delivery of the proposal.
- Any other information you consider relevant

The club does not foresee any other organisation or business in the area being affected by the proposal. The adjoining Seafield Bowling Club are supporting the proposal. The only barrier and challenge for the project succeeding is not being able to access funding for the courts resurfacing upgrade and ancillary work and Smart Access online gate entry system.

DECLARATION

We, the undersigned on behalf of the community controlled body as noted at section 1, make an asset transfer request as specified in this form.

We confirm that we have read and understood the [Scottish Government Guidance for Community Transfer Bodies under the Community Empowerment \(Scotland\) Act 2015](#).

We declare that the information provided in this form and any enclosed accompanying documents are correct. I confirm that if there are any significant changes to the application or the proposal, South Ayrshire Council will be informed immediately.

Where the Organisation provides any personal data (as defined in the Data Protection Act 1998) to Ayrshire Council in connection with this, the Council will use that personal data for such purposes as outlined here. It may share that personal data with other regulators (including the Council's and Organisation's external auditors, HMRC and law enforcement agencies) as well as with the Council's Elected Members and Officers. The personal data may be checked with other Council Services for accuracy, to prevent or detect fraud or to maximise the Council's revenues. It may be shared with other public bodies for the same purpose. The Organisation undertakes to ensure that all persons whose personal data are (or are to be) disclosed to the Council are duly notified of this fact.

Where the Organisation processes (or will process) personal data (as defined in the Data Protection Act 1998) hereby confirms that it has (or will acquire) a valid Notification with the Information Commissioner covering the processing of personal data, including in that Notification the disclosure of personal data to the Council, the requirement shall not apply if the Organisation is, by virtue of the Data Protection (Notification and Notification Fees) Regulations 2000 as amended, exempt from the requirement to notify.

Two office-bearers (board members, charity trustees or committee members) of the community controlled body must sign the form. They must provide their full names and home addresses for the purposes of preventing the detection of fraud.

This form and all supporting documentation will be made available online for any interested person to view and comment on. Personal information will be redacted in line with data protection before the form is available.

1st office bearer	
Name:	<i>Michael Whiteford</i>
Address:	[REDACTED]
Date:	<i>4th November 2021</i>
Position	<i>Chairperson/Trustee (Seafield Project Team Leader)</i>
Signature:	[REDACTED]
2nd office bearer	
Name	<i>Graham Miller</i>
Address:	[REDACTED]
Date:	[REDACTED]
Position:	<i>Treasurer/Trustee</i>
Signature:	[REDACTED]

CHECKLIST OF ACCOMPANYING DOCUMENTS

Please provide details of all documents which you are including with your proposal. All documents submitted electronically should be named clearly referencing the name of your organisation e.g. ABCorg/Business Plan2020, ABCorg/Constitution etc

Section 1 Organisation information

- You must attach your organisation's current constitution, articles of association or registered rules
- Any other information you consider relevant

Title of document/s attached:

Constitution

Section 2 Asset information

- Include any relevant maps, drawings or description of the land/building requested and any development or change you plan to do to the asset
- Any other information you consider relevant

Title of document/s attached

Map/photograph

Section 3 Type of request, payment & conditions

- Include specific details of any terms and conditions that you wish to be applied to the request
- Any other information you consider relevant

Title of document/s attached

The land will be used at all times as tennis courts and the public will have access

Section 4 Community proposal

- Include any documentation such as market research and analysis, feasibility study, options appraisal etc.
- You may wish to include examples of previous projects that you have successfully delivered and/or letters of support from partner/s that you are/will be working with.
- Any other information you consider relevant

Title of document/s attached

Previous successful projects in development of the club are detailed in 4.4

Section 5 Support

- Include evidence of the level and nature of community support for the asset transfer, this may include letters of support, copies of surveys undertaken etc.
- Any other information you consider relevant

Title of document/s attached

Letters/emails of support as detailed in 5.1

Section 6 Financial information

- Provide a copy of the current business plan, copies of the last 3 months bank statements and any evidence of funding or loans secured to date
- Any other information you consider relevant

Title of document/s attached

- Business Plan
- Last 3 bank statements
- Accounts from 1st February to 31st December 2019
- Accounts from 1st January to 31st December 2020.

Section 8 – Risk/Social Impact

- include any risk analysis/assessment undertaken and how you will counter any risk identified.
- Any other information you consider relevant

Title of document/s attached :

Risk assessment considered on experience of use of asset since 1996.
No negative issues identified as detailed in 6.6

ALTC

Ayr Lawn Tennis Club
Charity no. SC049014

SEAFIELD TENNIS COURTS COMMUNITY BENEFITS/WIDENING ACCESS

The proposed new high quality tennis courts with easily available booking and a smart gate access system will greatly improve public access to tennis with subsequent physical and mental health benefits. The club believes that tennis should be accessible, affordable, welcoming and enjoyable by everyone.

The courts will create more opportunities for tennis coaching and engagement with schools. Through the club links with Active School Coordinators the club could provide local school access for PE classes or after school activities at the refurbished courts. For example the courts are within walking distance of Doonfoot Primary School. There is social housing within the developments at Doonfoot and children from these households could benefit from having access to free tennis activity. There are Lawn Tennis Association initiatives such as the LTA Youth Schools programme where teachers receive training and the primary school can receive a £250 reward voucher to pay for a local coach to lead tennis activity in the school or at local courts.

Having access to more courts would allow Ayr Lawn Tennis Club coaches to run more LTA initiatives that are designed to widen access to tennis. Previously the Tennis for Kids initiative gave kids a free tee shirt, racket and balls and 6 group classes for a fee of £25. The club could specifically target local social housing areas and schools in these areas with a leafletting campaign about these low cost initiatives and free Open Days and taster sessions to be run at Seafield Courts.

There would also be more opportunity for coach led classes for Adult Beginners, Rusty Rackets and Cardio Tennis (which does not require any tennis skill and can appeal to teenagers and adults to keep fit) and Tots Tennis which also involves the parents. All of these would be more visible to the local community than behind the high walls and closed gate at the club's own Southpark Courts. This should encourage participation by a variety of age groups at Seafield.

Apart from links through Active Schools the club also has a connection with Whiteleys Retreat which provides respite care for children and their families. The club propose to run charity tennis days to raise funds for this very worthwhile cause. The club coach has previous experience in running disability tennis sessions. Disability tennis could be provided for adults and juniors with learning difficulties or other physical or mental disabilities and links to such groups could be made through SAC. The proposed surface at Seafield would be suitable for wheelchair tennis although specially adapted wheelchairs based at Prestwick Tennis Centre would need to be used. In addition the gate access into the courts and access paths would need to be upgraded to be suitable for wheelchairs.

Ayr Lawn Tennis Club is determined that Seafield Courts be available to everyone to enjoy the benefits of tennis. The club want to make it easier for people to find and book a court through the online booking platform combined with digital gate access technology so people can turn up knowing that a court is available for them to use.

Financial Information

- 1. Business plan**
- 2. Projected accounts**
- 3. Funding note**
- 4. Accounts to December 2020**

AYR LAWN TENNIS CLUB BUSINESS PLAN

Background

Ayr Lawn Tennis Club (ALTC) was established as a club over a 100 years ago and in 1986 was able to purchase their own grounds at Southpark Road, Ayr having previously leased. The original three courts had a blaes surface and there was a very small clubhouse. In 1990 the present clubhouse, with kitchen and shower facilities, was built. In 2003 the courts surface was changed to artificial grass (with an expected life of ten years) and floodlighting was installed on two of the courts. The courts surface was 'rejuvenated' five years ago. In 2020 the courts surface has been changed to artificial clay, favoured by the LTA, and ALTC is the first tennis club in Ayrshire to install this surface. This project was self-funded. The club has also replaced all perimeter fencing and installed a new entrance gate. A separate project to repoint the high stone walls surrounding the Club is underway; this will also be self-funded with an estimated total cost of £15k spread over several years.

Governance

ALTC is a voluntary organisation run by volunteers from the local community. It is, since February 2019, a Scottish Charitable Incorporated Organisation (SCIO), number SC049014. There is a committee comprising nine trustees and two ordinary members:

President	Trustee	Roddy Mackintosh
Membership Secretary	Trustee	Yvonne Feggans
Treasurer	Trustee	Graham Miller
Junior Convener	Trustee	Sadie Gow
Child Protection Officer	Trustee	Edna-Kay Reid
Committee Member	Trustee	Michael Whiteford
Committee Member	Trustee	Nicholas Kilpatrick
Committee Member	Trustee	Martin Abramson
Committee Member	Trustee	Norma Davie
Committee Member		Wendy McClure
Committee Member		Iain Baird

The Club is governed by a constitution approved by the Office of the Scottish Charity Regulator (OSCR). The constitution defines two levels of membership, ordinary (with voting rights) and junior, and allows for associates.

AYR LAWN TENNIS CLUB BUSINESS PLAN

ALTC is composed of members of the local community and provides tennis facilities. Located in Ayr, South Ayrshire, the Club is affiliated to the LTA through Tennis Scotland and Tennis Ayrshire and has teams which compete in the Ayrshire Leagues and the Scottish Cup. The Club offers coaching at all levels and ages as well as adult practice nights and weekend social tennis. Junior coaching sessions are also held at some local schools. Several American style mixed doubles Tournaments and a Club Championship are held annually.

Business Details

ALTC is located at 4 Southpark Road, Ayr, KA7 2TL, South Ayrshire.

In 2019 the club had 155 members split equally between adult and junior, male and female. Coaching is provided through a coach with overseas coaching qualifications and working towards LTA accreditation and is assisted by volunteers. However, due to the Coronavirus pandemic in 2020 the Club has already been closed for 2 months and there is likely to be a reduction in income. The number of members rejoining so far of 147 is less than in 2019 and it is difficult at this stage to estimate the full effect of the loss.

The Club has:

Three artificial clay tennis courts (two with floodlights) with surrounding high stone wall and fencing. A clubhouse with kitchen, changing rooms, showers, toilets and a community space large enough for one table tennis table which is used during inclement weather and a TV.

More information can be found at:

Website clubspark.lta.org.uk/ayrlawntennisclub

Email AyrLawnTennis@gmail.com

Facebook www.facebook.com/Ayr-Lawn-Tennis-Club

The Club's Project

The project is to further develop the Club and make it more attractive to the local community. The two hard courts at Arrol Drive, Seafield, Ayr, presently owned by South Ayrshire Council and managed by ALTC, are in a state of disrepair and usage of the courts has fallen over the past few years. A project to transfer ownership to ALTC and to resurface the Seafield courts would provide an attractive facility for the public to use and enable more coaching sessions to be held and therefore encourage more younger, and older, people to take up the sport. ALTC would require financial support by way of a grant to enable the resurfacing work to be carried out and also to instal an electrical gate system; the estimated total cost of this would be £40,000.

Financial Position

The bank balance is estimated to be £28,000 at the end of 2020 with a membership of 135.

The financial projections for the following five years are:

**AYR LAWN TENNIS CLUB
BUSINESS PLAN**

	2020	2021	2022	2023	2024	2025
	£	£	£	£	£	£
Bank balance at end of year	27,780	35,447	42,869	49,695	59,525	72,459
Subscription income	13,452	19,767	21,372	22,276	23,180	24,084
Other income	14,424	42,500	2,600	2,700	2,800	2,800
Total income	27,876	62,267	23,972	24,976	25,980	26,884
Repairs & Maintenance	(6,555)	(6,000)	(7,100)	(8,700)	(6,700)	(4,500)
Other expenditure	(6,925)	(48,600)	(9,450)	(9,450)	(9,450)	(9,450)
Total expenditure	(13,480)	(54,600)	(16,550)	(18,150)	(16,150)	(13,950)
Net income/ (expenditure)	14,396	7,667	7,422	6,826	9,830	12,934
Depreciation	(3,378)	(7,753)	(7,753)	(7,753)	(7,753)	(7,753)
Surplus/ (deficit)	11,017	(86)	(331)	(927)	2,077	5,181
Members	147	165	173	181	189	197

Note : The income figure shown for 2021 is dependent on funding of £40,000 being obtained to resurface the two courts at Seafield and install a gate entry system.

Club Vision

Ayr Lawn Tennis Club (ALTC) is a community tennis club that is run as a Scottish Charitable Incorporated Organisation (SCIO). It serves the town of Ayr and the surrounding area in South Ayrshire in the West of Scotland.

The purpose of ALTC is to advance public participation in sport through the provision of tennis facilities to promote, encourage and facilitate the playing of tennis.

AYR LAWN TENNIS CLUB BUSINESS PLAN

What Makes Our Club Unique

The Club will be the only tennis facility in Ayrshire with artificial clay courts favoured by the LTA and Tennis Scotland similar to ones being installed in several of the larger tennis clubs in nearby Glasgow.

Current and Future Membership Trends

Membership of the Club has been fairly static over the past few years. With the new artificial clay court surface and the potential of new resurfaced courts at Seafield we expect to increase our membership:

Members	2017	2018	2019	2020	2021	2022	2023	2024	2025
				*					
Adult	88	94	89	97	107	111	115	119	123
Intermediate	6	11	9	15	17	17	17	17	17
Junior	61	55	57	35	41	45	49	53	57
Total	155	160	155	147	165	173	181	189	197

* The Club was closed for two months due to the coronavirus pandemic and a further month due to court resurfacing resulting in a reduction in members from 2019. However with the club now open again and with a new artificial clay surface it is anticipated the membership will increase from 2021 onwards.

Long Term Vision

To improve the range and quality of sports facilities and resources, and sporting opportunities, for the community of Ayr and the surrounding area, without distinction of sex, sexuality, political, religious or other opinions, through an inclusive partnership between the Club, inhabitants, local authority, local schools and other voluntary organisation, based upon the principles of participation, community health, fun and social well-being.

Short Term Vision

Over the next twelve months the plan is to develop the courts to make the Club more attractive to existing members and to attract more members, and to increase its visibility at the heart of the community.

Objectives

As stated in the Club's Constitution:

The Organisation has been formed to benefit the community of Ayr and the wider Ayrshire council areas (the "Community"), with the following purposes (the "Purposes"): The advancement of public participation in sport through provision of tennis facilities in Ayr to promote, encourage and facilitate the playing of tennis.

Community Benefit

AYR LAWN TENNIS CLUB BUSINESS PLAN

The community that would benefit directly are the members of the Club and members of the public having access to new resurfaced tennis courts. There are also a number of people who are not members that use the facilities in connection with coaching. Currently, the Club is open to members only although members are encouraged to bring along non-members. The Club also holds Open Days where anyone can come and play.

The Club has established close links with some schools in the area with the aim of encouraging children to actively participate in tennis.

The Club offers a 50% reduction in annual subscriptions for new members to encourage more people to join. The Club provides tennis balls and also loans rackets to juniors for the coaching sessions.

The Project

The redevelopment of the Club in 2021 will consist of taking over the two hard courts at Seafield, resurfacing the courts to make them playable and installing an electric gate system linked to a booking system to facilitate access to the courts.

	Estimated Cost (£)
Resurface 2 tennis courts, including any repairs to the sub-structure	30000
Gate system and related works	7000
Contingency	3000
Total	40000

The project is dependent on obtaining funding from South Ayrshire Council.

Competitors

There are nine tennis clubs in Ayrshire, 2 of which are within 20 minutes of the Club:

- Ayr Carrick Tennis Club with four blaes courts
- Prestwick Tennis and Fitness Club with four indoor and eight outdoor courts (four artificial grass and four hard courts).

However, with 3 artificial clay courts and 2 hard courts available to play all year the Club would be able to offer something unique in Ayrshire to rival clubs in Glasgow with the same surface.

Communications

The Club uses several methods of communicating with the public to maximise awareness of the Club and events being held, for example:

Facebook/Website

Local monthly magazine

Notice boards (libraries, schools, etc).

RECEIPTS AND PAYMENTS BY YEAR	2020				2021				2022			2023			2024			2025				
	Numbers	Year to date	Est to Y/E	TOTAL	Numbers Renew	Numbers New (2)	To 23 Aug	Est Sep-Dec	TOTAL	Numbers Renew	Numbers New (2)	TOTAL	Numbers Renew	Numbers New (2)	TOTAL	Numbers Renew	Numbers New (2)	TOTAL	Numbers Renew	Numbers New (2)	TOTAL	
		£	£	£			£	£	£			£			£			£			£	
CURRENT ACCOUNT – AT START		40,871	97,675	40,871			32,364					905			3,739			7,377			13,919	
DEPOSIT ACCOUNT – AT START (1)		42,513		42,513							37,000			42,000			50,000				58,000	
RECEIPTS																						
Seniors																						
Gents	45	6,014		6,014	42	24	10,308		10,308	66	2	12,462		12,834	68	2	13,206		70	2	13,578	
Ladies	58	6,479		6,479	40	13	8,756		8,756	53	2	10,044		10,416	55	2	10,788		57	2	11,160	
Intermediate																						
Gents	3	209		209	2	1	233		233	3		279		279	3		279		3		279	
Ladies	3	186		186	2	0	170		170	2		186		186	2		186		2		186	
X Country Senior	4	216		216	3	2	373		373	5		465		465	5		465		5		465	
X Country Student	5	312		312	5	1	429		429	6		468		468	6		468		6		468	
Junior																						
Under 18	7	210		210	10	7	790		790	17		1,020		1,020	17		1,020		17		1,020	
Under 12	12	371		371	8	14	629		629	22	4	960		1,120	26	4	1,280		30	4	1,440	
Free	19				19	14				33					33				33			
Honorary	10				7					7					7				7			
Subscriptions net of charges	166	13,997	0	13,997	138	76	21,688		21,688	214	8	25,884		26,788	222	8	26,788		230	8	27,692	
Other Income																						
Visitors		20		20			202		202			200		200			200				200	
Bank Interest		173		173					0													
Seafield (3)		0		0					0	130	1,300		130	1,300		130	1,300		130	1,300	130	1,300
Coaching Programmes		1,513		1,513			135		135			0		0			0				0	
Gift Aid		401		401			5		5			5		5			5				5	
Grants		10,500		10,500					0			0		0			0				0	
Donations		2,056		2,056			16		16			0		0			0				0	
Miscellaneous		736		736			148		148			3,500		3,500			3,500				3,500	
		15,399	0	15,399			506	0	506			3,500		3,500			3,500				3,500	
TOTAL RECEIPTS		29,396	0	29,396			22,194	0	22,194			29,384		30,288			31,192				32,096	
PAYMENTS																						
Repairs & Maintenance: Courts		(3,461)		(3,461)			(2,006)	(1,000)	(3,006)			(3,500)		(3,500)			(3,500)				(3,500)	
Repairs & Maintenance: Buildings		(561)		(561)			(514)	(250)	(764)			(1,000)		(1,000)			(1,000)				(1,000)	
Repairs & Maintenance: Other		(2,825)		(2,825)			(110)	(3,000)	(3,110)			(2,600)		(4,200)			(2,200)				(2,200)	
Balls		(798)		(798)			(697)		(697)			(1,000)		(1,000)			(1,000)				(1,000)	
Seafield (4)				0					0			(1,000)		(1,000)			(1,000)				(1,000)	
New Courts		(219)		(219)					0			0		0			0				0	
Coaching Fees		(3,048)		(3,048)			(2,327)	(1,250)	(3,577)			(3,500)		(3,500)			(3,500)				(3,500)	
Insurance		(1,475)		(1,475)			(1,560)		(1,560)			(2,000)		(2,000)			(2,000)				(2,000)	
Tournament Prizes & Costs		(505)		(505)				(400)	(400)			(500)		(500)			(500)				(500)	
Electricity		(830)		(830)			(656)	(200)	(856)			(1,000)		(1,000)			(1,000)				(1,000)	
TV Licence		(157)		(157)			(105)	(52)	(157)			(200)		(200)			(200)				(200)	
Affiliation Fees		20		20			(270)		(270)			(500)		(500)			(500)				(500)	
Sundry Expenditure		(1,246)		(1,246)			(358)	(200)	(558)			(250)		(250)			(250)				(250)	
TOTAL PAYMENTS		(15,105)	0	(15,105)			(8,603)	(6,352)	(14,955)			(17,050)		(18,650)			(16,650)				(14,450)	
TOTAL NET RECEIPTS/ (PAYMENTS)		14,291	0	14,291			13,591	(6,352)	7,239			12,334		11,638			14,542				17,646	
FIXED ASSET ADDITIONS BS																						
Decking				0					0												0	
Plant & machinery				0					0												0	
Ground				0					0			(4,500)	(5)								0	
Clubhouse				0					0												0	
Court Development			(65,311)	(65,311)					0												0	
Perimeter fence & gate				0					0												0	
Defibrillator				0			(1,698)		(1,698)												0	
TOTAL FIXED ASSET ADDITIONS		0	(65,311)	(65,311)			(1,698)	0	(1,698)			(4,500)	(5)	0			0				0	
TOTAL RECEIPTS/ (PAYMENTS)		14,291	(65,311)	(51,020)			11,893	(6,352)	5,541			7,834		11,638			14,542				17,646	
CURRENT ACCOUNT – AT END		97,675	32,364	32,364			9,257		905			3,739		7,377			13,919				23,565	
DEPOSIT ACCOUNT – AT END (1)							35,000	2,000	37,000			42,000		50,000			58,000				66,000	
DEPRECIATION		(2,828)		(2,828)			(5,002)	(2,518)	(7,520)			(7,584)		(7,584)			(7,584)				(7,584)	
SURPLUS/ (DEFICIT) FOR PERIOD		11,463		11,463					(281)			4,750		4,054			6,958				10,062	

- The deposit account is effectively the sinking fund to be used for court resurfacing and clubhouse improvements. For Southpark Rd courts £75k will be required in 12 years time; for Seafield courts £45k will be required in 15 years from the year of acquisition. The aim is to place £5k on deposit each year to build up the fund for the Southpark courts. When/ if Seafield is acquired (assumed in 2022) then an additional £3k will be placed on deposit each year (assumed from 2023).
- The number of new members expected each year is impossible to predict accurately. The large increase in 2021 was unexpected and in the following years estimated numbers of new members has been kept low. Retention of the new members will be key.
- The numbers of visitors using the Seafield courts is difficult to predict. With a new surface hopefully numbers will be higher than in the past. A charge of £10 per hour per court will be levied. As a starting point it is assumed court hire of 5 hours per week (for 6 'summer' months) each year.
- Expenditure on Seafield is expected to be minimal. The main item will be gate maintenance; other expenditure will include general court cleaning and bin emptying and possibly costs for access to the bowling clubhouse (toilets). Additional insurance cost has been included under insurance.
- It is assumed a payment of £4.5k will be made to acquire the Seafield land; this will not be depreciated.

ALTC Funding Note November 2021

Morning Robin

I confirm that ALTC propose to pay the £4,500 out of the club's existing funds and would not be seeking external funding for that amount.

I am gathering in all the information requested in your email of 15th November and I shall send you that by email today or tomorrow which will save you a visit to my house. The only thing I am waiting for is the responses and feedback from Carrick, Coylton, Prestwick and Troon tennis clubs. I emailed their Secretaries on Monday but so far no replies. It may be that they will need to consult with their Committees before replying.

If necessary I shall send you all the information requested before Friday and forward later the responses from the other clubs as soon as they are received.

Mike

Sent from my iPad

AYR LAWN TENNIS CLUB
(Scottish Charitable Incorporated Organisation number SC049014)

ANNUAL REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR TO 31 DECEMBER 2020

**Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020**

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TRUSTEES' ANNUAL REPORT

The trustees have pleasure in presenting their report together with the financial statements for the year to 31 December 2020.

Reference and Administrative Information

Charity Number:	SC049014	
Address:		4 Southpark Road, Ayr, KA7 2TL
Current Trustees and Committee Members:		
President	Trustee	Roddy Mackintosh, appointed during the year
President	Trustee	Steven Boom, resigned during the year
Membership Secretary	Trustee	Yvonne Feggans
Treasurer	Trustee	Graham Miller
Junior Convener	Trustee	Sadie Gow
Child Protection Officer	Trustee	Edna-Kay Reid
Committee Member	Trustee	Michael Whiteford
Committee Member	Trustee	Nicholas Kilpatrick
Committee Member	Trustee	Martin Abramson
Committee Member	Trustee	Norma Davie
Grounds Convener, Committee Member		Iain Baird
Committee Member		Wendy McClure

Structure, Governance and Management

Constitution

Ayr Lawn Tennis Club (ALTC) was registered as a Scottish Charitable Incorporated Organisation (SCIO) on 1 February 2019. Prior to that date ALTC operated as a Community Amateur Sports Club (CASC) and the assets of the CASC were transferred to the SCIO in November 2019 and the CASC deregistered.

Appointment of Trustees

Ayr Lawn Tennis Club
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At each Annual General Meeting of ALTC the members elect up to 10 individual ordinary members as elected charity trustees who will serve for one year and may be re-elected. The trustees may appoint up to two individuals as co-opted charity trustees who will also serve for one year and may be reappointed.

Objectives and Activities

Charitable Purposes

To advance public participation in sport through the provision of tennis facilities to benefit the community of Ayr and the wider Ayrshire council areas.

Activities, Achievements and Performance

Due to the coronavirus pandemic the Club's activities have been very limited during the year. The Club followed government guidelines which resulted in closure for 2 months of the year and restricted play for most of the year. No regional competitions were held. The Club's coach, whilst unable to continue with normal group coaching, produced a series of training videos for members to watch on-line.

New artificial clay courts were laid in October and have proved to be very popular with members. The courts have allowed play to continue even in wet and freezing conditions.

As part of the Club's aim to encourage local talent, 2 promising players (1 senior and 1 junior) were given free membership for the year to allow them to practice on the artificial clay surface.

Financial Review

The Club is in a healthy financial position with a bank balance of £32k at the year end. During the year, the artificial grass courts, after approximately 18 years of use, were replaced with artificial clay courts costing £67k. The Club was able to self-fund the project.

The main source of funding is subscriptions which are payable by members. This year members totalled 166 (2019: 155) and subscriptions were £14k (2019: £15k). Although member numbers were higher than in the previous year 36 new members (the majority of whom were from Ayr Carrick LTC) joined in the last quarter and benefited from reduced new member rates, and earlier in the year the Club was closed for two months due to the coronavirus pandemic and it was decided to waive subscriptions for that period.

Other income was £15k (2019: £3k). South Ayrshire Council (SAC) provided small businesses with grants to help mitigate the effects of coronavirus and ALTC received a grant of £10k. We were also successful in obtaining a grant of £500 from the Aldi Scottish Sports Fund. These funds were used in part to support ALTC's children's coaching programmes. Donations were £2k (2019: £1k), the increase from the last year being due to some members donating the waived subscriptions during the closure for the pandemic.

Payments totalled £15k (2019: £9k). The main items were: £3k for court repair/ maintenance; £3k for repair/ maintenance of part of the wall surrounding the Club; and £3k for coaching.

Ayr Lawn Tennis Club
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The surplus for the year, after depreciation, was £11k (2019: £10k). The grants, in particular that from SAC, and the donations resulted in the surplus for the year being at a similar level to the previous year.

Reserves Policy

The trustees' policy is to build up reserves in order to be able to finance the next resurfacing of the courts which is expected to be required in approximately 12 years time.

Plans for Future Period

The trustees intend to continue to develop the junior coaching activities through school liaison work, to take part in regional competitions, and to build up the membership. These activities will be dependent on the relaxation of the restrictions in place due to the coronavirus pandemic.

Discussions are underway with South Ayrshire Council regarding a Capital Asset Transfer of 2 tennis courts currently owned by the Council but managed by ALTC. If successful, the 2 additional courts would hopefully attract more members of the public.

Repairs to the stone walls surrounding the courts have been partly completed and it is planned to complete the repairs over the next 3 years.

On behalf of the trustees:

Name: Roddy Mackintosh, President

Signature: 

Date: 1 | 4 | 2021

**Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the charity for the year to 31 December 2020.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention [other than disclosed below*]

1. which gives me reasonable cause to believe that in any material respect the requirements:

◦ to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations

◦ to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Alan Todd Signature: 

Relevant Professional qualification/professional body: CA

Address: 7 Corsehill Park, Ayr, KA7 2UG

Date: 5th March 2021

Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020

STATEMENT OF THE RECEIPTS AND PAYMENTS

	Notes	12 Months to 31 December 2020	11 Months to 31 December 2019
		£	£
RECEIPTS			
Members Subscriptions			
Subscriptions for current year	2a, 2b	13,997	15,700
ClubSpark charges	2c	0	(107)
Stripe (debit/ credit card) charges	2c	0	(114)
Total Subscriptions net of charges		<u>13,997</u>	<u>15,479</u>
Other Receipts			
Visitors		20	175
Bank Interest		173	132
Seafield		0	225
Coaching Programmes	3	71	166
Lights		724	276
Gift Aid	2a	401	275
Mini Tennis	3	1,442	948
Grants	4	10,500	
Donations	2a	2,056	1,100
Keys		6	30
Miscellaneous		6	48
Total Other Receipts		<u>15,399</u>	<u>3,376</u>
TOTAL RECEIPTS			<u>18,855</u>
		29,395	
PAYMENTS			
Repairs & Maintenance: Courts	5a	(3,461)	(1,489)
Repairs & Maintenance: Buildings	5b	(561)	(1,218)
Repairs & Maintenance: Other	5c	(2,825)	(41)
Tennis Balls	6	(798)	(213)
Seafield		0	(8)
New Courts		(219)	0
Coaching Fees	3	(1,874)	(407)
Insurance		(1,475)	(1,427)
Tournament Prizes & Costs		(505)	(232)
SCIO (costs of incorporation)		0	(424)
Electricity		(830)	(736)
TV Licence		(157)	(115)
Affiliation Fees	7	20	(850)
Mini Tennis Costs	3	(1,174)	(1,087)
Sundry Expenditure	8	(1,246)	(330)
TOTAL PAYMENTS			<u>(8,577)</u>
		(15,105)	
TOTAL NET RECEIPTS/ (PAYMENTS)		<u>14,290</u>	<u>10,278</u>
DEPRECIATION	1b	(2,828)	(152)
SURPLUS/ (DEFICIT) FOR THE PERIOD		<u>11,462</u>	<u>10,126</u>

Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020

STATEMENT OF THE BALANCES AT 31 DECEMBER

	<i>Notes</i>	2020 £	2019 £
FIXED ASSETS (net of depreciation)	9	227,310	164,827
CURRENT ASSETS			
Bank Accounts			
- Secure Trust			42,513
- Current Account		32,363	40,870
TOTAL CURRENT ASSETS		32,363	83,384
CURRENT LIABILITIES			
Members Loans repayable on demand		(2,900)	(2,900)
TOTAL CURRENT LIABILITIES		(2,900)	(2,900)
NET CURRENT ASSETS/ (LIABILITIES)		29,463	80,484
NET ASSETS		256,773	245,311
CAPITAL ACCOUNT			
Balance brought forward		245,311	
Donation from ALTC CASC	<i>1b</i>		235,183
Add Surplus/ (Deficit) for the period		11,462	10,126
BALANCE CARRIED FORWARD		256,773	245,311

On behalf of the trustees:

Name: Graham Miller, Treasurer

Date: 4/13/21

Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020

NOTES TO THE FINANCIAL STATEMENTS

1 GENERAL

- 1a The Financial Statements have been prepared on a cash basis.
- 1b Ayr Lawn Tennis Club (ALTC) was entered in the Scottish Charity Register as a Scottish Charitable Incorporated Organisation (SCIO) on 1 February 2019, having previously been a Community Amateur Sports Club (CASC). In November 2019 all assets of ALTC CASC were donated to ALTC SCIO on successful completion of the transfer of title in the Land Register.
- 1c Where figures have been added, any differences between the total shown and the sum of the individual figures are due to rounding.

2 MEMBERS SUBSCRIPTIONS

- 2a Subscriptions are lower than the previous year despite the number of members being 11 more. The main reasons being that the Club was closed for 2 months (April and May) and the Committee decided to make a pro-rata reduction in the annual subscriptions; and members joining late in the year (36, the majority of whom were from Ayr Carrick LTC, in the last quarter) benefit from a substantially reduced subscription. Some members donated the pro-rata reduction amount to the Club resulting in higher donations and Gift Aid than in the previous year.

- 2b Subscriptions by membership category:

	Number	£
Senior Gents	45	6,014
Senior Ladies	58	6,479
Intermediate Gents	3	209
Intermediate Ladies	3	186
Cross-country senior	4	216
Cross-country student	5	312
Junior under 18	7	210
Junior under 12	12	371
Junior free	19	
Honorary	10	
	166	13,997

- 2c Since removing the facility to pay by monthly direct debit and debit/ credit card more members are paying by bank transfer for which the Club incurs no charges.

3 COACHING

The Covid pandemic affected the coaching programmes run by the Club. The Club was closed for 2 months and even when able to reopen there were restrictions on the numbers of people who could attend coaching. The numbers of junior members was also down from the previous year. During this period the Club continued to support the full-time coach who also provided training videos on the Club's YouTube page.

4 GRANTS

The following grants were obtained: £10k from South Ayrshire Council (SAC) in respect of COVID19; £0.5k from Aldi Scottish Sports Fund. The SAC grant in particular and also the increased donations resulted in the surplus for the year being at a similar level to the previous year.

Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020

5 REPAIRS AND MAINTENANCE

- 5a Courts: expenditure is higher than in 2019, £1.8k having been incurred on the repair to the drain at the back of court 1.
- 5b Buildings: expenditure is £0.7k less than in 2019 when £0.6k was incurred converting the Clubhouse lighting to LED.
- 5c Other: expenditure is higher than in 2019; £2.5k was incurred in respect of the wall repair at one end of court 1, and £0.3k was spent on tree pruning in a property adjacent to the Club.

6 TENNIS BALLS

The annual large order of tennis balls purchased for use in 2019 was accounted for through ALTC CASC.

7 AFFILIATION FEES

A rebate of £440 was received from the LTA to compensate the Club for the fact that no tournaments, leagues etc were held during the year. The fees for 2020/ 21 were lower than those for 2019/ 20.

8 SUNDRY EXPENDITURE

Sundry expenditure is £0.9k higher than the previous year. The main items of expenditure were £0.3k for scoreboards, £0.1k for court numbers, £0.1K for advertising, £0.2k for hand-sanitizer.

Ayr Lawn Tennis Club
Annual Report and Financial Statements for the Year to 31 December 2020

9 **FIXED ASSETS**

		COST			
	Year	At Start	Additions	Disposals	At End
Ground	1986	38,348			38,348
Clubhouse	1990	34,603			34,603
Court Development	2003/ 2020	128,422	65,311	50,000	143,733
Plant & machinery	2003	4,011			4,011
Decking	2004	1,736			1,736
Perimeter fence & gate	2017	19,219			19,219
		<u>226,339</u>	<u>65,311</u>	<u>50,000</u>	<u>241,650</u>
		DEPRECIATION			
	Year	At Start	During Year	Disposals	At End
Ground	1986				0
Clubhouse	1990				0
Court Development	2003/ 2020	(50,000)	(908)	(50,000)	(908)
Plant & machinery	2003	(4,011)			(4,011)
Decking	2004	(1,736)			(1,736)
Perimeter fence & gate	2017	(5,765)	(1,920)		(7,685)
		<u>(61,512)</u>	<u>(2,828)</u>	<u>(50,000)</u>	<u>(14,340)</u>
		NET			
		<u>164,827</u>			<u>227,310</u>

Depreciation is provided at the following rates to write off the asset over its estimated useful life.

Court Development - No depreciation provided on sub-surface, cost £78,422 (2003)
8.33% straight line (12 years life) on court surface, cost £65,311 (2020)

Perimeter fence & gate - 10% straight line

Ground and Clubhouse - No depreciation provided

Capital Grant Costs and Estimates

1. Summary of quotes
2. Doe sports quote
3. Sportex quote
4. Doe sports and CIA email
5. CIA access gate premium quote
6. CIA access gate lite quote
7. Power supply estimate
8. West Dunbartonshire
9. ALTC proposed promotional approaches

AYR LAWN TENNIS CLUB
COMMUNITY ASSET TRANSFER REQUEST
SEAFIELD TENNIS COURTS
SUMMARY OF QUOTES

DOE SPORTS SPORTEX

Renew court surfaces
including ancillary work
to kerbing and fencing

£40,938
incl. VAT

£41,022.33
incl. VAT

£58,398.33
incl. VAT
(includes new posts
and fencing)

Smart Access Gate system
(cost quoted by CIA
£8,892 incl. VAT)

£ 9,675
incl. VAT
(quoted by Doe
incl.preparatory
work)

£9,675
incl. VAT
(assumed same
as Doe/CIA
quote

£9,675

Electrical connection
work (quote by David
Brennan Electricians)

£1,146.72

£1,146.72

£1,146.72

Contingencies

£8,240.28

£8,155.95

£60,000

£60,000

£69,220.05

CM/HF/16.189 Rev B

Ayr Tennis Club
c/o Mike Whiteford

29th October 2021

Dear Mike

Ayr Tennis Club – Seafield Court Improvement Works

Thank you for your enquiry for the resurfacing of the existing Polymeric tennis courts. Following our site survey and discussions with you, we have pleasure in submitting our specification and quotation for your consideration.

Our quotation is based upon the DOE VISCOUNT 32 which is a single layer macadam surface specifically designed for tennis. The grading of the aggregate is such that the material is pervious.

The VISCOUNT 32 surface includes colour coating with a high quality, textured, acrylic paint in a choice of single or dual colours giving an aesthetically pleasing finish. The colour coating is applied two to three weeks after surface construction and, in reflecting the sun's rays, assists in resisting any natural surface 'softening' during warm weather in the early life of the facility.

An important benefit of colour coating is that the ball 'comes through' better - i.e. lower bounce - giving an improved game with faster play on the DOE VISCOUNT 32 colour coated surface than on traditional black macadam.

All bitumen-bound surfacing material can soften in warm weather during the first year following construction (particularly if the facility is in a natural 'sun trap'). This may possibly cause minor interruption to play during the first summer. As the bitumen hardens naturally any 'softening' will cease.

The existing playing posts appear to have rusted in the sockets and could, therefore, have weakened at ground level. We have priced separately for providing new posts and sockets should replacement prove necessary.

The location of the court makes it necessary for the materials to be double-handled from the access road adjacent and our quotation is priced accordingly. It is assumed we will have free uninterrupted use of the is access point for the duration of the works, we have included for the formation of temporary trackway from the road edge to court.

In line with your email request of 13th September and my colleague Colin Elliot's visit, there are a number of ancillary costs you require. I have detailed these separate to the quote.

There are a number of courts with the Viscount surface in our region and we would be pleased to arrange for you to inspect a similar installation. If you would prefer to make direct contact, we are sure our clients would be pleased to facilitate you.

We spoke of the various types of gate access systems available with the current LTA preferred system to be a powered system which will require the introduction of a power supply brought adjacent to the courts. We appreciate this can be a costly exercise. Our suppliers have developed an access gate that does not require power but can still be booked through mobile devices which generate a unique code for access. More information can be provided when received from suppliers.

We trust you find the enclosed of interest and in accordance with your requirements. However, should there be any points that you wish to discuss or which require clarification, please do not hesitate to contact this office.

Yours sincerely
for DOE SPORT (North) Ltd.

A handwritten signature in black ink, appearing to read 'C Mitchell', with a large, sweeping flourish extending upwards and to the right.

Craig Mitchell
Estimating & Design Manager

PERFORMANCE

DOE VICEROY is an attractive, naturally black surface constructed using pervious asphalt (macadam) specifically designed for tennis courts. The surface is laid using steel screed bars to ensure the correct tolerance. Our Foremen's expertise and experience in the correct rolling and compaction of the surface during construction are vital elements in the finished quality of the court.

DOE VICEROY can be laid either as a "single layer" surface – VICEROY 32 or, with a base course beneath the playing surface to give a "double layer" court – VICEROY 65.

Club, School and all intensively used courts should be constructed using the "double layer" 65mm depth system for their new court installations.

DOE VISCOUNT is the black VICEROY court – either the 32 or the 65 – enhanced by an additional layer – an application of Doe's acrylic tennis court coating in single or dual colours of your choice.

Players will notice that the ball "comes through better" on the colour coated VISCOUNT surface. It offers a lower ball bounce and faster surface pace than the black VICEROY surface.

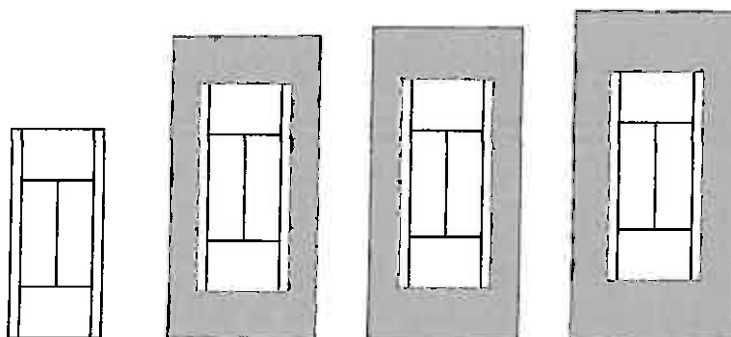
The colour coating on VISCOUNT also helps to deflect the sun's heat, making the surface less susceptible to softening in summer temperatures. The VISCOUNT colours are very attractive and greatly enhance the aesthetic quality of the court.

The acrylic coating used by DOE has been tested to meet and exceed recognised standards in sports surface coating technology. It is applied in a fine mist spray and does not impair the natural porosity of the playing surface.

In common with all types of tennis surface, VICEROY and VISCOUNT benefit from routine maintenance. This is not onerous provided it is carried out regularly from the start and it will safeguard your investment.



COURT SIZES



Playing Area	Residential Courts Normal Minimum	LTA Recommended Minimum Size	LTA Recommended Full Size
23.77m x 10.97m (78' x 36')	33.53m x 16.46m (110' x 54')	34.75m x 17.07m (114' x 56')	36.58m x 18.29m (120' x 60')

© small version of
full size court:

The information contained in this leaflet may be subject to alteration without notice.

Corporate Headquarters: Methil, Fife
Regional Offices: Avebury, Worcestershire

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F 01333 424340

E doe@doenorth.co.uk
W doesport.co.uk



SCOTLAND REFERENCE POINTS

Client	Location	Details
Mr & Mrs Mitchell	Berwick upon Tweed	1 Viscount
Mr Scott	Perth	1 Viscount
Mrs Watt	Berwick	1 Viscount
Mr Cullis	Killiecrankie	1 Viscount
Mr Gray-Cheape	Forfar	1 Viscount
Mrs Goodwin	Edinburgh	1 Viscount
Mr Gordon	Atholl	1 Viscount
Mr Corstorphine	Drem	1 Viscount
Mr & Mrs Borthwick	Heriot	1 Viscount
Kilgraston School	Bridge of Earn	3 Viscount
Bearsden TC	Glasgow	1 Viscount Mini Court
Argyl park	Alexandria	3 Viscount
West End TC	Dundee	1 Viscount
Strathblane TC	Strathblane	1 Viscount
Broughty Ferry TC	Dundee	3 Viscount Mini Courts
Udny TC	Pitmedded	2 Viscount
Fossoway TC	Crook of Devon	1 Viscount
Broughton TC	Broughton	1 Viscount
Westburn TC	Aberdeen	4 Viscount
Torphins TC	Torphins	2 Viscount
Dunkeld TC	Dunkeld	2 Viscount
Mr & Mrs Leavey	Dollar	1 Viscount
Albury Tennis Club	Aberdeen	4 Viscount
Hamilton Tennis Club	Hamilton	1 Viscount Mini Court
Innerleithan Tennis Club	Innerleithan	2 Viscount
Mr. Kingan	Dumfries	1 Viscount
Mrs. Morrison	Sutherland	1 Viscount
Mr. & Mrs. Fletcher	Tranent	1 Viscount
Mr. Hannay	Castle Douglas	1 Viscount
Mr. Bullough	Logiealmond, Perthshire	1 Viscount
Mr. Ross	Inverurie	1 Viscount
Annan & Seaforth TC	Annan	4 Viscount
Tornagrain TC	Tornagrain, Inverness	2 Viscount
Thurso Tennis Club	Thurso	2 Viscount & 1 Mini Court
Mrs Simmie	Edzel	1 Viscount
Mr Robb	Blairstown	1 Viscount
Mr & Mrs James	Gladsmuir	1 Viscount
Mr McCarthur	Drummond, Dingwall	1 Viscount
Mr Swindells	Peebles, In Progress	1 Viscount
Mr Hay	Scone	1 Viscount
Mr. Murphy	Longniddrie	1 Viscount
Dunblane TC	Dunblane	2 Viscount Mini Courts
Mr Sayegh	Edinburgh	1 Viscount
Mr. Wordie	Doone	1 Viscount
Kilconquhar Castle Estates	Kilconquhar	1 Viscount
Mr. & Mrs Laird	Forfar	1 Viscount
Mr Yeoman	Crombie Point, Fife	1 Viscount
Mrs Stephen	Inverurie	1 Viscount
Mr & Mrs Stewart	Kelso	1 Viscount
Mr Ross	Inverurie	1 Viscount
Mr. Ferguson	Calendar	1 Viscount
Mr. Duncan	Dumfries	1 Viscount

Mr. King	Auchterarder	1 Viscount
Mr. Andy Murray	Cromlix, Nr. Dunblane	1 Viscount
Dollar Park	Falkirk	4 Viscount
Montrose Tennis Club	Montrose	2 Viscount Mini Courts
Tain tennis Club	Tain	3 Viscount
Mr. Yerburch	Castle Douglas	1 Viscount
Aberfeldy Tennis Club	Perthshire	1 Viscount 65
Kincairney Estate	Dunkeld	2 Viscount
Mr. McPherson	Stow	1 Viscount 65
Victoria Park	Edinburgh	3 Viscount
Mr. R. Mays	Montrose	1 Viscount
Mr. Jarvie	Edinburgh	1 Viscount
Mr. & Mrs. White	Kirriemuir	1 Viscount
Mrs. Giffords	Kirriemuir	1 Viscount
Zetland Park	Grangemouth	3 Viscount 65
Mrs Gifford	Kirriemuir	1 Viscount
Ettrick Forrest Sports & Recreation	Ettrickbridge	1 Viscount
Muirenwood Residents Associates	Monifieth	1 Viscount
Mr. Jack	Laurieston, Castle Douglas	1 Viscount
Carie Estate	Loch Rannoch, Pitlochry	1 Viscount
Leith Links	Edinburgh	3 Viscount
Liberton High School	Edinburgh	3 Viscount
Mr. Murray Lindsay	Stanley, Perth	1 Viscount
Cromarty Tennis & Sports Club	Cromarty	1 Viscount
Mr. Cross	Bridge of Earn, Perthshire	1 Viscount
Mrs. Bullough	Perth	1 Viscount
Mrs. Brown	Kirklands of Damside	1 Viscount
Cowan Park	Barrhead	3 Viscount
Mr Ian Gray	Strathtummel	1 Viscount
Mrs. Plowman	Haddington	1 Viscount
Darnhall Tennis & Bowling Club	Perth	3 Viscount
Lenzie Tennis Club	Lenzie, Glasgow	1 Viscount
Mr. Whiteford	Nigg, Tain	1 Viscount
Keithhall	Inverurie	1 Viscount
Montrose Tennis Club	Montrose	3 Viscount
Duke of Northumberland	Lauder	1 Viscount
Highland Council	Ullapool	2 Viscount
Highland Council	Pefferiside Park, Dingwall	2 Viscount
Lord & Lady Bourne	Moray	1 Viscount
Lord & Lady Cawdor	Cawdor	1 Viscount
Garstang Tennis Club	Garstang	2 Viscount
Mary Erskine School	Ravelston	12 Viscount
Mr. Palmer	Pitlochry	1 Viscount
Broughton Tennis Club	Broughton	1 Viscount
Mr. Mallinson	North Berwick	1 Viscount
Abernethy Tennis Club	Abernethy	2 Viscount
Mr. Knowles	Inverurie	1 Viscount
Gullane Tennis Club	Gullane	3 Viscount
Aylth Bolwing & Tennis Club	Aylth	2 Viscount
Scone Tennis Club	Scone	1 Viscount Mini
Mr. Moore	Morpeth	1 Viscount
Mr. Sneddon	Dalbeattie	1 Viscount
Lauriston Tennis Club	Falkirk	2 Viscount
Edinglassie House	Strathdon	1 Viscount
Mr. & Mrs. Robert	Auchterarder	1 Viscount
Glebe Tennis Club	Saltcoats	4 Viscount

Mr. Stakis	Kibrachan	1 Viscount
Mr. MacDonald	Lochcarron	2 Viscount
Rosehill Farm	Glenbar	1 Viscount
Mr. Connell	Auchterarder	1 Viscount
Mr. MacLellan	Kilbarchan	1 Viscount
Colinton Tennis Club	Edinburgh	1 Viscount <i>Mini</i>
Banton & Kelvinhead B.C.	Banton	2 Viscount
Glenalmond College	Perth	2 Viscount
Mr. Cope	Blairstown	1 Viscount
Fettes College	Edinburgh	1 Viscount
Mrs. Baillie	Inverness	1 Viscount
Mr. & Mrs. Stock	Blairstown	1 Viscount
Mr. & Mrs Thornton-Kemsley	Laurencekirk	1 Viscount
Lady Clifford	Dunbar	1 Viscount
Mrs. Barnes	Roxburgh	1 Viscount
Mrs. Parry	Dalbeattie	1 Viscount
Roths Tennis Club	Morayshire	3 Viscount
Culloden House	Inverness	1 Viscount
Dundas Castle	South Queensferry	1 Viscount
Mr. Davies	Inverness	1 Viscount
Allangrange	Munlochy	1 Viscount
Mr. MacMillan	Langbank	1 Viscount
Mrs. Booth	Banchory	1 Viscount
Merchiston Castle School	Edinburgh	3 Viscount
Mr. Younger	St. Andrews	1 Viscount
Morrison's Academy	Crieff	3 Viscount
Mr. Morrison	Poolewe	1 Viscount
Newlands Park	Glasgow	1 Viscount
Mr. Schweizer	Insch	1 Viscount
Mrs. Nyirende	Dunfermline	1 Viscount
Mrs. Hutchison	Appin	1 Viscount
Mr. Walton	Alford	1 Viscount
Mr. Houldsworth	Milnathort	1 Viscount
The Meadows	Edinburgh	16 Viscount
Methven Tennis Club	Dundee	2 Viscount
Gleneagles Hotel	Perthshire	1 Viscount
Mr. Butter	Pitlochry	1 Viscount
Mrs. Stansfeld	Montrose	1 Viscount
Elie Sports Club	Elie, Fife	3 Viscount
St. Andrews University	St. Andrews	2 Viscount
Ardvreck School	Crieff	1 Viscount
The Highland Club	Fort Augustus	1 Viscount
Mr. & Mrs. Dawson	Heriot	1 Viscount
Knock House	Mull	1 Viscount
Alburne Park	Glenrothes	1 Viscount
Mr. Alexander	Scotlandwell	1 Viscount
Mr. T. Leslie	Lochailort	1 Viscount
Mr. & Mrs. Wordie	Dunblane	1 Viscount
Sundrum Castle	Ayr	1 Viscount
Mr. W.G. Thomson	Dunblane	1 Viscount
Mrs. Acton	Lasswade	1 Viscount
Mrs. Korner	Dumfries & Galloway	1 Viscount
Lord Lindsay	Upper Largo	1 Viscount
Old Craig	Alyth	1 Viscount
Mrs. Eden	Cromlix	1 Viscount
Mr. Kennerley	Auchendarne	1 Viscount

Mr. Gammell	Alrick	1 Viscount
Mrs. Stewart	Isle of Raasay	1 Viscount
Mr. Trentham	Cockairnie	1 Viscount
Mr. & Mrs. Scott	Isle of Bute	1 Viscount
Balerno Tennis Club	Edinburgh	2 Viscount
Mary Erskine School	Edinburgh	2 Viscount
Dunbar Tennis Club	Dunbar	6 Viscount
Mr. Donaldson	Garvold	1 Viscount
Mr. Robbie Douglas Millar	Tynehead, Mid Lothian	1 Viscount
Mr. Graham	Doune	1 Viscount
Mr. Haldane	Auchterarder	1 Viscount
Mr. Illingworth	Ochertyre	1 Viscount
Mr. D. MacLellan	Stockbridge, Symington	1 Viscount
Mr. & Mrs. Percy	Balfron, Glasgow	1 Viscount
Mr. Lunn	Bearsden, Glasgow	1 Viscount
Mrs. Stanistreet	Aberdour	1 Viscount
Judge Brooks	Tummel Bridge	1 Viscount
Mr. & Mrs. Stewart	Blairdrummond	1 Viscount
Mr. P. Wilson	Speanbridge	1 Viscount
Mrs. MacDonald	Trinafour	1 Viscount
Mr. Boyd	Inveresk	1 Viscount
Mr. Paton	Aberdeen	1 Viscount
Mrs. R. Brown	Auchterarder	1 Viscount
Sir & Lady Gordon Cumming	Forres	1 Viscount
Mrs. Smither	Beasdale, Arisaig	1 Viscount
Kingston Playing Fields	Neilston	1 Viscount
St. Cadoc's Primary School	Newton Mairns	1 Viscount
Mr. Fleming	Paisley	1 Viscount
Mr. Skene	Letham	1 Viscount
Mr. Leader	Glencarse, Perthshire	1 Viscount
Kinghorn Tennis Club	Kinghorn	2 Viscount
RAF Kinloss	Kinloss	2 Viscount
Mr. Bremner	Saline	1 Viscount
Mrs. S. Jardine Paterson	Auchterarder	1 Viscount
Mr. Ian Morgan	Stonebyres, Lanark	1 Viscount
Mrs. S. Tuck	Kilmacolm, Renfrewshire	1 Viscount
Mr. C.D. Clayhills-Henderson	Liff, Dundee	1 Viscount
Mr. S. Haddow	Newton Mearns	1 Viscount
Mr. & Mrs. Dessian	Arbroath	1 Viscount
Mr. W.S. Wilson	Barrhill, By Girvan	1 Viscount
Mr. & Mrs. Kilgour	Kenley Green, St. Andrews	1 Viscount
James Ogilvie	Coates House, Upper Largo, Fife	1 Viscount
Mr. Wallace	The Coach House, Coupar Angus	1 Viscount
Mr. & Mrs. Dobson	Logie House, Logie, Kirriemuir	1 Viscount
Mr. & Mrs. Reid	Gartincaber House, Doune	1 Viscount
Strathallan School	Perthshire	9 Viscount
Mr. & Mrs. Reid	Bonhard House, Scone	1 Viscount
Mr. & Mrs. Flowers	Meadowwell Farm, Cupar.	1 Viscount
Mr. & Mrs. Beamish	New Fargie House, Perthshire.	1 Viscount
Mrs. Dewar-Durie	Finnich Malise Estate, Croftamie	1 Viscount
Mrs. Dingwall	Balgersho House, Coupar Angus	1 Viscount
Mr. & Mrs. Neil	Pittarrow Cottage, Laurencekirk	1 Viscount
Mrs. Llewellen-Palmer	Hallyburton Estate, Coupar Angus	1 Viscount
Mr. Lang	Humbie House, Humbie, E.Loathian	1 Viscount
Mrs. Herries	Crocketford, Castle Douglas	1 Viscount
Watson House	Gargunnock, Nr. Stirling	1 Viscount

Mrs. Llewellyn Palmer	Hallyburton Estate, Coupar Angus	1 Viscount
Mr. Lean	Newtonairds, Dumfries	1 Viscount
Mr. Munro-Ferguson	Novar Estate, Evanton, Ross-shire	1 Viscount
Mrs. Bell	Stenton, Dunkeld, Perthshire	1 Viscount
Mr. Diggle	Lockerbie	1 Viscount
Mrs. Smoor	Gagie House, by Dundee	1 Viscount
Fountain Spa Leisure Club	Edinburgh	1 Viscount
Duke of Northumberland	Dipple House, Nr. Fochabers	1 Viscount
Duchess of Argyle	Inverary Castle, Inverary, Argyle	1 Viscount
Mr. Catto	Easter Abercalder, Gorthleck	1 Viscount
Mrs. Sewell	Farraline Estate, Gorthleck.	1 Viscount
Mr. & Mrs. Adamson	Careston Castle, Brechin, Angus	1 Viscount
Mrs. McIntyre	Whitehouse, Millikan, Brookfield	1 Viscount
Mrs. Reekie	Phesdo House, By Fettercairn	1 Viscount
John Tulloch	Courance, Lockerbie	3 Viscount
Mr. Livingstone	Kilrenny, Fife	1 Viscount
Mr. Dalziel-Job	Castlehill House, Rosyth, Fife	1 Viscount
Sir Wm. Benyon	Glen Mazeran Lodge, Tomatin	1 Viscount
Mr. & Mrs. Gifford	Bridge of Earn, Perthshire	1 Viscount
Mr. & Mrs. Farrar	By Dunfermline	1 Viscount
Mr. & Mrs. M. Gregor	Edinburgh	1 Viscount
Mr. & Mrs. D. Leggat	Ayr	1 Viscount
Mr. R. Vernon	Mauchline, Ayrshire	1 Viscount
Mr. & Mrs. Hutchinson	Appin, Argyle	1 Viscount
Springwells Tennis Club	Airdrie	2 Viscount
Mr. & Mrs. Yerburgh	Castle Douglas	1 Viscount
Mr. A. D. Stewart	Lochearnhead	1 Viscount
Strathkelvin D/C	Torrance	3 Viscount
Mr. B. Aitcherson	Blanefield, Stirling	1 Viscount
Mortonhall Tennis Club	Mortonhall, Edinburgh	5 Viscount
Kippen Tennis Club	Kippen, Stirling	2 Viscount
Mr. D. Heathcote-Amory	Blairgowrie, Perth	1 Viscount
Ralia Sporting Enterprises	Newtonmore, Inverness-shire	1 Viscount
Dr. J. Norris	Dalton, Lockerbie	1 Viscount
Dowanhill Tennis Club	Dowanhill, Glasgow	1 Viscount
Skeldon Estate	Skeldon, Dalrymple, Ayrshire	1 Viscount
Whitehouse of Dunira	Comrie, Tayside	1 Viscount
Mrs. M. Dewar-Durie	Croftarmie, Stirling	1 Viscount
Bardowie Tennis Club	Glasgow	2 Viscount
Mr. J. Miller	Bardowie Castle, Glasgow	1 Viscount
Mrs. G. Corstorphine	Balerno, Midlothian	1 Viscount
Mr. D. A. S MacLellan	Symington, Ayrshire	1 Viscount
Milngavie & Brearsden S C	Milngavie, Glasgow	6 Viscount
Mr. N.J.F. Dalrymple-Hamilton	Girvan, Ayrshire	1 Viscount
Mr. & Mrs. Percy	Sandyhills, Dalbeattie	1 Viscount
Mr. H. J. Jack	Gatehouse of Fleet	1 Viscount
Strathgryffe T & S C	Houston, Renfrewshire	3 Viscount
Sir Michael Nairn	Blairgowrie, Perthshire	1 Viscount
Mr. L. D. Heriot Maitland	Errol, Perthshire	2 Viscount
Mr. J. K. McIlwraith	Milngavie, Glasgow	1 Viscount
Mrs. A. Maxwell	New Galloway, Castle Douglas	1 Viscount
Mr. W. Johnstone	Amisfield, Dumfries	1 Viscount
Mr. J. Oest-Larsen	Balmacellan, Castle Douglas	1 Viscount
Mr. A. Stewart	Fenwick, Ayrshire	1 Viscount
Mr. J. Lumsden	Alexandria, Dumbarton	1 Viscount
Mr. H. I. Macrae	Auchterarder, Nr. Perth	1 Viscount

Mr. W. T. Scott	Gargunnoch, Stirling	1 Viscount
Mrs. Noel-Paton	Bridge of Earn, Perthshire	1 Viscount
Mr. D. M. Briggs	Gartocharn, Dumbartonshire	1 Viscount
Mr. A. J. McCulloch	Closeburn, Dumfries	1 Viscount
Mrs. M. Galbraith	Mauchline, Ayrshire	1 Viscount
Mrs. M. Borwick	Dalry, Ayrshire	1 Viscount
Mr. M. R. Melville	Castle Douglas, Dumfries	1 Viscount
Mr. Kuiper	Lochwinnoch, Renfrewshire	1 Viscount
Mr. M. Mathieson	Twynholm, Dumfries	1 Viscount
Mr. A.G.O. Walker	Newark Castle, Ayrshire	1 Viscount
Mr. G. Mackenzie	Bridge of Weir, Renfrewshire	1 Viscount
Mrs. E. Lockett	Dalry, Ayrshire	1 Viscount
Mr. P. Simpson	Elgin, Grampian	1 Viscount
Mr. J. M. Haldane	Auchterarder, Perth	1 Viscount
Mr. H. Marshall	Dalry, Ayrshire	1 Viscount
Mr. D.W.N. Landale	Dalswinton, Dumfries	1 Viscount
Sir David Hope-Dunbar	Kirkcudbrightshire	1 Viscount
Mrs. Paton	Grandhome House, Aberdeen.	2 Viscount
Mr. & Mrs. White	West Lodge, Corraith, Symington, Ayr.	1 Viscount
Lord Southesk	Kinnaird Castle, Nr. Brechin	1 Viscount
Mr. Peter Christie	Cambo House, By St. Andrews.	1 Viscount
Mr. & Mrs. MacLellan	The Bower Kilbarchan	1 Viscount
Lord MacPherson	Kyllachy, Tomatin	1 Viscount
Mr. & Mrs. Maxwell	Dalintober, Ledaig	1 Viscount
New Park School	St. Andrews, Fife	2 Viscount
Mr. John Foster	Park House, Drumoak	1 Viscount
Lt.Col. & Lady Campbell	The Glebe, Stobo, Nr. Peebles	1 Viscount
Mrs. Whewell	Innerwick House, Glenlyon	1 Viscount
Lord & Lady Poole	Loch Eye House, Fearn	1 Viscount
Mr. & Mrs. Watson	Kinnellar, Aberdeenshire	1 Viscount
Cardoness Holiday Park	Gatehouse of Fleet, Castle Douglas	1 Viscount
Mr. Mercer-Nairne	Meikleour House, Meikleour	1 Viscount
McMillan Hotels	Glen App Castle, Ballantrae	1 Viscount
Sir Chips Keswick	Bridge of Urr, Castle Douglas	1 Viscount
Hon. M.D. Jansen	Uppat House, Golspie	1 Viscount
Mr. & Mrs. Buchanan	Pencaitland, W.Loathian	1 Viscount
Mr. Anderson	Muirnwood Place, Monifieth	1 Viscount
Mr. & Mrs. Griffin	Balmedie, Aberdeen	1 Viscount
Mr. Stewart-Menteth	Monkcastle House, By Kilwinning	1 Viscount
Wellington School	Ayr	2 Viscount
Mr. & Mrs. McColl	Edinburgh	1 Viscount
Mr. A. O. Haig	Scanieport, Inverness	1 Viscount
Mr. & Mrs. McIntyre	Findon Farm, Culbokie.	1 Viscount
Auchendolly Estate	Auchendolly	1 Viceroy
Mr. & Mrs Campbell	Nairn	1 Viceroy
Mrs. Laing	Forres, Moray	1 Viceroy
Mr. W. Wilson	Ayr	1 Viceroy
Mr. I. Sandison	Angus	1 Viceroy
Mr. A. Stewart	Newton Stewart	1 Viceroy
Mr. W. M. Herries	Castle Douglas	1 Viceroy
Mr. R. Johnston-Stewart	Newton Stewart	1 Viceroy
Drumley House School	Mossblown, Ayr	2 Viceroy
Mr. S. Haddow	Newton Mearns	1 Viceroy
Col & Mrs Ross	Castle Douglas	1 Viceroy
Sir John Thomson	Castle Douglas	1 Viceroy

Mr. C. Stewart-Menteth	Dalry, Ayrshire	1 Viceroy
Mr. M.D. Mortimer	By-Annbank, Ayrshire	1 Viceroy
Mr. N. Kilpatrick	Abbothill, Ayr	1 Viceroy
Mr. & Mrs. Berry	By Aberfeldy, Perthshire	1 Viceroy
Lord Brabourne	New Kelso, Lochcarron	1 Viceroy
Mr. Maitland Dougall	By Kelty, Fife	1 Viceroy
Mrs. R. G. McIntyre	Sorn Castle, Mauchline	1 Viceroy
Mr. & Mrs. Fraser	Monlack Castle, Nr. Beaully	1 Viceroy
Mrs. Laing	Wester Lovat House, Nr. Beaully	1 Viceroy
The Rt. Hon. A.W. Gilby	Ruscoe, Gatehouse of Fleet	1 Viceroy
Mr. & Mrs. G.A. Bowles	Corsock, Castle Douglas	1 Viceroy
Mrs. Sherriff	The Old Manse, Blairdrummond	1 Viceroy
Health & Racquet Club	Newhaven Harbour, Leith, Edinburgh	8 Viceroy
Next Generation Club	Monifieth	5 Viceroy
Mr. & Mrs. Weston	Whitehills, Newton Stewart	1 Viceroy
Mrs. N. Lundie	Balloch, Dunbartonshire	1 Special
Mr. & Mrs. Wellwood	Kirknewton, Midlothian	1 Special
Mr. & Mrs. D. G. Donaldson	Baierno, Midlothian	1 Special
Mr. & Mrs. Stirling-Aird	Old Kippenross, Dunblane	1 Special
Mr. & Mrs. Gourley	Thornhill, Dumfries	1 Special
Mr. G. Douglas	Nr Kelso, Roxburghshire	1 Special
Lt. Col. D. J. Younger	Melrose, Roxburghshire	1 Special
Lord Younger	Stirling	1 Ambassador
Methven Tennis Club	Perth	2 Ambassador
Gorbals Leisure Club	Glasgow	6 Grand Prix Indoor T.C.
Virgin Active	Wearside	2 Grand Prix Indoor T.C.
Gleneagles Hotel	Auchterarder	4 Grand Prix indoor T.C.
Scotstoun Leisure Centre	Glasgow	8 Grand Prix indoor T.C.
Newlands Lawn T.C.	Glasgow	4 Grand Prix Indoor T.C.
Craiglockhart Tennis Centre	Colinton	6 Grand Prix Indoor T.C.
Stirling University	Stirling	2 Grand Prix Indoor T.C.
Newlands Tennis Club	Glasgow	4 Grand Prix Indoor T.C.
Mr & Mrs MacDonald	Edinburgh	1 Casolon
Mrs Wallace	Peterculter	1 Casolon
Mr Bowie	Prestwick	1 Casolon
Milton House	South Lanarkshire	1 Casolon
Kippie Lodge	Aberdeen	2 Casolon
Mr. Willoughby	Miegle	1 Casolon
Cruxfield House	Preston	1 Casolon
Stow Sports Council	Stow	1 Casolon
Bearsden Tennis Club	Glasgow	4 Casolon
Mr. Coffey	Isle of Jura	1 Casolon
St. Andrews T.C.	St. Andrews	3 Casolon
Mr. Corray	Aberdeen	1 Casolon
Gleneagles Hotel	Gleneagles	1 Casolon
Mr. Lovie	Fraserburgh	1 Casolon
Mr. MacDonald	Easter Kinkell	1 Casolon
Mr. Harrison	Balfour Castle, Orkney	1 Casolon
Broughty Ferry T.C.	Broughty Ferry	6 Casolon
Mr. L. Porter	Arbroath	1 Casolon
Falkirk Primary Schools	Falkirk	3 Casolon
Dalbeattie Tennis Club	Dalbeattie	3 Casolon

Mr. & Mrs. Langlands	Aberdeen	1 Casolon
Forfar House	Bathgate	1 Casolon
Mr. Porter	East Seaton	1 Casolon
Paradykes Primary School	Midlothian	1 Casolon
Bishopton Tennis Club	Bishopton	3 Casolon
Falkirk Schools	Falkirk	3 Casolon
Mr. Taylor	Newtyle	1 Casolon
Dalbeattie Tennis Club	Dalbeattie	3 Casolon
Hillpark Bowling & Tennis Club	Glasgow	3 Casolon
Mr. McCall	Pollockshields	1 Casolon
Mr. D. Poddar	Glasgow	1 Casolon
Benarty Community Centre	Ballingry	3 Casolon
Mr. Forbes	Kinneff	1 Casolon
Kippie Lodge	Aberdeen	2 Casolon
Victoria Quay	Edinburgh	1 Casolon
Tayport Tennis Club	Tayport	3 Casolon
Blair Atholl Trust	Perthshire	1 Casolon
Bearsden Lawn Tennis Club	Glasgow	4 Casolon
Stow Multi-Sport	Stow	1 Casolon
Guildtown Multi-Sport	Guildtown, Nr. Perth	1 Casolon
Larghan Park	Coupar Angus	3 Casolon
Mr. Flatters	Glassel Estate, Nr. Banchory	1 Casolon
Whitemuir Golf Club	Gleneagles Hotel, Auchterarder	1 Casolon
Fife Council	Lochgelly High School, Fife	2 Casolon
Mr. MacKinnon	Pittormie House, Balmullo, Fife.	1 Casolon
Newcastleton Polysport	Newcastleton	1 Casolon
Mr. J. & Lady Sara Collins	Symington, Ayrshire	2 Casolon
Mr. & Mrs. P. Burt	North Berwick, East Lothian	1 Casolon
Dowanhill Tennis Club	Dowanhill, Glasgow	3 Casolon
Troon Tennis Club	Troon, Strathclyde	3 Casolon
Kirkcaldy Lawn Tennis Club	Kirkcaldy, Fife	3 Casolon
Strathgryffe Tennis & S C	Houston, Renfrewshire	3 Casolon
Broomhill Lawn Tennis Club	Glasgow	4 Casolon
Milton Rovers Football Club	Carluke	2 Casolon
St. Andrews L.T.C.	St. Andrews, Fife.	3 Casolon
Cardoness Holiday Park	Gatehouse of Fleet, Castle Douglas	1 Casolon
Wairds Park	Johnshaven	2 Casolon
Kippie Lodge	Milltimber	2 Trojan
Barnton Park Lawn Tennis Club	Edinburgh	2 Trojan
Anstruther Tennis Club	Fife	4 Trojan
Barnton Park Lawn Tennis Club	Edinburgh	3 Trojan
Stepps Tennis Club	Stepps	3 Trojan
Hillhead Sports Club	Glasgow	3 Trojan
Waverley Tennis Club	Edinburgh	4 Trojan
Mr. Moncrieff	Fowlis	1 Trojan
Forfar House	Bathgate	1 Trojan
Craigmillar Park Tennis Club	Edinburgh	4 Trojan
Pitliver House	Nr. Dunfermline	1 Trojan
Uddingston Bowling & T.C.	Uddingston, Glasgow	4 Trojan
Mr. C. Ferrari	The Ridge, Pitfodels, Aberdeen	1 Trojan
Glasgow Academy	Windyedge Playing Fields	3 Trojan
Bridge of Allan Tennis Club	Bridge of Allan, Perthshire	2 Trojan
Mr. A. McKenzie-Smith	Myers Castle, Auchtermuchty, Fife.	1 Trojan

Aberdeen Petroleum Club	Kippie Lodge, Aberdeen	2 Trojan
Newlands Lawn Tennis Club	Glasgow	7 Trojan
Bennachie Leisure Centre	Insch	2 Trojan
Western Lawn Tennis Club	Glasgow	6 Trojan
Montrose Tennis Club	Montrose	3 Trojan
Dumfries Sports Club	Dumfries	4 Trojan
Mr. & Mrs. Morrissey	Gateside, By Beith	1 Trojan
Kirkcaldy Tennis Club	Kirkcaldy, Fife	3 Trojan
Brucehaven Tennis Club	Limekilns, Fife	2 Trojan
Glenfarg Tennis Club	Glenfarg	3 Trojan
Waverley TC	Edinburgh	4 Doe Mono Pro/Clubcourt
Kirkcaldy TC	Kirkcaldy	2 Doe Mono Pro/Clubcourt
Lomond Park TC	Edinburgh	5 Doe Mono Pro/Clubcourt
Lenzie TC	Lenzie	3 Doe Mono Pro/Clubcourt
West End TC	Dundee	3 Doe Mono Pro/Clubcourt
Stewarton TC	Stewarton	3 Doe Mono Pro/Clubcourt
Mr Balfour	Mains of Kynachan	1 Doe Mono Pro/Clubcourt
North Berwick TC	North Berwick	3 Doe Mono Pro/Clubcourt
Dean Tennis Club	Edinburgh	4 Doe Mono Pro/Clubcourt
Cults Lawn Tennis Club	Aberdeen	2 Doe Mono Pro/Clubcourt
West Kilbride Sports Club	West Kilbride	3 Doe Mono Pro/Clubcourt
Queens Park Tennis Club	Glasgow	5 Doe Mono Pro/Clubcourt
Weir Recreation LTC	Glasgow	4 Doe Mono Pro/Clubcourt
Giffnock Tennis Club	Giffnock	6 Doe Mono Pro/Clubcourt
Kippe Lodge	Peterculter	1 Doe Mono Pro/Clubcourt
Lorn Macneal Architect	Edinburgh	1 Doe Mono Pro/Clubcourt
Prestwick Sport & Leisure	Prestwick	4 Doe Mono Pro/Clubcourt
Kirkcaldy TC	Kirkcaldy	3 Olympus
Mr Grant	Old Dunira House, Comrie	1 Olympus
Mr Petrie	The Hillock, near Dundee	1 Olympus
Grange Tennis Club	Edinburgh	2 Olympus
Mrs Hanney	Carluith	1 Olympus
Mr McCreath	Newton Stewart	1 Olympus
Mr. Stock	Blairgowrie	1 Olympus
Mr. Grossart	Fife	1 Olympus
The Grange Club	Edinburgh	2 Olympus
Mr. Colin Montgomery	Drum of Garvock, Perthshire	1 Olympus
Mrs. & Mrs. McMahon	Culroy	1 Olympus
Mrs. Plowden	Humbie, East Lothian	1 Olympus
Mr. Pearson	Gullane	1 Olympus
Mr. Orr	Ballintaggart	1 Olympus
Mr. & Mrs. Whittle	Edinburgh	1 Olympus
Grange Tennis Club	Edinburgh	1 Olympus
Milngavie & Bearsden	Sports Club Glasgow	6 Olympus
Mr. & Mrs. Wallace	Inverness	1 Olympus
Mrs. Harper-Gow	Greenlaw, Inverness	1 Olympus
Titwood Tennis Club	Glasgow	2 Lano Grand Clay
Braid Tennis Club	Edinburgh	3 Lano Grand Clay
Broughty Ferry TC	Dundee	3 Lano Grand Clay
Peebles Lawn Tennis Club	Peebles	3 Lano Grand Clay
Skibo Castle	Dornoch	1 French Court Clay

Stirling University	Stirling	2 North European Clay
Lundin Links TC	Lundin Links	3 Tennitop Ace
Bertha Park	Perth	3 Tennitop Ace
Merkinch	Inverness	1 Tennitop Ace
Rothiemurchas TC	Aviemore	1 Covered Tennitop Ace
Rothiemurchas TC	Aviemore	3 Tennitop Ace
Mrs. Wood	Edinburgh	1 Tennitop Ace
Whinhill PS	Greenock	1 Double Tennitop Ace MUGA
Drumbowie Primary School	Falkirk	1 Tennitop Ace MUGA
Kilmacolm PS	Kilmacolm	1 Double Tennitop Ace MUGA
CAOL Campus	Fort William	3 Tennitop Ace MUGA
Resolis	Fort Augustus	1 Double Tennitop Ace MUGA
West Linton Tennis Club	West Linton	3 Match Play



Constructionline

Gold Member

CERTIFICATE OF MEMBERSHIP

Doe Sport North Ltd

Registration No: **51540**

Date Issued: **22nd of January 2021**

This certifies that the member named above has met pre-qualification requirements appropriate to public and private sector procurement.

A supplier's verification status is dynamic, this certificate proves the Supplier was verified to the named level on the day stated only. For the current status please check the Constructionline platform.



Constructionline

PO BOX 6441, Basingstoke,
Hampshire, RG21 7FN

0333 300 3066

constructionline.co.uk



012



CERTIFICATE OF REGISTRATION

This is to certify that

Doe Sport (North) Ltd

Quayside House
Dock Road
Methil Dock Business Park
Methil
Fife
KY9 3SR

has been audited and found to meet the requirements of standard
ISO 14001:2015 Environmental Management System

Scope of certification

The provision of design and construction of synthetic sports pitches, tennis courts and multi-use games areas (MUGAS).

Certificate number: 3266

Issue number: 2021-01

Certificate effective date: 15 October 2021

Certificate expiry date: 8 December 2024

Date of initial certification: 4 February 2020

Robert Veitch
Executive Vice President Fire & Building Products
Element Materials Technology

Issuing Office: Warringtonfire Testing and Certification Limited t/a BM TRADA Chiltern House, Stocking Lane, High Wycombe, Buckinghamshire, HP14 4ND, UK
Registered Office: 10 Lower Grosvenor Place, London, United Kingdom, SW1W 0EN Reg.No. 11371436

This certificate remains the property of BM TRADA. This certificate and all copies or reproductions of the certificate shall be returned to BM TRADA or destroyed if requested. Further clarification regarding the scope of this certificate and verification of the certificate is available through BM TRADA or at the above address or at www.bmtrada.com/certified-companies/check-a-certificate

The use of the UKAS accreditation mark indicates accreditation in respect of those activities covered by the accreditation certification number 012. For further information on bmtrada activities covered by UKAS accreditation please go to: <https://www.ukas.com/search-accredited-organisations>



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CERTIFICATE OF REGISTRATION

This is to certify that

Doe Sport (North) Ltd

Quayside House

Dock Road

Methil Dock Business Park

Methil

Fife

KY9 3SR

has been audited and found to meet the requirements of standard
ISO 9001:2015 Quality Management System

Scope of certification

The provision of design and construction of synthetic sports pitches, tennis courts and multi use games areas (MUGAS).

Robert Veitch
Executive Vice President Fire & Building Products
Element Materials Technology

Certificate number: 7357

Issue number: 2021-01

Certificate effective date: 15 October 2021

Certificate expiry date: 8 December 2024

Date of initial certification: 9 December 2009

Issuing Office: Warringtonfire Testing and Certification Limited t/a BM TRADA Chiltern House, Stocking Lane, High Wycombe, Buckinghamshire, HP14 4ND, UK
Registered Office: 10 Lower Grosvenor Place, London, United Kingdom, SW1W 0EN Reg.No. 11371436

This certificate remains the property of BM TRADA. This certificate and all copies or reproductions of the certificate shall be returned to BM TRADA or destroyed if requested. Further clarification regarding the scope of this certificate and verification of the certificate is available through BM TRADA or at the above address or at www.bmtrada.com/certified-companies/check-a-certificate

The use of the UKAS accreditation mark indicates accreditation in respect of those activities covered by the accreditation certification number 012. For further information on bmtrada activities covered by UKAS accreditation please go to: <https://www.ukas.com/search-accredited-organisations>

CERTIFICATE OF MEMBERSHIP 2021

This is to certify that

Doe Sport (North) Ltd

is a

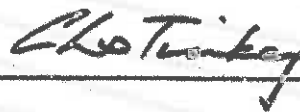
Principal Contractor

for the construction of

**Tennis Courts, Synthetic Pitches
and Multi-Sports Surfaces**



Jason Douglass, Chair



Chris Trickey, Chief Executive

RE: Ayr Lawn Tennis Club - Community Asset Transfer of Seafield Tennis Courts (owned by South Ayrshire Council)

Luke McGeechan <luke.mcgeechan@sportexgroup.co.uk>

Tue 12/10/2021 09:05

To: Mike Whiteford [REDACTED]

📎 1 attachments (91 KB)

Budget Price Schedule - Ayr Seaforth.pdf;

Hi Mike,

Please find attached our revised budget price schedule for the redevelopment of the existing polymeric tennis courts at Ayr Seafield. As requested, we have based this proposal on removing the existing polymeric and upgrading the courts with a new painted, porous asphalt layer inclusive of necessary associated works. I have itemised the price scheduled so you can see the anticipated scope of the project.

One variable to this project is probably the fencing. Our price schedule is based on replacing the fencing with new but the club may need this is not necessary, although the fencing is tired and dated. Should the club wish to keep the existing fence insitu, I would allow a budget of £3-4k to make good where possible.

Please note that our proposal includes for treating perimeter weeds at the fence line only.

Any questions please don't hesitate to come back to me or alternatively give me a call on the mobile.

Kind regards

*****Welcome to SPORTEX. Formerly known as Ecosse Sports, we're proud to be the first and only UK sports surfacing specialists to offer the full 360 lifetime requirements for all sports surfaces – installation, maintenance and sustainable recycling of end of life artificial turf.*****

Luke McGeechan
Commercial Director
SPORTEX Group



SURFACING | MAINTENANCE | RECYCLING

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T: 0131 333 3030

M: 07917 725611

E: luke.mcgeechan@sportexgroup.co.uk

W: sportexgroup.co.uk



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Ayr LTC
 Court Reconstruction (Ayr Seafield) - Two Courts
 30/09/2021



Court Area	34m x 32m - 1088m2 (assumed)	Unit	Qty	Rate	Value
Prelims	Site set up, contractors compound, access	weeks	8	200.00	1,600.00
Preparation	Lift and remove from site, the existing polymeric surfacing	m2	1088	3.50	3,808.00
	Pierce existing asphalt at 450mm centres and backfill with pea gravel	m2	1088	1.56	1,697.28
	Remove existing post sockets	Set	2	150.00	300.00
	Remove existing kerbs and haunching	lm	132	6.00	792.00
Construction Works	Install bituminous tac coat to existing asphalt prior to overlaying	m2	1088	1.00	1,088.00
	Install new post sockets	Set	2	500.00	1,000.00
	Install new kerbs	lm	132	19.00	2,508.00
	Install wearing course of macadam	m2	1088	11.50	12,512.00
	Install new posts and nets	Set	2	400.00	800.00
	Supply and apply in two passes with a specialist sprayer SportsCote acrylic tennis court paint in two tone combination dark green/light green. Set out and paint 2nr. set tennis court play lines in white acrylic line paint. The court shall be marked out in accordance with the Rules of Tennis issued by the International Tennis Federation. Run-backs and run-outs shall as far as possible be in accordance with LTA recommendations.	m2	1088	3.75	4,080.00
Surfacing					
	Supply and install new 3m high chainlink fencing with tubular posts complete with 1nr. Single pedestrian gate and 1nr. Double gate access. Includes removal of existing fencing.	lm	132	140.00	18,480.00
Fencing					

Total Budget Estimate £48,665.28

Notes

- * All costs exclude VAT at the appropriate rate
- * Costs are for budget purposes only and do not represent a formal offer to undertake any such works

RE: Ayr Lawn Tennis Club - Community Asset Transfer of Seafield Tennis Courts (owned by South Ayrshire Council)

Craig Mitchell <craig@doenorth.co.uk>

Mon 01/11/2021 08:26

To: 'Mike Whiteford' - [REDACTED]

See below Mike... [REDACTED]

Craig Mitchell
Estimating & Design Manager

Mob; 07717 575707



www.doesport.co.uk

Doe Sport (North) Ltd
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Follow us on twitter: @DoeSportNorth



From: Mike Whiteford <thewhitefords@hotmail.co.uk>

Sent: 29 October 2021 16:35

To: Craig Mitchell <craig@doenorth.co.uk>

Subject: Re: Ayr Lawn Tennis Club - Community Asset Transfer of Seafield Tennis Courts (owned by South Ayrshire Council)

Hi Craig

Many thanks for the updated quote. At the site visit with Colin I mentioned that we intended moving the existing access gate position to a location adjacent to the net posts nearer the bowling clubhouse. This would enable us to get a power connection from the existing clubhouse for the smart access gate system. I have already obtained permission from the bowling club to connect to their electricity supply with a separate meter for the tennis club and also obtained a quote from a local electrician for the work required. Colin mentioned that Doe could provide and install a new gate and CIA could install the gate system. I presume this

is not included in your quote and I would be grateful if you could advise me of the cost of providing and installing the access gate in the proposed new location.

CIA have to supply & install the gate, however Doe undertake all the preparation works. We have to install a new frame for the gate inc all the underground preparation and CIA simply come along and install the system (inc gate) and hook up. We just need a 13a fused spur adjacent to the gate location.

The Extra over costs for the supply & Installation of new electronic access gate and all connections inc ensuring compatibility with lighting systems controls. Includes all cabinets and ducting. - £9,675.00 *

Other costs which you will need to account for direct with CIA are:

Annual maintenance cost - £320.00

Annual cloud costs - £66.00

Annual data contract - £215.40

Your quote only mentions the supply of one net but obviously we shall require two. Would this alter your quote? All equipment for both courts are included.

I would also be most interested if you could provide me as soon as possible with details and costs of an access gate that does not require power but can still be used with mobile devices to generate a unique access code so that we can consider the best option. I have asked CIA if this gate is now in operation and will advise upon receipt of their answer. I am not aware of any other system that offers this.

Many thanks.

Mike

Sent from my iPad

On 29 Oct 2021, at 14:19, Craig Mitchell <craig@doenorth.co.uk> wrote:

Hi Mike,

Thanks for your patience with this. Its just been an exceptionally busy period for me the last 2 months.

In any case, please see attached which I hope to be of interest.

Best regards

Craig Mitchell
Estimating & Design Manager

Mob; 07717 575707



Doe Sport (North) Ltd
Quayside House
Dock Road, Methil Dock Business Park

LTA Data Process System Design Proposal

Seafield Tennis Courts

Reference: 36196

Seafield Tennis Courts
Southpark Road
Ayr

02 November 2021

Presented by

Ian Keates

Telephone: 01285 651025



Security House • 82C Chesterton Lane • Cirencester • Gloucestershire • GL7 1YD
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VAT Registration No. 575 9228 00 • Registered in England No. 6681403

Doe Sport (North) Ltd
Quayside House
Dock Road
Methil Dock Business Park
Methil, Fife
KY8 3SR

02 November 2021

Dear Craig

Re: Smart Gate Quotation for Seafield Tennis Courts

Thank you for choosing CIA Fire and Security Ltd. to quote for your LTA Data Process System.

Further to our site visit, we have the pleasure of submitting the enclosed quotation for your review. The quotation comprises:

- Section 1: System Design Proposal
- Section 2: Summary of Costs
- Section 3: Confirmation of Acceptance
- Section 4: Product

We hope our assessment meets with your approval and look forward to the opportunity of working with you in the near future.

Should you have any queries or would like information on the other services we provide, including Intruder, Fire, CCTV, Fire Extinguishers, Keyholding & Gate Automation, please do not hesitate to contact me.

CIA Fire & Security's Terms & Conditions are located on our website www.ciafireandsecurity.co.uk/terms-conditions. Sections 4, 5 and 8 provide details of your service contract. Please ask a member of our team should you require a hard copy.

Yours sincerely



Ian Keates
SmartAccess Manager
CIA Fire & Security Ltd.

Section 1: System Design Proposal

Site Address	Customer Details (Correspondence / Invoice Address)
Seafield Tennis Courts Southpark Road Ayr	Doe Sport (North) Ltd Quayside House Dock Road Methil Dock Business Park Methil, Fife KY8 3SR

The System Design Proposal is for a Smart Gate

System Type: LTA Data Process System

To supply and install online access control system with intergration to your venues Clubspark account:

Gate 01

- 1 No. Cloud Access Control Unit mounted beside the gate
- 1 No. Power Supply Unit
- 1 No. Keypad mounted on the gate frame
- 1 No. Bespoke gate and entrance with built in locking and door closer mechanism
- 1 No. 4G Router with roof mounted 4G antenna mounted in the control cabinet
- 1 No. Anti-Tamper strip
- 1 No. Keypad Shroud
- 3 No. 12 Volt Lighting Triggers
- 1 No. Clubspark Connection Fee

Labour & Material: £7,280.00

Others to Supply:

1. Provide a 13 amp switched fused spur mounted in a 500mm x 500mm 250mm deep externally rated cabinet by each gate location; our equipment is 12 vdc with a 2amp current draw.

The mains connection can take place after the gate installation, in this instance we shall provide the cabinet, at an additional charge of £130.00, and mount our equipment leaving a fly-lead for your electrical contractor to connect to and for them to power up the system, at this point they can call CIA to remotely configure the gate controls for you.

2. The venue is required to have its own Clubspark account in preparation for connection to the gate controls .
3. Should the lighting controls be required:

Your lighting contractor will need to install cabling from the existing lighting control terminations to the lighting relays, which will be installed by CIA situated in the Controller Enclosure Housing, which will allow for full light automation, these triggers are din rail mounted with a permanent 0vdc and switchable 12vdc triggers.

4. The old gate will be removed by CIA as a part of the installation and secured to the court fence for the venue to dispose of.

Section 2: Summary of Costs

Tennis Court Gate	£7,280.00
Maintenance	£ 320.00 per annum
Cloud Costs	£ 66.00 per annum
Data Contract	£ 215.40 per annum
Initial Contract Term	36 Months (Non-Refundable)
Rolling Contract Term	3 Months' Notice Required



Payment Term Conditions

- The installation invoice is due no later than 7 days after the invoice date.
- Preventative maintenance invoices are to be paid monthly or annually via direct debit.
- Corrective maintenance and system additions are to be paid in full by direct debit.
- A direct debit mandate will be sent at time of acceptance. Prior to any work commencing, please complete this form and return it to our CIA office via post or email, for the attention of Accounts Department (Accounts@ciafireandsecurity.co.uk). Please note Direct Debits can also be set up over the telephone.

Please note the featured prices exclude VAT.

Acceptance

- Should you like to go ahead with your quotation, please contact our office and request to speak with either Charlotte or your nominated Business Manager.
- Please complete Section 3 and return back to CIA as per instructions.

System Cancellation

- Should you wish to cancel the agreement no refund will be made available in the first year.
- If you are paying your first years' service and monitoring costs via direct debit and opt to cancel your contract in the first year, you must pay all outstanding months in full; that is, to see your first-year contract through.
- Should you cancel after the first-year charges will be refunded for the remaining period, plus three months' cancellation fee. Please note, any cancelled contract must be confirmed in writing by the client.

Section 3: Confirmation of Acceptance

Quotation & Acceptance → Customer Copy

Date	02 November 2021
Specification No.	36196
Customer Name	Doe Sport (North) Ltd Quayside House Dock Road Methil Dock Business Park Methil, Fife KY8 3SR

Installation Charges

Tennis Court Gate	£7,280.00
Maintenance	£ 320.00 per annum
Cloud Costs	£ 66.00 per annum
Data Contract	£ 215.40 per annum

VAT: All payments are subject to VAT at the prevailing rate.

Agreement: The works detailed in this document are subject to the following terms. This Quotation is made upon and subject to the terms below and should be signed by you or on your behalf and returned to the Company. This Quotation is not an Offer, and is based on the Costs of Labour and Materials prevailing at the Date of Tendering and is valid for a period of One month from this date.

For and behalf of CIA Fire and Security Ltd.	<i>Jan Keates</i>
--	-------------------

I / we the customer accept this Quotation on the above basis and have read and understood the enclosed terms and conditions. We will accept Purchase Orders, Purchase Order Numbers and e-mail acceptance (please quote our specification number in all correspondence) and will have expected that you have read and understood the terms and conditions in this document.

Customer Completion

Name of Customer or his / her authorised representative	
Signature of Customer or his / her authorised representative	
Date	
Purchase Order Number	

Please sign the Confirmation of Acceptance and return this page to: lta@ciafireandsecurity.co.uk

Section 4: Product

Readers

Readers are used in association with a central control logging facility.
In addition they may be used in specific association with access point hardware
Both types provide the following features:

- Indication of access granted
- Physical tamper detection and malicious damage protection where mounted externally
- Capability to respond to valid entry procedure within 2 seconds.
- Relocking of access point if not used with predetermined time.

Access Point Hardware

Access point mechanisms are selected in accordance with the environment conditions they are to be installed in and classification, anticipated use and duty cycle.

The following considerations are made when specifying access point hardware:

- Temperature
- Humidity
- Corrosion
- Vibration
- Dust and other contamination
- Physical abuse
- Transfer of electrical connections
- Safety precautions
- Door closing mechanisms

Control Equipment

The control equipment panel and system software/database should be protected from unauthorized interference and displayed data should not be visible to unauthorized persons.

Other considerations made are:

- Operational and environmental requirements
- Logging requirements
- Blocking/invalidation of tokens
- Back up of database
- Programming of time/zone restrictions
- Power failure contingency
- Maintenance

LTA Data Process System Design Proposal

Seafield Tennis Courts

Reference: 36196

Seafield Tennis Courts
Southpark Road
Ayr

02 November 2021

Presented by

Ian Keates

Telephone: 01285 651025



Security House • 82C Chesterton Lane • Cirencester • Gloucestershire • GL7 1YD
Tel: (01285) 651025 • Fax: (01285) 642155 • E: info@ciafireandsecurity.co.uk • www.ciafireandsecurity.co.uk
VAT Registration No. 575 9228 00 • Registered in England No. 6681403

Doe Sport (North) Ltd
Quayside House
Dock Road
Methil Dock Business Park
Methil, Fife
KY8 3SR

02 November 2021

Dear Craig

Re: Smart Gate Quotation for Seafield Tennis Courts

Thank you for choosing CIA Fire and Security Ltd. to quote for your LTA Data Process System.

Further to our site visit, we have the pleasure of submitting the enclosed quotation for your review. The quotation comprises:

- Section 1: System Design Proposal
- Section 2: Summary of Costs
- Section 3: Confirmation of Acceptance
- Section 4: Product

We hope our assessment meets with your approval and look forward to the opportunity of working with you in the near future.

Should you have any queries or would like information on the other services we provide, including Intruder, Fire, CCTV, Fire Extinguishers, Keyholding & Gate Automation, please do not hesitate to contact me.

CIA Fire & Security's Terms & Conditions are located on our website www.ciafireandsecurity.co.uk/terms-conditions. Sections 4, 5 and 8 provide details of your service contract. Please ask a member of our team should you require a hard copy.

Yours sincerely



Ian Keates
SmartAccess Manager
CIA Fire & Security Ltd.

Section 1: System Design Proposal

Site Address	Customer Details (Correspondence / Invoice Address)
Seafield Tennis Courts Southpark Road Ayr	Doe Sport (North) Ltd Quayside House Dock Road Methil Dock Business Park Methil, Fife KY8 3SR

The System Design Proposal is for a SmartAccess Lite

System Type: LTA Data Process System

To supply and install offline SmartAccess Lite access control system with Clubspark intergration.

The venue will provide its own Codelock Portal Web account in order to link the gate to the Clubspark platform and pre-purchase batches of codes to be utilised on their venue:

Gate 01

- 1 No. Bespoke gate and entrance with built in locking and door closer mechanism
- 1 No. Codelocks Smart Lock with free to exit handle and key override
- 1 No. Anti-Tamper strip
- 1 No. Keypad Shroud
- 1 No. Clubspark Connection Fee

Labour & Material: £5,570.00

Netcode pricing structure

100 Netcode Credits	£ 15.75
1000 Netcode Credits	£147.00
2500 Netcode Credits	£325.00
5000 Netcode Credits	£600.00

Venue Details:

- The system has been designed on receipt of an email from Craig Mitchell of Doe Sport (North) Ltd
- The venue has unknown quantity of courts
- Gate 1 gives access to all courts
- The Fence colour is to be confirmed

Routine Maintenance Frequency & Cost:

- Each access control system is to be maintained in accordance with a planned preventative maintenance schedule and code of practice. The preventative maintenance frequency for access control systems of this form is annually; that is, 12 months from the month in which the installation was completed.

- Routine Maintenance is:

- To be invoiced annually in advance;
- Based on one gate;
- Based on a three year rolling contract;
- Subject to a standard annual inflation rate;
- To be paid in monthly instalments via direct debit or in full, within 30 days of the invoice date.

- The Routine Maintenance charge comprises:

- 1 x Annual Preventative Maintenance Service Visit & Technical Phone Support
- No mileage charge will be incurred for preventative maintenance works.

Callout:

Requests for reactive maintenance and callouts will be categorised by CIA and will be classified either:

- Emergency** Faults where access to the tennis court is prevented → 48 hour response
- Urgent** Faults where access is still permitted but reporting is inhibited → 72 hour response
- Routine control** Faults that have no immediate impact upon the use and reporting mechanism of the access
→ 96 hour response

Callout Premiums		Charge
Normal Working Hours	First Hourly Charge Attendance Fee – Normal Working Hours (Mon-Fri 08:00 – 17:00 excl. Bank Holidays) - No mileage charge will be incurred for corrective (callout) works.	£160.00
	Standard Half Hourly Labour Rate	£35.00

Section 3: Confirmation of Acceptance

Quotation & Acceptance → Customer Copy

Date	02 November 2021
Specification No.	36196
Customer Name	Doe Sport (North) Ltd Quayside House Dock Road Methil Dock Business Park Methil, Fife KY8 3SR

Installation Charges

SmartAccess Lite Gate Installation	£5,570.00
Maintenance	£ 320.00 per annum

VAT: All payments are subject to VAT at the prevailing rate.

Agreement: The works detailed in this document are subject to the following terms. This Quotation is made upon and subject to the terms below and should be signed by you or on your behalf and returned to the Company. This Quotation is not an Offer, and is based on the Costs of Labour and Materials prevailing at the Date of Tendering and is valid for a period of One month from this date.

For and behalf of CIA Fire and Security Ltd.	<i>Jan Keates</i>
--	-------------------

I / we the customer accept this Quotation on the above basis and have read and understood the enclosed terms and conditions. We will accept Purchase Orders, Purchase Order Numbers and e-mail acceptance (please quote our specification number in all correspondence) and will have expected that you have read and understood the terms and conditions in this document.

Customer Completion

Name of Customer or his / her authorised representative	
Signature of Customer or his / her authorised representative	
Date	
Order Number	

Please sign the Confirmation of Acceptance and return this page to: ita@ciafireandsecurity.co.uk

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- Physical abuse
- Transfer of electrical connections
- Safety precautions
- Door closing mechanisms

Control Equipment

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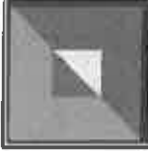
Other considerations made are:

- Operational and environmental requirements
- Logging requirements
- Blocking/invalidation of tokens
- Back up of database
- Programming of time/zone restrictions
- Power failure contingency
- Maintenance

19 Mossgreen Place
 Mossblown
 Ayr
 KA6 5DU

Tel 01292521228
 Mob 07885485159
 EMAIL dabrennan1958@gmail.com
 www.dabsparky.co.uk

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David A. Brennan Ltd

Electrical Contractors, Installations, Maintenance, Repairs

ESTIMATE

Customer

Company: Seafield Tennis Courts
Name: Mr M. Whitefors
Address: Arrol Drive,
 Ayr KA7 4AZ.
County:

Date: 21/12/2020

Qty	Description	Terms	30Days/invoice date
	To instal power supply for gate access at Seafield Tennis Courts, Arrol Drive, Ayr.		
2	647 x 436mm GRP enclosures.		
1	RCD enclosure complete with 16amp MCB.		
15mts	2.5mm 3 core SWA.		
1	Gland pack.		
3mts	41 x 41 galvanised uni-strut.		
	Excavation & back filling of trench.		
1	Solid state reconditioned power meter.		
	Total materials & labour.		£955.60
		SubTotal	£955.60
		VAT 20.00%	£191.12
		TOTAL	£1,146.72



Company VAT Number: 617 3540 50

Tennis Courts

New all-weather floodlit tennis courts

We are delighted to support the three new all weather floodlit tennis courts in Argyll Park, Alexandria, by the Vale of Leven Swimming Pool.

Tennis balls can be purchased from the Vale of Leven Swimming Pool.

Please note - we don't offer racket hire.

[Join now & save ££s](#)

Tennis Coaching for Children and Adults!

A coaching provider is now in place with sessions for children and adults!

GorDan's Tennis is commencing from 18th October 2021. Click on the button below for more information and to sign up!

[NEW! Tennis Coaching](#) 

Non-member use

- Free use at off-peak times Monday to Friday 9am to 4pm (£8.50 per hour at other times).

How to book a court



Click the image to download the app



1. Sign up for a free Lawn Tennis Association membership on the [LTA ClubSpark](#) website
2. Download the ClubSpark app from your app store
3. Use your Lawn Tennis Association registration details to log in and book
4. You will receive an access code to gain entry to the courts (floodlights are included when appropriate).

View the booking and usage [terms and conditions](#)

See the [FAQ](#) page for more information

What should I do if I arrive at the courts and someone is on the court and refusing to leave?

You should report this to the Duty Officer at the Vale of Leven Swimming Pool.

How much is a membership and how do I become a member?

Adult Membership - £102

Junior Membership (U 18) - £51

Memberships last for 12 months from the date you join. You will receive an automatic email when your membership is needing renewed.

To become a member click the [ClubSpark Link](#) and follow the instructions

What are the benefits of having a membership?

You can use the LTA Rally App or website to quickly book courts whenever you wish and there is no additional cost. You would also save considerably if you plan on using the courts regularly.

Are there any times when the courts are free to use?

Yes. Courts are free to use from Monday to Friday between 9am and 4pm

How do players get access during the times the courts are free?

You still need to book a court via the online system. Go to the LTA Rally website and book the court. The system will not ask for a payment and it will provide you with a code to gain access via the entrance gate.

Are the courts floodlit?

Yes, all three courts are floodlit. There is no additional cost for the floodlights

Are there Tennis coaching programmes?

A coaching provider is now in place with sessions for children and adults!

GorDan's Tennis is commencing from 18th October 2021. Visit [GorDan's Tennis / Junior coaching_\(lta.org.uk\)](#)

Further coaching programmes and come and try sessions will be organised in the future

Are you selling equipment?



Tennis balls will be available to purchase from the Vale Pool including yellow balls for adult and juvenile play, red balls for 4-6 year olds and orange balls for 7-9 year olds.

Is there toilet or changing provision?



There is no changing provision, players should turn up ready to play. Players can use the toilets at the Vale Pool when it's open.

[Is there anything wrong with this page?](#)

ALTC

Ayr Lawn Tennis Club

Charity no. SC049014

Ayr Lawn Tennis Club advertising and promotion proposals for the redeveloped Seafield Tennis Courts to encourage community involvement.

WORKING WITH SAC.

Engagement and cooperation with SAC to make the booking app easily available and promoted on the SAC website.

FACEBOOK

Events and activities including the Coaching Programmes are currently advertised via the coaches Facebook and Instagram pages “Gillian McIlroy Tennis “and these are then shared via the Ayr Lawn Tennis Club Facebook page. The Tennis Ayrshire Facebook page is another place to advertise the facility.

WEBSITE

Events and activities are posted on the Ayr Lawn Tennis Club Website and similarly Seafield Tennis Courts can be advertised within this website :

<https://clubspark.lta.org.uk/ayrlawntennisclub>

LOCAL PRESS

Ayrshire sport section journalist Lewis Moynihan

████████████████████ is the club's current contact for promoting events, activities, results within the local press including Ayrshire Post and Ayr Advertiser. Tennis at Seafield could also be promoted by this method.

ALLOWAY & DOONFOOT GOING OUT MAGAZINE

This local magazine is distributed to all households within Alloway, Doonfoot and Seafield. Ayr Lawn Tennis Club can advertise events and activities in the publication including the promotion of Seafield Tennis Courts for use by the public.

EXTERNAL NOTICEBOARDS

Events and activities occurring at the club are also advertised on the noticeboard outside the tennis courts in Southpark Road. A similar noticeboard will be made available outside the courts at Seafield containing all relevant information for club members and the general public. The club can also put posters in Alloway Library, Carnegie Library, the Citadel, Alloway Post Office, Alloway Chemist, Cambusdoon Cricket Club and other local Community noticeboards and Church Halls.

ACTIVE SCHOOLS LIAISON

Ayr Lawn Tennis Club supports tennis coaching within some of the local primary schools in South Ayrshire and this occurs by liaison between the Club Coach and Active School Coordinators. Promotion of tennis and the courts at Seafield could be issued via this network and through leafletting local schools.

MONTHLY eNEWSLETTER

A monthly newsletter is prepared and issued via email to all club members who will be encouraged to spread the word regarding the availability of Seafield Tennis Courts.

WESTSOUND RADIO STATION

The club would also be able to promote the opening of the new facility at Seafield with public access by using local radio and by holding an Open Day at the courts.

Reports and valuation

1. Condition report
2. Valuation survey

CS000600 CONDITION SURVEY REPORT

Survey Description: Seafield Tennis Court

Site: L3003 - Seafield Tennis Club

Address: Carwinshoch View
Ayr
KA7 4BD

Number of Buildings: 0

Number of Rooms: 0

Surveyor: Stuart Taylor - Surveyor

Survey Date: 15/06/2021

Survey Status: COMPLETE

Weather:

Score: C - 40-60% 40-60%

Score Comments: Generally in reasonable condition, with exception of playing surface and posts.

General Summary: Elastisol finish to tennis courts is generally beyond design life and has failed to localised areas. This type of surface cannot be repaired, therefore full replacement is required. In addition to this, some routine maintenance is required to the perimeter fencing and access path.

Mechanical Summary: n/a

Electrical Summary: n/a



Identified Work Summary

Identified Work Element	Identified Work Element Total By Priority						Totals
	Not Selected	1	2	3	4	5	
01 - Roofs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
02 - Floors and stairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
03 - Ceilings	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04 - External walls windows and doors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 - Internal walls and doors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 - Sanitary services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
07 - Mechanical	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08 - Electrical Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09 - Redecorations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 - Fixed internal facilities, furniture, fittings	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11 - External areas	0.00	1,150.00	6,020.00	0.00	0.00	0.00	7,170.00
12 - Outdoor Sports facilities & Fixed Furniture	0.00	0.00	31,500.00	0.00	0.00	0.00	31,500.00
13 - Specialist Survey by Building Surveyor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14 - Fixed Temporary Structure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	1,150.00	37,520.00	0.00	0.00	0.00	38,670.00

Identified Work Details (by location)

Building:									
Room	Element	Sub-Element	Item	Cnd	Pri		Code	Cost (£)	
	11 - External areas	EFEN - Walls, Fencing & Gates	WELFE - Weldmesh	C	1	Defect	Section of fence has been cut by vandals and a temporary repair undertaken.	IW00154827	
						Remedy	Allow to remove defective section of weldmesh and replace with matching type.		200.00
	11 - External areas	EFEN - Walls, Fencing & Gates	WELFE - Weldmesh	B	2	Defect	Spot corrosion is evident throughout to entrance gate and posts of fencing. One post to the North East corner is in particularly poor condition.	IW00154826	
						Remedy	Allow to replace corroded post to North East corner, and treat all other corrosion with primer.		500.00
	11 - External areas	EFEN - Walls, Fencing & Gates	WELFE - Weldmesh	B	2	Defect	Fencing requires general overhaul to tighten up wires, particularly to top level of mesh which has separated from that below.	IW00154828	
						Remedy	Allow to overhaul fencing, say 140lm @ £20/m.		2,800.00
	11 - External areas	EPATH - Paths & Paved Pedestrian Areas	PGRAV - Gravel Footpath	B	2	Defect	Main access path from boundary to side of court, requires a general tidy up and additional stone added.	IW00154829	
						Remedy	Uplift and renew gravel paving. 60.00 m2 @ 12.00		720.00

Building:									
Room	Element	Sub-Element	Item	Cnd	Pri			Code	Cost (£)
	11 - External areas	OTHER - Other	OTHER - Other	C	1	Defect	Weed growth is evident between perimeter kerb and haunching to East boundary.	IW00154822	
						Remedy	Remove all vegetation, say 10lm and allow for any repairs required to haunching on completion. Allow £25/m		250.00
	11 - External areas	OTHER - Other	OTHER - Other	C	1	Defect	Weed growth is evident between perimeter kerb and haunching to North boundary.	IW00154823	
						Remedy	Remove all vegetation, say 28lm and allow for any repairs required to haunching on completion. Allow £25/m		700.00
	11 - External areas	OTHER - Other	OTHER - Other	C	2	Defect	Concrete haunching to the kerbing at southern boundary has generally failed throughout and breaking up.	IW00154821	
						Remedy	Break out and renew circa 40lm of concrete haunching @ £50/lm		2,000.00
	12 - Outdoor Sports facilities & Fixed Furniture	EXFF - External Fixed Furniture	OTHER - Other	C	2	Defect	Posts for nets of both courts have surface corrosion throughout.	IW00154825	
						Remedy	Allow to replace these, along with nets, as part of the works to renew surfacing.		1,500.00

Building:								
Room	Element	Sub-Element	Item	Cnd	Pri		Code	Cost (£)
	12 - Outdoor Sports facilities & Fixed Furniture	SPIT - Sports Pitches	OTHER - Other	C	2	Defect	Elastosol surface forming tennis courts is generally beyond design life and failed to localised areas.	W00154824
						Remedy	This surfacing can not be repaired. Therefore, allow to strip and renew with a layer of bitmac. Budget cost for this provided by Mark Oakley of Hunter Construction.	
								30,000.00
Total Cost (£):								38,670.00



Client: South Ayrshire Council

Date of Valuation: 22 June 2021

Property: Seafield Tennis Courts, Auchentrae
Crescent
Ayr KA7 4BD

TABLE OF CONTENTS

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Appendix 2	Location Plan
Appendix 3	Photographs
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Appendix 5	Scope of Work and Valuation Assumptions

1. CONFIRMATION OF INSTRUCTIONS

1.1 Introduction

We refer to your instructions of 21 June 2021 and our Terms and Conditions of Engagement dated 23 June 2021 a copy of which is reproduced in Appendix 1. We understand that a Summary Valuation is sufficient for current purposes and that a more detailed Valuation Report is not required.

In accordance with these instructions, an inspection of the property was undertaken by Kevin N Bell BSc MRICS, acting as an external valuer, on 22 June 2021. The extent of the inspection carried out is as described in the attached Scope of Work and Valuation Assumptions and any specific limitations will be outlined within this summary report.

We can confirm Kevin N Bell BSc MRICS (an RICS Registered Valuer) has the necessary knowledge and expertise to provide the advice required.

This report has been prepared in accordance with the RICS - Global Standards 2020 incorporating the IVSC International Valuation Standards.

1.2 Date of Valuation

22 June 2021

1.3 Conflict of Interest

We are not aware of any conflict of interest that would preclude us from providing the valuation advice requested.

1.4 Professional Indemnity

J & E Shepherd maintain Professional Indemnity Insurance with various Lloyds Syndicates and London Company Markets led by Zurich Insurance Plc with a limit of indemnity set at a level which is proportionate to the instruction as fully outlined within the Terms and conditions of Engagement previously provided and appended to this report.

1.5 Purpose of Valuation

This summary report is provided for a potential Community Asset Transfer.

Whilst this report may be suitable for secured lending purposes, any lender wishing to rely upon its contents should instruct this Firm to prepare a further report which addresses the lenders specific reporting assumptions and requirements.

1.6 Interest Valued

Heritable (Scottish equivalent of English Freehold).

1.7 Basis of Value

Our Valuation has been prepared to determine Market Value with vacant possession.

1.8 Sources of Information

For the purpose of this valuation we have considered and relied upon a range of information provided to us which we have assumed to be true and correct.

1.9 Scope of Work and Valuation Assumptions

The scope of work and valuation assumptions adopted for the purposes of this report are set out in Appendix 5.

1.10 Verification

Before any financial transaction is entered into the validity of the assumptions that we have adopted should be verified. Any variation should be referred to us immediately, as this could impact the valuation(s) reported.

2. LOCATION

Ayr is located on the Clyde coast around 40 miles south west of Glasgow in the South Ayrshire Council area. The town has a resident population of around 46,800 with the South Ayrshire Council area having a population of around 112,000. Accessibility has improved with the M77 upgrade around 15 years ago.

Ayr is the main shopping and administrative centre for the area and in addition, is a traditional Clyde Coast holiday resort. Consequently, the town benefits from a wide range of services and facilities.

In addition to good road links the town has a mainline railway station and lies adjacent to Prestwick International Airport.

The retailing patterns have altered within Ayr town centre in recent times with the prime retail areas moving south towards the Ayr Central shopping development which offers 350,000sq.ft of retail and underground car parking.

Ayr's original covered shopping mall, The Kyle Centre, has recently closed and is due to be redeveloped as a cinema and licensed/leisure venue although plans for this have stalled.

As with the majority of medium sized Scottish towns there are a significant volume of vacant shop units within the town centre primarily in the prime retailing area and this is unlikely to change.

The subjects are located in the Seafield district of Ayr, a popular and long established residential area set approximately 2 miles south of the town centre and adjacent to the beach.

The subjects are located adjacent to a local bowling club and unrestricted on-street car parking is available in the area.

The location of the property is shown on the appended Location Plan within Appendix 2.

3. DESCRIPTION

The asset to be valued comprises Seafield Tennis Courts with the subjects comprising two full sized courts set within a regular shaped level site bound by metal post and wire fencing with access via a pedestrian gate.

The subjects are set within a larger landscaped area and we note that access is available via a gravel pathway from the south west .

The landscaped area is outwith the perimeter of the tennis courts whilst in addition the bowling club immediately north is also outwith the subjects of survey.

Photographs are enclosed at Appendix 3.

4. AREAS

We note from information provided that the tennis court area is 0.11 hectares (0.27 acres).

5. SERVICES

We assume that there is no service provision available to the subjects.

6. STATE OF REPAIR

We have not been instructed to provide a report upon the structure and fabric of the property however a visual, non disruptive inspection of the subjects was undertaken for the current purposes.

When arriving at our valuation the general condition of the subjects has been considered however it is beyond the scope of this summary to provide detail in this regard.

Unless otherwise stated, when arriving at our valuations we have assumed that there are no defects pertaining to the site that would impact on the values. The above should not be considered as an exhaustive list. Should detailed reports on the condition of the property be required or where specialist advice is recommended, our Building Consultancy Department would be pleased to deal with this on receipt of further written instructions.

7. STATUTORY ENQUIRIES

7.1 Structure and Local Plan

The subjects are covered by the South Ayrshire Local Development Plan which was adopted on 23rd September 2014. Within said Plan and the Modified Proposed LDP the tennis court is identified as an area of open space.

7.2 Current Planning Use/Consent(s)

As noted above we consider the subjects will remain in use as a tennis court for the foreseeable future.

7.3 Rateable Value

The subjects are not assessed for rating purposes.

7.4 Other Matters

When arriving at our valuations we have assumed that the property has an unimpeded right of access onto an adopted highway and that any/all necessary licences and consents are in place for usage and any alterations. We have assumed that the subjects comply with all relevant legislation including (but not exclusively) the Fire (Scotland) Act 2005 and The Equality Act 2010 and that if/when listed or in a conservation area that there would be no issues which would impact on value. This should however be checked and changes may impact on the values reported.

8. TENURE

Assumed Heritable (Scottish equivalent of English Freehold). We have not had sight of a report on title and assume that the title deeds contain no onerous or restrictive conditions and that the existing use complies fully with current planning law.

9. ENVIRONMENTAL CONSIDERATIONS

We have carried out no environmental investigations and we have assumed that there is no existence of contamination or site/ground condition issues which would affect value. Similarly we have assumed that there are no Asbestos, Radon Gas, Japanese Knotweed or other invasive species issues that would affect value.

We have not had sight of the EPC for the property and for the purposes of this summary have assumed there are no issues in this regard.

When arriving at our valuations we have assumed that there is no history of flooding, no flood issues that would impact on the property and that the property can obtain insurance. Should this not prove to be correct it may impact on the values reported herein and we would recommend further checks are made.

We have made no investigations with regard to whether the property is within an area where coal mining has taken place and for the purposes of this summary we have assumed that there are no issues or risk of movement from underground mine workings in this regard however would recommend that further checks are made.

We reserve the right to amend our valuations on sight of any further information with regard to any of these items as noted herein and above.

10. VALUATIONS

Our valuation(s) have been prepared in accordance with the Royal Institution of Chartered Surveyors (RICS) - Global Standards 2020 incorporating the IVSC International Valuation Standards. Any departures from this will be clearly stipulated within our report. All valuations will be carried out under the definitions of the various valuation bases set out by the RICS, which are appended.

10.1 Market Value

We are of the opinion that the Market Value of the property with vacant possession as at 22 June 2021, may be fairly stated as being in the sum of **£5,000 (Five Thousand Pounds)**.

The outbreak of Covid-19, declared by the World Health Organisation as a Global Pandemic on the 11th March 2020, has and continues to impact many aspects of daily life and the global economy – with real estate markets continuing to experience lower levels of transactional activity and liquidity. Travel, movement and operational restrictions have been implemented by many countries and in some cases, 'Lockdowns' have been applied to varying degrees and to reflect further waves of Covid-19. Although these new waves may imply a new stage of the crisis, they are not unprecedented in the same way as the initial impact. The pandemic and the measures taken to tackle COVID-19 continue to affect economies and real estate markets globally albeit as at the date of valuation property market are mostly functioning again.

We continue to be faced with an unprecedented set of circumstances caused by COVID-19. In the case of the subject property(ies), as at the date of valuation, transaction volumes and relevant evidence are at an insufficient level upon which to base our judgement. Accordingly our valuation is reported as being subject to 'Material Valuation Uncertainty' as set out in VPS 3 and VPGA 10 of the RICS Valuation - Global Standards. Consequently, less certainty - and a higher degree of caution - should be attached to our valuation(s) than would normally be the case.

For the avoidance of doubt, the inclusion of this explanatory note (and where applicable) the 'Material Valuation Uncertainty' declaration above does not mean that the valuation(s) cannot be relied upon. Rather, the declaration has been included to ensure transparency and to provide further insight as to the market context under which the valuation opinion(s) was prepared. In recognition of the potential for market conditions to move rapidly in response to changes in the control or future spread of COVID-19 we highlight the importance of the valuation date and recommend that you keep the valuation/s contained within this report under frequent review.

The above mentioned valuation figure makes no allowance for any effect on value of the imposition of Value Added Tax on some property transactions.

11. SPECIAL VALUATION ASSUMPTIONS

In arriving at our opinion of value we have assumed that the subjects of survey will remain either in their current use as a tennis court or as open space with no prospect of planning consent for change of use.

We also assume the subjects extend to the footprint shown on the location plan with the landscaped areas to the perimeter outwith the asset to be valued.

On balance we consider Seafield Tennis Courts to have limited saleability and this is reflected in the valuation figure reported.

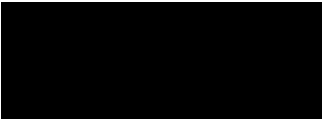
12. LIMITATION AND PUBLICATION

This valuation report is prepared solely for the use of the named client. No responsibility is accepted to any other party for the whole or any part of its contents. It may be disclosed to other professional advisors assisting in respect of the purpose for which the valuation is prepared.

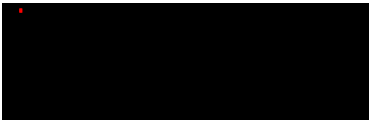
Neither whole nor any part of this valuation report, nor any reference thereto may be included in any published document, without the valuer's written approval over the form and context which it may appear.

We trust that this report will be satisfactory for your present purposes.

Yours faithfully


.....
Inspected and Prepared By
Kevin N Bell BSc MRICS
Partner
RICS Number: 0070497
For and on behalf of J & E Shepherd
Chartered Surveyors

25 June 2021


.....
Steven W Barnett BLE FRICS
Managing Partner
RICS Number: 0103034
For and on behalf of J & E Shepherd
Chartered Surveyors

25 June 2021

APPENDIX 1 - TERMS AND CONDITIONS OF ENGAGEMENT

**COMMERCIAL SUMMARY VALUATION REPORT
TERMS AND CONDITIONS OF ENGAGEMENT**

J & E Shepherd
22 Miller Road, Ayr KA7 2AY

To: David Anderson, South Ayrshire Council, Newton House, 30 Green Street, Ayr KA8 8BH
Date: 23rd June 2021
Dear Sir

We write to confirm your instructions to inspect and provide a summary valuation report of the property at: -

PROPERTY TO BE VALUED:	Seafield Tennis Courts, Ayr
INTEREST TO BE VALUED:	Heritable (Scottish equivalent of English Freehold) Interest.
PURPOSE OF VALUATION:	For Internal purposes.

The instruction is based on the following information and is subject to the undemoted Terms and Conditions of Engagement.

INSTRUCTING PARTY:	David Anderson
CLIENT:	South Ayrshire Council
PRICE QUOTED/AGREED:	N/A
CLASSIFICATION OF PROPERTY:	Leisure Site
STATUS OF VALUER:	RICS Registered External Valuer
DATE OF VALUATION:	22 nd June 2021
SPECIAL ASSUMPTIONS:	n/a
INFORMATION TO BE RELIED UPON:	We have relied upon a site plan provided by the client.
REPORT TYPE:	Summary Valuation Report
SURVEYOR:	Kevin N Bell BSc MRICS
ACCESS ARRANGEMENTS:	22 nd June 2021

FEE £500 exclusive of VAT plus any agreed additional costs/fees associated with separate specialist investigations.

Unless otherwise agreed, the fee invoice will be made out in the name of the instructing party who will be liable for payment. It is expected that payment will be received within 14 days of issue.

In the event of our fee for the services provided in terms of this Contract, V.A.T thereon and/or outlays incurred on your behalf in connection therewith not being settled within our standard settlement terms of 14 days, we reserve the right:-

- To instruct Solicitors, Debt Collection Agents or other third parties to endeavour to collect said fees, V.A.T. and outlays for us. It is a specific condition of our accepting instructions from you that in the event of said Solicitors, Debt Collection Agents or third parties being instructed by us, you will be liable to reimburse us for the whole fees and other costs charged by them to us and thereby incurred in that connection; and
- To exercise our statutory right under the Late Payment of Commercial Debts (Interest) Act, 1998 as amended by the Late Payment of Commercial Debts Regulations, 2002 and any subsequent legislation to claim interest and compensation for debt recovery costs under such legislation.

THE VALUER: J & E Shepherd, Chartered Surveyors at the address shown above.

Summary Valuation Report

You understand that the Summary Valuation Report provides a brief overview of the property only together with a valuation. It does not provide detail on the property or its condition, nor does it provide a market commentary, comment on demand or market conditions or comparable information. If any of this information is required then a more detailed report should be instructed.

Terms and Conditions of Engagement

We are not aware of any conflict of interest that would preclude us from providing the valuation advice requested. The Valuer shall inspect the property to be valued and shall provide a written summary report and valuation. Unless the property is to be valued as part of an operational entity the valuation shall not include trade fixtures and fittings, tenant's improvements, plant and machinery unless specifically agreed in writing.

Following discussion with the instructing party and/or client it is understood that the valuation is required for **internal purposes**. On this understanding the Valuer will assess the valuation on the basis of **Market Value**. The summary valuation report is not suited for secured lending purposes and cannot be relied on for same.

The valuation will be undertaken in accordance with the RICS – Global Standards 2020 incorporating the IVSC International Valuation Standards and on the basis of our Scope of Work and Valuation Assumptions attached and appended to the report. Compliance with these standards and external inspection of the report may be required during investigation by the RICS for the purposes of administration of the Institutions conduct and disciplinary regulations.

The valuation report is prepared solely for the use of The Client. No responsibility is accepted to any other party for the whole or any part of its contents. It may be disclosed to another professional advisor assisting in respect of the purpose for which this valuation is prepared. Neither the whole nor any part of the Report, nor reference thereto may be included in any published document, without the Valuers written approval over the form and context in which it may appear.

COMMERCIAL SUMMARY VALUATION REPORT

TERMS AND CONDITIONS OF ENGAGEMENT

J & E Shepherd
22 Miller Road, Ayr KA7 2AY



Energy Performance Certificate

If you provide us with an EPC produced by anyone other than J & E Shepherd you agree we may treat it as having been prepared using best practice and accurate. Otherwise unless instructed to provide one, we will presume that there are no matters covered by an EPC which would affect the property's value.

Consumer Contracts

If you are a consumer you have a right to cancel your contract with us under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 ("Regulations") if your contract with us is an off-premises or distance contract. Please read this information carefully.

You have the right to cancel an off-premises or distance contract with us without giving any reason. The cancellation period will expire at the end of 14 days after the day on which you receive these terms and conditions. To exercise the right to cancel, you must inform us of your decision to cancel this contract by a clear statement (e.g. a letter sent by post, fax or e-mail to us at the address on the letter enclosing these terms). To meet the cancellation deadline, it is sufficient for you to send your communication concerning your exercise of the right to cancel before the cancellation period has expired.

If you exercise your right to cancel, we will reimburse to you all payments received from you pursuant to this letter of engagement. We will make the reimbursement without undue delay, and not later than 14 days after the day on which we are informed about your decision to cancel the contract. We will make the reimbursement using the same means of payment as you used to make the payment to us, unless you have expressly agreed otherwise. In any event, you will not incur any fees as a result of the reimbursement.

If you requested us to begin the performance of services during the cancellation period (see below), you are liable to pay us an amount which is in proportion to what has been performed until you have communicated to us your cancellation of this contract, in comparison with the full coverage of the contract.

In terms of the Regulations, we cannot start to provide services to you under this letter of engagement during the cancellation period unless you expressly request us to do so. If you ask us to supply services during the cancellation period you will lose your right to cancel your contract with us if, having made the request, the services are fully performed during the cancellation period; and if you exercise your right to cancel during the cancellation period, and the services have been partly performed, you will be have to pay us an amount which is in proportion to what has been performed until you have communicated to us your cancellation of this contract, in comparison with the full coverage of the contract.

Data Protection

Privacy Policy

In the course of providing services to you, we may collect or receive personal data or sensitive personal data relating to you and (where the client is a company) your employees, officers, and shareholders or (where the client is an individual) members of your family. In line with the new EU General Data Protection Regulation (GDPR) we have updated our Privacy Policy to provide detailed information on how we use and protect personal information and your rights in relation to this. The updated Privacy Policy can be viewed in full at www.shepherd.co.uk/information/privacy-policy. If you have any questions, queries or requests, please contact us at dataprotection@shepherd.co.uk and we will endeavour to respond to you as quickly as possible.

Money Laundering Regulations

We are obliged in certain circumstances to identify our clients in accordance with the requirements of the Money Laundering Regulations 2007. We are likely to request from you, and retain some information and documentation for these purposes and/or make searches of appropriate databases electronically. For the avoidance of doubt, searches may also be conducted on directors and "beneficial owners" of the client as is required by the legislation. If satisfactory evidence of your identity is not provided within a reasonable time, there may be circumstances in which we are not able to proceed with the instructions.

The provision of certain of our services is business in the regulated sector under the Proceeds of Crime Act 2002 and, as such, we may be required to comply with this legislation which includes provisions that may require us to make a money laundering disclosure in relation to information we obtain as part of our normal work. It is not our practice to inform you when such a disclosure is made or the reasons for it because of the restrictions imposed by the "tipping off" provisions of the legislation.

Limitation of Liability

Neither party will be liable for any loss of profit (other than in respect of our fees, costs or charges), loss of business or goodwill, or for any special, indirect or consequential loss or damage suffered by the other (including as a result of an action brought by a third party), save that nothing in these Terms of Engagement will exclude or restrict any liability which either party may have for death or personal injury arising out of negligence; fraudulent misrepresentation or any other liability which cannot be restricted or excluded by law. We will not be liable for any loss which may occur as a result of your reliance on a subsequent valuation in, among other things, any discharge of any loan or advance of further funds.

We will not be liable for any loss as a result of your receipt of any information, data or communications supplied or sent by us electronically, where through no fault of our own the relevant information, data or communication has been corrupted or otherwise modified as a result of it being supplied or sent electronically. You will be responsible for ensuring that any materials you provide or send us by any electronic medium and/or by computer disk are, and remain, virus free.

Subject to the above, our total liability in contract, including negligence or breach statutory duty, misrepresentation, restitution or otherwise, arising in connection with the performance or contemplated performance of this appointment or otherwise under the Terms of Engagement, unless otherwise agreed in writing, be on the basis of a liability cap set at a level which is proportionate to the instruction as follows:

Market Value of the Property as Existing	Liability Capped at:
£250,000 and below	£5,000
£250,001 to £500,000	£10,000
£500,001 to £1,000,000	£20,000
£1,000,000 or above	25% of any loss attributable to us after the application of the following provisions on just and equitable shares, up to a maximum of £250,000

Without prejudice to any other exclusion or limitation of liability, damages, loss, expense or costs our liability if any for any loss or damage ('the loss and damage') under this Appointment shall not exceed such sum as it would be just and equitable for us to pay having regard to the extent of our responsibility for the loss or damage and on the assumptions that:

COMMERCIAL SUMMARY VALUATION REPORT TERMS AND CONDITIONS OF ENGAGEMENT

J & E Shepherd
22 Miller Road, Ayr KA7 2AY



- all other consultants, contractors, sub-contractors, project managers and advisers engaged in connection with the transaction have provided contractual undertakings on terms no less onerous than those set out here;
- there are no exclusions of or limitations of liability nor joint insurance or coinsurance provisions between you and any other party referred to in this clause and any such other party who is responsible to any extent for the loss and damage is contractually liable to you for the loss and damage; and
- all the parties referred to in this clause have paid you such proportion of the loss and damage which it would be just and equitable for them to pay having regard to the extent of their responsibility for the loss and damage.

Claims shall be brought only against the firm of J&E Shepherd and no liability shall rest with any individual partner (save through J&E Shepherd), employee or agent of J & E Shepherd.

Should any part of this section be held to be unenforceable for any reason, the remainder of the agreement and this section shall remain in full force and effect.

Complaints Procedure

In accordance with the Royal Institution of Chartered Surveyors Rules of Conduct, J&E Shepherd, Chartered Surveyors operate a formal procedure to deal with complaints from clients and others. Our Complaints Handling Procedure is intended to:-

Provide certainty for both the company and individuals; Ensure a fair and transparent process is adhered to; Enable a written policy to be provided on request, to satisfy the expectations of external consumers and the RICS.

Full details of our Complaints Handling Procedure are available from Complaints@shepherd.co.uk.

If you remain dissatisfied with any aspect of our handling of your complaint, then we will attempt to resolve this promptly through negotiations and otherwise agree to enter into mediation via the Surveyors Ombudsman Services-Property (OS-P), an independent service set up to adjudicate on disputes between Chartered Surveyor firms and consumers.

Governing law

This agreement shall be governed by and construed in accordance with the law of Scotland and is subject to the exclusive jurisdiction of the Scottish Courts.

Confirmation of instruction

Please check that the terms incorporate your instructions and sign below and return to us to confirm instructions. If we do not hear from you by return, we shall assume that all matters are in order and we will proceed with the instructions as detailed herein.

Signature:

Date:

DEFINITION OF VALUE

The agreed basis of valuation is as noted on page one of these terms, which is defined in the RICS Valuation Standards and is reproduced below:

Market Rent

The estimated amount for which a property would be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's-length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Market Value

The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's-length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Existing Use Value

The estimated amount for which an asset should exchange on the valuation date between a willing buyer and a willing seller in an arm's-length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion - assuming that the buyer is granted vacant possession of all parts of the asset required by the business, and disregarding potential alternative uses and any other characteristics of the asset that would cause its Market Value to differ from that needed to replace the remaining service potential at least cost.

Worth and Investment Value

The value of an asset to the owner or a prospective owner for individual investment or operational objectives.

Fair Value

The estimated price for the transfer of an asset or a liability between identified knowledgeable and willing parties that reflects the respective interests of those parties.

SCOPE OF WORK AND VALUATION ASSUMPTIONS

The Valuer has inspected the property for the purpose of providing an opinion of Market Value and/or Market Rental as instructed. The Valuer has undertaken a visual inspection of so much of the exterior and interior of the property as was accessible safely and without undue difficulty. The inspection was carried out whilst standing at ground level within the boundaries of the site and adjacent public/communal areas and whilst standing at the various floor levels.

REPAIR AND CONDITION

This report constitutes a valuation and not a building survey. The Valuer was under no duty to carry out a building survey or to inspect those parts of the property that are covered, unexposed or inaccessible or to raise boards, move any fixtures, fittings or contents or to arrange for the testing of heating or other services. It has been assumed that all services, and any associated controls or software, are in working order and free from defect. Roof voids and sub-floor areas were only inspected where readily available and safe access was available.

Comments, if any, on the physical condition of the foundations, walls, floors, ceilings, roof or roof voids, roof coverings, chimneys, gutters, drains, pipes, tanks and services etc., must be read in this context. If further information is required a separate survey with respect to these items or to other parts of the property related thereto must be specifically instructed in writing.

In undertaking the inspection, the general state of repair and condition of the property has been taken into account. The inspection was not a Building or Structural survey and this report is not intended to detail minor defects which do not materially affect value. If however, minor defects are mentioned in the report, they should be regarded as indicative and not an exhaustive list of defects. For the purposes of the Valuation, it is assumed that the property is in a reasonable repair.

Woodwork or other parts of the property, which were covered, unexposed or inaccessible, have not been inspected and we are therefore unable to report that such parts of the property are free from rot, beetle or other defects.

STATUTORY ENQUIRIES

We have not secured a written planning history from the local authority nor have we made formal enquiries to other relevant bodies. The information contained within this report therefore represents our findings based on verbal enquiries with the relevant statutory bodies and investigations thought appropriate. Whilst the information provided is taken to be accurate, we have assumed that a full planning history and further formal enquiries will be conducted by your legal advisors. Any discrepancy should be immediately notified to ourselves in order that we may advise whether this may impact our valuation(s) reported.

Unless stated otherwise within this report and in the absence of any information to the contrary, we have assumed that:

all buildings have been erected either prior to planning control, or in accordance with planning permissions, and have the benefit of permanent planning consents or existing use rights for their current use;

the property is not adversely affected by town planning or road proposals.

all alterations, additions or extension to the property have received all necessary Town Planning Consents, Building Authority Approvals (Building Warrants) and Completion Certificates.

the property complies with all relevant statutory and local authority requirements, including but not limited to Fire Regulations, The Equality Act, The Control of Asbestos Act, The Licensing Scotland Act, Health and Safety Regulations, Environmental Health Regulations and similar.

FIXTURES & FITTINGS

Unless otherwise specified the following items are excluded, except in the case of Trading Related valuations where they are specifically included, unless stated to the contrary:

All items of process plant and machinery, tooling and other equipment not primarily serving the building, cranes, hoists, conveyors, elevators, structures which were ancillary to, or form part of an item of process plant and machinery, sewerage plant primarily concerned with treating trade effluents, air conditioning forming part of a computer installation or primarily serving plant.

In the case of trading related valuations, all items of trade equipment and fittings currently present within the property that are necessary for the continued operation of the business are assumed to be owned outright (unless otherwise stated) and included with the sale of the business. No tests have been undertaken to establish the operation of the trade fixtures and fittings which are assumed to be in good working order.

INFORMATION SOURCES

All information provided to the valuer by the client and/or the client's professional advisors or any other party is assumed to be complete and correct.

TITLE, TENURE AND TENANCIES

It is assumed that there are no encumbrances or unduly onerous restrictions, easements, servitudes, outgoings, conditions or other burdens that would have an adverse effect upon the value of the property and that a good and marketable title is held.

We do not generally have access to all leases, title deeds, or other legal documents relating to the property.

Any information recorded in this report represents our understanding of the relevant documents provided. We should emphasise that the interpretation of the documents of title (including relevant deeds, leases and planning consents), is the responsibility of your legal advisor.

Unless otherwise stated and in the absence of any information to the contrary, we have assumed that:

a. There are no tenant's improvements that will materially affect our opinion of the rent that would be obtained at rent review or lease renewal.

b. The tenants will meet their obligations under their leases and are responsible for insuring the property or reimbursing the cost of insurance to the landlords, payment of business rates, and all repairs, whether directly or by means of a service charge.

c. There are no user restrictions or other restrictive covenants in leases which would adversely affect value.

d. Where appropriate, permission to assign the interest being valued would not be withheld by the landlord.

e. Vacant possession can be secured for all accommodation let on a temporary basis, serviced occupancy etc.

Where we have not conducted credit enquiries on the financial status of any of the tenants, we have, reflected our general understanding of the likely perception of the tenants in the marketplace. Accordingly, purchasers should satisfy themselves of the financial strength of the tenants prior to purchase.

GROUND AND ENVIRONMENTAL INVESTIGATIONS

We will not carry out or commission a site investigation or geophysical or geophysical survey. We will, therefore, not be able to give any opinion or assurance or guarantee that the ground has sufficient load bearing strength to support any of the existing constructions or any other constructions that may be erected in the future. We also cannot give any opinion or assurance or guarantee that there are no underground mineral or other workings beneath the site or in its vicinity nor that there is no fault or disability underground that might affect the property or any construction thereon. We have, unless otherwise stated, assumed that there are no abnormal site or ground conditions, nor archaeological remains present which might adversely affect the current or future occupation, development or value of the property.

We will not undertake or commission an environmental assessment to establish whether contamination exists or may exist. We will not carry out any detailed investigation into past or present uses, either of the property or of any neighbouring land, to establish whether there is any contamination or potential for contamination of the subject property from these uses or properties.

Therefore, for the purposes of our Valuation Report, unless definitive information to the contrary is made available to us, we will normally assume that no contamination exists in relation to the property which would affect value.

Should it be established subsequently that contamination exists at the property or on any neighbouring land, or that the premises have been or are being put to a contaminative use, this might reduce the value(s) set out in the report. You should therefore inform us of this immediately and we will reconsider our opinion of value accordingly.

Similarly we have assumed there are no EPC, asbestos, Radon gas, Japanese Knotweed, invasive species or flooding issues that would affect value. We reserve the right to alter our valuations on sight of any further information with regard to any of these items as noted herein and above.

No tests have been carried out to determine whether or not any deleterious or hazardous building materials including (but not limited to) asbestos, composite panelling and flammable insulation have been incorporated in the construction or subsequent alterations of the premises. We have, unless otherwise stated, assumed that there are no deleterious or hazardous materials within the property which might adversely affect the current or future occupation, development or value of the property. Specifically the Valuer has not carried out an Asbestos inspection and has not acted as an Asbestos Inspector in completing the valuation inspection of the Property that may fall within the current control of Asbestos at Work Regulations. No enquiry has been made with the Duty Holder, as defined in the Control of Asbestos in the Workplace Regulations, of the existence of an Asbestos Register, or of any Plan for the Management of Asbestos.

REINSTATEMENT COST ASSESSMENT

Any reinstatement figure indicated within this report is provided for guidance purposes only, as a formal estimate for insurance purposes can only be given by a Quantity Surveyor or other person with sufficient current experience of replacement costs.

Unless otherwise stated, the calculation is based upon the building in its present form including the cost of demolition, site clearance and professional fees but excluding:

- VAT
- Loss of rent or turnover
- Cost of alternative accommodation for the reinstatement period.
- Any other consequential loss.

TAXATION

We have not been advised whether the property is elected for Value Added Tax (VAT). For the avoidance of doubt, all values stated in this report are exclusive of VAT and take no account of any liability for it or any other form of taxation that may arise upon the disposal or acquisition of the property.

SITE BOUNDARIES

Markings highlighted on any appended plans indicate the approximate extent of the site inspected as understood or as indicated to us during our visit to the property. No guarantee can be given as to whether this corresponds to that over which the title is held. It remains the responsibility of your legal advisor to confirm the legal boundaries and title applying to the property.

Should any of the assumptions or any additional stated assumptions prove to be incorrect (or inappropriate), we reserve the right to revise our opinion(s) of value accordingly.

The foregoing Instruction Acknowledgement and Conditions of Engagement sets out the basis upon which we are to prepare our report and valuation of the property at the Property To Be Valued noted herein.

Please check that these incorporate your instructions and if you do not hear from you by return, we shall assume that all matters are in order and we will proceed with instructions as outlined herein.

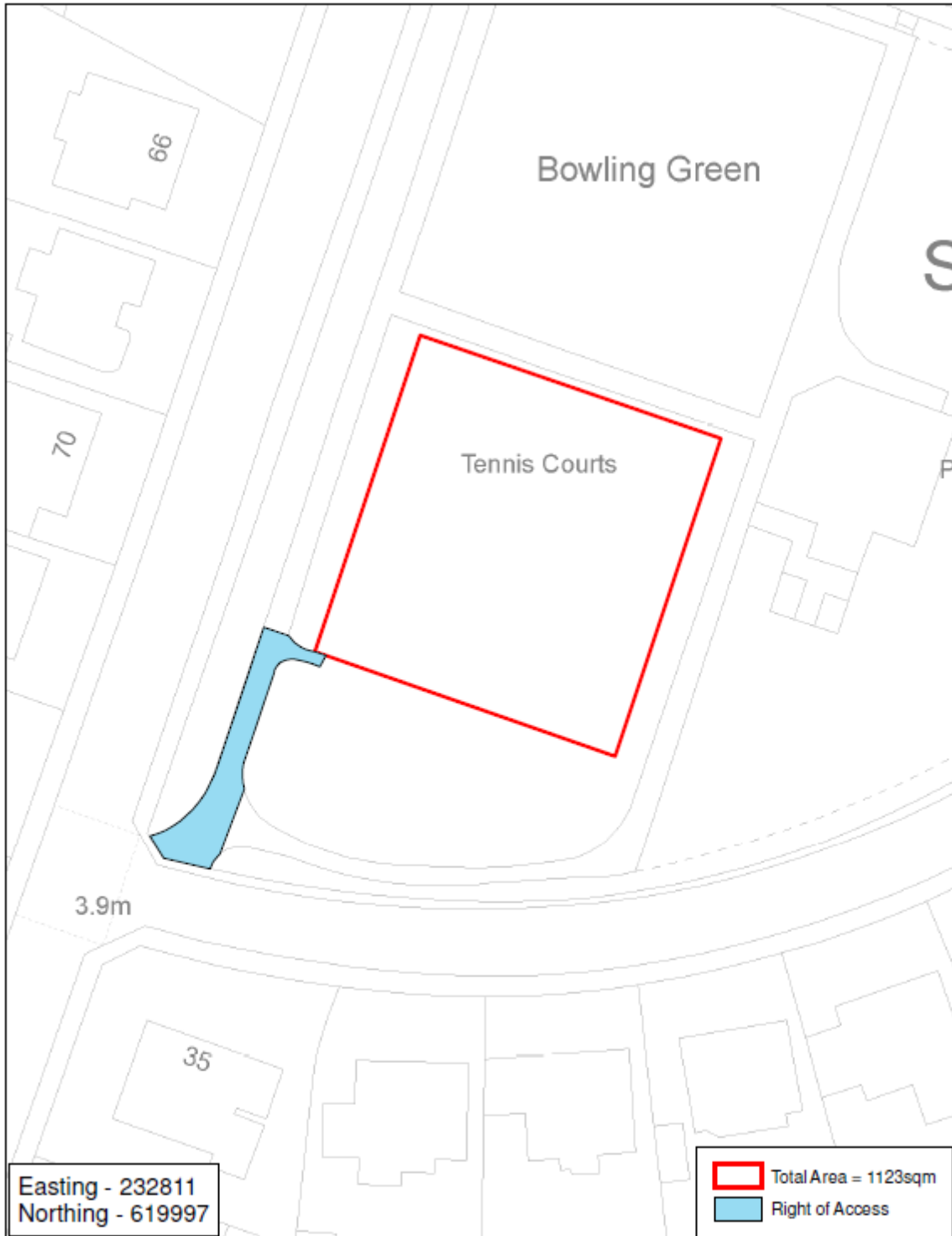
If appropriate, please pass a copy of this Instruction Acknowledgement and Conditions of Engagement to your client.

Yours faithfully

J & E Shepherd

J & E Shepherd

APPENDIX 2 - LOCATION PLAN



Seafield Tennis Courts, Ayr.
Scale 1:500



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APPENDIX 3 - PHOTOGRAPHS



APPENDIX 4 - DEFINITIONS OF VALUE

Market Rent

The estimated amount for which an interest in real property should be leased on the valuation date, between a willing lessor and a willing lessee on appropriate lease terms in an arm's-length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Market Value

The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's-length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Existing Use Value

The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's-length transaction, after proper marketing and where the parties had acted knowledgeably, prudently and without compulsion - assuming that the buyer is granted vacant possession of all parts of the asset required by the business, and disregarding potential alternative uses and any other characteristics of the asset that would cause its Market Value to differ from that needed to replace the remaining service potential at least cost.

Worth and Investment Value

The value of an asset to the owner or a prospective owner for individual investment or operational objectives.

Fair Value

The estimated price for the transfer of an asset or a liability between identified knowledgeable and willing parties that reflect the respective interests of those parties.

APPENDIX 5 – SCOPE OF WORK AND VALUATION ASSUMPTIONS

General

This summary provides a brief overview for information purposes only and excludes much information that would normally be found within a full report and the contents and values should be considered in this light. The Valuer has inspected the property for the purpose of providing an opinion of Market Value and/or Market Rental only, all as instructed. The Valuer has undertaken a visual inspection of so much of the exterior and interior of the property as was accessible safely and without undue difficulty. The inspection was carried out whilst standing at ground level within the boundaries of the site and adjacent public/communal areas and whilst standing at the various floor levels.

Repair and Condition

This report constitutes a valuation and not a building survey. The Valuer was under no duty to carry out a building survey or to inspect those parts of the property that are covered, unexposed or inaccessible or to raise boards, move any fixtures, fittings or contents or to arrange for the testing of heating or other services. It has been assumed that all services, and any associated controls or software, are in working order and free from defect. Roof voids and sub-floor areas were only inspected where readily available and safe access was available.

Comments, if any, on the physical condition of the foundations, walls, floors, ceilings, roof or roof voids, roof coverings, chimneys, gutters, drains, pipes, tanks and services etc., must be read in this context. If further information is required a separate survey with respect to these items or to other parts of the property related thereto must be specifically instructed in writing.

In undertaking the inspection, the general state of repair and condition of the property has been taken into account. The inspection was not a Building or Structural survey and this report is not intended to detail minor defects which do not materially affect value. If however, minor defects are mentioned in the report, they should be regarded as indicative and not an exhaustive list of defects. For the purposes of the Valuation, it is assumed that the property is in a reasonable repair.

Woodwork or other parts of the property, which were covered, unexposed or inaccessible, have not been inspected and we are therefore unable to report that such parts of the property are free from rot, beetle or other defects.

Statutory Enquiries

We have not secured a written planning history from the local authority nor have we made formal enquiries to other relevant bodies. The information contained within this summary therefore represents our findings based on verbal enquiries with the relevant statutory bodies and investigations thought appropriate. Whilst the information provided is taken to be accurate, we have assumed that a full planning history and further formal enquiries will be conducted by your legal advisors. Any discrepancy should be immediately notified to ourselves in order that we may advise whether this may impact our valuation(s) reported.

Unless stated otherwise within this summary and in the absence of any information to the contrary, we have assumed that:

- (a) all buildings have been erected either prior to planning control, or in accordance with planning permissions, and have the benefit of permanent planning consents or existing use rights for their current use;
- (b) the property is not adversely affected by town planning or road proposals.
- (c) all alterations, additions or extension to the property have received all necessary Town Planning Consents, Building Authority Approvals (Building Warrants) and Completion Certificates.
- (d) the property complies with all relevant statutory and local authority requirements, including but not limited to Fire Regulations, The Equality Act, The Control of Asbestos

Act, The Licensing Scotland Act, Health and Safety Regulations, Environmental Health Regulations and similar.

Fixtures and Fittings

Unless otherwise specified the following items are excluded, unless stated to the contrary:

All items of process plant and machinery, tooling and other equipment not primarily serving the building, cranes, hoists, conveyors, elevators, structures which were ancillary to, or form part of an item of process plant and machinery, sewerage plant primarily concerned with treating trade effluents, air conditioning forming part of a computer installation or primarily serving plant.

No tests have been undertaken to establish the operation of the fixtures and fittings which are assumed to be in good working order.

Information Sources

All information provided to the valuer by the client and/or the client's professional advisors or any other party is assumed to be complete and correct.

Title, Tenure and Tenancies

It is assumed that there are no encumbrances or unduly onerous restrictions, easements, servitudes, outgoing, conditions or other burdens that would have an adverse effect upon the value of the property and that a good and marketable title is held.

Unless otherwise stated within this summary, we have assumed that a full, unimpeded access to an adopted highway is in place for the property.

We do not generally have access to all leases, title deeds, or other legal documents relating to the property. Any information recorded in this summary represents our understanding of the relevant documents provided. We should emphasise that the interpretation of the documents of title (including relevant deeds, leases and planning consents), is the responsibility of your legal advisor and we reserve the right to amend our valuations on sight of formal reports.

Unless otherwise stated and in the absence of any information to the contrary, we have assumed that:

- a) There are no tenant's improvements that will materially affect our opinion of the rent that would be obtained at rent review or lease renewal.
- b) The tenants will meet their obligations under their leases and are responsible for insuring the property or reimbursing the cost of insurance to the landlords, payment of business rates, and all repairs, whether directly or by means of a service charge.
- c) There are no user restrictions or other restrictive covenants in leases which would adversely affect value.
- d) Where appropriate, permission to assign the interest being valued would not be withheld by the landlord.
- e) Vacant possession can be secured for all accommodation let on a temporary basis, serviced occupancy etc.

Where we have not conducted credit enquiries on the financial status of any of the tenants, we have, reflected our general understanding of the likely perception of the tenants in the marketplace. Accordingly, purchasers should satisfy themselves of the financial strength of the tenants prior to purchase.

Ground and Environmental Investigations

We will not carry out or commission a site investigation or geographical or geophysical survey. We will, therefore, not be able to give any opinion or assurance or guarantee that the ground has sufficient load bearing strength to support any of the existing constructions or any other constructions that may be erected in the future. We also cannot give any opinion or assurance or

guarantee that there are/have been no underground mineral, coal mining or other workings beneath the site or in its vicinity nor that there is no fault or disability underground that might affect the property or any construction thereon. We have, unless otherwise stated, assumed that there are no abnormal site or ground conditions, nor archaeological remains present which might adversely affect the current or future occupation, development or value of the property.

We will not undertake or commission an environmental assessment to establish whether contamination exists or may exist. We will not carry out any detailed investigation into past or present uses, either of the property or of any neighbouring land, to establish whether there is any contamination or potential for contamination of the subject property from these uses or properties.

Therefore, for the purposes of our Summary Valuation, unless definitive information to the contrary is made available to us, we will normally assume that no contamination exists in relation to the property which would affect value.

Should it be established subsequently that contamination exists at the property or on any neighbouring land, or that the premises have been or are being put to a contaminative use, this might reduce the value(s) set out in the summary. You should therefore inform us of this immediately and we will reconsider our opinion of value accordingly.

Similarly we have assumed there are no EPC, asbestos, Radon gas, Japanese Knotweed, invasive species or flooding issues that would affect value. We reserve the right to amend our valuations on sight of any further information with regard to any of these items as noted herein and above.

No tests have been carried out to determine whether or not any deleterious or hazardous building materials including (but not limited to) asbestos, composite panelling and flammable insulation have been incorporated in the construction or subsequent alterations of the premises. We have, unless otherwise stated, assumed that there are no deleterious or hazardous materials within the property which might adversely affect the current or future occupation, development or value of the property. Specifically the Valuer has not carried out an Asbestos Inspection and has not acted as an Asbestos Inspector in completing the valuation inspection of the Property that may fall within the current control of Asbestos at Work Regulations. No enquiry has been made with the Duty Holder, as defined in the Control of Asbestos in the Workplace Regulations, of the existence of an Asbestos Register, or of any Plan for the Management of Asbestos.

Taxation

We have not been advised whether the property is elected for Value Added Tax (VAT). For the avoidance of doubt, all values stated in this summary are exclusive of VAT and take no account of any liability for it or any other form of taxation that may arise upon the disposal or acquisition of the property.

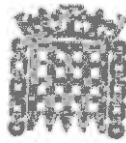
Site Boundaries

Markings highlighted on any appended plans indicate the approximate extent of the site inspected as understood or as indicated to us during our visit to the property. No guarantee can be given as to whether this corresponds to that over which the title is held. It remains the responsibility of your legal advisor to confirm the legal boundaries and title applying to the property.

Should any of the assumptions or any additional stated assumptions prove to be incorrect (or inappropriate); we reserve the right to revise our opinion(s) of value accordingly.

Community Support

1. Allan Dorrans MP
2. Cllr Dowey
3. Cllr McCabe
4. Seafield Bowling Club
5. Tennis Scotland
6. FSWCC
7. Immediate residents
8. South Ayrshire Tennis Clubs



HOUSE OF COMMONS
LONDON SW1A 0AA

Ref: AD/2823
Date: 13th November 2020

Mrs Yvonne Feggans
Club Secretary
Ayr Lawn Tennis Club
4 Southpark Road
Ayr
KA7 2PL

Dear Mrs Feggans

Proposal to acquire two tennis courts at Arrol Drive, Seafield, Ayr from South Ayrshire Council as a Community Asset Transfer

Please find enclosed letter addressed to South Ayrshire Council which I hope will lend support to the acquisition of the two tennis courts at Arrol Drive.

Yours sincerely

Allan Dorans MP

Ayr, Carrick & Cumnock

Enc



HOUSE OF COMMONS

LONDON SW1A 0AA

Ref: AD/Ayr Lawn Tennis Club

Date: 13th November 2020

To Whom It May Concern
South Ayrshire Council

Dear Sir/Madam

I refer to the Stage 2 application for the Community Asset Transfer of two tennis courts at Arrol Drive, Seafield, Ayr to be acquired by Ayr Lawn Tennis Club.

Ayr Lawn Tennis Club are a long established, well known and respected sports club. They provide a wide range of tennis related activities covering all age groups and abilities. As such they contribute significantly to the health, fitness and wellbeing of the community. It is testament to the club that they have managed and operated the two tennis courts at Seafield, owned by South Ayrshire Council, since 1996 providing tennis facilities to the general public without any costs being incurred by the Council in time or expenditure.

I have no hesitation in supporting Ayr Lawn Tennis' application for community asset transfer and a capital grant to resurface the course and to install a user-friendly Smart Access Gate Entry System.

I hope you will look favourably on the application.

Yours sincerely

A handwritten signature in black ink that reads "Allen H Davies".

Allen Davies MP

Ayr, Carrick & Cumnock

Fwd: Proposal to acquire two tennis courts at Arrol Drive, Seafield,Ayr from South Ayrshire Council as a Community Asset Transfer.

Ayr Lawn Tennis Club <ayrlawntennis@gmail.com>

Tue 19/01/2021 15:30

To: Mike Whiteford [REDACTED]

Email response from Cllr Dowey.

Kind regards
Yvonne

----- Forwarded message -----

From: Dowey, Martin <Martin.Dowey@south-ayrshire.gov.uk>

Date: Tue, 19 Jan 2021, 11:09

Subject: RE: Proposal to acquire two tennis courts at Arrol Drive, Seafield,Ayr from South Ayrshire Council as a Community Asset Transfer.

To: Ayr Lawn Tennis Club <ayrlawntennis@gmail.com>

*
Hi Yvonne

Yes you have my full support for this transfer.

Martin

From: Ayr Lawn Tennis Club <ayrlawntennis@gmail.com>

Sent: 18 January 2021 20:12

Subject: Proposal to acquire two tennis courts at Arrol Drive, Seafield,Ayr from South Ayrshire Council as a Community Asset Transfer.

Dear Councillor,

Proposal to acquire two tennis courts at Arrol Drive, Seafield, Ayr from South Ayrshire Council as a Community Asset Transfer.

I am writing to you as Secretary on behalf of the Committee of Ayr Lawn Tennis Club which is a Scottish Charitable Incorporated Organisation number SCO49014. The purpose of the club is to provide tennis facilities for the members and the community of Ayr. The club owns their grounds at 4 Southpark Road, Ayr where there are three all-weather artificial clay tennis courts with an active senior and junior membership.

Since 1996 the club has also managed and operated the two tennis courts at Seafield owned by South Ayrshire Council. This has provided benefits to the local community by providing tennis facilities for the general public without any costs being incurred by the Council in time and expenditure.

Unfortunately, the court surfaces have now deteriorated to such an extent where they are virtually unplayable and they urgently need resurfaced. The club is restricted at present with only three courts of their own and wish to expand their activities by owning the two courts at Seafield.

For some time the club has been in discussions with the Council whereby the club could obtain ownership of the courts as a Community Asset Transfer under the Community Empowerment (Scotland) Act 2015. In their application the club would also be applying to the Council Advancing Community Assets Fund for a capital grant to resurface the courts and install a user-friendly Smart Access Gate Entry System. Thereafter if the application and funding is approved, the facility would be solely managed, maintained and financed by Ayr Lawn Tennis Club.

The improved facility would be an attractive asset for the area and community to develop the growth of tennis participation and would promote public health and social well-being. It would be a condition of any asset transfer that the land will be used at all times as tennis courts and the public will have access to the facility.

The club will shortly be submitting a formal Stage 2 application for the Community Asset Transfer to the Council but my reason in writing to you is to request a letter of support for the application. I hope that you can see fit to support this proposal and your assistance and cooperation in this matter would be very much appreciated. Should you need any more information please contact me.

Yours sincerely

Yvonne Feggans (Club Secretary)

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify South Ayrshire Council, 0300 123 0900.

This footnote also confirms that this email message has been swept by websense for the presence of computer viruses.

Visit our web site at www.south-ayrshire.gov.uk

2. /

FW: Letter from Ayr Lawn Tennis Club

Feggans, Yvonne <[REDACTED]>

Fri 05/02/2021 14:06

To: Mike Whiteford <[REDACTED]>

📎 1 attachments (67 KB)

Letter from Ayr Lawn Tennis Club;

Hi Mike,

Letter of support attached herewith from Councillor McCabe. 📎

Kind Regards.

Yvonne.

-----Original Message-----

From: Young, Lynne <[REDACTED]>

Sent: 05 February 2021 13:38

To: Feggans, Yvonne <[REDACTED]>

Subject: FW: Letter from Ayr Lawn Tennis Club

Hi Yvonne,

Please see letter of support below from Councillor McCabe.

Lynne

-----Original Message-----

From: McCabe, Derek

Sent: 05 February 2021 13:30

To: Young, Lynne <[REDACTED]>

Subject: RE: Letter from Ayr Lawn Tennis Club

Hi lynne

Could you get this letter attached sent to the secretary of ayr lawn tennis.

Thanks

Derek

* --Dear Yvonne

Thank you for your letter re your application process for a CAT to your club.

I am in full support of this. In considering, I come to the conclusions that this application if successful would greatly enhance not just the members but the wider community.

I am an advocate of sport and leisure clubs being self sufficient in practise and delivery .Being able to determine their own future. I believe the council should be in a position to enable and assist such. I also believe in clubs such as yours being open to all age and abilities with clear strategies on youth development and resources for senior members to stay as fit and active for as long as possible.

I would wish you every success in the application and look forward to hearing good news! If I can be of any further help please get in touch.

Maybe one day I could have a set or two on your resurfaced courts ! used to play a bit but ill go in the senior section now!

Best regards

Derek

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Visit our web site at www.south-ayrshire.gov.uk



Carwinahoch View, Ayr KA7 4AZ

Gents President
George McKenna

Ladies President
Linda McKenna

Treasurer
Tommy Devlin

Secretary
Irene Law

20 November 2020

Dear Yvonne,

Thank you for your letter of 28th October advising us of the intention of Ayr Lawn Tennis Club to obtain ownership of the tennis courts at Ayr Seafield as a Community Asset Transfer. It would certainly be of great benefit to the local community. The courts are dilapidated at present and in need of urgent attention. Being taken over by yourselves would greatly improve the facilities and we would totally support your application in this matter.

Yours sincerely,

[Redacted signature]

Irene Law
Management Secretary
E-mail: [Redacted]

Ayr Lawn Tennis Club
4 South Park Road
Ayr

18/11/2020

Dear Fiona,

Re: Seafield Road Tennis Courts Asset transfer from South Ayrshire Council

Please accept this letter from Tennis Scotland as support for the proposed asset transfer of the 2 public tennis courts at Seafield Road in Ayr to Ayr Lawn Tennis Club.

The mission of both Tennis Scotland the LTA is "Tennis Opened Up" and the development of this facility will strengthen the venues ability to help us achieve our mission and to provide tennis to the local community.

The club have demonstrated great membership growth over the last few years. Having an extra two courts with a gate access system to allow pay and play for non-members will notably increase the clubs amount of playing time available throughout the year. These additional playing hours can be used to increase the number of local juniors and adults enjoying and experiencing the game of tennis in line with LTA and Tennis Scotland objectives.

This letter is an indication of support for the scheme but is not an indication that the project will receive LTA or Tennis Scotland funding.

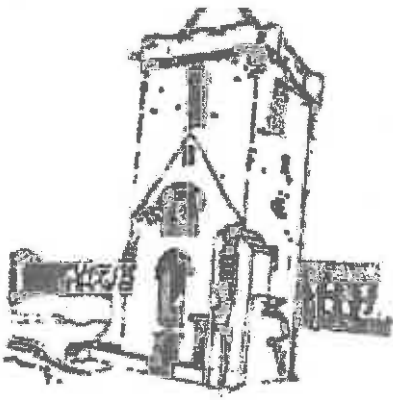
In the meantime if you require any further help or assistance then please do not hesitate to get in touch using the details below.

Yours sincerely

Andrew Raitt
Tennis Scotland
Regional Development Manager
Phone 07908 091820
Email Andrew.raitt@tennisscotland.org

4

**FORT, SEAFIELD & WALLACETOWN
COMMUNITY COUNCIL**



**Chairman:
J Norman McLean**

e-m

10 November 2020

**M/s Yvonne Feggans
Secretary
Ayr Lawn Tennis Club
4 Southpark Road
Ayr
KA7 2PL**

Dear M/s Feggans

**Ayr Lawn Tennis Club
Proposal to acquire two tennis courts at Arroil Drive, Seafield, Ayr
from South Ayrshire Council as a Community Asset Transfer.**

On behalf of Fort Seafield & Wallacetown Community Council we wish to give our unqualified support to the above proposed acquisition by your club. It has been a well used public facility under your club's tenure and we wish it to continue to the benefit of the community with improved facilities that only your club can provide under a Community Asset Transfer.

We wish you well with your Stage 2 Application.

**J Norman McLean
Chairman
Fort Seafield & Wallacetown Community Council.**

**Chairman:
J Norman McLean**

**Treasurer:
Michael Hitchon MBE**



Ayr Lawn Tennis Club, Charity No. SC049014

Ayr Lawn Tennis Club is a Scottish Charitable Organisation. The purpose of the club is to provide tennis facilities for the members and the community of Ayr. Since 1996 the club has managed and operated the two tennis courts at Seafield owned by South Ayrshire Council.

The court surfaces have now deteriorated to such an extent that they are beyond repair and need resurfaced. The club is in discussions with the Council whereby the club would obtain ownership of the courts as a Community Asset Transfer and apply for funds to resurface the courts and install a smart access gate system. Thereafter the courts would be solely managed, maintained and financed by Ayr Lawn Tennis Club.

It would be a condition of any asset transfer that the land would only be used as tennis courts and the public would have access.

The club will shortly be submitting the formal application to the Council and as a householder overlooking the courts request your support. If you can support the proposal please add your name, address and signature below. Your assistance and cooperation is very much appreciated.

NAME

ADDRESS

SIGNATURE

JONAS MILLER

ANN BYERLI

R. SADLER

W. B. BROWN

J. McCOLL

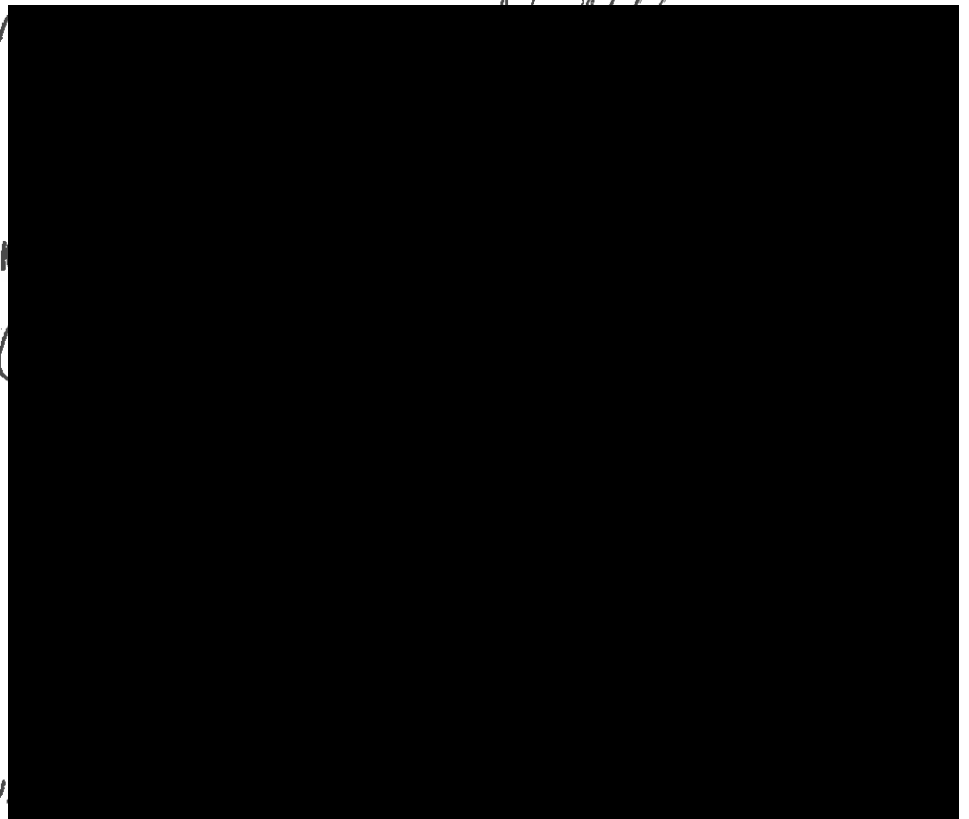
K. Stalkar

David Bruce

John

Harry Jackson

PAULA BIAGIONI





Ayr Lawn Tennis Club, Charity No. SC049014

Ayr Lawn Tennis Club is a Scottish Charitable Organisation. The purpose of the club is to provide tennis facilities for the members and the community of Ayr. Since 1996 the club has managed and operated the two tennis courts at Seafield owned by South Ayrshire Council.

The court surfaces have now deteriorated to such an extent that they are beyond repair and need resurfaced. The club is in discussions with the Council whereby the club would obtain ownership of the courts as a Community Asset Transfer and apply for funds to resurface the courts and install a smart access gate system. Thereafter the courts would be solely managed, maintained and financed by Ayr Lawn Tennis Club.

It would be a condition of any asset transfer that the land would only be used as tennis courts and the public would have access.

The club will shortly be submitting the formal application to the Council and as a householder overlooking the courts request your support. If you can support the proposal please add your name, address and signature below. Your assistance and cooperation is very much appreciated.

NAME

ADDRESS

SIGNATURE

Vivie Mutch

MICHELLE NOBLE

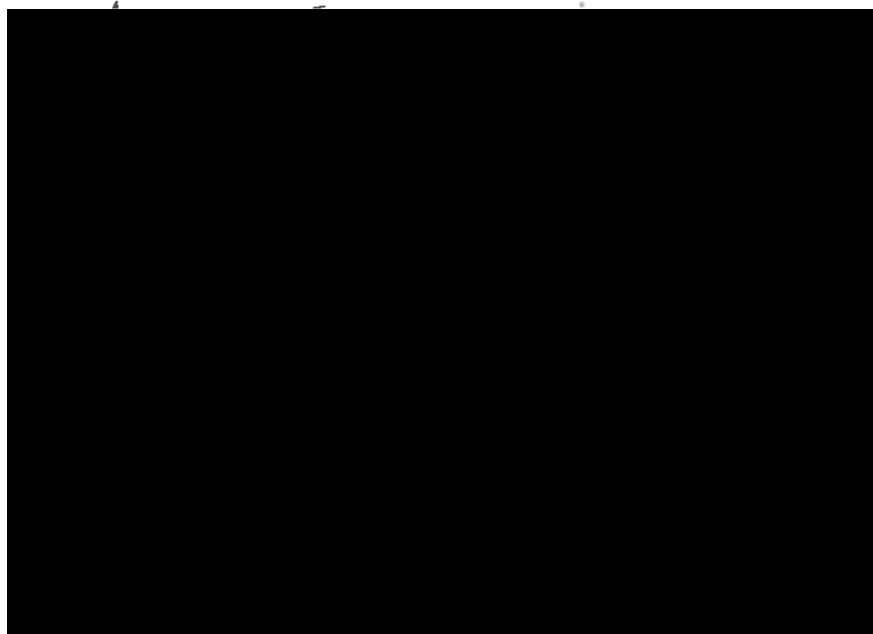
Sandra Wallace

Malcolm Purkin

Gordon W. R. Carlisle

W J Newnes

Eileen Muir



Emails from South Ayrshire Tennis Clubs

Carrick Tennis Club

Begin forwarded message:

From: Ayr Carrick Lawn Tennis Club <mail@ayrcarrick.co.uk>

Date: 21 November 2021 at 14:48:20 GMT

To: Mike Whiteford [REDACTED]

Subject: Re: Fwd: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Reply-To: mail@ayrcarrick.co.uk

Hi Mike,

really sorry for the delay, I've been very busy with work etc.

That's not a problem for Carrick at all. We're happy with the proposal.

I know how long you've been working on this, so I won't stand in your way.

thanks Lorn

On 2021-11-19 08:34, Mike Whiteford wrote:

Morning Lorn

I have now received responses and feedback from all other clubs in South Ayrshire except Ayr Carrick and I have sent these to SAC. It would be very much appreciated if you could let me have the response from Carrick today so that I can forward it to SAC.

Many thanks.

Mike

Sent from my iPad

Begin forwarded message:

From: Mike Whiteford [REDACTED]

Date: 18 November 2021 at 07:58:53 GMT

To: "mail@ayrcarrick.co.uk" <mail@ayrcarrick.co.uk>

Subject: Re: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Morning Lorn

Sorry to bother you but I am being pushed by SAC to let them have the responses and feedback from the other clubs by tomorrow Friday. I understand that you have to consult the Committee but if you are able to send me a reply by then it would be very much appreciated.

Many thanks.

Mike

Sent from my iPad

On 16 Nov 2021, at 19:01, Ayr Carrick Lawn Tennis Club <mail@ayrcarrick.co.uk> wrote:

Hi Mike,

that shouldn't be a problem, but let me just double check with the committee before I confirm.

Thanks Lorn

On 2021-11-15 18:37, Mike Whiteford wrote:

Hi Rigmor

I am contacting you as Chairperson of Ayr Lawn Tennis Club. The club has lodged a formal application with South Ayrshire Council to acquire ownership of the two public courts at Seafield by way of a Community Asset Transfer. The club is also applying for funding to resurface the courts and install an electronic smart access gate system where a court can be booked by using an app linked to ClubSpark. It would be a condition of any transfer that the land would only be used as tennis courts and the public would have access.

The Council has asked us to advise all other clubs in South Ayrshire of the proposals and obtain any feedback. If Carrick are happy with these proposals and have no objection it would be very helpful if you could send me an email to that effect and any other comments you wish as soon as possible as SAC have asked me to send them the responses from the clubs by this Friday !!!

Your help would be very much appreciated and if you need to contact me my home phone is


Mike Whiteford

Troon Tennis Club

From: Julie McAleese [REDACTED]
Sent: 17 November 2021 21:39
To: Mike Whiteford [REDACTED]
Subject: Re: [SPAM]Fw: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Hi Mike,

I'm sorry I must have missed the earlier email.

I can confirm that I have consulted with the committee of Troon Lawn Tennis Club and we are happy with your proposals to acquire ownership of Seafield Courts and develop them accordingly to the betterment of the community and promote tennis. We have no objections and wish you well.

Kind regards

Julie McAleese
Secretary of Troon Lawn Tennis Club

[Sent from Yahoo Mail for iPhone](#)

On Wednesday, November 17, 2021, 7:51 pm, Mike Whiteford [REDACTED] wrote:

Evening Julie

Sorry to bother you again but SAC are pushing me to let them have the responses and feedback from the other clubs by this Friday. I appreciate that you may have to consult the Committee but if you are able to let me have a reply by Friday it would be very much appreciated.

Mike Whiteford

From: Mike Whiteford
Sent: 15 November 2021 19:26
To: secretary@troontennis.org.uk <secretary@troontennis.org.uk>

Subject: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Good Evening Julie

I am contacting you as Chairperson of Ayr Lawn Tennis Club. The club has lodged a formal application with South Ayrshire Council to acquire ownership of the two public tennis courts at Carwinshoch View/Arrol Drive, Seafield, Ayr by way of a Community Asset Transfer. The club is also applying for funding to resurface the courts and install an electronic smart access gate system where a court can be booked using an app linked to ClubSpark. It would be a condition of any transfer that the land would only be used as tennis courts and the public would have access.

The Council has asked us to advise all other clubs in South Ayrshire of the proposals and obtain any feedback. If Troon are happy with these proposals and have no objection it would be very helpful if you could send me an email to that effect and other comments you wish as soon as possible as SAC have asked me today to send them the responses from the clubs by this Friday !!!

Your help would be very much appreciated and if you need to contact me my home phone number is [REDACTED]

Mike Whiteford

Coylton Tennis Club

From: Coylton Tennis <coyltontennis@gmail.com>

Sent: 17 November 2021 21:21

To: Mike Whiteford [REDACTED]

Subject: Re: Fw: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Dear Mike,

I apologise for the late reply to your email. Coylton Tennis Club have no objections and we send Ayr Lawn our best wishes.

Kind Regards

Caitlin Murray

Club Secretary

On Wed, 17 Nov 2021, 19:44 Mike Whiteford, [REDACTED] wrote:

Evening

Sorry to bother you again but SAC are pushing me to submit the other club's responses and feedback by this Friday. I appreciate that you may have to consult the Committee but if you can reply by Friday it would be greatly appreciated.

Mike Whiteford

From: Mike Whiteford

Sent: 15 November 2021 18:57

To: coyltontennis@gmail.com <coyltontennis@gmail.com>

Subject: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Good Evening

I am contacting you as Chairperson of Ayr Lawn Tennis Club. The club has lodged a formal application with South Ayrshire Council to acquire ownership of the two public tennis courts

at Carwinshoch View/Arrol Drive, Seafield, Ayr by way of a Community Asset Transfer. The club is also applying for funding to resurface the courts and install an electronic smart access gate system where a court can be booked by using an app linked to ClubSpark. It would be a condition of any transfer that the land would only be used as tennis courts and the public would have access.

The Council have asked us to advise all other clubs in South Ayrshire of the proposals and obtain any feedback. If Coylton are happy with these proposals and have no objections it would be very helpful if you could send me an email to that effect and any other comments you wish as soon as possible as SAC have asked me today to send them the responses from the clubs by this Friday !!!

Your help would be very much appreciated and if you need to contact me my home phone is

[REDACTED]

Mike Whiteford

Prestwick Tennis Club

From: Stewart Rogerson <Stewart.Rogerson@prestwicktennis.org>

Sent: 18 November 2021 20:24

To: thewhitefords@hotmail.co.uk <thewhitefords@hotmail.co.uk>

Subject: Ayr Lawn Tennis Club - Application to SAC for a Community Asset Transfer of Seafield Tennis Courts

Hi Mike,

I refer to your recent e-mail to Janice regarding the above and I respond to you in my capacity as Chair of Prestwick Tennis and Fitness.

Thank you for advising us of your application to acquire ownership of the two tennis courts at Seafield from South Ayrshire Council.

Based on the information provided, we have no objection in principle to what is being proposed by Ayr Lawn.

However, you may be aware that our club is presently in discussion South Ayrshire Council regarding our existing leasehold interest in Ayr Fort courts and the extensive upgrade required to this facility. We are presently seeking confirmation from the council that due consideration is being given to this project in the context of any agreement likely to be struck with Ayr Lawn over the Seafield courts.

Regards

Stewart

Stewart Rogerson

Board Member

Prestwick Tennis and Fitness Centre

1 Whinfield Place

Prestwick

KA9 2TS

Tel No 01292 474700

www.prestwicktennisandfitness.co.uk



**Additional Information
requested by South Ayrshire
Council from Ayr Lawn Tennis
Club November 2021**

Additional Information 1

Stage 2 CAT Application: funding, gate access; project management;

Additional information requested by South Ayrshire Council and submitted by Ayr Lawn Tennis Club 18.11.2021

Main application

p8 section 4.2

As regards future funding of the courts when they require resurfacing in 10/15 years it is the firm intention of the club through prudent financial planning to self finance from the club sinking fund. However as you will appreciate it is difficult to estimate what the financial situation of the club will be in 10/15 years time. The finances depend on member numbers and this is difficult to predict. This year the member numbers reached 240, the highest for 10 years, and it is hoped that this will be maintained and increased. As I have said the club hope to self-fund but if the need arises will apply for a grant or loan funding for any shortfall. If the application for CAT is successful and the club obtain ownership this security would make it much easier to obtain grant or loan funding if required. The club has been in existence over 100 years and has always been able to meet its financial obligations.

p8/9 section 4.3

As regards the smart access gate system I have been in touch with CIA Fire and Security Limited who designed and developed the gate system with the Lawn Tennis Association. The bespoke gate and entrance will have a built-in locking and door closing mechanism. The equipment to operate the access control online system will be in an enclosed lockable cabinet mounted at a high level above the entrance gate. Unfortunately as the gate is a swinging gate obstructions could be placed to stop the gate swinging closed. However although not in the design originally requested by the LTA the company CIA could add a contact to the gate to either log the fact that the gate is open and /or add a relay and a sounder to operate if the gate was left open for a specified period of time. This would be in addition to the original quotation. However to add a sounder to the gate they would add a heavy duty door contact, 12vdc timer delay and an external sounder at an additional cost of approximately £100 for these devices.

As part of the maintenance CIA would attend once a year to perform a full inspection of the gate and the control equipment but will be available to deal with any call outs. The club would be responsible for weekly inspections of the gate and to report any fault or vandalism to CIA by either calling one of the team on 01285 651025 or email

lta@ciafireandsecurity.co.uk

CIA can remotely view the status of the control equipment but not the physical state of the gate and its ancillaries. If there was any vandalism to the gate itself they would not be aware of it unless reported by the club. However CIA have installed about 400 of these gates and in only a handful of cases have they experienced reports of deliberate vandalism. Clearly the club will require to carry out weekly inspections and CIA have advised that they can assign a designated user within ALTC to be able to view the ACT software they use to operate the gate enabling them to view the online status of the system and review the logs.

p9 section 4.4

The project will be managed by the designated project manager of the specialist contractors Doe Sports or Sportex and will be overseen by an ALTC project group consisting of me as Chairperson, Club Treasurer and also the Ground Convenor. The club has successfully managed projects in the past at Southpark Road including building a new clubhouse , replacing the court surface twice with artificial grass and artificial clay, installing floodlights on two courts, replacing perimeter fencing , installing new entrance gate and repointing and repairing perimeter walls. The club has worked in the past on these projects with both Doe Sports and Sportex and know the personnel involved. The club has been happy with all the work carried out by these companies and any problems or defects were attended to promptly. I confirm that all work will be carried out to the recognised industry standards to comply with the LTA regulations, standards and dimensions for tennis courts. Seafield Tennis Courts widening access.

Sport strategy

1. The club has considered and consulted the SAC Physical Activity and Sport Strategy and consider that the application and proposals complies with this and particularly is in line with strategic goal 2 on page 9 of the document. This proposal will provide an opportunity for everyone whatever their age to become involved in tennis and become more active. It will provide a quality facility where people can access tennis which will benefit physical and mental wellbeing. It will make tennis more accessible for people who do not at present participate or who may be considering becoming involved.

Club coach

2. I confirm that Sadie Gow, the club's Junior Convenor, and Gillian McIlroy, the club Coach, will contact Claire Rogerson, the SAC Thriving Communities Team Leader responsible for Active Schools to arrange a meeting to discuss the proposals .

3. The Club Coach is Gillian McIlroy who is an LTA Level 4 Performance Coach with a wealth of experience. Details of the Coach can be found on the club website under "Coaching". I shall forward to you a separate email from Gillian detailing her qualifications, past experience and projects etc. In particular Gillian has been responsible for producing regional players from the mini tennis programme while at Prestwick and has run LTA initiatives like "Miss Hits" and "She Rallies" to attract more girls into tennis. The club has a group of volunteer tennis leaders who are PVG checked and staff the Saturday morning FunTennis for primary school aged members and visitors for 1.5 hours which runs for 8 months of the year. These volunteers consist of the Junior Convenor and 3 other Committee members but other member/parents have indicated an interest to join the rota. The club operates indoor mini tennis at Belmont Academy on Wednesday evenings for 2 hours from mid-October to mid-March. The coach has a pool of teenage helpers to support these classes. For the outdoor coaching programme the Coaching team consists of the Club Coach Gillian along with an assistant Level 1 coach and also a pool of 3 teenage members to assist if required. There is also another member who is a Level 2 coach and booked to start her Level 3 course next year. The club is also looking to run a tennis leaders course for some of the junior members to enable them to progress to being able to assist with classes at the club.

Causal play community benefits

4. The club consider that an easily available accessible public facility would be of great benefit to the community and in particular to occasional and casual players. There are people who want to play and try tennis but do not want to commit to membership of a club or perhaps feel that their standard of play is not good enough to join a club but would like to play on a public court first and just want to enjoy the outdoor environment. All of this would widen tennis participation.

Additional Information 2

Outline of Ayr Lawn Tennis Club's community outreach and benefits of additional courts

Further information as requested by South Ayrshire Council. Received 18th November 2021

Evidence of Previous Community Engagement/Outreach pre-Covid by Ayr Lawn TC

- 1) Club Agreement with Active Schools (see separate file)
(Coaches Sally Gow in Feb 2017 and Robert Henson in Sept 2018 sent the signed agreement to Kirsty Mackay, Head of Active Schools at SAC at that time)
- 2) Email from Belmont Cluster Active Schools Coordinator in August 2018
- 3) Summary of school links and ALTC outreach work from Sept 2018 to March 2020
- 4) Summary of Tennis Activity currently offered to Community by Ayr Lawn TC

Email from Belmont Cluster Active Schools Coordinator

From: **Parker2, Emma** <Emma.Parker2@south-ayrshire.gov.uk>

Date: Tue, 14 Aug 2018, 14:27

Subject: Schools Tennis coaching

To: ayrlawntennis@gmail.com <ayrlawntennis@gmail.com>

Hi,

Last year the Belmont Cluster received some tennis coaching within some of their schools and I was wondering if this would be a possibility for this year? It was Robert Henson who came into coach last year.

The schools love the input from the club and coach. We have had this for a few years now and its always been a success.

If you could let me know if this is a possibility for this year or if Robert could get in touch again

Thanks

Emma

Emma Parker | Active Schools Coordinator – Belmont
Cluster | emma.parker2@south-ayrshire.gov.uk | Mob: 07815714546 | South Ayrshire
Council

Summary of School links and ALTC Outreach work from Sept 2018 to March 2020

Robert Henson

5th Sept - 5th Oct 2018 5 weeks of lunchtime sessions once/week for approx. 12 children per session

Kincaidston Primary (Fridays) and Doonfoot Primary (Wednesdays)

14th Nov - 5th Dec 2018 After-school sessions 3-4 p.m. once/week for approx 12 children per session

St Johns Primary

6th - 27th Feb 2019 4 Wednesday Taster sessions 3-4 p.m. for approx 12 children per session.

Alloway primary

6th - 20th March 2019 After-school once/week 3-4 p.m. and 4-4.45 p.m. for 8-10 children per session

St Johns Primary

Robert also ran two LTA "Tennis for Kids" courses in 2018 with 8 children aged 4-8. Six week course of 1 hour sessions at ALTC. Parents paid £25 and LTA supplied a tee-shirt and mini tennis racket to each child; all were new to tennis.



Figure 1 Children playing tennis

Karoline Farzeleyev

November 2019 3 x 1 hour taster sessions to 8-12 children/session

Alloway Primary

20th Jan - 3rd March 2020

Kincaidston Primary Mondays 3-4 pm approx ten P3/P4 children;

Alloway Primary Tuesdays 3-4 pm approx ten P2 Children

(ALTC paid these Level 2 coaches to do this outreach work)



Figure 2 Children playing games in a school hall

2) Summary of Tennis Activity currently offered to Community (Non-members) by Ayr Lawn TC

Indoor Mini tennis for Ages 5-8 and 8-11yrs (Coach Led)

8 weeks Oct-Dec and 10 weeks Jan-March in Belmont Academy Games Hall
Wednesday evenings 6-8 p.m. 30-40 children per night.

Low cost £4.50 per class for non-members of ALTC and £3.50 for members
Free “bump-up” day in March to Outdoor Coaching Programme.

This has been running for >10 years and introduces local children to tennis.

Distribution of 2000 fliers printed by ALTC to local schools (Kincaidston, Alloway, Doonfoot, Ayr Grammar, Holmston and St Johns) aided by Active Schools Coordinators.

Outdoor Junior Coaching Programme (Coach Led)

All after-school classes are open to non-members of ALTC.

Six-week Blocks- Autumn term, Winter term, Spring term and Summer term.

Mini tennis classes for age 5-8 (red ball); age 9 (orange ball) age 10 (green ball) and age 11-18 (yellow ball) are provided Tues-Friday for 1 hour sessions 4-6 p.m.

Non-members pay £9 more per block than ALTC Junior members.

Restricted to using two of the courts at Southpark Rd. Maximum 12 players per class.
New Head Coach Gillian McIlroy has approx 70 Juniors on the Programme (~25% are non-members).

This is almost double the previous numbers coming. Refurbished Seafield Courts will allow us to grow numbers further on this Programme.

Tennis Camps Over the School Holidays (Coach Led)

Two weeks at Easter, 2-4 weeks in Summer; 1 week in October.

E.g. October Holiday week 2021

Age 5-8 10-11.30 am (1 court)

Age 9-10 11.30 -1 pm (2 courts)

Age 11+ 2-3.30 pm (2 courts)

Non-members pay £15 more per week; daily rates available.

Gillian had 35 children attending in total for this October camp, many new to tennis and she needs more court space to expand and cater for the demand in the local community.

Tots Tennis (Coach Led)

Three 45 min sessions for age 2-4 with accompanying adult. £4 per class PAYGO

Tues 1.30-2.15; Wed 10-10.45; Thurs 10-10.45.

This introduces tots and their parents to tennis. Gillian has about 10 tots per class.

Saturday Morning Fun Tennis (Volunteer Led)

Every Saturday morning March-Oct 10-11.30 a.m. Free to Junior members of ALTC but visitors are welcome PAYGO £2.

Pressure on court-time noted with growing Junior Programme. Additional Courts at Seafield would allow ALTC to continue to provide this activity and be more visible to the community (Southpark Rd Courts are behind a high wall) encouraging participation. Usually 8-12 children attend, age 8-13 yrs.

Adult Beginners and Cardiotennis (Coach Led)

Two classes of each run at Southpark Rd one day-time and one in the evening; both are open to non-members who pay £2 more per class. 12 players attend regularly per week for each.

Pressure on court-time during senior tennis league season. Seafield Courts would allow these classes to continue uninterrupted and expand. Running these activities at Seafield would also make them more visible to the Community and attract more participants; no previous tennis experience is needed to get started.

Open Days

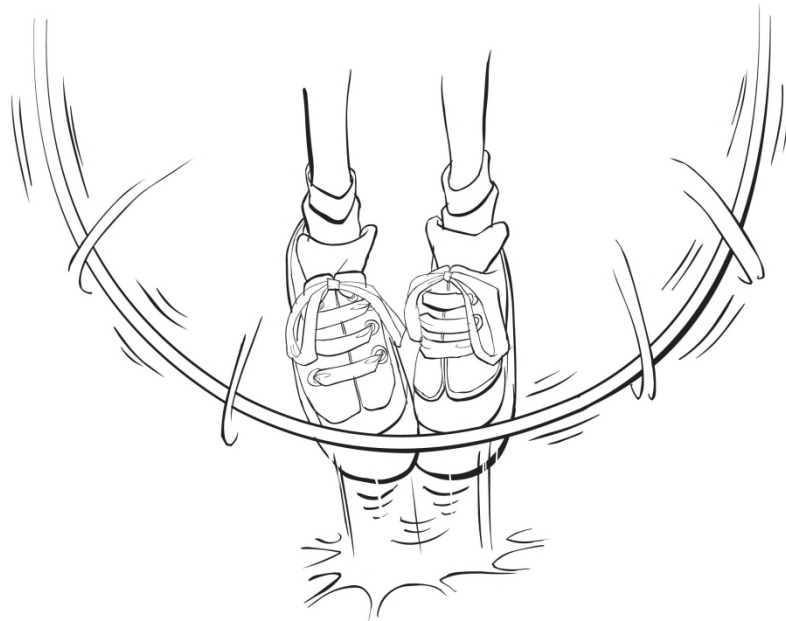
Run at Southpark Rd at start of April to attract people to come and try tennis and see behind the high wall. Being able to run additional Open Days at Seafield courts would be much more visible to the community.

Additional Information 3: Active Schools Agreement



Further information as requested by South Ayrshire Council. Received 18th November 2021

ACTIVE SCHOOLS Club Agreement



ACTIVE SCHOOLS PROGRAMME

WELCOME

South Ayrshire Council would like to thank you for supporting Active Schools and for helping children participate in sport and physical activity. We hope that you and your club enjoy working within South Ayrshire's schools and find the sessions both rewarding and fun.

This club agreement is aimed at ensuring you are equipped with all the relevant information and contact details that are required to ensure that your sessions are a success and that your club are recognised by the children and their schools through Active Schools.

South Ayrshire Active Schools 2015-16 Contact Details

Active Schools Manager Base:- Queen Margaret Academy	Kirsty Mackay 07977 202231/ Kirsty.mackay@south-ayrshire.gov.uk
Competitive School Sport Officer Base:- Queen Margaret Academy	Jill Tomlinson 07977 111435 / jill.tomlinson@south-ayrshire.gov.uk
Cluster	Active School Coordinators With responsibilities for Primary Schools
Ayr (& St John's PS) Base:- Queen Margaret Academy	Stuart O'Hara 07815 714546 / stuart.ohara@south-ayrshire.gov.uk School sport development: ice sports
Belmont Base:- Alloway PS	Emma Parker 07970 871838 / emma.parker2@south-ayrshire.gov.uk School sport development: netball
Carrick (& St Cuthbert's PS) Base: - Gardenrose PS	Ryan Douglas 07966 681172 / Ryan.Douglas@south-ayrshire.gov.uk School sport development: rugby and cricket
Girvan (& Sacred Heart PS) Base:- Queen Margaret Academy	Claire Rogerson 07976 069482 / claire.rogerson@south-ayrshire.gov.uk School sport development: badminton and tennis
Kyle Base:- Queen Margaret Academy	Fiona Reid 07815 714070 / fiona.reid@south-ayrshire.gov.uk School sport development: table tennis
Marr Base:- Queen Margaret Academy	Duncan Sturgeon 07967 038486 / duncan.sturgeon@south-ayrshire.gov.uk School sport development: football and handball
Prestwick Base: - Monkton PS	Valerie Ogilvie 07977 115762 / Valerie.ogilvie@south-ayrshire.gov.uk School sport development: hockey and lawn bowls
St Ninian's PS, St Patrick's PS Base:- Queen Margaret Academy	David Phee 07854 658798 / David.phee@south-ayrshire.gov.uk School sport development: athletics and golf

Secondary and ASN Schools	Active School Coordinator With responsibilities for Secondary & ASN Schools
Ayr, Kyle & Prestwick Academy Base:- Queen Margaret Academy	Amiee Alexander 07970 871808 / amiee.alexander3@south-ayrshire.gov.uk School sport development: gymnastics and dance
Belmont Academy / Marr College, Southcraig and Invergarven Base: - Queen Margaret Academy	Caitlin Anderson 07811 413908 / caitlin.anderson@south-ayrshire.gov.uk School sport development: volleyball and inclusive sports
Carrick & Queen Margaret Academy Base:- Queen Margaret Academy	David Phee 07854 658798 / David.phee@south-ayrshire.gov.uk School sport development: athletics and golf
Girvan Academy Base: – Queen Margaret Academy	Claire Rogerson 07976 069482 / claire.rogerson@south-ayrshire.gov.uk School sport development: badminton and tennis

Attainment Challenge Schools	Active Schools Assistant
Braehead PS	Tony Bryson 07790 934473 / tony.bryson@south-ayrshire.gov.uk
Dalmilling PS	Adam McGovern 07870 507923 / adam.mcgovern@south-ayrshire.gov.uk
Newton PS	Greg Vernon 07870 507760 / greg.vernon@south-ayrshire.gov.uk

CHILD PROTECTION POLICY

South Ayrshire Active Schools is fully committed to safeguarding the welfare of all children in their care. It recognises the responsibility to promote safe practice and to protect children from harm, abuse and exploitation.

Staff and volunteers will work together to embrace difference and diversity and respect the rights of children and young people.

This document outlines South Ayrshire Active Schools' commitment to protecting children.

CHILD PROTECTION GUIDELINES ARE BASED ON THE FOLLOWING PRINCIPLES:

- The welfare of children is the primary concern.
- All children, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to protection from all forms of harm and abuse.
- Child protection is everyone's responsibility. You should report any concerns about abuse and it is the responsibility of the School, Social Work Department and Police to conduct, where appropriate a joint investigation.
- Children have the right to express views on all matters, which affect them, should they wish to do so.
- Organisations shall work in partnership together with children and parents to promote the welfare, health and development of children.
- Work in partnership with other partner agencies to safe guard and protect the welfare of children.

CHILD PROTECTION

- Create a safe, secure and enjoyable environment in which to train and play.
- It is everyone's responsibility to protect children from harm, abuse and exploitation.

- It is your responsibility to protect yourself and conduct yourself in a professional manner.
- Fulfilling your responsibilities under your duty of care and never finding yourself in a compromising situation with a child.

Please refer to child protection policy and procedures for further information

CHILD PROTECTION PROCEDURES

1) Grounds for Concern

Grounds for concern can arise from wide range of circumstances and will generally be covered by the following:

- A child states that abuse has taken place or that the child feels unsafe
- A third party or anonymous allegation is received.
- A child's appearance, behaviour, play, drawing, or statement(s) cause suspicion of abuse

If you do not share your concerns, a child may be harmed.

2) What should I do?

- Listen carefully to what is said.
- Observe what is happening.
- Write down exactly what you see and hear.
- If you are seriously concerned about a child or a young person's welfare don't delay.
- Report any concerns immediately to your Active Schools Coordinator (ASC) and / or Head Teacher (HT).

3) Action points for all Club Coaches

- Immediately report any grounds for concern to the following people in the following situations
 - 1 If in a school environment report to HT
 - 2 If at an event report to the lead ASC
 - 3 If at a community club and there is no HT or ASC present contact the relevant social work team immediately.
- Do not wait to gather evidence
- Do not promise to keep a secret.
- Share information with relevant agencies, social work and in certain circumstances the police.
- Be aware of confidentiality.
- You must record the information clearly, accurately and succinctly using the child's own words.
- Follow the guidance given by the head of establishment or child protection coordinators and social work department.

IF IN DOUBT, CHECK IT OUT!

IN THE EVENT OF A FIRE

- Ensure you have the register but leave all other personal belongings inside the venue. You should lead the group from the building ensuring all doors are closed behind.
- Make your way to the designated area, and check you have all children present
- Do not re-enter the building until you are given the all clear by either school staff or fire brigade

ACCIDENTS

- Alert the first aider who will administer any treatment needed
- Record the incident on both school and Active Schools report forms
- If the person is well enough to join back in activities, keep an eye to ensure they do not deteriorate
- At the end of the session inform parent/guardian who is picking up child the extent of the injury
- For serious injuries ensure the child's parent/guardian has been informed. You may have to accompany a child to the hospital if an emergency contact cannot be reached.
- Report all accidents to your Active Schools Coordinator as soon as possible
- Adult Injury/Illness - if children are taking part in more than one area, they should be brought together. Safety of the children is important at all times

EQUAL OPPORTUNITIES

South Ayrshire Council works hard to ensure equality of opportunities and enable all its volunteers, staff, clubs, coaches and delegates to achieve their full potential in furtherance of our objectives. The organisation will not tolerate any unlawful acts of discrimination, any forms of harassment or any unjustifiable acts of discrimination on any grounds including, colour, race, nationality, ethnic or national origin, sex, marital or parental status, sexual orientation, disability, religious belief, social class or age.

INSURANCE

South Ayrshire Council has Public Liability insurance cover for insurance in respect of volunteers and their activities and any actions that are required to ensure that

suitable cover is in place. The policy applies to volunteers, is in respect of legal liability and provides cover only where the incident results from negligence. Volunteers should be aware that the Council does not have general professional indemnity insurance cover in place. Accordingly, volunteers should not provide advice or information out with the limits of any training received.

DISCIPLINARY PROCEDURES

When the Active Schools Coordinator believes there is reason for concern regarding the conduct of a coach/club, a disciplinary process will come into place:

1. Discussion with Active Schools Coordinator
2. Verbal warning
3. Written warning
4. Formal meeting and investigation
5. Suspension or termination of voluntary opportunity

In case of severe misconduct, the Active Schools Coordinator may dispense of stages 1-3 and after a meeting as described in stage 4, move directly to stage 5.

Repeat offences will also be dealt with seriously and may result in suspension or termination of voluntary role.

If a coach/club is asked to leave the project immediately, the coach/club has the right to appeal and may do so in writing to the Active Schools Manager.

CLUB CONTRACT

I have read and understood the Active Schools Club Agreement and agree to following the procedures/code of conduct outlined throughout.

Club name (block capitals please) _____

Signed (Club Coach/Representative) _____

Date _____

The following details will be published on the South Ayrshire Active Schools Website:

Sport:	
Club Name:	
Contact Telephone Number:	
Contact Email:	
Club website:	
Club Venue:	

Additional Information 4: Coach profile, qualifications, volunteers

Further information as requested by South Ayrshire Council. Received 18th November 2021

From: Gillian Mcilroy [REDACTED]
Sent: 16 November 2021 13:05
To: Mike Whiteford [REDACTED]
Subject: Re: Seafield Tennis Courts - URGENT

Hi

I am a Level 4 Senior Performance coach which means I have gone through all my previous levels of qualification plus extra qualifications in disability tennis, cardio tennis, schools coaching and performance 10u.

I have worked within the team of coaches at Prestwick Tennis and Fitness for 16 years - 2 of which were as head coach before joining Ayr Lawn. During my time at Prestwick part of my role was growing participation and bringing new players into the club. I have worked within schools taking PE sessions, kids then would get invited to free sessions at the club and then invited to holiday camps and to join classes.

At Ayr Lawn since I have joined the classes have over 70 children attending weekly and a recent addition of matchplay saw 20 children playing matches at the weekend.

I think with extra courts and access to taking school classes this number could grow.

At the moment the coaching team consists of myself and a Level 1 assistant. Within the club there are 4 committee members who volunteer in helping with fun kids tennis. Along with another member who is currently a level 2 coach and booked on to start her Level 3 in the new year. We are also looking to run a tennis leaders course for some of our juniors to give them a start onto helping out with classes at the club.

Anything else you need let me know.

Hope this helps.

Gillian

Sent from my iPhone

Additional Information 5 – ALTC and SAC Thriving Communities/Active Communities. Meeting note 20.11.2021

From: Sadie Gow [REDACTED]
Sent: 21 November 2021 21:14
To: Jamieson, Robin <Robin.Jamieson@south-ayrshire.gov.uk>
Cc: Rogerson, Claire <Claire.Rogerson@south-ayrshire.gov.uk>; Gillian Mclroy <[REDACTED]>; Michael Whiteford <[REDACTED]>
Subject: Feedback from Meeting on Saturday at ALTC with Claire Rogerson

Hi Robin,

Gillian Mclroy (ALTC Head Coach) and myself had a good meeting with Claire Rogerson on Saturday. Claire explained that Active Schools now comes under the Thriving Communities Dept of SAC and has a wider remit to cover engaging all age-groups in sport , not just school-age children. Gillian explained that all but one of the classes that she runs for ALTC are open to non-members of the tennis club but she has reached full capacity at the Southpark Rd courts for the outdoor Junior programme. I explained that the weekly tennis activities available to members of ALTC serve the full age-range and provide physical health and social benefits. Claire is also now aware that ALTC is a charity with the aim of increasing the playing of tennis in Ayrshire; she suggested that this might increase funding opportunities.

So just to summarise what ALTC currently offers to the community and what Seafield Courts could enable:

All of the coach-led activities listed below that run at the 3 courts at Southpark Rd are open to non-members of the tennis club:.

- Junior Coaching programme
- Tennis Camps run in the Easter, Summer and October School Holidays
- Tots Tennis (which also introduces new parents to tennis)
- Adult Beginners/Rusty Rackets classes
- Cardiotennis (a fitness class with minimal tennis skills required)

These classes have reached capacity court-usage at Southpark Rd. Having two renovated courts at Seafield would enable ALTC to provide more classes and places on them to the benefit of the Community.

Membership of ALTC provides the following weekly activities at no extra cost to a range of age-groups benefiting members' physical fitness and mental well-being:

- Ladies mornings (mostly retirees)
- Ladies/Gents nights
- Social Mixed Doubles on Sunday afternoons (very welcoming to new members)
- Junior Fun Tennis on Saturday mornings (for age 8-14 years)
- Court-booking for private play
- Members can sign-in a visitor to play at the club 3 times for a small fee.

We have seen a significant increase in membership due to a number of factors: tennis being permitted during Covid, obtaining a Level 4 Coach and having a new court-surface at Southpark Rd.

Acquiring two renovated courts at Seafield would serve the community by:

- 1) providing a "Pay & Play" tennis facility to the general public
- 2) enabling ALTC to provide more coach-led activity to local people who do not belong to a tennis club
- 3) enabling ALTC to explore new initiatives e.g.:
 - outdoor taster sessions for school classes
 - a tennis festival for teams from local schools
 - Open Days at Seafield Courts that would be more visible to the Community and increase interest in trying tennis.

Claire Rogerson has said that she will be in touch with you about the ALTC and SAC Active Schools memorandum of understanding.

For our part, ALTC is very keen to work with Active Schools and the Thriving Communities Team to deliver existing activities and also to deliver enhanced tennis provision as enabled by renovated Seafield courts. Gillian McIlroy would act as the key contact for ALTC.

Kind Regards,

Sadie Gow

ALTC

Additional Information 5: SAC Sport and Physical Activity Strategy and future working together

Hi Robin,

I met with Gillian and Sadie from Ayr Lawn Tennis club on Saturday to discuss how the club could provide the local community around the Seafield Tennis Courts with the opportunity to play tennis. They have suggested that they will provide opportunities for all ages and abilities which would fit with the South Ayrshire Sport & Physical Strategy which is to provide everyone in South Ayrshire the opportunity to participate in sport or physical activity. The club have also agreed to work with the Health and Wellbeing team to help provide Doonfoot Primary various tennis opportunities which would link to tennis programmes the club would be running at the Seafield Courts as it is the closest school.

It is clear that Ayr Lawn's membership is at capacity due to the lack of space they have within their current facility and that the upgrade of the Seafield Courts would help them expand their membership and the services they can offer to current members and members of the local community.

Once the Health & Wellbeing team's new Club Ready Accreditation Scheme is launched in the new year I have offered to go down to the club and talk them through what they need to do to become a Club Ready Gold Club.

Hope this helps and if you need any more information please get in touch.

Thanks

Claire

Claire Rogerson | Team Leader for Sport & Physical Activity | Thriving Communities | People Directorate | claire.rogerson@south-ayrshire.gov.uk | Tel: 07976069482 | Ayr Academy | South Ayrshire Council | Ayr Academy | University Avenue | Ayr | KA8 0SZ | www.activesouthayrshire.co.uk

Claire Rogerson | Stiùiriche Sgioba airson Spòrs & Gnìomhachd Corporra | Coimhearsnachdan Soirbheachail | DaoineTùr Uallais | Claire.Rogerson@south-ayrshire.gov.uk | Tel: [07976069482](tel:07976069482) | Acadamaidh Daoine Inbhir Àir | Slighe Oilthigh | Ayr | KA8 0SZ | www.activesouthayrshire.co.uk

AYR LAWN TENNIS CLUB
CONSTITUTION

**Constitution of
Ayr Lawn Tennis Club**

Constitution of Ayr Lawn Tennis Club

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Charities and Trustee Investment (Scotland) Act 2005

Constitution of
Ayr Lawn Tennis Club

In this constitution, the following definitions apply throughout:

- **"2005 Act"** means the Charities and Trustee Investment (Scotland) Act 2005 and every statutory modification and re-enactment thereof for the time being in force.
- **"AGM"** means an Annual General Meeting.
- **"Board"** means the Board of Charity Trustees.
- **"Charitable purpose"** means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.
- **"Charity"** means a body entered in the Scottish Charity Register as defined under section 106 of Charities and Trustee Investment (Scotland) Act 2005.
- **"Charity Trustees"** means the persons having the general control and management of the Organisation.
- **"Clauses"** means any clause.
- **"Clear days"**, in relation to notice of a meeting, means a period excluding the day when notice is given and the day of the meeting.
- **"Community"** has the meaning given in clause 4.
- **"GM"** means a General Meeting.
- **"Group"** means those other organisations (incorporated or not) that are not this organisation.
- **"Individual"** means a human/person.
- **"Members"** means those individuals and groups who have joined this organisation.
- **"Organisation"** means the SCIO whose constitution this is.
- **"OSCR"** means the Office of the Scottish Charity Regulator
- **"Property"** means any property, assets or rights, heritable or moveable, wherever situated in the world.
- **"SCIO"** means Scottish Charitable Incorporated Organisation.
- **"them"** and **"their"** refer to individuals or groups (either he, she or they).

Words in the singular include the plural and words in the plural include the singular.

These Clauses supersede any model clauses. Any words or expressions defined in the 2005 Act shall, if not inconsistent with the subject or context, bear the same meanings in the Clauses.

The Schedule to these Clauses is deemed to form an integral part of these Clauses.

	NAME
1	The name of the organisation is Ayr Lawn Tennis Club ("the Organisation").
2	The Organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).
	REGISTERED OFFICE
3	The principal office of the organisation will be in Scotland (and must remain in Scotland).
	DEFINITION OF COMMUNITY AND PURPOSES
4	The Organisation has been formed to benefit the community of Ayr and the wider Ayrshire council areas (the "Community"), with the following purposes (the "Purposes"):
4.1	The advancement of public participation in sport through provision of tennis facilities in Ayr to promote, encourage and facilitate the playing of tennis.
	POWERS
5	The SCIO has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so.
	GENERAL STRUCTURE OF THE ORGANISATION
6	The organisation is composed of:
6.1	Members (composed of Ordinary Members and Junior Members);
6.2	Associates ; and
6.3	Charity Trustees (composed of Elected Charity Trustees, Appointed Charity Trustees; and Co-Opted Charity Trustees, following the first GM).
	MEMBERSHIP
7	The members of the organisation shall consist of those individuals who made the application for registration of the organisation and such other individuals as are admitted to membership under the following clauses.
8	The organisation shall have no fewer than 20 members at any time; in the event that the number of members falls below 20, the Board may conduct only essential business other than taking steps to ensure the admission of sufficient Ordinary Members to achieve the minimum number.
9	Membership of the organisation is open to:

9.1	Individuals aged 18 or over who are members of the Community ("Ordinary Members"); and
9.2	Individuals aged under 18 who are members of the Community ("Junior Members") (such Members not being eligible to serve as Charity Trustees, attend meetings or have any voting rights).
9.3	If a member ceases to fulfil the criteria within clause 9.1 or 9.2, that individual must inform the Organisation. The Organisation may choose to reclassify a Junior Member as an Ordinary Member.
	APPLICATION FOR MEMBERSHIP
10	No Individual may become a Member unless that Individual has submitted a written application for membership in the form prescribed by the Charity Trustees and the Charity Trustees have approved the application. Members shall agree to adhere to the Lawn Tennis Association code of conduct and disciplinary rules.
11	The Charity Trustees shall consider applications for membership promptly. The Charity Trustees shall assess each application to determine whether the applicant meets the criteria for becoming an Ordinary Member or Junior Member.
12	Membership of the organisation may not be transferred by a member.
	RE-REGISTRATION OF MEMBERS
13	The Board may, at any time, issue notices to the members requiring them to confirm that they wish to remain as members of the organisation, and allowing them a period of 28 days (running from the date of issue of the notice) to provide that confirmation to the Board.
13.1	If a member fails to provide confirmation to the Board (in writing or by email) that they wish to remain as a member of the organisation or fails to renew their membership before the expiry of the 28 day period referred to in clause 13 , the Board may expel them from membership.
13.2	A notice under clause 13 will not be valid unless it refers specifically to the consequences (under clause 13.1) of failing to provide confirmation within the 28-day period.
	LIABILITY OF MEMBERS
14	The members of the organisation have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the members will not be held responsible.
15	The members and Charity Trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 14 does not exclude (or limit)

	any personal liabilities they might incur if they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.
	CESSATION OF MEMBERSHIP
16	A member shall cease to be a member if:
16.1	that Member sends a written notice of resignation to the registered office of the Organisation; they will cease to be a member as from the time when the notice is received by the organisation;
16.3	that Member has failed to respond to any re-registration request under clause 13;
16.4	That member has failed to pay their membership subscription by 1st April or has failed to pay over a period specified by the organisation;
16.5	a resolution that that Member be expelled (where that Member's conduct, in their/its capacity as a Member, has been detrimental to the effective functioning of the Organisation) is passed by special resolution at a GM (notice of which shall state: (a) the full text of the resolution proposed; and (b) the grounds on which it is proposed) at which the Member is entitled to be heard;
16.6	in the case of an Individual, that Individual has died (membership of the Organisation not being transferable);
16.7	where the Member is a Charity Trustee of the Organisation, that Member has failed to comply with the code of conduct for Trustees in a manner which would result in them ceasing to be a Trustee and a member.
	REGISTER OF MEMBERS
17	The Board must keep a register of members, setting out for each current member: <ul style="list-style-type: none"> a) their full name; b) their address; and c) the date on which they were registered as a member of the organisation.
17.1	Where any member is not an individual, the register must also contain: <ul style="list-style-type: none"> a) any other name by which the member is known; b) the principal contact for the member; c) any number assigned to it in the Scottish Charity Register, if it is a charity; and d) any number with which it is registered as a company, if it is a company.
17.2	For each former member the register must set out, for at least six years from the date on they ceased to be a member: <ul style="list-style-type: none"> a) their name; and b) the date on which they ceased to be a member.

17.3	The Board must ensure that the register of members is updated within 28 days of receiving notice of any change.
17.4	If a member or Charity Trustee of the Organisation requests a copy of the register of members, the Board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable. If the request is made by a member (rather than a Charity Trustee), the Board may provide a copy which has the addresses blanked out.
	ASSOCIATES
18	Individuals wishing to support the Purposes who are not members of the Community may become associates of the Organisation ("Associates"). Associates may attend and speak at GMs but may not participate in such meetings for voting or quorum purposes.
18.1	No Individual may become an Associate unless that Individual or Group has submitted a written application to become an Associate in the form prescribed by the Charity Trustees and the Charity Trustees have approved the application.
18.2	The Charity Trustees shall consider applications for associateship promptly. The Charity Trustees shall assess each application to determine whether the applicant meets the criteria for becoming an Associate.
19	The Charity Trustees shall cause a register of associates to be maintained containing: <ul style="list-style-type: none"> (a) the name and address of each Associate; (b) the date on which each Individual was registered as an Associate; and (c) the date at which any Individual ceased to be an Associate.
20	An Associate shall cease to be an Associate if:
20.1	that Associate sends a written notice of resignation to the Organisation;
20.2	that Associate becomes a member of the Community;
20.3	a resolution that that Associate be expelled from being an Associate (where that Associate's conduct, in their capacity as Associate, has been detrimental to the effective functioning of the Organisation) is passed by special resolution at a GM (notice of which shall state: (a) the full text of the resolution proposed; and (b) the grounds on which it is proposed) at which the Associate is entitled to be heard); or
20.4	(a) the Individual becomes insolvent or apparently insolvent or makes any arrangement with their creditors; or (b) the Individual has died.

	GENERAL MEETINGS (Meetings of the Members)
21	The Board may call a GM at any time and must call a GM within 28 days of a valid requisition. To be valid, such requisition must be signed by at least 5% of the Members, must clearly state the purposes of the meeting, and must be delivered to the registered office of the Organisation. The requisition may consist of several documents in like form each signed by one or more of the Members.
	Annual General Meeting
22	The Board shall convene one GM a year as an AGM. An AGM need not be held during the calendar year during which the Organisation is incorporated, provided an AGM is held within 15 months of the date of incorporation. Thereafter, not more than 15 months shall elapse between one AGM and the next.
22.1	The business of each AGM shall include: <ul style="list-style-type: none"> (a) a report by the Chairperson on the activities of the Organisation; (b) the election of Elected Charity Trustees; (c) the fixing of annual subscriptions; (d) consideration of the accounts of the Organisation; (e) a report of the auditor or independent examiner if applicable; and (f) the appointment of the auditor or independent examiner if applicable.
	Notice of General Meetings
23	Subject to the terms of clause 67, notice of a GM shall be given as follows:
23.1	At least 14 Clear Days' notice must be given of any GM.
23.2	The notice must specify the place, date and time of the GM, the general nature of business to be dealt with at the meeting; and <ul style="list-style-type: none"> (a) in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); and (b) in the case of any special resolution (as defined in clause 30) must set out the exact terms of the resolution.
23.3	Notice of every members' meeting must be given to all the members of the organisation, and to all the Charity Trustees; but the accidental omission to give notice to one or more members will not invalidate the proceedings at the meeting.
23.4	The Chairperson of the GM may, with the consent of a majority of the Members voting (in person or by proxy), adjourn the General Meeting to such time, date and place as the Chairperson may determine.
	CHAIRPERSON OF GENERAL MEETINGS

24	<p>(a) The Chairperson of the organisation shall act as Chairperson of each GM.</p> <p>(b) If the Chairperson is not present or willing to do so the Vice-Chairperson of the organisation shall act as Chairperson of the GM.</p> <p>(c) If neither the Chairperson nor the Vice-Chairperson is present or willing to act as Chairperson of the GM within 15 minutes after the time at which it was due to start, the Charity Trustees present shall elect from among themselves one of the Elected Charity Trustees who will act as Chairperson of that GM.</p>
QUORUM AT GENERAL MEETINGS	
25	<p>The quorum for a GM shall be the greater of:</p> <p>(a) eleven Members; or</p> <p>(b) 10% of the Members,</p> <p>present either in person or by proxy.</p> <p>No business shall be dealt with at any GM unless a quorum is present.</p>
25.1	<p>If a quorum is not present within 15 minutes after the time at which the GM was due to start (or if, during a GM, a quorum ceases to be present) the GM shall be adjourned until such time, date and place as may be fixed by the Chairperson of the GM.</p>
25.2	<p>The Board may make arrangements in advance of a GM to allow members (or their proxies) to fully participate remotely, so long as all those participating in the meeting can communicate with each other; and all Members (or their proxies) may vote during the meeting. A Member or proxy participating remotely by such means shall be deemed to be present in person at the GM.</p>
VOTING AT GENERAL MEETINGS	
26	<p>The Chairperson of the meeting shall endeavour to achieve consensus wherever possible but, if necessary, questions arising shall be decided by being put to the vote.</p>
26.1	<p>Each Member shall have one vote, to be exercised in person or by proxy, by a show of hands</p>
26.2	<p>A secret ballot may be demanded by:</p> <p>(a) the chairperson of the GM; or</p> <p>(b) at least two Members present at the GM,</p> <p>before a show of hands and must be taken immediately and in such manner as the chairperson of the GM directs. The result of a secret ballot shall be declared at that GM.</p>
27	<p>Whilst the attendance of Members at GMs is encouraged, a Member may appoint a proxy to attend a GM on behalf of that Member. A proxy appointed to attend and vote at a GM on behalf of a Member need not be a Member and shall have the same rights as the Member who appointed them to speak and vote at the GM.</p>

27.1	The form appointing the Proxy shall be in the form set out in Schedule 1 annexed to these Clauses;
27.2	The form appointing a proxy and the power of attorney or other authority (if any) under which it is signed, or a certified copy thereof, shall be lodged at the Registered Office not less than 48 hours before the time of the GM at which the proxy is to be used; and
27.3	No form of proxy shall be valid more than 12 months from the date it was granted.
28	In the event of an equal number of votes for and against any resolution, the Chairperson of the meeting shall have a vote in their capacity as a member of the organisation.
	Resolutions
29	At any GM an Ordinary Resolution put to the vote of the meeting may be passed by a simple majority of the Members voting (in person or by proxy).
30	<p>Certain resolutions must be passed as Special Resolutions, including resolutions:</p> <ul style="list-style-type: none"> a) to alter the name of the Organisation; or b) to amend the Purposes; or c) to amend these Clauses; or d) to wind up the Organisation in terms of clause 72. <p>At any GM a Special Resolution put to the vote of the meeting may be passed by not less than two thirds of the Members voting (in person or by proxy).</p>
31	Ordinary and Special Resolutions may be passed in writing, rather than at a General Meeting, and shall have effect as if they had been passed at a GM, provided the terms of this Clause are followed.
31.1	An Ordinary Resolution may be passed in writing if signed by a simple majority of all the Members.
31.2	A Special Resolution to wind up the Organisation or amend its constitution may be passed in writing if signed by all the Members.
31.3	Any other Special Resolution may be passed in writing if signed by not less than two thirds of all the Members.
31.4	Written resolutions must be sent to all Members at the same time (the "Circulation Date") in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed), or by means of a website.
31.5	Written resolutions must be accompanied by a statement informing the Member:

	<p>(a) how to signify agreement to the resolution;</p> <p>(b) how to return the signed resolution to the Organisation (in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed));</p> <p>(c) the date by which the resolution must be passed if it is not to lapse (that is, the date which is 28 days after the Circulation Date); and</p> <p>(d) that they will not be deemed to have agreed to the resolution if they fail to reply.</p>
31.6	A written resolution may consist of several documents in the same form, each signed by or on behalf of one or more Members.
31.7	Once a Member has signed and returned a written resolution in agreement thereto, that Members' agreement is irrevocable.
31.8	The Members may require the Organisation to circulate a written resolution.
31.8.1	The resolution must be requested by at least 5% of the Members. Requests must be in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed), must identify the resolution and may be accompanied by a statement not exceeding 1,000 words which the Organisation will also be required to circulate.
31.8.2	The Board may reject the resolution but must provide reasons for doing so to the members requesting the resolution.
31.8.3	If accepted, the Organisation must circulate the resolution and any accompanying statement within 21 days, and may require the requesting Members to cover the expenses it incurs circulating the resolution.
	SUBSCRIPTIONS
32	<p>Membership subscriptions shall be set at a Special General Meeting and shall be due by 1 April of that year. By arrangement with the organisation the subscription may be paid in 6 separate monthly instalments by standing order or direct debit or such fewer instalments to ensure the subscription is paid in full by the end of September of that calendar year.</p> <p>In the event of a member defaulting in the arrangement to pay by instalments the whole subscription or balance thereof shall become due immediately. Any ordinary or junior member whose subscription has not been paid by 1 April or by 30 September shall be deemed to have resigned their membership of the club and shall not be permitted to participate in the club's activities or vote at general meetings.</p> <p>The committee shall have the power to take legal action for the recovery of subscriptions remaining unpaid at 1 April or 30 September if paying by instalments where no resignation has been given and the member is known to be using the club's facilities from 1 April onwards. The club may refund part of a member's subscription if it considers it appropriate taking into account all the circumstances.</p>

	ORGANISATION MANAGEMENT
33	The affairs, property and funds of the organisation shall be directed and managed by a Board of Charity Trustees. The Board:
33.1	shall set the strategy and policy of the Organisation;
33.2	shall, where no employees or managers are appointed, be responsible for the day-to-day management of the Organisation;
33.3	shall hold regular meetings between each AGM, meeting as often as necessary to despatch all business of the Organisation;
33.4	shall monitor the financial position of the Organisation;
33.5	shall direct and manage the affairs and Property of the Organisation;
33.6	shall generally control and supervise the activities of the Organisation;
33.7	may, on behalf of the Organisation, do all acts which may be performed by the Organisation (other than those required to be performed by the Members at a GM);
33.8	may exercise the powers of the Organisation; and
33.9	may not also be paid employees of the Organisation.
	INTERIM BOARD
34	Upon incorporation of the organisation, the individuals who signed the Charity Trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as Charity Trustees with effect from the date of incorporation of the Organisation.
	COMPOSITION OF THE BOARD OF CHARITY TRUSTEES
35	The number of Charity Trustees shall be not less than 5 and the total number of Charity Trustees shall not be more than 10.
	APPOINTMENT OF CHARITY TRUSTEES
36	From and after the first General Meeting of the organisation, the Board shall comprise the following individual persons (a majority of whom shall always be Elected Charity Trustees):

36.1	up to 8 individual persons elected as Charity Trustees by the Members in accordance with clause 37 ("the Elected Charity Trustees"), who must themselves be Ordinary Members; and
36.3	up to 2 individual persons co-opted in accordance with clause 39 ("the Co-opted Charity Trustees"), so as to ensure a spread of skills and experience within the Board.
36.4	Employees of the organisation may not be nominated as or become Charity Trustees.
	ELECTED CHARITY TRUSTEES
37	At each Annual General Meeting of the Organisation, the Members shall elect up to 10 individual Ordinary Members as Elected Charity Trustees.
37.1	Elected Charity Trustees must be nominated by at least two Ordinary Members.
37.2	Each Member has one vote for each vacancy in the Elected Charity Trustees on the Board.
37.3	At each Annual General Meeting, all of the Elected Charity Trustees shall retire from office at the close or adjournment of that meeting.
37.3	A retiring Charity Trustee shall be immediately eligible for re-election.
	CO-OPTED CHARITY TRUSTEES
39	Subject to clause 35, the Charity Trustees may appoint up to 2 Individuals as Charity Trustees to ensure a spread of skills and experience within the Board ("Co-opted Charity Trustees") and may remove a Co-opted Charity Trustee at any time.
39.1	A Co-opted Charity Trustee shall retire at the AGM following their appointment unless re-appointed by the Charity Trustees.
39.2	A Co-opted Charity Trustee can be removed from office at any time by a simple majority of the Board.
39.3	For the avoidance of doubt, a Co-opted Charity Trustee may participate fully in all Board meetings which they attend, and is eligible to vote at them.
	VACANCY
40	The Board may from time to time fill any casual vacancy arising as a result of the retiral (or deemed retiral for any reason) of any Elected Charity Trustee from or after the date of such retiral or deemed retiral until the next AGM.
	CHARITY TRUSTEES – GENERAL DUTIES
41	Each of the Charity Trustees has a duty, in exercising functions as a Charity Trustee, to act in the interests of the organisation; and, in particular, must:

41.1	seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
41.2	act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
41.3	in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party, put the interests of the organisation before that of the other party; where any other duty prevents them from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other Charity Trustees with regard to the matter in question;
41.4	ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.
42	In addition to the duties outlined in clause 41, all of the Charity Trustees must take such steps as are reasonably practicable for the purpose of ensuring:
42.1	that any breach of any of those duties by a Charity Trustee is corrected by the Charity Trustee concerned and not repeated; and
42.2	that any Charity Trustee who has been in serious and persistent breach of those duties is removed as a Charity Trustee.
43	Provided they have declared their interest - and have not voted on the question of whether or not the organisation should enter into the arrangement - a Charity Trustee will not be debarred from entering into an arrangement with the group in which they have a personal interest; and (subject to clause 61 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), they may retain any personal benefit which arises from that arrangement.
44	No Charity Trustee may serve as an employee (full time or part time) of the organisation; and no Charity Trustee may be given any remuneration by the organisation for carrying out their duties as a Charity Trustee.
45	The Charity Trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.
CODE OF CONDUCT FOR CHARITY TRUSTEES	
46	Each of the Charity Trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the Board from time to time.
46.1	The code of conduct shall be supplemental to the provisions relating to the conduct of Charity Trustees contained in this constitution and the duties imposed on Charity Trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and

	applied in accordance with the provisions of the code of conduct in force from time to time.
46.2	Charity trustees agree to adhere to the Lawn Tennis Association code of conduct and disciplinary rules.
	REGISTER OF CHARITY TRUSTEES
47	The Board must keep a register of Charity Trustees, setting out for each current Charity Trustee: <ul style="list-style-type: none"> a) the name of the Charity Trustee; b) the address of the Charity Trustee; c) the date on which they were appointed as a Charity Trustee; and d) any office held by them in the organisation.
47.1	Where a Charity Trustee is not an individual the register must also contain: <ul style="list-style-type: none"> a) Any other name by which the Charity Trustee is known; b) the principal contact for the Charity Trustee; c) any number assigned to it in the Scottish Charity Register (if it is a charity); and d) any number with which it is registered as a company, if it is a company.
47.2	Where the Charity Trustee is appointed by OSCR under section 70A of the 2005 Act it must be recorded in the register.
47.3	For each former Charity Trustee the register must set out, for at least 6 years from the date on which they ceased to be a Charity Trustee: <ul style="list-style-type: none"> a) the name of the Charity Trustee; b) any office held by the Charity Trustee in the Organisation; and c) the date on which they ceased to be a Charity Trustee.
47.4	The Board must ensure that the register of Charity Trustees is updated within 28 days of receiving notice of any change.
47.5	If any person requests a copy of the register of Charity Trustees, the Board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable; if the request is made by a person who is not a Charity Trustee of the Organisation, the Board may provide a copy which has the name and address of any of the Charity Trustees blanked out. The name of a Charity Trustee may only be blanked out if the Organisation is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.
	TERMINATION OF CHARITY TRUSTEE'S OFFICE
48	A Charity Trustee will automatically cease to hold office if: -

48.1	they give the Organisation a notice of resignation, signed by them;
48.2	they become an employee of the Organisation;
48.3	in the case of a Charity Trustee elected under clause 37, they cease to be a member of the Organisation;
48.4	in the case of a Charity Trustee co-opted under clause 39, the Board under clause 39.2 vote to end the appointment;
48.5	they become disqualified from being a Charity Trustee under the Charities and Trustee Investment (Scotland) Act 2005;
48.6	they are absent (without good reason, in the opinion of the Board) from more than three consecutive meetings of the Board - but only if the Board resolves to remove them from office;
48.7	they become incapable for medical reasons of carrying out their duties as a Charity Trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
48.8	they are removed from office by resolution of the Board on the grounds that they are considered to have committed a material breach of the code of conduct for Charity Trustees (as referred to in clauses 46);
48.9	they are removed from office by resolution of the Board on the grounds that they are considered to have been in serious or persistent breach of their duties under section 66(1) or (2) of the 2005 Act;
48.10	they become prohibited from being a Charity Trustee by virtue of section 69(2) of the 2005 Act
48.11	they commit any offence under section 53 of the 2005 Act.
49	Clauses 48.8 and 48.9 apply only if the following conditions are met:
49.1	the Charity Trustee who is subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for removal is to be proposed;
49.2	the Charity Trustee concerned is given the opportunity to address the meeting at which the resolution is proposed prior to the resolution being put to a vote; and
49.3	at least two thirds of the Charity Trustees then in office vote in favour of the resolution.

	CHAIRPERSON AND VICE-CHAIRPERSON
50	The Board shall meet as soon as practicable meeting immediately after each AGM or following the resignation of the existing Chairperson/Vice-Chairperson to appoint: <ul style="list-style-type: none"> (a) an Elected Charity Trustee to chair Board meetings and GMs (the "Chairperson"), and (b) an Elected Charity Trustee to chair Board meetings and GMs in the event that the Chairperson is not present and willing to do so (the "Vice Chairperson").
50.1	In the event that: <ul style="list-style-type: none"> (a) the Chairperson is not present and willing to act within 15 minutes of the time at which the GM/Board meeting is due to start, or no Chairperson is currently appointed; and (b) the Vice-Chairperson is not present and willing to act within 15 minutes of the time at which the GM/Board meeting is due to start, or no Vice-Chairperson is currently appointed, the Charity Trustees present must appoint an Elected Charity Trustee to chair the GM/Board meeting.
	BOARD MEETINGS
51	The quorum for Board meetings shall be not less than 5 Trustees, a majority of whom are Elected Charity Trustees. No business shall be dealt with at a Board meeting unless such a quorum is present.
51.1	A Charity Trustee shall not be counted in the quorum at a meeting (or at least the relevant part thereof) in relation to a resolution on which, whether because of personal interest or otherwise, they are not entitled to vote.
51.2	The Board may make any arrangements in advance of any Board meeting to allow members to fully participate in such meetings so long as all those participating in the meeting can clearly comprehend each other; a member participating in any such means other than in person shall be deemed to be present in person at the Board meeting.
52	7 Clear Days' notice in writing shall be given of any meeting of the Board at which a decision in relation to any of the matters referred to in clause 30 is to be made, which notice shall be accompanied by an agenda and any papers relevant to the matter to be decided.
52.1	All other Board meetings shall require not less than 7 days' prior notice, unless all Charity Trustees agree unanimously in writing to dispense with such notice on any specific occasion.
52.2	On the request of a Charity Trustee the Chairperson shall summon a meeting of the Board by notice served upon all Charity Trustees, to take place at a reasonably convenient time and date.

53	No alteration of the Clauses and no direction given by Special Resolution shall invalidate any prior act of the Board which would have been valid if that alteration had not been made or that direction had not been given.
54	The Board may act notwithstanding any vacancy in it, but where the number of Charity Trustees falls below the minimum number specified in clause 35, it may not conduct any business other than to appoint sufficient Charity Trustees to match or exceed that minimum.
55	The Board may invite or allow any person to attend and speak, but not to vote, at any meeting of the Board or of its sub-committees.
56	The Board may from time to time promulgate, review and amend any Ancillary Regulations, Guidelines and/or Policies, subordinate at all times to these Clauses, as it deems necessary and appropriate to provide additional explanation, guidance and governance to members/Charity Trustees.
	VOTING AT BOARD MEETINGS
57	The Chairperson of the Board meeting shall endeavour to achieve consensus wherever possible but, if necessary, questions arising shall be decided by being put to the vote,
57.1	Each Charity Trustee present (and who is eligible to vote) has one vote. In the event of an equal number of votes for and against any resolution at a Board meeting, the Chairperson of the meeting shall have a casting vote as well as a deliberative vote.
57.2	A resolution in writing shall be as valid and effectual as if it had been passed at a meeting of the Board or of a sub-committee. A resolution may consist of one or several documents in the same form each signed by one or more Charity Trustees or members of any relative sub-committee as appropriate.
	SUB-COMMITTEES
58	The Board may delegate any of its powers to sub-committees, each consisting of not less than one Charity Trustee and such other person or persons as it thinks fit or which it delegates to the committee to appoint.
58.1	Any sub-committee so formed shall, in the exercise of the powers so delegated, conform to any remit and regulations imposed on it by the Board. The meetings and proceedings of any such sub-committee shall be governed by the provisions of these Clauses for regulating the meetings and proceedings of the Board so far as applicable and so far as they are not superseded by any regulations made by the Board.
58.2	Each sub-committee shall ensure the regular and prompt circulation of, the minutes of its meetings to all Charity Trustees.

	CONSTRAINTS ON PAYMENTS/BENEFITS TO MEMBERS AND CHARITY TRUSTEES
59	The income and property of the Organisation shall be applied solely towards promoting the Purposes and do not belong to the members. Any surplus income or assets of the Organisation are to be applied for charitable purposes for the benefit of the Community.
60	No part of the income or property of the Organisation shall be paid or transferred (directly or indirectly) to the members of the Organisation, or to any other individual, whether by way of dividend, bonus or otherwise, except in the circumstances provided for in clause 61.
61	No benefit (whether in money or in kind) shall be given by the Organisation to any member or Charity Trustee except the possibility of:
61.1	repayment of out-of-pocket expenses (subject to prior agreement by the Board);
61.2	reasonable remuneration in return for specific services actually rendered to the Organisation (in the case of a Charity Trustee such services must not be of a management nature normally carried out by a Trustee of an Organisation);
61.3	payment of interest at a rate not exceeding the commercial rate on money lent to the Organisation;
61.4	payment of rent at a rate not exceeding the open market rent for property let to the Organisation;
61.5	the purchase of property from any member or Charity Trustee provided that such purchase is at or below market value;
61.6	the sale of property to any member or Charity Trustee provided that such sale is at or above market value; or
61.7	payment by way of any indemnity, where appropriate in accordance with clause 70.
62	Where any payment is made under clause 61, the terms of clause 63 must be observed.
	PERSONAL INTERESTS & CONFLICTS OF INTEREST
63	Whenever a Charity Trustee finds that there is a personal interest, as defined in sub-clauses 63.3 and 63.4, they have a duty to declare this to the Board meeting in question.
63.1	A Charity trustee must not vote at a Board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which they have a personal interest or duty which conflicts (or may conflict) with the interests of the SCIO.

63.2	<p>It will be up to the Chairperson of the meeting in question to determine:</p> <ul style="list-style-type: none"> (a) whether the potential or real conflict simply be noted in the Minutes of any relevant meeting, or (b) whether the Charity Trustee in question, whilst being permitted to remain in the meeting in question, must not partake in discussions or decisions relating to such matter, or (c) whether the Charity Trustee in question should be required to be absent during that particular element of the meeting. Where a Charity Trustee leaves, or is required to leave, the meeting they no longer form part of the quorum for that meeting.
63.3	<p>An interest held by an individual who is "connected" with the Charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act 2005 (husband/wife, partner, child, parent, brother/sister etc) shall be deemed to be held by that Charity trustee;</p>
63.4	<p>A Charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which they are an employee, director, member of the management committee, officer or elected representative has an interest in that matter.</p>
63.5	<p>The Board shall determine from time to time what interests shall be relevant interests and shall ensure that a Register of Notices of Relevant Interests is maintained, which shall be open for inspection by both the Board and members of the Organisation and, with the express prior written approval of the Charity Trustee or employee concerned, by members of the public.</p>
	<p>OFFICER BEARERS</p>
64	<p>The Board shall appoint office bearers, including Chair/President, Vice-Chair/Vice-President, Treasurer and Secretary, and such other office bearers as they think fit, for such term and upon such terms and conditions as they think fit. Any office bearer may be removed by the Board at any time</p>
	<p>FINANCES & ACCOUNTS</p>
65	<p>The Board shall determine:</p>
65.1	<p>which banks or building societies the bank accounts of the Organisation shall be opened with;</p>
65.2	<p>how bank accounts shall be maintained and operated (all withdrawals requiring to be authorised by the signature of no fewer than 2 trustees); and</p>
65.3	<p>how cheques and other negotiable instruments, and receipts for monies paid to the Organisation, shall be signed, drawn, accepted, endorsed or otherwise executed.</p>

66	The Board shall cause accounting records to be kept for the Organisation in accordance with the requirements of the 2005 Act and other relevant legislation.
66.1	The accounting records shall be maintained by the Treasurer and overseen by the Board. Such records shall be kept at such place or places as the Board thinks fit and shall always be open to the inspection of the Trustees.
66.2	The Board must prepare annual accounts, complying with all relevant statutory requirements, and must ensure the accounts are examined or audited, as appropriate, by a qualified examiner or auditor.
66.3	At each AGM, the Board shall provide the members with a copy of the accounts for the period since the last preceding accounting reference date (or, in the case of the first account, since the incorporation of the Organisation). The accounts shall be accompanied by proper reports of the Board.
66.4	Copies of such accounts shall not less than 14 clear days before the date of the General Meeting be delivered, sent or emailed to all ordinary members, Charity Trustees and the auditor or independent examiner, or otherwise be available for inspection at the location of the organisation with all ordinary members, Charity Trustees, the Organisation Secretary and the auditor or independent examiner being made aware that they are so available for inspection there.
	NOTICES
67	The Organisation may serve a notice on a Member in hard copy (addressed to the address given for that Member in the register of members, and posted or hand-delivered) or electronic form (faxed or e-mailed). A notice is deemed to have been served on the day following the day on which it is hand-delivered, posted faxed or e-mailed.
68	The Organisation may communicate with a Member by electronic means (including fax and e-mail) unless the Member has requested that communications from the Organisation be sent in hard copy. The Organisation may publish notifications by means of a website provided the Organisation has advised Members of this and taken reasonable steps to notify Members who have informed the Organisation that they do not have internet access.
	RECORDS OF MEETINGS
69	The Board shall cause minutes to be made of all appointments of officers made by it and of the proceedings of all General Meetings and of all Board meetings and of sub-committees, including the names of those present, and all business transacted at such meetings and any such minutes of any meeting, if purporting to be signed after approval, either by the Chairperson of such meeting, or by the Chairperson of the next succeeding meeting, shall be sufficient evidence without any further proof of the facts therein stated.
	INDEMNITY

70	Subject to the terms of the 2005 Act and without prejudice to any other indemnity, the Charity Trustees, or member of any sub-committee, the Organisation Office Bearers and all employees of the Organisation may be indemnified out of the funds of the Organisation against any loss or liability (including the costs of defending successfully any court proceedings) which he, she or they may incur or sustain, in connection with or on behalf of the Organisation.
	ALTERATION TO THE CLAUSES
71	Subject to the terms of this clause, this constitution may be altered by a Special Resolution of the members passed in accordance with clause 30 or 31.3
71.1	Any changes to the purposes set out in clause 4 are subject to written consent being obtained from OSCR (and its successors) in terms of section 16 of the Charities and Trustee Investment (Scotland) Act 2005
71.2	The Board must notify OSCR (and its successors) of any changes to the constitution not relating to the purposes, in terms of section 17 of The Charities and Trustee Investment (Scotland) Act 2005
	DISSOLUTION
72	The Organisation may be wound up or dissolved only on the passing of a Special Resolution for that purpose in accordance with clauses 30 and 31.4, and subject to written consent being obtained from OSCR.
72.1	If, on the winding-up of the Organisation, any property or assets remains after satisfaction of all its debts and liabilities, such property shall be given or transferred to such other community body or bodies or charitable group, which has purposes which resemble closely the purposes of the Organisation, as may be: <ul style="list-style-type: none"> (a) determined by not less than two thirds of the Ordinary Members of the Organisation voting (in person or by proxy) at a General Meeting called specifically (but not necessarily exclusively) for the purpose; and (b) approved by OSCR (and its successors).

**Schedule 1
Form of Proxy**

Ayr Lawn Tennis Club

I,

residing at

being a Member of the above Organisation hereby appoint

.....

of

and, failing him or her,

of

as my proxy to vote on my behalf at the [Annual General Meeting / General Meeting] of
the Organisation to be held on

.....
and at any adjournment thereof.

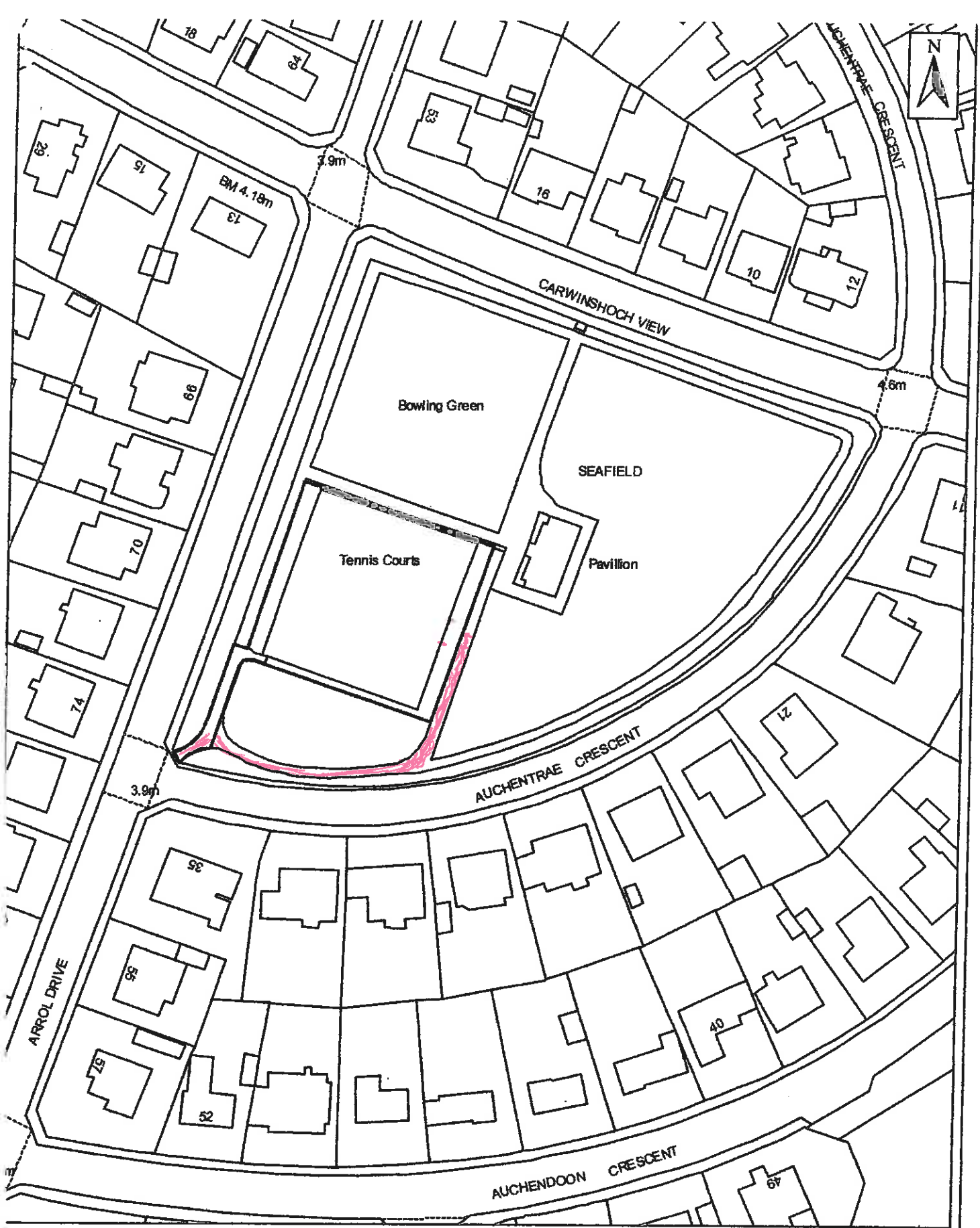
I hereby instruct my proxy to vote in favour of/against the following resolution[s]:

[insert resolution(s)]

Signed the day of

Signature of member appointing proxy

AYR LAWN TENNIS CLUB
MAP/PHOTOGRAPH OF SEAFIELD TENNIS COURTS



Lease Plan

Seafeld Tennis Court, Ayr.

(Area outlined red 0.15 Hectares or 0.37 Acres)

**For reference purposes only.
No further copies may be made.**

Produced by mk
Date : 23 May 2011 Scale 1:1000

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AYR LAWN TENNIS CLUB
4 SOUTHPARK ROAD
AYR



SEAFIELD TENNIS COURTS
ARROL DRIVE
AYR

Summary Assessment of Community Transfer under Part 5 of the Community Empowerment (Scotland) Act 2015 considerations

- 6.1. The Councils Community Asset Transfer Advisory Group (the 'CATAG') has undertaken a robust assessment of the asset request application and supporting documentation. In considering a request for a community asset transfer where a property has not been identified as surplus *the Council must also consider the reasons, benefits and information provided in the request ('ALTC's proposal'), comparing those benefits to the existing use or a possible/potential alternative use ('alternative proposal')*.
- 6.2 ALTC's proposal was assessed by the CATAG and the individual grades for each factor considered by the CATAG are set out in the scoring matrix attached in **Annex 1** The overall ALTC's proposal was rated by the CATAG as follows:
- 6.2.1 Proposal: Very Strong
 - 6.2.2 Community Benefit: Strong
 - 6.2.3 Community Support: Very Strong
 - 6.2.4 Ability to Deliver: Very Strong
 - 6.2.5 Local Authority Functions, Local and National Outcomes; Very Strong
- 6.3 Hypothetical alternative proposals were assessed by the CATAG and the individual grades for each factor considered by the CATAG are set out in the scoring matrix attached in **Annex 2**. The overall the hypothetical alternative proposal was rated by the CATAG as follows:
- 6.3.1 Proposal: Moderate
 - 6.3.2 Community Benefit: Weak
 - 6.3.3 Community Support: Weak
 - 6.3.4 Ability to Deliver: Strong
 - 6.3.5 Local Authority Functions, Local and National Outcomes: Moderate
- 6.4 Therefore the CATAG are of the opinion that ALTC's proposal is stronger than any alternative proposals.
- 6.4 The Council is required to secure Best Value in disposing of or letting property. Best Value does not always mean the highest price and assets can be disposed of at a less than market value, whether through a CAT or otherwise, where there is a wider public benefit. *The guidance issued under the Act requires the Council where there is a proposed disposal at less than market value to be satisfied that this is outweighed by the expected benefits and to consider attaching conditions to protect the discount.* These conditions must themselves be appropriate and proportionate and can be challenged by applicants in the CAT process.
- 6.5 The asset was valued by J& E Shepherds on 22nd June 2021 and considers the market value of the asset to be £5,000 Sterling. Community transfer bodies are free to offer the sum that they wish for the asset. ALTC has offered the sum of £4,500 which represents a £500 discount.
- 6.6 ALTC has confirmed in writing, and as per their financial forecast (pages 32-33 of Appendix 5 projections) that they propose to fund the purchase from their own

reserves and are therefore ready to promptly conclude the purchase without awaiting any external funding decisions.

6.7 In assessing the market value of £5,000 against the proposed purchase price by ALTC of £4,500, the following factors have been taken into account by the CATAG:

6.7.1 The disposal is considered by the CATAG to be reasonable and will remove the asset from Council responsibility including the associated liability of any future costs and repairs.

6.7.2 The submitted documentation is considered to be proportionate to the scale and nature of the asset request. The non-financial benefits demonstrated throughout the proposal are considered to be proportionate to the value of the asset and are proportionate to the level of discount offered.

6.7.3 The proposal has demonstrated that it will make a positive contribution to meeting the strategic objectives of the Council Plan of 'Effective Leadership that Promotes Fairness' by promoting and ensuring compliance with the Community Empowerment Act and 'Increase the profile and reputation of South Ayrshire and the Council' by ensuring best use is made of all Council-owned facilities and that opportunities to rationalise properties are maximised through investment, disposal and Community Asset Transfer.

6.7.4 ALTC has provided very strong evidence that they are a robust and viable organisation, with good standards of governance and the capacity to deliver their proposal as evidenced in the Constitution [pages 154-177 of Appendix 5], ALTC Business Plan [pages 27-33 of Appendix 5], and governance and capacity of the ALTC Board [pages 5-23, 133 of Appendix 5]

6.7.5 Full consideration has been given in the submission to the aims, objectives and vision of ALTC who have shown clear thought to the future direction of how the asset transfer will benefit the community post-transfer with strong evidence of need/demand provided [pages 136-153 of Appendix 5]. ALTC submitted a range of letters of support with the application including from the Community Council and local and national elected representatives, national representative body and local residents overlooking the courts [pages 111-124 of Appendix 5] .

6.7.6 ALTC has provided strong evidence of collaborative working arrangements with the South Ayrshire Council Active Schools and outreach with the wider public through coaching activity along with proportionate community engagement activity as evidenced in the asset transfer request [pages 131-153 of Appendix 5]

6.7.7 ALTC has provided strong evidence as detailed in their Business Plan, Financial projections and Annual Report and Financial Statements for the year ended December 2020 [pages 26-44 of Appendix 5] and application (pages 5-23 of Appendix 5) that indicates that sufficient financial resources are in place by the time of the asset transfer to purchase the asset including costs associated with the transfer of the asset, and consideration has been given to contingency planning in maintaining financial reserves to be utilised to enable operations to continue in the event of an unforeseen or unplanned situation.

Appendix 6 – Annex 1

COMMUNITY ASSET TRANSFER REQUEST- ASSESSMENT

INTRODUCTION

Purpose

The Leadership Panel, at its meeting on 27th November 2018, adopted a process for dealing with Community Asset Transfer Requests under the Community Empowerment (Scotland) Act 2015. The purpose of the assessment by the Community Asset Transfer Advisory Group (CATAG) is to make recommendations to the Leadership Panel based on the conclusions of the assessment.

Evidence

The assessment will take into consideration evidence submitted in support of the request, representations received and comments on representations. Where necessary, further information will be requested from the applicants. The evidence required by the CATAG will be appropriate to the scale and nature of the project. More detailed information and assurances will be required if a request is for the transfer of ownership for example, than if it is for a lease or for the transfer of other, lesser rights.

Structure of Assessment

The structure of the assessment will consist of the following key areas:

1. Proposal;
2. Community Benefit;
3. Community Support;
4. Ability to Deliver;
5. Local Authority Functions, Local and National Outcomes.

A separate assessment will be made of evidence under each of the key headings to provide an overall rating. Ratings vary from very strong to weak.

A summary of the evidence required to achieve each rating is outlined below:

Evidence	Overview
Very Strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrate questionable value for money.

NAME OF COMMUNITY TRANSFER BODY (CTB)	Ayr Lawn Tennis Club
ASSET REQUESTED	Seafield Tennis Courts, Arrol Drive
WARD	Ayr West
MARKET VALUE	£5,000
VALUE OF OFFER	£4,500
PROPOSED DISCOUNT	£500
DATE OF APPLICATION VALIDATION	08.11.2021
DATE OF CAT ADVISORY GROUP MEETING	10.12.2021
DATE OF LEADERSHIP PANEL	15 February 2022

Assessment under Section 82 of the Community Asset Transfer (Scotland) Act 2015				
	Assessment Criteria	Evidence from CTB	Additional Evidence/Information	Assessment Rating
1.	<u>Proposal</u>			
1.1	Are the aims and objectives of the proposal clearly defined?	ALTC's proposal are to take the Seafield Tennis Courts into their ownership, resurface and redevelop the court facility including installing an electronic gate control and app based booking system. By doing this they hope to increase tennis participation		Very Strong

		(matches, general play, and coaching) amongst members and the wider community.		
1.2	Are the services to be delivered clearly described and has the CTB explained why the services are required?	The proposal upgrades a playing facility which has exceeded its design life. The replacement to the surface will allow play to recommence. The courts are currently deemed unplayable and resurfacing the courts will allow for increased tennis participation. ALTC have identified that their ability to deliver coaching activity to members and the wider public is currently curtailed by a lack of court space and times. The proposals increase available court capacity thus increasing the availability of tennis activity (coaching, match and general play). The app-based booking system and electronically controlled gate entry will enable the facility to be accessed more easily by the public. Currently access is managed informally through a key obtained from an individual's personal residence. The		Very Strong

		proposals represent a more modern and accessible solution to public access.		
1.3	Has the CTB explained the reasons for requesting the asset and what difference this will make to the delivery of services in the area?	See above. A resurfaced and more easily accessible court will function as a high-quality public amenity and enable the development of tennis participation in South Ayrshire.		Very Strong
1.4	Would there be potential revenue savings to the Council arising from the proposed asset transfer?	<p>Any revenue savings would be contingent upon which of the alternative proposals might be adopted.</p> <p>ALTC's proposal requests resources from the Advancing Community Assets Fund (ACAF). If SAC were to retain ownership resurface the courts then the overall cost to the council would be similar. However, ALTC's proposal indicates a self-financing of future resurfacing (after around 15 years). At that point a saving would be realised should SAC follow the same course of action.</p> <p>If SAC decided not to resurface the courts (see appendix 6 - annex 2) then the</p>		Moderate

		proposals would not yield a revenue saving. However, this would result in a loss of an amenity and possibly incur other costs (see appendix 6 - annex 2).		
1.5	Would there be displacement of similar services in the area if the Council agrees to the request? If so, what would be the feasibility and cost of relocating the services elsewhere? What might be the impact on those who use the services in terms of accessibility, cost, travel etc. if the services are relocated elsewhere?	There would be no displacement of services, and so no impact.		Very strong
	<u>Summary Assessment of Proposal:</u>			Very Strong
2.	<u>Community Benefit</u>			
2.1	Would agreeing to the request be likely to promote or improve- (i) Economic development; (ii) Regeneration; (iii) Public health; (iv) Social wellbeing; or (v) Environmental wellbeing?	Agreeing to the proposal would have a positive impact on: Public health through the upgrade and greater accessibility of a sports facility. Social wellbeing through the provision of organised sporting and recreational activity. Compared to the alternative proposals (see appendix 6 - annex 2) there are likely to be environmental wellbeing benefits by installing		Strong

		an attractive and modern surface against the alternative proposal of mothballing/closing the facility.		
2.2	Would agreeing to the request be likely to reduce inequality resulting from socio-economic disadvantage?	The proposal is likely to have a modest positive impact given ALTC engage with schools with disadvantaged catchments.		Moderate
2.3	Are there any other benefits that might arise from a grant of the request?	<p>ALTC's proposal will enable easier public access through 'pay as you play' app booking model.</p> <p>ALTC's current courts are resurfaced periodically from a sinking fund generated from subscriptions. They propose similar for the Seaford Tennis Courts. Therefore, the proposal appears sustainable over the longer term.</p>		Strong
2.4	What benefits might arise if the Council adopted an alternative proposal in relation to the asset? <i>Note: In order to assess this, the CATAG should carry out a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been</i>	<p>A full analysis of the alternative proposals is available in appendix 6 - annex 2 A summary of alternative proposals is as follows:</p> <ol style="list-style-type: none"> 1. The council retains ownership of the asset, and: 		weak

	<p><i>identified for disposal, sale on the open market could be an alternative proposal.</i></p>	<ul style="list-style-type: none">a. The council could then renovate the facility. In this option the council retains the asset and can administer as preferred – but cost incurred is similar and no long-term strategy unless external funding could be found which itself is challenging and time consuming;b. Mothball or do nothing and allow the facility to fall into further disrepair. This would save money but at the cost of reputational damage and reduced ability to deliver outcomes;c. remove the facility. This might save money although there would be a cost of removal and maintenance. There would also be a		
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		<p>reduced ability to deliver outcomes.</p> <p>2. Dispose on open market. This would return a capital receipt. However, there are likely to be restrictions on usage and therefore scale of capital receipt as a result of planning policy.</p>		
2.5	How would any benefits identified under paragraphs 2.1 and 2.3 above compare to the benefits of an alternative proposal?	<p>Comparing ALTC's proposal against the alternative proposal (see appendix 6 - annex 2) the CATAG group consider that ALTC's proposal offers significant benefits overall against the alternative proposals.</p> <p>Overall ALTC's proposal offers a long-term plan for sustainable management of the asset. A community organisation is likely to be able to devote greater energy and resource towards managing and delivering community benefits from the asset.</p>		Very strong
	<u>Summary Assessment of Benefits:</u>			Strong;

3	<u>Community Support</u>			
3.1	Has the CTB demonstrated that there is sufficient demand for the proposal in the local community?	<p>As the project involves a continuation of the existing use, it is considered that the relevant communities are identified as being the 'tennis community' – a community of interest comprised of those in Ayr and South Ayrshire with an interest in tennis – and those local – and therefore most impacted by - the Seafield Tennis Courts. Focusing on these two relevant and affected communities was considered proportionate to the, nature, scale and impact of the proposal.</p> <p>ALTC have identified the support of both these communities for their proposal. ALTC have identified growing demand for tennis through an increasing membership size. The increase in members requires more court provision. In addition, coaching capacity (publicly accessible</p>		Strong

		<p>ALTC have identified the support of local elected representatives, the community council and adjacent residents. Other local tennis clubs have indicated their support.</p>		
<p>3.2</p>	<p>Has the CTB demonstrated that there is sufficient support from the local community for the proposal? Has the CTB followed the National Standards for Community Engagement- https://www.scdc.org.uk/what/national-standards to show their engagement has been effective and inclusive? <i>Note: Evidence should be provided of widespread consultation with the local community, local stakeholders and community partners. Details should be provided of who was consulted, how the consultation was done and the responses received. If the CTB represents a community of interest such as an equality group or a sports club, evidence should be provided of how the CTB has engaged with local residents who are not part of the community of interest. If the proposal has attracted substantial opposition and has caused division in the community, it may be detrimental to community cohesion or resilience and may not have a net benefit.</i></p>	<p>As above 2 relevant communities were identified. The process undertaken was compatible with National Standards for Community Engagement in that the engagement was inclusive and focused on those who may be affected, methods were appropriate for the task and communication with stakeholders clear.</p> <p>There appears to be strong support for the organisation in the geographic community as evidence by support from local and national elected representatives, the community council and a signed letter of support from adjacent households.</p>		<p>Very Strong</p>

		<p>Local tennis clubs have submitted notes of support for the proposals.</p> <p>The engagement activity has been considered proportionate to the proposal. There is no change of use, and the use proposition is continuation of the status quo. During the public notice phase there were no letters of objection to the proposals.</p>		
3.3	Has the CTB provided details of any partnership arrangements required to deliver the proposal?	No formal partnership is required to deliver the proposals. ALTC have indicated a willingness to work with SAC through Active Schools and to work with SAC to promote public access to the courts online.		Very Strong
3.4	Has the CTB demonstrated how it will take account of the different needs of the community? Does the proposal demonstrate that the proposal may reduce inequality?	The proposals include a new access gate with a width of 1.2m which is recommended for sports wheelchair accesses. The courts will be suitable for wheelchair tennis. This represents action to reduce inequality through the proposal. However, it should be noted that the access path which is the responsibility of the Council is not currently suitable for wheelchair usage.		Strong

	<u>Summary Assessment of Community Support</u>			Very strong
4	<u>Ability to Deliver</u>			
4.1	Do members of the CTB have appropriate skills, experience and qualifications to run and manage the asset, and deliver the project? If not, does the CTB have plans to engage people who do?	ALTC have experience of owning assets – their 3 existing courts at 4 South Park Road, Ayr have been owned since 1986 – and resurfacing and developing these assets over many years including the development of a new clubhouse. The committee members have a range of skills and backgrounds which are appropriate to the proposal. The proposed works will be delivered by specialist contractors and will be overseen by an ALTC project management group.		Very Strong
4.2	Has the CTB demonstrated that it has a clear understanding as to what will be required to manage the asset? For example, has it taken into consideration issues such as insurance and maintenance of the building, utilities, firefighting equipment, energy performance certificate etc.?	ALTC have outlined a business plan and projected finances which indicate running costs including a sinking fund have been taken into account. In addition, they have long experience of owning, managing and developing similar assets.		Very Strong
4.3	Does the CTB have suitable governance arrangements in place for decision- making to manage the asset and deliver the project, taking into account the scale and nature of the project?	ALTC are a two-tier SCIO and have a management and decision making structure		Very Strong

		appropriate for the management of the asset. ALTC have identified a project management group to oversee the proposed works. As above, they also have previous knowledge and experience of delivering similar projects.		
4.4	Where relevant, does the CTB have succession plans in place for recruiting new Board members or Trustees in the future?	ALTC note that they have an active approach to bringing in new trustees who progress to leadership positions through time. They also have a strong membership base to draw upon.		Very strong
4.5	Has the CTB provided details of its projected income and expenditure and cash flow forecasts? Has the CTB demonstrated there is sufficient projected cash flow to establish that the project is financially viable?	A plausible business case has been provided as well as projected accounts for the next 5 years. The CATAG group – with representation from Finance and Economic Development - have considered these materials and have assessed them as competent.		Very Strong
4.6	Has the CTB identified all the resources required to deliver the benefit? The following should be considered: <ul style="list-style-type: none"> • Funding obtained; • Funding and support required from the Council; • Other sources of funding, such as external grant funding; 	ALTC have requested a grant from the Advancing Community Assets Fund for the proposed works and have set aside internal funds for the purchase price. The development works proposed are, at present, contingent upon an ACAF grant.		Moderate

	<ul style="list-style-type: none"> Number of employees or volunteers available to maintain the asset and run the project. 	Over the longer term (i.e. the project lifespan of the playing surface ~ 15 years) ALTC propose financing resurfacing through a sinking fund. Should this prove non-viable over time they will consider external grant funding.		
4.7	Does the CTB have a viable business plan for any proposed commercial activities, including timescales and targets for delivery of benefits?	See above, ALTC have a business plan and projected accounts. ALTC have also outlined the additional public coaching activity which will be expanded when the courts are redeveloped. It is anticipated that these activities will be delivered on completion of the resurfacing and court development works.		Very Strong
4.8	Where relevant, has the CTB identified how the proposals will be funded in the longer term? Are these proposals credible and has evidence been provided?	As above, ALTC have submitted projected accounts including a sinking fund through which future resurfacing will be financed. Should, due to changing circumstances, this not prove possible external grant funding will be sought. The CATAG has considered these projections and plans and judged them reasonable in the context of the proposals.		Very Strong

4.9	Has the CTB provided details of the monitoring arrangements to be put in place to ensure the project delivers its key objectives and the timescales in which they will be delivered?	As above, ALTC have a track record of owning and project managing similar assets over the long term. ALTC have proposed a project management group to oversee the contractors responsible for delivering the outlined works.		Very strong
	<u>Summary assessment of Ability to Deliver</u>			Very Strong
5	<u>Local Authority Functions, Local and National Outcomes</u>			
5.1	<p>Would agreeing to the request have an adverse effect on the Council's ability to deliver any of its statutory functions? For example, would the community activities physically interfere with the Council carrying out its functions, or require the Council to put alternative arrangements in place that would substantially increase costs? Do the CTB's proposals conflict with any Council policy? Would the cost of agreeing to the request affect the Council's budget to the extent that it would reduce the Council's ability to deliver its functions, even after taking account of the benefits?</p>	<p>There will be no impact on the ability of the council to deliver statutory functions. The request for funding is found within the ACAF which has been set aside and approved by the Leadership Panel for promoting the transfer of assets to community ownership. Therefore there is no anticipated detrimental impact on the Council's ability to deliver its functions.</p>		Very Strong
5.2	<p>Are there any obligations that may prevent, restrict or otherwise affect the ability of the Council to agree to the request, whether arising from legislation or otherwise? For example, if the asset forms part of the Common Good, court authority may be required to dispose of the</p>	<p>The Council has identified no obligations that restrict the Council's ability to agree to the request. The asset has not been identified as Common Good.</p>		Very strong

	asset; there may be title or planning restrictions which state that the asset may only be used for certain specified purposes. Removal of such restrictions may involve additional costs- should these costs be met by the CTB?			
5.3	Will the proposed benefits contribute to achieving the Council's local outcomes and the Scottish Government's National Outcomes?	<p>The proposed benefits contribute to the following:</p> <p>Council Plan 2018-2022</p> <p>3.1 We will enhance collaborative working to maximise support and ensure all residents have the opportunity to be healthy, supported and safe.</p> <p>5.2a Support local community-controlled organisations to develop thriving places by empowering them to make better use of local community assets.</p> <p>6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations</p>		Strong

		<p>South Ayrshire Physical Activity and Sport Strategy</p> <p>Strategic Goal 2: There will be opportunities for everyone, at every life stage, to become involved, and remain involved, in sport and recreation.</p> <p>National Outcomes on Health: We are healthy and active; and on Communities: Our communities are shaped by the quality and character of the places we live in and the people we live among. In this Outcome we recognise that to be healthy and happy as a nation we must nurture and protect our local resources, environments and all who live in them.</p>		
	<u>Summary Assessment of Local Authority Functions, Local and National Outcomes</u>			Very Strong
	<u>Final Assessment/ Recommendation:</u>			Approval subject to conditions (see appendix 2, 3)

Note: If recommending approval of the request, the CATAG will also require to consider:

- (i) Where the CTB has offered a price that is below market value, an assessment will be required following the process in the Disposal of Land by Local Authorities (Scotland) Regulations 2010 as to whether the asset should be transferred to the CTB at the price requested; and*
- (iii) The Subsidy Control rules (formerly the EU State Aid rules)- <https://www.gov.scot/publications/scottish-public-finance-manual/subsidy-control/subsidy-control/>; and*
- (iv) The conditions that will apply to the disposal, taking account of the conditions requested by the applicants. If the recommendation is for a disposal for less than market value, consider if conditions to protect the discount should be applied.*

COMMUNITY ASSET TRANSFER REQUEST- ASSESSMENT ALTERNATIVE PROPOSAL

INTRODUCTION

Purpose

The Leadership Panel, at its meeting on 27th November 2018, adopted a process for dealing with Community Asset Transfer Requests under the Community Empowerment (Scotland) Act 2015. The purpose of the assessment by the Community Asset Transfer Advisory Group (CATAG) is to make recommendations to the Leadership Panel based on the conclusions of the assessment.

The Council makes 2 assessments – an assessment of the community proposal and an assessment of an ‘alternative proposal’. This form deals with the latter and represents a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been identified for disposal, sale on the open market could be an alternative proposal. The alternative proposals may be under active or formal consideration or may be hypothetical. In this case the alternative proposals are hypothetical.

Evidence

The assessment of the community proposals will take into consideration evidence submitted in support of the request, representations received and comments on representations. Where necessary, further information will be requested from the applicants. The evidence required by the CATAG will be appropriate to the scale and nature of the project. More detailed information and assurances will be required if a request is for the transfer of ownership for example, than if it is for a lease or for the transfer of other, lesser rights. In the case of the alternative proposal evidence will be gathered from relevant parties where an active or formal consideration is underway. Where the proposals are hypothetical evidence will be gathered from relevant parties to the extent possible.

Structure of Assessment

The structure of the assessment will consist of the following key areas:

6. Proposal;

7. Community Benefit;
8. Community Support;
9. Ability to Deliver;
10. Local Authority Functions, Local and National Outcomes.

A separate assessment will be made of evidence under each of the key headings to provide an overall rating. Ratings vary from very strong to weak.

A summary of the evidence required to achieve each rating is outlined below:

Evidence	Overview
Very Strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrate questionable value for money.

Alternative Proposal Summary

All of the alternative proposals for Seafield Tennis Court are hypothetical, none are under active consideration. From heron Ayr Lawn Tennis Club's request for a Community Asset Transfer is referred to as 'the proposal' and the below as the 'alternative proposal(s)'.

In this case the alternative proposals are as follows:

1. The Council retains the asset

- a. The Council then replaces the court surface with and carries out repairs and remediations as detailed in the Condition Survey [pages 89-93 of Appendix 5]. In this scenario the council would retain control of the facility and the costs incurred would be similar to the proposal if paid for directly by the council. Alternatively, the Council may choose to seek full or partial external funding – whilst reducing the burden on the Council funds this would require allocation of staff capacity, may prove unsuccessful and timescales for successful redevelopment would likely be extended considerably. The asset could then be managed as the Council considers best. This might be centralising court bookings and usage (the council would be liable for repairs, maintenance and eventual resurfacing) or leasing to a third party on a Full Repairing and Insuring (FRI) basis. Advantages of this alternative proposal are: the maintenance of control and retaining a balance sheet asset; the maintenance of a sports facility contributes to delivery of South Ayrshire Council and Scottish Government objectives. Disadvantages of this alternative proposal: the court will need resurfaced in around 15 years-time which will require funding; the Council may need to manage the asset on a day to day basis and carry out repairs and maintenance which has resource implications; seeking alternative external funding may be time consuming and take up operational capacity; the Council may have limited success attracting external funding; the Council may not be able to promote usage to the extent a community club can; the Council may have to increase staffing FTE to maximise the usage and/or maintain the asset; an FRI lease may be unappealing due to the difficulty of a community body raising funds against a leased asset and/or the requirement to sink significant amounts of capital into a leased asset. The overall objective of this alternative proposal is to continue to provide a high-quality public sports facility and therefore deliver community health and wellbeing benefits.

- b. Close or mothball the facility as it has reached the end of its design life. Advantages of this alternative proposal are primarily cost saving. Disadvantages of this alternative proposal include: aesthetic impacts of a disused site; reduced ability of the Council to deliver against South Ayrshire Council and Scottish Government objectives; risk of vandalism and damage to a disused site incurring ongoing cost for the Council to ensure the site remains safe; negative reputational impact for the Council. The overall objective of this alternative proposal is to avoid expenditure but retain the site for some future use. This could deliver cost savings to the council against alternative proposal 1a.
- c. Remove the facility and landscape the site. Advantages of this alternative proposal are primarily cost saving over the longer term and amelioration of negative impacts of closure/mothballing. Disadvantages of this alternative proposal are: loss of an amenity; reduced ability of the Council to deliver against South Ayrshire Council and Scottish Government objectives; negative reputational impact for the Council. The overall objective of this alternative proposal is to avoid expenditure and remove a site before it slips into dereliction. Against the other alternative proposals this would reduce the negative impact of a derelict site.

2. The Council declare the asset surplus, market, and disposes of the asset

- a. An alternative proposal could be to declare the asset surplus before selling on the open market. The area is classified as 'open space' in LDP2. The valuation [pages 94 – 110 of Appendix 5] was conducted on this basis. The land would require reclassification to yield a higher return e.g. for housing. However, it should be noted that the parcel of land is relatively small (0.11 hectares) and may require the purchase of an access strip (or a right of access). It may be challenging to find a commercial buyer without a change of use. South Ayrshire Council planning policy outlines that the tennis courts/bowling green and open space area are all specifically identified as an area of Open Space in the Existing LDP, and the Modified Proposed LDP. The Plan(s) contain a commitment to protect all open space and especially areas that are specifically identified as recreational or amenity open space. As a result, it is unlikely that planning policy would support of the loss of the recreational facility, or the amenity value of the site to alternative forms of development. Planning policy determines that use for residential development or commercial development

would be unlikely. Overall, it is likely that the site would only be of interest to buyers wishing to use the site for recreational and community use. Advantages of this alternative proposal are: a capital receipt to the Council which *may* be higher than what has been offered by the community proposal; savings to the Council as a result of no further maintenance of the facility. Disadvantages of this alternative proposal are: the possible loss of an amenity; reduced ability of the Council to deliver against South Ayrshire Council and Scottish Government objectives; negative reputational impact for the Council; the small scale of the capital receipt. The overall objective of this alternative proposal is to return a capital receipt to the Council and permanently remove the Council's responsibility for the asset.

NAME OF COMMUNITY TRANSFER BODY (CTB)	Ayr Lawn Tennis Club
ASSET REQUESTED	Seafield Tennis Courts, Arrol Drive
WARD	Ayr West
MARKET VALUE	£5,000
VALUE OF OFFER	£4,500
PROPOSED DISCOUNT	£500
DATE OF APPLICATION VALIDATION	08.11.2021
DATE OF CAT ADVISORY GROUP MEETING	10.12.2021
DATE OF LEADERSHIP PANEL	15 February 2022

	Assessment of an alternative proposal under Section 82 of the Community Asset Transfer (Scotland) Act 2015			
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	Assessment Criteria	Evidence from SAC	Additional Evidence/Information	Assessment Rating of the alternative proposal
1.	<u>Alternative Proposal</u>			
1.1	Are the aims and objectives of the alternative proposal clearly defined?	<p>Alternative proposals 1b and 1c involve the effective removal of the facility – this is also possible for alternative proposal 2a. 1 alternative proposal (1a) retains a facility for the playing of tennis.</p> <p>ALTC’s proposal is for the continued use of the site for tennis, the removal of the courts from council control, and a long term strategy for court resurfacing.</p>		Moderate
1.2	Are the services to be delivered clearly described and has SAC explained why the services are required?	1 of the 4 (1a) alternative proposals involves the provision of a tennis facility. The provision of sports and leisure facilities helps SAC deliver against a		Moderate

		<p>range of public health, physical activity and social wellbeing indicators.</p> <p>Alternative proposals 1b, 1c and 2a involve no or minimal services provided by the Council.</p>		
1.3	<p>Has SAC explained the reasons for the alternative proposals for the asset and what difference this will make to the delivery of services in the area?</p>	<p>The alternative proposals give hypothetical options for consideration against Ayr Lawn Tennis Club's proposal.</p> <p>2 of the 4 alternative proposals (1b, 1c) reduce the provision of sports facilities. These proposals would reduce the availability of sports/tennis facilities in Ayr.</p> <p>Alternative proposal 1a would deliver a similar level of service to ALTC's proposal.</p>		Moderate

		Alternative proposal 2a may or may not contribute to the delivery of services depending on what use the land was put to.		
1.4	Would there be potential revenue savings to the Council arising from the alternative proposals?	<p>ALTC's proposal draws on funds from the Advancing Community Asset Fund (ACAF) currently set aside to facilitate CATs and so would not draw from the general services account.</p> <p>Alternative proposal 1a could, as per the above, draw on the general services account for court resurfacing and repair and would therefore not yield a revenue saving. Alternately the Council could seek external funding – although this may be time consuming, involve significant amounts of staff time and have limited success thus</p>		Weak

		<p>leaving the Council to carry the cost. This would repeat after approximately 15 years due to surface degradation.</p> <p>Alternative proposal 1b would be cost neutral. Alternative proposal 1c would incur a cost to remove the courts followed by landscaping and ongoing maintenance.</p> <p>Alternative proposal 2a would bring in a capital receipt and represent a revenue saving as the asset would be disposed of.</p>		
1.5	<p>Would there be displacement of similar services in the area if the Council adopts and alternative proposal? If so, what would be the feasibility and cost of relocating the services elsewhere? What might be the impact on those who use the services in terms of accessibility, cost, travel etc. if the services are relocated elsewhere?</p>	<p>Alternative proposal 1a would represent a continuation of the current service – i.e. the provision of tennis facilities and represents no displacement.</p>		Weak

		Alternative proposals 1b, 1c, would reduce the availability of sports and tennis facilities for the community thereby reducing service levels. The permanent removal of the service would mean users would have to travel further to access tennis facilities. The service impact of alternative proposal 2a would be contingent on the use of the asset.		
	<u>Summary Assessment of Alternative Proposal:</u>			Moderate
2.	<u>Community Benefit</u>			
2.1	Would adopting an alternative proposal be likely to promote or improve- (vi) Economic development; (vii) Regeneration; (viii) Public health; (ix) Social wellbeing; or (x) Environmental wellbeing?	Alternative proposal 1a would be likely to promote or improve public health and social wellbeing. Alternative proposal 1b is likely to reduce environmental wellbeing by the presence of a derelict site.		Weak

		<p>The loss of a sports amenity in alternative proposals 1b and 1c is likely to have negative public health impacts due to reduced levels of physical activity.</p> <p>Alternative proposal 2a may have negative impacts public health and social wellbeing if the facility was no longer used for sport or physical activity.</p>		
2.2	Would agreeing to the request be likely to reduce inequality resulting from socio-economic disadvantage?	<p>Alternative proposal 1a, as per ALTC's proposal, may be unlikely to decrease socio-economic disadvantage due to the social, economic and demographic profile of the local community.</p> <p>Alternative proposals 1b, 1c and 2a may reduce inequality resulting from socio-economic disadvantage if it was no longer used for sporting activity and</p>		Moderate

		removed from a relatively less deprived community. However, it should be noted that any reduction of inequality would be relative and result from a 'race to the bottom' rather than from improving life chances in other communities and geographies.		
2.3	Are there any other benefits that might arise from the alternative proposal?	None		n/a
2.4	n/a for alternative proposal What benefits might arise if the Council adopted an alternative proposal in relation to the asset? <i>Note: In order to assess this, the CATAG should carry out a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been identified for disposal, sale on the open market could be an alternative proposal.</i>	n/a		n/a
2.5	How would any alternative proposal benefits identified under paragraphs 2.1 and 2.3 above compare to the benefits of the ALTC proposal	Against alternative proposals 1b, 1c and 2a, the community proposal would positively benefit	See also ALTC proposal CATAG assessment	weak

		<p>public health and social wellbeing to a significantly greater extent.</p> <p>Against alternative proposal 1a, the community proposal would give a similar level of benefit. However, the community proposal may benefit from a more active approach to asset management and delivery of community benefit activities.</p>		
	<u>Summary Assessment of Benefits:</u>			Weak
3	<u>Community Support</u>			
3.1	Would the alternative proposals be likely to have sufficient demand for the proposal in the local community?	<p>It is considered that the relevant communities are the ‘tennis community’ – a community of interest comprised of those in Ayr and South Ayrshire with an interest in tennis – and those local to the Seafield Tennis Courts. ALTC have identified the support</p>		Weak

		<p>of both these communities for their proposal.</p> <p>Alternative proposal 1a would be similar in effect and support to the ALTC proposal.</p> <p>Alternative proposal 1b would be likely to have no support from the tennis community and little or no support from the local community as the facility would fall into disrepair.</p> <p>Alternative proposal 1c would be likely to lack the support of the tennis community due to the loss of a facility. It may be neutral for the local community as there would be limited impact. However, ALTC have demonstrated support for a tennis facility in the local community.</p>		
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		Alternative proposal 2a would be likely to lack the support of the tennis community if it was sold for a non-tennis use. Based on feedback from ALTC's community engagement non-tennis uses of the space may not be supported.		
3.2	<p>n/a for alternative proposal</p> <p>Has the CTB demonstrated that there is sufficient support from the local community for the proposal? Has the CTB followed the National Standards for Community Engagement- https://www.scdc.org.uk/what/national-standards to show their engagement has been effective and inclusive?</p> <p><i>Note: Evidence should be provided of widespread consultation with the local community, local stakeholders and community partners. Details should be provided of who was consulted, how the consultation was done and the responses received. If the CTB represents a community of interest such as an equality group or a sports club, evidence should be provided of how the CTB has engaged with local residents who are not part of the community of interest.</i></p> <p><i>If the proposal has attracted substantial opposition and has caused division in the community, it may</i></p>		As the alternative proposals are hypothetical no community engagement has been carried out.	n/a

	<i>be detrimental to community cohesion or resilience and may not have a net benefit.</i>			
3.3	Does the alternative proposal require any partnership arrangements required to deliver the alternative proposal?	<p>Alternative proposal 1a may involve a partnership (e.g. FRI lease) with a 3rd party to manage the courts on a day to day basis.</p> <p>Alternative proposals 1b, 1c, and 2a would not require any partnership arrangements.</p>		Moderate
3.4	Will the alternative proposals take account of the different needs of the community? Does the proposal demonstrate that the proposal may reduce inequality?	<p>Alternative proposal 1a would be developed to the same standards as the ALTC proposal and so would be wheelchair accessible. However, the issue of the access path owned by SAC remains an outstanding barrier to disabled access.</p> <p>Alternative proposals 1b, 1c, and 2a would be likely to have a negative impact on equality by (potentially for 2a) removing a</p>		Moderate

		facility which may reduce inequality through improved accessibility.		
	<u>Summary Assessment of Community Support</u>			Weak
4	<u>Ability to Deliver</u>			
4.1	Does SAC have appropriate skills, experience and qualifications to run and manage the asset, and deliver the alternative proposals? If not, does the SAC have plans to engage people who do?	<p>Alternative proposal 1a would be project managed by SAC and so would be deliverable. A community body would likely be able to manage and encourage usage of the facility more enthusiastically than SAC.</p> <p>Alternative proposals 1b, 1c and 2a would be managed effectively by SAC.</p>		Strong
4.2	Has the SAC demonstrated that it has a clear understanding as to what will be required to manage the asset? For example, has it taken into consideration issues such as insurance and maintenance of the building, utilities, firefighting equipment, energy performance certificate etc.?	SAC have delivered similar activities and projects and have the relevant capabilities		Very Strong

4.3	Does SAC have suitable governance arrangements in place for decision-making to manage the asset and deliver the project, taking into account the scale and nature of the project?	SAC have delivered similar activities and projects and have the relevant capabilities		Very Strong
4.4	<p>n/a for alternative proposal</p> <p>Where relevant, does the CTB have succession plans in place for recruiting new Board members or Trustees in the future?</p>	n/a		n/a
4.5	<p>n/a for alternative proposal</p> <p>Has the CTB provided details of its projected income and expenditure and cash flow forecasts? Has the CTB demonstrated there is sufficient projected cash flow to establish that the project is financially viable?</p>	n/a		n/a
4.6	<p>Has the SAC identified all the resources required to deliver the benefit?</p> <p>The following should be considered:</p> <ul style="list-style-type: none"> • Funding obtained; • Funding and support required from the Council; • Other sources of funding, such as external grant funding; • Number of employees or volunteers available to maintain the asset and run the project. 	<p>Alternative proposal 1a would draw on the general service fund. Currently there are no funds set aside or ringfenced for sports and leisure assets. Therefore, there are no set aside funds for this alternative proposal, Alternatively, SAC could investigate external funding options. After around 15 years</p>		Moderate

		<p>SAC would require to undertake a similar funding exercise to secure new funds for the courts.</p> <p>The resources required for the remainder of the alternative proposals are modest.</p>		
4.7	<p>Does the SAC have a viable business plan for any proposed commercial activities, including timescales and targets for delivery of benefits?</p>	<p>Under alternative proposal 1a it is likely that SAC would require a community partner to deliver a similar level of community benefit to the ALTC proposal. SAC do not have sufficient staff resources to deliver a comprehensive coaching programme as outlined by ALTC.</p> <p>n/a for alternative proposals 1b, 1c, 2a</p>		<p>moderate</p>
4.8	<p>Where relevant, has SAC identified how the alternative proposals will be funded in the longer term? Are these proposals credible and has evidence been provided?</p>	<p>See 4.6</p>		<p>Moderate</p>

4.9	<p>Has SAC provided details of the monitoring arrangements to be put in place to ensure the alternative proposal delivers its key objectives and the timescales in which they will be delivered?</p>	<p>All of the alternative proposals would be accountable to relevant committees and ultimately be subject to audit by Audit Scotland. Sport and Leisure asset attendances are submitted to the SPSO Local Government Benchmarking Framework.</p> <p>Alternative proposal 1a could be delivered in a similar timescale to the community proposal if the funding was drawn from the general services account. If an option was taken to raise external funds timescales would likely be extended. Therefore, the timescale for delivery of community benefits for proposal 1a would be contingent on the funding approach taken.</p>		Strong
	<p><u>Summary assessment of Ability to Deliver</u></p>			Strong

5	<u>Local Authority Functions, Local and National Outcomes</u>			
5.1	<p>Would agreeing to the alternative proposals have an adverse effect on the Council's ability to deliver any of its statutory functions?</p> <p>For example, would the alternative proposals physically interfere with the Council carrying out its functions, or require the Council to put alternative arrangements in place that would substantially increase costs? Do the alternative proposals conflict with any Council policy? Would the cost of agreeing the alternative proposals affect the Council's budget to the extent that it would reduce the Council's ability to deliver its functions, even after taking account of the benefits?</p>	<p>Alternative proposal 1a may have a budgetary impact if the funds were drawn from the general account unless alternative external funding was secured.</p> <p>Alternative proposals 1b and 1c would have modest budget impacts and 2a would return a modest capital receipt.</p> <p>Overall, none of the alternative proposals would impact on the Council's statutory functions.</p> <p>However, alternative proposals 1b, 1c and 2a and would negatively impact on the ability to deliver against a range of objectives.</p>		Strong
5.2	<p>Are there any obligations that may prevent, restrict or otherwise affect the ability of the Council to agreeing to the alternative proposal, whether arising from legislation or otherwise? For example,</p>	<p>There are no obligations to which would restrict the delivery of</p>		very strong

	<p>if the asset forms part of the Common Good, court authority may be required to dispose of the asset; there may be title or planning restrictions which state that the asset may only be used for certain specified purposes. Removal of such restrictions may involve additional costs- should these costs be met by the CTB?</p>	<p>alternative proposals 1a, 1b or 1c.</p> <p>Planning policy in favour of open space is likely to restrict the range of potential purchasers under alternative proposal 2a.</p>		
5.3	<p>Will the proposed benefits contribute to achieving the Council's local outcomes and the Scottish Government's National Outcomes?</p>	<p>Alternative proposal 1a contributes to the following:</p> <p>Council Plan 2018-2022</p> <p>3.1 We will enhance collaborative working to maximise support and ensure all residents have the opportunity to be healthy, supported and safe.</p> <p>5.2a Support local community-controlled organisations to develop thriving places by empowering them to make better use of local community assets.</p>		Moderate

		<p>6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations</p> <p>South Ayrshire Physical Activity and Sport Strategy</p> <p>Strategic Goal 2: There will be opportunities for everyone, at every life stage, to become involved, and remain involved, in sport and recreation.</p> <p>National Outcomes</p> <p>We are healthy and active</p> <p>Alternative proposals 1b, 1c do not contribute towards achieving South Ayrshire Council or Scottish Government Outcomes.</p>		
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		Alternative proposal 2a may or may not contribute towards local or national outcomes depending on use of the site after disposal.		
	<u>Summary Assessment of Local Authority Functions, Local and National Outcomes</u>			moderate
	<u>Final Assessment/ Recommendation:</u>			N/A

Note: If recommending approval of the request, the CATAG will also require to consider:

(i) Where the CTB has offered a price that is below market value, an assessment will be required following the process in the Disposal of Land by Local Authorities (Scotland) Regulations 2010 as to whether the asset should be transferred to the CTB at the price requested; and

(iii) The Subsidy Control rules (formerly the EU State Aid rules)- <https://www.gov.scot/publications/scottish-public-finance-manual/subsidy-control/subsidy-control/>; and

(iv) The conditions that will apply to the disposal, taking account of the conditions requested by the applicants. If the recommendation is for a disposal for less than market value, consider if conditions to protect the discount should be applied.

Advancing Community Assets Fund Capital Grant Conditions

1. Community-controlled bodies applying for Council support should be able to clearly demonstrate their contribution towards The Council Plan 2018-22 which set the high-level objectives and outcomes we want to achieve for our people and places.
2. The grant is allocated for the approved activities only and no guarantee can be given that further funds will be available. No changes may be made to the approved activities without the prior written permission of the Council.
3. The grant must be used only for the approved activities.
4. The organisation must keep proper up-to-date accounts and records. The organisation must, at any time, if requested provide progress reports and financial or other information or copies of financial records as may be required by an authorised officer of the Council and make items purchased or projects developed available for inspection.
5. Monies must be spent, and the approved activities completed within 12 months of receiving the grant award and the organisation will submit evidence to the reasonable satisfaction of the Council that the purpose for which the grant was awarded was achieved. No extension to the said 12-month period will be permitted unless with prior agreement with the Director –Place.
6. The Council shall be entitled to withdraw an offer of funding if applicants are unable to demonstrate within 6 months of receiving notification of an award of funding, that the approved activities supported by the funding will not be completed in accordance with the timescale stated in the application.
7. The grant must not be used to pay for any spending commitments the organisation has made before the date of approval of the grant award.
8. If the organisation spends less than the amount specified in the grant application the organisation must repay the unspent amount to the Council immediately.
9. The Council is a local authority currently subject to European Union procurement regulations and accordingly, all goods and services purchased with a Council grant must be procured in a competitive and transparent way.
10. All approved activities will be carried out under the complete control of the organisation awarded grant funding.
11. The organisation will keep records and receipts of how the grant was spent and produce these figures in a project/activity final report.
12. The accounting arrangements/transactions will be subject to audit scrutiny by South Ayrshire Council.
13. Any organisation receiving grant aid must acknowledge the support of South Ayrshire Council in all publicity material. A copy of publicity material must be forwarded to the Council.
14. The organisation will ensure that policies and practices minimise any detrimental effects to the environment and complement the Council's commitment to protecting and improving the environment of South Ayrshire.
15. No aspect of the approved activities shall be party political in intention, use or presentation.

16. The approved activities must be carried out in line with current best practice and the organisation must comply with all applicable laws and regulations when carrying out the approved activities. The organisation must ensure that it holds all necessary consents, licences, permits, insurances and authorisations required for proper completion of the approved activities.
17. The organisation is responsible for considering whether it requires to obtain management, business, financial, accounting, tax, legal, insurance or any other types of professional advice, and for obtaining such advice.
18. The Council will only pay the grant to the organisation which has applied for it. The organisation must inform the Council in writing about anything that affects this before any changes are made. An organisation must inform the Council, in writing, of any change in its name or constitutional status immediately. The grant cannot be transferred to another organisation.
19. Organisations holding public events must have appropriate insurance cover.
20. Section 2 of the Local Government Act 1986 prohibits the Council from publishing any material which appears to be designed to affect public support for a political party. The same section also prohibits the Council from funding organisations to do this. The organisation shall comply with this requirement.
21. Any organisation receiving funding from the Council which is used for working with children and young people must satisfy itself that all staff and volunteers meet appropriate Disclosure Scotland – PVG scheme or the equivalent monitoring bodies.
22. The organisation will avoid discrimination in recruitment and conditions of employment and make efforts to be an equal opportunities employer. In both service provision and employment matters the policies and practices of your organisation should at all times conform to the following Acts and any amendments to them: Equality Act 2010; and Health and Safety at Work etc. Act 1974.
23. Community-controlled bodies should seek to provide an activity that is based upon best practice and which makes the most effective and efficient use of available resources.
24. Community-controlled bodies funded by the Council are expected to demonstrate that they will incorporate equal opportunities principles and legislation into their policy and practices.
25. Community-controlled bodies are required to meet all reporting requirements required by the Council.
26. The Council will state clearly its criteria for making the award or resource available and its financial relationship with that organisation.
27. The Council reserves the right to include any relevant additional conditions to any award of financial support. Any such conditions will be included in any offer of grant.
28. The Council reserves the right to suspend the grant, or order that the organisation must repay the grant in full to the Council, if the Council reasonably believes:
 - the organisation does not use the funding for the approved activities or changes the approved activities without the prior written permission of the Council;
 - the organisation fails to comply with any of the conditions of grant;
 - the organisation changes its status, closes down or goes into receivership or administration;

- the organisation has provided fraudulent, inaccurate or misleading information;
- the organisation or any of its members or representatives has acted negligently or fraudulently in relation to the approved activities;
- the organisation or any of its members or representatives is under investigation by the Council or another body and the Council considers public funds are at risk.
- the organisation is not or will no longer be able to deliver the project or comply with this agreement

29. On suspension of grant - If South Ayrshire Council suspends any grant payment, you must assist with our reasonable investigations. The Council reserve all our rights during any suspension, including the right to suspend any further grant payments and to impose additional reasonable terms and conditions as a condition of resuming grant payments. Whilst the grant is suspended, you must not use any unspent grant money without the prior written approval of South Ayrshire Council.
30. On termination of grant - If South Ayrshire Council terminates the grant, you must promptly return all unspent grant monies to us and complete an end of grant report. We reserve the right to take action to recover grant payments already paid to the grant holder.
31. Repayment of grant - To the extent that you are unable to demonstrate to our reasonable satisfaction that any part of the grant has been used in accordance with this agreement, you agree to repay promptly such sums to us on demand, whether or not you have spent that part of the grant.

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Community Asset Transfer Request for the Seafield Tennis Courts, Arrol Drive, Ayr
Lead Officer (Name/Position/Email)	Tom Burns, Service Lead – Asset Management and Community Asset Transfer – tom.burns@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – gender identity (issues specific to women & men or girls & boys)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-
Thematic Groups: Health, Human Rights & Children's Rights	-	-

South Ayrshire Council

**Report by Assistant Director - Place
to Leadership Panel
of 15 February 2022**

**Subject: The South Ayrshire Way Strategic Change Programme
– Preparing for the Future**

1. Purpose

1.1 The purpose of this report is to provide an update to the Leadership Panel regarding the South Ayrshire Way Strategic Change Programme.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 notes the progress made by officers in progressing delivery of the projects within the Change Programme and progress with benefits planning;

2.1.2 notes the progress made by officers in relation to responding to the recommendations in the recent Best Value Audit and supporting the Council's recovery and transformation; and

2.1.3 requests a further update to Leadership Panel in June 2022 including benefits proposals for all change projects

3. Background

3.1 The Leadership Panel considered a report in November 2020 and made a commitment to delivering a 10-year programme of transformational change and the establishment of the 'South Ayrshire Way Strategic Change Programme' for 2020-30.

3.2 The *South Ayrshire Way Strategic Change Programme* has six overarching high-level themes which provide a framework for change activity. These themes are:

3.2.1 ***Delivering Council Plan priorities*** – focusing our services and expenditure on activities that support the Council Plan priorities.

3.2.2 ***Services which are designed to be fit for purpose and sustainable*** - ensuring that we carry out systemic and structural reviews of our services which will seek to identify opportunities for transformational change through improvement, flexibility and integration.

- 3.2.3 **Customers at the heart of what we do** – Ensuring that the quality of services and the customer experience is the best that it can be, while encouraging and supporting customers to be more flexible and to work with us to deliver sustainable services.
- 3.2.4 **Digitally confident** – doing more online and being more efficient in our processes.
- 3.2.5 **Maximising the use of our assets** – working with communities to support them to make best use of their local assets.
- 3.2.6 **A workforce for the future** – ensuring an engaged, empowered and informed workforce with the skills necessary to deliver the Council priorities.
- 3.3 The Panel approved initial temporary resourcing of the Programme Office to deliver the Programme and projects – 3 x 18 months posts (1 x Coordinator, 2 x Project Officers). The initial internal recruitment campaign failed to yield appointable candidates and the exercise was carried out externally. Three members of staff have been in post since June 2021 and are contracted on a temporary basis till December 2022.
- 3.4 The Leadership Panel received an update on the progress of the programme in October 2021 - including appointment of the three programme officers, establishment of the programme and project management arrangements and approving an initial scope of projects, with a request for a further update in January 2022.
- 3.5 The Leadership Panel in October 2021 approved the creation of 11 temporary posts within the Council's Corporate Support teams for a 24-month period, at a cost of £842,000 per annum funded from uncommitted reserves; in part to meet corporate support requirements in the delivery of the Change Programme. Recruitment of these posts is underway and contracts for temporary staff expected to be in place until the last quarter of 23/24.
- 3.6 The recent Best Value Audit of the Council undertaken by the Audit Commission identified actions required to improve the Council's approach to business change and transformation activity – *'The Council should make sure that its transformation work is fully aligned and integrated to its covid recovery planning work and improve its approach to its Strategic Change Programme by:*
- i) *adding greater detail about individual projects;*
 - ii) *setting clear timelines for each project; and*
 - iii) *developing a benefits realisation tracker to assess whether the Council has achieved its aims.'*
- 3.7 As well as meeting the current recommendations in the BVA, the Council has proposed additional success indicators as part of the BV Action Plan including:
- Change programme Communication Strategy approved and implemented (complete with scheduled updates on progress provided to the Strategic Change Executive);
 - Benefits plans and tracking for all projects in current scope implemented (target date June 2022); and

- Increase the percentage of projects at implementation /delivery phase from 60% (baseline Nov. 2021) to 80% (target date March 2022).
- 3.8 Important progress has been made by officers in moving projects into delivery phases, planning out project milestones and articulating project benefits. Of the 19 projects within the current scope, 14 projects are at implementation stage and 5 projects are at the planning stage. [Appendix 1](#) provides an update on delivery progress.
- 3.9 The Programme Office is working with project teams across all of the 19 projects and finance colleagues to input to benefits trackers using available baseline data and Engage Process Modeller software to support identification of measurable cashable, qualitative and/or quantitative benefits. Evidencing the impact of each of the projects is a key focus of activity for the Change Team over the next quarter and benefits proposals will be available for all 19 projects by the end of May 2022, with an update provided to the Leadership Panel in June 2022.
- 3.10 The four stage Benefits Management Process provides the framework for developing and realising project benefits, as outlined below:
- Stage 1 Identification – establishing high level benefits;
 - Stage 2 Baseline and proposal – identifying cashable, qualitative and quantitative benefits, baselining benefits and input to tracker;
 - Stage 3 Project Implementation – confirming the benefits management approach and signing off tracker; and
 - Stage 4 Benefits Realisation – track delivery of benefits and embed project and change activity.
- 3.11 Initial work has identified a number of productivity gains where the implementation of new processes will result in increased outputs and time savings, which may result in a requirement for reduced resource. This will be further clarified in the update to Leadership Panel in June 2022. The new software (currently on a trial period) is enabling the Council to evidence the forecast change and improvements delivered.
- 3.12 Four projects have progressed to Stage 2 of the Benefits Management Process (Baseline and Proposal). These are listed at Table A in [Appendix 2](#) with examples of types of benefits identified. Benefits are further quantified in benefits trackers. Table B in [Appendix 2](#) provides a timeline for the approval of benefits trackers at Stage 3 of the process (The pro-forma Benefits Tracker is available at [Appendix 3](#)).
- 3.13 A Resource Allocation system has been implemented to identify and ensure projects have the required level of delivery resource in place and a description is given in Table C below. The programme office team are currently operating close to full capacity.

Table C/

Table C: Change Programme Resource allocation

Tier Level	Description	Approximate officer time per week	Number of projects currently at this Tier
Tier 1	Monthly monitoring and reporting	Up to 0.5 days per week	8
Tier 2	Project delivery support	0.5-1.5 days per week	5
Tier 3	Full project lifecycle delivery	1.5 – 2.0 days per week	6

3.14 The Change Programme’s scope is reviewed quarterly to ensure it is resourced appropriately and that the Programme is delivering the right projects in line with the strategic themes. The Programme is gaining recognition as an enabler of change and since the initial scope was approved and programme communications launched, additional proposals are coming forward from a range of services and officers.

3.15 This includes:

- Future Operating Model additionality - opportunities have emerged from the reduced occupancy of Council offices and buildings, such as: the rationalisation of printing and photocopying; reduction in energy use; reduction in travel, courier, stationery and water costs, which will result in reduced costs for the Council. These require a project management approach to coordinate activity, baseline and capture benefits.
- The Promise - National policy delivery to support HSCP to plan and implement South Ayrshire’s commitment to young people and families. This aims to improve outcomes for looked after and accommodated young people.
- Sport and Leisure commercialisation - initially focussing on golf, initiatives will deliver additional income to the Council, qualitative benefits include improving the quality of golf courses, increasing membership numbers and attracting further investment.
- Digital platforms and services for residents – Enhance our online presence and provide opportunities for residents to engage in the digital marketplace.

4. Proposals

4.1 It is proposed a further updated to Leadership Panel is provided in June 2022, including forecast and actual benefits delivered by projects.

4.2 The update will also include any further action taken or activity, highlighted in the Best Value Audit.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 There are no financial implications arising from this report. Proposed cashable benefits from projects will be provided as part of the next update to Leadership Panel.

7. Human Resources Implications

- 7.1 There are no human resource implications arising from this report

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

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

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 There is a risk that if the recommendations are rejected, then the Council will not be sufficiently updated on the South Ayrshire Way Strategic Change Programme.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 4](#).

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to all six Commitments of the Council Plan.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Peter Henderson, Portfolio Holder for Corporate, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Assistant Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Provide a further update to Leadership Panel including benefits proposals for all change projects	30 June 2022	Assistant Director - Place

Background Papers **Report to Leadership Panel of 24 November 2020 – [The South Ayrshire Way Strategic Change Programme – Preparing for the Future](#)**

Report to Leadership Panel of 26 October 2021 – [The South Ayrshire Way Strategic Change Programme – Preparing for the Future](#)

Person to Contact **Stuart MacMillan, Project Implementation Coordinator**
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Date: 8 February 2022

Appendix 1 – South Ayrshire Way Strategic Change Programme: Project Updates

Key:

Project status: E = Exploratory; P = Planning; I = Implementation.

Programme team resource: Tier 1 = Monthly monitoring and reporting; Tier 2 = Project Delivery Support; Tier 3 = Full Project Lifecycle Support

Project title	Themes	Project Tier	Project Status	Project Progress	Progress to date	Key activity next period
Cunninghame Place Respite Resource	Delivering Council Plan priorities	Tier 1	I	On track	The application for the variation to premises at Cunningham Place has now been completed and submitted. The design is complete, and a Building Warrant has been issued. Procurement process is currently underway and tender responses have been received for the works.	Awarding contract for the build which is expected to take approximately three months.
Whole Family Whole System approach	Delivering Council Plan priorities	Tier 1	I	On track	The project is now up and running and is working Referral model established.	Full team have now completed 6 days Signs of Safety Training and will start to use the new SOS approach/paperwork going forward
Signs of Safety	Delivering Council Plan priorities	Tier 1	I	On track	Training delivered to staff and stakeholders. Baseline audit activity completed. Process mapping ongoing with all CP process completed. Templates being developed, with CP1 and CAP completed and currently being tested.	Complete process map and templates. Audit analysis report and share with Implementation Board. This report will also inform the Benefits Realisation Plan. Training to continue, with briefing sessions of partners
Foster Carers Recruitment Campaign	Delivering Council Plan priorities	Tier 1	I	On track	Recruitment strategy for an additional 25 new carers identified over a 2.5 yr period. This to include 5 carers for UASC and Adopters. Appointment of full time Team Leader, additional social worker, family placement team and 1 admin assistant. Recruitment Group established with campaign activities taking place. 3 fostering preparation groups have taken place and specific advertising has also been implemented across Ayrshire and South Ayrshire (including Advertising on West FM, Free Publication magazines, Pan-Ayrshire information outlets and Social Media)	A further campaign is in progress regarding carers for UASC. To-date 3 new foster carers have been approved with a further 7 assessments currently ongoing. We currently sit with 7 carers without children in their care, which potentially could equate to 10 children (where family groups exist) being matched.
Net Zero Action Plan & Implementation	Delivering Council Plan priorities	Tier 2	I	On track	Completion of Phase 1 (External consultants Faithful & Gould appointed) Options presented to November Leadership Panel which outlined an approach to taking the report forward, including validating energy use across Council buildings, undertake a rationalisation exercise of the estate, reviewing the planned capital programme and how it aligns with planned retrofit works,	Following approval at Leadership Panel, the team will be progressing the approved next steps, including developing business case, and outlining the retrofit programme scope.

Project title	Themes	Project Tier	Project Status	Project Progress	Progress to date	Key activity next period
					commence the retrofit programme setup, set out and obtain budget commitment and progress a small number of pilot projects. The Leadership Paper can be viewed here .	
Public Space CCTV Infrastructure upgrade	Digitally confident	Tier 3	I	Slightly behind	A tender exercise is being progressed: PIN has been issued and 14 responses have been received from interested vendors. Appointment of a subject matter consultant (Clancy) to assist in the publication of the technical specifications document as part of the tender requirements has increased delivery timescales. Best practice is to not publish over the holiday period which has delayed the tender exercise by 8-12 weeks. 'As Is' review of current estate has been completed. Timelines agreed and reviewed. Tender published 21 January.	Reviewing tender responses and undertaking procurement of preferred supplier.
Facilities Management Service Review	Services which are designed to be fit for purpose and sustainable	Tier 3	I	On track	SWOT Analysis sessions completed with Co-ordinators and Team Leaders to obtain feedback on how the service should be shaped going forward. A draft structure being developed. Finances being reviewed to identify potential savings. Project is following the Service Review Framework and is currently at Stage 3 of 5	Scoping of potential cashable benefits, such as revenue generating options. Complete an action plan following consultancy report on Catering Service. Identify potential operating models for consideration.
Roll out and adoption of PM Mobile Work Scheduling system (by other services)	Customers at the heart of what we do	Tier 3	I	On track	Five operatives have been identified to take part in the project trialing the new license; project mapping started on Engage software, which will quantify project benefits in more detail; discussions taking place with IT regarding licenses.	Next steps are to approve benefits and start the pilot.
In Cab Digitised Systems development	Digitally confident	Tier 2	I	On track	In Cab Devices are currently being installed within Council vehicles. Once all required devices have been installed the Benefits Realisation phase will begin and tracked via the use of the approved Benefits Tracker. Process mapping for the "As Is" and "To Be" processes undertaken and will inform benefits tracker.	Complete installation of the devices in vehicles. Validating the 'To Be' process for the new operating model and confirming the outlined benefits. Prepare end of project documentation.
IoT Accelerator	Digitally confident	Tier 3	I	On track	The necessary infrastructure for IoT has now been installed across South Ayrshire. Heat maps outlining strength of coverage will be provided. The Council has been successful in its bid for two different IoT pilots: waste management sensors and Building Health sensors which will monitor co2. A Sponsor for the project requires to be identified.	Developing success criteria for each of the pilots Confirm project sponsor Process mapping of waste management 'As Is' and 'To Be' in order to identify impact of the new IoT sensor technology

Project title	Themes	Project Tier	Project Status	Project Progress	Progress to date	Key activity next period
Transforming the Estate	Maximising the use of our assets	Tier 3	I	On track	External consultants appointed to drive forward phase 1 which will be a review of the As Is process, development of an outline vision for the Council's estate and the 'to be'. Workshop consultations with senior staff scheduled for early February.	Facilitate consultation workshops. Draft report and recommendations produced by consultants.
Place Planning	Maximising the use of our assets	Tier 1	I	Slightly behind	Consultations currently taking place for Prestwick, Heathfield and Northfield and due for completion on 31 January 2022. After this, consultations will pause during election process. Analysis of consultations already completed is in progress.	Next steps to approve benefits and get feedback and action plan from Service Leads as to how to take forward feedback from communities.
Mechanical & Electrical Engineering in sourcing	A workforce for the future	Tier 2	I	Slightly behind	Recruitment of new posts is now complete, following second recruitment exercise. Successful candidates are internal and now in post. Benefits being articulated.	Prepare end of project documentation and sign off benefits tracker.
New Waste Transfer and Green Waste Station	Delivering Council Plan priorities	Tier 3	P	On track	Site options for the new station are currently being explored. Project team has been established and data and information being collated to form a business case for the development.	Progress site options appraisal. Develop an outline business case for the new station.
Housing Customer Self-Service systems development	Maximising the use of our assets	Tier 2	P	On track	Project team is considering a number of options and undertaking software demonstrations. Process mapping taking place to identify further benefits of digitalising the service.	Proposal being taken in January for approval of preferred module provider.
Oracle	Digitally confident	Tier 1	I	On track	<p>Programme plan is in the process of being baselined</p> <p>Project Charter has been reviewed, outstanding items are to be addressed prior to approval</p> <p>PID draft ready to incorporate Project Charter</p> <p>HLA's completed</p> <p>Questionnaires completed</p> <p>Data Cleaning strategy in progress for review</p> <p>L&D Strategies currently under review</p> <p>System Support Model design in progress</p> <p>Operating model for solution and business change being created</p> <p>Communications and Engagement approach agreed</p>	<p>Gaps, Alignment, Issues and Decisions (GAID) from HLAs to be addressed</p> <p>1st Draft of Design Documents to be completed</p> <p>HLA deliverables to be signed off</p> <p>Business Readiness Activities to be agreed</p> <p>South Ayrshire Council Programmes and Projects Heat Map to be created for review</p> <p>System Support Model design to be agreed and commence process review for "To Be"</p> <p>Specification for Interface Requirements to be drafted</p>

Project title	Themes	Project Tier	Project Status	Project Progress	Progress to date	Key activity next period
Housing Asset Management System	Maximising the use of our assets	Tier 2	P	On track	Discussion/meetings continue between Housing staff and suppliers to find a software solution to the management of SAC housing stock. System demonstrations have taken place.	Progress the detail around system functionality and make decision on best path forward. Process mapping of existing systems and software to be undertaken which will inform benefits plan.
New Street Cleaning Operating Model	Delivering Council Plan priorities	Tier 1	E	Not yet started	Project at exploratory phase and is on hold until resource is in place to move the project forward.	Move the project from exploratory to planning phase and begin to develop the detailed scope for moving the project forward.
Review of Commercial Bin infrastructure	Delivering Council Plan priorities	Tier 1	E	Not yet started	Project at exploratory phase and is on hold until resource is in place to move the project forward.	Move the project from exploratory to planning phase and begin to develop the detailed scope for moving the project forward.

Appendix 2

Table A: Types of benefits identified for projects at Stage 2 of the benefits process

Project	Types of benefit	Benefits Categories
In Cab Digitised Systems	<ul style="list-style-type: none"> • Reduced paper costs (replaced by digital processes) • Improved response times to correct operational issues and address complaints. • Reduced fuel costs (through optimised routing) • Reduction in CO2 emissions • Reduction in number of complaints from public • Productivity gains (more efficient process) 	Cashable and qualitative
Mechanical and Electrical In-Sourcing	<ul style="list-style-type: none"> • Reduction in consultancy / contractor costs • Faster deployment of projects 	Cashable, Qualitative
Property Maintenance Mobile Work Scheduling	<ul style="list-style-type: none"> • Improved customer experience and satisfaction • Productivity gains: emergency repairs completed faster • Reduced paper costs (replaced by digital processes) • Reduced fuel costs (less vehicles) • Reduction in CO2 emissions 	Quantitative, Cashable, Qualitative
Place Planning	<ul style="list-style-type: none"> • Increased number of residents taking part in Place Planning 	Qualitative

Table B: Timeline for Benefits Tracker approval at Stage 3 of the benefits process

Project	Lead Service	Benefits Baseline and Proposal Approved
Property Maintenance Mobile Work Scheduling System	Place	31 Jan 22
Mechanical and Electrical Engineering In-Sourcing	Place	31 Jan 22
Place Planning	Place	31 Jan 22
In Cab Digitised Systems Development	Place	28 Feb 22
Public Space CCTV Infrastructure upgrade	Place	28 Feb 22
Facilities Management Review	Place	31 Mar 22
Internet of Things Accelerator	Corporate	31 Mar 22
Signs of Safety	HSCP	31 Mar 22
Whole Family Whole System Approach	HSCP	31 Mar 22
Cunninghame Place Respite Resource	HSCP	31 Mar 22
Foster Carer's Recruitment Campaign	HSCP	31 Mar 22
Oracle ERP Upgrade	Corporate	31 Mar 22
New Waste Transfer and Green Waste Station	Place	31 May 22
Housing Asset Management System	Place	31 Mar 22
Housing Customer Self-Service	Place	31 Mar 22
New Street Cleaning Operating Model	Place	30 Apr 22
Review of Commercial Bin Infrastructure	Place	30 Apr 22
Transforming the Estate	Place	31 May 22
Net Zero Action Plan and Implementation	Place	31 May 22

Appendix 3 – Pro-forma Benefit Tracker

1	2	3	4	5	6	7	8	9	10
<i>Insert a reference for tracking the benefit</i>	<i>Provide a description of the benefit, including information on any stakeholders positively affected by the benefit</i>	<i>Choose whether the benefit is qualitative or quantitative. You may not have measurement data for qualitative benefits.</i>	<i>Starting figure or measurement which will be used for comparison purposes</i>	<i>State the source of the baseline and system used to capture the information</i>	<i>KPI for the change in service delivery (cash/non-cash) Figure or measurement you aim to achieve</i>	<i>KPI for the change in service delivery Figure or measurement you aim to achieve</i>	<i>Date you expect to realise the benefit</i>	<i>Describe how data will be captured and measured i.e. satisfaction survey, budget reports etc.</i>	<i>Person responsible for ensuring the realisation of this benefit</i>
Benefit Ref ID	Description of Measurable Benefit	Benefit Type	Baseline / Current Performance	Source	Target (financial)	Target (non financial)	Target Date	Method for measuring benefit	Benefits Owner

11	12	13	14	15	16	17	18	19
<i>State how often progress will be measured</i>	<i>State how progress will be reported, e.g. system download, Word document, Screen Shot</i>	<i>State how often progress on the benefit will be reported</i>	<i>Is the benefit on track to being delivered, or is further action necessary?</i>	<i>Provide the date of the last review of progress</i>	<i>Provide information on remedial actual if benefit is off track</i>	<i>Data/Final measurement at point of realisation</i>	<i>Date on which the benefit has been realised (measurable data should confirm this)</i>	<i>Provide name and role of individual(s) who have approved and signed off the benefit</i>
Frequency of Measurement	Reporting method	Reporting frequency	RAG Status	RAG Status Date	Comment on RAG status	Actual Achieved	Actual Date Realised	Approval authority

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	South Ayrshire Way Strategic Change Programme
Lead Officer (Name/Position/Email)	Stuart MacMillan, Project Implementation Co-ordinator – stuart.macmillan@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – gender identity (issues specific to women & men or girls & boys)	No	No
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	No
Thematic Groups: Health, Human Rights & Children's Rights	No	No

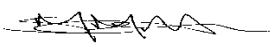
3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	No adverse impact identified. Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	No adverse impact identified. Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	No adverse impact identified. Low
Increase participation of particular communities or groups in public life	No adverse impact identified. Low
Improve the health and wellbeing of particular communities or groups	No adverse impact identified. Low
Promote the human rights of particular communities or groups	No adverse impact identified. Low
Tackle deprivation faced by particular communities or groups	No adverse impact identified. Low

5. Summary Assessment

<p>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>———— YES</p> <p>NO</p>
<p>Rationale for decision:</p> <p>This proposal does not directly impact on service delivery. If future work leads to amendments in policy then the need for a full Equality Impact Assessment will be considered</p>	
<p>Signed :  Stuart MacMillan</p> <p>Date: 9 December 2021</p>	<p>Coordinator</p>

South Ayrshire Council

Report by Assistant Director - People
to Leadership Panel
of 15 February 2022

Subject: Maybole Regeneration Project – Proposed Re-allocation of Council Capital Contribution

1. Purpose

1.1 The purpose of this report is to seek approval to partially re-allocate the £1m of Council capital contribution more evenly across the Maybole Regeneration Project schemes.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 agrees to redistribute the Council capital contribution of £1m as set out in [Appendix 1, Part I](#);

2.1.2 approves a £50,000 development grant budget as explained in Section 4 of this report; and

2.1.3 supports the request of an extension of up to twelve months to the Maybole Regeneration Project to 31 March 2025 as a result of delays experienced by the Covid-19 pandemic.

3. Background

3.1 The current Maybole Regeneration Project currently has funding of £8.476m to support four main project streams as set out in [Appendix 2](#). The funding, which includes property owners' contributions, supports the following:

(1) *Priority Projects*

Property Redevelopment of:

- (i) The former 'Speakers' building, now renamed as 'Goudies' – project complete;
- (ii) Maybole Town Hall;
- (iii) Maybole Castle;
- (iv) The building known locally as 'The Charity Shop'; and
- (v) The building referred to locally as the 'Hardware Store'.

(2) **Maybole Active Travel/ Public Realm High Street Scheme**

(3) **Small Grant Schemes**

Grant schemes to encourage:

- (i) Shop front improvements;
- (ii) Shops and businesses back into trading; and
- (iii) Private dwelling grants for home improvements

(4) **Activities and Training Programme**

3.2 The current allocation of the Council's £1m contribution to the Maybole Regeneration Project was approved by Leadership Panel in August 2019 as set out in the table below:

Project	Amount
Maybole Town Hall	£0.223m
Public Realm Improvements	£0.867m
Total	£1.000m

3.3 In the intervening period between the Leadership Panel of 20 August 2019 and now, funding has been secured from the National Lottery Heritage Fund (NLHF) and from the Regeneration Capital Grants Fund (RCGF).

3.4 Furthermore, working in partnership with Sustrans the 'Maybole Active Travel Public Realm High Street Scheme' has increased in scope to now include improvements to routes into the Town Centre. This has resulted in an estimated increase in budget from £1.225m to £1.950m. The increase in budget is proposed to be met by Sustrans with a final decision on Stage 4 plans scheduled in May2022.

3.5 Funding is now in place for delivery of the entire Maybole Regeneration Project scheme as originally planned, however with upward pressure on costs within the construction sector, it is likely that the number of private owners (*of businesses and dwellings*) able to access the Small Grants Scheme will be reduced.

4. Proposals

4.1 In order for the Council's capital contribution of £1m to be allocated more appropriately to meet funder requirements for salary contribution, initiate a Development Grant Scheme and to facilitate the successful delivery phase of the Maybole Regeneration Project, a revision of the £1m allocation to the individual project schemes is proposed. The proposed re-allocation of funding across the portfolio of projects is contained within [Appendix 1, Part I](#).

4.2 A Development Grant Scheme, for the Small Grants Programme, was not considered as part of grant submissions in the initial stages of the budget preparations. As the project has moved into delivery phase, and property condition surveys have been undertaken, it is now evident that the condition of the built environment within the central area of Maybole is now in a considerably poorer condition than it was when the previous property survey was undertaken in 2018.

- 4.3 The increase in costs to property owners has resulted in individuals being reluctant to commit to their property improvement scheme. Costs have risen and there is a risk that several key schemes, that were proposed to significantly enhance the Maybole Townscape, may now not proceed. The proposed Development Grant Scheme seeks to address this risk.
- 4.4 The Development Grant Scheme, capped in total at £50,000 for the duration of the project, would be offered with strict conditions and under very limited circumstances to owners of buildings with multiple owners. If a scheme progress to construction stage the value of the development grant is proportionally reclaimable by the Council from Historic Environment Scotland (HES) and NLHF.
- 4.5 The Public Realm Scheme has seen a significant budget increase due to it being accepted as an Active Travel Scheme by Sustrans. This increase in funding provides an opportunity for a re-allocation of the Council's contribution to other strands of the project.
- 4.6 It is proposed that the Council contributes to the Small Grants Scheme. At grant application stage the Council did not have sight of expected levels of contribution to this scheme from key funders such as Historic Environment Scotland (HES) and NLHF. The proposal would see the Council allocating £0.291m to the scheme to align support to grant funder requirements and as contained in the Council Grant applications to both HES and the NLHF.
- 4.7 The proposal also sees a contribution to project team salaries of 33.8% of the total salary costs. At grant application stage the Council did not have sight of funder requirements for salary contributions. This proposal sees the Council allocating £0.189m to salary costs of the total salary costs of £0.558m and this will align the Council's support to grant funder requirements.
- 4.8 The Maybole Regeneration Project is scheduled to be completed by 31 March 2024. Due to the impact of the COVID-19 pandemic delaying the delivery stage of the project, a six-month extension of the project will be sought from HES and NLHF in 2022 when major schemes are expected to have been tendered.
- 4.9 Due to delays in recruiting the Maybole Regeneration Project Team, as a direct result of COVID-19 pandemic, there is an underspend in salary costs and as such the proposed extension to the project would not attract any additional salary costs.

5. Legal and Procurement Implications

- 5.1 There are no known legal implications immediately arising from this report.
- 5.2 There are no procurement implications immediately arising from this report; all procurement of project work must comply with the process requirements of funders and the Council.

6. Financial Implications

- 6.1 Due to delays experienced in pulling the complete funding package together and with further delays exacerbated by the Covid-19 pandemic, actual project spend is behind what had previously been planned and is set out in [Appendix 1, Part II](#). A summary of scheduled spend is set out in [Appendix 2](#).

7. Human Resources Implications

- 7.1 Grant conditions from NHLF and HES require a degree of matched salary funding from the Council as reflected in these proposals.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 There is a risk that by committing to supporting the Small Grants Scheme programme the Council may expose itself to requests for proportionate grant uplifts by owners given the current poor condition of many of Maybole's town centre buildings and the continuing costs being experienced in the construction sector.

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 There is a risk of project failure if the recommendations are not accepted. NLHF and HES funding may be rescinded, and project deliverability and success would be severely inhibited.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 3](#).

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 4 of the Council Plan: South Ayrshire Works/ Make the most of the local economy.

13. Results of Consultation

- 13.1 Recent public consultation on the revised, more ambitious revised Maybole Active Travel Public Realm scheme has been favourable with 68% of responses rating the proposals Excellent or Very Good.
- 13.2 Consultation has taken place with the Maybole Regeneration Project partners, the North Carrick Community Benefit Company, and they are supportive of the proposals.

13.3 Consultation has taken place with Councillor Peter Henderson, Leader of the Council and Portfolio Holder for Corporate, Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and with local Elected Members Councillors Iain Campbell, Brian Connolly and William Grant, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

14.1 If the recommendations above are approved by Members, the Assistant Director – People will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Deliver the Maybole Regeneration Project	30 March 2025	Maybole Regeneration Lead Project Officer

Background Papers **Report to Leadership Panel of 20 August 2019 - [Maybole Regeneration Project](#)**

Person to Contact **Mike Newall, Assistant Director – People**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 616231
E-mail mike.newall@south-ayrshire.gov.uk

Duncan Clelland, Maybole Regeneration Lead Project Officer
Maybole Town Hall, Maybole
E-mail Duncan.clelland@south-ayrshire.gov.uk

Date: 8 February 2022

Appendix 1 Part I : Proposed Reallocation of the Council £1m allocation currently held within the Capital Projects Budget.

Project	Budget	Original Council Contribution	Proposed Revised Contribution	Current Status
Maybole Town Hall	£0.795m	£0.223m	£0.202m	Budget constant at £795,375. The slight £20k reduction in Council contribution has been matched by similar increase in funders contribution. No impact on overall project or delivery.
Public Realm (Maybole Active Travel Project)	£1.960m	£0.866m	£0.268m	Reduction due to a provisional approval of uplift in Sustrans contribution to 70% of construction costs and expansion of the scope of the scheme.
Small Grants Scheme	£1.248m	£ 0.000	£0.291m	A condition of HES and NLHF grant contract is a match funding by the Council. Proposed Council contribution 23.3%.
Project Team Salaries	£0.558m	£0.000	£0.189m	Grant issued to Council by HES supports 29.18% of salary cost. NLHF grant supports 28.08% of salary costs. NCCBC fund 9%. Proposal aligns project budget to support remaining 33.8% of salary costs.
Development Grant Scheme	£0.00	£0.000	£0.050m	Proposed to ensure owners who may not proceed with improvement scheme are encouraged to do.
Total	£4.561m	£1.000m	£1.000m	

Appendix 1 Part II Actual Spend:

Maybole Regeneration Project Actual and Projected Spend To Date

Total Scheme Budget (2019-2024)	£8,476,000
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Salaries	Budget 2019 - 30 March 24	2019-20	2020-21	2021-22	2022-23	2023-24
Projected	£558,502	£105,196	£108,352	£111,603	£114,951	£118,400
Actual Spend(2019-20 to Nov 21)	£186,526	£ 11,423	£ 79,376	£ 95,727		
Underspend		£ 93,773	£ 28,976	£ 15,876		

Capital and Activities and Training						
Projected	£7,917,498	£139,400	£1,210,602	£1,124,714	£3,249,651	£2,193,131
Actual Spend (2019-20 to Nov 21)	£882,075	£292,171	£ 512,095	£ 77,809		
Under(+)/Overspend (-) (To Date, Projected - Actuals)		-£152,771	£ 701,007	£1,046,905		

]

Appendix 2: Projected Budget from 20 August 2019 and an Update Position on Progress and Current Budget Projections

Funder	2019 Amount	Status as at 20 August 2019	Current Status	2022 Amount
National Lottery Heritage Fund (NLHF)	£1.668m	Phase 2 bid submitted and decision due in December 2019	Secured, but award fell short of the projected amount due to small change in %. However, NLHF is willing to contribute to the overall project.	£1.289m
Historic Environment Scotland (HES)	£1.290m	Secured but conditional on getting funding from the Heritage Lottery Fund	Secured, and award exceeded projected due to HES % actual contribution exceeding expected % projection.	£1.670m
South Ayrshire Council	£1.000m	Built into Capital Programme	Built into Capital Programme. Additional £0.314m secured through the Town Centre Fund and £45,000 through the Place based Investment Fund	£1.359m
Regeneration Capital Grants Fund (RCGF)	£1.278m	Unsecured	Secured, fell short of projection due to re-profiled projects budget coming in under original projection and subsequent grant application reduction.	£1,109m
Owners Contribution Former Speakers, now Goudies	£1.020m	Committed	Secured with spend completed in 2020/21. The Goudies facility is now fully open.	£1.020m
Sustrans	£0.686m	Positive discussions are on-going, and an application will be submitted when the next round opens.	Projected budget significantly higher than original due to securing change to an Active Travel Scheme and an expected Sustrans contribution uplift. Development phase (1-4) grant awarded, Construction Stage pending approval by Sustrans, decision expected April 2022. Increase in scheme scope and budget to £1.950m	£1,229m
Owners contributions for smaller projects and small grants scheme	£0.339m	Dialogue has taken place and expressions of interest received and will be a condition of grant	8 projects preliminarily approved and progressing through RIBA (<i>Royal Institute of British Architects</i>) stages.	£0.339m
Owners Contribution – Cassillis Estate, Maybole Castle	£0.300m	Committed	Committed	£0.300m
Partnership Funding	£0.136m	This comprises a series of small applications to Trust Funds and smaller external funding pots and will be for specific elements of work.	£25,000 secured to date.	£0.136m
North Carrick Community Benefit Company	£0.125m	Secured	Secured, and £50,000 claimed to date.	£0.125m
2019 Total	£7.884m		Revised Current Total	£8.476m

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

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Maybole Regeneration Project – Proposed Re-allocation of Council Capital Contribution
Lead Officer (Name/Position/Email)	Mike Newall Assistant Director - People mike.newall@south-ayrshire.gov.uk

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

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

Sexual Orientation – person’s sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	n/a	n/a
Thematic Groups: Health, Human Rights & Children’s Rights	n/a	n/a

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: The proposal to re-allocate the Council's capital contribution to the Maybole Regeneration project is not considered to have either a positive or negative impact on equalities.	
Signed: Mike Newall, Assistant Director - People Date: 21 January 2022	

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to Leadership Panel
of 15 February 2022**

Subject: Civic Government (Scotland) Act 1982 - Licensing of Sexual Entertainment Venues

1. Purpose

1.1 The purpose of this report is to request that the Panel considers amending the implementation date for the Sexual Entertainment Venue (SEV) licensing regime.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 notes the Resolution to introduce a licensing regime for Sexual Entertainment Venues (SEVs) agreed by the Leadership Panel on 18 February 2020; and

2.1.2 amends the date of implementation of this licensing regime to 1 March 2023.

3. Background

3.1 The Air Weapons and Licensing (Scotland) Act 2015 added new sections to the Civic Government (Scotland) Act 1982 and introduced an optional licensing scheme for local authorities to licence SEVs in their area.

3.2 An SEV is defined as any premises at which sexual entertainment is provided before a live audience. The most common examples are lap dancing or strip clubs, but the definition is sufficiently wide to cover other premises where sexual entertainment is provided. Premises where sexual entertainment is provided on no more than 4 occasions in a twelve month period are exempt – for example, premises that cater for the occasional stag or hen party.

3.3 If a local authority decides to introduce SEV licensing it requires to specify a date from which this will take effect. This date requires to be at least 12 months from the date on which the resolution was passed. Not less than 28 days prior to the commencement date the Council require to publish a notice advertising that they have passed a resolution to licence SEVs in the area and the general effect of the licensing provisions.

3.4 The Scottish Government issued guidance to Local Authorities on 28 March 2019 in relation to the licensing of SEVs and this provides guidance to Local Authorities on the main changes detailed above.

- 3.5 In this 12-month period the Council require to draft and publish an SEV policy statement. The policy statement will provide guidance on the details of the licensing system, including the types of premises to be licensed, and the appropriate number of premises in each locality. In order to formulate the policy, further consultation and evidence gathering exercises required to be undertaken. This included consultation with organisations such as violence against women partnerships, child protection committees, community councils, local residents, gender groups, local business communities, existing operators and Police Scotland.
- 3.6 At its meeting on 18 February 2020, the Panel resolved to introduce SEV licensing and that it would be implemented on 1 March 2021.
- 3.7 At its meeting on 9 February 2021, the Panel resolved to postpone implementation due to the impact of the Covid-19 pandemic until March 2022. However the continuing impact of Covid-19 in the last year has meant that it has still not been possible to progress the process.

4. Proposals

- 4.1 As a result of the Covid-19 restrictions, the consultation and evidence gathering referred to in paragraph 3.5 above has proved difficult with Police Scotland and Public Health being unable to attend meetings and contribute to drafting the new policy.
- 4.2 As this is a new licensing regime it is considered imperative that any Policy Statement is based on the best evidence possible and delaying the implementation date provides officers with more time to gather this evidence and to formulate a Policy for consideration by the Panel. Every effort will be made to assist partner agencies with a view to completing the process for the Policy within this revised timescale
- 4.3 The date of implementation requires to be at least 12 months after the resolution. Therefore, in order to ensure compliance with the legislation, it is proposed that the effective date is at least 12 months from the date of this meeting.

5. Legal and Procurement Implications

- 5.1 It has not been possible to produce the required policy to introduce the licensing scheme for the licensing of SEVs and therefore there is a requirement to extend the date of implementation to allow sufficient time for the Council to do so.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 There are no new financial implications at this stage. However, a fee will require to be set by the Panel for a SEV licence in the future.

7. Human Resources Implications

- 7.1 Not applicable

8. Risk

- 8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 ***Risk Implications of Rejecting the Recommendations***

8.2.1 Implementing policy without sufficient evidence could leave that policy open to challenge.

9. **Equalities**

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 1](#).

10. **Sustainable Development Implications**

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

11. **Options Appraisal**

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

12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. **Results of Consultation**

13.1 There has been public consultation as detailed above.

13.2 Consultation has taken place with Councillor Philip Saxton, Portfolio Holder for Housing and Community Wellbeing, and the contents of this report reflect any feedback provided.

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

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Consultation commenced	30 August 2022	Service Lead - Legal and Licensing
Report to Leadership Panel on consultation	30 November 2022	Head of Legal, HR and Regulatory Services

Background Papers [**Air Weapons and Licensing \(Scotland \)Act 2015**](#)

[**Scottish Government Guidance on Sexual Entertainment Venues**](#)

Report to Leadership Panel of 18 February 2020 - [Civic Government \(Scotland\) Act 1982 – Proposed Licensing of Sexual Entertainment Venues**](#)**

Report to Leadership Panel of 9 February 2021 - [Civic Government \(Scotland\) Act 1982 – Licensing of Sexual Entertainment Venues**](#)**

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

Date: 8 February 2022

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Sexual Entertainment Venues Consultation
Lead Officer (Name/Position/Email)	Morag Douglas, Team Leader (Licensing) - morag.douglas@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys		x
Disability		x
Gender Reassignment (Trans/Transgender Identity)		x
Marriage or Civil Partnership		x
Pregnancy and Maternity		x
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers		x
Religion or Belief (including lack of belief)		x
Sex – gender identity (issues specific to women & men or girls & boys)		x
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight		x
Thematic Groups: Health, Human Rights & Children's Rights		x

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision:	
<p>The report is in connection only with implementing a consultation process which will lead to a further report being prepared for the Leadership Panel which may have substantive proposals which will require to be assessed</p>	
Signed : Catriona Caves	Head of Service
Date: 20 January 2022	

South Ayrshire Council

Report by Head of Finance and ICT
to Leadership Panel
of 15 February 2022

**Subject: Budget Management – Revenue Budgetary Control
2021/22 – Position Statement at 31 December 2021**

1. Purpose

- 1.1 The purpose of this report is to present Members with a financial overview of the General Services revenue account, Housing Revenue Account and Common Good Accounts for 2021/22 as at 31 December 2021.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the revised Directorate budgets following the budget movements outlined in 3.3 below and notes that the impact of Covid-19 has been included in the projections;**
- 2.1.2 approves the return of funding relating to funding previously allocated to Directorates for Covid-19 loss of income/ additional expenditure to Covid-19 reserves, as noted in 4.1.7 and 4.1.8 below;**
- 2.1.3 approves the budget transfers as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1.9 below;**
- 2.1.4 approves the requested earmarking of resources to be carried forward to 2022/23 as summarised in 4.1.10; and**
- 2.1.5 otherwise notes the projected in year under-spend of £4.454m after earmarking and inclusive of the latest Covid-19 cost implications.**

3. Background

- 3.1 The budget management report contains overview information including the impact of Covid-19 for the following:
- 3.1.1 General Services Revenue - Appendix 1a to e (*pages 1 to 19*);
- 3.1.2 Housing Revenue Account - Appendix 1f (*pages 20 to 22*); and
- 3.1.3 Common Good Funds - Appendix 1g (*page 23*).
- 3.2 As detailed in the Budget Management – Revenue Budgetary Control 2021/22 – Position Statement at 30 September 2021, presented to the Leadership Panel

(Special) of 30 November 2021, revisions to the 2021/22 revenue budget have been made in terms of corporate allocations, Covid-19 funding allocations and other transfers actioned in line with Financial Regulations rules on budget transfers, resulting in revised planned net expenditure of £299.789m

3.3 Directorate planned spending has since been adjusted to incorporate the following:

3.3.1 additional Covid-19 re-determination funding allocations for:

- (i) £1.450m for low-income pandemic payments;
- (ii) £0.359m for Self-Isolation Support Grants;
- (iii) £0.475m for Family Pandemic payments;
- (iv) £0.200m for Local Self Isolation assistance;
- (v) £0.533m for flexible funding for Financial Insecurity;
- (vi) £0.060m for Co2 monitors; and
- (vii) £0.199m for Tenant Hardship Grant funding.

3.3.2 reduced Covid-19 allocations of £0.135m for school meals funding for December and January holidays.

3.3.3 additional Scottish Government funding of:

- (i) £0.005m for free child burials;
- (ii) £0.039 for instrumental music tuition charges in schools;
- (iii) £1.025m for additional teachers;
- (iv) £0.962m for the expansion of free school meals;
- (v) £0.514 for Scottish child bridging payments;
- (vi) £0.018m for Scottish Disability Assistance;
- (vii) £0.118m for clothing grants;
- (viii) £0.029m for Educational Psychology Trainees;
- (ix) £1.452m for Teacher induction scheme;
- (x) £0.637m for general 2021/22 funding pressures; and
- (xi) £0.050m for the implementation of the National Trauma Training programme;
- (xii) £0.035m for Pavement Parking Ban – road assessment;
- (xiii) £0.017m for Transport Scotland – Parking Prohibitions; and
- (xiv) £0.283m for Community Mental Health and Wellbeing support and services.

3.3.4 additional Scottish Government HSCP funding for:

- (i) £3.520m for winter pressures;
- (ii) £0.057m of recovery and renewal funding for Mental Health Officers; and
- (iii) £0.011m unaccompanied asylum seeking children funding.

3.3.5 other budget transfers that have been actioned as part of the refinement of the Council restructure following the approval of the budgets in March 2021 and other budget transfers between Directorates actioned in line with Financial Regulations rules on budget transfers.

3.4 Table 1 below summarises the revised 2021/22 General Services budget at 31 December 2021 inclusive of the budget adjustments outlined in 3.3 above.

Table 1 – Budget movement

<i>Directorate/ Account</i>	<i>Period 6 Budget</i>	<i>Covid-19 Expenditure/ Funding adjustment (per 3.3.1 and 3.3.2)</i>	<i>Additional SG re-determination (per 3.3.3 and 3.3.4)</i>	<i>Standard annual adjustments (per 3.3.5)</i>	<i>Revised</i>
	£m	£m	£m	£m	£m
CEX	18.208	1.809	0.005	0.057	20.079
PEOPLE	136.193	1.073	3.934	0.992	142.192
PLACE	46.039	0.259	0.608	0.603	47.509
HSC	82.307	-	3.588	0.254	86.149
Misc Services Account	17.042	-	0.637	(2.175)	16.504
Total Expenditure	299.789	3.141	8.772	0.731	312.433
General Revenue Grant	(188.932)	(3.141)	(8.772)	(6.046)	(206.891)
NDRI	(29.404)	-	-	6.046	(23.358)
Council Tax	(60.603)	-	-	-	(60.603)
Use of reserves b/f	(20.850)	-	-	(0.731)	(21.081)
Total Income	(299.789)	(3.141)	(8.772)	(0.731)	(312.433)
Net Expenditure	-	-	-	-	-

3.5 In relation to the integration of Health and Social Care. Table 1 above shows the adjusted 2021/22 budget delegated from the Council to be overseen by the Integration Joint Board (IJB). In addition to this £86.149m a further £8.300m has been allocated via the NHS to the South Ayrshire H&SC partnership from the Scottish Government for Council specific services and is included within Resource Transfer income in Appendix 1b. A further £0.793m is also allocated to the HSCP in terms of the Aids and Adaptation scheme. Appendix 1b provides an overview statement of the current financial budget and projected out-turn position for the Council element for 2021/22.

3.6 As outlined in the Annual Accounts 2020/21, the audited General Services surplus at 31 March 2021, following adjustments agreed with the Councils external auditors, was £37.373m and of this, £28.423m was set aside or earmarked for specific purposes, leaving an uncommitted balance of £8.950m.

3.7 Members approved the Housing Revenue Account budget for 2021/22 on 20 January 2021, with total planned expenditure of £32.750m being met from rents and other income. Since the approval of the 2021/22 budget various budget transfers have been actioned in accordance with Financial Regulations resulting a revised total planned spend of £33.073m. The audited Housing Revenue Account surplus at 31 March 2021 was £14.254m. Of this, £12.067m was to be used to fund capital and revenue expenditure in future years. This left an uncommitted balance of £2.187m at 31 March 2021.

3.8 Members approved the Common Good revenue and capital budgets for 2021/22 on 4 March 2021. The combined unaudited Common Good revenue surplus as at 31 March 2021 for all Common Good Funds was £0.396m.

3.9 CoSLA recently made a revised 2021/22 national pay offer to Union representatives which included the backdating of the offer to 31 January 2021.

3.10 The offer made by CoSLA was in excess of the budgeted inflationary increase held in directorates, however £1.487m of resources are currently held in Miscellaneous Services (employee provisions) funded by additional Scottish Government grant funding received to assist in meeting the cost of the enhanced 2021/22 pay offer. Any shortfall is being met from anticipated in year underspends across the Council.

4. Proposals

4.1 *Overview of Directorate/ Accounts' position as at 31 December 2021*

4.1.1 Appendix 1a to e to this report provides financial performance information in the form of a report for each Directorate/ account for the period to 31 December 2021. The Council's overall General Services revenue position at Period 9, excluding HSCP, is projected to be an in year under-spend of £13.974m prior to earmarking (£4.454m under-spend after earmarking).

4.1.2 Table 2 below provides a summarised position on a Directorate/ account basis and provides:

- (i) the projected out-turn position excluding the remaining impact of Covid-19;
- (ii) Net remaining Covid-19 cost under/(over) spend projections;
- (iii) the overall projected position combining (i) and (ii); and
- (iv) the overall projected position after requested earmarking.

Table 2 – Projected under/(over) spend

<i>Directorate/ Account</i>	<i>Normal Projected under/(over) spend £m</i>	<i>Projected under/(over) spend related to Covid-19 £m</i>	<i>Overall Projected under/(over) spend £m</i>	<i>Earmarking approved/requested £m</i>	<i>Revised under/(over) spend £m</i>
Chief Executive	0.296	0.318	0.614	(0.558)	0.056
People	3.942	4.122	8.064	(7.294)	0.770
Place	1.055	1.091	2.146	(1.668)	0.478
Miscellaneous Services Account	2.269	0.581	2.850	-	2.850
Total Net expenditure	7.562	6.112	13.674	(9.520)	4.154
Council Tax income (see 4.1.5 below)	0.300	-	0.300	-	0.300
Net in year projected surplus	7.862	6.112	13.974	(9.520)	4.454

4.1.3 Table 2, above, indicates an overall under-spend for the year (excluding HSCP) of £13.974m, prior to requested earmarking of £9.520m.

4.1.4 **Council Tax Income Covid-19 impact** – A review of the current collection rates indicates they are approximately 1 per-cent ahead of

current year targets (which factors in the expected impact of Covid-19). It is currently anticipated that if trends continue as expected then Council Tax income will be £0.300m in excess of expectations.

- 4.1.5 **Health and Social Care Partnership** – details of the projected out-turn information can be found within the Financial Monitoring report presented to the last Integration Joint Board (IJB) meeting. Appendix 1b indicates a projected underspend of £3.659m. Of this underspend, £3.251m was agreed to be carried forward by the IJB resulting in a net in-year underspend, after earmarking, of £0.408m. This position assumes that all additional Covid-19 spend will be funded via the Local Mobilisation Plan. IJB general reserves of £4.269m (£3.128m general and £1.141m NHS) were held at the 2020/21 year end, of which £1.234m of investment proposals have been approved by the IJB during the year, leaving an uncommitted balance of £3.035m. Once the in-year underspend of £0.408m is added the projected uncommitted balance at 31 March 2022 rises to £3.443m.
- 4.1.6 The above HSCP projection assumes that £1.092m will be paid to the Council in 2021/22, being the third tranche of four repayments relating to the £3.277m draw from reserves provided to the partnership during 2019/20. In total £1.383m has been repaid in the previous two financial years leaving an outstanding balance of £1.894m to be repaid over two years.
- 4.1.7 **Covid-19 recovery programme** – The Leadership Panel of 15 June 2021 approved a programme of activity to support communities during the recovery from Covid-19. In addition, the panel approved a revised cost impact/loss of income funding requirement for 2022/23. Despite the recent increased restrictions brought about by the Omicron variant, the recovery activity continues. Table 3 below provides a summary of the approved budget for the activity, by Directorate, compared to the projected spend up to 31 March 2022. The underspends identified in the table below are included in the projections at Table 2 above. Requests for the earmarking of the under spends is contained within each appendix and summarised in Table 5 at 4.1.10 below.

Table 3 - Covid-19 activity

	Covid-19 Category	Funding allocated £m	Projected spend to March 2022 £m	Earmarking £m	Returned to Covid- 19 reserve £m
CEX	Loss of Income/addn. exp.	0.794	0.434	0.360	-
People	Loss of Income/addn. exp.	2.838	2.018	0.217	0.603
	Recovery activity	1.949	0.277	1.672	-
Place	Loss of Income/addn. exp.	1.540	1.502	-	0.038
	Recovery activity	1.517	0.769	0.748	-
ARA	Loss of Income/addn. exp.	0.654	0.245	-	0,409
CT Income	Loss of Income/addn. exp.	0,250	0.250	-	-
Total		9.542	5.495	2.997	1.050

- 4.1.8 Table 3 above indicates that £1.050m of funding allocated for loss of income/additional expenditure is no longer needed and will be returned to the Covid-19 reserve to be utilised in future years to mitigate the on-going

impact of the pandemic on Council Services. The required transfers have been included within the Budget Transfers noted in 4.1.9 below.

- 4.1.9 **Budget Transfers** - Members are asked to consider and approve the budget transfer requests for each Directorate as outlined in Appendix 1a to 1e summarised in total in table 4 below (by Directorate).

Table 4 – Budget Transfers

<i>Directorate/ Account</i>	<i>Dr £m</i>	<i>Cr £m</i>	<i>Appendix ref:</i>
People	0.400	1.003	1c –page 10
Place	1.534	1.981	1d –page 16
Covid-19 Reserve	1.050	-	
Total	2.984	2.984	

- 4.1.10 **Earmarking** - Members are asked to consider and approve the new earmarking request to be carried forward to 2022/23 for each Directorate as outlined in Appendix 1a to 1e summarised in total in the table below (by Directorate). It should be noted that part of this earmarking request is in relation to schools carry forward and may require to be amended in future reports depending on actual spend patterns.

Table 5 – New Period 9 Earmarking

<i>Directorate/ Account</i>	<i>Normal £m</i>	<i>Covid-19 £m</i>	<i>Appendix ref:</i>
CEX	0.198	(0.039)	1a – page 3
People	1.944	2.999	1c – page 10
Place	0.686	0.748	1d –page 16
Total	2.828	3.708	

4.2 **General Services – Summary of Current Financial Revenue Position**

- 4.2.1 The audited 2020/21 Annual Accounts showed an accumulated surplus at 31 March 2021 of £37.763m and of this, £28.423m was set aside or earmarked for specific purposes leaving an uncommitted balance of £8.950m for General Services. Appendix 2 provides detail of the amounts set aside from the accumulated sum together with the impact of the current year directorate net year-end under-spend projections of £4.454m (after earmarking) outlined in Table 2 at 4.1.3 above
- 4.2.2 Table 6 below indicates that a year-end £11.779m uncommitted general services surplus is currently projected at 31 March 2022, excluding any further Covid-19 funding allocations.

Table 6 – General Services accumulated surplus

	£m
Unaudited opening surplus	37.373
Commitments (per Appendix 2)	(28.423)
Uncommitted surplus brought forward	8.950
Directorate 2021/22 projections (per table 3 above)	4.454
Approved 2021/22 reserve commitments	(1.667)
Transfer to Covid-19 reserves (subject to LP approval per 4.1.7)	(1.050)
HSCP repayment (3 of 4)	1.092
Projected accumulated surplus	11.779

4.3 **Housing Revenue Account Balance**

4.3.1 **Summary of Current Financial Position** – as outlined in Appendix 1e the current projected ‘in year’ surplus as at 31 March 2022 is £2.201m. The projected in year surplus will be utilised towards capital investment on Tenants’ Priorities as approved in the Setting of Council House Rent Report approved by Council on 20 January 2021. This action results in the overall revised projected uncommitted surplus for the HRA remaining at £2.187m.

4.4 **Common Good Funds**

4.4.1 **Summary of Current Financial Position** – the current projected accumulated revenue surplus for each individual fund is outlined in Appendix 1g. Overall, at 31 March 2022, a combined projected accumulated revenue surplus of £0.393 is anticipated together with a projected combined capital reserve of £0.569m.

5. **Legal and Procurement Implications**

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. **Financial Implications**

6.1 An accumulated uncommitted surplus of £11.779m is currently projected for General Services, excluding HSCP.

6.2 A £2.187m accumulated uncommitted surplus is projected for the Housing Revenue Account and a combined £0.393m accumulated surplus is currently projected for the Common Good Funds.

7. **Human Resources Implications**

7.1 There are no specific human resource implications arising directly from this report. Any indirect implications are being managed on an operational basis by the Service Directorates.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There are no risks associated with rejecting the recommendations.

9. Equalities

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as Appendix 3.

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 1 of the Council Plan: Fair and Effective Leadership/ Leadership that promotes fairness.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Action the budget transfers in the financial ledger as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1.9	28 February 2022	Head of Finance and ICT
Record for future reporting purposes the requested earmarking for carry forward of resources to 2022/23 as outlined in 4.1.10	28 February 2022	Head of Finance and ICT

Background Papers **Report to South Ayrshire Council of 4 March 2021 - [Revenue Estimates 2021/22, Capital Estimates 2021/22 to 2030/31 and Carbon Budget 2021/22](#)**

[Finance Circular 1/2021](#)

[Finance Circular 5/2021](#)

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Date: 8 February 2022

Budget Management Report to 31 December 2021 (Period 9)

Appendix 1

Ref.	Directorate/ Account	Pages
1a	Chief Executive's Strategic Office	1 to 3
1b	Health & Social Care	4
1c	People	5 to 11
1d	Place	12 to 17
1e	Miscellaneous Services Account	18 to 19
1f	Housing Revenue Account	20 to 22
1g	Common Good Funds	23 to 24

This appendix outlines the ***key financial issues*** for each directorate or account (**Tables 1 to 3**), together with ***other financial information*** (**Tables 4 to 8**).

Chief Executive's

Table 1 - Objective Analysis

Actual Expenditure to 31 December £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
268	Chief Executive & Support	454	379	75	0
	Finance and ICT Services:				
137	Head of Finance & ICT Services	82	81	1	0
1,273	Corporate Finance and Accounting	1,897	1,828	69	31
4,717	Revenues and Benefits	3,903	3,837	66	31
2,915	Information and Communication Technology	4,231	3,975	256	221
9,043	Total Finance and ICT Services	10,113	9,721	392	283
	Regulatory Services				
120	Head of Regulatory Services	88	69	19	0
84	Civil Contingencies & Business Continuity	58	38	20	0
1,988	Democratic Governance Services	2,394	2,374	20	0
302	Insurance, Risk & Safety Management	395	392	3	0
433	Legal & Licensing Services	811	752	59	41
1,179	Trading Standards & Environmental Health	1,757	1,722	35	0
627	Employee Services	872	875	(3)	0
589	Human Resources	940	904	36	36
5,322	Total Regulatory Services	7,314	7,125	189	77
1,997	Covid-19 Mobilisation Costs	2,198	2,198	0	0
42	Covid-19 Recovery Costs	0	42	(42)	(42)
16,673	Total Chief Executive's Office	20,079	19,465	614	318

Table 2 - Subjective Analysis

Actual Expenditure to 31 December £'000	Account	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
11,148	Employee costs	17,059	16,685	374	260
174	Property costs	229	207	22	(18)
1,635	Supplies and services costs	1,676	1,715	(39)	58
21	Transport costs	102	43	59	18
802	Administrative costs	606	451	155	0
2,727	Third party payments	3,448	3,369	79	0
21,177	Transfer payments	24,766	24,761	5	0
10	Financing costs	12	12	0	0
37,696	Gross expenditure	47,898	47,243	655	318
(21,023)	Gross income	(27,820)	(27,779)	(41)	0
16,672	Net expenditure	20,079	19,465	614	318

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Chief Executive & Support
75	Chief Executive & Support - it is currently projected that the vacancy management target for the Chief Executive's office will overachieve by £0.015m by the year end due to ongoing vacancies within the service. A budget is held within Chief Executive's office in relation to addressing the implications of Brexit on the Council. Consideration is being given to funding of a temporary post at this time, and it is requested that the projected underspend of £0.049m be earmarked for this purpose.
75	Total projected variance

Projected Variance favourable / (adverse) £'000	Finance and ICT Services
392	<p>Finance and ICT - budgets of £0.495m have been allocated to Finance and ICT for posts and ICT equipment to aid Covid recovery as agreed by Leadership Panel of 15 June 2021. Due to the timing of these allocations and delays in recruitment/spend, it is currently anticipated that an underspend of £0.283m will arise by the year end. Earmarking of £0.323m has previously been requested for continuation of these workstreams in 2022/23, as shown in previously approved requests in Table 5 below. A reduction in earmarking of £0.040m to reflect latest projections is now required and has been included in Table 5 below accordingly.</p> <p>There are various smaller under and overspends throughout the service totalling £0.109m. Included in these is an underspend of £0.035m in relation to training within Corporate Finance. It is requested that £0.010m is earmarked for use in 2022/23 to help address outstanding training requests.</p>
392	Total projected variance

Projected Variance favourable / (adverse) £'000	Regulatory Services
189	<p>Head of Regulatory Services - it is currently anticipated that the vacancy management target for Regulatory Services will be overachieved by £0.019m due to ongoing vacancies within the service.</p> <p>Legal and Licensing Services - income budgets for licensing are currently projected to under recover by £0.042m mainly in relation to licensing fees for births and marriages. Budgets have already been reduced this year to take account of reduced income due to the Covid 19 pandemic but this projection relates to additional recurring under recoveries.</p> <p>A budget of £0.064m was earmarked from 2020/21 financial year to address outstanding work in relation to historic child abuse inquiries. This work has been managed within existing resources to date, however there has been contact from the Inquiry in the past month relating to the Council's response to their ongoing foster care study and there will be additional work and advice required on this over 2022/23, including from Counsel. This may include written statements to the Inquiry and potentially taking part in evidential hearings, although this is not yet clear. It is requested that the full budget is earmarked for use next financial year to address this potential resource requirement.</p> <p>Covid recovery workstreams - budgets of £0.299m were allocated to Regulatory Services for loss of income and posts to aid Covid recovery as agreed by the June Leadership Panel. The recruitment of the posts within legal services and Human resources has been delayed and these budgets are currently expected to underspend by £0.077m by 31 March 2021. Earmarking of £0.076m has previously been requested for continuation of these posts in 2022/23, as shown in previously approved requests in Table 5 below. A increase in earmarking of £0.001m to reflect latest projections for both bosts is now required and has been included in Table 5 below accordingly.</p> <p>There are various smaller underspends throughout the service contributing to the total projection.</p>
189	Total projected variance

Projected Variance favourable / (adverse) £'000	Covid-19														
0	<p>Covid-19 Mobilisation Costs - the budget of £2.198m held against Covid 19 Mobilisation relates to the following:-</p> <table border="1"> <thead> <tr> <th>Type of grant</th> <th>£000s</th> </tr> </thead> <tbody> <tr> <td>Discretionary Housing Payments</td> <td>10</td> </tr> <tr> <td>Crisis Grants</td> <td>379</td> </tr> <tr> <td>Administration of Covid grants</td> <td>122</td> </tr> <tr> <td>Low Income Pandemic grants</td> <td>1,369</td> </tr> <tr> <td>Self Isolation Support grants</td> <td>318</td> </tr> <tr> <td>Total</td> <td>2,198</td> </tr> </tbody> </table> <p>It is currently anticipated that these grants will be fully spent by 31st March 2022.</p> <p>(42) Covid-19 Recovery Costs - the anticipated spend for recovery costs for the Chief Executive's directorate relates mainly to ICT costs to ensure home working continues to operate successfully, and to provide smaller items of replacement equipment (e.g. docking stations, screens, phones) for those staff who are returning to work in Council buildings where equipment is being utilised by staff continuing to work at home.</p>	Type of grant	£000s	Discretionary Housing Payments	10	Crisis Grants	379	Administration of Covid grants	122	Low Income Pandemic grants	1,369	Self Isolation Support grants	318	Total	2,198
Type of grant	£000s														
Discretionary Housing Payments	10														
Crisis Grants	379														
Administration of Covid grants	122														
Low Income Pandemic grants	1,369														
Self Isolation Support grants	318														
Total	2,198														
(42)	Total projected variance														

Table 4 - Budget Transfer Requests

Budget Transfer Requests:	DR £'000	CR £'000
None at Period 9		
Total	0	0

Table 5 - Earmarking Requests

Earmarking requests:	Objective/ Subjective	Amount £'000
Previously approved Covid recovery :		
Finance and ICT - Covid recovery posts	Finance and ICT/Employee costs	223
Finance and ICT - Covid recovery ICT equipment	Finance and ICT/Supplies and Services	100
Legal and Licensing - Covid recovery solicitor post	Legal and Licensing/Employee costs	76
Total previously approved		399
New Covid recovery :		
Finance and ICT - Covid recovery posts	Finance and ICT/Employee costs	(40)
Legal and Licensing - Covid recovery solicitor post	Legal and Licensing/Employee costs	(35)
HR and Employee Services - Covid recovery post	HR/Employee Services	36
New Others:		
Brexit funds	Chief Executive's Office - Payments to Agencies	49
Finance and ICT - training underspend	Corporate Finance/Supplies and Services	10
Employee Services - continuation of temp post	Employee Services/Employee Costs	10
Tarbolton Landfill - Legal Costs	Legal and Licensing/supplies and services	10
Historic child abuse cases - earmarked funds	Legal and Licensing/employee costs	64
Regulatory Services - Watson Peat dilapidation costs	Democratic Services/Property Costs	55
Total new requests		159
Total		558
Comments: See comments in Table 3		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Anticipated shortfall due to Covid-19 £'000
Brought forward from 2020/21 - Review staffing levels within democratic support	24	0	0
Review of management structure	167	0	0
Software maintenance contracts	63	0	0
Revenues and benefits	23	0	0
Full year impact Env Health structural efficiencies	13	0	0
Archives service	5	0	0
Revenues and benefits - education grant processing	22	0	0
Revenues and benefits - Phase 2 benefits service review	85	0	0
Reduced software maintenance costs	8	0	0
Democratic Services - council care, hire on the wire, overtime cost recovery, admin & supplies	12	0	0
Legal and licensing admin	1	0	0
Increase external fees by CPI	18	0	0
Total	441	0	0
Comments: Democratic support efficiencies of £0.024m are currently being addressed on a temporary basis via payroll management.			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 9 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	537	399	138
Total	537	399	138
Comments: The Directorate payroll management target is currently projected to be over-recovered by £0.034m at the end of the financial year.			

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
0		
Comments: Additional amounts notified during the financial year, not included in original budget.		

Social Care

Table 1 - Objective Analysis

Actual Expenditure to 30 December £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
	Community Care Services :				
29,769	Older People	48,069	45,762	2,307	
2,614	Physical Disabilities	3,698	3,868	(170)	
32,383	Total Community Care Services	51,767	49,630	2,137	0
14,335	Children's Services	21,451	20,987	464	
(214)	Justice Services	(4)	(13)	9	
14,122	Total Children and Justice Services	21,447	20,974	473	0
14,026	Learning Disabilities	20,951	20,528	423	
2,262	Mental Health	3,604	3,525	79	
668	Addiction	1,559	1,436	123	
16,956	Total Mental Health Services	26,114	25,489	625	0
2,638	Directorate Services	3,455	3,112	343	
727	Other Services	1,072	1,266	(194)	
0	Vacancy management	(263)	(554)	291	
3,365	Total Support Services	4,264	3,824	440	0
258	Integrated Care Fund/Delayed Discharges	267	283	(16)	
0	Additional Funding Repayment	1,092	1,092	0	
(11,690)	Interagency payments with Health	(22,640)	(22,640)	0	
3,161	Covid-19 Costs	3,838	3,838	0	
58,554	Social Care Sub-total	86,149	82,490	3,659	0
80	Scheme of assistance/Aids and adaptations etc	793	793	0	0
58,634	Final Social Care total	86,942	83,283	3,659	0

Earmarking requests	3,251
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Health & Social Care - the above table provides an overview statement of the financial budget and projected out-turn position for the Council element of the Integration Joint Board (IJB) for 2021/22 as at 30 December (Period 9). Earmarking of £5.001m is included in the budgets reported, including £3.838m for Covid 19 purposes. The reported position above assumes all additional Covid 19 spend will be funded via the Local Mobilisation Plan. Earmarking of £3.251m will be requested for various items of Scottish Government additional funding and for specific items required for continuation of projects in 2022/23. £4.269m (£3.128m general and £1.141m NHS) of reserves were held at 2020/21 year end, of which £1.234m of investment proposals have been approved by the IJB, leaving a balance of £3.035m. This position will be reported to the IJB meeting in February and further details can be obtained from this more detailed report if required.

People Directorate

Table 1 - Objective Analysis

Actual Expenditure to 31 Dec £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
1,195	Directorate	362	322	40	0
5,231	Community Services and Facilities	10,205	8,723	1,482	1,279
1,411	Corporate and Housing Policy	2,769	1,928	841	361
1,288	Corporate Planning & Improvement	1,602	1,602	0	0
2,617	Education - Early Years	8,850	8,831	19	19
28,293	Education - Learning and Teaching Primary	41,005	39,515	1,490	0
36,930	Education - Learning and Teaching Secondary	48,053	47,550	503	0
9,684	Education - Learning and Teaching Additional Support	14,112	13,658	454	0
1,142	Education Support Services	2,178	1,723	455	375
164	Performance Appraisal & Audit	308	304	4	0
624	Organisational Development & Public Affairs	1,156	922	234	0
1,324	Youth Skills and Employability	2,185	1,404	781	339
991	Customer Services	1,585	1,482	103	91
2,275	Education Recovery - including recruitment of additional teachers and support staff April 21 - June 22 & safe re-opening of schools (less FM cleaning costs £0.679m transferred to Place April 21 - June 22)	4,146	3,169	977	977
879	Addressing Future Need to Support Individuals at Financial Risk Flexible Funding for Level 4 Financial Insecurity	1,754	1,073	681	681
577	Free School Meals - holiday payments	696	696	0	0
1,188	Pandemic Support Payments	1,226	1,226	0	0
95,813	Total People Directorate	142,192	134,128	8,064	4,122

Table 2 - Subjective Analysis

Actual Expenditure to 31 Dec £'000	Account	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
79,374	Employee costs	116,290	110,985	5,305	2,467
19,380	Property costs	25,422	25,080	342	252
2,895	Supplies and services costs	4,739	4,407	332	138
3,275	Transport costs	4,441	4,649	(208)	0
2,070	Administrative costs	2,558	2,401	157	0
10,414	Third party payments	13,798	12,159	1,639	689
555	Transfer payments	589	589	0	0
800	Financing costs	800	800	0	0
118,763	Gross expenditure	168,637	161,070	7,567	3,546
(22,950)	Gross income	(26,445)	(26,942)	497	576
95,813	Net expenditure	142,192	134,128	8,064	4,122

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Directorate
40	Payroll management target - projected to be on-line (refer to Table 7 below).
	Access to Sanitary Products (non-schools) - projected underspend of £0.040m in relation to the funding allocation of £0.056m from Scottish Government. ELT have recently approved the recruitment of a Development Worker post a period of 23 months, who will co-ordinate activity in relation to free access to sanitary products and wider work to mitigate poverty. Members are requested to earmark these funds to be utilised during 2022-24 to fund this post (refer to Table 5 below).
40	Total projected variance

Projected Variance favourable /(adverse) £'000	Community Services and Facilities
1,482	<p>Members approved income target reductions within Community Services and Facilities as part of the COVID-19 Programme of Recovery, to reflect the loss of income due to Scottish Government restrictions resulting in reduced capacity and membership cancellations. These reductions are:-</p> <ul style="list-style-type: none"> - leisure memberships & admissions (£0.439m) - golf memberships & green fees etc (£1.330m) - lets income (£0.090m), and - outdoor learning (£0.191m) - bowling and dam park (£0.057m) - Culture and events (£0.080m) <p>Projected net over-recovery in income of £0.424m, due to the following:</p> <ul style="list-style-type: none"> - £0.081m shortfall in income relating to utility cost recharges to user groups for use of Council community centres, as a result of their lack of financial resources. - £0.050m shortfall in school and hall lets income. - £1.083m additional income above target, within golf memberships and green fees. This is due to higher than anticipated uptake in memberships and the £1.330m reduction to the income target. - £0.528m shortfall in income target within leisure memberships and admissions, primarily as a result of cancellations and ongoing capacity restrictions. <p>Members are requested to approve the return of the net over-recovery, due to loss of income COVID funding of £0.505m to COVID reserves (refer to Table 4 below).</p> <p>Sport and leisure are projected to be underspend by £0.074m within supplies and services and related to funds</p> <p>Payments to agencies are projected to be underspent by £0.010m in relation to VACMA Project. Members have already approved to earmark these underspends to be utilised in next financial year (refer to Table 5 below).</p> <p>Events - projected underspend of £0.200m, primarily due to events not going ahead during COVID pandemic. Members have already approved to earmark £0.010m of this underspend to fund the extended unified bowls programme to July 2022 (refer to Table 5 below).</p> <p>COVID additional expenditure - Members approved £0.011m funding in relation to leisure booking software to provide digital mobile solution for participants and the parents of our swimming, gymnastics and diving lessons ensuring they monitor progress, make payments and move to new levels digitally. However, the go live date has been delayed until 2022/23, therefore Members are requested to earmarking these funds to carry out this update during next financial year (refer to Table 5 below).</p> <p>COVID additional expenditure - Members approved £0.177m funding in relation to golf recovery projects. These projects are projected to underspend by £0.115m, primarily due to closures and recruitment issues. Further disruption is anticipated during 2022/23 and Members are requested to earmark these funds to be utilised during next financial year (refer to Table 5 below).</p> <p>COVID Recovery Projects - Members approved £0.690m in relation to COVID recovery projects within health and wellbeing. However, primarily due to designs for the 'Active Zone' within Craigie Park still to be finalised and delays in programmes being launched, these funds are projected to be £0.648m underspent. Members are requested to earmark these funds to be utilised for these projects during 2022/23 (refer to Table 5 below).</p>
1,482	Total projected variance

Projected Variance favourable /(adverse) £'000	Corporate and Housing Policy
841	<p>Corporate and Housing Policy - underspent by £0.841m, primarily within payments to agencies due to the following pilots/projects:-</p> <p>Social Letting Service (SLS) - was approved by Members at LP 26 November 2019 and is one of the aims contained within the RRTP 2019-2024. This scheme is underspent by £0.175m and this funding is required to pay for the startup costs and operational delivery of the SLS over the 3 years. Members are therefore requested to earmark this underspend in order to continue with this scheme in 2022/23 (refer to Table 5 below).</p> <p>Rapid Rehousing Transition Programme - is £0.275m underspent, due to delays in implementation of the programme. The annual funding received by the SG is making it increasingly difficult to recruit and retain staff, particularly in key Housing First posts where continuity of support is vital to tenancy sustainment. Subject to ELT approval, the current underspend and a portion of the 22/23 RRTP allocation will be used to offer existing staff 23 month contract extensions. The posts identified are: RRTP Officer (L9), Housing First Officer (L8 split 50/50 with the HRA) and 4 Housing First Support Workers (L5). Therefore, Members are requested to earmark this underspend to be utilised for these purposes in 2022-24 (refer to Table 5 below).</p> <p>Bad debt provision - projected underspend of £0.030m within bad debts provision.</p>

	Members approved £0.393m in relation to COVID recovery projects within policy, performance and community planning. However, primarily due to recruitment issues and additional Scottish Government funding, these funds are projected to be £0.361m underspent. Members are requested to earmark these funds to be utilised for these projects during 2022/23 (refer to Table 5 below).
841	Total projected variance

Projected Variance favourable /(adverse) £'000	Education - Early Years
19	<p>Projected underspend of £0.400m within employee costs, which relates to specific Scottish Government funding for Early Years Expansion and is primarily due to posts not being filled as planned, as a result of delays within capital works. This is offset by a projected overspend in Early Years Expansion capital related expenditure. Members are therefore requested to approve a temporary budget transfer from the projected underspend within employee costs to fund the capital related expenditure (refer Table 4 below).</p> <p>Members approved £0.024m in relation to COVID recovery project to support parents of babies to reduce social isolation and improve outcomes particularly early language and communication skills in areas of deprivation. However, primarily due to the ongoing restrictions, these funds are projected to be £0.008m underspent. Members are requested to earmark these funds to be utilised for these project during 2022/23 (refer to Table 5 below).</p> <p>Members approved a £0.056m reduction in early years income target relating to selling additional places, as part of the COVID-19 Programme of Recovery (LP 15th June 2021). However, £0.011m is not required and Members are requested to return these to COVID reserves (refer to Table 4 below).</p>
19	Total projected variance

Projected Variance favourable /(adverse) £'000	Education - Learning and Teaching - Primary, Secondary and Additional Support
2,447	<p>Projected net underspend of £2.447m, as a result of:</p> <p>Devolved School Management carry forward - projected underspend on school carry forward budgets of £0.300m, primarily relating to primarily employee costs across academic years. This underspend is subject to schools Devolved School Management Scheme and Members are requested to earmark this underspend to be utilised 2022/23 (refer to Table 5 below). Please note that this underspend will potentially increase depending on the number of ICT orders (HP/XMA) which have been raised, but not fulfilled prior to the year end, due to the unprecedented demand and lack of semi-conductors etc.</p> <p>Pupil Equity Funding - projected underspend of £1.079m. This Scottish Government funding relates to the academic year (August 2021 - August 2022) and has permissible carry forward. Members are requested to earmark this underspend to be utilised in 2022/23 (refer to Table 5 below).</p> <p>Pupil Transport - projected overspend of £0.212m, primarily within ASN which is demand led based on referrals from the Inclusion Group, which are currently under review.</p> <p>Access to Sanitary Products (Schools) - projected underspend of £0.020m in relation to the funding allocation of £0.045m from Scottish Government, to continue the implementation of access to free sanitary products to students in schools, colleges and universities. Members are requested to approve the earmarking of this £0.020m, to fund the recruitment of a Development Worker (refer to Directorate above) during 2022-24 (refer to Table 5 below).</p> <p>Access to Counselling - projected underspend of £0.150m in relation to Scottish Government funding to support the introduction of access to counsellors through schools. The commitment to counselling through schools was to be delivered in 2 phases, with full delivery expected by September 2020, however this has been continuously delayed due to COVID-19 pandemic and the availability of qualified counsellors, resulting in increased waiting lists. Members are requested to approve earmarking from £0.150m to enhance the services to reduce current waiting lists in 2022/23 (refer to Table 5 below).</p> <p>100 day commitment - Scottish Government has a first 100 days commitment to "Fund councils to increase teacher numbers by 1,000 and classroom assistants [pupil support assistants] by 500 derspend of £0.570m. Our share of this funding was £1.025m (21fte teachers and 10 PSA's) and is projected to be £0.570m underspent, due to recruitment delays. SG have confirmed that any underspend can be utilised, to employ further temporary teachers and support staff, in order to support additional capacity and resilience in schools between Christmas and the summer. This would further support the issues experienced by schools due to COVID related absence. Members are requested to approve the earmarking of these funds to be utilised during 2022/23 (refer to Table 5 below).</p> <p>Community Mental Health and Wellbeing Funding - Scottish Government funding projected to be underspent by £0.140m, primarily due to recruitment/contract delays as a result of pandemic. Members are requested to approve the earmarking of these funds to be utilised during 2022/23 (refer to Table 5 below).</p> <p>Support for Additional Support for Learning Implementation - projected underspent by £0.400m, primarily due to recruitment delays as a result of COVID. Members are requested to earmark £0.305m of this underspend, which relates to Scottish Government funding, to support the provision of support staff in schools in this academic year (refer to Table 5 below).</p>

2,447	Total projected variance
Projected Variance favourable / (adverse) £'000	Education - Support Services
455	<p>PPP unitary charge payments projected to be underspent by £0.080m, primarily due to utility reconciliation credits being received.</p> <p>Music Instruction Income - projected to be £0.060m over recovered at the year end. Members approved a temporary reduction of £0.070m in income target to reflect no charging for instrumental music instruction, as part of the COVID-19 Programme of Recovery (LP 15th June 2021). However, Scottish Government also allocated 100 day commitment funding to end charges for instrumental music tuition in schools, therefore only £0.010m of these funds are required. Members are requested to approve the return of £0.060m to COVID reserves (refer to Table 4 below).</p> <p>COVID Recovery Projects - Members approved £0.398m in relation to secondary schools family first project (£0.332m) and school based nature groups (£0.066m). However, due to significant delays in recruitment, these projects are projected to be underspent by £0.315m. Members are requested to earmark these funds to be utilised for these projects during 2022/23 (refer to Table 5 below).</p>
455	Total projected variance
Projected Variance favourable / (adverse) £'000	Performance Appraisal & Audit
4	There are number of small variances across the service.
4	Total projected variance
Projected Variance favourable / (adverse) £'000	Organisational Development & Public Affairs
234	<p>Projected underspend of £0.234m, due to the following:-</p> <ul style="list-style-type: none"> - Graduate Interns £0.047m, which has been delayed due to COVID response. - South Ayrshire Way £0.010m, not utilised due to pandemic. - Employee Engagement £0.120m to be earmarked for Leadership & management development/employee development linked to workforce and succession planning. - Supplies, services and administration costs £0.014m. <p>Members approved the earmarking £0.145m in relation to graduate interns and Employee Engagement to be utilised 2022/23 (refer to Table 5 below) and are now requested to increase earmarking by £0.002m in relation to Graduate Interns and £0.020m in relation to Employee Engagement.</p> <ul style="list-style-type: none"> - Communications funding is projected to underspend by £0.043m. Members are requested to earmark these funds for branding in line with updated council plan 2022-2027 (refer to Table 5 below).
234	Total projected variance
Projected Variance favourable / (adverse) £'000	Youth Skills and Employability
781	<p>Projected underspend of £0.442m, due to:-</p> <ul style="list-style-type: none"> - Employability team is underspent by £0.283m and would request that £0.278m of these funds be utilised for Modern Apprenticeship Programme in 2022/23, in order to recruit more than usual modern apprentices. - Modern Apprenticeship Programme 2021/22 £0.100m, due to delays in starting. - Work Out Experience Programme £0.006m - Parental Employability Programme £0.053m <p>Members have already approved the earmarking of £0.437m in relation to Modern Apprenticeship, Work Out and Parental Employability programmes to allow these programmes to continue in 2022/23 (refer to Table 5 below).</p> <p>Members approved £0.393m in relation to COVID recovery projects within employability and skills. However, primarily due to recruitment issues these funds are projected to be £0.339m underspent. Members are requested to earmark these funds to be utilised for these projects during 2022/23 (refer to Table 5 below).</p>
781	Total projected variance

Projected Variance favourable / (adverse) £'000	Customer Services
103	<p>Information and advice hub were allocated £0.188m for the following COVID recovery projects :-</p> <ul style="list-style-type: none"> - Administrative support to meet increased enquiries (£0.059m) - Targeted Community Based Education and Outreach Service (£0.129m) <p>However, due to recruitment delays these projects are currently projected to be £0.091m underspent. Members approved the earmarking of £0.091m, to allow these projects to continue in 2022/23 (refer to Table 5 below). The remaining £0.012m relates to small underspends across property and transport costs.</p>
103	Total projected variance

Projected Variance favourable / (adverse) £'000	Covid-19
977	<p>Education Recovery funding comprises:-</p> <ul style="list-style-type: none"> - Scottish Government grants earmarked from 2021/22 £2.236m, of which £0.620m devolved to schools. - Additional 2021/22 earmarking of £0.164m in relation to energy costs - School COVID resources funding of £0.150m, approved as part of COVID-19 Programme of Recovery (LP 15th June 2021). - EYC practitioners earmarked 2021/22 £0.392m - £1.204m Education Recovery SG funding 2021/22 <p>These funds include the recruitment of additional teachers and support staff (April 21 - June 22) & safe re-opening of schools. Members have already approved to earmark £0.429m of these funds to be utilised for additional costs during the remainder of the 2021/22 academic year (refer Table 5 below). Members are requested to earmark a further £0.521m, in relation to academic year staffing, delays in receiving ICT equipment and to assist in funding maternity leave cover where original guidance received indicated all staff over 28 weeks should work from home. From January 2022 the guidance was updated and all pregnant staff are referred for an Occupational Health Assessment. The assessment is used in conjunction with a personalised risk assessment to determine if the employee can continue to attend work (refer to Table 5 below).</p> <p>COVID additional expenditure - Members approved £0.150m funding in relation to school COVID resources, however these funds are anticipated to underspend by £0.027m and Members are requested to return these unused funds COVID reserves (refer to Table 4 below).</p>
681	<p>The following Scottish Government COVID grants were treated as one and the £1.022m underspend in 2020/21 was earmarked to be utilised during 2021/22 to fund the COVID Response team, self-isolating FSM, hardship payments (based on clothing grant criteria) and fuel poverty payments etc:-</p> <ul style="list-style-type: none"> - Addressing Future Need to Support Individuals at Financial Risk - Flexible Funding for Level 4 - Financial Insecurity - Local Self Isolation Assistance Service
0	<p>Free School Meals - holidays (Easter, Summer, October, Christmas and February) - this includes the following Scottish Government funding:-</p> <ul style="list-style-type: none"> - £0.081m Easter 2021 (earmarked from 2020/21) - £0.406m Expansion of Free School Meals (Summer, October, Christmas, February and Easter). <p>Additional resources of £0.209m have also been approved as part of the COVID-19 Programme of Recovery (LP 15th June 2021), to meet the £0.50 shortfall in Free School Meals holiday payments, between SG contribution of £2.50 compared to the SAC £3.00 agreed amount in 2021/22.</p>
0	<p>Family Pandemic Payments :-</p> <p>Four payments are to be made in 2021 in total. To date the first two payments will already have been made; the last two payments are either new or have been increased in value in order to meet the commitment to provide eligible families with £520 in 2021:</p> <ul style="list-style-type: none"> • The COVID Spring Hardship payment (£100) paid at Easter • The Family Pandemic Payment (£100) paid at Summer • A new Autumn Payment (£160) to be paid in October • And an increased Winter Payment (increased by £60 to £160). <p>Funding allocations of £1.197m based on notional allocations from SG are included, alongside earmarked funds of £0.015m from 2020/21.</p>
1,658	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
1	Early Years - employee costs		
	Early Years - third party payments	400	
	Underspend in employee costs utilised to fund capital related expenditure.		400
2	Return of unused loss of income / additional expenditure COVID		
	Early years - unused loss of income		11
	Community Services and Facilities - loss of income		505
	Music instruction		60
	School COVID resources		27
	COVID - reserves	603	
Total		1,003	1,003

Table 5 - Earmarking Requests

Earmarking requests:	Objective/ Subjective	Amount £'000
Previously approved (Period 3):		
School Pupil Equity Fund	Education - various	1,079
School Carry Forwards	Education - various	150
Scottish Government COVID Education Recovery	Education - additional teachers	429
Previously approved (Period 6):		
VACMA Project	Culture - payments to agencies	10
Unified Bowls Programme	Events - payments to agencies	10
Graduate Interns	Organisational Development - employee costs	45
Covid Recovery Projects	Organisational Development - employee costs	91
Employee Engagement	Organisational Development - employee costs	100
Modern Apprenticeship Programme 22/23	Employability & Skills - employee costs	278
Modern Apprenticeship Programme 21/22	Employability & Skills - employee costs	100
Work Out Work Experience Programme	Employability & Skills - employee costs	6
Parental Employability Support Fund	Employability & Skills - employee costs	53
TOTAL previously approved		2,351
New requests:		
Corporate and Housing Policy	Social Letting Service (SLS)	175
Corporate and Housing Policy	Rapid Rehousing Transition Programme	275
Policy, Performance and Community Planning	COVID recovery projects	361
Community Services and Facilities	Prestwick Pool gym equipment	74
Community Services and Facilities	COVID recovery additional expenditure	126
Community Services and Facilities	COVID recovery projects - health and wellbeing	648
Education - Early Years	COVID recovery projects	8
School Carry Forwards	Education - various	150
Access to Counselling - SG funding	Education - Secondary Schools	150
Additional Support for Learning Implementation - PSA's	Education - Learning and Teaching Additional	305
Period Poverty - non-schools	Directorate - supplies and services	40
Period Poverty - schools	Schools - supplies and services	20
Scottish Government 100 day commitment	Education - additional teachers & PSA's	570
Education - Learning and Teaching Additional Support	Community Health and Wellbeing Funding	140
Education Support Services	COVID recovery projects	315
Graduate Interns	Organisational Development - employee costs	2
Organisational Development	Branding - supplies and services	43
Employability and Skills	COVID recovery projects	339
Scottish Government COVID Education Recovery	Education - additional teachers	521
SG Financial insecurity Funding	Financial insecurity funding	681
		4,943
Total requests		7,294
Comments:		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Shortfall due to Covid-19 £'000
Reconfiguration of central Education Quality Improvement Team - 21/22 full year impact	21	21	21
2020/21 agreed staff changes - 2021/22 full year impact	189	0	0
Merge Corporate and Housing Policy team with Corporate Planning and Improvement team - 2021/22 full year impact	27	0	0
Review of the Libraries, Museums and Galleries service which will include a reduction or reconfiguration of staffing levels - 2021/22 full year impact	50	50	50
Thematic review of the Community Safety and Engagement, CLD, Health and Wellbeing and Employability and Skills - 2021/22 full year impact	100	100	100
Introduction of a new category of enhanced Membership which provides additional benefits to Members for an increase in their annual season ticket cost - 2021/22 full	30	30	30
Introduction of Sundries/Refreshment Cart at Troon Links and Belleisle Park - 2021/22 full year impact	35	35	35
Reduction in Central School Support Budgets	10	0	0
Reduction in Career Long Professional Learning budgets	10	0	0
Reduction in the devolved budgets to schools in relation to non-employee costs	82	0	0
Reduce contribution to annual cost of modern apprentices	20	0	0
Corporate Planning Improvement & Housing Policy restructure/review	41	10	10
Cancel LAGAN contract from April 2021 as no longer required	24	0	0
Total	639	246	246
Comments: These shortfalls have all been included within the above projections			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 9 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	2,813	1,719	1,094
Total	2,813	1,719	1,094
Comments: The Directorate payroll management target is projected to be achieved. However, please note that the teachers pay award for 2021/22 has not yet been set, which could potentially reduce the amount available for payroll turnover.			

Table 8 - Grant Income

New Grants Received:		
Amount		
36	Dumfries & Galloway Council	SWEIC
3	Edina Trust	Science Resources
5	Creative Scotland	Arts & Culture VACAP
1	Museums & Galleries Scotland	COP26 Rising Waters
6	Scottish Library Information Service	Jock Tamson's Bairns
21	Scottish Library Information Service	Climate for Change
31	Scottish Library Information Service	SLIC Read Woke Primaries
2	NHS Ayrshire & Arran	Weight Management Programme
183	Sports Scotland	Active Schools / Comm Sports Hubs
125	Scottish Government	Attainment Challenge
2,877	Scottish Government	Pupil Equity Fund
7	Scottish Education	Creative Learning Network Fund
2,052	Scottish Government	Unitary Charge
264	Scottish Government	LEADER
1,266	Scottish Government	HEEPS
25	Education Scotland	STEM
25	Scottish Government	Education Maintenance Allowance
48	Scottish Government	Social Care Thanks You
93	European Social Fund	ESF Management
464	European Social Fund	ESF Pipeline
14	Scottish Government	Opportunities for all - no-one left behind
25	Scottish Enterprise	Modern Apprentice Grant
7,573		
Comments: Additional amounts notified during the financial year, not included in original budget.		

Place Directorate

Table 1 - Objective Analysis

Actual Expenditure to 30 December £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
11,220	Directorate	2,965	2,965	0	0
4,389	Asset Management and Community Asset Transfer	5,975	5,780	195	(104)
7,140	Ayrshire Roads Alliance/SPT	8,858	8,858	0	409
633	Economy & Regeneration	2,244	1,782	462	0
6,906	Facilities Management	9,992	9,561	431	98
2,509	Housing Services	1,584	1,149	435	197
10,730	Neighbourhood Services	14,945	14,659	286	491
1,892	Planning and Building Standards	1,186	901	285	0
410	Procurement	622	624	(2)	0
(53)	Professional Design Services	(558)	(628)	70	0
1,177	Property Maintenance	(303)	(287)	(16)	0
3	Special Property Projects	0	0	0	0
46,956	Total Place Directorate	47,510	45,364	2,146	1,091

Table 2 - Subjective Analysis

Actual Expenditure to 30 December £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
23,749	Employee costs	32,836	31,682	1,154	366
6,243	Property costs	6,879	7,216	(337)	(104)
9,626	Supplies and services costs	12,407	12,859	(452)	420
4,498	Transport costs	5,111	5,776	(665)	0
896	Administrative costs	942	913	29	0
21,864	Third party payments	18,849	18,431	418	409
87	Financing costs	90	87	3	0
66,963	Gross expenditure	77,114	76,964	150	1,091
(20,007)	Gross income	(29,604)	(31,601)	1,997	0
46,956	Net expenditure	47,510	45,364	2,146	1,091

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Directorate
0	No material variances to report The Directorate is currently working with partner Agencies to determine the financial impact of the incident at Gorse Park, Kincaidston and will report to Members in due course of the total cost to the Council. The current spend for the Directorate is £0.168m and it is anticipated that when the Health & Safety Executive conclude the investigation and determine liability the Council will be in a position to fully recover these costs.
0	Total variance

Projected Variance favourable /(adverse) £'000	Asset Management & Community Asset Transfer
195	Asset Management - projected underspend of £0.195m as a result of ; Employee Costs - projected underspend of £0.095m due to current vacancies. Property Costs - projected underspend of £0.067m due to; projected underspends of £0.037m in property repair costs and £0.085m in utility costs across Council properties offset by a projected overspend of £0.055m in Central Repairs Account based on the current level of work being carried out. Third Party Payments - projected underspend of £0.050m in energy survey costs related to employee vacancies as staff not in post to arrange surveys. Income - projected under-recovery of £0.017m in rental income and fees.
195	Total variance

Projected Variance favourable /(adverse) £'000	Ayrshire Roads Alliance/SPT
0	<p>Ayrshire Roads Alliance/SPT - projected online.</p> <p>Supplies and services costs - projected overspend of £0.409m. Management are currently reviewing issues at the Roads depots that require essential spend, the increased costs of materials and the potential impact of increased cost of disposal of bitumen due to legislative changes. At period 9 the projected overspend is £0.409m</p> <p>Income - projected over-recovery of £0.409m. The anticipated shortfall in car parking income and fees being funded by the Covid-19 Programme of Recovery funding is £0.409m less than expected and this amount will be returned to the Covid-19 reserve.</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to transfer the unused covid funding of £0.409m to Council Reserves</p>
0	Total variance

Projected Variance favourable /(adverse) £'000	Economy & Regeneration
462	<p>Economy and Regeneration - projected underspend of £0.462m as a result of;</p> <p>Employee costs - projected underspend of £0.062m due to current vacancies</p> <p>Third party payments - projected underspend of £0.400m as a result of the delay in progress and start-up of Scottish space and telecomms project (£0.300m), Grow Ayrshire food and drinks programme (£0.050m) and Pan-Ayrshire Ayrshire Engineering Alliance project (£0.050m). Members are requested to approve this underspend to be earmarked for carry forward to 2022/23 to deliver the approved projects (Table 5 below)</p>
462	Total variance

Projected Variance favourable /(adverse) £'000	Facilities Management
431	<p>Facilities Management - projected underspend of £0.431m as a result of;</p> <p>Employee costs - projected underspend of £0.104m due to current vacancies. Members are requested to approve a Budget Transfer Request (Table 4 below) to transfer the underspend in Covid-19 Programme of Recovery funding of £0.098m to Council Reserves</p> <p>Property costs - projected overspend of £0.069m mainly as a result of increased cost and level of spend in cleaning and domestic supplies across all Council properties</p> <p>Supplies & Services costs - projected underspend of £0.286m in food costs due to continued reduced school meals provision as a result of covid-19. It is expected that the service will return to normal levels during February as the impact of covid-19 eases</p> <p>Administrative costs - projected underspend of £0.043m across various small budget lines</p> <p>Income - projected over-recovery of £0.067m due to the positive impact of the Government funding for the Primary Universal Free School Meals expansion programme for all P4 and P5 pupils.</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the over-recovery of income to fund the related increased property costs</p>
431	Total variance

Projected Variance favourable /(adverse) £'000	Housing Services
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435	<p>Housing Services - projected underspend of £0.435m as a result of;</p> <p>Employee Costs - projected underspend of £0.102m due to current vacancies. Due to delays recruiting for the posts funded by the Covid-19 Programme of Recovery funding, Members are requested to approve earmarking of £0.072m of this underspend for carry forward to 2022/23 to carry out this work (Table 5 below)</p> <p>Property Costs - projected overspend of £0.065m. This relates to unlets (£0.040m) and increased cleaning supplies (£0.025m), all as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below</p> <p>Supplies & Services - projected overspend of £0.045m. This relates to increased furniture costs (£0.030m) and increased removal & storage costs (£0.015m) as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below.</p> <p>Third Party Payments - projected underspend of £0.113m. An underspend of £0.125m relates to the Covid-19 Programme of Recovery funding for mixed tenure properties which has been delayed and Members are requested to approve earmarking of this underspend for carry forward to 2022/23 to carry out this work (Table 5 below). This is partly offset by a projected overspend due to the increased use of bed & breakfast (£0.012m) properties as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below.</p> <p>Income - projected over recovery of £0.330m. This relates to an increased number of temporary accommodation units being utilised from the HRA stock which has been necessary to meet increased demand for homeless accommodation.</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the over-recovery of income to fund the related increased property costs, supplies and services and third party payments noted above due to the increased demand for temporary homeless accommodation.</p>
435	Total variance

Projected Variance favourable /(adverse) £'000	Neighbourhood Services
286	<p>Neighbourhood Services - projected underspend of £0.286m as a result of;</p> <p>Employee costs - projected underspend of £0.457m due to current vacancies. Members approved £0.100m of this underspend be earmarked for carry forward to fund the 2 year Waste Strategy Implementation post. The appointment has been made and the increased cost of £0.036m is requested to be added to the previously approved amount (Table 5 below). Due to delays in recruitment the Covid-19 Programme of Recovery funding for Place based teams is projected to underspend by £0.256m and Members are requested to approve this to be earmarked for carry forward to be used in 2022/23 (Table 5 below). Members are also requested to approve the Budget Transfer Request of £0.026m (Table 4 below) to transfer Covid-19 Programme of Recovery funding from Council Reserves to meet the increased cost of seasonal workers due to the impact of covid-19</p> <p>Property costs - projected underspend of £0.047m as a result of reduced repair and maintenance costs</p> <p>Supplies & Services costs - projected overspend of £0.019m. Projected overspends due to restocking of bins and PPE (£0.090m), the purchase and maintenance of skips and equipment (£0.055m) and the increased cost of subcontractors for street cleaning and weedspraying (£0.125m) and various small overspends (£0.044m). This is offset by a projected underspend of £0.295m due to delays in the Covid-19 Programme of Recovery project for promenade and shorefront improvements. Members are requested to approve this underspend to be earmarked for carry forward to be used in 2022/23 to complete this project (Table 5 below)</p> <p>Transport costs - projected overspend of £0.665m mainly due to increased sweeper hire (£0.370m), repair costs (£0.115m) and increased fuel costs (£0.180m). Members are requested to approve a Budget Transfer Request of £0.034m (Table 4 below) to transfer Covid-19 Programme of Recovery funding from Council Reserves to meet the increased cost of sweeper hire due to covid-19</p> <p>Administrative costs - projected underspend of £0.024m across various small budget lines</p> <p>Third Party Payments - projected underspend of £0.315m within waste recycling costs (£0.123m) and grounds maintenance private contract charges (£0.192m)</p> <p>Income - projected over-recovery of £0.127m in relation to current levels of bereavement income (£0.063m) and commercial waste income (£0.064m)</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the underspend in third party payments to fund the overspend in supplies & services costs.</p> <p>In addition members are requested to approve earmarking of £0.250m to be carried forward to undertake initial survey work and resultant urgent works relating to Ash Tree dieback pending further discussions that need to take place at a national level (Table 5 below).</p>
286	Total variance

Projected Variance favourable /(adverse) £'000	Planning & Building Standards
285	<p>Planning & Building Standards - projected underspend of £0.285m as a result of ;</p> <p>Employee costs - projected underspend of £0.293m due to current vacancies</p> <p>Third Party Payments - projected overspend of £0.057m due to the continued use of temporary agency workers to deal with workload capacity gaps caused by vacancies</p> <p>Income - projected over-recovery of £0.049m due to the increased volume of applications and fees</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the employee costs underspends of £0.057m noted above to fund temporary agency workers required to deal with the increased level of BW applications</p>
285	Total variance

Projected Variance favourable /(adverse) £'000	Procurement
(2)	<p>Procurement - projected overspend of £0.002m as a result of;</p> <p>Employee costs - projected underspend of £0.070m as a result of part year vacancies now filled following the recent service structure review</p> <p>Administrative costs - projected underspend of £0.006m within various small budget lines across the service</p> <p>Income - projected under-recovery of contract rebate income of £0.078m</p>
(2)	Total variance

Projected Variance favourable /(adverse) £'000	Professional Design Services
70	<p>Professional Design Services - projected underspend of £0.070m as a result of ;</p> <p>Employee costs - projected underspend of £0.070m due to current vacancies</p>
70	Total variance

Projected Variance favourable /(adverse) £'000	Property Maintenance
(16)	<p>Property Maintenance Service - projected overspend of £0.016m as a result of ;</p> <p>Employee Costs - projected overspend of £0.088m. This is due to the unbudgeted pay award backdated to January 2021 and previous approved Budget Transfer Request</p> <p>Supplies & Services - projected overspend of £0.743m. This is due to an increased use of sub contractors on capital jobs.</p> <p>Administrative Costs - projected overspend of £0.014m, which is mainly due to the cost of new mobile phones.</p> <p>Third Party Payments - projected overspend of £0.068m due to increased spend on Agency payments, and Covid related PPE.</p> <p>Income - projected over recovery of £0.897m due to the current level of jobs being carried out.</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the over-recovery of income to fund the related increased employee costs, supplies and services, administrative costs and third party payments noted above.</p>
(16)	Total variance

Projected Variance favourable /(adverse) £'000	Special Property Projects
0	No material variance to report.
0	Total variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
1	<i>Housing/Property Costs</i>	65	
	<i>Housing/Supplies & Services</i>	45	
	<i>Housing/Third Party Payments</i>	12	
	<i>Housing/Income</i>		122
	Use over recovery of income to fund related increased costs as a result of increased demand for temporary accommodation		
2	<i>Property Maintenance/Employee Costs</i>	88	
	<i>Property Maintenance/Supplies & Services</i>	743	
	<i>Property Maintenance/Administrative Costs</i>	14	
	<i>Property Maintenance/Third Party Payments</i>	68	
	<i>Property Maintenance/Income</i>		913
	Use over recovery of income to fund costs related to the increased number of jobs being carried out		
3	<i>Building Standards/Agency Payments</i>	57	
	<i>Building Standards/Employee costs</i>		57
	Use underspend due to vacancies to fund agency workers to meet ongoing workload demands		

4	Facilities Management/ Supplies & Services	67	
	Facilities Management/Income		67
	Use over-recovery of income to fund increased cost of cleaning supplies		
5	Neighbourhood Services/ Supplies & Services	315	
	Neighbourhood Services/Third Party Payments		315
	Use third party payments underspend to fund increased cost of bins, PPE, street cleaning and skips		
6	Covid-19 reserve	447	
	Neighbourhood Services/Transport costs	34	
	Neighbourhood Services/Employee costs	26	
	Facilities Management/Employee costs		98
	ARA/Third party payments		409
	Return of unused loss of income / additional expenditure COVID		
Total		1,981	1,981

Table 5 - Earmarking Requests

	Objective/ Subjective	Amount £'000
Previously approved:		
Fund 4 FTE temporary posts for Homeless Temporary Accommodation to support and process the increased level of those presenting as homeless	Housing/Income	134
Waste Strategy implementation 2 year post approved 2020/21	Neighbourhood Services/Employee costs	100
Total		234
New requests:		
Waste Strategy implementation 2 year post approved 2020/21 - appointment now made at Level 13 requiring increased funding	Neighbourhood Services/Employee costs	36
Ash tree dieback - initial survey and emergency works	Neighbourhood Services/Supplies & services costs	250
Covid-19 Programme of Recovery - Neighbourhood Services - Promenade and Shorefront Improvement	Neighbourhood Services/Supplies & services costs	295
Covid-19 Programme of Recovery - Neighbourhood Services - Place based teams	Neighbourhood Services/Employee costs	256
Covid-19 Programme of Recovery - Housing Services - Homeless prevention	Housing Services/Employee costs	39
Covid-19 Programme of Recovery - Housing Services - Anti-Social Behaviour	Housing Services/Employee costs	33
Covid-19 Programme of Recovery - Housing Services - Mixed Tenure Capital improvements	Housing Services/Third party payments	125
Economy & Regeneration - Scottish Space and telecomms sector development costs	Economy & Regeneration/Third party payments	300
Economy & Regeneration - Grow Ayrshire - Pan-Ayrshire food and drinks programme	Economy & Regeneration/Third party payments	50
Economy & Regeneration - Ayrshire Engineering Alliance - delays in programme delivery	Economy & Regeneration/Third party payments	50
Total		1,434
Overall Earmarking		1,668

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Shortfall due to Covid-19 £'000
AM & CAT - Reduction in property management costs with the demolition of Burns House in 2020 – 2021/22 full year impact	48	0	0
AM & CAT - Reduction in property management costs with the demolition of the John Pollock Centre – 2021/22 full year impact	106	106	0
FM - Reduced budgets following closure of the John Pollock Centre – 2021/22 full year impact	40	30	30
FM - Standardise cleaning productivity rates across all Primary and Secondary	65	65	65
NS - Reduction in transport costs across Council depts following a review by fleet management of use of hired vehicles – 2021/22 full year impact	65	65	0
Planning and Building Services service review	44	0	0
Housing - Contribution from over recovery of rental income from Homeless Temporary Accommodation (Temporary for 2021/22 only).	550	0	0
NS - Remove organist fees at crematorium following installation of media platform.	19	9	0

NS - Increase Bereavement charges	40	0	0
NS - Introduce Return to Service charge for bins that have not been presented or contaminated - £25 for first item	30	0	0
NS - Commercial Waste Service price increase	45	45	45
NS - Reduction in residual waste tonnage.	50	0	0
Procurement - Reduction in the number of remittance slips that are printed and posted from our mailing supplier.	3	0	0
AM & CAT - Rationalisation of Office Accommodation in Ayr (Newton House).	55	0	0
AM & CAT - Lease of small office space to public sector partner organisation within County Buildings.	12	0	0
AM & CAT - Reduce admin costs and supplies & services.	6	0	0
NS - Increase use of electric vehicles (3 year saving based on funding allocation).	65	0	0
FM - Conclusion of Police Scotland cleaning contract and redeployment of staff.	95	0	0
FM - General budget reductions based on current underspends.	18	0	0
FM - Close County Buildings Canteen and introduce a cost neutral service such as hot/cold vending (Temporary for 2021/22).	16	16	16
FM - Remove remaining Burns House budgets following closure and redeploy staff.	36	0	0
FM - Reduce budgets following Office Rationalisation in Ayr (Newton House) and redeploy staff.	27	0	0
FM - Remove budgets following closure of John Pollock Centre and redeploy staff.	40	30	30
ARA - General Service redesign across a number of areas of spend.	293	0	0
Total	1,768	366	186
Comments:			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 9 £'000	Over/(Under) achieved £'000
Payroll Management - Corporate target	940	705	235
Payroll Management - Directorate target	0	0	0
Total	940	705	235

Miscellaneous Services

Table 1 - Objective Analysis

Actual Expenditure to 30 December £'000	Service	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
3,073	Miscellaneous Services	16,504	13,654	2,850	581
3,073	Total Miscellaneous Services	16,504	13,654	2,850	581

Table 2 - Subjective Analysis

Actual Expenditure to 30 December £'000	Account	Full Year Budget 2021/22 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
0	Debt management charges	12,266	11,281	985	0
0	Investment income	(114)	(194)	80	0
0	Recharges to other services	(1,667)	(1,667)	(0)	0
645	Requisitions and other initiatives	859	859	0	0
500	Contributions to/ from Funds	0	0	0	0
446	Employee provision	2,068	1,114	954	0
162	Fees and subscriptions	416	417	(1)	0
1,444	Other payments	2,637	1,833	805	578
22	Covid-19 Mobilisation Costs	58	47	11	3
3,218	Gross expenditure	16,525	13,690	2,835	581
(145)	Gross income	(21)	(36)	15	0
3,073	Net expenditure	16,504	13,654	2,850	581

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Miscellaneous Services
985	Debt Management Charges/Interest - the full year budget of £12.266m comprises £5.249m for loan principal repayments, £6.837m for interest costs and £0.180m for loans fund expenses based on significant capital spend and borrowing during the financial year. The projected underspend of £0.985m relates to delaying long term borrowing and instead taking advantage of lower short term borrowing rates.
80	Investment income - full year budget of £0.114m is projected to over recover by £0.080m due to higher value than projected investments and interest rates remaining stable.
0	Requisitions and other initiatives - no material projected variances reported
954	Employee provision - CoSLA recently made a revised 2021/22 national pay offer to Union representatives which included the backdating of the offer to 31 January 2021. The offer made by CoSLA was in excess of the budgeted inflationary increase held in directorates, however £1.487m of resources are currently held in Miscellaneous Services to assist in meeting the cost of the enhanced 2021/22 pay offer. Early calculations of the impact of the latest offer indicate that the likely cost, inclusive of the backdating element, will be circa £2.3m and will therefore exceed the combined funding available. The pay uplift for non teaching staff has been actioned in January 2022 and is included with each directorates projections for the year. Teachers payuplifts has yet to be agreed. Any shortfall will require to be met from anticipated in year underspends across the Council. Also held is a budget held for employee costs issues arising during the financial year of £0.056m which will not be utilised this financial year, offset by an anticipated overspend relating to apprenticeship levy costs for general services of (£0.069m).
(1)	Fees and subscriptions - no material projected variances reported
805	Other payments - a projected underspend of £0.805m is anticipated for all other payments. Budgets are held within other payments for Non Domestic Rates (NDR) increases during the financial year. The Scottish Government have continued relief measures due to the Covid pandemic in relation to NDR charges and as a result there is a projected underspend of £0.513m for Council held properties. A further general underspend of £0.036m has also arisen in relation to NDR this financial year. An underspend of £0.364m is projected for utility costs this financial year. Budgets were calculated based on anticipated increases for the year, but contractual arrangements have been put in place until March 2023 which mitigate these increased costs, resulting in the underspend highlighted. The budget held for Pension Increase Act payments, relating to pre South Ayrshire Strathclyde Pension Fund (SPFO) recipients is anticipated to be underspent by £0.042m by the year end. This is recalculated each year by SPFO.

	Corporate efficiency budgets are held within other payments totalling £0.425m, details for which are held at Table 6 below. A shortfall of £0.100m is expected against the ongoing £0.177m corporate procurement target held. Due to homeworking arrangements less employees are now taking enhanced annual leave. This has resulted in an anticipated shortfall of £0.065m this year against the target of £0.2m.
15	Other income - income of £0.083m has been received in relation to the Council's holdings in Freeport Scotland. Similar to previous years, areas of potential spend/development are being sought within Place directorate for this funding and it will be allocated to them as required during the financial year. The projected over recovery relates to Council arranged insurance for leased buildings.
11	Covid 19 - the projected spend includes £0.017m of specific costs in relation to the ongoing rental of the temporary mortuary facility at Prestwick Airport, for which costs are shared with East and North Ayrshire Councils and NHS Ayrshire and Arran. This is offset by an underspend of £0.020m relating to Covid 19 Business Admin grant administration funds not required as a portion of the additional work is being carried out within existing resources.
2,850	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
Total		0	0

Table 5 - Earmarking Requests

Description	Service/ Account	Amount
No earmarking requests in the current reporting period		
Total		0
Comments:		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Projected Shortfall due to Covid-19 £'000
Procurement (prior year saving) - work is ongoing to identify relevant contracts	(177)	(100)	0
Purchase of holidays - allocation to be carried out across services	(200)	(65)	(65)
Reduced on costs in relation to additional AVCs	(48)	(2)	0
Total	(425)	(167)	(65)
Comments:			
Work is ongoing to identify procurement efficiencies to be allocated against the target of £0.177m. It is anticipated that there will be a shortfall this financial year of approx £0.1m. Due to homeworking arrangements less employees are now taking enhanced annual leave. This has resulted in an anticipated shortfall of £0.065m this year against the target of £0.2m.			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 9 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	0	0	0
Payroll Management - Directorate target	0	0	0
Total	0	0	0
Comments:			
No payroll management target was allocated to Miscellaneous Services for 2020/21			

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
0		
Comments:		
Additional amounts notified during the financial year, not included in original budget.		

Housing Revenue Account

Table 1 - Objective Analysis

Actual Expenditure to 31 December 2021 £'000	Service	Full Year Budget 2021/22 £'000	Projected Expenditure to 31 March £'000	Projected Variance Fav/(Adv) £'000	Variance due to Covid-19 Fav/(Adv)
605	Housing Revenue Account	0	(2,201)	2,201	0
605		0	(2,201)	2,201	0

Table 2 - Subjective Analysis

Actual Expenditure to 31 December 2021 £'000	Service	Full Year Budget 2021/22 £'000	Projected Expenditure to 31 March £'000	Projected Variance Fav/(Adv) £'000	Variance due to Covid-19 Fav/(Adv) £'000
2,920	Employee costs	4,429	4,129	300	0
8,811	Property costs	12,838	12,233	605	0
174	Supplies and services costs	363	233	130	0
13	Transport costs	90	30	60	0
515	Administrative costs	1,315	760	555	0
133	Support services costs	1,698	1,578	120	0
119	Third party payments	36	24	12	0
62	Transfer payments	71	71	0	0
0	Financing costs	3,754	3,350	404	0
10,126	CFCR	8,479	8,464	15	0
22,873	Gross expenditure	33,073	30,872	2,201	0
(28,726)	Income	(33,073)	(33,073)	0	0
(5,853)	Net expenditure	0	(2,201)	2,201	0

Table 3 - Financial Variance Analysis

Projected Variance favourable / (adverse) £'000	Housing Revenue Account
300	Employee costs - projected underspend of £0.300m due to current vacancies
605	Property Costs - projected underspend of £0.605m. This is due on an underspend of £0.530m in repairs & maintenance of council houses based on the number of jobs being carried out, as well as an underspend of £0.075m in utility costs.
130	Supplies & Services - projected underspend of £0.130m. This is due to underspends in; ICT Hardware (£0.025m), Legal Fees (£0.040m), Removal/Storage Costs (£0.015m), and other various small underspends totalling £0.050m.
60	Transport Costs - projected underspend of £0.060m, due to less use of private contract hire, car mileage allowance, fuel and repairs & maintenance of vehicles.
555	Administrative costs - projected underspend of £0.555m. There are underspends on Photocopying (£0.015m), Stationery (£0.010m), Postage (£0.030m) and Training Courses (£0.025m) as well as less Feasibility & Design Costs for capital projects being charged to revenue (£0.080m). There is a projected underspend of £0.363m in bad debts based on the current level of arrears of council house rental income. There are also various other small underspends totalling £0.032m
120	Support service costs - projected underspend of £0.120m, due to less staff overheads being charged from other services.
12	Third Party Payments and Transfer Payments - projected underspend of £0.012m relating to reduced charges from other council services.
404	Financing costs - net underspend of £0.404 comprising: - Principal, Interest payments and expenses - projected underspend of £0.402m on principal, interest and expenses, which relates to the timing of loan payments and interest rates of temporary loan debt. - Interest income on revenue balances - £0.002m surplus as a result of the Loans Fund exceeding the originally estimated rate of interest on investments.
15	CFCR - projected underspend of £0.015m.
0	Income - projected online.
2,201	Total variance

Comments:

Table 4 - Accumulated Surplus

Accumulated Surplus	Amount £'000	Amount £'000
HRA accumulated surplus as at 1 April 2021	14,254	
Current year projected surplus	2,201	
Minimum working balance	(2,000)	
Projected surplus for the year ended 31 March 2021		14,455
Current commitments:		
Capital:		
Harmonisation of the internal modernisation programme 2020/21 to 2022/23. Approved by Council 28 February 2019 (£1.789m) and Leadership Panel 17 September 2019 (£2.280m). Spend in 2020/21 £0.349m	(3,720)	
Window replacement programme - approved by Council 5 March 2020	(500)	
Increased costs in relation to the approved HRA Capital modernisation programme as a result of COVID-19 approved by Leadership Panel 27 October 2020	(1,805)	
Funding towards the Window Replacement programme - in line with tenant priorities identified from the December 2020 rent consultation approved by Council January 2021	(1,500)	
Fund external wall insulation/external fabric upgrades - in line with tenant priorities identified from the December 2020 rent consultation approved by Council January 2021	(1,400)	
Fund the increased capital element in Void properties costs	(300)	
Current year projected surplus to be committed on Tenants Priorities approved as part of the "Setting of Council House Rent" Report approved by Council 20 January 2021	(2,201)	
<i>The above committed capital projects totalling £11.426m have been added to the HRA Capital Programme. Depending on the timing of capital spend, these projects may in fact be funded from either draw on surplus or borrowings. The current projected draw on HRA surplus for the 2021/22 capital programme commitments above is £6.025m.</i>		
Revenue:		
Welfare reform - mitigating risks to HRA (per Council report of April 2013) - (spend in 2021/22: £0.016m).	(80)	
Transformation within Housing - support costs (spend in 2021/22: £0.000m). Council of 5 March 2020 approved a funding increase of £0.050m	(44)	
Womens Aid Refuge refurbishment (spend in 21/22 of £0.100m)	(100)	
Tenant Participation - support aims of TP Strategy	(30)	
Costs associated with Home Loss Payments at Riverside High Flats and provision for Disturbance Allowance approved by Leadership Panel 26 November 2019 (spend of £0.174m in 21/22)	(470)	
Extending the temporary contracts for the 2 FTE Housing Officers at Grade – Level 7 until 30 September 2022 approved by Leadership Panel 26 November 2019 (spend of £0.041m in 21/22)	(118)	
2020/21 CFCR underspend to be used for financing costs for capital projects in 21/22 approved by Leadership Panel 21 August 2020	(1,000)	
2020/21 Repairs underspend to be used for the backlog of repairs due to COVID-19	(1,000)	
Total current commitments		(14,268)
Uncommitted surplus as at 31 March 2021		187
Comments:		
<p>Welfare Reform - £0.444m was originally set aside to mitigate the risks associated with the impact of welfare reform. Measures implemented thus far include additional contact and follow-up actions with affected tenants. Pro-active prevention work has also increased, including the provision of advice and information to affected tenants and identification of new or additional housing support needs.</p> <p>Since 2014/15 to date, £0.380m has been spent, including £0.016m in the current year. The remaining balance of £0.064m will be used to continue work in this area.</p>		

Table 5 - Rent Arrears

	As at 31 March 2021	As at 31 Dec 2021	Movement
Rent Arrears			
Current Tenants – Mainstream	745	1,110	49%
Current Tenants – Homeless	19	54	184%
Former Tenants – Mainstream	425	508	20%
Former Tenants – Homeless	215	247	15%
Total	1,404	1,919	37%
Comments:			
<p>Performance in this area was strong when benchmarked against other Scottish local authorities for 2020/21. Rent arrears is an area of focused activity with a dedicated team managing rent accounts and supporting tenants in arrears. Following Covid-19, the Council took the decision to suspend recovery action for the three-month period from 1 April – 30 June 2020. Officers are maintaining contact with tenants to provide ongoing advice and support to those who are experiencing hardship as a consequence of Covid-19. Every effort is being made to secure repayment arrangements as an alternative to formal recovery action, taking account of the temporary legislative changes introduced by the Scottish Government to provide additional protection to tenants. These place additional duties on the team and extend the recovery process. Consequently, the level of outstanding debt has increased while support and advice is being provided to help tenants reach a repayment plan, resulting in debts being higher and being on accounts for longer periods of time and reducing at a slower rate.</p> <p>Rent arrears typically follow an annual trend of increasing in the first six months of the financial year. For the equivalent period in 2020/21, total current tenants arrears were £1.066m in comparison to £1.164m this year (an increase of £0.098m) while former tenants arrears were £0.686m in comparison to £0.755m this year (an increase of £0.069m).</p>			

Table 6 - Budget Transfer Requests

	DR	CR
N/A		
Total	0	0

Common Good Funds

Table 1 - Objective Analysis

Actual Net Expenditure/ (Income) to 31 December £'000	Common Good Fund	Full Year Budget 2021/22 £'000	Projected Actual to 31 March 2022 £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
(69)	Ayr Common Good Fund	0	2	(2)	0
5	Prestwick Common Good Fund	5	(1)	6	0
0	Troon Common Good Fund	0	0	0	0
0	Maybole Common Good Fund	0	0	0	0
51	Girvan Common Good Fund	0	0	0	0
(13)		5	1	4	0

Table 3 - Financial Variance Analysis

Projected Variance favourable /(adverse) £'000	Common Good Fund
(93)	<u>Ayr Common Good Fund:</u> Property Costs: Significant unbudgeted expenditure (approximately £0.080m in 2020/21 and a further £0.071m 2021/22 year-to-date) continues to be incurred in relation to the fire-damaged properties on Ayr High Street. A full-year overspend of £0.100m is currently projected; however this continues to be offset by insurance recovery income and accordingly no net impact on the overall projected outturn position is anticipated. That overspend is partly reduced by a projected full-year underspend of £0.007m in respect of grounds maintenance costs.
91	Income: A full year over-recovery of £0.100m is currently projected in relation to unbudgeted insurance recovery income referred to above (see property costs). A further over-recovery of £0.009m is projected in respect of rental income. These over-recoveries are partly offset by a projected under-recovery of £0.025m in respect of unpaid rental income invoices issued to non-current tenants which are at least over one year old. This under-recovery recognises the likelihood that these amounts will not be successfully recovered. Rental income invoices continue to be issued to tenants of occupied properties and although a number of these properties were previously closed due to Covid-19 restrictions, work is ongoing to follow up outstanding invoices with existing tenants.
6	<u>Prestwick Common Good Fund:</u> Property costs: A full-year underspend of approximately £0.001m. Income: A full-year over-recovery of approximately £0.005m is currently projected due to an improvement against the budgeted position, which had been adjusted to allow for the impact of Covid-19 restrictions on tenants.
4	Total projected variance

Table 4 - Accumulated Revenue Reserves

Common Good Fund	Reserves as at 31 March 2021 £'000	Reserves as at 31 December 2021 £'000	Projected Reserves as at 31 March 2022 £'000
Ayr Common Good Fund	96	164	93
Prestwick Common Good Fund	253	248	254
Troon Common Good Fund	35	35	35
Maybole Common Good Fund	2	2	2
Girvan Common Good Fund	9	(41)	9
Total	395	408	393
Comments:			

Table 5 - Accumulated Capital Reserves

Common Good Fund	Reserves as at 31 March 2021 £'000	Reserves as at 31 December 2021 £'000	Projected Reserves as at 31 March 2022 £'000
Ayr Common Good Fund	904	909	534
Prestwick Common Good Fund	35	35	35
Total	939	944	569
Comments:			

**Summary of Current General Services Financial Position
as at 31 December 2021**

	<i>£m</i>	<i>£m</i>
1) Accumulated surplus brought forward from 2020/21		37.373
Funds set aside for specific purposes		
2021/22 budget contribution	0.200	
Affordable homes	1.319	
Workforce change fund	0.998	
Efficiency and Improvement fund	1.794	
Local election fund	0.142	
Transform South Ayrshire	0.017	
Invest in South Ayrshire	0.500	
Community Halls Fund	0.745	
Ayrshire Growth Deal	0.347	
Prestwick Airport	0.060	
Supported Employment/ESF funding	0.966	
Christmas lights	0.012	
Ayr Renaissance	0.026	
Glenburn Temp accommodation	0.022	
Council Covid-19 earmarking	17.660	
General Service earmarking	3.468	28.423
Uncommitted Council surplus brought forward as at 31 March 2021		8.950

	<i>£m</i>	<i>£m</i>
2) Movement in 2021/22		
i) Directorate budget projections:		
Service projections (per Appendix 1)	7.562	
Period 3 and 6 approved earmarking requests	(2.065)	
Period 9 earmarking requests (subject to LP approval)	(2.828)	
Covid-19 specific projections (per Appendix 1)	6.112	
Period 3 and 6 Covid-19 approved earmarking requests	(0.919)	
Period 9 Covid-19 earmarking requests (subject to LP approval)	(3.708)	
ii) Income		
Council Tax (over recovery)	0.300	0.300
Total In year surplus/(deficit)		4.454
iii) Transfer previously allocated Covid-19 funds back to Covid-19 reserves (subject to LP) approval)		(1.050)
iv) Approved 2021/22 reserve commitments (per Leadership Panels of March and October 2021 and December 2021 Council)		(1.667)
v) HSCP repayment 2021/22 (being 3 of 4 profiled repayment)		1.092
Projected uncommitted reserves at 31 March 2022		11.779

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Budget Management – Revenue Budgetary Control 2021/22 – Position Statement at 31 December 2021
Lead Officer (Name/Position/Email)	Tim Baulk, Head of Finance and ICT – tim.baulk@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – gender identity (issues specific to women & men or girls & boys)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-
Thematic Groups: Health, Human Rights & Children's Rights	-	-

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision:	
<p>This report presents Members with a financial overview of the General Services revenue account, Housing Revenue Account and Common Good Accounts for 2021/22 as at 31 December 2021. Their decision on this has no specific equality implications</p>	
Signed : Tim Baulk	Head of Service
Date: 20 January 2022	

South Ayrshire Council

**Report by Assistant Director - Place
to Leadership Panel
of 15 February 2022**

**Subject: General Services Capital Programme 2021/22:
Monitoring Report as at 31 December 2021**

1. Purpose

- 1.1 The purpose of this report is to update the Leadership Panel on the actual capital expenditure and income, together with progress made on the General Services capital programme projects as at 31 December 2021 (Period 9), and to agree the changes to budgets in 2021/22 and future years.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the progress made on the delivery of the General Services Capital Programme to 31 December 2021, resulting in spend of £45,490,609 or 61.28%, as detailed in Appendix 1 attached;**
- 2.1.2 approves the adjustments contained in Appendix 2 attached, leading to a revised budget of £65,951,864 in 2021/22, £128,119,576 in 2022/23 and £78,070,030 in 2023/24;**
- 2.1.3 approves the reclassification of £2.768m of income currently shown as Government Grant in relation to the Ayrshire Growth Deal as borrowing; and**
- 2.1.4 notes the ongoing disruption to supply chains and labour due to Covid-19 and Brexit and the potential for further changes to forecasted expenditure.**

3. Background

- 3.1 The General Services Capital Programme for 2021/22 was approved by South Ayrshire Council on 4 March 2021.
- 3.2 A number of adjustments have been made to the programme, the most recent being through the 'General Services Capital Programme 2021/22: Monitoring Report as at 30 September 2021', as approved by Leadership Panel of 23 November 2021.
- 3.3 The current budget approved for 2021/22 is £74,229,736.

4. Proposals

4.1 *Works Completed*

4.1.1 A number of projects have completed since the last report, including the Demolition of Former Workshop, 8D Alderston Avenue, Ayr and Southcraig Campus - Rebound Room. In addition, a number of projects within programmes including Window and Roof Replacement Projects and Property Refurbishment – Various Properties, have now completed.

4.2 *Works Ongoing*

4.2.1 New contracts have started on site including Straiton Primary School – Conversion of School House to Staff Suite and the Riverside Project, Ayr / Public Realm Space, High Street, Ayr.

4.2.2 Contracts continue to progress on site at a number of locations, including Forehill PS - Reconfiguration of Nursery Area, Space Place – Extension, Refurbishment and Extension to King George V Changing Facilities and Rozelle House - Upgrade Works, Rozelle House – Upgrade Works.

4.2.3 Major projects previously highlighted continue to progress well and include projects at Carrick Academy (Maybole Campus), Sacred Heart Primary, the Shared Campus Project (Glenburn and St Ninian's Primary Schools) and Craigie Additional Sporting Facility.

4.2.4 A number of programmes of work are ongoing, including Cemetery Infrastructure Projects, Equalities Act Budget – Various Properties, Rewiring Programme (Including Residual Decoration Work) – Various Projects, Ayrshire Roads Alliance Managed projects and ICT Programmes.

4.2.5 Detailed design works continue to be progressed on a number of projects including Girvan Academy - Conversion of Library to ICT Suite 2022/23, Wallacetown Early Years Centre - Formation of New Entrance, and Prestwick Pool - Additional Gym Facilities.

4.3 The Capital Programme currently contains anticipated income from the UK and Scottish Governments in relation to the Ayrshire Growth Deal of £2.768 Million, covering spend in 2019/20 and 2020/21, along with the anticipated spend for 2021/22. Currently, the Full Business Cases (FBC's) for Growth Deal Projects have not been approved and until this is done, the Council are unable to draw down grant. As it is not anticipated that the FBC's will be approved prior to 31st March, 2022, it is therefore being requested through this report that this be recognised and that the grant income of £2.768m be replaced by borrowings in this year, with a corresponding increase in grant and reduction in borrowing for 2022/23.

4.4 The project information contained in Appendix 1 has been broken down over the Council wards and a document showing this has been made available to Members in the Members' area (Hub) on Re-Wired (see background papers).

4.5 Appendix 2 details budget adjustments being put forward for approval by Panel as part of the Period 9 report. These adjustments include (a) recognise additional income from the Community Asset and Repairs and Renewal Funds; (b) a number of internal re-allocations of budgets between projects; (c) a number of transfers of budgets from 2021/22 to 2022/23 to reflect current profiled spend for projects; (d) a

number of transfers of budgets from 2022/23 to 2021/22 to reflect current profiled spend for projects; and (e) a request to reclassify funding for Ayrshire Growth Deal Projects for 2021/22 and previous years.

- 4.6 As previously reported, disruption continues to supply chains and labour due to Covid-19 and the UK's exit from the EU.

5. Legal and Procurement Implications

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

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

6. Financial Implications

- 6.1 Per Table 1 of Appendix 1, at the end of P9, actual expenditure stood at £45,490,609. Income for this period stood at £45,490,609. Based on the budget of £74,229,736, actual expenditure of £45,490,609 equates to an overall spend of 61.28% at the end of Period 9.

- 6.2 Proposals contained in this report, if approved, would lead to revised programmes in 2021/22 of £65,951,864, 2022/23 of £128,119,576 and 2023/24 of £78,070,030. Requests have been made for re-profiling of a number of budgets as highlighted in Section 4.4 above.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 Risk Implications of Adopting the Recommendations

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

8.2 Risk Implications of Rejecting the Recommendations

- 8.2.1 The risk associated with rejecting the recommendations are that insufficient funds would exist in financial years 2021/22, 2022/23 and 2023/34 in relevant budget lines to complete planned General Services capital projects.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as Appendix 3.

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

14.1 If the recommendations above are approved by Members, the Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Process adjustments to the General Services Capital Programme	28 February 2022	Corporate Accounting - Treasury / Capital Function

Background Papers [Report to Leadership Panel of 23 November 2021 – General Services Capital Programme 2020/21: Monitoring Report at 30 September 2021](#)

[General Services Capital Programme 2020/21 – Period 9 – Ward Analysis \(Members Only\)](#)

Person to Contact Pauline Bradley, Service Lead - Professional Design Services, Newton House, 30 Green Street lane, Ayr, KA8 8BH
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Date: 8 February 2022

**GENERAL SERVICES CAPITAL MONITORING REPORT
PERIOD 9 2021/22**

Key Strategic Objective	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P9 £	Section	2022/23 Approved Budget £	2023/24 Approved Budget £
Our Children and Families	25,844,730	26,899,856	21,915,844	See Section on 'Our Children and Families'	50,740,525	22,817,555
Our Adults and Older People	382,120	401,725	401,725	See Section on 'Adults and Older People'	700,000	680,000
Our Communities	22,292,076	19,950,941	11,186,324	See Section on 'Our Communities'	38,843,465	30,491,875
Other Investment in Buildings, Information Technology & Other	25,710,810	18,699,342	11,986,716	See Section on 'Other Investment in Buildings, Information Technology and Other'	28,058,283	24,319,600
TOTAL PROGRAMME EXPENDITURE	74,229,736	65,951,864	45,490,609		118,342,273	78,309,030
General / Specific Capital Grant	9,073,221	9,073,221	6,702,867	See Section on 'General / Specific Capital Grant'	9,000,000	9,000,000
Additional Funding Identified	8,317,939	7,167,803	8,277,928	See Section on 'Additional Funding Identified'	11,582,352	14,250,000
Borrowing	56,838,576	49,710,840	30,509,814	See Section on 'Borrowing'	97,759,921	55,059,030
TOTAL PROGRAMME INCOME	74,229,736	65,951,864	45,490,609		118,342,273	78,309,030
NET EXPENDITURE	0	0	0		0	0

Children and Families

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - - Updated Per LP of 23rd November, 2021</u>
Archive and Registration Centre and Ayr Grammar School Project
Maybole Community Campus
<i>Children and Young People Bill - 3 and 4 Year Olds and Looked After 2 Year Olds - Various Projects</i>
<i>Early Learning and Childcare - 1140 Hours Expansion - Various Projects</i>
<i>Early Learning and Childcare - Multi Year Capital Allocations</i>
Education - Digital Inclusion for South Ayrshire Council
Girvan All Weather Pitch
Girvan Primary School
ICT Replacement in Schools

781,871	481,871	379,269	Complete
8,871,265	8,871,265	8,273,630	On Site
62,914	87,914	79,227	See Expanded Section
741	1,453	1,453	See Expanded Section
3,023,646	1,880,934	662,833	See Expanded Section
5,302	0	0	On Site
164,596	64,596	20,391	Design and Tender
0	0	0	Concept
290,452	290,452	84,867	On Site

500,000	0
31,448,948	15,000,000
0	0
0	0
4,470,505	1,317,555
0	0
700,000	0
0	3,000,000
220,000	0

Children and Families

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Invergarven School - New Build
Sacred Heart Primary
<i>School Refurbishment Programme - Various Projects</i>
Shared Campus Project (Glenburn and St Ninian's Primary Schools)
Queen Margaret Academy - New Build and Upgrade Works
<i>Window and Roof Replacement - Various Projects</i>
CO2 Monitors - Council Properties
CO2 Monitors - Private and Third Sector Properties
TOTALS

2,572	0	0	Complete
2,654,897	2,404,897	1,588,047	On Site
2,365,470	2,180,470	1,557,345	See <i>Expanded Section</i>
6,483,517	9,483,517	8,258,820	On Site
462,771	462,771	462,770	Complete
536,716	551,716	515,191	See <i>Expanded Section</i>
133,000	133,000	32,000	Concept
5,000	5,000	0	Concept
25,844,730	26,899,856	21,915,844	

10,000	0
2,000,000	0
2,231,567	2,200,000
8,873,817	1,150,000
0	0
285,688	150,000
0	0
0	0
50,740,525	22,817,555

Our Adults and Older People

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: -</u> <u>- Updated Per LP of 23rd November, 2021</u>
Scheme of Assistance

382,120	401,725	401,725	Legally Committed
382,120	401,725	401,725	

700,000	680,000
700,000	680,000

Our Communities

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - - Updated Per LP of 23rd November, 2021</u>
Ayr Leisure Facility
Ayr Renaissance Project
Ayrshire Roads Alliance - Bridge Works
Victoria Bridge Upgrade Works (including Joint Replacement, Bridge Deck Waterproofing, Corrosion Protection and Concrete Repair Work)
Ayrshire Roads Alliance - Bridge Works (Gadgirth Bridge - Corrosion Protection System)
Ayrshire Roads Alliance - Bridge Works (Bridge of Coyle Deck Replacement)
Ayrshire Roads Alliance - Girvan Harbour Jetty Repairs
Ayrshire Roads Alliance - Girvan Lorry Park
Ayrshire Roads Alliance - LED Replacement

1,311,923	1,311,923	546,026	Design and Tender
10,320	10,320	7,181	Complete
0	0	0	Concept
142,532	14,552	9,552	Design and Tender
114,705	57,114	37,114	On Site
46,756	1,756	720	Complete
121,941	166,941	5,864	Design and Tender
59,305	59,305	0	Design and Tender
562,000	330,049	265,049	On Site

21,000,000	22,000,000
0	0
535,000	278,000
0	0
70,000	0
50,000	0
310,000	0
0	0
0	0

Our Communities

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Ayrshire Roads Alliance - Local Flood Risk Plan
Ayrshire Roads Alliance - Road Reconstruction and Improvement
Ayrshire Roads Alliance - 20mph Infrastructure
Ayrshire Roads Alliance - Street Lighting
Ayrshire Roads Alliance - Traffic Signals Renewals Programme
Ayrshire Roads Alliance - New Traffic Signals
Ayrshire Roads Alliance - EV Charging Infrastructure
Ayrshire Roads Alliance - B734 Pingerrach Slope Stabilisation and Safety Barrier
Ayrshire Roads Alliance - C12 Dunure Slope Stabilisation
Ayrshire Roads Alliance - U49 Littleton Farm Slope Stabilisation Work
Ayrshire Roads Alliance - Facilities to assist with tourist and visitor facilities
Belleisle Park - Additional Works

50,680	15,094	356	Design and Tender
2,796,800	3,849,368	3,738,890	On Site
100,946	244,238	244,238	On Site
364,511	159,800	71,800	On Site
74,223	74,223	55,657	On Site
52,000	52,000	0	Design and Tender
100,000	100,000	70,363	On Site
128,000	126,000	4,901	Design and Tender
5,500	5,500	0	Design and Tender
20,000	20,000	0	Design and Tender
100,000	40,493	40,493	Ongoing
51,018	21,018	13,500	Concept

137,000	64,000
2,750,000	2,750,000
167,000	0
0	250,000
290,000	140,000
100,000	0
100,000	100,000
0	0
188,000	0
0	0
100,000	0
650,000	0

Our Communities

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

CCTV Public Space Infrastructure
<i>Cemetery Infrastructure Project</i>
Craigie Additional Sporting Facility
Cycling Walking Safer Routes 2021-22
Green Waste / Household Recycling and Waste Transfer Station
Masonhill Crematorium Upgrade of Drainage (2021/22 and 2022/23)
Maybole Town Centre Regeneration - Town Hall
Maybole Town Centre Regeneration - Public Realm Improvements to the High Street
Newton Shore Coastal Protection
Northfield Bowling Centre Refurbishment
Place Plans
Dundonald Recreational Field - Upgrade

44,999	44,999	5,120	Design and Tender
1,180,189	767,145	296,312	See Expanded Section
5,443,975	4,043,975	2,357,615	On Site
493,000	493,000	47,894	Design and Tender
571,518	571,518	19,669	Design and Tender
192,500	200,000	194,450	On Site
44,773	2,231	2,231	Design and Tender
0	0	0	Design and Tender
566	566	22	Complete
351,750	26,750	0	Design and Tender
332,681	332,681	311,026	On Site
31,000	31,000	31,000	Complete

375,000	0
1,891,000	500,000
3,300,000	0
0	0
4,000,000	4,150,000
250,000	0
179,090	0
606,375	259,875
0	0
200,000	0
1,050,000	0
0	0

Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P9 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Tarbolton Pitch - Drainage Works	23,000	23,000	20,520	Complete	0	0
<i>Public Conveniences - Various Projects</i>	113,461	61,128	47,206	<i>See Expanded Section</i>	320,000	0
Rozelle House (Grant Funded Works)	541,000	341,000	133,856	On Site	0	0
<i>SPT/Transport Scotland Projects</i>	2,086,675	2,093,089	1,239,453	<i>See Expanded Section</i>	0	0
Ayr Town Centre Projects	112,599	112,599	112,440	Complete	0	0
Scottish Government Town Centre Fund Grant 2020/21	234,930	234,930	234,930	Complete	0	0
Scottish Government - Place Based Investment Programme	797,000	797,000	0	Design and Tender	0	0
Whitlett's Sports Improvements	378,771	378,771	360,895	Complete	0	0
<i>VAT Recovery Projects</i>	2,240,095	1,980,095	507,874	<i>See Expanded Section</i>	200,000	0
Ayr Esplanade - Phase 1	1,750	3,208	3,208	Design and Tender	0	0
Craigie Park Sport for All facility Development	251,614	16,614	0	Design and Tender	0	0

Our Communities

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Promenade and Shorefront Improvement Scheme
Renewing Every Play Park in Scotland 2021/22
Nature Restoration Fund 2021/22
Community Asset Fund - Essential Repairs Former Pinwherry Primary
Floating Pontoons @ River Ayr
Previous Years Projects
Citadel Enhancement
Troon Cemetery Extension

375,000	375,000	0	Concept
94,000	94,000	0	Concept
105,000	105,000	26,950	On Site
0	106,710	106,710	Legally Committed
0	35,000	0	Design and Tender
35,238	20,238	15,241	Complete
1,832	0	0	Complete
22,292,076	19,950,941	11,186,324	

0	0
0	0
0	0
0	0
0	0
0	0
25,000	0
38,843,465	30,491,875

Other Investment in Buildings, Information and Technology

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Project Budgets Approved 2021/22: - Updated Per LP of 23rd November, 2021

<u>Buildings</u>
Burns House Demolition
Depot Improvement Throughout South Ayrshire Council - Additional Works
<i>Developers' Contributions</i>
<i>Equalities Act Budget - Various Projects</i>
Office Accommodation and Riverside Project
Office and Welfare Facilities at Bridge Street, Girvan
<i>Property Refurbishment - Various Projects</i>
Renewable Heat Incentive Certifications

1,151,275	1,185,900	1,185,900	Complete
0	0	0	Concept
414,920	265,325	73,214	See Expanded Section
409,725	409,725	218,015	See Expanded Section
1,873,857	1,839,232	1,163,860	On Site
1,246,763	296,763	28,248	Legally Committed
1,565,833	1,375,333	1,083,313	See Expanded Section
21,070	11,070	6,600	On Site

0	0
94,000	0
1,719,102	0
207,170	300,000
2,495,795	1,800,000
700,000	0
973,908	1,150,000
0	0

Other Investment in Buildings, Information and Technology
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Refurbishment and Extension to King George V Changing Facilities
Relocation of Archive Centre
<i>Rewiring Programme (Including Residual Decoration Work, Etc.) - Various Projects</i>
Waste Transfer Station, Ayr
<i>Works to Facilitate Property Rationalisation - Various Projects</i>
Fire Damage Reinstatement Works - 17-21 High Street, Ayr
<u>Information Technology</u>
<i>Business Systems</i>
<i>End User Computing</i>
<i>Data Centre Infrastructure</i>

1,211,727	911,727	525,857	On Site
266,250	16,250	0	Complete
202,281	202,281	111,215	See Expanded Section
38,651	44,532	44,532	Design and Tender
780,158	427,540	112,781	See Expanded Section
0	0	315	Other
5,492,324	3,831,400	2,050,050	See Expanded Section
4,983,666	3,183,666	2,196,813	See Expanded Section
1,405,896	1,375,896	1,074,438	See Expanded Section

0	0
600,000	0
200,000	200,000
298,151	250,000
961,746	100,000
0	0
3,372,804	862,600
1,724,000	1,652,000
300,000	450,000

Other Investment in Buildings, Information and Technology
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<i>WAN Infrastructure</i>
<u>Other</u>
Facilitate Introduction of Flexible Working
Initial Work on Projects For Future Years
Project Management Costs
<i>Repairs and Renewal (Works Funded by Contribution)</i>
<u>Economic and Regeneration</u>
<i>Ayrshire Growth Deal</i>
Hanger Space (GPA)
Commercial Properties Portfolio
<u>Projects Brought Forward from 2020/21</u>
Finance System Upgrade (Budgeting)

1,708,346	1,038,346	974,310	See Expanded Section
62,500	12,500	0	Concept
49,434	47,976	39,157	Concept
126,000	126,000	11,520	Other
513,889	390,465	142,778	See Expanded Section
1,507,758	1,561,426	881,777	See Expanded Section
26,607	0	0	Concept
32,142	32,142	10,031	Design and Tender
300,000	0	0	Design and Tender

224,000	455,000
350,000	100,000
100,000	100,000
95,000	0
203,250	0
11,679,357	15,900,000
1,760,000	1,000,000
0	0
0	0

Other Investment in Buildings, Information and Technology
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Oracle Systems Development
Sale of Land and Buildings
Social Work Client Database (Carefirst)

245,160	39,269	39,349	Design and Tender
446	446	446	Other
74,132	74,132	12,200	On Site
25,710,810	18,699,342	11,986,716	

0	0
0	0
0	0
28,058,283	24,319,600

Income

Approved Income Budget 2021/22	Projected to 31st March, 2022	Actual at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Project Budgets Approved 2021/22: - - Updated Per LP of 23rd November, 2021
Funding Type
General Capital Grant
Estimated Capital Grant In Future Years
Specific Grants
Cycling, Walking & Safer Streets
Cycling, Walking & Safer Streets 2020-21
Town Centre Fund
Ayr Town Centre Projects
Maybole Town Centre Regeneration - Town Hall
Total Grant Funding
Additional Funding Identified
Capital Receipts
Ayrshire Growth Deal
Spaceport Infrastructure (plus further adjustments 2024/25 to 2025/26);
Aerospace and Space Innovation Centre (plus further adjustments 2024/25 to 2029/30);
Commercial Space - Prestwick - Industrial Units (plus further adjustments 2024/25 to 2029/30);
Prestwick Infrastructure - Roads (plus further adjustments 2024/25 to 2025/26);

8,577,000	8,577,000	6,651,750	Income
0	0	0	Income
0			
493,000	493,000	47,894	Income
3,221	3,221	3,223	Income
0	0	0	Income
0	0	0	Income
0	0	0	Income
9,073,221	9,073,221	6,702,867	
250,000	250,000	25,000	Income
0	0	0	Income
2,068,000	0	0	Income
200,000	0	0	Income
200,000	0	10,000	Income
300,000	0	0	Income

0	0
9,000,000	9,000,000
0	0
0	0
0	0
0	0
0	0
9,000,000	9,000,000
250,000	250,000
0	
1,000,000	2,500,000
500,000	500,000
500,000	3,000,000
2,000,000	3,000,000

Digital Subsea Cabling (plus further adjustments 2024/25).
Digital Infrastructure (plus further adjustments 2024/25); and
Citadel Funding Brought Forward From Previous Years
Travellers Site Brought Forward From Previous Years
Developers Contributions - Greenan - (Kyle/St Johns/General)
Doonfoot Primary - Upgrade and Extension
Developer Contributions - Greenan - Longhill
Developers Contributions - North East Troon
Developers Contributions - North East Troon - MUGA Next to Struthers PS
Developers Contributions - North East Troon - Struthers Access and Community Facilities
Barassie Public Transport Improvements(dc)
Developer Contributions - Symington - Transport
Developer Contributions - Symington - Education
Developer Contributions - Symington Main Street - Unallocated Education
Developers Contributions - Monkton Section 75 - Monkton Cross Traffic Signals and Other
<i>Other Contributions - Grants / CFCR / CRA</i>
Total Additional Funding
Cash Funding Available
Tracked Borrowing - Ayrshire Growth Deal
Tracked Borrowing - Maybole Town Centre
Tracked Borrowing - Ayr Town centre projects
Tracked Borrowing - Early Years

	0	0	Income
	0	0	Income
35,100	20,100	35,100	Income
0	0	0	Income
30,472	30,472	1,600,591	Income
70,845	70,845	16,279	Income
0	0	0	Income
0	0	2,400,386	Income
142,500	42,500	0	Income
141,904	41,904	0	Income
61,256	61,256	61,256	Income
10,000	60,405	74,210	Income
0	0	0	Income
9,199	9,199	402,951	Income
10,000	10,000	159,828	Income
4,788,663	6,571,122	3,492,328	Various
8,317,939	7,167,803	8,277,928	
17,391,160	16,241,024	14,980,796	
-1,260,242	1,561,426	881,777	
0	0	0	Income
79,502	79,502	79,502	Income
2,223,646	1,080,934	0	Income

4,000,000	4,000,000
1,500,000	1,000,000
0	0
0	0
700,000	0
0	0
0	0
99,102	0
300,000	0
450,000	
0	0
90,000	0
0	0
80,000	0
0	0
113,250	0
11,582,352	14,250,000
20,582,352	23,250,000
2,179,357	1,900,000
24,413	0
0	0
4,470,505	1,317,555

Tracked Borrowing - VAT Recovery Projects
Borrowing
Total Borrowing
TOTAL FUNDING REQUIREMENT

2,322,605	0	0	
53,473,065	46,988,978	29,548,535	Income
56,838,576	49,710,840	30,509,814	Income
74,229,736	65,951,864	45,490,609	

91085646	51,841,475
97,759,921	55,059,030
118,342,273	78,309,030

Request For Budget Adjustments		Advanced/ (Carry Forward) from/to Future Years £	Release Back 2021-22 £	In Year Budget Amendments 2021-22 £	Additional Budget 2021-22 £	Proposed Revised 2021-22 Budget £	Proposed Revised 2022-23 Budget £	Proposed Revised 2023-24 Budget £
Capital Budget approved by Leadership Panel 23rd November 2021						74,229,736	118,342,273	78,309,030
1	The 2021/22 to 2030/31 General Services Capital Investment Programme was approved by South Ayrshire Council at its meeting held on the 4th March, 2021. Budget adjustments to the programme have been approved through: - - P12 2020/21 year end capital reports approved by Leadership Panel of the 15th June, 2021; - P3 Capital Monitoring report approved by Leadership Panel of the 24th August, 2021; - Review of Capital Estimates: General Services Capital Programme 2021/22 to 2030/31 as approved by Leadership Panel of 26th, October, 2021; and - P6 2021/22 capital reports approved by Leadership Panel of the 23rd November, 2021. The adjustments approved through the above reports have been incorporated into the P9 report.							
2	Additional funding has been awarded to projects which requires to be captured within the Programme as detailed below. (i) Funding has been awarded through the Community Asset Fund for Essential Repair Works to the Former Pinwherry Primary School. As this work is of a capital nature, it is requested that expenditure and income budgets be created as below: - - Community Asset Fund - Essential Repairs Former Pinwherry Primary (ii) A Repairs and Renewals Fund bid has been approved for the project 'Viewfield Gate - SAC Justice - Works to Make Fit for Purpose'. The total project cost is £84,638, of which £22,000 will come from a revenue contribution and £62,638 from Repairs and Renewals. It is requested that expenditure and income budgets be set up as below: - - Viewfield Gate - SAC Justice - Works to Make Fit for Purpose				106,710	106,710	0	0
					84,638	84,638	0	0
3	A number of adjustments are requested where budgets require to be carried forward from 2021/22 to 2022/23 and 2023/24 to align with current spend profiles. Adjustments requested are as detailed below: - <u>Children and Families</u> - Archive and Registration Centre and Ayr Grammar School Project; - Education - Digital Inclusion for South Ayrshire Council; - Girvan All Weather Pitch; - Invergarven School - New Build; and - Sacred Heart Primary. <u>Our Communities</u>	(300,000)				(300,000)	300,000	0
		(5,302)				(5,302)	5,302	0
		(100,000)				(100,000)	100,000	0
		(2,572)				(2,572)	2,572	0
		(250,000)				(250,000)	250,000	0

	- Belleisle Park - Additional Works;	(30,000)			(30,000)	30,000	0
	- Craigie Additional Sporting Facility;	(1,400,000)			(1,400,000)	1,400,000	0
	- Maybole Town Centre Regeneration - Town Hall;	(42,542)			(42,542)	42,542	0
	- Northfield Bowling Centre Refurbishment;	(325,000)			(325,000)	325,000	0
	- Rozelle House (Grant Funded Works);	(200,000)			(200,000)	200,000	0
	- Craigie Park Sport for All facility Development;	(200,000)			(200,000)	200,000	0
	- Citadel Enhancement; and	(15,000)			(15,000)	15,000	0
	- Troon Cemetery Extension.	(1,832)			(1,832)	1,832	0
	<u>Other Investment</u>						
	- Office and Welfare Facilities at Bridge Street, Girvan;	(950,000)			(950,000)	950,000	0
	- Renewable Heat Incentive Certifications;	(10,000)			(10,000)	10,000	0
	- Refurbishment and Extension to King George V Changing Facilities;	(300,000)			(300,000)	300,000	0
	- Relocation of Archive Centre;	(250,000)			(250,000)	250,000	0
	- Facilitate Introduction of Flexible Working;	(35,000)			(35,000)	35,000	0
	- Hanger Space (GPA);	(26,607)			(26,607)	26,607	0
	- New Play Space . Games Area - Next to Struthers Primary School; and	(100,000)			(100,000)	100,000	0
	- Developers Contributions - North East Troon - Struthers Access and Community Facilities.	(100,000)			(100,000)	100,000	0
4	A number of adjustments are requested where budgets require to be brought forward from 2022/23 to 2021/22 to align with current spend profiles. Adjustments requested are as detailed below: -						
	- Shared Campus Project (Glenburn and St Ninian's Primary Schools);	3,000,000			3,000,000	(3,000,000)	0
	- Scheme of Assistance;	19,605			19,605	(19,605)	0
	- Masonhill Crematorium Upgrade of Drainage (2021/22 and 2022/23);	7,500			7,500	(7,500)	0
	- Waste Transfer Station, Ayr; and	5,881			5,881	(5,881)	0
	- Developers Contributions - Symington Main Street - Transport.	50,405			50,405	(50,405)	0
5	A number of adjustments are requested as (a) there are projects where budgets are no longer required as final accounts have been settled and projects completed; and (b) other projects where additional funds are required to complete works. Adjustments requested are as detailed below:-						
	- Dalmilling Golf Clubhouse - Roof Replacement 2021/22;		15,000		15,000	0	0
	- Facilitate Introduction of Flexible Working;		(15,000)		(15,000)	0	0
	- Ayr Esplanade - Phase 1;		1,458		1,458	0	0
	- Burns House Demolition;		34,625		34,625	0	0
	- Office Accommodation and Riverside Project; and		(34,625)		(34,625)	0	0
	- Initial Work on Projects For Future Years.		(1,458)		(1,458)	0	0
6	A number of adjustments are required to the Early Years sections of the programme as detailed below.						
	<u>(i) Children and Young People Bill - 3 and 4 Year Olds and Looked After 2 Year Olds</u>						
	- Children and Young People Bill - 3 and 4 Year Olds and Looked After 2 Year Olds - Unallocated Funding.		25,000		25,000	0	0
	<u>(ii) Early Learning and Childcare - Multi Year Capital Allocations</u>						
	- Braehead EYC - External Door and Play Area Upgrade;		83,000		83,000	0	0

	- Kincaidston Early Years Centre;			100,000		100,000	0	0
	- Space Place;			100,000		100,000	0	0
	- Struthers Early Years Centre;	(500,000)				(500,000)	500,000	0
	- Troon Early Years Centre; and	(317,000)		(308,712)		(625,712)	317,000	0
	- Wallacetown Early Years Centre - Formation of New Entrance.	(300,000)				(300,000)	300,000	0
	(iii) <u>Early Learning and Childcare - 1140 Hours Expansion</u>							
	- Early Learning and Childcare - 1140 Hours Expansion.			712		712	0	0
7	A number of adjustments are required to the School Refurbishment section of the programme as detailed below: - <u>Schools Refurbishment 2021/22</u>							
	- School Refurbishment Programme - Unallocated Funding 2022/23;					0	15,000	0
	- Ayr Academy - Balcony Flooring;					0	(15,000)	0
	- Barr Primary - Extension and Alteration;			31,484		31,484	0	0
	- Coylton Reception / Staff Toilets Improvements and Parking;	(10,000)				(10,000)	10,000	0
	- Girvan Academy - Upgrade of Support & Wellbeing Department;			(100,296)		(100,296)	0	0
	- Playground Improvement Projects;	(25,000)				(25,000)	25,000	0
	- Southcraig Campus;	(150,000)				(150,000)	150,000	0
	- Straiton Primary - School House; and			36,000		36,000	0	0
	- Symington Primary School.			32,812		32,812	0	0
	<u>Schools Refurbishment 2022/23</u>							
	- School Refurbishment Programme - Unallocated Funding 2022/23; and					0	(73,857)	0
	- Kyle Academy - Beach Volleyball Courts.					0	73,857	0
8	Adjustments are required to the Window and Roof Replacement sections of the programme as detailed below: -							
	- Window and Roof Replacement - Unallocated Funding 2021/22 & Future Years;			2,210		2,210	0	0
	- Southcraig Campus (North Wing) - Full Roof Replacement;			(17,773)		(17,773)	0	0
	- Coylton Primary School Flat Roof Replacement ;			3,218		3,218	0	0
	- Fisherton Primary School Slate Replacement;			4,245		4,245	0	0
	- Girvan Academy Window Replacement;			4,159		4,159	0	0
	- Girvan Resource Centre Roof Replacement;			2,858		2,858	0	0
	- Kyle Academy Replace Flat Roof; and			1,183		1,183	0	0
	- Trading Standards Building - Structural Roofing Works.			(100)		(100)	0	0
	<u>2022/23 Projects</u>							
	- Window and Roof Replacement - Unallocated Funding 2021/22 & Future Years;					0	(235,000)	0
	- Troon Town Hall - Window Replacement;					0	50,000	0
	- Girvan Academy - Window Replacement 2022/2; and					0	150,000	0
	- Dalmilling Golf Clubhouse - Roof Replacement 2021/22.					0	35,000	0

9	<p>A number of adjustments are required to the Cemeteries Infrastructure section of the programme as detailed below: -</p> <ul style="list-style-type: none"> - Cemetery Infrastructure Projects - Funding to Be Allocated 2021/22 & Future Years - Annbank Cemetery Wall - Remedial Works; - Ayr Cemetery - Wall Repair Including Headstones; - Ballantrae War Memorial - Handrails and Balustrading; - Cemeteries Infrastructure - Stonework and Pointing; - Colmonell Churchyard, Pointing at Side Walls; - Crosbie Churchyard - Wall Repairs; - Masonhill Crematorium - External Works and Baby Memorial; - Masonhill Crematorium - Ventilation; - Prestwick Cemetery - Shaw Road; - Re-erecting Unstable Headstones over 6'; - Relocation of Mossblown War Memorial; - St Quivox and Dailly Mausolea; - Tarbolton Cemetery Wall Repair; and - Troon Cemetery - Retaining Structure & Footpath. 	<p>(70,000)</p> <p>(20,000)</p> <p>(10,000)</p> <p>(9,608)</p> <p>(100,000)</p> <p>(66,936)</p> <p>(15,000)</p> <p>(31,500)</p> <p>(15,000)</p> <p>(35,000)</p> <p>(40,000)</p>	<p>35,901</p> <p>(62,995)</p> <p>26,936</p> <p>356</p> <p>(198)</p>		<p>(34,099)</p> <p>0</p> <p>(20,000)</p> <p>(62,995)</p> <p>(10,000)</p> <p>(9,608)</p> <p>(100,000)</p> <p>(40,000)</p> <p>(15,000)</p> <p>(31,500)</p> <p>(15,000)</p> <p>(35,000)</p> <p>356</p> <p>(40,000)</p> <p>(198)</p>	<p>50,000</p> <p>20,000</p> <p>20,000</p> <p>0</p> <p>10,000</p> <p>9,608</p> <p>100,000</p> <p>66,936</p> <p>15,000</p> <p>31,500</p> <p>15,000</p> <p>35,000</p> <p>0</p> <p>40,000</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>
10	<p>A number of adjustments are required to the Public Conveniences section of the programme as detailed below: -</p> <ul style="list-style-type: none"> - Upgrading of Various Public Conveniences (Phase 2) - Unallocated Balance 2021/22 & 2022/23; - Ainsley Park Public Conveniences, Girvan; - Ayr Pavilion - Changing Place; - Barassie Public Convenience - New Build; and - The Flushes Public Conveniences, Girvan. 	<p>(10,333)</p> <p>(12,000)</p> <p>(10,000)</p> <p>(20,000)</p>	<p>(180)</p> <p>180</p>		<p>(10,513)</p> <p>(12,000)</p> <p>(10,000)</p> <p>180</p> <p>(20,000)</p>	<p>10,333</p> <p>12,000</p> <p>10,000</p> <p>0</p> <p>20,000</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>
11	<p>A number of adjustments are required to the Ayrshire Roads Alliance managed projects section of the programme as detailed below.</p> <p>(i) It is requested that the following budgets are brought back from future years to reflect the current project profiling: -</p> <ul style="list-style-type: none"> - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2022/23); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2023/24); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2024/25); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2025/26); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2026/27); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2027/28); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2028/29); - Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2029/30); and 	<p>250,000</p> <p>250,000</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p>			<p>250,000</p> <p>250,000</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p> <p>82,857</p>	<p>(250,000)</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>(250,000)</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>

- Ayrshire Roads Alliance - Road Reconstruction and Improvement (advance from 2030/31).	82,857			82,857	0	0
(ii) It is requested that the following budgets be carried forward to 2022/23 to reflect the current project profiling: -						
- Ayrshire Roads Alliance - 20mph Infrastructure.	143,292			143,292	(143,292)	0
(iii) Sustrans have awarded Shelter Funding grants for two projects at Troon and Fisherton Primary Schools and it is requested that expenditure and income budgets are added to reflect the grant awards as detailed below: -						
- Sustrans Shelter Funding 2021/22 - Troon Primary School; and			5,000	5,000	0	0
- Sustrans Shelter Funding 2021/22 - Fisherton Primary School.			5,000	5,000	0	0
(iv) A number of changes are requested to Strategic Timber Transport Scheme funded projects income and expenditure budgets in line with revised grant allocations agreed with Scottish Forestry as detailed below: -						
- STTS - B741 Girvan Dailly from Junction C101 to U21 in South Ayrshire;		(7,241)		(7,241)	0	0
- STTS - B741 Dailly Straiton by Dailly in South Ayrshire; and			76,195	76,195	0	0
- STTS - B7035 South of the Water of Girvan in South Ayrshire.		(60,586)		(60,586)	0	0
Further adjustments are required in relation to the South Ayrshire Council element of project funding as detailed below: -						
- Ayrshire Roads Alliance - Road Reconstruction and Improvement;			(3,596)	(3,596)	0	0
- STTS - B741 Girvan Dailly from Junction C101 to U21 in South Ayrshire;			(3,103)	(3,103)	0	0
- STTS - B741 Dailly Straiton by Dailly in South Ayrshire; and			32,655	32,655	0	0
- STTS - B7035 South of the Water of Girvan in South Ayrshire.			(25,956)	(25,956)	0	0
(v) Scottish Forestry have awarded an additional grant to the Council in relation to the below Strategic Timber Transport Scheme project and it is requested that income and expenditure budget be created for the following						
- Improvements to the U27 Deil's Elbow in South Ayrshire Council.				55,615	55,615	0
In addition, this project is to be match funded by a contribution from South Ayrshire Council, which will come from the Road Reconstruction and Improvement budget in 2021/22 and it is requested that the following transfer be actioned to fully reflect the project costs against the STTS project: -						
- Ayrshire Roads Alliance - Road Reconstruction and Improvement; and			(23,835)	(23,835)	0	0
- Improvements to the U27 Deil's Elbow in South Ayrshire Council.			23,835	23,835	0	0
(vi) It is requested that budgets be carried forward from 2021/22 to 2022.23 to reflect current profiling patterns for projects as detailed below: -						
- Victoria Bridge Upgrade Works (including Joint Replacement, Bridge Deck Waterproofing, Corrosion Protection and Concrete Repair Work);	(185,571)		57,591	(127,980)	185,571	0
- Ayrshire Roads Alliance - Bridge Works (Gadgirth Bridge - Corrosion Protection System);			(57,591)	(57,591)	0	0
- Ayrshire Roads Alliance - Bridge Works (Bridge of Coyle Deck Replacement);			(45,000)	(45,000)	0	0
- Ayrshire Roads Alliance - Girvan Harbour Jetty Repairs;			45,000	45,000	0	0
- Ayrshire Roads Alliance - LED Replacement;	(231,951)			(231,951)	231,951	0
- Ayrshire Roads Alliance - Local Flood Risk Plan;	(35,586)			(35,586)	35,586	0
- Ayrshire Roads Alliance - Street Lighting;	(204,711)			(204,711)	204,711	0

	- Ayrshire Roads Alliance - B734 Pingerrach Slope Stabilisation and Safety Barrier; and	(2,000)				(2,000)	2,000	0
	- Ayrshire Roads Alliance - Facilities to Assist with Tourist and Visitor Facilities.	(59,507)				(59,507)	59,507	0
	(vii) In relation to the two projects highlighted below, SPT are undertaking works on the ground using one of their own contractors. Therefore, no charges will be made for these works and the costs will be deducted from the originally approved grant. It is therefore requested that both expenditure and income be reduced for the estimated costs of works as detailed below: -							
	- SPT - Ayrshire / Prestwick SQP Infrastructure Improvements (10121) 2021/22; and			(45,000)		(45,000)	0	0
	- SPT - Local Cycle Network Improvements (10337) 2021/22.			(50,000)		(50,000)	0	0
12	A number of adjustments are required to the Equalities Act section of the programme as detailed below: - 2020/21							
	- Equalities Act Budget - Various Projects - Unallocated Budget 2021/22 & Future Years;			2,477		2,477	0	0
	- Maybole Cemetery - Disabled Bathroom Adaptations;			1,125		1,125	0	0
	- Overmills Day Care Centre - Formation of Accessible Toilets;			(50,000)		(50,000)	0	0
	- Hillcrest - Formation of External Accessible Residents Area;			(6,105)		(6,105)	0	0
	- Southcraig School - Upgrade Access Path & Ramp;			(4,810)		(4,810)	0	0
	- Girvan Library - Replacement Ramp; and			7,313		7,313	0	0
	- Girvan Beach - Accessible Ramps.			50,000		50,000	0	0
13	A number of adjustments are required to the Property Refurbishment section of the programme as detailed below: -							
	Property Refurbishment - Various Projects - Unallocated Budget 2021/22 & Future Years;			(6,546)		(6,546)	0	0
	- County Buildings - Window Refurbishment (Committee Rooms);	(40,000)				(40,000)	40,000	0
	- County Buildings - Upgrade Fire Alarms (from L3 to L2);			(12,628)		(12,628)	0	0
	- County Buildings - Upgrade of Basement Shower Rooms;	(40,000)				(40,000)	40,000	0
	- Girvan Academy - Window Replacement;	(20,000)				(20,000)	20,000	0
	- Heritage Centre 1 -3 High Street, Ayr;	(50,000)				(50,000)	50,000	0
	- Lochside Community Centre;			1,550		1,550	0	0
	- Marr College - External Windows and Cladding;			(2)		(2)	0	0
	- Maidens/Straiton/Crosshill Primary - Toilet Upgrade;			21,898		21,898	0	0
	- St Ninians Primary - Hot Water Cylinder Replacement;			(15,000)		(15,000)	0	0
	- Air Conditioning Heat Exchanger Replacement Girvan Academy;			(812)		(812)	0	0
	- Braehead Primary School Door Entry Replacement;			7,095		7,095	0	0
	- Carnegie Library Ayr Stone Works;	(30,500)				(30,500)	30,500	0
	- Carvick Webster Boiler Replacement;			(4,668)		(4,668)	0	0
	- Doonfoot Primary Brickwork Replacement;			4,178		4,178	0	0

	- Doonfoot Primary Replace Fascia;			1,916		1,916	0	0
	- Dundonald Primary School Toilet Refurbishment;			326		326	0	0
	- Girvan Academy Corridor Refurbishment;			(10,000)		(10,000)	0	0
	- Girvan Primary - Replacement Water Supply;			(1,583)		(1,583)	0	0
	- Girvan Library Replace Fascia;	(10,000)				(10,000)	10,000	0
	- Heathfield Toilet Refurbishment;			1,297		1,297	0	0
	- Kyle Academy Toilet Refurbishment;			1,973		1,973	0	0
	- Marr College Various Replacements;			28,093		28,093	0	0
	- Masonhill Crematorium Roof Replacement and External Paint Works;			(35,000)		(35,000)	0	0
	- Minishant Primary School New Render;			1,350		1,350	0	0
	- Newton Primary School Boiler Replacement;			8,373		8,373	0	0
	- Prestwick Library Stonework Repairs;			3,125		3,125	0	0
	- Southcraig North Toilet Refurbishment;			1,438		1,438	0	0
	- St Ninian's Primary - Replacement Fire Alarm; and			1,340		1,340	0	0
	- Various Properties - Works to Boundary Walls.			2,287		2,287	0	0
14	A number of adjustments are required to the Rewiring Programme (Including Residual Decoration Work, Etc) - Various Properties section of the programme in 2021/22 as detailed below: -							
	- Rewiring Programme (Including Residual Decoration Work, Etc.) - Various Projects - Unallocated Budget 2021/22 & Future Years;			(8,886)		(8,886)	0	0
	- Crosshill Community Centre Distribution Board 21/22;			(590)		(590)	0	0
	- Girvan Academy - Upgrade of External Lighting 21/22			(1,122)		(1,122)	0	0
	- Hillcrest Residential Unit - Electrical Upgrade Works 21/22; and			11,198		11,198	0	0
	- Overmills Day Centre - Upgrade of External Lighting 2021/22			(600)		(600)	0	0
15	A number of adjustments are required to the Property Rationalisation section of the programme as detailed below: -							
	- Works to Facilitate Property Rationalisation - Various Projects - Unallocated Budget 2021/22 & Future Years;	(4,554)				(4,554)	4,554	0
	- Demolition of Former Shop, The Flushes, Girvan;	(10,500)				(10,500)	10,500	0
	- Demolition of Garage at Marr College;	(9,478)				(9,478)	9,478	0
	- Alderston Avenue, Ayr - Demolition;	(20,000)				(20,000)	20,000	0
	- John Pollok Centre - Demolition; and	(300,000)				(300,000)	300,000	0
	- Newton House Rationalisation.	(8,086)				(8,086)	8,086	0
16	A number of adjustments are required to the Information Technology section of the programme as detailed below: -							
	(i) A number of adjustments have been agreed through the Technology Review Board and it is requested that these be captured in the Programme as detailed below: -							
	- End User Computing (TRB 02/11/21);			(10,000)		(10,000)	0	0
	- ICT Tech Fund (TRB 02/11/21);			10,000		10,000	0	0

	- Business Systems - Unallocated Funding 2021/22 & Future Years (TRB 02/11/21);		(18,750)	(18,750)	0	0
	- Microsoft 365 (TRB 02/11/21);		18,750	18,750	0	0
	- End User Computing (TRB 02/11/21);		32,196	32,196	0	0
	- Corporate Conferencing Facilities (TRB 02/11/21);		(32,196)	(32,196)	0	0
	- Data Centre Infrastructure - Unallocated 2021/22 and Future Years (TRB 02/11/21);		(122,901)	(122,901)	0	0
	- Converged Infrastructure (TRB 02/22/21); and		(227,293)	(227,293)	0	0
	- Web Security (TRB 27/09/21).		350,194	350,194	0	0
	(ii) a number of further budget adjustments are requested to re-align budgets to reflect current profiling patterns as detailed below: -					
	- Finance System Upgrade (Budgeting)		(300,000)	(300,000)	0	0
	- Oracle Systems Development		(205,891)	(205,891)	0	0
	<u>Business Systems</u>					
	- Business Systems - Unallocated Funding 2021/22 & Future Years	(1,421,815)	1,654,291	232,476	2,230,415	0
	- Business Systems - Unallocated Funding - Advance from 2023/24 to 2022/23;			0	189,000	(189,000)
	- Business Systems - Unallocated Funding - Advance from 2024/25 to 2022/23;			0	201,000	0
	- Business Systems - Unallocated Funding - Advance from 2025/26 to 2022/23;			0	300,000	0
	- Oracle eBusiness Suite Programme	(715,000)	(1,148,400)	(1,863,400)	(93,600)	0
	- Vehicle Tracking System	(30,000)		(30,000)	30,000	0
	<u>WAN Infrastructure</u>					
	- WAN Infrastructure	(670,000)		(670,000)	470,000	200,000
	<u>Data Centre Infrastructure</u>					
	- Data Centre Infrastructure - Unallocated 2021/22 and Future Years;		11,366	11,366	0	0
	- F5 Application Load;		5,497	5,497	0	0
	- Replacement of Voice Gateways; and		(16,863)	(16,863)	0	0
	- Remote Cabinet Upgrades.	(30,000)		(30,000)	30,000	0
	<u>End User Computing</u>					
	- End User Computing	(1,800,000)		(1,800,000)	1,800,000	0
17	A number of adjustments are required to the Repairs and Renewals Fund section of the programme as detailed below: -					
	- Cunningham Place Children's House - Independent Living Flat;	(50,000)		(50,000)	50,000	0
	- Cunningham Place Children's House - Garden Room;	(48,062)		(48,062)	48,062	0
	- Energy Performance Certificates;	(30,000)		(30,000)	30,000	0
	- Girvan Harbour WC's Wind Shelter; and	(20,000)		(20,000)	20,000	0
	- Shared Boundary Wall at 45 Craigie Road, Ayr.	(60,000)		(60,000)	60,000	0
18	A number of adjustments are required to the VAT Recovery Fund section of the programme as detailed below: -					
	(i) It is requested that the following budgets be carried forward to 2022/23 to reflect current spend patterns: -					

	- Additional Gym Facilities; and	(200,000)				(200,000)	200,000	0
	- Golf Academy.	(60,000)				(60,000)	60,000	0
	(ii) Requests are made to reallocate budgets as detailed below: -							
	- Replace / Upgrade Equipment (Tarbolton); and			14,724		14,724	0	0
	- General Upgrades and Improvements.			(14,724)		(14,724)	0	0
19	Capital Asset Management Group approved a transfer of budgets between projects as detailed below, and it is requested that the Capital Monitoring Report at P9 be updated to reflect this transfer: -							
	- Craigie Park Sport for All facility Development; and			(35,000)		(35,000)	0	0
	- Floating pontoons @ River Ayr.			35,000		35,000	0	0
20	A number of adjustments are required to the Ayrshire Growth Deal section of the programme as detailed below: -							
	(i) Adjustments are requested to expenditure and income budgets for the below projects to match the Financial Plan details held by East Ayrshire							
	- Spaceport Infrastructure;				39,835	39,835	0	0
	- Commercial Space - Prestwick - Industrial Units;		(12,051)			(12,051)	0	0
	- Prestwick Infrastructure - Roads;		(12,063)			(12,063)	0	0
	- Aerospace and Space Innovation Centre; and		(6,620)			(6,620)	0	0
	- Digital Subsea Cabling.		(3,643)			(3,643)	3,643	0
	(ii) It is requested that budget is advanced from 2022/23 to match profiled spend for the below projects in the amount as detailed: -							
	- Aerospace and Space Innovation Centre; and	20,685				20,685	(20,685)	0
	- Digital Subsea Cabling.	27,525				27,525	(27,525)	0
	(iii) The Capital Programme currently contains anticipated income from Scottish Government in relation to the Ayrshire Growth Deal of £2,768 Million, covering spend in 2019/20 and 2020/21, along with the anticipated spend for 2021/22. Currently, the Full Business Cases (FBC's) for Growth Deal Projects have not been approved and until this is done, the Council are unable to draw down grant. As it is not anticipated that the FBC's will be approved prior to 31st March, 2022, it is therefore being requested through this report that this be recognised and that the grant income of £2.768 Million be replaced by borrowings in this year, with a corresponding increase in grant and reduction in borrowing for 2022/23.							
TOTAL ADJUSTMENTS		(8,453,661)	(197,204)	0	372,993	(8,277,872)	9,777,303	(239,000)
TOTAL REVISED BUDGET		(8,453,661)	(197,204)	0	372,993	65,951,864	128,119,576	78,070,030

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Monitoring of General Services Capital Programme
Lead Officer (Name/Position/Email)	Pauline Bradley, Service Lead, Professional Design Service pauline.bradley@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – gender identity (issues specific to women & men or girls & boys)	No	No
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	No
Thematic Groups: Health, Human Rights & Children's Rights	No	No

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	No Impact
Advance equality of opportunity between people who share a protected characteristic and those who do not	No Impact
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	No Impact
Increase participation of particular communities or groups in public life	No Impact
Improve the health and wellbeing of particular communities or groups	No Impact
Promote the human rights of particular communities or groups	No Impact
Tackle deprivation faced by particular communities or groups	No Impact

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	Yes No
Rationale for decision: This is an update report with no implication in relation to equalities.	
Signed : Pauline Bradley	Service Lead – Professional Design Services
Date: 28 th January 2022	

South Ayrshire Council

**Report by Assistant Director - People
to Leadership Panel
of 15 February 2022**

**Subject: Proposed Management Arrangements for Community
and Village Halls**

1. Purpose

- 1.1 The purpose of this report is to provide an update and seek Panel approval for officers to continue progressing the recommendations around the management arrangements for community centres and village halls with community associations and community groups

2. Recommendations

2.1 It is recommended that the Panel:

- 2.1.1 approves the recommended approaches outlined in [Appendix 1](#) (and specifically those outlined in para 4.1 below); and**
- 2.1.2 requests that a report providing an update on any changes to management arrangements is brought back to panel in February 2023.**

3. Background

- 3.1 Reports on the review of existing management arrangements for community centres and village halls was presented to Leadership Panel in March and September 2021. These report set out a range of proposals to review and amend these arrangements and meet previously agreed efficiency savings of £81,621.
- 3.2 Officers have continued to meet relevant community associations or groups responsible for managing community centres and have supported groups with risk assessments, let management plans and helped to ensure compliance with Covid-19 guidance to allow centres to safely reopen.
- 3.3 An update on progress and initial recommendations is outlined in [Appendix 1](#). It should be noted however that some of these are still only indicative at this stage as in many circumstances there are several dependencies which would impact on current year and permanent savings

4. Proposals

- 4.1 Members are asked to approve the recommended approaches outlined in [Appendix 1](#), and specifically the following:

- preparation of a full repair and maintenance (FRM) lease for Ivy Cottage, Troon, lease to be approved April 2022;
- preparation of a lease agreement for Prestwick Community Centre, lease to be approved April 2022;
- preparation of a FRM lease for 65 Club, Prestwick and finalise agreement by June 2022;
- development of opportunities for cultural and educational use in Loudon Hall, Ayr and the relocation of existing lets;
- termination of lease arrangement at Loans Village Hall in March 2022;
- preparation of a FRM lease for Annbank Village Hall lease to be approved March 2022;
- termination of existing lease agreement at McCandlish Hall, Straiton March 2022;
- preparation of a FRM lease agreement at Claude Hamilton, Coylton, lease to be approved March 2022;
- negotiation of and entering into a new lease agreement with Ballantrae Community Centre lease to be approved June 2022; and
- negotiation and approval of new lease agreement for Colmonell Community Centre, lease to be approved June 2022.

4.2 Officers will continue to implement the actions proposed in [Appendix 1](#) and work with community groups and organisations to reduce the operational costs in community centres and village halls.

4.3 Officers will continue to work alongside Asset Management and consider any repairs required to buildings which may be funded through the Advancing Community Assets Fund to help secure a long-term lease for the building or a Community Asset Transfer (CAT).

4.4 It is anticipated that savings will be identified through reduced running costs for community centres and village halls through the new hall management arrangements.

4.5 It is proposed that officers provide a report to the Leadership Panel on any further changes to management arrangements in February 2023.

4.6 Thriving Communities Officers will continue to work alongside colleagues in Place Directorate to consider the impact of retaining community centres and village halls and the resultant impact on net zero and carbon budget targets.

5. Legal and Procurement Implications

5.1 The recommendations in this report are consistent with legal requirements. Legal Services are providing support to officers as part of the review.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

6.1 The review of community and village halls will identify savings although at present the full anticipated savings are not quantifiable. The savings will be dependent on the future operating and management models being identified.

6.2 Financial implications are anticipated in relation to work required to be undertaken to halls to make them ready for CATs and the 'Community Halls Fund' exists for that purpose.

7. Human Resources

7.1 CATs may require employees, who are based in facilities under consideration, to be redeployed to other Council premises. Support and assistance from Human Resources will therefore be required to enable this process.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There may be some negative reaction from community associations or groups who do not want the current arrangements to change.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The Council would be unable to progress CATs and would miss the opportunity to make further savings by not transferring assets to a third party and to reduce costs borne by the Council in supporting the running of community and village halls.

9. Equalities

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

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy. New carbon budgets have been set for each of the centres. Information on the carbon budgets for 2021/22 is not included in this report.

11. Options Appraisal

11.1 A high level options appraisal was set out in the March 2021 Leadership Panel.

12. Link to the Council Plan

12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Ward Members and with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Chris Cullen, Portfolio Holder for Economy and Culture, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Assistant Director – People will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Community centres and village halls to be reviewed annually	By 31 March 2023	Service Lead – Thriving Communities

Background Papers **Report to Leadership Panel of 17 March 2020 - [Review of Community Halls](#)**

Report to Leadership Panel of 16 March 2021 - [Proposed Management Arrangements for Community and Village Halls](#)

Report to Leadership Panel of 21 September 2021 – [Proposed Management Arrangements for Community and Village Halls](#)

Person to Contact **Jane Bradley, Assistant Director - People**
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Jamie Tait, Service Lead – Thriving Communities
County Buildings, Wellington Square, Ayr, KA7 1DR
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E-mail jamie.tait@south-ayrshire.gov.uk

Date: 8 February 2022

Appendix 1

The table below notes the operating costs previously presented to Leadership Panel with updated recommendations and requests for approval – February 2022.

- **Potential savings are based on total costs during 2019/20**

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
1	Ivy Cottage	4,718	13,094	1,897	14,991	0	User group to take on Full Repair and Maintenance (FRM) lease for Ivy Cottage.	Finalise FRM lease, lease to be approved April 2022.	Proposed saving £6,615 (Based on actual budget)	Ivy Cottage user's groups are reviewing the details of the proposed lease.
1	Men's Cabin	4,718	4,016	1,897	5,913	0	Officers to continuing liaising with the group to review the future usage of the Men's Cabin.	For officers to continuing liaising with the Men's Cabin committee.	Proposed saving £6,163 (based on actual budget)	
1	Troon Scout Hall	0	2,635	N/A	2,635	0	Lease agreement continues there should be no further costs.	No further action	No further action Saving £2,635	
2	Prestwick Community Centre	31,767	33,328	47067	80,395	0	Proposed lease agreement has still to be agreed by the group.	Finalise proposed lease to be approved April 2022.	The £15,000 income will offset the income target set	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
							The proposed lease agreement is for two years. SAC will continue to cover FM costs, NDR and any external repairs and maintenance during this period. PCA will cover any internal work and contribute £15,000 per annum for utilities. SAC Officers will support PCA to become a registered charity.		for this hall. A further £19,000 can be saved if the group become a registered charity and take on NDR.	
2	Prestwick 65 Club	6,695	3,433	4,607	8,040	0	Proposed FRM lease to be approved and finalised 2022/23.	To progress the proposed lease with 65 Club and finalise agreement by June 2022.	Potential saving £8,040	
3	Heathfield Community Centre	0	0	0	0	0	No further action	No further action	N/A	10year lease agreed and signed
3	Lochside Community Centre	33,601	38,814	50,709	89,523	3,584	Continue with lease agreement that is in place.	No further action	N/A	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
3	Forresters Hall, Ayr	14,200	2755	0	2,755	0	Previous recommendation Surplus to requirements	Asset Management Officers to consider future use for the building.	£14,200	
4	Kincaidston Pavilion, Ayr	0	0	0	0	0	No further action	No further action	N/A	
5	Loudon Hall	1,836	3,871	2,425	6,296	648	Loudon Hall to be used for culture and educational purposes only. Existing lets to be relocated to Ayr Town Hall or other SAC lets.	Develop opportunities for cultural and educational use.	N/A	
D	Montgomery Hall, Dundonald	16,079	18,076	30,179	48,255	6,560	SAC continue to manage the lets through SAC lets.	Continue to manage the lets internally. Continue to review the operating model and income generated in the centre. Provide update February 2023.	N/A	
6	Loans Village Hall	0	3,237	18,418	21,655	0	Current arrangement in place will end 31 st March 2022.	Seeking approval for Officers to issue notice of termination.	Potential Saving £21,655	Caretaker has been redeployed. Group are aware of the intention to stop funding on 31 st March 2022.

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
6	Carvick Webster, Monkton	9,562	10,034	24,913	34,947	16,440	Continue to manage lets through SAC lets team. Consider any requests to take on lease or CAT.	Seeking approval for SAC to continue to manage lets. Consider any interest in lease or CAT for the building.	N/A	
6	Annbank Village Hall	12,663	10,585	18,737	29,322	771	Progress with the proposed lease agreement.	Seeking approval for Officers to finalise the FRM lease agreement with Annbank Community Association – April 2022.	Potential Saving £29,322 Following managing change discussions caretaker decided to retire	
7	McCosh Hall, Kirkmichael	11,280	11,040	16,628	27,668	0	Continue with existing lease agreement in place.	Currently there is a two-year internal repairing and insuring lease in place. Officers to confirm if group want to extend lease beyond 31 st July 2022.	Saving £27,668	
7	McCandlish Hall, Straiton	4,985	5,028	15,679	20,707	0	Current agreement in place to end 31 st March 2022. Thriving Communities Officers to continue	Seeking approval to terminate the existing agreement from 31 st March 2022. Facilities Management to be covered until 31 st March 2023.	2022/23 - £4,985 2023/24 - £15,679	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
							to support the group.			
7	Crosshill Community Centre	19,603	20,854	11,424	32,278	0	Crosshill Community Association are currently reviewing the options set out by SAC Officers.	Seeking approval for Officers to continue working with CCA. Implement recommendations set out in previous paper once CCA decision is clear.	N/A at this stage.	
7	Kennedy Hall Dunure	N/A	N/A	N/A	N/A	0	No further action	No further action.	N/A	
7	Claude Hamilton, Coylton	16,385	16,372	25,692	42,064	0	Finalise the proposed lease and transfer to Coylton Community Association	Seeking approval for Officers to continue supporting CCA to progress and implement the lease by 31 st March 2022.	Potential saving £42,064	
8	Ballantrae Community Centre	8,526 (rates only)	15,627	21,142	36,769	0	Continue discussions with Ballantrae Community Centre regarding an updated lease agreement.	Seeking approval for Officers to continuing engaging with the new committee to agree a proposed lease arrangement that is sustainable. Implement June 2022.	N/A at this stage.	
8	Colmonell Community Centre	4,606 (Rates Only)	9,861	18,777	29,638	0	Officers to continue engaging with CCA to agree the terms of a new lease agreement.	Seeking approval for Officers to continue engaging with CCA to agree new terms and conditions for a new lease. Implement June 2022	N/A at this stage	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
8	Dailly Community Centre	22,000	21,261	29,668	50,929	0	Implement the actions set out previously.	Seeking approval for Officer to continue engaging with DCA to agree terms and conditions for a new agreement. Alternative option to manage lets through SAC lets team.	N/A at this stage	
8	Girvan Community Centre	41,740	43,056	37,677	80,733	0	Officers to continue working with Girvan user group to consider options to maximise the use of the centre.	Seeking approval for Officers to work with the group to maximise the usage of the hall to generate income. Terms of a new agreement implemented by February 2023.	N/A at this stage	
8	Girvan Town House	14,678	18,330	6,490	24,820	0	Hall continues to be let through lets team. Feasibility study for the GTH should determine options for the building.	Consider the options following the feasibility study that should be published September 2022.	N/A at this stage	
8	Glendoune Community Centre	N/A	N/A	N/A	N/A	0	The current lease agreement needs updated. Engage with new GCA committee to agree new terms and conditions for lease.	Seeking approval for Thriving Communities Officers to continue supporting Glendoune Community Association.	N/A	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
8	Barr Community Centre	13,026	17,034	7,270	24,304	0	Support CAT transfer for BCC.	Seeking approval for Officers to continue supporting the CAT in Barr.	Potential Saving £24,304	
8	Pinwherry Community Centre	4,993	8,465	10,118	18,583	0	Centre will close when old school building opens following CAT. Old centre to be demolished.	Approval has already been granted for the building to be demolished.	Potential Saving - £18,583	
8	Barrhill Community Centre	8,375	9,861	N/A	9,861	0	No further action	No further action	No further action Saving £9861	
8	Richmond Hall	0	2316	TBC	2,316	0	No further action	Building has been sold	No further action Saving - £2316	
Total		306,036	342,983	401,414	745,397	28,003				

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Proposed Management Arrangements for Community and Village Halls
Lead Officer (Name/Position/Email)	Jamie Tait, Service Lead – Thriving Communities – jamie.tait@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – gender identity (issues specific to women & men or girls & boys)	No	No
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	No
Thematic Groups: Health, Human Rights & Children's Rights	No	No

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision: The proposal does not have a significant negative or positive impact on any particular group	
Signed : Jane Bradley Assistant Director	
Date: 21 January 2022	

South Ayrshire Council

**Report by Assistant Director - Place
to Leadership Panel
of 15 February 2022**

**Subject: Housing Capital Programme 2021/22: Monitoring
Report as at 31 December 2021**

1. Purpose

- 1.1 The purpose of this report is to update the Leadership Panel on the actual capital expenditure and income, together with progress made on the Housing Capital Programme projects as at 31 December 2021 (Period 9), and to agree the changes to budgets in 2021/22, 2022/23 and 2023/24.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the progress made on the delivery of the Housing Capital Programme to 31 December, resulting in spend of £17,576,449 or 53.48%, as detailed in Appendix 1 attached;**
- 2.1.2 approves the adjustments contained in Appendix 2 attached, leading to a revised budget of £23,898,653 for 2021/22, £64,208,128 for 2022/23 and £35,387,305 for 2023/24; and**
- 2.1.3 notes the ongoing disruption to supply chains and labour due to Covid-19 and Brexit and the potential for further changes to forecasted expenditure.**

3. Background

- 3.1 The Housing Capital Programme for 2021/22 to 2025/26 was approved by South Ayrshire Council on 20 January 2021.
- 3.2 A number of adjustments have been made to the programme, the most recent being through the paper 'Housing Capital Programme 2021/22: Monitoring Report as at 30 September, 2021', as approved by the Leadership Panel of 23 November 2021.
- 3.3 The current approved budget approved for 2021/22 is £32,867,536.

4. Proposals

- 4.1 Access to council houses was permitted again from July 2021 which allowed the internal modernisation programme to re-commence.

- 4.2 The contract for the first modernisation of 2021/22 completed on site in January, 2022. The second contract for 2021/22 started on site on the 19th January and is anticipated to complete in July, 2022. Surveys for a third contract have now been completed and tender documents will be prepared for this contract. Spend on this part of the programme is lower than planned due to both the later start in the financial year and also a higher number than usual refusals to participate in programmes. Given the ongoing Covid-19 situation we are being flexible with Tenant's wishes.
- 4.3 Annual programmes for Addressing Dampness and Condensation, Central Heating Replacement, Fire and Smoke Alarm LD2 Compliance Work and Upgrading of Door Entry Systems continue to progress well on site.
- 4.4 The new project for the external fabric upgrade to 269 Properties - Dailly, Prestwick, Troon, Symington and Ayr has been tendered and is currently being evaluated. This is a major project and it is anticipated that it will start on site later in the current year and carry over into 2022/23.
- 4.5 The 2020/21 window replacement programme which resumed on site earlier in the year is now complete, apart from a number of properties where no access has been gained for which resolution is being sought. For the 2021/22 window replacement programme, works are now on site and windows have been installed to properties in Troon, Mossblown, Ayr and Girvan. The 2021/22 project is anticipated to complete within the current financial year.
- 4.6 The contract for the Supply/Installation of Eurobin Corrals - Various Locations is on site and is due to complete early in the new financial year.
- 4.7 New build projects at Fort Street, Ayr, and Main Street in Prestwick have now completed on site, with financial completion to be progressed. The final section of the Waggon Road, Ayr new build project is due to be handed over on 18 February and the project at the site of the Former Tarbolton Primary School is scheduled for completion in May, 2022.
- 4.8 The project information contained in Appendix 1 has been broken down over the Council wards and a document showing this has been made available to Members in the Members' area (Hub) on Re-Wired (see background papers).
- 4.9 Appendix 2 details budget adjustments being put forward for approval by Panel as part of the Period 9 report. These adjustments include (a) a number of internal re-allocations of budgets between projects in 2021/22; (b) a number of transfers of budgets from 2021/22 to 2022/23 to reflect current profiled spend for projects; (c) transfers where budget is being advanced from 2022/23 and 2023/24 to 2021/22 to reflect the current profiled spend for projects.
- 4.10 As previously reported, disruption continues to supply chains and labour due to Covid-19 and the UK's exit from the EU.

5. Legal and Procurement Implications

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

6. Financial Implications

- 6.1 Per Table 1 of Appendix 1, at the end of P9, actual expenditure stood at £17,576,449. Income for this period stood at £17,576,449. Based on the budget of £32,867,536, actual expenditure of £17,576,449 equates to an overall spend of 53.48% at the end of Period 6.
- 6.2 Proposals contained in this report, if approved, would lead to a revised 2021/22 programme of £23,898,653, 2022/23 programme of £64,208,128 and 2023/24 programme of £35,387,305.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

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

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 The risk associated with rejecting the recommendations are that insufficient funds would exist in financial years 2021/22, 2022/23 and 2023/24 in relevant budget lines to complete planned Housing capital projects.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as Appendix 3.

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Philip Saxton, Portfolio Holder for Housing and Community Wellbeing, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Assistant Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Process adjustments to the Housing Capital Programme	28 February 2022	Corporate Accounting - Treasury / Capital Function

Background Papers **Report to Leadership Panel of 23 November 2021 - [Housing Capital Programme 2021/22: Monitoring Report as at 30 September 2021](#)**

[Housing Capital Programme 2020/21 – Period 9 – Ward Analysis \(Members Only\)](#)

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Phone 01292 612858
E-mail pauline.bradley@south-ayrshire.gov.uk**

Date: 8 February 2022

**HOUSING CAPITAL MONITORING REPORT
PERIOD 9 2021/22**

Key Strategic Objective	Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Detailed Project Information	2022/23 Approved Budget	2023/24 Approved Budget
	£	£	£		£	£
Major Component Replacement	12,507,795	7,762,795	5,510,525	See Section on 'Major Component Replacement'	20,980,443	7,500,000
Contingencies	124,650	124,650	0	See Section on 'Contingencies'	227,000	269,000
Demolitions	223,934	143,934	106,656	See Section on 'Demolitions'	2,480,000	0
Structural and Environmental	4,519,839	2,427,240	1,723,366	See Section on 'Structural and Environmental'	5,057,000	2,349,901
Other Capital Expenditure	15,491,318	13,440,034	10,235,902	See Section on 'Other Capital Expenditure'	26,373,382	25,346,831
TOTAL PROGRAMME EXPENDITURE	32,867,536	23,898,653	17,576,449		55,117,825	35,465,732
CFCR	8,464,000	8,464,000	8,464,000	See Section on 'Income'	8,327,000	8,313,000
Draw on Accumulated Surplus	6,025,378	6,025,378	1,662,132	See Section on 'Income'	0	0
Borrowing	16,930,376	7,918,500	5,930,343	See Section on 'Income'	45,210,825	19,187,732
Reserves	0	0	0	See Section on 'Income'	0	0
Scottish Government Funding	936,254	979,247	938,247	See Section on 'Income'	1,580,000	7,965,000
2nd Homes Council Tax	500,000	500,000	500,000	See Section on 'Income'	0	0
Commuted Sums	0	0	0	See Section on 'Income'	0	0
Other Income	11,528	11,528	81,728	See Section on 'Income'	0	0
TOTAL PROGRAMME INCOME	32,867,536	23,898,653	17,576,449		55,117,825	35,465,732

NET EXPENDITURE	0	0	0
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0	0
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Major Components

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - LP of 23rd November, 2021</u>
<i>Major Component Replacements - Allocated</i>
<i>Major Component Replacements - Unallocated</i>
TOTALS

12,507,795	7,762,795	5,510,525	See Expanded Section
0	0	0	See Expanded Section
12,507,795	7,762,795	5,510,525	

4,946,727	0
16,033,716	7,500,000
20,980,443	7,500,000

Contingencies

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - LP of 23rd November, 2021</u>
Contingencies

124,650	124,650	0	N/A
124,650	124,650	0	

227,000	269,000
227,000	269,000

Demolitions

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - LP of 23rd November, 2021</u>
Demolition of Lockups
1 - 20 Miller Terrace & 32 - 78 Dailly Road (Even Numbers) Maybole
Demolition of Riverside Flats
Demolition of Former Mainholm Academy

152,214	112,214	97,511	Complete / Design & Tender
71,720	31,720	9,145	Complete / Design and Tender
0	0	0	Concept
0	0	0	Concept
223,934	143,934	106,656	

80,000	0
400,000	0
2,000,000	0
0	0
2,480,000	0

Structural and Environmental

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<u>Project Budgets Approved 2021/22: - LP of 23rd November, 2021</u>
<u>New Projects 2021/22</u>
External Fabric Upgrades to 269 Properties - Dailly, Prestwick, Troon, Symington & Ayr
Non-Traditional Properties - Cladding Options
ABS8 - 12 Properties at Annbank
Stabilisation Works at Main Road, Ayr
<u>Projects Carried From 2020/21</u>
Replacement Roof Coverings and External Fabric Upgrade Works 189 Nr Properties at Various Locations
Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations

2,000,000	250,000	199,175	Design and Tender
60,000	65,000	61,030	Design and Tender
100,000	50,000	0	Concept
0	0	0	Design and Tender
0	0	0	Concept
1,295,667	1,051,962	816,155	On Site

3,373,500	0
0	0
	0
400,000	0
0	0
0	0

Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations
Roof Replacement Works - Dunure
<u>Older Projects</u>
Re-roofing and External Fabric Upgrade - 110 Properties Colmonell, Girvan, Prestwick & Troon (H19116)
Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald & Tarbolton (H20101)
<u>Unallocated Balance - 2021/22, 2022/23 and 2023/24 - Structural and Environmental</u>
Unallocated Balance - 2021/22, 2022/23 and 2023/24

816,401	622,696	469,325	On Site
157,500	157,500	0	On Site
1,011	1,011	1,011	Complete
89,260	229,071	176,670	Complete
0	0	0	Concept
4,519,839	2,427,240	1,723,366	

0	0
0	0
0	0
0	0
1,283,500	2,349,901
5,057,000	2,349,901

Other Capital Expenditure

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Project Budgets Approved 2021/22: - LP of 23rd November, 2021
<i>Sheltered Housing Common Areas</i>
<i>Footpaths</i>
<i>Buy Back Properties</i>
<i>Window Replacement Programme</i>
<i>Environmental Improvements</i>
<i>New Builds</i>
<i>Advance Works / Fees / ICT</i>

50,000	40,000	36,748	See Expanded Section
10,000	0	0	See Expanded Section
566,906	566,906	552,857	See Expanded Section
2,703,574	1,753,574	1,127,787	See Expanded Section
339,832	189,832	34,116	See Expanded Section
11,563,224	10,631,940	8,376,832	See Expanded Section
257,782	257,782	107,563	See Expanded Section
15,491,318	13,440,034	10,235,902	

259,045	0
10,000	0
800,000	800,000
0	0
155,000	706,839
25,149,337	23,839,992
0	0
26,373,382	25,346,831

Income

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P9	Key Project Milestone
£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Project Budgets Approved 2021/22: - LP of 23rd November, 2021
Funding Type
CFCR
<i>Draw on Accumulated Surplus</i>
<i>Borrowing</i>
<i>Reserves</i>
<i>Scottish Government Funding</i>
<i>2nd Homes Council Tax</i>
<i>Commutated Sums</i>
<i>Other Income</i>
TOTAL FUNDING

8,464,000	8,464,000	8,464,000	Income
6,025,378	6,025,378	1,662,132	Income
16,930,376	7,918,500	5,930,343	Income
0	0	0	Income
936,254	979,247	938,247	Income
500,000	500,000	500,000	Income
0	0	0	Income
11,528	11,528	81,728	Income
32,867,536	23,898,653	17,576,449	

8,327,000	8,313,000
0	0
45,210,825	19,187,732
0	0
1,580,000	7,965,000
0	0
0	0
0	0
55,117,825	35,465,732

Request For Budget Adjustments		Advanced/ (Carry Forward) from/to 2021-22 £	Release Back 2021-22 £	In Year Budget Amendments 2021-22 £	Additional Budget 2021-22 £	Projected 2021-22 Budget £	Proposed Revised 2022-23 Budget £	Proposed Revised 2023-24 Budget £
Revised Total Budgets as approved by South Ayrshire Council's Leadership Panel 23rd November 2021						32,867,536	55,117,825	35,465,732
1	South Ayrshire Council of 20th January, 2021, approved the paper 'Setting of Council House Rents and Other Rents and Charges (2021/22 – 2023/24) and Proposed Housing Revenue Account (HRA) Revenue Budget 2021/22 and Capital Budget (2021/22 - 2025/26)' which set the capital programme for the five years 2021/22 to 2025/26. Budget adjustments to the programme have been approved through: - - P12 Capital Monitoring report approved by Leadership Panel of the 15th June, 2021; - P3 Capital Monitoring report approved by Leadership Panel of the 24th August, 2021; and - P6 Capital Monitoring report approved by Leadership Panel of the 23rd November, 2021. All adjustments approved have been incorporated into the P9 report.							
2	It is requested that budgets be carried forward from 2021/22 to 2022/23 to reflect current project profiling as detailed below: - Major Components - Full Internal Modernisations 2020/21 - 160 Nr Properties in Ayr and Maybole (H20123); - Full Internal Modernisations 2020/21 - 219 Nr Properties in Various Locations Throughout South Ayrshire (H20124); - Kitchen and Boiler Replacement Works 2020/21 - 263 Nr Properties in Various Locations Throughout South Ayrshire (H20126); - Central Heating Replacement - Emergency & Urgent Works; - Energy Efficiency / HEEPS ABS Projects; - External Works Undertaken on Properties; - Replacement Double Glazed Units and Doors; - Targeted Energy Works In Properties to Achieve Compliance With Energy Efficiency Standard Social Housing (EESSH); - Upgrading of Door Entry Systems; - Upgrading of Lock Ups; - Upgrade Works to Automatic Doors in SHU's; and - Riverside High Flats, Ayr.	(200,000)				(200,000)	200,000	0
		(1,100,000)				(1,100,000)	1,100,000	0
		(1,900,000)				(1,900,000)	1,900,000	0
		(100,000)				(100,000)	100,000	0
		(750,000)				(750,000)	750,000	0
		(50,000)				(50,000)	50,000	0
		(215,000)				(215,000)	215,000	0
		(75,000)				(75,000)	75,000	0
		(50,000)				(50,000)	50,000	0
		(40,000)				(40,000)	40,000	0
		(75,000)				(75,000)	75,000	0
		(90,000)				(90,000)	90,000	0

	Demolitions							
	- Demolition of Lockups	(40,000)				(40,000)	40,000	0
	- 1 - 20 Miller Terrace & 32 - 78 Dailly Road (Even Numbers) Maybole.	(40,000)				(40,000)	40,000	0
	Structural and Environmental							
	- External Fabric Upgrades to 269 Properties - Dailly, Prestwick, Troon, Symington & Ayr;	(1,750,000)				(1,750,000)	1,750,000	0
	- ABS8 - 12 Properties at Annbank;	(50,000)				(50,000)	50,000	0
	- Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations; and	(200,000)				(200,000)	200,000	0
	- Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations.	(150,000)				(150,000)	150,000	0
	Other Capital Expenditure							
	- Upgrading External Areas at Sheltered Housing Units;	(10,000)				(10,000)	10,000	0
	- Footpaths Unallocated Budget 2021/22;	(10,000)				(10,000)	10,000	0
	- Window Replacement Programme 2021/22 - 233 Properties in Ayr, Coylton, Girvan, Mossblown and Troon;	(950,000)				(950,000)	950,000	0
	- Supply/Installation of Eurobin Corrals - Various Locations;	(150,000)				(150,000)	150,000	0
	- Ladyland Road, Maybole;	(150,000)				(150,000)	150,000	0
	- Supported Accommodation for Adults With Learning Difficulties (Housing Development at Fort Street, Ayr);	(100,000)				(100,000)	100,000	0
	- Waggon Road, Ayr; and	(200,000)				(200,000)	200,000	0
	- Site of the Former Tarbolton Primary School.	(700,000)				(700,000)	700,000	0
3	It is requested that budgets be advanced from future years New Builds to fund expenditure incurred in 2021/22 as detailed below: - (i) It is requested that budgets be advanced from 2022/23 to fund expenditure incurred in 2021/22 as detailed below: - New Builds - New Build - Mainholm.	54,697				54,697	(54,697)	0
	(ii) It is requested that budgets be advanced from 2023/24 to fund expenditure incurred in 2021/22 as detailed below: - New Builds - New Housing Development - Site of Former Riverside Flats, Ayr.	78,427				78,427	0	(78,427)
4	A number of adjustments are requested as (a) there are a number of projects where budgets are no longer required as final accounts have been settled and projects completed; and (b) other projects where additional funds are required to complete works. Adjustments requested are as detailed below:- - Replacement Double Glazed Units and Doors;				(135,000)	(135,000)	0	0

	- Full Modernisations to 250 properties Troon, Dundonald, Monkton, Prestwick, Coylton, Mossblown, Tarbolton, Ballantrae, Barr, Colmonell, Old Dailly, Dailly, Kirkoswald, Minishant, Girvan & Maybole (H19143);			25,000	25,000	0	0	
	- Window Replacement at 17/19 Knockcushan Street, Girvan;			10,000	10,000	0	0	
	- Non-Traditional Properties - Cladding Options;			5,000	5,000	0	0	
	- Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald & Tarbolton (H20101);			52,401	52,401	0	0	
	- Travelling Person's Site, Girvan			39,154	39,154	0	0	
	- James Brown Avenue New Build Housing Development.			3,445	3,445	0	0	
	- Capital Element of Works Undertaken In Void Properties (3089);			(350,000)	(350,000)	0	0	
	- Fire and Smoke Alarms - LD2 Compliance Work;			350,000	350,000	0	0	
	- Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations; and			(43,705)	(43,705)	0	0	
	- Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations;			(43,705)	(43,705)	0	0	
	- Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald & Tarbolton (H20101);			87,410	87,410	0	0	
	- Window Replacement Programme - 163 Properties in Dailly, Dunure, Maidens, Old Dailly, Pinmore, Tarbolton and Turnberry;			(250,000)	(250,000)	0	0	
	- Window Replacement Programme 2020/21 - Works to Properties in Off Gas Areas of Annbank, Tarbolton and Craigie Village; and			10,000	10,000	0	0	
	- Window Replacement Programme 2021/22 - 233 Properties in Ayr, Coylton, Girvan, Mossblown and Troon.			240,000	240,000	0	0	
5	Additional Scottish Government Grant has been approved in relation to the Travelling Persons Site at Girvan, and it is requested that expenditure and income budgets be increased to reflect this, as detailed below: - - Travelling Person's Site, Girvan				42,993	42,993	0	0
		(9,011,876)	0	0	42,993	(8,968,883)	9,090,303	(78,427)
TOTAL REVISED BUDGET					23,898,653	64,208,128	35,387,305	

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Monitoring of Housing Capital Programme
Lead Officer (Name/Position/Email)	Pauline Bradley, Service Lead, Professional Design Service pauline.bradley@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – gender identity (issues specific to women & men or girls & boys)	No	No
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	No
Thematic Groups: Health, Human Rights & Children's Rights	No	No

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

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

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

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	No Impact
Advance equality of opportunity between people who share a protected characteristic and those who do not	No Impact
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	No Impact
Increase participation of particular communities or groups in public life	No Impact
Improve the health and wellbeing of particular communities or groups	No Impact
Promote the human rights of particular communities or groups	No Impact
Tackle deprivation faced by particular communities or groups	No Impact

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	Yes No
Rationale for decision: This is an update report with no implication in relation to equalities.	
Signed : Pauline Bradley	Service Lead – Professional Design Services
Date: 27 th January 2022	

South Ayrshire Council

**Report by Assistant Director - Place
to Leadership Panel
of 15 February 2022**

**Subject: Proposed Lease for Changing Pavilion at Victory Park,
Girvan**

1. Purpose

- 1.1 The purpose of this report is to provide the Leadership Panel with an update on the results of the consultation undertaken in relation to the proposed lease and to seek approval of the next steps.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the representations which have been received to the Consultation which has been carried out in terms of section 104 of the Community Empowerment (Scotland) Act 2015 and section 27(2A) of the Town and County Planning (Scotland) Act 1959 for the new lease to Girvan Youth Football Club of the changing pavilion and adjacent land being part of the Common Good land at Victory Park, Girvan;**
- 2.1.2 considers and agrees the responses to the representations received, approves publication of the responses on the Council website and notification of those who made representations to the consultation;**
- 2.1.3 having regard to those representations, and subject to court authority for disposal being obtained under paragraph 2.1.4, agrees to proceed with the proposed new lease to Girvan Youth Football Club for the pavilion and adjacent land shown in Appendix 1 on the basis of the terms and conditions outlined below.; and**
- 2.1.4 authorises the Head of Legal, HR and Regulatory Services to petition the Sheriff Court under Section 75(2) of the Local Government (Scotland) Act 1973 for authority to dispose of the changing pavilion and adjacent land by way of a new lease to Girvan Football Club.**

3. Background

- 3.1 The changing pavilion in Victory Park, which is held in Girvan Common Good, is currently let by South Ayrshire Council to Girvan Youth Football Club on a 20 year lease which is due to expire on 31 October 2022 at a rental of £1 per annum. The club has requested a new 20 year lease for the pavilion and some additional land

to allow it to refurbish and extend the pavilion with the help of grant funding. The extent of the area, which extends to approximately 320 sq m, is shown in Appendix 1.

- 3.2 In terms of Section 104 of the Community Empowerment (Scotland) Act 2015 local authorities are required to consult with the local community when planning to 'dispose' of common good property or change its use. In addition, under Section 27 (2A) of the Town and County Planning (Scotland) Act 1959 local authorities are required to publish a notice of a proposed disposal of any land which consists, or forms part of a common or of an open space and consider any objections made to them. There is also a separate legal process in terms of Section 75(2) of the Local Government (Scotland) Act 1973 where a question arises as to the right of a local authority to alienate a Common Good property, for a petition by the local authority to the court for permission to change the use of or for disposal of a Common Good property, and the court if they think fit, may authorise the local authority to change the use or dispose of the property subject to such conditions as the court may impose. A lease can be considered a "disposal" for these purposes and is considered to be so in this case as the proposed lease would confer rights on others which are not enjoyed by the public - but for the avoidance of any doubt ownership of the pavilion will remain with the Council throughout the term of the lease and beyond and will continue to be held in the Common Good Account.
- 3.3 A Consultation to gather community views as to whether the Council should enter into a new lease was prepared (Appendix 2) and ran from 4 October to 3 December 2021. Adverts were placed in the local press and it was publicised through social media. The local Community Council was advised of the consultation and notices were placed on lampposts next to the pavilion.
- 3.4 The Council received a total of 30 representations by the closing date of 3 December. The population of Girvan is 6,455 which means that around 0.46% of the local population responded to the consultation. The summary breakdown of responses is as follows:

For the proposed lease	14
Against the proposed lease	15
Unknown	1

- 3.5 Nine of the representations against the proposed lease objected to the proposals on the basis of the mistaken belief that there was a proposal to remove the pavilion and land from the Common Good Account. This is likely due to the terminology used in the Act where a lease is considered to be a 'disposal'. Most people consider a disposal to be a permanent transfer of ownership to a third party but that was never part of this proposal and the pavilion and the land will continue to be owned by the Council and form part of the Common Good.
- 3.6 If we take those who said their objection to the proposed lease was only if the asset was transferred out of the Common Good Account as being supportive of the proposed lease, on the basis of the responses received opinion is 76.67% in favour with 20% against the proposal to enter into the lease and the view of 3.33% is unknown. The representations have been collated and are attached in Appendix 3.

4. Proposals

4.1 Given the level of support for the new lease it is proposed that, subject to the decision of the Sheriff referred to in paragraph 4.3 below, the Council enters into a lease agreement for the pavilion and land shown in Appendix 1 with Girvan Youth Football Club on the basis of the following terms and conditions:

1. Victory Park Pavilion and the adjacent ground would be leased to Girvan Youth Football Club for a period of 20 years.
2. The rental will be £100 per annum payable annually in advance with upwards only rent reviews in line with the market value at 5 yearly intervals.
3. The tenant will be responsible for ensuring that the premises are suitable for its intended use and accepts them in their present condition.
4. The tenant will be responsible for any costs associated with its occupation of the subjects including any non-domestic rates (Rates are not currently charged in relation to this property) and the cost of any utilities etc.
5. The tenant will be responsible for any maintenance and repairs (Full Repairing and Insuring terms) and will ensure that the premises are kept clean and tidy at all times to the reasonable satisfaction of South Ayrshire Council.
6. At the end of the lease the tenant may be obliged to remove any fittings and fixtures and if asked to do so return the premises to the condition noted at the start of the lease.
7. The tenant will not be permitted to sub-let or assign their interest in whole or in part to a third party. Permitting other clubs and organisations to use the facility will not be considered to be sub-letting.
8. At its' discretion, when the pavilion is not being used by the tenant, it will be made available for use by other local organisations, at a cost that is no more than the Council would charge for use of similar facilities and the tenant will make available to the Council details of any requests to use the facility and bookings by other organisations.
9. The pavilion will be used as a changing pavilion and toilets associated with the adjacent playing fields within the park and for no other purpose.
10. The tenant is obliged to obtain any consents, statutory or otherwise, that may be required in relation to its proposed use of these premises.
11. The tenant will agree to indemnify the Council from any claims arising from its' use of this building.
12. The tenant will be liable for the cost of putting in place building insurance for this part of the property. The insurance will be arranged for by the Council and recharged to the tenant. The tenant will be obliged to put in place its own building insurance for any extension to the pavilion. The tenant will obtain public and occupier's liability for all parts of the subjects let.

13. The tenant must obtain written consent from the landlord before making any structural alterations to the premises.
 14. All other terms and conditions will be the subject of negotiation between the respective parties' solicitors.
- 4.2 For the avoidance of any doubt the pavilion and land covered by the lease will remain in the ownership of the Council as part of the Common Good and be held in the Common Good Account both throughout the term and at the end of the lease.
- 4.3 The response to this Consultation is supportive of the proposal to enter into a new lease to Girvan Youth Football Club on the basis of the terms outlined above. Community empowerment legislation requires the Council to have regard to representations made in Common Good Consultations in deciding whether to proceed with the proposal. Advice has been obtained from Counsel that the Head of Legal, HR and Regulatory Services requires to petition the Sheriff court to allow for the pavilion and adjacent land at Victory Park to be leased on the proposed terms. Having considered the representations, and in light of the advice provided in paragraph 3.2 of this report, it is recommended that the Panel authorises the Head of Legal, HR and Regulatory Services to petition the Sheriff Court under Section 75(2) of the Local Government (Scotland) Act 1973 for authority to dispose of the changing pavilion and adjacent land by way of a new lease to Girvan Football Club and the Panel is invited to consider whether a petition should now be prepared in this regard.

5. Legal and Procurement Implications

- 5.1 The recommendations in this report are consistent with legal requirements. Subject to the approval of the Panel, Legal Services will require to request permission from the Sheriff for the lease of the property. The Panel is being asked whether a petition to the sheriff should be progressed. It is necessary to demonstrate to the sheriff that the proposed lease would be for the benefit of the inhabitants of the former burgh of Girvan. A sheriff may well wish to see evidence of community support for the proposed lease. It is difficult to assess how a sheriff may judge the arguments for and against the proposed lease. However, the court, in balancing the arguments from both parties, are likely to consider the number of responses and the reasons for those objections against the evidence the Council presents of the support within the community for putting in place the new lease which will allow the tenant to extend and improve the changing facilities available for use by users of the pitches in Victory Park.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 The Council's Girvan Common Good Fund will benefit from a rental income of £100 per annum and the running costs associated with the property will remain the responsibility of the tenant for the duration of the lease thus saving Girvan Common Good the costs associated with having to maintain this building.
- 6.2 There will be cost implications in the lodging of a petition to the Sheriff, and these will depend on the complexity of the legal case, whether counsel is required to be instructed, and whether the petition is the subject of challenge. Experience from previous such applications is limited but the cost could range from £5,000 where

counsel is not involved to between £20,000 and £40,000 or higher, where there was a lengthy hearing with witnesses and counsel involved.

- 6.3 Any legal cost incurred would initially fall to be met by the Girvan Common Good Fund. As the Girvan Common Good Fund already has an agreed deficit funding arrangement in place with the Council, the cost would ultimately be met by the Council through this arrangement.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 The Council will not have access to this building for the duration of the lease. There is a risk that the Sheriff will not grant a petition and authorise the lease of this Common Good property or that if consent is granted there may be additional conditions imposed by the Sheriff.

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 Girvan Common Good will miss out on a small rental income but it will also become liable for the running costs associated with the pavilion. It is also unlikely that the extension and upgrading of the pavilion will go ahead in the foreseeable future.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as Appendix 4.

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 5 of the Council Plan: Stand up for South Ayrshire/ Increase the profile and reputation of South Ayrshire and the Council.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Ian Cochrane, Portfolio Holder for Environment, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

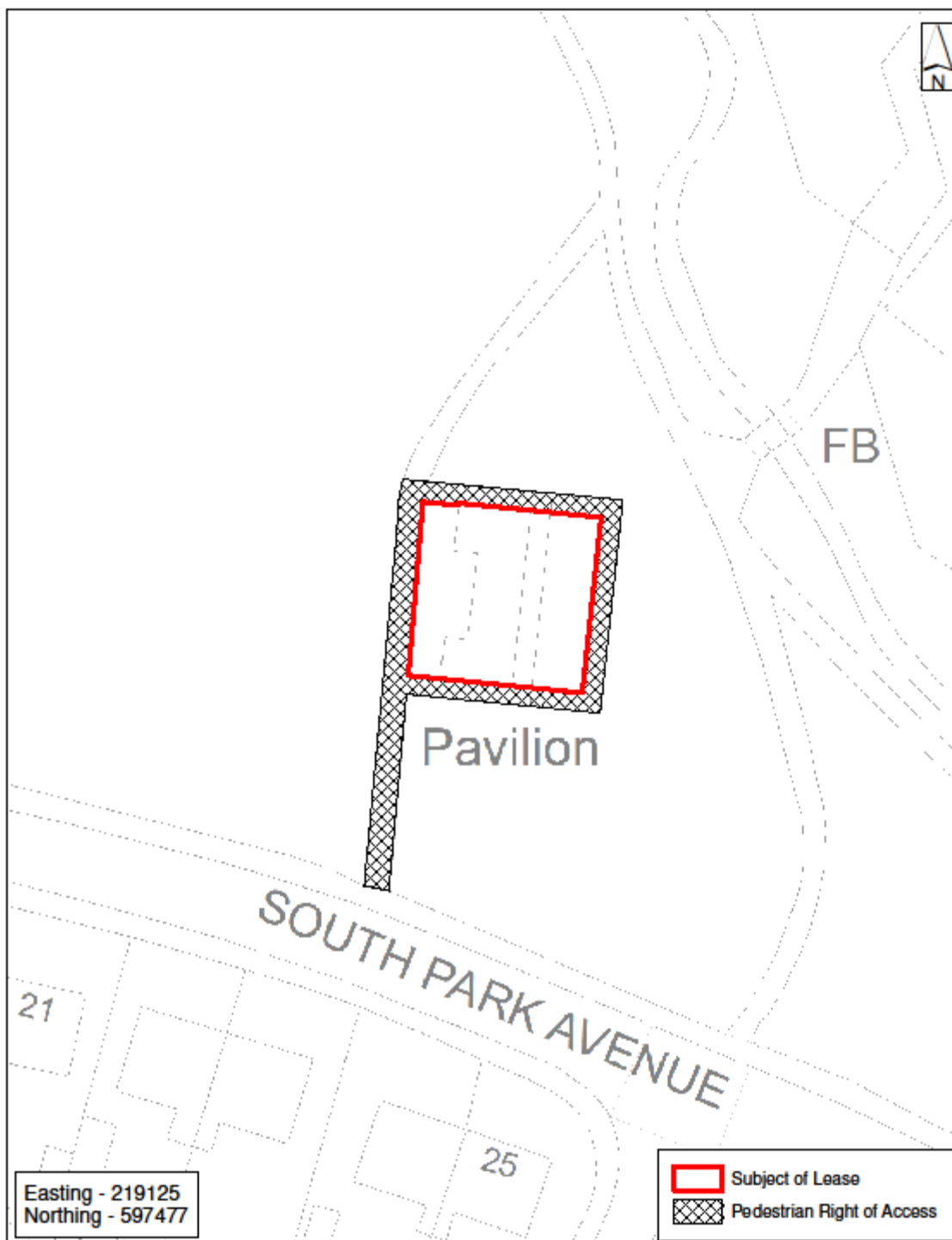
- 14.1 If the recommendations above are approved by Members, the Assistant Director – Place will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Progress a petition if that is the decision of the Panel	31 August 2022	Head of Legal, HR and Regulatory Services
Review the progress with the Sheriff’s petition and where appropriate confirm a date for concluding the lease	31 October 2022	Service Lead – Asset Management and Community Asset Transfer

Background Papers None

Person to Contact **Tom Burns Service Lead - Asset Management and Community Asset Transfer**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612845
E-mail tom.burns@south-ayrshire.gov.uk

Date: 8 February 2022



Victory Park Pavilion, South Park Avenue, Girvan.

Scale 1:500



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South Ayrshire Council

COMMON GOOD CONSULTATION

Notice of Consultation under Section 104 of the Community Empowerment (Scotland) Act 2015 and Section 27 (2A) of the Town and County Planning (Scotland) Act 1959.

Reason for Site Notice Being Displayed: Consultation on proposed lease of changing pavilion and adjacent land (Asset reference L405).

Proposed Lease of Changing Pavilion and Adjacent Land at: - Victory Park, Girvan, KA26 9DH

Notice is hereby given of a **PUBLIC CONSULTATION**

In terms of Section 104 of the Community Empowerment (Scotland) Act 2015 local authorities are required to consult with the local community when planning to dispose of common good property, or change its use. In terms of Section 27 (2A) of the Town and County Planning (Scotland) Act 1959 local authorities are required to publish a notice of a proposed disposal of any land which consists, or forms part, of a common or of an open space and consider any objections made to them.

South Ayrshire Council is proposing to enter into a new 20 year lease to Girvan Youth Football Club for the changing pavilion and adjacent land at Victory Park in Girvan to allow the club to refurbish and extend the pavilion for users of the playing fields in Victory Park.

The area that would be covered by the lease is shown outlined in red in the plan below. The hatched areas indicate a right of access. At the end of the lease the pavilion and land would revert to the Council.

The lease would include the following terms: -

- Victory Park Pavilion and the adjacent ground would be leased to Girvan Youth Football Club for a period of 20 years.
- The rental will be £100 per annum payable annually in advance with upwards only rent reviews in line with the market value at 5 yearly intervals.
- The tenant will be responsible for ensuring that the premises are suitable for its intended use and accepts them in their present condition.
- The tenant will be responsible for any costs associated with its occupation of the subjects including any non-domestic rates (Rates are not currently charged in relation to this property) and the cost of any utilities etc.
- The tenant will be responsible for any maintenance and repairs (Full Repairing and Insuring terms) and will ensure that the premises are kept clean and tidy at all times to the reasonable satisfaction of South Ayrshire Council.
- At the end of the lease the tenant may be obliged to remove any fittings and fixtures and if asked to do so return the premises to the condition noted at the start of the lease.

- The tenant will not be permitted to sub-let or assign their interest in whole or in part to a third party. Permitting other clubs and organisations to use the facility will not be considered to be sub-letting.
- At its' discretion, when the pavilion is not being used by the tenant, it will be made available for use by other local organisations, at a cost that is no more than the Council would charge for use of similar facilities and the tenant will make available to the Council details of any requests to use the facility and bookings by other organisations.
- The pavilion will be used as a changing pavilion and toilets associated with the adjacent playing fields within the park and for no other purpose.
- The tenant is obliged to obtain any consents, statutory or otherwise, that may be required in relation to its proposed use of these premises.
- The tenant will agree to indemnify the Council from any claims arising from its' use of this building.
- The tenant will be liable for the cost of putting in place building insurance for this part of the property. The insurance will be arranged for by the Council and recharged to the tenant. The tenant will be obliged to put in place its own building insurance for any extension to the pavilion. The tenant will obtain public and occupier's liability for all parts of the subjects let.
- The tenant must obtain written consent from the landlord before making any structural alterations to the premises.
- All other terms and conditions will be the subject of negotiation between the respective parties' solicitors.

Description of Consultation process:

The Council invites responses to this consultation to be made online or in writing or by email by **noon on Friday 3 December 2021**. Thereafter, the Council will consider the responses received, and publish on its website the Council's response within eight weeks. Please note that all responses to the consultation will be published alongside the decision. If the Council's decision is to proceed with the proposed lease, and the lease is deemed to be a disposal, a petition will be lodged in the Sheriff Court at Ayr, seeking the court's authority for the disposal. Notification of the lodging of any such petition would be published in local newspapers and intimated to community councils in North and South Carrick including the date when the case would call in court. Any groups or individuals who wish to oppose the petition can attend court on that date to have their opposition noted. A further date, for an evidential hearing, would be assigned by the court. If the petition is granted, or the lease is not deemed to be a disposal, the Council would then enter into the lease.

You can submit a comments response sheet online at www.south-ayrshire.gov.uk/consultations or by email to estates@south-ayrshire.gov.uk or in writing to: -

South Ayrshire Council
 County Buildings
 Wellington Square
 Ayr
 KA7 1DR

By no later than **noon on Friday 3 December 2021**. Any correspondence should be clearly marked 'Victory Park lease consultation'.

ASSET MANAGEMENT

Proposed Lease of Changing Pavilion & Adjacent Land at Victory Park, Girvan

**FEEDBACK FROM PUBLIC CONSULTATION
Friday 3rd December 2021**

Name	Interest in Project	For/Against (Yes/No)	Comments
Jennifer Ingram	Girvan Resident	Yes	Comments1 A1
Angela McGeechan	Girvan Resident	No	Comments2 A1
Alasdair Brown	Girvan Resident	Yes	Comments3 A1
Tiffany Corrigan	Girvan Resident	Yes	Comments4 A1
Craig	Girvan Resident	Yes	Comments5 A1
Phyllis Young	-		Comments6 A1
David Girvan	Girvan Resident	Yes	Comments7 A1
Colin Shearer	Ballantrae Resident	Yes	Comments 8 A1
Jennifer Dunn	Troon Resident	Yes	Comments9 A1
Eleanor Rae	Unknown	Yes	Comments10 A1
Tam McFeely	Girvan Resident	Yes	Comments11 A1
Karen McCartney	Unknown	Yes	Comments12 A1
Claire Smith	Girvan Resident	Yes	Comments13 A1
Gemma Farrell	Girvan Resident	Yes	Comments14 A1
Lynne Galloway	Unknown	Yes	Comments15 A1
Allan Stewart	Unknown	Yes	Comments16 A1
Steve Towing	Girvan Resident	No	Comments17 A1
Douglas Waugh	Girvan Resident	No	Comments18 A1
Wilma Waugh	Girvan Resident	No	Comments19 A1
Kathryn and William Lumsden	Girvan Resident	No	Comments20 A1
Elizabeth McKie	Girvan Resident	No	Comments21 A1
Mrs S Radic	Girvan Resident	No	Comments22 A1
Jon Knight	Girvan Resident	No	Comments23 A1
Barbara Sloan	Girvan Resident	No	Comments24 A1
Liza & Lindsay	Girvan Resident	No	Comments25 A1
Todor Joseph Radic	Girvan Resident	No	Comments26 A1
Russell	Ayr Resident	No	Comments27 A1
J McKie	Girvan Resident	No	Comments28 A1
Jan McCrorie	Girvan Resident	No	Comments29 A1
Todor Radic	Girvan Resident	No	Comments30 A1

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9AH
Comments: I support this proposal. Will be great for the community.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

Comments made here are not formal representations to the Planning Authority. There will be opportunity to make comments directly to South Ayrshire Council if an application is made in due course for Planning permission.

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA269DH
Comments: While I am totally in favour of the proposals to upgrade the pavilion at the top of Victory Park Girvan two points concern me. Victory Park is designated Common Good Land so I do not understand that any part of it is SA Council's right to lease land, or property. I do see that a precedent will be created. Surely a free system exists for playing on the grass area, no one leases it. As for the Pavilion why does it have to be leased and not just given free on agreed terms and after 20 years the interested parties in 2040.s. will see to its upkeep.

Girvan Football Pavilion



alasdairc Browne <alasdairc Browne@aol.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Wed 24/11/2021 18:21

I feel very strongly that this proposal should be given the green light as soon as possible. This is a small extension to an existing facility which I am sure a majority of respondents to this survey will view favourably. This people's mandate will hopefully end the disgraceful and infuriating opposition to any change to Common Good Land. This land is for the common good of the people in this community, this and 3G pitch, mostly for the benefit of the areas youths must not be delayed any longer.

Yours sincerely

Alasdair C Browne
Girvan

Sent from my iPad

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: ka26 9sd
Comments: I support the lease for girvan youth football club.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

Comments made here are not formal representations to the Planning Authority. There will be opportunity to make comments directly to South Ayrshire Council if an application is made in due course for Planning permission.

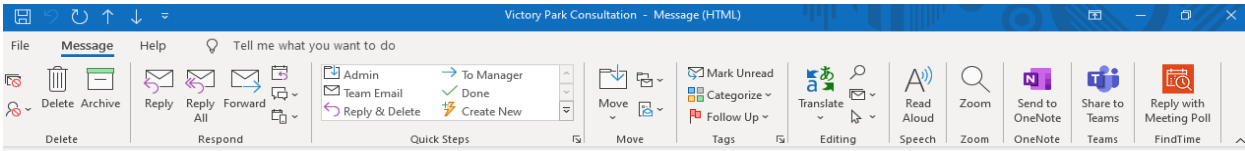
**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode:ka260dn
Comments: I am full supportive of the lease to girvan youth fc for 20yrs, having this long term lease will allow the club to move forward for the benefit of the many many kids that are part of the club, also allowing the upgrading of the facilities and building to bring them in line with the current needs of the kids, club and community. The sooner this happens the better


Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

Original email submission was blank. An email was sent asking to confirm response but no further response received.



Victory Park Consultation

 Anderson2, David
To: phyllis.young1@gmail.com

 Reply  Reply All  Forward 

Thu 07/10/2021 09:01

Good morning Phyllis,

We have received an email from you for the public consultation in relation to the proposed lease for the pavilion at Victory Park but unfortunately the email was blank. I would be grateful if you could re-send your response to me.

Thanks

David

David Anderson | Estates Co-ordinator | Asset Management | Place Directorate | david.anderson2@south-ayrshire.gov.uk | Direct Line: 01292 612951 | South Ayrshire Council | County Buildings | Wellington Square | Ayr | KA7 1DR | www.south-ayrshire.gov.uk

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 0AE
Comments: This will allow Girvan Football to provide a purpose built facility for the benefit of the community . It will use a small amount of common good but will far exceed the benefit to the community I fully support the renewal of the lease

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

Victory park Girvan consultation



scotcol@aol.com
To Estates

[Reply](#) [Reply All](#) [Forward](#) [•](#)

Tue 05/10/2021 20

To who it concerns

I'd like to offer comment in support of the pavillion and land lease for Girvan youth FC.

It is an amazing well run club than benefits so many kids in Girvan and from the surrounding areas. My son has developed so much - his confidence, attitude and friends he has made and skills learnt and developed. The people who run the club make places like Girvan better and every resource and help should go their way for the kids they bring on in life.

The renovation of the pavillion and the land beside it will enhance so many lives and not affect the large part of the park on any level and be in line with facilities at many other places in south, north and east ayrshire.

Many thanks

Colin Shearer
Ballantrae
KA26 0NP

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA10 7EG
Comments: I think the plans are a very positive development and I hope they go ahead. I grew up in Girvan in the 80s and 90s and the sports facilities were poor – I was in the school hockey team and we could never have a home game because the facilities and pitch just weren't up to standard. I now live in Troon and access to sports facilities is much better here, and I feel sorry for the kids growing up in Girvan who don't have the same opportunities. Organisations who want to improve things for the young people of Girvan should have the opportunity to do so. I hope this proposal goes ahead and changes things for the better.

Victory park lease consultation - Girvan



eleanor rae <eleanorrae1@googlemail.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Sat 16/10/2021 21:20

To whom it may concern

I am writing to convey my support in renewing the lease of victory park pavilion to Girvan Youth Football Club. This pavilion is crucial for all the teams who use it within this group. The club itself is an asset to the town and helps many youngsters both mentally and physically. They will also rejuvenate the pavilion which is currently needed.

Yours sincerely
E Rae

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land Your Postcode: KA26 0EQ
Comments: Great to see someone looking after the pavilion so well. This was not looked after for years and the Girvan youth football club have done a great job of transforming it. Can't wait to see the finished result

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

Victory park lease consultation



Karen McCartney <karen.mccartney84@gmail.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Fri 15/10/2021 21:10

To whom it may concern,

I support the Girvan Youth Football Clubs lease of the pavilion at Victory Park and welcome the refurbishment they are seeking. It would be an asset to the town to see this facility upgraded for the towns young people.

Regards,

Karen McCartney

Sent from my iPhone

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9AD
Comments: As a life long resident of Girvan I fully support the proposal to extend the lease of the football pavilion to Girvan Youth FC and for the club to be allowed to carry out their planned improvements to the facility.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 0AQ
Comments: I think this is a great proposal and it should go ahead.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

Comments made here are not formal representations to the Planning Authority. There will be opportunity to make comments directly to South Ayrshire Council if an application is made in due course for Planning permission.

Victory Park Pavilion - Girvan



lynnec2 <lynnec2@btinternet.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Fri 15/10/2021 22:...

Fully support this move to extend the lease for the kids football club - just saddened they have to find all their own cash when SAC are shelling out money for KGS

Thanks
Lynne Galloway

Sent from Samsung Mobile on O2

Victory Park



Allan Stewart <allanbstewart@gmail.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#)

Wed 24/11/2021 12:00

These people on the picture that say hands of SAC the peoples common good land, I have lived in Girvan a long time and don't recognise any of them, so why complain and not give the young kids and the youth club a chance to support the kids of Girvan.

Victory Park lease consultation.



Steve Towing <stevetowing@gmail.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Thu 02/12/2021 15:54

I have no problem with the lease to Girvan Youth football club in principle. However it is unclear whether this proposal will affect the status of the park under the Common Good covenants. If these are in any way affected by the proposal, particularly if the legal status and ownership of the park is likely to be changed by this proposal then I object strongly. The park is a local amenity green space used by many and should remain under the covenants of Common Good land.

Steve Towing
16 Rodney Drive
Girvan
South Ayrshire
KA 26 9 DZ

"Victory Park lease consultation"



Douglas Waugh <duggie42@icloud.com>
To: Estates

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Thu 25/11/2021 13:09

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH

Consultation on proposed lease of changing pavilion and adjacent land

KA26 9DQ

Comments:

The council's use of a proposed 20-year lease as a means to remove the land from the common good has meant that I am objecting to this proposal.

Common good land has been enjoyed by generations and should be safe guarded for future generations.

Should the council change the conditions of the lease and ensure the land is returned to the common good then I would not be objecting.

I also object to the council's decision to approve planning for the proposal before having this consultation.

Common good land is part of Girvan's history and should stay this way .

Douglas

Sent from my iPad

"Victory Park lease consultation",



Wilma Waugh <willaw42@icloud.com>
To Estates

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Mon 29/11/2021 12:...

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DQ

Consultation on proposed lease of changing pavilion and adjacent land

KA26 9DQ

Comments:

The council's use of a proposed 20-year lease as a means to remove the land from the common good has meant that I am objecting to this proposal. Common good land has been enjoyed by generations and should be safe guarded for future generations. Should the council change the conditions of the lease and ensure the land is returned to the common good then I would not be objecting. I also object to the council's decision to approve planning for the proposal before having this consultation.

Surely it's unlawful for the Council to use this common good land for a 20-year lease

Sent from my iPad

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9DH
Comments: <p>We are concerned that the council is using a proposed 20-year lease as a means of removing the land on Victory Park from the common good and this is why we are objecting to this proposal.</p> <p>Common good land has been enjoyed by generations and should be safe guarded for future generations.</p> <p>Should the council change the conditions of the lease and guarantee that the land will be retained as common good land at the end of the lease then we would not be objecting.</p> <p>On the consultation page, there is no mention of the pavilion area going back into the Common Good account after the lease expires. The obvious conclusion of this is that the Council are holding this consultation with a view to a disposal of Common Good land, to allow them to do whatever they want with this land in the future, regardless of the historic donation of this land for the good of all Girvan residents.</p> <p>We also object to the council's decision to approve planning for the proposal before having this consultation.</p> <p>We would also like to strongly emphasize that we are totally in favour of the Pavilion being leased for the use of youth groups and we just feel that it's a shame that they have been used as a pawn in this game of the council to secure the "Common Good Land " for their own future use.</p> <p>Common Good Land should be respected and cherished for ever, as a wonderful gift from those who donated it so generously and in good faith for the benefit of the whole town (and not for the benefit of South Ayrshire Council).</p>

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9DH
Comments: I object to this proposal as I do not agree with the Council's intention to remove the Common Good status from this part of Victory Park which is adjacent to the pavilion. I believe that Common Good Land should be protected. I do not object in principle to the local football clubs having use of the part and pavilion, but I do feel strongly that the Council should not be removing the all-important Common Good status. This process has been carried out in an unsatisfactory manner as the consultation period should have taken place first - well before any plans were drawn up.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to

As this consultation is via the 'The have your say page' having been silenced in the past I fully intend to have my say.

The good

The pavilion would get a badly needed makeover to make it a much better place for GYFC and any other clubs that use it.

The bad

The consultation as required by the Community Empowerment (Scotland) Act 2015 was only started once the planning had been approved and a deal had been put to GYFC which included the loss of Common Good Land.

SAC is trying to assure us that they will not remove common good land but surely the extension of the pavilion takes up more of the Common Good.

The bizarre

A pavilion done up while a 3g pitch is destined to be sited some distance away from it.

A 3g pitch for Girvan Academy on the other side of the park.

Is it not time for a compromise? With a suitable compromise I could be persuaded that an extension of the pavilion is worthwhile the loss of a small section of Common Good this is my personal view.

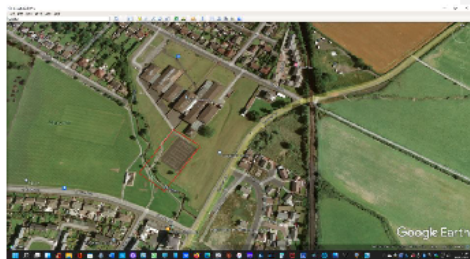
Not siting the pitch at the top of the park was not a compromise putting it there in the first place was a goof up by SAC when this is the Venue for the lowland gathering which next year (2022) is due to celebrate its Golden Jubilee if Covid allows.

After talking to someone who is extremely knowledgeable about 3g pitches having worked for the Scottish Football Association (SFA) and initiated and advocated for a project that later developed the extraordinarily successful Torryglen Football Centre, he was in no doubt that the proposed 3g pitch was in totally the wrong place. He discussed the possibility of using part of the Academy grounds and culverting the burn so it could be extended out over the burn. One of the pitches at Torryglen has been built over a culvert. It wouldn't be quite as big as the proposed pitch but what is the point of favouring size over accessibility. Please see the google earth image.

He also advocates free to access sport facilities for those who couldn't afford to pay to hire a 3g pitch. There seems to be a total lack of understanding that to a small group who would like to use this facility the cost is prohibitive. It is on Common Good Land after all.

Another concern is that this pitch is supposed to be for Girvan Academy, and I really think they have become an afterthought with this pitch.

Commented [SR1]:



Reasons why this compromise makes sense

1. Girvan Academy pupils would not need to walk nearly half a km along paths (to avoid cross contamination) to get to the pitch.
2. It's right on the doorstep of the pavilion. (However extending in the way currently suggested would affect how long it could be)
3. **Best Value**; comment by Audit Scotland regarding SAC on best value;

"Disappointingly, however, the momentum that the Commission reported in previous Best Value work in South Ayrshire Council from 2014 to 2016 has slowed in key areas. We therefore expect an increase in the pace and depth of change.

Siting the pitch as above seems a much better value option as what will happen due to the inaccessibility of the 3g pitch to Girvan Academy they will end up spending more money to provide a surface that Girvan Academy can access.

Audit Scotland say for SAC;

"The current estimated funding gap for the eight-year period 2022/23 to 2029/30 is between £36 million and £69 million".

SAC should be looking to spend money wisely so that more money isn't needed to make up for mistakes due to bad decisions i.e. placing a 3g pitch in a place inaccessible to the children it was designed for. It's like SAC providing its workers with a desk situated on one side of a road but the chair situated on the other side.

3. SAC is among the first in Scotland to approve a specific carbon budget to support its climate change commitments but by insisting the pitch goes on virgin green open space which is a natural carbon sink they are doing the opposite. Building the pitch near the pavilion and academy uses far less virgin green land and is more in keeping with their policy.

6. The part of the park SAC have chosen for the 3g pitch totally contravenes the deeds showing a total lack of respect for a gift that was handed over to the people of Girvan.

"But without prejudice always to the right of my said disponees to use or let or grant the use of the piece of ground hereby disponed or any part thereof temporarily for the holding of musical entertainments or of football or other matches or games and for such other purposes of a temporary kind"

The deeds allow it to be used for the playing of football matches on a temporary basis, this means that the land is not permanently altered and can be used by others for other recreational purposes. Constructing a substantial fixed artificial pitch with a fence around it, would not allow the land on which it is sited to be utilised for any other purpose, other than playing football/rugby.

7. SAC prides itself on its biodiversity projects but by removing vast quantities of soil and grass it removes the feeding ground of the migratory swallows which return to that area of the park every spring and the bats that can be seen swooping about at night. I did think that bats were a protected species.

I would be very happy to compromise on the loss of a small piece of common good land if SAC are also prepared to compromise and put the needs of the Academy children 1st by positioning it where they can access it as shown and also keeping the Pavilion and the land on which it is built in the Common Good Account.

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA260DQ
Comments: I disagree with the planned proposal as when they are training or having matches at victory park at the moment they are parking on the road next to the park opposite the victory public house causing major traffic problems and if the suggested proposals goes ahead the traffic will just be worse and someone WILL get seriously injured due to this. They have spend a lot of money upgrading Girvan football club grounds and there is ample safe parking at their grounds so why can they not move up there instead of causing even more traffic problems and potentially causing more damage to the road and pathways by walking over them with their football boots on. The planned proposal will also see the removal of the rugby posts from the site and would cause problems when the lowland gathering as part of the ground which they are looking at using is used for the lowland gathering. When there is public events at Girvan academy and stalls are needed out side this will also be stopped as the ground used would not be available for to this proposal. There are a lot of kids and teenagers who use that ground for recreation proposes who would not be able to due to the fear of been charged for any damage caused if the proposal went ahead! Where would they go then? Onto street corners causing trouble. There are a lot of dog walkers who use victory park to exercise their dogs and this will cause problems for those people or if they are not watching or cleaning up after their dogs you will then be adding the chances of a young child either stepping or sitting or lying or putting their hands in dog mess or cat mess which will then increase the chance of serious infection to the young children or their families.

**Proposed Lease of Changing Pavilion and adjacent
land at Victory Park, Girvan, KA26 9DH**

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode:KA26 9DQ
Comments: The council's use of a proposed 20-year lease as a means to remove the land from the common good has meant that I am objecting to this and also to the councils decision to approve planning before consultation. Should the council change the conditions of the lease and ensure the land is returned to the common good then I would not be objecting. I

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

Proposed Lease of changing pavilion and adjacent land at Victory Park...



Liza And Lindsay <lizandlindsay@gmail.com>
To Estates

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Thu 02/12/2021 10:

Proposed Lease of changing pavilion and adjacent land at Victory Park Girvan KA269DH

Consultation on proposed lease of changing pavilion and adjacent land

My postcode KA26 9DH

Comments:

I am objecting to the council's proposal to the council's use of proposed 20 year lease as a means to remove the land from common good land

Common good land is for the use of all and has been enjoyed by many generations and should be available for future generations.

If the Council changes the conditions of the future lease and ensures that the land is returned to common good land then I would have no objections

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH

Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9DH
Comments: I wish to object to the proposal by raising a concern regarding the legality of Council's decision to approve the planning application for the siting of the pavilion extension and lease. As this was done prior to holding a Common Good consultation, I believe this contravenes the Community Empowerment (Scotland) Act 2015, specifically under subsections 2 and 6 of section 104. Where subsections 2 and 6 state that: “(2) Before taking any decision to dispose of, or change the use of, such property the local authority must publish details about the proposed disposal or, as the case may be, the use to which the authority proposes to put the property. (6) In deciding whether or not to dispose of any property held by a local authority as part of the common good, or to change the use to which any such property is put, the authority must have regard to— (a) any representations made under subsection (4)(b) by a body mentioned in subsection (5), and (b) any representations made by other persons in respect of its proposals published under subsection (2).” https://www.legislation.gov.uk/asp/2015/6/section/104 The possibility that the lease could be a disposal (via a lease) is recognised by the Council on the consultation information page and no formal determination has been made to rule out this possibility. Therefore, these facts qualify as the Council taking a decision to dispose of Common Good land before publishing details about the proposed disposal. It would also be impossible for the Council to have regard to representations on the basis that, as no consultation was held prior to the approval of the

planning application, it was impossible for representations to be made to a consultation which at that time did not exist and therefore the possibility exists that representations would have been made to the consultation, where regard could have been made. You cannot have an unbiased consultation when a decision on the planning application has already been made. Because if this planning application had been declined, people would reasonably wonder what the point would be to responding to a consultation, when the outcome is already known. Therefore, I am of the view that both the planning application and this Common Good consultation are invalid, and so they should therefore be scrapped and redone under the correct procedure.
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Construction of the proposed lease of common good land to Girvan Youth Football Club on the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to estates@south-ayrshire.gov.uk. Any correspondence should be clearly marked 'Victory Park lease consultation'.

All comments should be received by noon on Friday 3 December 2021.

Comments made here are not formal representations to the Planning Authority. There will be opportunity to make comments directly to South Ayrshire Council if an application is made in due course for Planning permission.

Your Postcode: KA7 4UQ

Comments: The Council statement that at the end of the lease the pavilion and land would revert to the Council. Really means, the administration of the pavilion and land would revert to the Council on behalf of the Common Good account. In fact even whilst under the terms of the lease the Pavilion will still be part of the Common Good which is Victory Park including the Pavilion. As the Council says the lease is only a mechanism to administer payment of funds which in turn would be paid into the Common Good Fund. Any building ie the pavilion and that would include the 3g pitch if ever it is built will be part of the Common Good ownership and both would pay a lease via the Council into the Common Good fund. The case law for ownership has been established in the link below.

[Power to the people: recent guidance on section 104 of the Community Empowerment \(Scotland\) Act 2015 \(cms-lawnow.com\)](#)

It could be said and it's a conflicting issue and a special case involving the CEL 2015 section 104 where in my opinion the later should be foremost. I would argue the Council via the planning department should have held off the permitted status of that application and given it in principle until such times as the consultation was completed. This is to comply with CEL 2015 **before any decision is taken, a consultation should be held** so as not to prejudice the Consultation. Many in this case could say for example, no point objecting to the proposal in the consultation; they've already given it planning approval although permitted approval doesn't mean a green light but is often perceived as such.

Victory Park Lease Consultation



John McKie <jmckie15@icloud.com>

To Estates

and adjacent land at Victory Park, Girvan, KA26 9DH

Consultation on proposed lease of changing pavilion and adjacent land

Your Postcode: KA26 9DH

Comments:

I DO NOT AGREE WITH THE COUNCIL INTENTION TO REMOVE COMMON GOOD STATUS FROM THE PART OF THE PARK UPON WHICH THE EXTENSION WILL BE BUILT. COMMON GOOD LAND SHOULD BE PRESERVED AND PROTECTED. I HAVE NO OBJECTIONS TO A LEASE BEING GIVEN TO FOOTBALL CLUBS BUT I OBJECT STRONGLY TO THE REMOVAL OF COMMON GOOD STATUS. IN ADDITION TO THIS, PROPER PROCEDURES HAVE NOT BEEN CARRIED OUT AS THIS CONSULTATION

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

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PROCESS SHOULD HAVE BEEN THE FIRST STEP.

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode:KA26 9DH
Comments: Although I am not against the building of the extended Pavilion for the use of Girvan Boys Football Club, I am against the reverting to South Ayrshire Council after the 20 year lease is up. After twenty years is up the ground should revert to Common Good Land in perpetuity. I fear that the council could be using a long term strategy to sequester Common Good Land for its own purposes.

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

If you are not completing this on-line then please send it to South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR or alternatively you can email it to

Proposed Lease of Changing Pavilion and adjacent land at Victory Park, Girvan, KA26 9DH



Consultation on proposed lease of changing pavilion and adjacent land
Your Postcode: KA26 9DH
Comments: I wish to object to the clearly unfair clause in the proposed disposal of Common Good land at Victory Park, Girvan. South Ayrshire Council (SAC) in my opinion are performing nothing more than a land grab at the end of the proposed 20-year extension for the pavilion. After 2 extensions to the lease in previous years, why do SAC now propose to take ownership of the land and in effect, disposing of it to themselves? Surely SAC should be paying money into the Common Good fund if they are proposing to take assets from it. <i>For clarity, I object to the inclusion of the clause allowing SAC to take the land out of the Common Good and take it for themselves and no other aspect of the proposal</i> If this clause were removed, I would have no problem at all as I feel that the pavilion needs renovation as it is in a poor state of repair, this would allow it to continue to provide a use to the football club that currently lease it and to benefit the wider community should they wish to use the facility. The Common Good land of Victory Park was given as a gift to the townspeople of Girvan by the Dalrymple-Hamilton family in recognition of the sacrifices made during World War 1. The deeds of the land stipulate that Victory Park is to be used by the ALL of the residents of Girvan at no cost, and for all time coming. Taking the land and disposing of it to SAC removes the free access to the land, which is contrary to the spirit of the gift in the first place. Part 8 of the Community Empowerment (Scotland) Act 2015 aims to "increase transparency about Common Good assets and community involvement in decisions taken about their identification, use and disposal".

<p>The Act places new duties on the council in relation to common good property: -</p> <ul style="list-style-type: none">• Section 102 of the Act places a duty on the council to establish and maintain, after consultation, a register of property which is held by it as part of the common good.• Section 104 imposes the requirement for public consultation before the disposal or change of use of a common good property. <p>Despite assurances provided in 2019, SAC have to date (6 years since the law was passed), not published a freely accessible Common Good Asset register of all assets held in the Common Good account or consulted on same <i>despite this being a legal requirement</i>.</p> <p>Glasgow City Council, Highland Council, Edinburgh Council, South Lanarkshire Council, Fife Council, Renfrewshire Council, Argyll & Bute Council, Stirling Council, Wick, North Lanarkshire Council, Borders Council, Dumfries & Galloway Council and Aberdeenshire Councils have all managed fulfil their legal obligations, see links below, <i>why can't SAC do the same???</i></p> <p>https://glasgow.gov.uk/24074</p> <p>https://www.highland.gov.uk/info/20010/community_planning/840/common_good_asset_register</p> <p>https://www.edinburgh.gov.uk/commercial-property-sale-let/common-good-register/1</p> <p>https://www.southlanarkshire.gov.uk/info/200168/getting_involved_in_your_community/1780/the_common_good_register</p> <p>https://www.fife.gov.uk/kb/docs/articles/council-and-democracy/land-and-property/common-good</p>
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<https://www.renfrewshire.gov.uk/article/10167/Common-Good-Property>

<https://www.argyll-bute.gov.uk/common-good-property-register-review>

<https://www.stirling.gov.uk/news/2021/september-2021/common-good-register-goes-out-for-consultation/>

<https://www.johnogroat-journal.co.uk/news/council-to-consult-on-common-good-property-list-for-wick-218655/>

<https://www.northlanarkshire.gov.uk/business/commercial-land-and-property/register-common-good-properties>

https://www.scotborders.gov.uk/info/20076/community_grants_and_funding/904/common_good_property

<https://www.dumgal.gov.uk/article/15778/Common-Good-Register>

<https://www.aberdeenshire.gov.uk/council-and-democracy/community-empowerment/common-good-properties/>

Thank you for taking the time to provide comments. These will inform the Council's consideration of the proposed lease of common good land to Girvan Youth Football Club of the changing pavilion and adjacent land in Victory Park, Girvan.

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