

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

8 June 2022

To:- **Councillors Dowey, Clark, Connolly, Davis, Ferry, Kilbride, Lyons and Pollock.**

**All other Members for INFORMATION ONLY**

Dear Councillor

## **CABINET**

You are requested to participate in a meeting of the Cabinet to be held **on Tuesday, 14 June 2022 at 10.00 a.m.** for the purpose of considering the undernoted business.

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

**Yours sincerely**

**CATRIONA CAVES**  
**Head of Legal, Human Resources and Regulatory Services**

## **B U S I N E S S**

1. Declarations of Interest.
2. Decision Log -
  - (a) Overdue Actions– for approval;
  - (b) Actions Listed with Revised Dates – for approval; and
  - (c) Recently Completed Actions.(copies herewith).
3. Education/ Health and Social Care.
  - (a) Period Products – (Free Provision) (Scotland) Act 2021 – Submit report by the Director of Education (copy herewith).

4. Buildings, Housing and Environment.
  - (a) Ayr and Troon Cemetery Burial Chambers – Submit report by the Assistant Director – Place (copy herewith).
5. Buildings, Housing and Environment/ Finance, Human Resources and ICT.
  - (a) Housing Capital Programme 2021/22 – Monitoring Report as at 31 March 2022 - Submit report by the Assistant Director – Place (copy herewith).
6. Corporate and Strategic/ Finance, Human Resources and ICT.
  - (a) The South Ayrshire Way Strategic Change Programme – Preparing for the Future - Submit report by the Assistant Director – Place (copy herewith).
7. Corporate and Strategic/ Economic Development.
  - (a) Scotland Loves Local – Gift Card Scheme - Submit report by the Assistant Director – Place (copy herewith).
8. Health and Social Care/ Economic Development/ Finance, Human Resources and ICT.
  - (a) Annex 2 Contract Awards in Q3 and Q4 2021/22 – Submit joint report by the Director of Health and Social Care and Director – Place (copy herewith).
9. Health and Social Care/ Buildings, Housing and Environment.
  - (a) Services to Gypsy/Travellers – Site to Support and Accommodate Gypsy/Traveller Encampments – Submit report by the Assistant Director – Place (copy herewith).
10. Finance, Human Resources and ICT.
  - (a) General Services Capital Programme 2021/22 – Monitoring Report as at 31 March 2022 - Submit report by the Assistant Director - Place (copy herewith).
  - (b) Write -offs: Council Tax, Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments - Submit report by the Head of Finance and ICT (copy herewith).
11. Economic Development/ Finance, Human Resources and ICT.
  - (a) **Facilities Management – Service Review And Restructure – Submit report by the Assistant Director -Place (report herewith - Members only).**
12. Consideration of Disclosure of the above confidential report.

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](mailto:andrew.gibson@south-ayrshire.gov.uk)  
[www.south-ayrshire.gov.uk](http://www.south-ayrshire.gov.uk)

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Title	Mtg Date	Source	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Date Revision agreed with PFH	Portfolio Holder
LP	18/01/2022	<a href="#">Developer Contribution Governance and Reporting Arrangements</a>	PLA	Iles, Craig	Implement new governance and management arrangements for development contributions	No	31/01/2022		The procedures detailed within the Report have been implemented, with a 6 monthly update Report being presented to the Leadership Panel in June.		
LP	15/02/2022		PLA	Iles, Craig;	Appoint consultant to work with the Council to advise on permanent safety works and quantify costs.	No	28/02/2022				Kilbride, Martin;

Agenda Item No 2(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 -				Discussions with Legal Services required to establish timescales, costs and resources required to undertake this work.	
LP	18/01/2022		PLA	Burns, Tom;	addit to rec in report	No	28/02/2022		Kilbride, Martin;
LP	18/01/2022		PLA	Iles, Craig;	Briefing Note to be sent to Members on the process for dealing with developer contributions - addit to recs in report	No	28/02/2022		Pollock, Bob;
NA	08/03/2022		PLA	Iles, Craig;	Complete consultation with staff and trade unios	No	08/03/2022		Kilbride, Martin;
LP	11/06/2019		PEO	Newall, Mike;	Host an Elected Member session on mainstreaming PB	No	11/03/2022	31/10/2019	A revised date of 11 March 2022 was agreed with the Council Leader for the Elected Members Briefing session on Participatory Budgeting

LP	24/08/2021	<a href="#">South Ayrshire Council's Active Travel Strategy</a>	PLA	Kevin Braidwood	Annual report to the Partnerships Panel	No	23/03/2022	Report to be submitted to Partnerships Panel following Leadership Report to be submitted to partnership panel end of June.	
LP	11/06/2019		PLA	Burns, Tom;#41	Terminate lease agreements for kiosks	No	30/03/2022	30/06/2019	Further revised dates 30/06/21, 30/09/21. 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	11/06/2019	PLA	Burns, Tom;#41	Install new kiosk facilities	No	30/03/2022	31/05/2021	Further revised dates 30/09/21. 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
SAC	10/03/2022	PLA	Iles, Craig;#36	Submission of response to Scottish Government	No	31/03/2022		Pollock, Bob;#71
								Report approved by the Council's Leadership Panel on the 18th January 2022. On track for completion by due date.
LP	18/01/2022	PLA	Burns, Tom;	Transfers to be concluded	No	31/03/2022		Kilbride, Martin
LP	18/01/2022	PLA	Burns, Tom;	Transfers to be concluded	No	31/03/2022		Kilbride, Martin;





									Hall currently being used by Council for temporary storage. Discussions regarding future use of the hall ongoing. A meeting with the Ayrshire Sikh Association has been arranged for Thursday 10 February 2022 at the Foresters Hall	Kilbride, Martin;#74
LP	26/10/2021	<a href="#">Surplus Land and Buildings Assets</a>	PLA	Burns, Tom;#41	Outcome of discussions with the Voluntary Sector re Forrester's Hall to be reported to Portfolio Holders - addit to rec in reports	No	31/03/2022			
LP	21/09/2021		PLA	Burns, Tom;#41	Missives to be concluded	No	31/03/2022		Missives are continuing to be negotiated. Legal are awaiting response by purchaser's solicitor to the latest formal letter dated 11-Jan-22, and a further reminder has been issued.	
LP	15/06/2021		PLA		Lease agreement to be concluded	No	31/03/2022	30/01/2022	Draft formal offer and lease issued to Police Scotland with titles, and response awaited.	

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 Scotiish Government Janaury 22 ARA will provide briefing on responses to Leaders prior to submission for .A

Submit further update to the Leadership Panel following publication of the Phase 2 Report

Kevin

LP 27/04/2021

PLA Braidwood;#42

No 31/03/2022 26/10/2021

LP	27/04/2021	<a href="#">Road Improvement Plan 2021-2022</a>	PLA	Kevin Braidwood;	Implementation of the Road Improvement Plan	No	31/03/2022	Works commenced on site and first progress report present to joint committee on 4/6/21	
LP	24/11/2020	<a href="#">Performance Review of Common Good Funds</a>	PLA	Burns, Tom;#41	Further annual update report to be submitted to Leadership Panel	No	31/03/2022	18/01/2022	Further revised dates 23/11/2021. 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	15/09/2020	<a href="#">Completion of the Review and Amendment of the Scheme for Establishment of Community Councils</a>	PEO	Newall, Mike;#57	Issue the updated Scheme to Community Councils and publish on the Council website	No	31/03/2022	30/09/2020	Further revised dates 25/11/20, 15/02/21, 30/06/21. 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	15/09/2020	<a href="#">Completion of the Review and Amendment of the Scheme for Establishment of Community Councils</a>	PEO	Newall, Mike;#57	Issue the new additional Guidance document to Community Councils	No	31/03/2022	30/10/2020	Further revised dates 25/11/20, 15/02/21, 30/06/21. 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	15/09/2020	<a href="#">Indicative Regional Spatial Strategy</a>	PLA	Iles, Craig;	Publish draft Ayrshire RSS, submit to Scottish Ministers and undertake consultation	No	31/03/2022	Indicative Strategy has been submitted to Scottish Government. Further guidance awaited from SG on next steps. Due date not expected until 2021
SAC	01/09/2020	<a href="#">Modified Proposed Replacement South Ayrshire Local Development Plan</a>	PLA	Iles, Craig;#36	Report to Council on examination outcome and implications for Adoption of LDP2	No	31/03/2022 31/07/2021	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	18/02/2020	<a href="#">Ayrshire Regional Spatial Strategy</a>	PLA	Iles, Craig;#36	Publish draft Ayrshire RSS, submit to Scottish Ministers and undertake consultation	No	31/03/2022	Date is an estimate as guidance will not be issued by the Scottish Government until end 2021/ start 2022

dates 30/11/20,  
31/01/21,  
37/04/21,  
30/06/21,  
30/1/21. 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  
confirmation from  
Caravan Club that  
it is willing to  
proceed on the  
basis of a market  
rent with a tenant  
only break option

Conclude new lease  
agreement with the

LP 29/10/2019

PLA Burns, Tom;#41

Caravan Club Ltd

No 31/03/2022 30/04/2020 every 5 years

LP	17/09/2019		PLA	Burns, Tom;#41	Carry out essential external repairs to Rozelle House	No	31/03/2022	30/06/2021	Further revised dates 30/11/21. Works commenced as planned although scope of works have increased but are progressing well. Work due to complete Spring 2022.	
LP	15/02/2022	<a href="#">Motorhome Parking Scheme 2022</a>	PLA	Kevin Braidwood;	Permanent and trial motorhome parking schemes.	No	01/04/2022		Campervan trial sites all operational. Permanent order for Ayr and Girvan been prepared for formal consultation.	Kilbride, Martin;
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Review planned capital programme	No	01/04/2022		Ongoing.	Davis, Ian;
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Commence retrofit programme set up	No	01/04/2022		See above.	Davis, Ian;
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Begin business case development	No	01/04/2022		See above.	Davis, Ian;
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Obtain budget commitment	No	01/04/2022		1 April 2022 and ongoing on an annual basis. See above.	Davis, Ian;

LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Commence retrofit programme roll out	No	01/04/2022	1 April 2022 and ongoing on an annual basis. See above.	Davis, Ian;
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Progress pilot schemes	No	01/04/2022	1 April 2022/ 30 March 2023. See above.	
LP	17/03/2020	<a href="#">Fleet Transport Update</a>	PLA	Dalrymple, Kenneth;	Consult with Trade Unions and staff with regards the pre- authorisation of Grey vehicle usage	No	24/04/2022	30/06/2020	Further revised dates 24/09/21. This action has currently been deferred pending the outcome of the Future Operating Model and the Councils approach to green recovery.
SAC	10/03/2022	<a href="#">Proposed South Ayrshire Local Development Plan 2 Modification and Adoption</a>	PLA	Iles, Craig;	Adoption of LDP	No	01/05/2022		Pollock, Bob;
SAC	03/03/2022	<a href="#">Rationalisation of Pay Cycles</a>	CEO	Caves, Catriona;	Make the necessary arrangements to communicate the changes to supply Teachers informing them that if they accept future work with the Council the pay cycle is changing	No	01/05/2022		Dowey, Martin;



							Applied for capital funding to progress recommendation to sub-metering in relation to net zero carbon retrofit.	
LP	30/11/2021	<a href="#">Net Zero Carbon Retrofit</a>	PLA	Burns, Tom;	Validate energy usage	No	30/05/2022	Davis, Ian;
					Obtain clarity from both stakeholders on their financial commitment to the redevelopment of the Station Hotel and Site insofar as this is available.	No	31/05/2022	Kilbride, Martin
LP	15/02/2022		PLA	Gillies, Donald;				
							Further revised dates 31/03/21, 31/05/21, 31/07/21, 30/09/21, 31/12/21. Ayrshire Housing has asked to purchase a larger area of land than initially approved. A further report to LP has been prepared for consideration at LP on 8 March.	
LP	27/10/2020	<a href="#">Sale of Land at Queens Terrace, Maybole</a>	CEO	Burns, Tom;#41	Sale to be concluded	No	31/05/2022	15/03/2021

		<a href="#">Supplementary Guidance: Maintaining an Effective Housing Land Supply and Housing Site Design Briefs</a>			Adoption of both Supplementary Guidance documents	No	01/06/2022		Kilbride, Martin;
NA	10/03/2022		PLA	Iles, Craig;					
					Implement new operating arrangements and conclude recruitment activity	No	01/06/2022		Kilbride, Martin;
NA	08/03/2022		PLA	Iles, Craig					
					South Ayrshire Fair Pay Agenda	No	01/06/2022		Dowey, Martin;
SAC	03/03/2022		CEO	Caves, Catriona;					
		<a href="#">Developer Contribution Governance and Reporting Arrangements</a>			Further report to the Leadership Panel	No	01/06/2022		Pollock, Bob;
LP	18/01/2022		PLA	Iles, Craig;					

Title	Mtg Date	Source	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant)	Date Revision agreed with PFH	Portfolio Holder
LP	10/03/2022	<a href="#">Future Operating Model</a>	PEO	Mullen, Kevin Burns, Tom;	Implement the preferred desk booking management system	No	10/05/2022	02/09/2022		02/09/2022	Dowey, Martin;
SAC	10/03/2022	<a href="#">Future Operating Model</a>	PEO	Mullen, Kevin Burns, Tom;	Implement the preferred desk booking management system	No	01/05/2022	02/09/2022		02/09/2022	Dowey, Martin Davis, Ian
LP	08/03/2022	<a href="#">New Leisure Centre</a>	PLA	Yuille, Derek;	Complete the purification of the conditions and thereafter the acquisition of land	No	10/06/2022	10/07/2022	Vacant possession has still not been demonstrated for Baby Castle Store. Proposal has been put forward by seller for consideration by ELT.		Kilbride, Martin;

LP	08/03/2022	<a href="#">New Leisure Centre</a>	PLA	Yuille, Derek;#20	Complete the purification of the conditions and thereafter the acquisition of land	No	10/06/2022	10/07/2022	You commented Vacant possession has still not been demonstrated for Baby Castle Store. Proposal has been put forward by seller for consideration by ELT	Kilbride, Martin;#74
LP	08/03/2022	<a href="#">New Leisure Centre</a>	PLA	Yuille, Derek;#20	Execution of the contract documents	No	17/06/2022	17/07/2022	Contract signing is predicated on successful conclusion of land transfer which has been moved back to 10 July 2022.	Kilbride, Martin;#74

LP	01/03/2022	<a href="#">South Ayrshire</a> <a href="#">Proposal to Support</a> <a href="#">Unaccompanied and</a> <a href="#">Asylum-Seeking</a> <a href="#">Children</a>	HSCP Inglis, Mark;	Further update to be provided via the Members' Bulletin.	A full briefing will be provided prior to recess.	No	31/03/2022	30/06/2022	There will be a members briefing produced prior to recess to clearly define to approach for Unaccompanied Asylum Seeking Children in South Ayrshire.	Lyons, Lee;
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LP	18/01/2022	<a href="#">Model</a>	CEO	Mullen, Kevin;#56	Business Engagement on DR is in progress and ongoing.	No	21/02/2022	29/07/2022	<p>process commenced to identify applications/servers for early adoption migration to Azure. Supplier engagement recommends as we are migrating services to Azure and closing our data centre's, we should migrate production servers to reduce duplication and to avoid duplicate costs. Contract award requires to occur prior to initiating the migration of</p>	07/06/2022 Davis, Ian;#73
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should migrate  
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servers to  
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duplication and  
to avoid  
duplicate costs.  
Contract award  
requires to  
occur prior to  
initiating the

[ICT Data Centre -  
Hosting and Delivery](#)

LP 18/01/2022 [Model](#) CEO Baulk, Tim;#43 Business Engagement - DR No 28/02/2022 29/07/2022 migration of 07/06/2022 Davis, Ian;#73

LP	18/01/2022	<a href="#">ICT Data Centre - Hosting and Delivery Model</a>	CEO	Mullen, Kevin;#56	Procure hosting partner	No	01/03/2022	17/06/2022	Contact is in the final stages of award and procurement route identified for direct award. Statement of works is being prepared and contact sign off should occur during June.	07/06/2022 Davis, Ian;#73
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to avoid  
duplicate costs.  
Contract award  
requires to  
occur prior to  
initiating the

ICT Data Centre –  
Hosting and Delivery

LP 18/01/2022 Model CEO Baulk, Tim;#43 Technical preparation No 31/05/2022 29/07/2022 migration of 07/06/2022 Davis, Ian;#73

created pending contract award, which should occur during early June. Procurement colleagues are in the final stages of direct contract award. Early adopter applications/services identified to allow progression following this. It is required that the date slips back to at least October, as we have not yet awarded a contract to the supplier to commence migration activities.

07/06/2022

[ICT Data Centre -  
Hosting and Delivery](#)

LP 18/01/2022 [Model](#) CEO Mullen, Kevin;#56

Migration  
Implementation  
Phase 1

No 01/07/2022 28/10/2022

									created pending contract award, which should occur during early June. Procurement colleagues are in the final stages of direct contract award. Early adopter applications/services identified to allow progression following this. It is required that the date slips back to at least October, as we have not yet awarded a contract to the supplier to commence migration activities.
LP	18/01/2022	<a href="#">ICT Data Centre – Hosting and Delivery Model</a>	CEO	Baulk, Tim;#43	Migration Implementation Phase 1	No	31/07/2022	28/10/2022	
LP	26/10/2021	<a href="#">Levelling Up and Community Renewal Funds</a>	PLA	Carr, Kevin;	Further report to be presented to the Leadership Panel	No	08/03/2022	30/06/2022	Further update to Council on 30 June 2022. 30/06/2022 Dowey, Martin;

LP	26/10/2021	<a href="#">Long Term Financial Outlook and Medium-Term Financial Plan</a>	CEO	Baulk, Tim;	Develop a public robust engagement process	No	31/03/2022	31/08/2022	Discussions with new Administration and new cross party budget group to be progressed.	07/06/2022
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working with colleagues in building services who have advised that 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 year.”  
2/3/22 - on track, working on a plan to give to the care

[South Lodge Care Home Care](#)

LP 21/09/2021 [Inspectorate Report](#) HSCP McClean, Billy;#45

Costed proposal for en-suite bathrooms

No 15/04/2022 12/09/2022

LP	25/05/2021	<a href="#">Neighborhood Services Structure Progress Report</a>	PLA	Dalrymple, Kenneth;#48	Options Appraisal of the future delivery of the Fleet Management Service	No	30/11/2022	30/11/2022	Further revised date 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	25/05/2021	<a href="#">Fleet Strategy</a>	PLA	Dalrymple, Kenneth;#48	Annual report update to Leadership Panel	No	31/05/2022	23/09/2022	2022	07/06/2022	After discussion with the Portfolio holder this has been deferred until September

dates  
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  
taxi/PH drivers  
and operators.  
Subsequent to  
this, officers  
anticipate  
further delay  
into 2022 in  
engagement

[Civic Government  
\(Scotland\) Act 1982 -  
Licensing of Sexual  
Entertainment](#)

LP 09/02/2021

[Venues](#)

CEO

Briggs,  
Karen;#27

Consultation  
commenced

No 16/12/2022 30/08/2021

									Implementatio n phase now initiated. Go live anticipated Feb 2023 following plan rescheduling.
LP	27/10/2020	<a href="#">Oracle Enterprise Business Suite Review</a>	CEO	Baulk, Tim;	Progress with procurement and implementation	No	30/11/2022	30/03/2022	
LP	15/09/2020	<a href="#">South Ayrshire Council Parking Strategy 2020-2024</a>	PLA	Kevin Braidwood;#42	Implementation of the South Ayrshire Council Parking Strategy 2020-2024 - subject to local consultation and the amendment to free parking times - different to rec in report	No	30/06/2022	01/06/2021	Further revised date 30/09/21. Postponed until after the elections



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 North and East Ayrshire Councils, a realistic date would be February 2023.

Continue engagement with other Ayrshire authorities and wider stakeholders to develop and refine the iARSS, and produce a consultative draft Ayrshire RSS

[Indicative Ayrshire Regional Spatial Strategy](#)

LP 15/09/2020 [Strategy](#) PLA Iles, Craig;#36

No 01/02/2023 30/09/2021 February 2023.

SAC	01/09/2020	<a href="#">Modified Proposed Replacement South Ayrshire Local Development Plan</a>	PLA	Iles, Craig;	Report to Council on examination outcome and implications for Adoption of LDP2	No	31/03/2022	31/07/2021	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	25/08/2020	<a href="#">VAT Recovery Funds - Member Priorities</a>	PLA	Dalrymple, Kenneth;	Implement play and recreation projects	No	30/06/2022	31/12/2020	An update on projects will be sent to Ward Members by 30 June 2022

LP	17/03/2020	<a href="#">Fleet Transport Update</a>	PLA	Dalrymple, Kenneth;#48	Amend Fleet, Travel and Transport Policy and the Drivers, Supervisors and Managers Handbook and roll out training programme	No	27/05/2022	30/09/2022	<p>dates 23/07/21, 26/02/22. Work is currently underway to amend the Fleet, Travel and Transport Policy and the Drivers Handbook. The overall action is not yet completed due to impact of COVID-19 and the fact that most Council staff are currently working remotely. The Place Directorate has recently gained a resource for training and</p>	07/06/2022
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LP	18/02/2020	<a href="#">Civic Government (Scotland) Act 1982 - Proposed Licensing of Sexual Entertainment Venues</a>	CEO	Briggs, Karen;#27	additional to rec in report - Matter be reported back to SAC in December 2020 -	No	16/12/2022	30/08/2021	dates 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 taxi/PH drivers and operators. Subsequent to this, officers anticipate further delay into 2022 in engagement
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dates  
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  
implementatio  
n of the FOM

[Democratic Support -  
Savings Proposal  
and Wider Service](#)

LP 26/11/2019 [Review](#)

CEO

Carlaw,  
Wynne;#30

Service Review of  
Democratic Support No

30/06/2022

30/06/2020

LP	14/02/2017	<a href="#">Maybole</a>	PLA	Carr, Kevin;#14	Demolish and landscape land at 1- 20 Miller Terrace and 32-78 Dailly Road, Maybole	No	31/03/2022	07/08/2022	August.	Landscaping of both sites has begun. Each area will be stripped of all brick retaining walls, graded, top soiled and grass seeded with amenity grass and wildflower areas. Fencing will also be repaired/ replaced where required. It is hoped the work will be complete by the start of
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Title	Mtg Date	Source	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Date Revision agreed with PFH	Portfolio Holder
LP	10/03/2022	<a href="#">Future Operating Model</a>	PEO	Wesson, Wendy;	Implement the new Remote Working Policy and issue new contracts of employment to relevant staff	Yes	30/05/2022				
LP	08/03/2022	<a href="#">Strategic Review of Assets held in the Common Good Funds</a>	PLA	Reid, Louise;;Burns, Tom;	Incorporate Common Good Fund land and assets within Transforming the Estate programme.	Yes	04/03/2022	05/08/2022	Incorporated within work programme	05/08/2022	
LP	08/03/2022		PLA	Burns, Tom;	Seek Scottish Ministers' consent for the disposal of the Housing Revenue Land related to Whitletts Football Pitch and Whitletts Pavilion	Yes	14/03/2022				
LP	08/03/2022	<a href="#">Services to Gypsy/ Travellers – Site to Support and Accommodate Gypsy/ Traveller Encampments</a>	PLA	Carr, Kevin;#14	Undertake design and feasibility study for preferred location	Yes	01/06/2022		Update report presented to Cabinet on 14 June.		

Agenda Item No 2(c)

LP	08/03/2022	<a href="#">Services to Gypsy/ Travellers – Site to Support and Accommodate Gypsy/ Traveller Encampments</a>	PLA	Carr, Kevin;	Undertake consultation with local community and Gypsy/ Traveller community	Yes	01/06/2022	Update report including consultation feedback presented to Cabinet on 14 June.
LP	08/03/2022	<a href="#">Services to Gypsy/ Travellers – Site to Support and Accommodate Gypsy/ Traveller Encampments</a>	PLA	Carr, Kevin;#14	Provide update to the Leadership Panel	Yes	01/06/2022	Update report presented to Cabinet on 14 June.
SAC	03/03/2022	<a href="#">Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34 and Carbon Budget 2022/23</a>	CEO	Baulk, Tim;	Budget papers published on The Core	Yes	03/03/2022	
SAC	03/03/2022	<a href="#">Housing Revenue Account (HRA) - Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27</a>	PLA	Baulk, Tim;	To set up appropriate accounting budgets for 2022/23 to reflect Council decision	Yes	31/03/2022	Kilbride, Martin;
SAC	03/03/2022	<a href="#">Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34 and Carbon Budget 2022/23</a>	CEO	Baulk, Tim;#43	Approved budgets will be incorporated in 2022/23 financial planning and management process	Yes	01/04/2022	



					The approved strategy will be incorporated into the 2022/23 treasury and investment planning and management process	Yes	01/04/2022
SAC	03/03/2022	<a href="#">Treasury Management and Investment Strategy 2022/23</a>	CEO	Baulk, Tim;			
					Make the necessary arrangements to communicate to affected employees and implement the proposed pay model and amend the Pay and Grading structure	Yes	01/04/2022
SAC	03/03/2022	<a href="#">Living Wage</a>	CEO	Baulk, Tim;#43			
LP	01/03/2022	<a href="#">Local Procurement Policy Statement - Update</a>	PLA	Alexander, David;	Update the Procurement Guidance documents as per section 4	Yes	01/03/2022
LP	01/03/2022	<a href="#">Local Procurement Policy Statement - Update</a>	PLA	Alexander, David;	Update on the Local Procurement Policy statement to the Service and Performance Panel	Yes	23/03/2022

				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.				
LP	15/02/2022	<a href="#">2022 Scottish Child Payment - Bridging Payments</a>	PEO	Cockburn, Gavin;	Yes	28/02/2022		
LP	15/02/2022	<a href="#">Seafield Tennis Courts</a>	PLA	Caves, Catriona;#44	Issue Decision Notice	Yes	28/02/2022	Decision notice issued
LP	15/02/2022	<a href="#">Budget Management - Revenue Budgetary Control 2021/22 - Position Statement at 31 December 2021</a>	CEO	Baulk, Tim;#43	Action the budget transfers in the financial ledger as outlined in the Directorate financial performance reports as Apprnex 1 and summarised in 4.1.9.	Yes	28/02/2022	
LP	15/02/2022	<a href="#">Budget Management - Revenue Budgetary Control 2021/22 - Position Statement at 31 December 2021</a>	CEO	Baulk, Tim;	Record for future reporting purposes the requested earmarking for carry forward of resources to 2022/23 as outlined in 4.1.10.	Yes	28/02/2022	

LP	15/02/2022	<a href="#">General Services Capital Programme Monitoring Report as at 31 December 2021</a>	CEO		Process adjustments to the Genral Services Capital Programme	Yes	28/02/2022
LP	15/02/2022	<a href="#">Housing Capital Programme 2021/22 - Monitoring Report as at 31 December 2021</a>	PLA		Process adjustments to the Housing Capital Programme.	Yes	28/02/2022
LP	15/02/2022		PLA	Gillies, Donald;	Resume the role of Chair of the Station Hotel Strategic Governance Group	Yes	28/02/2022
LP	15/02/2022	<a href="#">Maybole Regeneration Project - Proposed reallocation of Council Capital Contribution</a>	PEO	Clelland, Duncan;	Deliver the Maybole Regeneration Project	Yes	30/03/2022
LP	15/02/2022	<a href="#">Proposed Management Arrangements for Community and Village Halls</a>	PEO	Tait, Jamie;#52	Community Centres and Village Halls to be review annually.	Yes	31/03/2022

									Report back to the Scottish Government's Social Justice Strategy Unit on the Council's use of the flexible funding to tackle financial insecurity.	Yes	29/04/2022	Details provided to Scottish Government's Tackling Child Poverty and Social Justice Financial Wellbeing Unit
LP	15/02/2022	<a href="#">Scottish Child Payment - Briding Payments</a>	PEO	Cockburn, Gavin;								
		<a href="#">Service Review Phase 2 - Benefits Service</a>		Gemmell, Nicola;#37	CEO				Implement the service reiew structure changes, including all HR and recruitment processes.	Yes	30/04/2022	Review fully implemented. New staff appointed pending recruitment checks
LP	15/02/2022	<a href="#">Service</a>	CEO	Nicola;#37								
		<a href="#">Follow Through Inspection of Braehead Primary School</a>		Pitt, Gavin;#53;#Vale nti, Aileen;#54	PEO				Meeting to be arranged with Head Teacher to agree plan to address the action points contained in the report and monitor progress in conjunction with the planned programme of visits.	Yes	31/05/2022	
LP	15/02/2022	<a href="#">School</a>	PEO	nti, Aileen;#54								
		<a href="#">Affordable Housing – Mainholm Enabling Works</a>		Yuille, Derek;	PLA				Execute enabling works contract documentation	Yes	28/02/2022	Contract now signed and enabling works underway
LP	30/01/2022	<a href="#">Enabling Works</a>	PLA	Yuille, Derek;								

		<a href="#">Health and Social Care Partnership (HSCP) Winter Pressures Funding (Additional Posts)</a>	HSCP	Eltringham, Tim	All new posts advertised	Yes	31/01/2021	28/2/22 All new posts have been advertised and progressing through the recruitment process.
LP	18/01/2022	<a href="#">Health and Social Care Partnership (HSCP) Winter Pressures Funding (Additional Posts)</a>	HSCP	Eltringham, Tim;#55	Permanency of current temporary posts	Yes	28/02/2021	28/2/22 All temporary posts have been advertised as permanent and recruitment is ongoing.
LP	18/01/2022	<a href="#">Affordable Housing – Riverside Enabling Works</a>	PLA	Yuille, Derek;#20	Execute enabling works contract documentation	Yes	30/01/2022	Contract now signed and enabling works underway
LP	18/01/2022	<a href="#">Strategic Risk Management</a>	CEO	Boyd, Carol;#40	Adopt recommended approach to Strategic Risk Management	Yes	31/01/2022	

LP	18/01/2022	<a href="#">Developer Contribution Governance and Reporting Arrangements</a>	PLA	Iles, Craig;#36	Implement new governance and management arrangements for development contributions	Yes	31/01/2022	The measured detailed in the report have been implmented and a Report will be brought before members in June
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conjunction with HR colleagues the HSCP management team are focussed on ensuring that all new posts are advertised as quickly as possible. Some posts require new job descriptions and grading which is being progressed as quickly as possible. Weekly updates on progress are being scrutinised by the HSCP Directorate Management Team.

LP 18/01/2022 [Health and Social Care Partnership \(HSCP\) Winter Pressures Funding \(Additional Posts\)](#) HSCP Eltringham, Tim;#55 All new posts advertised Yes 31/01/2022

LP 18/01/2022 [Strategic Risk Management](#) CEO Boyd, Carol;#40 Adopt recommended approach to Strategic Risk Management Yes 31/01/2022

LP	18/01/2022	<a href="#">Council Plan 2018-22 (2020 Mid-Term Refresh) Extension</a>	PEO	Anderson, Kevin;	Updated Performance Management Framework to be considered by the Service and Performance Panel	Yes	08/02/2022	Paper to be considered at Service and Performance Panel on the 8th of Feb.
LP	18/01/2022	<a href="#">Council Plan 2018-22 (2020 Mid-Term Refresh) Extension</a>	PLA	Anderson, Kevin;	Updated Performance Management Framework to be considered by the Service and Performance Panel	Yes	08/02/2022	Updated Performance Management Framework agreed by Service and Performance Panel.
LP	18/01/2022	<a href="#">Health and Social Care Partnership (HSCP) Winter Pressures Funding (Additional Posts)</a>	HSCP	Eltringham, Tim;#55	Permanency of current temporary posts	Yes	28/02/2022	All temporary posts have been advertised as permanent and recruitment is ongoing
LP	18/01/2022		CEO	Briggs, Karen;	Legal agreement to be concluded	Yes	31/03/2022	Completed 28th April 2022.
LP	18/01/2022	<a href="#">Improving Biodiversity in South Ayrshire</a>	PLA	Dalrymple, Kenneth;	Prepare sites for sowing Wildflower seed	Yes	30/04/2022	All sites are now complete
LP	18/01/2022	<a href="#">Affordable Housing – Mainholm Enabling Works</a>	PLA	Yuille, Derek;	Execute enabling works contract documentation	Yes	28/02/2022 30/01/2022	Contract now signed and enabling works underway



LP	18/01/2022	<a href="#">Affordable Housing – Riverside Enabling Works</a>	PLA	Yuille, Derek;	Execute enabling works contract documentation	Yes	28/02/2022	30/01/2022	Contract now signed and enabling works underway
LP	18/01/2022	<a href="#">Improving Biodiversity in South Ayrshire</a>	PLA	Dalrymple, Kenneth;#48	Prepare sites for sowing Wildflower seed	Yes			Site preparation has commenced and we should meet the timescales set out.
LP	18/01/2022	<a href="#">Treasury Management Mid-Year Report 2021/22</a>	CEO	Baulk, Tim;	No further action required	Yes			
LP	18/01/2022	<a href="#">Affordable Housing – Mainholm Enabling Works</a>	PLA	Yuille, Derek;	Execute enabling works contract documentation	Yes	30/01/2022		Contract now signed and enabling works underway
SAC	09/12/2021	<a href="#">Scheme of Delegation</a>	CEO	Caves, Catriona;	Updated Scheme of Delegation to be published and notified to employees	Yes	17/01/2022		

SAC	09/12/2021	<a href="#">Golf Strategy 2022-2032</a>	PEO	Bradley, Jane;#38	Enter into procurement process to appoint contractors to deliver the first phase of work at Troon Links and Belleisle Park	Yes	31/01/2022	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.
SAC	09/12/2021	<a href="#">Golf Strategy 2022-2032</a>	PEO	Bradley, Jane;#38	Submit a bid to the capital programme as part of the budget setting process	Yes	28/02/2022	Bid submitted and approved by the CAMG
SAC	09/12/2021		PLA	Leijser, Theo;	Further update to Elected Members	Yes	03/03/2022	Duplicate action. Should now be closed.
SAC	09/12/2021	<a href="#">Golf Strategy 2022-2032</a>	PEO	Bradley, Jane;	Provide Council with a report on the implementation of the strategy at the end of year 1	Yes	31/12/2022	

LP	30/11/2021	<a href="#">Thriving Places and Place Based Investment Programme Update</a>	PLA	Carr, Kevin;#14;#Reid, Louise;#15;#Bradley, Jane;#38;#Newall, Mike;#57	Draft place plans for areas set out in section 3	Yes	28/02/2022	Draft place plans have been completed with final community consultation on the drafts scheduled over the summer
LP	30/11/2021	<a href="#">Thriving Places and Place Based Investment Programme Update</a>	PLA	Carr, Kevin;#14;#Reid, Louise;#15;#Bradley, Jane;#38;#Newall, Mike;#57	Implementation of PBIP projects and initiatives	Yes	31/03/2022	Projects have now been completed or committed. Two projects were unable to be committed within the necessary timescale and will be considered for the PBIP funding for 2022/23. (1. Troon Water Sports Centre. 2. Town Centre Vinyls and Murals)
LP	30/11/2021	<a href="#">Community Council Elections</a>	PEO	Tait, Jamie;	Undertake and complete Community Council elections	Yes	31/03/2022	

										Further revised date 28/02/22. Trauma Informed Practice Officer has started in post and has been engaging with a range of internal and external partners. Trauma Champions due to meet in March to consider priorities from the strategic plan. Nominations for MOWG to be requested. 1/6 - MOWG agreed by Council, initial meeting to take place prior to recess.
LP	30/11/2021	<a href="#">Trauma Informed and Responsive South Ayrshire</a>	PEO	Anderson, Kevin;#35	Establish the MOWG and agree Terms of Reference	Yes	30/04/2022	07/02/2022		

LP	23/11/2021	<a href="#">Naming of New Community Campus and Non-Denominational Primary School, Maybole</a>	PEO		Agree a SEED number with Scottish Government for the new non-denominational primary school and early years centre	Yes	28/02/2022	SEED Number received from Scottish Government on 14 January 2022
LP	23/11/2021	<a href="#">Naming of New School Campus and Early Years Centre - Prestwick</a>	PEO		Agree a SEED number with Scottish Government for the new early years centre	Yes	28/02/2022	SEED Number received from Scottish Government on 14 January 2022
LP	23/11/2021		PLA	Burns, Tom;	Lease to be concluded	Yes	01/03/2022	Lease concluded on Friday 28th January. Police Scotland have taken entry of building.
SAC	15/11/2021	<a href="#">Review of Management Structure</a>	CEO	Howat, Eileen;	Implement the revised structural arrangements	Yes	01/04/2022	Recruitment to Director Education post confirmed at COAAP 21 January 2022

LP	26/10/2021	<a href="#">Tourism and Events: Interim Strategic Approach Update</a>	PEO	Bradley, Jane;	Provide an update to the Panel regarding the progress of the interim approach and produce a draft Tourism and Events Strategy for consideration	Yes 08/03/2022	Final report will be presented in March to Leadership Panel.
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LP	26/10/2021	PLA	Dalrymple, Kenneth;#48	Heads of terms are complete on the proposed site and it will be the subject of a separate report	Yes	08/03/2022	The search for a suitable site both within the private sector and the SAC asset has been extremely difficult. We are actively in discussion with land owners with regards to 2 potential sites which should be concluded week commencing 28 February with regards to potential permissions and viability. It is the intention to present an options paper at the portfolio holders meeting on 08 March 2022
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								Awaiting feedback from SG. 10/1 - Still awaiting feedback from SG. 1/6 - Officers have made requested amendments and resubmitted. Awaiting final sign off from Centre for Housing Market Analysis.
LP	26/10/2021	<a href="#">Housing Need and Demand Assessment 2021-2026</a>	PEO	Anderson, Kevin;#35	Make amendments as required to attain 'robust and credible' status	Yes	31/03/2022	07/02/2022
LP	26/10/2021	<a href="#">The South Ayrshire Way Strategic Change Programme - Preparing for the Future</a>	PLA	Reid, Louise; Yuille, Derek;#Dalrymple, Kenneth;	Provide a further update, to include benefits realisation, to the Service and Performance Panel tender a new residual waste contract	Yes	31/03/2022	Complete
LP	26/10/2021		PLA			Yes	31/03/2022	Contract commenced on 01 May 2022
LP	26/10/2021	<a href="#">Long-Term Financial Outlook and Medium-Term Financial Plan</a>	CEO	Baulk, Tim;	Strategy used as part of the foundation for the Council's subsequent budget setting	Yes	31/03/2022	2022-23 budget being progressed.



									To provide Leadership Panel with an updated list of Annex 2 Contracts awarded in Q3 and Q4 of 2021/22, in accordance with Standing Orders Relating to Contracts, Annex 2, Clause C.7				Update provided for cabinet 14th June
LP	26/10/2021	<a href="#">Annex 2 Contract Awards in Q1 and Q2 2021/22</a>	CEO	Alexander, David;#46					Yes	30/04/2022			
LP	26/10/2021	<a href="#">Former Belleisle House Hotel Update</a>	PLA	Yuille, Derek;				Submit application for planning in principle prior to marketing of building	Yes				Application submitted 25 February 2022 and approved June 2022.
LP	21/09/2021	<a href="#">Proposed Management Arrangements for Community and Village Halls</a>	PEO	Tait, Jamie;				Final Recommendations for management arrangements for each community centre and village hall to be presented to the Leadership Panel	Yes	15/02/2022	08/03/2022		Final report will be presented in March to Leadership Panel.
LP	21/09/2021	<a href="#">Feasibility Review - Benefits Services (BS) linking with the Information and Advice Hub (IAAH)</a>	CEO	Baulk, Tim;#43				Transfer of Crisis Grant applications to Benefits Service as part of Phase 2 of the Service Review	Yes	28/02/2022			Phase 2 Service now complete. Progressing to implementation

LP	15/09/2021	CEO	Caves, Catriona;	Protocol for hybrid report to be prepared in consultation with the Leader, the Independent Members and the Chief Executive	Yes	31/01/2022	11/10/2021	PFH agreed deadline extension to 31 January 2022 to allow testing of hybrid system and new microphones.
LP	24/08/2021	PEO	Bradley, Jane;	<a href="#">Physical Activity and Sport Strategy</a> Provide a further update in 6 months through the Elected Member Bulletin	Yes	25/02/2022		
LP	24/08/2021	PLA	Leijser, Theo;	Bring forward further report for Leadership Panel detailing project cost, commercial lease and implementation programme	Yes	03/03/2022	26/10/2021	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

								undertake consultation with all Ward Councillors to identify suitable sites and thereafter report back to Leadership Panel by November 2021. Different to rec in report			Consultation with ward members completed and included in previous LP paper.	
LP	24/08/2021	<a href="#">Services to Gypsy/ Travellers - Potential Sites to Support and Accommodate Gypsy/ Traveller Encampments</a>	PLA	Carr, Kevin;#14					Yes	08/03/2022	01/11/2021	
								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			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	
LP	24/08/2021	<a href="#">South Ayrshire Council's Active Travel Strategy</a>	PLA	Kevin Braidwood;#42					Yes	08/03/2022	23/11/2021	4/2/22

												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. Update to be provided to joint committee
LP	24/08/2021	<a href="#">South Ayrshire Council's Active Travel Strategy</a>	PLA	Kevin Braidwood;#42 Briggs,	Progress included within Ayrshire Road Alliance Performance Report to the Ayrshire Shared Services Joint Committee	Yes	08/03/2022					11/3/22
LP	24/08/2021		PLA/C EO	Karen;;Burns, Tom;	Conclude land acquisition	Yes	30/06/2022	01/12/2021				Purchase concluded 26.5.22.
LP	15/06/2021		PEO	Bradley, Jane;	update to Members in twelve months time via the Members Bulletin - additional to rec in report	Yes	15/06/2022					

SAC	28/04/2021	CEO	Caves, Catriona;	that all Elected Members be consulted on how future confidential reports were considered - addit to rec in report	Yes	31/01/2022	31/12/2021	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	16/03/2021	PLA	David;	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	08/02/2022		

[Pan-Ayrshire  
Community Wealth  
Building Commission  
and Anchor Charter](#)

										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	16/03/2021	<a href="#">Pan-Ayrshire Community Wealth Building Commission and Anchor Charter</a>	PLA	Leijser, Theo;#24	A service specific CWB Workplan will be submitted to the Leadership Panel for approval	Yes	08/03/2022	26/10/2021		
LP	16/03/2021	<a href="#">Waste Strategy 2021/31</a>	PLA	Dalrymple, Kenneth;	Annual update of strategy and action plan submitted to the Leadership Panel	Yes	08/03/2022			

LP	16/03/2021		CEO		Implement the Leadership Panel decision with respect to the funding request	Yes	31/03/2022	30/04/2021	22.	Further revised date 31/05/21, 31/10/21, 31/12/21. Loan agreement completed and other required documentation all signed. Instalment 3 of the loan paid to AGP on 1-Feb-
LP	16/03/2021	<a href="#">Local Procurement Policy Statement</a>	PLA	Alexander, David;#46	Engagement and Implementation of the Local Procurement Policy Statement	Yes	31/03/2022			On track for completion and presentation at LP on 8th March
LP	16/03/2021	<a href="#">Proposed Management Arrangements for Community and Village Halls</a>	PEO	Tait, Jamie;#52	Final Recommendations for the management arrangements for each community centre and village hall to be presented to the Leadership Panel	Yes	31/03/2022			Final report in March 2022 will be presented to LP in March 2022. Interim progress report presented September 2021.

LP	09/02/2021	<a href="#">ICT Strategy 2021-2022</a>	CEO	Baulk, Tim;	report regularly to LP on both progress against the ICT Strategy and on any strategic issues which arise from the implementation of that strategy - addit to rec in report	Yes	28/02/2022	Update provided to LP in August 2021. Further updates being progressed as Members bulletins.
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										dates 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 taxi/PH drivers and operators. Subsequent to this, officers anticipate further delay into 2022 in engagement and
LP	09/02/2021	<a href="#">Civic Government (Scotland) Act 1982 - Licensing of Sexual Entertainment Venues</a>	CEO	Caves, Catriona;#44	Report to Leadership Panel on consultation	Yes	16/12/2022	23/11/2021		
LP	19/01/2021	<a href="#">New Leisure Centre</a>	PLA	Yuille, Derek;	Submit further report to Leadership Panel prior to Financial Close	Yes	08/03/2022			Report submitted for LP consideration 8 March 2022

**South Ayrshire Council**

**Report by Director of Education  
to Cabinet  
of 14 June 2022**

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**Subject:      Period Products (Free Provision) (Scotland) Act 2021**

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**1.      Purpose**

1.1      The purpose of this report is to seek agreement from the Cabinet to the South Ayrshire Period Products Delivery Statement.

**2.      Recommendation**

**2.1      It is recommended that the Cabinet agrees the South Ayrshire Period Product Delivery Statement.**

**3.      Background**

3.1      The Period Products (Free Provision) (Scotland) Act 2021 received Royal Assent on 12 January 2021. The Scottish Government advised local authorities on 2 March 2022 of their intention to bring the legal provisions into force on 15 August 2022. From this date local authorities will have a legal duty to make period products available for free for anyone who needs them, and in their role as education authorities, make period products available for free in schools. They are also required to publish a Statement on how they will exercise their functions under the Act.

3.2      South Ayrshire Council has been providing access to free period products since 2018/19. Products have been readily available within primary and secondary schools and the 'wee white bag' initiative is a widely promoted scheme allowing anyone who needs it to collect a bag of period products from a wide range of public buildings and from organisations working in partnership with the Council. The places where a bag can be picked up are advertised on the Council's website and social media channels:

[Wee White Bag - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk/wee-white-bag)

3.3      There is also an app – PickupmyPeriod that can be readily downloaded which shows nearby locations where products can be accessed. The locations are augmented as new organisations offer to make products available from their venue and the Council is responsive to feedback from the public. This is particularly relevant following COVID restrictions when some community venues were closed for a sustained period of time.

3.4/

3.4 The wee white bag initiative has been very popular with 9,500 distributed since it launched in Summer 2019. A consultation was undertaken in March 2022 within schools and communities on the accessibility of period products to inform the South Ayrshire Council Delivery Statement. There were 423 responses to the public consultation and 242 responses to the school consultation.

## **4. Proposals**

4.1 The Period Products (Free Provision) (Scotland) Act 2021 and accompanying guidance is focussed on people in Scotland having ‘reasonably convenient access to period products, free of charge, as and when they need it.’ The key principles of the legislation are:

- Products should be reasonably easy to access and the process should not be unduly complex or bureaucratic;
- The approach taken should respect the dignity of individuals and places offering products should consider privacy and should make effort to minimise embarrassment. Individuals should not routinely have to ask for products or justify why they need them or the amount they require;
- A reasonable choice of product should be offered although the full range of products need not be available from all venues;
- Consideration can be given to making sustainable or plastic-free products available as part of the choice of products but pressure cannot be applied to get people to use reusable products;
- The approach taken should be inclusive and recognise that not everyone requiring products will identify as female so some access in gender neutral and disabled toilets is appropriate.

4.2 The South Ayrshire Council Delivery Statement has been informed by the experience of making products accessible since 2018/19, by the results of the consultation undertaken within schools and communities and by the principles underpinning the legislation. The Delivery Statement is set out at [Appendix 1](#). The accessibility of products is continually being refined especially in light of venues reopening following the easing of COVID restrictions. It is therefore proposed that an update will be provided to Elected Members via the Members’ Bulletin one year following commencement of the Act .

## **5. Legal and Procurement Implications**

5.1 This report ensures that the Council is complying with the requirements of the Period Products (Free Products) (Scotland) Act 2021 in terms of the accessibility of period products and the requirement to publish a Statement on how we will exercise our functions under the Act.

5.2 There are no procurement implications arising from this report. Collaborative work is undertaken with procurement to access period products at the most competitive rates.

## **6. Financial Implications**

6.1 Financial support is provided by the Scottish Government for the provision of period products within the community and within schools. This is subject to annual

reporting on spend. The proposed delivery statement consolidates and strengthens access to period products within communities and schools but will be delivered within the Scottish Government financial envelope. No additional financial pressure on the Council budget is anticipated.

## **7. Human Resources Implications**

7.1 Not applicable.

## **8. Risk**

### **8.1 *Risk Implications of Adopting the Recommendations***

8.1.1 There are no risks associated with adopting the recommendations.

### **8.2 *Risk Implications of Rejecting the Recommendations***

8.2.1 The risk associated with rejecting the recommendations is that the Council is not considered to have complied with the requirements to publish a Statement on how it plans to exercise the functions required under the Act.

## **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. The Delivery Statement consolidates existing access arrangements rather than introducing new arrangements.

## **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 Commitments 2 and 3 of the Council Plan: Closing the Gap/ Reduce poverty and disadvantage; and Grow Well, Live Well, Age Well/ Health and care systems that meet people's needs.

## **13. Results of Consultation**

13.1 Consultation has taken place with members of the public via an online survey and with both primary and secondary school pupils.

13.2 Consultation has taken place with Councillor Stephen Ferry, Portfolio Holder for Education, and Councillor Lee Lyons, Portfolio Holder for Health and Social Care, and the contents of this report reflects any feedback provided.

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

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Publish the Delivery Statement on the Council's website and promote via social media channels	August 2022	Service Lead – Children's Services and Child Poverty
Provide an update via the Members' Bulletin one year after commencement of the Act	September 2023	Service Lead – Children's Services and Child Poverty

**Background Papers: None**

**Person to Contact** Claire Monaghan, Service Lead – Children's Services and Child Poverty  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 612757  
E-mail [claire.monaghan@south-ayrshire.gov.uk](mailto:claire.monaghan@south-ayrshire.gov.uk)

**Date: 7 June 2022**

**Strategic Context**

South Ayrshire Council has a vision of ‘making a difference every day.’ We recognise that easy access to free period products can make a difference to many people in our community and can support our strategic objectives of closing the gap and supporting people to grow well, live well and age well.

**Current Arrangements**

We have been providing access to a range of period products since 2018/19 through our schools, Council venues and community locations and our mission has been to do this in a way which makes products as reasonably accessible as possible and which reduces the embarrassment of those wanting to access products.

The South Ayrshire Council approach has been to make a range of products available including:

- Pads including with and without wings
- Tampons including with and without an applicator
- Panty liners
- Reusable pads
- Period pants (as part of an online pilot)
- Menstrual cup
- Wee white bag

Products are available from our schools and from Council buildings including swimming pools (including The Quay Zone) and activity centres, community centres, town and village halls and museums, libraries and mobile libraries, and public toilets. We have also trialled online ordering for reusable products. Products are also available at other local venues and information is readily available via the Council’s website on where products can be accessed.

[Wee White Bag - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk)

Information can also be accessed via the PickupmyPeriod app.

**Consultation Results**

We have recently consulted on the arrangements we have in place with communities via an online survey widely promoted through social media and community groups and parent groups and an online survey with school pupils. There were 423 respondents to the public consultation and 242 responses to the school consultation.

In terms of the public consultation, responses confirmed that people continue to want to access a range of products from a range of venues. There were suggestions for current venues to be augmented particularly in rural areas with hairdressers, petrol stations and garden centres referenced. An emphasis was placed on accessing products discreetly with most respondents suggesting the toilet area as the most suitable access point. There is demand for online ordering particularly from respondents in more rural areas and we will look to see if there is scope to strengthen online ordering arrangements linked to bulk buying as well as reusable products. Awareness of venues and products was reasonable but varied by location and by age group. We will work to maximise awareness of local arrangements.

In terms of the school consultation, there was good awareness of being able to access products and most participants thought these were easy to access. There was a suggestion about using health rooms for this and being able to leave the classroom readily to do so. Schools will continue to review local arrangements to make these responsive to feedback and in light of experience of young people accessing period products.

### **Proposed arrangements**

In line with the Period Products (Free Products) (Scotland) Act 2021 and associated guidance and our practice to date, the arrangements to access period products will be underpinned by key principles as follows:

- Products will be reasonably easy to access from a range of venues;
- We will promote dignity in accessing products and seek wherever possible to attend to privacy considerations and make reasonable effort to minimise embarrassment;
- Individuals will not routinely have to ask for products or justify why they need them or the amount they require;
- It is recognised that people accessing products may be doing so on behalf of themselves or on behalf of other people;
- A reasonable choice of product will be offered;
- While we will promote reusable products, people will not be under pressure to opt for these;
- The approach taken will be inclusive and recognise that not everyone requiring products will identify as female;
- We will be open to suggestions to new venues and new approaches to accessing period products and will keep our arrangements under review.

The results of our consultation confirm that people in South Ayrshire continue to want a range of period products from a range of local venues including schools. We therefore propose to continue to make the following products available:

- Pads including with and without wings
- Tampons including with and without an applicator
- Panty liners
- Reusable pads
- Period pants
- Menstrual cup
- Wee white bag

We will make products available from our schools and from Council buildings including swimming pools (including The Quay Zone) and activity centres, community centres, town and village halls and museums, libraries and mobile libraries, and public toilets. We will continue to work with other local venues to increase local access and to promote information on venues where products can be accessed via the Council's website and the PickUpMyPeriod app. Due to their cost, reusable products will be available through a smaller number of locations. We will look to see how to strengthen online ordering arrangements for reusable products and bulk ordering.

### **Review Arrangements**

South Ayrshire Council recognises that access arrangements are dynamic and evolve and grow as more local organisations opt to become involved and make products available from their venues and as we get feedback from those accessing products about their experience and suggestions on how to improve access. We will be open to new suggestions and will keep our arrangements under review and provide updates to our Delivery Statement periodically.

## 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	Period Products (Free Provision) (Scotland) Act 2021
Lead Officer (Name/Position/Email)	Claire Monaghan, Service Lead – Children's Services and Child Poverty – claire.monaghan@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	-	Access to period products for anyone requiring them
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	-	Reduces the financial burden of period products on families



**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	Reduces the financial burden of period products on families which is of particular relevance to low income households

**5. Summary Assessment**

<p><b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b>)</p>	<p><del>YES</del></p> <p><b>NO</b></p>
<p><b>Rationale for decision:</b></p> <p><b>The proposed delivery statement continues access to period products provided in communities and schools rather than bringing about a significant change. Positive benefits which are already provided under existing period product access arrangements will be consolidated and strengthened over time</b></p>	
<p><b>Signed :</b> Claire Monaghan <b>Service Lead</b></p> <p><b>Date:</b> 18 May 2022</p>	

**South Ayrshire Council**

**Report by Assistant Director – Place  
to Cabinet  
of 14 June 2022**

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**Subject: Ayr and Troon Cemetery Burial Chambers**

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**1. Purpose**

- 1.1 The purpose of this briefing is to update Cabinet on the investigation into water ingress to the burial chambers at Ayr cemetery.

**2. Recommendation**

**2.1 It is recommended that the Cabinet:**

**2.1.1 notes the outcome of the investigation of water ingress within Ayr cemetery burial chambers; and**

**2.1.2 approves the proposals outlined in section 4 and the cost and funding source of £1.500m set out in section 6.1.**

**3. Background**

- 3.1 An investigation relating to water ingress within the burial chambers at Ayr cemetery extension was undertaken by an exhumation specialist consultant between 10th and 29th January 2022. The investigation was also supported by a Civil Engineering consultant to provide technical advice and materials testing.

- 3.2 It is evident from the initial findings that water was found in all chambers investigated, the likelihood is this will be the case for all occupied burial chambers. The investigation has identified that the water present in the chambers is likely to be surface and rainwater entering through the slats of the lower and upper chambers. We believe this will also be the case in Troon cemetery.

- 3.3 During April and May, tests were undertaken to ascertain the most appropriate method to prevent water ingress in future. These have now concluded with a bespoke, manufactured metal rain cover proving effective in preventing water entering the chambers tested. The test process is now progressing through technical sign off. Now that tests have been concluded the reports from the investigation will be finalised and signed off by all parties.

- 3.4 We appreciate this has been an extremely unsettling and distressing time for families and lair holders and hope to now be in a position to implement a solution that will go some way to providing reassurance around the way forward.

## **4. Proposals**

- 4.1 Works to rectify the current situation will commence on 13 June 2022 with the first two weeks including time for families to discuss the process with the contractor if they have requested to do so. A full programme is currently being finalised, including an indicative timescale and completion date. Work at Troon cemetery will follow following completion at Ayr.
- 4.2 Officers have met with families during May to discuss the proposed process and give the opportunity for feedback, raise concerns as well as share personal requests and wishes. It is clear from these discussions that a number of families wish to hold a short ceremony as the deceased is re-interred within the burial chamber overseen by a local Funeral Director. We have asked the specialist contractor how we may be able to accommodate these wishes and we are currently finalising discussions with Funeral Directors. This will prove challenging and complex as given the nature of the work planned the cemetery extension will be classed as a construction site at this time and Construction, Design and Management (CDM) Health and Safety Regulations will apply. It is likely that this will also increase the period of time required to complete the full programme of work.
- 4.3 It is anticipated the contractor will work 6 days per week, and we would plan to open the cemetery extension again on the Sunday each week for visiting. We have had a number of requests from families who wish their loved one to be re-coffined in a coffin of their choice and this will also be included as part of the rectification process. The programme of work will require the Council to obtain the authority of the Sheriff Court, and further detail regarding this process is provided in the Legal Implications section below.
- 4.4 We have been able to reclaim an area within the old Ayr Cemetery that has allowed us to continue burials for the newly deceased in Ayr during this time. We have received some requests for loved ones to be placed in an earthen burial, however given the capacity constraints within the reclaimed area we would propose to accommodate this wish within Maybole, Monkton & Prestwick or Annbank cemeteries. However, if the number of requests for this are low, we may be able to accommodate within Ayr cemetery.
- 4.5 The last 6 months has required significant staff resource and it is anticipated dedicated resource will be required over the next 6 months to manage the programme effectively and provide the appropriate level of engagement with families and lair holders. Therefore, it is proposed to align the Coordinator (Grounds Maintenance and Bereavement) specifically to this work and backfill her post from the current team at a cost of around £30,000.
- 4.6 The Council has also engaged with Cruse Scotland, a specialist bereavement support organisation who have agreed to support families and lair holders as we work through the process of resolving the issue with the burial chambers. We understand that this has been an extremely unsettling and distressing time for families, and we hope this approach will provide additional independent support during this time. The form of support will be the choice of families themselves, with one-to-one support or potentially the formation of a support group.

## **5. Legal and Procurement Implications**

- 5.1 In order to carry out the required exhumations, a legal process will be necessary to seek the authority of the Sheriff Court. This involves the lodging of a petition with

the Sheriff Court, which explains the circumstances and the need for the exhumations and is accompanied by a Feasibility Certificate signed by the Service Lead, Neighbourhood Services, and Forms of Consent signed by the relevant lair holders.

- 5.2 Previous experience of the Petition required in relation to Tarbolton cemetery indicates that the Sheriff Court were willing to deal with the matter in one Petition covering all the relevant lairs. It is hoped that this would be the case for the current matter in Ayr, and another for Troon in due course. Individual requests can also be made as required.
- 5.3 Legal advice is currently being considered to establish whether there are grounds for the Council to undertake legal action against the contractor(s) to recover all or any costs incurred by the Council.
- 5.4 In terms of appointing a supplier to carry out this work there are no procurement frameworks available that cover this specialist requirement. Another option to appoint a supplier for this value of contract would be to run an open tender exercise which would take approximately 3/4 months to complete. However, this timescale would have a detrimental effect on the condition of the site(s) and work is required to start sooner (June 2022).
- 5.5 Given the nature and urgency of the requirement an appointment will be made under emergency conditions referencing clause 4.2.1 of the Councils standing orders relating to contracts.

## **6. Financial Implications**

- 6.1 At this point the Council will have to absorb all costs all costs of the rectification. There is currently £2,304,044 in the capital budget for cemetery infrastructure which will be utilised to fund the programme of work and associated costs. There is still scope to undertake urgent and structural work within this budget and other planned work will be re-profiled to future years. This may impact on future years and will require review as infrastructure investment is identified.
- 6.2 Initial indications are that the cost of the works required for Ayr Cemetery will be in the region of £1,500,000. Future costs are best estimates at this point in time and it is likely these will change as the programme of work is developed and rolled out. A full programme of works has yet to be established for Troon cemetery.

## **7. Human Resources Implications**

- 7.1 It is proposed to align the Coordinator (Grounds Maintenance and Bereavement) specifically to this work and backfill her post from the current team at a cost of around £30,000.

## **8. Risk**

### **8.1 *Risk Implications of Adopting the Recommendations***

- 8.1.1 The programme of work is still being finalised to accommodate families and lair holders wishes as far as possible. This may mean that the programme will take longer to complete, and the overall costs increase.

## 8.2 **Risk Implications of Rejecting the Recommendations**

8.2.1 If the recommendations are rejected, this is likely to impact on the reputation of the Council and cause additional distress to families and lair holders.

## 9. **Equalities**

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping Process. There are no significant 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 shown in [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 this proposal.

## 12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to Commitments 1 and 6 of the Council Plan: Fair and Effective Leadership/ Leadership that Promotes Fairness; and '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 Martin Kilbride, Portfolio Holder for Buildings, Housing and 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 Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

<b>Implementation</b>	<b>Due date</b>	<b>Managed by</b>
Further update to Cabinet	August 2022	Service Lead – Neighbourhood Services

**Background Papers**    **None**

**Person to Contact**    **Kevin Carr, Assistant Director - Place  
County Buildings, Wellington Square, Ayr  
Phone 01292 612544  
E-mail [kevin.carr@south-ayrshire.gov.uk](mailto:kevin.carr@south-ayrshire.gov.uk)**

**Kenneth Dalrymple, Service Lead – Neighbourhood Services  
Walker Road, Ayr, KA 8 9LE  
Phone 01292 612041  
E-mail [kenneth.dalrymple@south-ayrshire.gov.uk](mailto:kenneth.dalrymple@south-ayrshire.gov.uk)**

**Date: 7 June 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	Ayr and Troon Cemetery Burial Chambers
Lead Officer (Name/Position/Email)	Kenneth Dalrymple, Service Lead – Neighbourhood Services – kenneth.dalrymple@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><b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b>)</p>	<p><del>YES</del></p> <p><b>NO</b></p>
<p><b>Rationale for decision:</b></p> <p><b>It is not anticipated that any structure changes will impact on equalities considerations</b></p>	
<p><b>Signed :</b> Kevin Carr <span style="float: right;"><b>Service Lead</b></span></p> <p><b>Date:</b> 17 May 2022</p>	



**South Ayrshire Council**

**Report by Assistant Director - Place  
to Cabinet  
of 14 June 2022**

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**Subject:       Housing Capital Programme 2021/22: Monitoring  
Report as at 31 March 2022**

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**1.       Purpose**

- 1.1       The purpose of this report is to update the Cabinet on the actual capital expenditure and income, together with progress made on the Housing Capital Programme projects as at 31 March 2022 (Period 12), and to agree the changes to budgets in 2022/23 and 2023/24.

**2.       Recommendation**

**2.1       It is recommended that the Cabinet:**

- 2.1.1       notes the progress made on the delivery of the Housing Capital Programme to 31 March, resulting in spend of £23,232,748 or 97.21%, as detailed in Appendix 1 attached;**
- 2.1.2       approves the adjustments contained in Appendix 2 attached; and**
- 2.1.3       approves the revised budget for 2022/23 at £69,204,500 and 2023/24 at £40,184,366 as highlighted in Appendix 2.**

**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       The Housing Capital Programme for 2022/23 to 2026/27 was approved by South Ayrshire Council of 3 March, 2022 through the paper 'Housing Revenue Account (HRA) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27' and incorporated all adjustments made to the Programme throughout 2021/22.
- 3.3       The current approved budget as agreed by Leadership Panel of 15 February, 2022 is £23,898,683.

**4.       Proposals**

- 4.1       The total spend on the Housing Capital Programme during financial year 2021/22 of £23,232,748 was significantly higher than the total spend in the previous year of £17,504,091. This is due to the gradual easing of Covid Restrictions and internal works have been able to be progressed.

- 4.2 The first modernisation contract for 2021/22 (H20123: Internal Modernisation Works to 160 Nr Properties in Ayr and Maybole) completed on site in December. The second modernisation contract (H21124: Internal Modernisation Works to 219 Nr Properties – Various Locations) started on site on 0 January, 2022 with works progressing well and the project is planned to complete on 15 June, 2022. The third contract (H20126 Internal Modernisation Works to 263 Nr Properties – Various Locations) has now been let and works are programmed to start on site on 30 May, with an estimated completion date of 30 September. The final contract (H20125: Internal Modernisation Works to 206Nr Properties – Various Locations) will be tendered will be tendered through SAC's new Housing Refurbishment Framework – Internal once this has been set up.
- 4.3 Address lists for two modernisation contracts for 2022/23 have been passed to the Managing Agent for initial survey works and these are ongoing.
- 4.4 Annual programmes for Addressing Dampness and Condensation, Central Heating Replacement and Capital Element of Works Undertaken in Void Properties have been completed and new programmes will be established for 2022/23.
- 4.5 For works contained within the Structural and Environmental section of the programme, the two external fabric upgrade projects which were carried forward from the previous year and delayed due to Covid have now completed. The major contract for this year, now External Fabric Upgrades to 167 Properties – Various Locations (H22112) has now been let and a pre-start meeting is being arranged which will inform the programme of work
- 4.6 The main window renewals contract for 2021/22 is still on site with 229 properties completed by 31 March. The remaining properties are being worked on currently as there have been delays in receiving the windows from the manufacturer.
- 4.7 The contract for the Supply/ Installation of Eurobin Corrals - Various Locations is on site and will now complete in July 2022.
- 4.8 Colleagues from Housing and Professional Design Services have met to agree projects to be undertaken during 2022/23 and the budget allocations required for specific projects/ programmes from unallocated budgets contained within the programme in this year. These adjustments have been requested through the P12 report.
- 4.9 Works are being undertaken to allow for the re-tendering of the Housing Refurbishment Framework – Internal and the Housing Refurbishment Framework – External.
- 4.10 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).
- 4.11 Appendix 2 details budget adjustments being put forward for approval by Cabinet as part of the Period 12 report. These adjustments include (a) internal re-allocations of budgets between projects in 2021/22; (b) 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; and (d) allocation of 2022/23 unallocated budgets to specific projects / programmes in this year.

4.12 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 P12, actual expenditure stood at £23,232,748. Income for this period stood at £23,232,748. Based on the budget of £23,898,653, actual expenditure of £23,232,748 equates to an overall spend of 97.21% at the end of Period 12.

6.2 Proposals contained in this report, if approved, would lead to a revised 2022/23 programme of £69,204,500 and 2023/24 programme of £40,184,366.

## **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 Martin Kilbride, Portfolio Holder for Buildings, Housing and Environment, and Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, 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 Cabinet in the ‘Council and Cabinet Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Process adjustments to the Housing Capital Programme	28 June 2022	Corporate Accounting - Treasury / Capital Function

**Background Papers**    **Report to Leadership Panel of 15 February 2022 - [Housing Capital Programme 2021/22: Monitoring Report as at 31 December 2021](#)**

**Report to South Ayrshire Council of 3 March 2022 - [Housing Revenue Account \(HRA\) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27](#)**

**[Housing Capital Programme 2020/21 – Period 12 – Ward Analysis \(Members Only\)](#)**

**Person to Contact**    **Pauline Bradley, Service Lead - Professional Design Services  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 612858  
E-mail [pauline.bradley@south-ayrshire.gov.uk](mailto:pauline.bradley@south-ayrshire.gov.uk)**

**Date: 7 June 2022**

**HOUSING CAPITAL MONITORING REPORT  
PERIOD 12 2021/22**

Key Strategic Objective	Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Detailed Project Information	2022/23 Approved Budget	2023/24 Approved Budget
	£	£	£	£		£	£
Major Component Replacement	7,762,795	7,762,795	8,410,122	(346,398)	See Section on 'Major Component Replacement'	25,625,443	7,500,000
Contingencies	124,650	124,650	0	0	See Section on 'Contingencies'	227,000	269,000
Demolitions	143,934	143,934	217,469	(73,535)	See Section on 'Demolitions'	2,560,000	0
Structural and Environmental	2,427,240	2,427,240	2,278,985	164,738	See Section on 'Structural and Environmental'	7,207,000	2,349,901
Other Capital Expenditure	13,440,034	13,440,034	12,326,172	1,040,097	See Section on 'Other Capital Expenditure'	30,533,685	30,130,904
<b>TOTAL PROGRAMME EXPENDITURE</b>	<b>23,898,653</b>	<b>23,898,653</b>	<b>23,232,748</b>	<b>784,903</b>		<b>66,153,128</b>	<b>40,249,805</b>
CFCR	8,464,000	8,464,000	8,464,000	0	See Section on 'Income'	8,905,000	7,859,000
Draw on Accumulated Surplus	6,025,378	6,025,378	6,025,378	0	See Section on 'Income'	0	0
Borrowing	7,918,500	7,918,500	7,056,408	784,903	See Section on 'Income'	55,668,128	24,425,805
Reserves	0	0	0	0	See Section on 'Income'	0	0
Scottish Government Funding	979,247	979,247	1,098,484	(0)	See Section on 'Income'	1,580,000	7,965,000
2nd Homes Council Tax	500,000	500,000	500,000	0	See Section on 'Income'	0	0
Commuted Sums	0	0	0	0	See Section on 'Income'	0	0
Other Income	11,528	11,528	88,477	(0)	See Section on 'Income'	0	0
<b>TOTAL PROGRAMME INCOME</b>	<b>23,898,653</b>	<b>23,898,653</b>	<b>23,232,748</b>	<b>784,903</b>		<b>66,153,128</b>	<b>40,249,805</b>

<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>0</b>	<b>0</b>
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Major Components
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Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</b>
<i>Major Component Replacements - Allocated</i>
<i>Major Component Replacements - Unallocated</i>
<b>TOTALS</b>

7,762,795	7,762,795	8,410,122	(346,398)	See Expanded Section
0	0	0	0	See Expanded Section
<b>7,762,795</b>	<b>7,762,795</b>	<b>8,410,122</b>	<b>(346,398)</b>	

9,591,727	0
16,033,716	7,500,000
<b>25,625,443</b>	<b>7,500,000</b>

<b>Contingencies</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b><u>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</u></b>
Contingencies

124,650	124,650	0	0	N/A
<b>124,650</b>	<b>124,650</b>	<b>0</b>	<b>0</b>	

227,000	269,000
<b>227,000</b>	<b>269,000</b>

<b>Demolitions</b>
--------------------

Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b><u>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</u></b>
Demolition of Lockups
1 - 20 Miller Terrace & 32 - 78 Dailly Road (Even Numbers) Maybole
Demolition of Riverside Flats
Demolition of Former Mainholm Academy

112,214	112,214	97,511	14,703	Complete / Design & Tender
31,720	31,720	13,270	18,450	On Site
0	0	106,688	(106,688)	On Site
0	0	0	0	Concept
<b>143,934</b>	<b>143,934</b>	<b>217,469</b>	<b>(73,535)</b>	

120,000	0
440,000	0
2,000,000	0
0	0
<b>2,560,000</b>	<b>0</b>



Structural and Environmental	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actuals at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	Project Update	2022/23 Approved Budget £	2023/24 Approved Budget £
<b>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</b>								
<b><u>New Projects 2021/22</u></b>								
External Fabric Upgrades to 269 Properties - Dailly, Prestwick, Troon, Symington & Ayr	250,000	250,000	199,175	50,825	Design and Tender	It has been agreed that works will be procured through the Procurement for Housing Framework Agreement.	5,123,500	0
Non-Traditional Properties - Cladding Options	65,000	65,000	32,599	32,401	Design and Tender	Consideration being given to possible External Wall Insulation works to Swedish Timber constructed properties.	0	0
ABS8 - 12 Properties at Annbank	50,000	50,000	60,653	(10,653)	Complete	Roofing works to 12no. Council properties in Annbank is now complete with final account to be agreed and paid.	50,000	0
Stabilisation Works at Main Road, Ayr	0	0	0	0	Design and Tender	Structural engineer has been engaged to consider proposals for this work and investigation works are currently ongoing	400,000	0
<b><u>Projects Carried From 2020/21</u></b>								
Replacement Roof Coverings and External Fabric Upgrade Works 189 Nr Properties at Various Locations	0	0	0	0	Complete	It was originally planned that these works would be undertaken through one contract, but it was decided to break this	0	0
Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations	1,051,962	1,051,962	1,093,491	(41,529)	Complete	Original contract works are now complete on site. Additional works have been added and	200,000	0
Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations	622,696	622,696	696,440	(73,744)	Complete	Original contract works are now complete on site. Additional works have been added and	150,000	0
Roof Replacement Works - Dunure	157,500	157,500	0	157,500	On Site	Works are on site and substantially complete. Costs to be charged for works completed to date.	0	0
<b><u>Older Projects</u></b>								
Re-roofing and External Fabric Upgrade - 110 Properties Colmonell, Girvan, Prestwick & Troon (H19116)	1,011	1,011	1,011	(0)	Complete	Final Managing Agent invoice received and paid. Request to allocate budget approved	0	0
Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald & Tarbolton (H20101)	229,071	229,071	179,132	49,939	Complete	Works are now complete on site. Final account to be agreed and final payments processed.	0	0

Stock Conditions Survey - Wallacetown Area 2021/22
<b><u>Unallocated Balance - 2021/22, 2022/23 and 2023/24 - Structural and Environmental</u></b>
Unallocated Structural and Environmental Balance - 2021/22, 2022/23 and 2023/24

0	0	16,483	0	Complete	Works have been completed in relation to a condition appraisal and determination of investment needs in the
0	0	0	0	Concept	Additional budget allocated from Housing Accumulated Surplus through P12 Year End Revenue Reports, approved by
<b>2,427,240</b>	<b>2,427,240</b>	<b>2,278,985</b>	<b>164,738</b>		

0	0
1,283,500	2,349,901
<b>7,207,000</b>	<b>2,349,901</b>

<b>Other Capital Expenditure</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b><u>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</u></b>
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<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>

40,000	40,000	36,868	3,132	See Expanded Section
0	0	0	0	See Expanded Section
566,906	566,906	773,173	(87,269)	See Expanded Section
1,753,574	1,753,574	1,428,907	166,154	See Expanded Section
189,832	189,832	101,116	88,716	See Expanded Section
10,631,940	10,631,940	9,765,177	869,364	See Expanded Section
257,782	257,782	220,932	0	See Expanded Section
<b>13,440,034</b>	<b>13,440,034</b>	<b>12,326,172</b>	<b>1,040,097</b>	

269,045	0
20,000	0
800,000	800,000
950,000	0
305,000	706,839
28,189,640	28,624,065
0	0
<b>30,533,685</b>	<b>30,130,904</b>

<b>Income</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actuals at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b>Project Budgets Approved 2021/22: - LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</b>
<b>Funding Type</b>
CFCR
Draw on Accumulated Surplus
Borrowing
Reserves
Scottish Government Funding
2nd Homes Council Tax
Commuted Sums
Other Income
<b>TOTAL FUNDING</b>

8,464,000	8,464,000	8,464,000	0	Income
6,025,378	6,025,378	6,025,378	0	Income
7,918,500	7,918,500	7,056,408	784,903	Income
0	0	0	0	Income
979,247	979,247	1,098,484	0	Income
500,000	500,000	500,000	0	Income
0	0	0	0	Income
11,528	11,528	88,477	0	Income
<b>23,898,653</b>	<b>23,898,653</b>	<b>23,232,748</b>	<b>784,903</b>	

8,905,000	7,859,000
0	0
55,668,128	24,425,805
0	0
1,580,000	7,965,000
0	0
0	0
0	0
<b>66,153,128</b>	<b>40,249,805</b>

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 £
<b>Revised Total Budgets as approved by South Ayrshire Council's Leadership Panel 15th February and SAC of 3rd March 2022</b>						<b>23,898,653</b>	<b>66,153,128</b>	<b>40,249,805</b>
1	<p>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.</p> <p>Budget adjustments to the programme have been approved through: -</p> <ul style="list-style-type: none"> <li>- P12 Capital Monitoring report approved by Leadership Panel of the 15th June, 2021;</li> <li>- P3 Capital Monitoring report approved by Leadership Panel of the 24th August, 2021;</li> <li>- P6 Capital Monitoring report approved by Leadership Panel of the 23rd November, 2021; and</li> <li>- P9 Capital Monitoring report approved by Leadership Panel of the 15th February, 2021.</li> </ul> <p>Council on the 3rd March, 2022, approved the paper 'Housing Revenue Account (HRA) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27'.</p> <p>All adjustments approved have been incorporated into the P12 report.</p>							
2	<p>It is requested that budgets be carried forward from 2021/22 to 2022/23 to reflect current project profiling as detailed below: -</p> <p><b>Major Components</b></p> <ul style="list-style-type: none"> <li>- Energy Efficiency / HEEPS ABS Projects; (561,958)</li> <li>- Fire and Smoke Alarms - LD2 Compliance Work; (179,042)</li> <li>- Window Replacement at 17/19 Knockcushan Street, Girvan; and (3,142)</li> <li>- Upgrade Works to Automatic Doors in SHU's. (70,016)</li> </ul> <p><b>Demolitions</b></p> <ul style="list-style-type: none"> <li>- Demolition of Lockups; and (14,703)</li> <li>- 1 - 20 Miller Terrace &amp; 32 - 78 Dailly Road (Even Numbers) Maybole. (18,450)</li> </ul> <p><b>Structural and Environmental</b></p> <ul style="list-style-type: none"> <li>- External Fabric Upgrades to 269 Properties - Dailly, Prestwick, Troon, Symington &amp; Ayr; (50,825)</li> <li>- Non-Traditional Properties - Cladding Options; (32,401)</li> <li>- Roof Replacement Works - Dunure; and (157,500)</li> <li>- Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald &amp; Tarbolton (H20101). (49,939)</li> </ul> <p><b>Other Capital Expenditure</b></p>							

	- Upgrading External Areas at Sheltered Housing Units;	(3,132)			(3,132)	3,132	0
	- Window Replacement Programme 2020/21 - Works to Properties in Off Gas Areas of Annbank, Tarbolton and Craigie Village;	(75,000)			(75,000)	75,000	0
	- Window Replacement Programme 2021/22 - 397 Properties in Ayr, Coylton, Girvan, Mossblown and Troon;	(91,154)			(91,154)	91,154	0
	- Supply/Installation of Eurobin Corrals - Various Locations;	(88,716)			(88,716)	88,716	0
	- Ladyland Road, Maybole;	(254,372)			(254,372)	254,372	0
	- Waggon Road, Ayr;	(758,246)			(758,246)	758,246	0
	- Site of the Former Tarbolton Primary School; and	(25,536)			(25,536)	25,536	0
	- Main Street Prestwick.	(7,378)			(7,378)	7,378	0
<b>3</b>	It is requested that budgets be advanced from 2022/23 to 2021/22 to reflect current project profiling as detailed below: -						
	- Full Internal Modernisations 2020/21 - 219 Nr Properties in Various Locations Throughout South Ayrshire (H20124);	205,289			205,289	(205,289)	0
	- Kitchen and Boiler Replacement Works 2020/21 - 263 Nr Properties in Various Locations Throughout South Ayrshire (H20126);	53,182			53,182	(53,182)	0
	- Capital Element of Works Undertaken In Void Properties (3089);	675,998			675,998	(675,998)	0
	- Replacement Double Glazed Units and Doors;	162,376			162,376	(162,376)	0
	- Targeted Energy Works In Properties to Achieve Compliance With Energy Efficiency Standard Social Housing (ESSH);	48,099			48,099	(48,099)	0
	- Upgrading of Door Entry Systems;	14,685			14,685	(14,685)	0
	- Upgrading of Lock Ups;	926			926	(926)	0
	- Demolition of Riverside Flats;	106,688			106,688	(106,688)	0
	- ABS8 - 12 Properties at Annbank;	10,653			10,653	(10,653)	0
	- Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations;	41,529			41,529	(41,529)	0
	- Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations; and	73,744			73,744	(73,744)	0
	- Supported Accommodation for Adults With Learning Difficulties (Housing Development at Fort Street, Ayr).	12,923			12,923	(12,923)	0
<b>4</b>	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: -						
	<b><u>New Builds</u></b>						
	- New Build - Mainholm.	97,777			97,777	(97,777)	0
	(ii) It is requested that budgets be advanced from 2023/24 to fund expenditure incurred in 2021/22 as detailed below: -						
	<b><u>New Builds</u></b>						
	- New Housing Development - Site of Former Riverside Flats, Ayr.	65,469			65,469	0	(65,469)

5	<p>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:-</p> <ul style="list-style-type: none"> <li>- Full Internal Modernisations 2020/21 - 160 Nr Properties in Ayr and Maybole (H20123);</li> <li>- Full Internal Modernisations 2020/21 - 206 Nr Properties in Various Locations Throughout South Ayrshire (H20125);</li> <li>- Partial Internal Modernisation Works 2020/21 - 50 Nr Properties in Girvan (H20127);</li> <li>- Full Modernisations to 250 properties Troon, Dundonald, Monkton, Prestwick, Coylton, Mossblown, Tarbolton, Ballantrae, Barr, Colmonell, Old Dailly, Dailly, Kirkoswald, Minishant, Girvan &amp; Maybole (H19143);</li> <li>- Full Modernisation to 274 Properties in Ayr (H19144);</li> <li>- Partial Modernisations to 246 Properties in Dundonald, Monkton, Tarbolton, Coylton, Mossblown, Dunure, Maybole, Minishant, Kirkoswald, Dailly, Girvan, Colmonell, Barr and Ayr (H19145);</li> <li>- Addressing Dampness and Condensation Issues as Reported During the Course of the Year;</li> <li>- Central Heating Replacement - Emergency &amp; Urgent Works;</li> <li>- External Works Undertaken on Properties;</li> <li>- Replacement Double Glazed Units and Doors;</li> <li>- Riverside High Flats, Ayr;</li> <li>- 2019-20 Partial Modernisations - 154 Properties in Ayr, Troon and Prestwick;</li> <li>- Contingencies;</li> <li>- Stock Conditions Survey - Wallacetown Area 2021/22;</li> <li>- Window Replacement Programme - 163 Properties in Dailly, Dunure, Maidens, Old Dailly, Pinmore, Tarbolton and Turnberry;</li> <li>- Window Replacement Programme 2020/21 - Works to Properties in Off Gas Areas of Annbank, Tarbolton and Craigie Village;</li> <li>- Window Replacement Programme 2021/22 - 397 Properties in Ayr, Coylton, Girvan, Mossblown and Troon;</li> <li>- Travelling Person's Site, Girvan;</li> <li>- Council Housing - Thorneyflat Area;</li> <li>- Initial Work for Future Years Projects; and</li> <li>- Central and Departmental Overheads.</li> </ul>							
6	<p>An additional £118,998 of grant income from Scottish Government has been received over and above that currently budgeted for <b>Buy Back of Properties</b> and it is requested that both income and expenditure budgets be increased by this amount in 2021/22 as detailed below: -</p> <ul style="list-style-type: none"> <li>- Buy Back Properties.</li> </ul> <p>It is further requested that budget be advanced from the budget allocated in 2022/23 to fund the balance of expenditure incurred in 2021/22 as detailed below:</p>				118,998	118,998	0	0

	- Buy Back Properties.	87,269			87,269	(87,269)	0	
7	As reported in 1. above, Council on the 3rd March, 2022, approved the paper 'Housing Revenue Account (HRA) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27'. It is requested that unallocated budgets in 2022/23 be allocated out over projects / programmes as detailed below.  (i) 2022/23 capital budgets contained in Section 4.6, Appendix 2 of the report are requested to be allocated over projects as detailed below: - - Major Component Replacement - Unallocated 2022/23; - Major Component Replacement - Ring Fenced 2022/23; - 4 Nr Full and 205 Nr Partial Modernisations: Maybole, Tarbolton, Ayr, Kirkoswald and Troon (H23112); - 266 Nr Kitchen and Boiler Replacements: Ballantrae, Girvan, Mossblown, Ayr, Prestwick and Tarbolton (H23113); - Capital Element of Works Undertaken in Void Properties; - External Works Undertaken on Properties; - Central Heating Replacement - Emergency & Urgent Works; - Addressing Dampness and Condensation Issues as Reported During The Course of The Year; - Replacement Double Glazed Units and Doors; - Energy Efficiency / HEEPS ABS Projects; - Fire and Smoke Alarms - LD2 Compliance Work; - Cyclical Replacement of Fire and Carbon Monoxide Detectors.; - Upgrading of Door Entry Systems; - Replacement Screens in Flats; and - Upgrading of Lock Ups. - Contingencies - Unallocated 2022/23; - Central and Departmental Overheads; and - Initial Work for Future Years Projects. - Structural and Environmental - Unallocated Funding 2022/23; - Demolition of Lockups; and - 1 - 20 Miller Terrace & 32 - 78 Dailly Road (Even Numbers), Maybole. (ii) It was highlighted in Section 4.2 of the paper 'Housing Revenue Account (HRA) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27', approved by SAC on the 3rd March, that projected a 2021/22 in year surplus of £2.201M was to be committed to the Housing Capital Programme and it will be allocated in line with tenant priorities in 2022/23. It is requested that this be added to the 2022/23 Programme as detailed below, and may be revised based on the actual out-turn reported in the P12 Revenue Monitoring reports: - - Unallocated Structural and Environmental Balance - 2022/23; and - Unallocated Window Replacement Budget 2022/23.				0	0	0	
					0	(12,712,588)	0	
					0	(2,126,310)	0	
					0	3,422,470	0	
					0	3,378,054	0	
					0	1,675,998	0	
					0	50,000	0	
					0	700,000	0	
					0	615,000	0	
					0	247,376	0	
					0	3,500,000	0	
						100,000		
					0	350,000	0	
					0	100,000	0	
					0	500,000	0	
					0	200,000	0	
					0	(227,000)	0	
					0	200,000	0	
					0	27,000	0	
					0	(480,000)	0	
					0	80,000	0	
					0	400,000	0	
					0	1,000,000	0	
					0	1,201,000	0	
		(784,903)	0	0	118,998	(665,905)	3,051,372	
	<b>TOTAL REVISED BUDGET</b>					23,232,748	69,204,500	40,184,336



## 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**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<b>Yes</b> <b>No</b>
<b>Rationale for decision:</b>  <b>This is an update report with no implication in relation to equalities.</b>	
<b>Signed :</b> Pauline Bradley	Service Lead – Professional Design Services
<b>Date:</b> 17 <sup>th</sup> May 2022	

**South Ayrshire Council**

**Report by Assistant Director - Place  
to Cabinet  
of 14 June 2022**

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**Subject: The South Ayrshire Way Strategic Change Programme  
– Preparing for the Future**

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**1. Purpose**

- 1.1 The purpose of this report is to provide an update to the Cabinet on progress delivering the *South Ayrshire Way Strategic Change Programme* including detail on projected benefits for projects.

**2. Recommendation**

**2.1 It is recommended that the Cabinet:**

- 2.1.1 notes the progress made by officers in completing relevant actions and recommendations in the Best Value Audit;**
- 2.1.2 notes the benefits and productivity gains proposed by current projects on the programme; and**
- 2.1.3 agrees a further update to the Service and Performance Panel in October 2022 in line with agreed reporting arrangements.**

**3. Background**

- 3.1 The Leadership Panel in November 2020 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 overarching high-level themes of the programme 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 Three temporary officers joined the Council in June 2021 as the Strategic Change Programme Office (1 x Co-ordinator, 2 x Project Officers) and commenced setting up the programme, implementing governance, developing communication and benefits plans and starting to scope out projects.
- 3.4 In March 2022, as part of the Council’s budget setting process, the three temporary project posts were made permanent and there was agreement to add two new permanent project officer posts. This acknowledged the Council’s 10 year commitment to delivering a programme of change, enables the expansion of the programme, accelerates business change and helps to better support the overall transformation aspirations of the Council.
- 3.5 The three temporary officers were successful at interview and are now permanent. The additional two new permanent project officers are expected to start in June 2022.
- 3.6 As the programme progresses, more projects have moved into delivery. There are currently 23 projects on the Programme; 18 projects at implementation stage; 4 are in planning and 1 project has completed and moved into benefits realisation.
- 3.7 Additional projects have been identified and will be reviewed for inclusion in line with governance arrangements and pending resource availability:
- Economy and Regeneration Service Review;
  - Gas Central Heating In-House Provision;
  - Building Base Services;
  - Team around the Locality; and
  - Process improvements across a range of services.
- 3.8 In terms of the Best Value Audit of the Council, undertaken by the Audit Commission in 2021 and specific recommendations related to the Change programme: *‘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.’*; the actions relevant to the Change Programme are all complete. The Council has added additional success indicators as part of the Best Value Action Plan and these can be found at [Appendix 1](#).
- 3.9 The Benefits Realisation Plan and 4 stage Benefits Management Process has been implemented and applied to each project. [Table 1](#) in [Appendix 2](#) shows the number of projects at each stage of the benefits process. [Table 2](#) in [Appendix 2](#) provides a summary of approved benefits for each of the projects on the Programme.

- 3.10 As projects progress through their implementation it is possible that additional 'value add' benefits are identified as new information and impacts are known. These will also be captured in benefit trackers.
- 3.11 Some projects have been identified as delivering Productivity Gains (where changes or outcomes delivered by projects result in improved efficiency of workers in performing tasks).
- 3.12 Examples include where a project could introduce new technology, processes or streamline ways of working which lead to improvements in how a service or process is delivered, such as moving from manual or paper-based processes to digital.
- 3.13 Engagement with the Improvement Service and other local authorities informs and validates South Ayrshire Council's approach to measuring and evidencing productivity. Internal engagement across services, with Human Resources, staff and Trade Unions will continue as we develop our approach to managing productivity gains.
- 3.14 We will further explore the potential for task re-assignment across services and teams; the allocation of additional work; reviewing role requirements; retraining or redeployment; and where there may be a requirement to make service changes, in line with the Council's *Managing Workforce Change* policy.

#### **4. Proposals**

- 4.1 It is proposed that a further update is provided to Service and Performance Panel in October 2022, that includes:
- Progress on actual benefits being realised by projects;
  - Productivity gains as a result of project delivery; and
  - Progress in achieving the aims of the *South Ayrshire Way Strategic Change Programme*

#### **5. Legal and Procurement Implications**

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

#### **6. Financial Implications**

- 6.1 Not applicable.

#### **7. Human Resources Implications**

- 7.1 Any impact on Council resource requirements as a result of benefits delivered by projects will be monitored on a project-by-project basis and will be for services to manage, with engagement with HR Service Advisors where relevant.

#### **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 able to deliver on its ten year transformation commitment and the South Ayrshire Way Strategic Change Programme or fulfil the recommendations outlined in the Best Value Audit, which will affect 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 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 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 Martin Dowe, Portfolio Holder for Corporate and Strategic, and Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

## 14. **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 Cabinet in the ‘Council and Cabinet Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Provide a further update to the Service and Performance Panel including benefits proposals for all change projects	30 October 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**    **Louise Reid, Assistant Director – Place  
County buildings, Wellington Square, Ayr, KA7 1DR  
Phone: 01292 612032  
E-mail: [louise.reid@south-ayrshire.gov.uk](mailto:louise.reid@south-ayrshire.gov.uk)**

**Date: 7 June 2022**

## Appendix 1 – Best Value Audit and Council Success Indicator Actions and Progress

Source	Action/Indicator	Progress	Comments/update
BV Audit	Add greater detail about individual projects	Complete	All projects on the Change Programme have a detailed scope
BV Audit	Set clear timelines for each project	Complete	All projects on the Change Programme have a project plan with key milestones charting activity
BV Audit	Develop a benefits realisation tracker to assess whether the Council has achieved its aims	Complete	Benefit Realisation Plan approved by Strategic Change Executive and implemented across projects on the programme
Additional Council Success Indicator	Change programme Communication Strategy approved and implemented	Complete	Change Programme Communication and Engagement Strategy approved by Strategic Change Programme. This is being implemented in partnership with Corporate Communications
Additional Council Success Indicator	Benefits plans and tracking for all projects in current scope implemented	Complete	All projects on the Change Programme have benefit trackers in place.
Additional Council Success Indicator	Increase the percentage of projects at implementation /delivery phase from 60% (baseline Nov. 2021) to 80% by 30 June 2022	Complete	84% of projects on the Change Programme are currently at Implementation Stage (or complete)



## Appendix 2 – Project Benefits

Table 1 – Benefits stage for projects

<b>Benefit stage</b>	<b>Number of projects</b>
1. Identification	4
2. Baseline and Proposal	9
3. Project Implementation	9
4. Benefits realisation	1

**Table 2 – Benefits for projects at Stage 2 and beyond**

	<b>Project</b>	<b>Lead Service</b>	<b>Benefit</b>
1	Children and Families projects	Children’s Health, Care and Justice	<ul style="list-style-type: none"> <li>• Reduction in the number of out of authority placements from 17 to 12 (target date by March 2023)</li> <li>• Reduction in cost of funding of out of authority placements by 30% (by March 2023)</li> </ul>
2	Belmont Family First	Children’s Health, Care and Justice	<ul style="list-style-type: none"> <li>• Reduction in the number of statutory orders put in place by the Children’s Reporter from Belmont School Cluster (by June 2023)</li> <li>• Increase in family’s overall wellbeing score from 73% to 85% (by June 2023)</li> <li>• Reduction in the percentage of Referrals to Ayr South and Ayr North Locality Teams from 49% to 20% (by June 2023)</li> </ul>
3	Public Space CCTV Operating Model	Asset Management and CAT	<ul style="list-style-type: none"> <li>• Reduction in public space CCTV maintenance costs by 40% (by August 2023).</li> <li>• Reduction in annual maintenance callouts from 38 to 10 (by August 2023).</li> </ul>
4	Review of Commercial Bin Infrastructure	Neighbourhood Services	<ul style="list-style-type: none"> <li>• Reduction in number of visible commercial waste bins in town centres from 158 to 75 (by March 2024)</li> <li>• Increase in town centre LEAM’s scoring from 83.7 to 90 (by March 2024)</li> </ul>
5	Facilities Management Service Review	Facilities Management	<ul style="list-style-type: none"> <li>• Reduced staff turnover from 13% in 2020/21 to 11% (by March 2024).</li> <li>• Increase in free and paid school meals by 10% (by June 2023).</li> </ul>
6	Foster Carer's Recruitment Campaign	Children’s Health, Care and Justice	<ul style="list-style-type: none"> <li>• Increase in number of carers from 0 to 5 (by June 2023)</li> <li>• Increase in the number of children cared for by foster carers from 0 to 5 (by June 2023)</li> </ul>
7	Golf South Ayrshire Commercialisation	Destination South Ayrshire	<ul style="list-style-type: none"> <li>• Increased revenue from sponsorship from £0 to £21,310 (by 2023).</li> </ul>
8	In Cab Digitised Systems	Neighbourhood Services	<ul style="list-style-type: none"> <li>• Reduced number of missed bins reported per month from 1076 to 150 (by March 2023)</li> <li>• Reduction of total process time from 32 Hrs 25 min to 27 Hrs 17 min (by March 2023)</li> <li>• Reduce associated costs for paper, printing, and admin consumables (by 25% by March 2023)</li> </ul>
9	IoT Accelerator	Neighbourhood Services	<ul style="list-style-type: none"> <li>• Reduction in the number of public complaints related to overflowing bins from 81 to 50 received (by December 2022)</li> <li>• Reduction in the number of planned visits to empty bins in pilot areas from 3 to 2 visits per week (by December 2022)</li> </ul>

	<b>Project</b>	<b>Lead Service</b>	<b>Benefit</b>
10	Mechanical & Electrical Engineering In-Sourcing	Asset Management and CAT	<ul style="list-style-type: none"> <li>• Reduction in related spend on consultancy by 30% (by March 2023)</li> </ul>
11	Place Planning	Corporate	<ul style="list-style-type: none"> <li>• Double the number of residents taking part in Place Planning (by 2023)</li> </ul>
12	PM Work Scheduling	Property Maintenance	<ul style="list-style-type: none"> <li>• Reduction in paper and related costs by 20% (by March 2023)</li> <li>• Reduction in fuel costs by 10% (by March 2023)</li> <li>• Reduction in costs to HRA by 3% (by March 2024)</li> </ul>
13	New Street Cleaning Operating Model	Neighbourhood Services	<ul style="list-style-type: none"> <li>• Increase in street cleaning LEAMs score from 84.1 to 95</li> <li>• Reduced complaints received from public in relation to litter on streets and byways from 25 complaints received to 17 pa.</li> </ul>
14	Cunningham Place Respite Resource	Children's Health, Care and Justice	<ul style="list-style-type: none"> <li>• Increase in the number of independent living places in South Ayrshire from 13 to 14 (by March 2023)</li> </ul>

- i) Cashable benefits are identified where there is a positive financial output from the project which could be in the form of income generation, budget reduction, efficiency saving or cost avoidance.
- ii) Quantitative benefits have a numerical value and relate to improved Service levels that can be baselined and measured.
- iii) Qualitative benefits relate to an improvement or enhancement in service provision that is descriptive rather than measured numerically

## 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 Coordinator – 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**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<b>NO</b>
<b>Rationale for decision:</b>  <b>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</b>	
<b>Signed :</b> Stuart MacMillan	<b>Coordinator – Strategic Change Programme</b>
<b>Date:</b> 13 May 2022	

**South Ayrshire Council**

**Report by Assistant Director - Place  
to Leadership Panel  
of 14 June 2022**

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**Subject: Scotland Loves Local - Gift Card Scheme**

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**1. Purpose**

- 1.1 The purpose of this report is to provide an update on the progress of the 'Scotland Loves Local' Gift Card Scheme and to seek approval to continue with the programme for another year based on the costs provided in this report.

**2. Recommendation**

**2.1 It is recommended that the Cabinet:**

- 2.1.1 notes the benefits of the 'Scotland Loves Local' Gift Card Scheme for local residents, businesses and the Council;**
- 2.1.2 approves continuation of the scheme for 1 year from 31 August 2022 based on costs provided within paragraph 6.1 of this report; and**
- 2.1.3 agrees any continuation of the scheme past June 2023 is subject to further approvals**

**3. Background**

- 3.1 The 'Scotland Loves Local' campaign is a national initiative supported by the Scottish Government and Scotland's Towns Partnership (STP), designed to encourage all those who live in Scotland to think local first and support their town centres and high streets.
- 3.2 The concordat between South Ayrshire Council and STP to participate in the Scotland Loves Local Gift Card initiative was signed by South Ayrshire Council on 31 August 2021. The initiative is recognised as one that promotes the principles of Community Wealth Building – ie a people centred approach to local economic sustainability and growth.
- 3.3 Local businesses participating in the gift card initiative have the potential to unlock a new level of local spending which is important as businesses recover from the impact of the pandemic and build for a future that has localism at its heart.
- 3.4 The gift card is free for every business across Scotland to accept and uses the MasterCard network, so any business with a card reader can sign up. The gift card can be used in any type of business, and online or offline - so long as the merchant has a 'bricks and mortar' presence in the area.

- 3.5 Funding to administer the scheme in year 1 (August 2021 to August 2022) was provided by the Scottish Government. There is a £600 (plus VAT) monthly fee requirement to further operate the scheme past 31 August 2022 (covering fulfilment, e-commerce, platform access/ data access, licence and management fee and participation). A three-month notice to quit the scheme is required if the Council does not wish to participate in the scheme after Year 1.
- 3.6 Scotland Towns Partnerships have confirmed that no decision has been made as yet by Scottish Government, on whether any further funding will be available to Local Authorities post 1 September 2022 to subsidise the scheme.
- 3.7 As of 20 April 2022, 113 businesses across South Ayrshire have registered to participate in the scheme.
- 3.8 196 South Ayrshire gift cards have been purchased via the Scotland Loves Local website since the consumer campaign started at the end of November 2021. The total value of gift cards purchased via the Scotland Loves Local website is £9,640.00, with an average gift card purchase of £49.18. There are approximately 4,800 gift cards remaining for purchase, funded
- 3.9 The Economy and Regeneration service continue to target businesses that have the potential to benefit from the aforementioned campaigns - for example, hotels, restaurants, cafes, bars, cultural and heritage sites, town centre shops, coastal experiences.
- 3.10 Discussions are taking place with the gift card provider on how identified national chain stores in targeted areas could be onboarded to ensure a better balance of food and convenience stores in Maybole, Girvan and surrounding areas.
- 3.11 Opportunities are being investigated to utilise the gift card for corporate rewards and recognition/incentives by South Ayrshire Anchor Institutions. This would further support the retention of local spending, support the local economy, and encourage staff from anchor institutions to engage with South Ayrshire businesses, towns and high streets.

#### **4. Proposals**

- 4.1 There is a £600 (excluding VAT) monthly fee requirement to further operate the scheme (covering fulfilment, e-commerce, platform access/ data access, licence and management fee and participation) once the funded pilot period has ended.
- 4.2 Anticipated operational costs from the card provider for continued participation in the scheme are provided below:
- Financial Year 2022/2023 (Sep 22 – end Mar 23) £4,200.00 (excluding VAT);
  - Financial Year 2023/2024 (April 23 - end Mar 24) £7,200.00 (excluding VAT); and
  - Financial Year 2024/2025 (April 24 – end Mar 25) £7,200.00 (excluding VAT).

- 4.3 In addition, the production cost for a minimum quantity of 5,000 South Ayrshire Gift Cards is £3,000.00 (excluding VAT). Anticipated additional supplies of cards for April 23-24 and April 24-25 will add an additional £3,000.00 to each year.
- 4.4 In order for the Scotland Loves Local Gift Card scheme to continue past the Scottish Government funded pilot period, it is proposed that Cabinet approves budget to operate for another year to August 2023, based on costs provided within this report, with funding available through the Economy and Regeneration budget.
- 4.5 Should central funding from the Scottish Government become available, there would be no requirement to make funding available from the Councils budget.
- 4.6 A further update will be provided on the Gift Card scheme in May 2023 to coincide with the notice to quit period.

## 5. Legal and Procurement Implications

- 5.1 There will be a requirement to serve notice in terms of the arrangement in June 2023 and the service will co-ordinate with the legal department the notice that needs served where required.
- 5.2 There are no procurement implications arising from this report.

## 6. Financial Implications

- 6.1 To continue with the Gift Card scheme from September 2022 until March 2023, financial resource, aligned to the Economy and Regeneration service budget (from underspend in the 2021/22 budget) is required as follows:

<i>Scotland Loves Local Gift Card operational costs</i>	<b>Operational Costs from Card Provider (excl VAT)</b>	<b>Production costs of min qty 5000 cards (inc VAT)</b>	<b>Anticipated Annual Financial Implications (excl VAT)</b>
<b>Sept 22 - March 2023</b>	£4,200.00	n/a 4,800 cards still av.	<b>£4,200.00</b>

- 6.2 Participation beyond August 2023 will be subject to review and any funding requirements identified from the Council budget. Anticipated costs are estimated as follows:

<i>Scotland Loves Local Gift Card operational costs</i>	<b>Operational Costs from Card Provider (excl VAT)</b>	<b>Production costs of min qty 5000 cards (excl VAT)</b>	<b>Anticipated Annual Financial Implications (excl VAT)</b>
<b>April 23 - March 2024</b>	£7,200.00	£3,000.00	<b>£10,200.00</b>
<b>April 24 - March 2025</b>	£7,200.00	£3,000.00	<b>£10,200.00</b>

- 6.3 There may be costs associated with the purchase of additional cards (if required) depending on the scope of the disbursement programme. This would be the subject of a further budget proposal.

## 7. Human Resources Implications

- 7.1 There is the requirement for the Council to engage with businesses to support the scheme. Team resource will be made available from the Economy and Regeneration Service and Communications team to develop and deliver a campaign that encourages local businesses to sign up to the Gift Card Scheme. It is also proposed that resources from the Thriving Communities Team could be



utilised to expand the base of businesses, particularly in Girvan, Maybole and rural communities.

## **8. Risk**

### **8.1 *Risk Implications of Adopting the Recommendations***

8.1.1 There are no risks associated with adopting the recommendations.

### **8.2 *Risk Implications of Rejecting the Recommendations***

8.2.1 Rejecting the recommendations will result in South Ayrshire Council and local businesses not benefitting from participation in the 'Scotland Loves Local' Gift Card Scheme.

## **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 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 Martin Dowe, Portfolio Holder for Corporate and Strategic, and Councillor Bob Pollock, Portfolio Holder for Economic Development, and the contents of this report reflect any feedback provided.

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

14.1 If the recommendations above are approved by Members, the 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 Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Implement the recommendations within this report	27 August 2022	Assistant Director – Place
Provide an update to the Cabinet on take-up of the scheme	30 May 2023	Assistant Director – Place

**Background Papers**    [Scotland Loves Local Gift Card Scheme](#)

**Person to Contact**    Louise Reid, Assistant Director – Place  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 612032  
Email [louise.reid@south-ayrshire.gov.uk](mailto:louise.reid@south-ayrshire.gov.uk)

Theo Leijser, Service Lead – Economy and Regeneration  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 616332  
Email [theo.leijser@south-ayrshire.gov.uk](mailto:theo.leijser@south-ayrshire.gov.uk)

**Date:** 7 June 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	Scotland Loves Local - Gift Card Scheme
Lead Officer (Name/Position/Email)	Louise Reid, Assistant Director – Place – louise.reid@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**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<input type="checkbox"/> <b>YES</b>  <input checked="" type="checkbox"/> <b>NO</b>
<b>Rationale for decision:</b>	
<p><b>This report provides information on the ‘Scotland Loves Local’ Gift Card Scheme and seeks approval on behalf of the Council to sign the local authority concordat and implement the scheme. Members’ decision on this has no specific equality implications</b></p>	
<b>Signed :</b> Theo Leijser	<b>Service Lead – Economy &amp; regeneration Service</b>
<b>Date:</b> 10 <sup>th</sup> May 2022	

**South Ayrshire Council**

**Joint Report by Director of Health and Social Care  
and Director - Place  
to Cabinet  
of 14 June 2022**

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**Subject: Annex 2 Contract Awards in Q3 and Q4 2021/22**

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**1. Purpose**

- 1.1 The purpose of this report is to advise the Cabinet, in accordance with Clause C.6 of Annex 2 of [Standing Orders Relating to Contracts](#), of contracts directly awarded under South Ayrshire Council's Annex 2 arrangements during 1 October 2021 to 31 March 2022.

**2. Recommendation**

- 2.1 **It is recommended that the Cabinet considers the detail listed at Appendix 1, of directly awarded contracts to service providers, using the provisions of Annex 2 of Standing Orders relating to Contracts.**

**3. Background**

- 3.1 The Council's Standing Orders Relating to Contracts, at Annex 2, indicate circumstances where an Executive Officer may, without prior advertisement or competition, enter negotiations with one or more providers to develop contracts relating to health or social care services.
- 3.2 Services procured using the provisions of Annex 2 of Standing Orders Relating to Contracts reflect the principles set down in the Statutory Guidance issued by Scottish Ministers in terms of the Procurement Reform (Scotland) Act 2014 as well as the Best Practice Guidance on the Procurement of Care and Support Services 2016, the 'Light Touch Regime,' issued in terms of the Procurement Reform (Scotland) Act. Procured services are defined by [Common Procurement Vocabulary \(CPV\) codes](#) covered under the Light Touch Regime.
- 3.3 Where there are special circumstances justifying a departure from advertisement or competition, the Executive Officer should provide the Cabinet with a list of such contracts, in accordance with Standing Orders Relating to Contracts, Annex 2, Clause C.6.
- 3.4 Special circumstances include (but are not limited to) for example; where EU Treaty principles around advertisement and competition do not apply; where service user(s) needs are best met by a particular provider; where particular provision of social care is limited due to geographic location or particular skills; or the existing service provider(s) are the only provider(s) capable of delivering the service to meet the needs of the individual(s) concerned.

- 3.5 Where there is a requirement to enter into a contract with a service provider, using the provisions of Annex 2 of Standing Orders Relating to Contracts, approval is first required by the relevant Executive Officer along with a Service Finance Team Coordinator and the Service Lead - Procurement.
- 3.6 Appointments then made under Annex 2 of Standing Orders Relating to Contracts are concluded following a robust process, using the Council's contract terms and conditions, the completion of a contract strategy and contract document. The contract document sets out the outcomes required for the service user against similar, national services and are assessed, financially, against Local Government Benchmarking Framework Data from Comparator Councils to ensure that Best Value is achieved.
- 3.7 Any decisions taken under paragraphs C.2, C.3, C.4 or C.5 of Annex 2 of Standing Orders Relating to Contracts, that neither advertising nor competition will be required for a particular contract, shall be subject to review by the Executive Officer at regular intervals (and at least annually).

#### **4. Proposals**

- 4.1 Members of the Cabinet are requested to consider the award of contracts, during October 2021 to March 2022, under Annex 2 of the Council's with Standing Orders Relating to Contracts, as detailed at Appendix 1.
- 4.2 Column B of Appendix 1 details the name of the Directorate of the Contract Owner.

#### **5. Legal and Procurement Implications**

- 5.1 There are no legal implications arising from this report.
- 5.2 The recommendations in this report are consistent with procurement requirements and reflect appropriate advice.

#### **6. Financial Implications**

- 6.1 The financial implications relating to these contracts have been accounted for and approved through the appropriate Request for Procurement Action (RPA) and Annex 2 approval process.

#### **7. Human Resources Implications**

- 7.1 There are no human resource implications for South Ayrshire Council as a result of this report.

#### **8. Risk**

##### **8.1 *Risk Implications of Adopting the Recommendations***

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

## 8.2 **Risk Implications of Rejecting the Recommendations**

8.2.1 Rejecting the recommendations may impact on the reputation of the Council.

## 9. **Equalities**

9.1 An Equalities Impact Assessment (EQIA) has been carried out on the proposals contained in this report, which identifies potential positive and negative equality impacts and any required mitigating actions. The EQIA is attached as Appendix 2.

## 10. **Sustainable Development Implications**

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

## 11. **Options Appraisal**

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

## 12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to the Council strategic objective, 'Grow Well, Live Well, Age Well' and the commitment to 'Health and Care Systems that meet People's Needs.'

## 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 Lee Lyons, Portfolio Holder for Health and Social Care, Councillor Bob Pollock, Portfolio Holder for Economic Development, and Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

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

14.1 If the recommendations above are approved by Members, the Director of Health and Social Care and 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 Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
To provide Cabinet with an updated list of Annex 2 Contracts awarded in Q1 and Q2 of 2022/23	October 2022	Service Lead - Procurement

**Background Papers**    **Report to Leadership Panel of 26 October 2021 – [Annex 2](#)**  
**[Contract Awards in Q1 and Q2 2021/22](#)**

**Person to Contact**    **David Alexander, Service Lead – Procurement**  
**County Buildings, Wellington Square, Ayr, KA7 1DR**  
**Phone 01292 612959**  
**E-mail [David.Alexander3@south-ayrshire.gov.uk](mailto:David.Alexander3@south-ayrshire.gov.uk)**

**Date: 7 June 2022**



ANNEX 2 CONTRACT AWARDS - LEADERSHIP PANEL REPORT JUNE 2022 - APPENDIX 1

Item Nr	Directorate	Contract Reference	Service Commenced	Contract Award	Contract Expiry/End Date	Service Duration	Contract Value	Benchmarking Information	Contract Description	Supplier Name	Collaborative Partners	Justification For Use of Annex 2 Provisions	Notes (include comment where the award date is a month past the commencement date)	Tender options (include comment confirming that this Annex 2 agreement will be tendered in the future)
1	Health & Social Care Partnership	CE-96-21-B	12/04/2021	05/11/2021	11/04/2022	1 Year	£ 85,406.88	Benchmarked against Scotland Excel Framework 1918 - Care Homes for Adults with Learning Disabilities	Provision of an Individual Residential Care Placement (DR)	Wallacetown Gardens Limited	N/A	In terms of Standing Orders Annex 2, clause C.4.1, the needs of the service user(s) concerned would be best met by a particular service provider.	Delay between commencement and award date due to the budget approval process being delayed.	N/A - Individual Placement
2	Health & Social Care Partnership	CE-194-21-B	08/12/2021	30/03/2022	07/12/2024	3 Years	£ 256,220.64	Benchmarked against Scotland Excel Framework 1918 - Care Homes for Adults with Learning Disabilities	Provision of an Individual Residential Care Placement (AC)	Wallacetown Gardens Limited	N/A	In terms of Standing Orders Annex 2, clause C.4.1, the needs of the service user(s) concerned would be best met by a particular service provider.	Delay between commencement and award date due to the budget approval process being delayed.	N/A - Individual Placement

## 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	Annex 2 Contract Awards in Q3 and Q4 2021/22
Lead Officer (Name/Position/Email)	David Alexander, Service Lead – Procurement – david.alexander3@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 impact
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low 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?)	Low impact
Increase participation of particular communities or groups in public life	Low impact
Improve the health and wellbeing of particular communities or groups	Low impact
Promote the human rights of particular communities or groups	Low impact
Tackle deprivation faced by particular communities or groups	Low impact

**5. Summary Assessment**

<p><b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b>)</p>	<p><del>YES</del></p> <p><b>NO</b></p>
<p><b>Rationale for decision:</b></p> <p><b>This report proposes that Members approve the award of Annex 2 contracts. This has no specific equality implications</b></p>	
<p><b>Signed :</b> David Alexander <b>Service Lead</b></p> <p><b>Date:</b> 24 May 2022</p>	

**South Ayrshire Council**

**Report by Assistant Director – Place  
to Cabinet  
of 14 June 2022**

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**Subject: Services to Gypsy/ Travellers – Site to Support and Accommodate Gypsy/ Traveller Encampments**

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**1. Purpose**

- 1.1 The purpose of this report is to provide Cabinet with an update on the consultation and feasibility study undertaken on the preferred location of a potential transit site for Gypsy/ Traveller encampments in South Ayrshire.

**2. Recommendation**

**2.1 It is recommended that the Cabinet:**

- 2.1.1 considers the consultation response as outlined in section 4;**
- 2.1.2 considers the feasibility study and confirm the preferred site within Cockhill Farm;**
- 2.1.3 requests officers to finalise site design incorporating feedback from the Gypsy/ Traveller community and report back to Cabinet in September; and**
- 2.1.4 notes the approach from a local landowner and confirms if they wish to pursue further discussion on the proposal.**

**3. Background**

- 3.1 The Leadership Panel of 15 June 2021 considered and approved the report entitled '*Services to Gypsy/ Travelers – Update from Member/ Officer Working Group and Proposed Future Actions*'.
- 3.2 It was agreed that the Member/ Officer Working Group (MOWG) should work to identify and consider potentially suitable sites to provide a designated area to support and accommodate Gypsy/ Traveller encampments in South Ayrshire, and bring proposals to a future meeting of the Leadership Panel.
- 3.3 In 2019, the Scottish Government and Convention of Scottish Local Authorities (COSLA) published a joint action plan entitled '*Improving the Lives of Scotland's Gypsy/ Travellers (2019–2021)*'. One of the key areas within the plan is to provide more and better accommodation.

- 3.4 The MOWG Group has acknowledged that existing provision for settled travellers at Houdston Reid-Lea, Girvan is sufficient to meet demand. However, one of the immediate 'gaps' in provision, is around the availability of a designated area to support and accommodate Gypsy/ Traveller encampments that occur in South Ayrshire. As part of the process in managing unauthorised encampments, dialogue has taken place with Gypsy/ Travellers, who have indicated that a site within Ayr or Prestwick or around the outskirts of these areas would be favourable.
- 3.5 Through the process of identifying potentially suitable sites to offer a 'negotiated stopping approach or a more formal transit site provision, contact has been made with the landowners/ agents of Bargany Estate and Cassillis Estate. Both have confirmed that they do not have any land holdings suitable and appropriate for this purpose. In addition, enquiries were made with the National Farmers Union on potential sites within the local farming community, however they have also advised that no suitable land is available. An enquiry was also made to a landowner at Mosshill Industrial Estate, who has confirmed that the land is not available for sale. A number of private landowners have also been contacted as part of the process.
- 3.6 The MOWG has reported back to Leadership Panel on a number of occasions with the last on 8 March 2022 where Panel approved the development of a Transit site at the preferred location of Cockhill Farm. Panel also requested officers to undertake consultation with the local community and the Gypsy/ Traveller community on the proposed location and site layout and carry out full design and feasibility study for the preferred location.

#### **4. Proposals**

- 4.1 Over April and early May the general public were given the opportunity to feedback on the potential use of an area within Cockhill Farm as a Gypsy/ Traveller Transit site. During this time we received a total of 34 responses, of which 3 were positive, 27 were negative and 4 were enquiries. The negative responses related to the potential location; cost of the proposal; loss of habitat; lack of access to amenities.
- 4.2 Officers have also met with members of the Gypsy/ Traveller community to discuss the proposal and give the opportunity to provide feedback. This included residents of the Council's permanent site at Houdston-Reid Lea and a number of families who regularly camp in South Ayrshire. Feedback was supportive of the proposed location and families also stated that they would use the site. They also provided more detailed feedback on a site lay out and facilities that will now be considered further to develop a new site plan.
- 4.3 A full design and feasibility study has also been undertaken. Specialist consultants were appointed to evaluate the land and assess its suitability for development of the proposals and specifically to comment on any potential constraints associated with the proposed Travellers Site development at Cockhill Fam.
- 4.4 Two potential sites have been identified: site 1 is south of Cockhill Farm and site 2 is east of the farm. Feasibility & Constraints reports for both sites, including site plans, are included within Appendices 1 and 2 . Both sites are positioned close to established tree lines to provide screening and privacy, they are distant from a private property and both can be accessed from the existing road into the site.
- 4.5 The detailed feedback received from the Gypsy/ Traveller community will now be considered to ensure an inclusive design development that aligns with their cultural traditions. Safety and security will be a key consideration in the detailed design

phase with the access, siting and screening of the development to ensure people feel safe and secure in their homes.

- 4.6 Adaptable and flexible arrangements will be a consideration as part of the proposals which will allow extended families to live together, grow and change over time. All the facilities provided will be accessible to ensure people with a disability or older people can stay on site.
- 4.7 Generally, the following accommodation and facilities will be provided, this list is not exhaustive and will be developed following the consultation mentioned above:-
- Pitches for caravans or motorhomes and cars. Each pitch will have an electrical supply and drainage connection. The pitches will be designed to ensure compliance with the Building Regulations and Fire Safety Regulations;
  - Paved, hardstanding site with good access link to main road (A713);
  - Washroom facilities including showers and WC's with direct access which can be allocated to each pitch (if wished);
  - Laundry facility;
  - Bin store;
  - Drying area;
  - Recreational space; and
  - Renewable technologies to ensure the site is as low carbon as possible.
- 4.8 The estimated capital cost relating to the provision of a transit site will be in the region of £900,000. The proposed site is owned by the Council and the potential development sites are located close to the existing access road to avoid the expense of a new road junction. Mains services are available in the vicinity of the sites which will keep infrastructure costs to a minimum. The site layout/ configuration will be as economical as possible in terms of space planning.
- 4.9 Given the information presented, site 2 offers better development potential for a number of reasons: good screening is provided by the existing treeline, it is further from the Equitation Centre than Site 1, there is better flexibility with the site layout as Site 1 is constrained by high voltage electrical cables and it is closer to the access road. The next stage of the development process will include consideration of Planning consent. The land forms part of a wider Local Development Plan land allocation to create a long-term urban/ settlement expansion area for Ayr, however there remains a requirement for the site to gain planning permission for the specific use.
- 4.10 During the consultation period, the Council was approached by a local farmer who has offered to have discussions on using an area within his landholding for a Gypsy/ Traveller Transit site. The area itself is close by Cockhill Farm but on the other side of the A713. Members are asked to consider whether they wish officers to continue discussions on this offer and bring back further information to the MOWG at the same time as finalising the proposal at Cockhill Farm.
- 4.11 Leadership Panel and the MOWG have previously agreed that officers should apply to the Gypsy Traveller Accommodation Fund offered by the Scottish Government. Stage 1 for the fund closed on 16 May and officers have submitted a proposal in line with the feasibility and design work undertaken to date. If the proposal is

shortlisted for Stage 2 later in the summer, more detail will be required as well as a formal presentation to the Scottish Government. As highlighted previously, the fund will cover up to 60% of any project and the Council will be required to make up the shortfall. For the proposal to be successful we would require to formally agree the source of the funding and it is proposed to allocate a sum of £500,000 to the capital programme for this purpose.

## **5. Legal and Procurement Implications**

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

## **6. Financial Implications**

6.1 The estimated capital cost relating to the provision of a transit/ temporary stopping site is in the region of £900,000. Scottish Government grant funding is available up to 60% of project costs; however, any shortfall will be required to be met by the Council. It is proposed to allocate £500,000 in the capital programme for this purpose. This will require a review of the Capital Programme to accommodate this. Revenue costs will be established once full design and feasibility study has been completed and an appropriate revenue budget will require to be identified.

6.2 Feedback from the Scottish Government on the Stage 1 bid for grant funding is expected by September 2022. If the Council is unsuccessful there may be an opportunity to apply in the next round of funding in 2023. At that point the Council will have to decide whether to self-fund the whole project or pause the project until the future grant funding becomes available.

## **7. Human Resources Implications**

7.1 Not applicable.

## **8. Risk**

### **8.1 *Risk Implications of Adopting the Recommendations***

8.1.1 Although the preferred site has been identified, there is a risk that further site investigations or considerations may impact on its ultimate suitability. In addition, the information contained in previous reports is based on unauthorised encampment activity since 2019. Proposals outlines in this paper are based on the travel pattern and recurring encampments of the current Gypsy/ Travelling community. If this were to change, it should be acknowledged that this may well impact on the needs and demand for site provision in the future.

8.1.2 It should also be noted that the provision of a designated area of land for negotiated stopping or transit/ temporary stopping site provision may not entirely provide a solution to, or prevent, future unauthorised encampments.

8.2/

## 8.2 **Risk Implications of Rejecting the Recommendations**

8.2.1 If the recommendations are rejected, this is likely to impact on the Council's pace of progress to improve experiences and outcomes for Gypsy/ Travellers.

## 9. **Equalities**

9.1 A full equalities impact assessment has been carried out on the proposals contained in the report and 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 A list of potentially suitable sites have been considered and presented to Leadership Panel over the past year. These are available as background papers shown below.

## 12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to Commitments 1 and 6 of the Council Plan: Fair and Effective Leadership/ Leadership that Promotes Fairness; and A Better Place to Live/ Enhanced environment through social, cultural, and economic activities.

## 13. **Results of Consultation**

13.1 Consultation has been undertaken with the general public as well as the Gypsy Traveller community and the feedback included in this report..

13.2 Consultation has taken place with Councillor Lee Lyons, Portfolio Holder for Health and Social Care, and Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and 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 Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Complete final design of site and provide update to Cabinet	30 September 2022	Assistant Director - Place



**Background Papers**    **Report to Leadership Panel of 15 June 2021 – [Services to Gypsy/ Travellers – Update from Member/ Officer Working Group and Proposed Future Actions](#)**

**[Scottish Government – Improving the Lives of Gypsy/ Travellers: 2019-2021](#)**

**Report to Leadership Panel of 24 August 2021 – [Services to Gypsy/ Travellers – Potential Sites to Support and Accommodate Gypsy/ Traveller Encampments](#)**

**Person to Contact**    **Kevin Carr, Assistant Director - Place  
County Buildings, Wellington Square, Ayr  
Phone 01292 612544  
E-mail [kevin.carr@south-ayrshire.gov.uk](mailto:kevin.carr@south-ayrshire.gov.uk)**

**Date: 7 June 2022**



**FEASIBILITY & CONSTRAINTS REPORT – SITE 1**

**SOUTH AYRSHIRE COUNCIL**

**LAND SOUTH OF COCKHILL FARM, AYR, KA6 6AH**

9225

24 MARCH 2022

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INNOVATION IN THOUGHT AND STRUCTURE



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## Document Control

**Document Title:-** South Ayrshire Council  
Land south of Cockhill Farm, Ayr  
Feasibility Report – Site 1

**Project Number:-**

**Directory and File Name:-** P:\9225 SAC Gypsy Traveller Site\Reports\Feasibility Report

**Document Approval**

**Originator :** Lindsay Cunningham  
Date: 24/03/22

**Checked By** Steven Hughes  
Date:

**Authorisation By** Steven Hughes  
Date:


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0	07/04/22		First Issue/DRAFT
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## 1.0 Introduction:

### 1.1 Brief

We have been requested by South Ayrshire Council, to compile a Feasibility report for a greenfield land parcel south of Cockhill Farm, Ayr, KA6 6AH. This land parcel is known as Site 1.

We were asked specifically to comment on any potential constraints associated with the proposed Travellers Site development. We have completed a desk top survey as part of this report. A follow up site visit was carried out on Monday 28<sup>th</sup> March 2022.

### 1.2 Limitations

This report is made out on the instructions of, and on behalf of South Ayrshire Council. No responsibility is accepted to any third party for the whole or any part of its contents.

Neither the whole nor any part of this report, nor any reference thereto may be included in any document, circular or statement without the written approval of this firm as to the form and context in which it will appear prior to any agreed disclosure.

No excavations have been carried out to expose the depth, nature, and condition of the sub-soils to determine its load bearing ability.

Our report is restricted to the terms of our brief. Where comments are made on other aspects or areas of the land, these comments are made for information purposes. No reliance can be made on these additional comments.

No tests have been carried out on materials for strength and no drilling has been executed to determine the grades, thickness, or composition of any materials, other than noted above. We did not undertake tests in respect to deleterious materials and no assurances can be giving to the presence of such materials.

No borescope examinations have been carried out and it was not possible to inspect parts of any structures that were covered. Our inspection was limited to a survey from ground level only.

Our Engineers are not qualified to carry out inspections, or tests on specialist services and as such, none have been undertaken during the inspection. Without prejudice to the foregoing generality, such services extend to include electrical, heating, and ventilating services installations and any similar specialist services.

The general description of the property is provided for information purposes and is based on background information combined with our opinion and experience of similar buildings. This

description is not to be used as a reliance on the condition of the property at the time of our inspection.

DRAFT

## 2.0 Site Location

The 0.53 Ha development parcel is a greenfield site located to the South of Cockhill Farm, Ayr, KA6 6AH. The proposed development site is generally open farmland/fields.

- Access is gained to the site via the Farm road/track off the A713 on the north boundary
- The postal address for the nearest site is Woodlea House, KA6 6AH
- The site is centred on approximately OS Grid Ref. NS368175 / NS3684217565
- OS Grid Coordinates are approximately Eastings = 236842, Northings = 617565

The site is bounded by:

- To the North – Cockhill Wood & Woodlea House
- To the East – A713 Main Road and Mosshill Industrial Estate
- To the South - Ayrshire Equitation Centre
- To the West – Tree Belt and open Farmland/fields

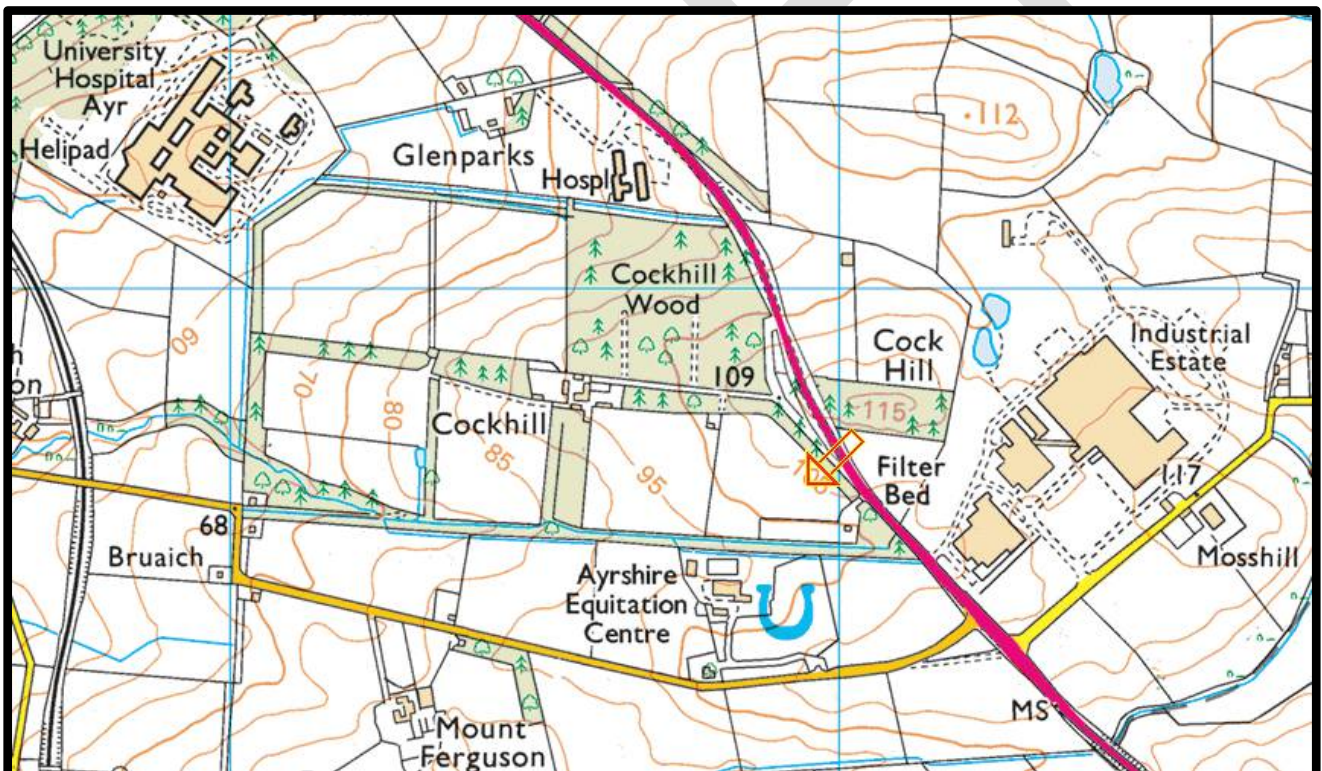


Figure 1 – Location Plan (1:25K)

We have appended the Architects proposal for the site in Appendix A. We have appended a number of photographs taken during our site visit on 28<sup>th</sup> March 2022 in Appendix B.



### 3.0 Site Access/Egress

The current development Plan shows one access to the site highlighted below. It is proposed to access the site via the existing access road located off the main A713 road. This access point will require to be discussed and approved by South Ayrshire Council during the Planning and Roads Construction Consent stages. We have no South Ayrshire Council Roads Adoption Plans for the site. However, it is thought unlikely that the Farm access track is an adoptable road leading up to the entrance to the site.

It is thought unlikely that it will be requested from SAC that two points of access is provided for the development. Further consultation is required in this regard.



Figure 2 – Location Plan with access road highlighted from A713 Road

#### 4.0 Topography

Topography varies across the site with the high ground generally located to the North/North East boundary (105m -109mAOD) and falling towards the lowest point at the South-West boundary (95mAOD). This equates to an existing longitudinal fall of approximately 1 in 10.

The existing spot levels at the four corners of the site are as follows:

- South-East 100m AoD
- South-West 95m AoD
- North-East 102m AoD
- North-West 107m AoD

Consideration should be given to the existing site topography during development of Architectural Layouts to ensure proposed layouts work with site levels. Our site visit noted that the tree belt along the northern/eastern boundary was at a higher level than the rest of the existing site with levels generally falling southwards. This will require consideration for the proposed access road.

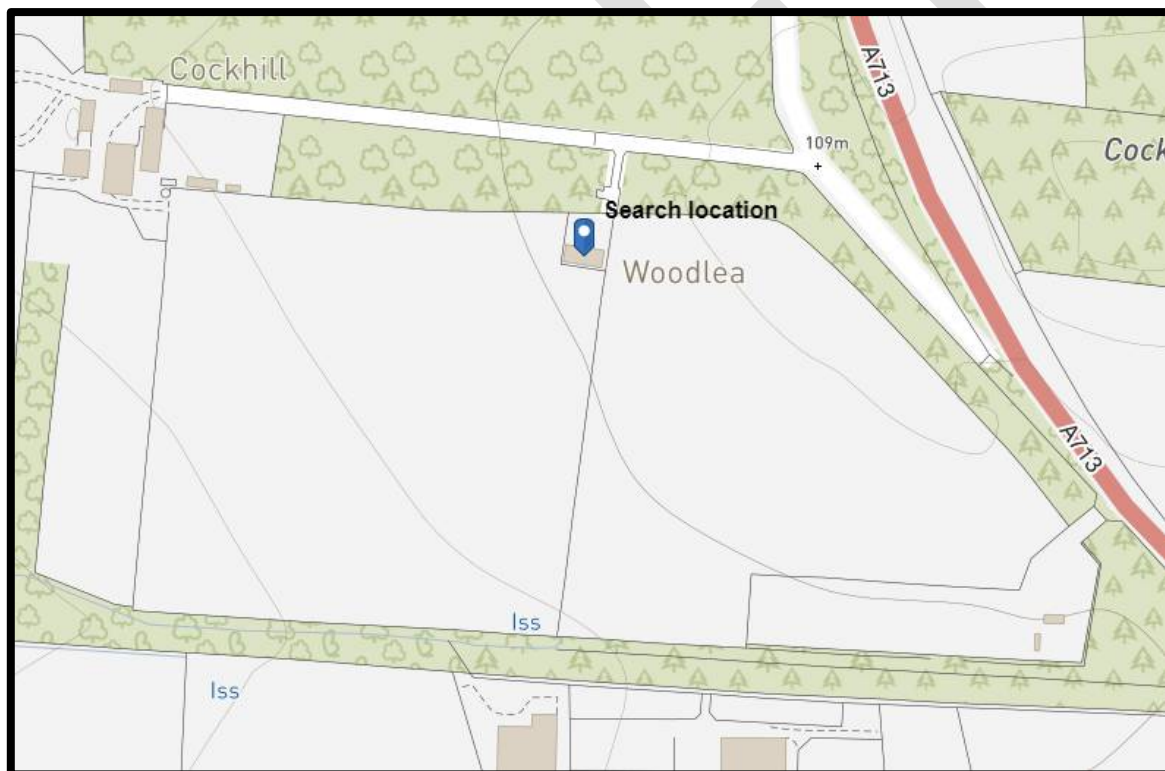


Figure 3 – Location Plan showing OS Map contours

We have still to undertake a topographical survey from the site. However, we approached 3 Topographical Survey Consultants to provide quotations for the works. A tender analysis report was produced providing recommendations.

## 5.0 Historic Site Use

A review of the historic site maps was carried out for the following dates: 1863, 1897, 1905, 1955 and 1957. The historic maps have indicated the site has always been a greenfield land parcel/open countryside or forestry.

## 6.0 Archaeology

We are not aware of any archaeology report being carried out for the site. Therefore, we have no evidence of archaeologically significant features at or near the site. The West of Scotland Archaeology Free Online Resources Service has highlighted the following features near our site. This relates to a Designed Landscape located to the west of Cockhill Farm. We have appended the information in Appendix C.

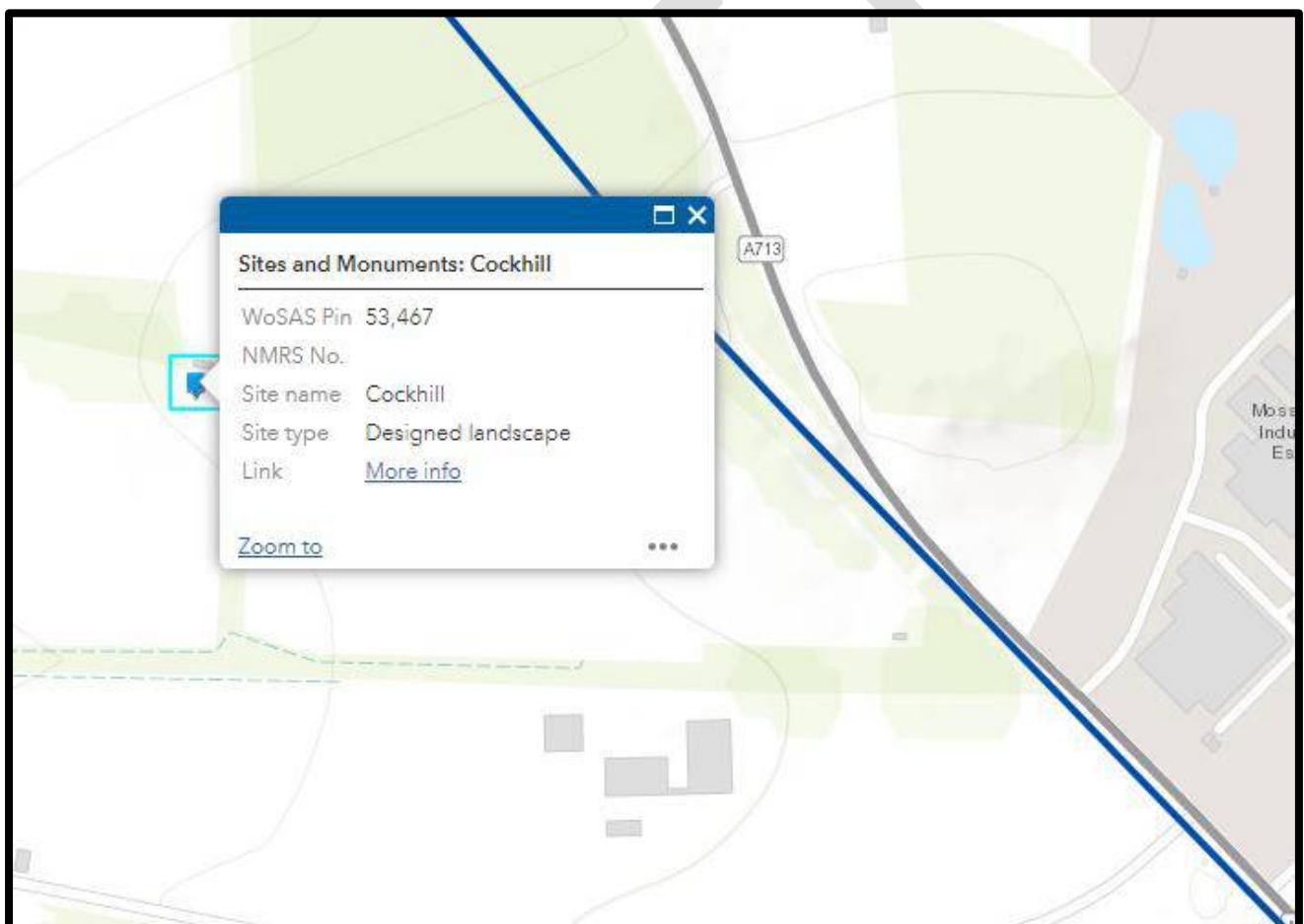


Figure 4 – Extract from West of Scotland Archaeology Online Resources Service

## 7.0 British Geological Survey Review (BGS Geindex Service)

A review of the available on-line free resources from the British Geological Survey (BGS) was undertaken. An extract is shown below.



Figure 5 – Extract from BGS Geindex Viewer

Certain BGS information cannot be viewed as it is Confidential. We have appended the nearest information to our site in Appendix D.

## 8.0 Mineral/Geotechnical

No site investigations to date have been carried out for the existing site. A review of historical borehole records was carried out from online geological mapping to gain an understanding of the substrata. The BGS generally reports the ground conditions as –

Site Investigation Record & Year	Ground Conditions Encountered	Depth (m)
TP1 - 1984	Topsoil/ Sandy Silty Clay / Stiff blue boulder clay	0 – 1.5m
TP2 - 1984	Topsoil/ Sandy Silty Clay / Stiff blue boulder clay	0 – 1.8m
TP3 - 1984	Topsoil/ Sandy Silty Clay / Stiff blue boulder clay	0 – 1.9m
TP4 - 1984	Topsoil/ Sandy Clay / Stiff blue boulder clay	0 – 2.45m
TP5 - 1984	Topsoil/ Sandy Clay / Stiff blue boulder clay	0– 1.45m
BH6 - 1978	Topsoil/ Sandy Clay / Stiff brown boulder clay	0 – 6m

Table 1 – Summary table showing nearest ground conditions

## 9.0 Mining

The site lies within the Coal Authority defined Coal Mining Reporting Area and Surface Coal Resource Area and a detailed report should be carried out by a Geo-Environmental Consultant. The Coal Authority Interactive UK Mapping Service has indicated no workings (Past, Present or Shallow) are recorded within the site or its surroundings. No mine entries or abandoned mines are noted.

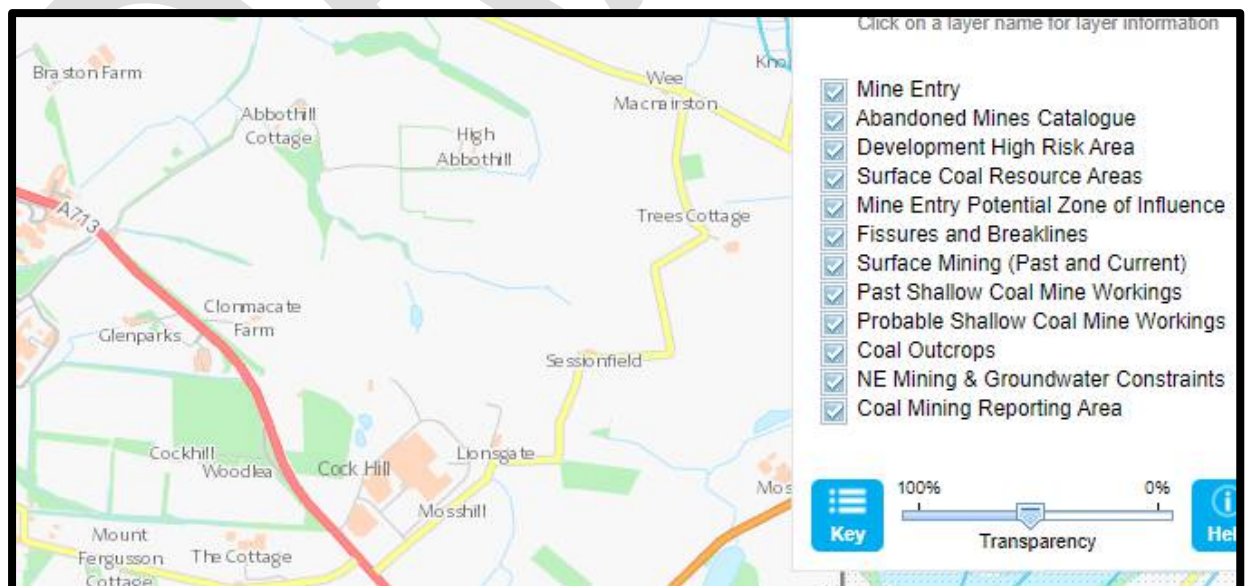
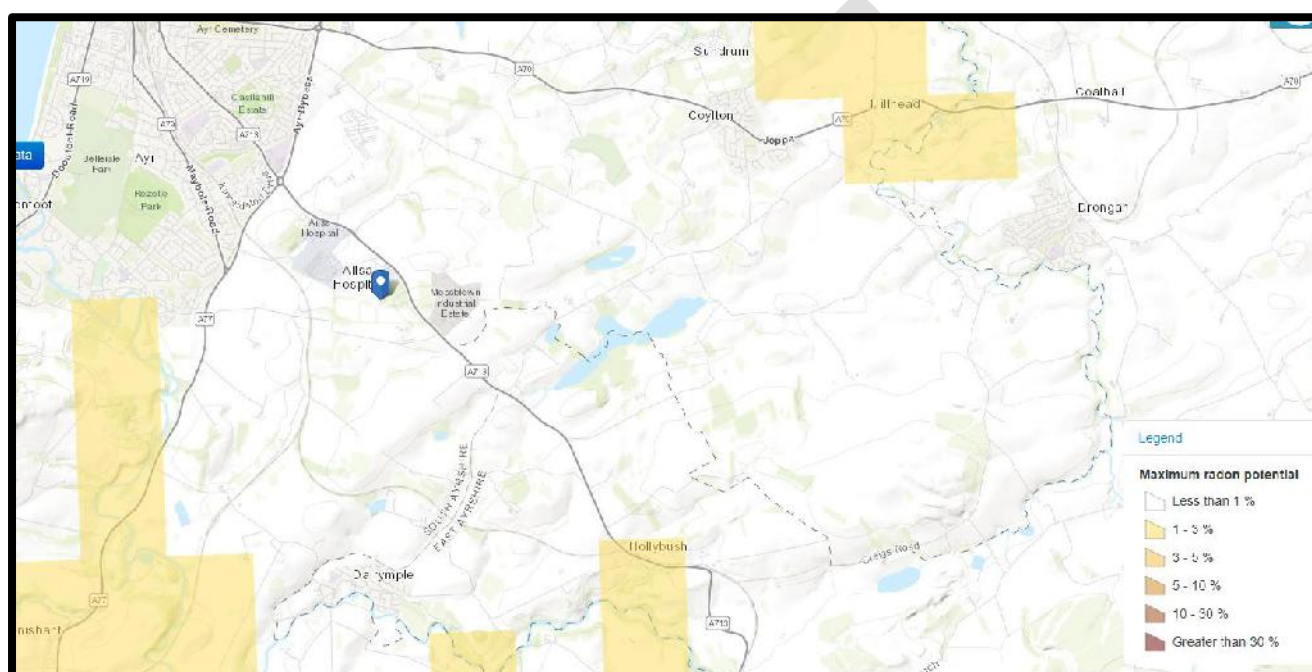


Figure 6 – Extract from Coal Mining Authority Interactive Map Viewer

## **10.0 Gas/ Environment**

No site investigation works have been carried out to determine the exact gassing requirement for the site. A review of the UK Radon Mapping has highlighted the site is within the lowest band for radon with a maximum radon potential of less than 1%. This site has been identified as being within a low probability radon area and it is likely that no preclusion measures are required for this Gas. However, detailed investigations should be undertaken to confirm.



*Figure 7 – Extract from Radon Interactive Map Viewer*

## **11.0 Contamination/ Sulphates**

Given the site has been undeveloped over the years and remained a greenfield site, it is unlikely there will be many risk sources of contamination to the land. However, a detailed site investigation should be carried out to confirm presence of any potential contamination within the land.

## **12.0 Ecology**

No ecology report has been prepared for the development.

There appears to be open countryside and tree belt within the site and a habitat/ecological survey should be carried out to confirm the presence of any protected species. This is likely to be required for Planning purposes.

### **13.0 Arboriculture**

It should be noted that there appears to be a significant tree line running along the east and south site boundaries. A tree survey may be required should any of the trees be removed. Again, this is likely to be required for Planning purposes.

No invasive plant survey has been carried out to confirm the presence of any problematic species on site such as Japanese Knotweed, Himalayan Balsam etc. This could be carried out during the Site Investigation works or by an independent Arboriculturist report.

### **14.0 Drainage**

#### **14.1 Existing Surface Water Drainage**

Scottish Water records show there is currently no Surface Water infrastructure within the site, which is in keeping with the previous agricultural land use. However, it should be noted that it may be possible that land drainage exists within the site which will be encountered and disturbed during the proposed development works. There is likely to be a series of field drains within the site development to encourage irrigation and drainage at the site.

The records show Issues on the southern boundary. We noted during our site visit that there is a small watercourse within the wooded area on the southern boundary. We could not determine the extents of this watercourse.

#### **14.2 Proposed Surface Water Drainage**

The surface water drainage will incorporate traditional road gullies or SUDS system that connects into an end of line SUDS feature such as a porous paving or a conveyance Swale. The outfall from the SUDS features will connect into the existing issues or minor watercourse along the southern boundary.

It would be prudent to ensure that there is provision for a surface water connection from the development and approval must be sought from Scottish Water and the relevant Statutory Authorities.

We have not carried out any calculations to show the size of the SUDS scheme.

However it is likely that SUDS feature will incorporate a minimum attenuation and storage volume for the 1 in 30-year event + 40% Climate Change.

This will include a 1 in 200year flooding design check.

The size and layout of the SUDS feature will be confirmed during detailed design.

The Greenfield run off rate will require to be calculated for the SUDS features. This will be the controlling discharge for the proposed development. This will require to be agreed with South Ayrshire Council and Scottish Water.

It should be noted that the South Ayrshire Council Local Authority Flooding Department will request the SUDS feature sized to allow for temporary storage during the 1 in 30/200-year storm events. Enquiries with the relevant parties should be made early in the development process to ensure agreement is reached between Scottish Water and the Local Authority regarding any adoption agreement.

It is also likely that Scottish Water will require a CCTV prior to connection approvals.

#### **14.3 Existing Foul Water Drainage:**

Scottish Water records show there is currently no Foul Water infrastructure within the site, which is in keeping with the previous agricultural land use. We are unsure at present of foul water drainage for Cockhill Farm, and Woodlea house. It is thought likely that a septic tank is used at these locations.

Scottish Water records indicate foul/combined sewers in the Industrial estate to the east. They appear to head in a northern direction before heading westwards to the north of Cockhill Farm and Woodlea House.

A Pre-Development Enquiry should be submitted to Scottish Water to confirm capacity of the local Wastewater network prior to detailed design.

#### **14.4 Proposed Water Supply Pipes**

Water supply pipes are noted to run in the main A713 Road. The service plans show Cockhill Farm and Woodlea are served by water supply pipes in the access road leading to the properties.

Water supply pipework will require a UKWIR Assessment along the proposed water supply route associated with any new development. This will be carried out as part of the site investigation works.

A Pre-development enquiry should be submitted to Scottish Water to confirm the network can supply the proposed development.

We have appended the Drainage Service Plans in Appendix E.



## 15.0 Roads

Finalised road construction will be verified following the provision of CBR testing at 25m centres on the underlying strata along the proposed road length. A selection of initial CBR testing should be undertaken as part of the site investigation works to gain an insight into the underlying strata. If the access road is to remain private, this requirement would not be so onerous.

Our site visit noted that the tree belt is at a higher level than the rest of the site with levels generally falling southwards. New access roads will require to form the development with gradients no steeper than 1 in 13 or 15. A topographic survey will be required to confirm suitable design levels for the roads and development.

At this stage, it should be assumed that any adopted roads would require a full road box construction.

## 16.0 Flooding

A review of the SEPA Flood maps confirms that the site is not at risk of flooding from Rivers, Coastal or Surface Water. See attached extract below. There appears to be a low to medium likelihood of surface water flooding along the southern boundary of the site. This is noted in the area of the Cottage and Ayrshire Equitation Centre.

It is likely that South Ayrshire Council will request a detailed Flood Risk Assessment should be carried out for the development during the Pre-Planning Enquiry.



Figure 8 – Extract from SEPA Flood Maps

## 17.0 Existing Services

In addition to the existing drainage services discussed in sections 14.2 and 14.3, the following utilities infrastructure is located within the vicinity of the site:

### 17.1 Water:

Scottish Water records show that there is a 150mm – 200mm Diameter in the grass verge within the main A713 Road. There is also a 90mm HPPE Water supply pipe located within the access road leading to Cockhill Farm. This heads past Cockhill Farm before heading southwards towards the Ayrshire Equitation Centre. A 2" Cast iron pipe is also noted to head north after Cockhill Farm. A Pre-Development Enquiry should be submitted to Scottish Water to confirm the proposed development can be supplied.

### 17.2 Gas:

SGN utility plans show that there are no services present within our site. Enquiries should be to be made to SGN to ensure sufficient capacity is available to service the proposed development if required.

### 17.3 Electricity:

Scottish Power Energy Network location plans show there are overhead 11kV HV cables and associated poles running along the centre of our site. This is likely to be one of the biggest constraints to the development. We are awaiting SPEN feedback regarding safe distances.

Diversion works will be required for the overhead HV cables. Enquiries should be made to SPEN to discuss re-routing works and associated wayleaves required.

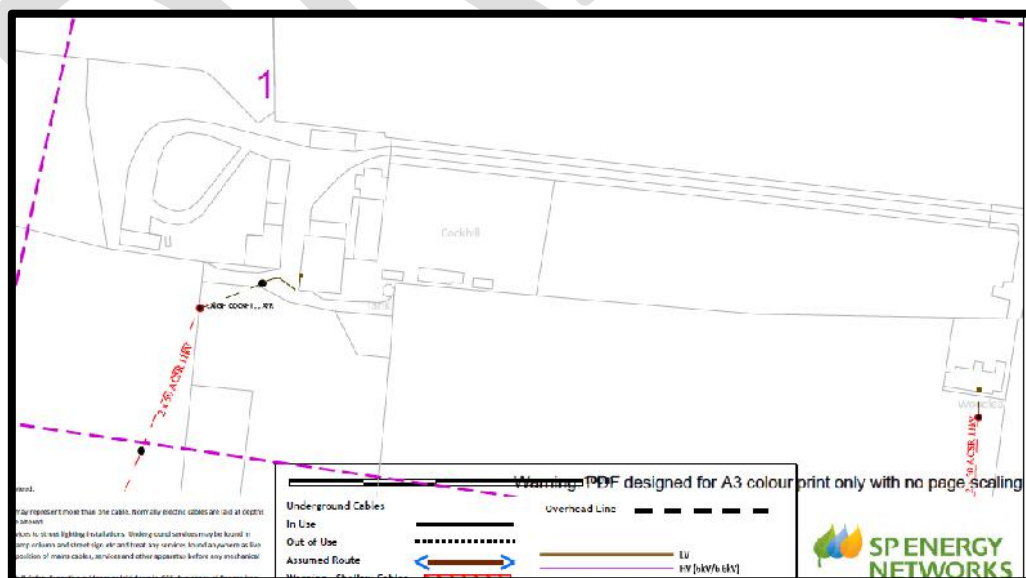


Figure 9 – Extract from SPEN Services plans – cables noted from Cockhill Farm and Woodlea

Electricity cables noted to head south from Cockhill Farm and Woodlea noted in above.

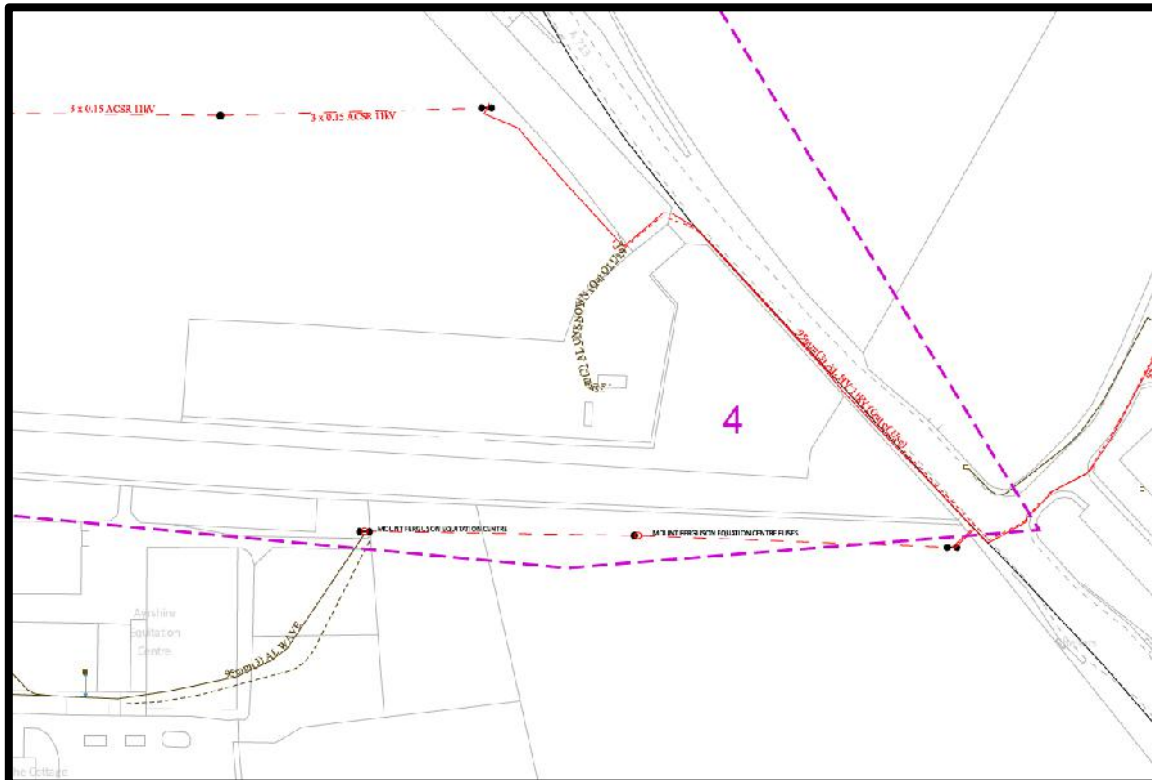


Figure 10 – Extract from SPEN Services Plans – underground and overground Cables noted within site

The above extract shows 95mm AL HV underground cables in the main A713 Road. This enters our site boundary next to the existing fence/gate. The cable is shown as underground until it heads in a western direction on poles above ground. The drawings show 3 \* 0.15 ACSR 11kv cables above ground.

#### 17.4 Telecommunications:

BT/Openreach plans show that the Industrial estate to the west is served by BT plant. The utility plans have indicated Cockhill farm is served by BT apparatus also with poles running south from Cockhill Farm. The drawings show a BT box outside the entrance to Woodlea House. BT Poles are also evident on the access road to Woodlea/Cockhill Farm. Enquiries should be made to BT/Openreach to discuss diversion works if required. Sky and Virgin service plans both show that there is no plant or services within the vicinity of the site.

We have appended the Services Information in Appendix F.

## **18.0** Foundations

Foundation solutions shall be determined following receipt of the detailed Site Investigation. A review of the online BGS service shows likely ground conditions will include a sandy clay overlying stiff boulder clay.

## **19.0** Cut and Fill

Based on the existing topography of the site a cut/fill exercise will be required to form the development platforms and access road. Levels should remain as close to existing levels where possible when ground conditions permit to minimise the extents of the cut and fill exercise. Consideration should be given to the existing access road levels as this will form the proposed development access road. Existing drainage levels should be considered as the site drainage is likely to require to connect along the southern boundary.

## **20.0** Retaining Walls

Based on the existing topography of the site we are of the opinion that retaining walls would not be required between plots to minimise the extent of cut/fill and achieve the desired proposed layout. However, this will be confirmed following further detailed design.

Exact retaining wall locations and heights will be determined during detailed design. However, we are of the opinion that the any retaining walls will not be excessive and sloped embankments maybe utilised.

The architectural layout should take cognisance of the existing site levels to minimise the proposed retention requirement with consideration given to the proposed location of the access road and units located on the flattest part of the site.

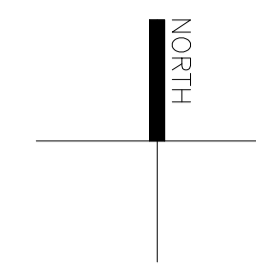
## **21.0** Capping

Given the site has been undeveloped over the years and remained a greenfield site, it is unlikely there will be capping requirements within the landscaped areas of the site. However, a detailed site investigation should be carried out to determine capping requirements across the site.

At this stage, it should be assumed that any adopted roads will require a full 600mm capping layer.

**Appendix A –**  
Proposed Architects Layout

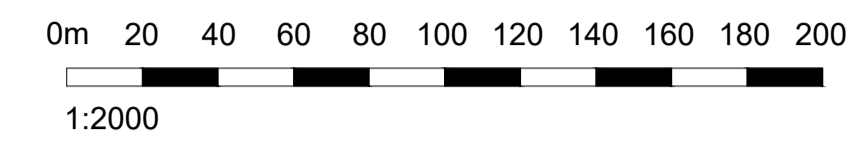
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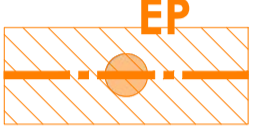
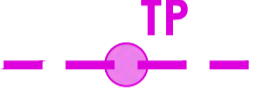





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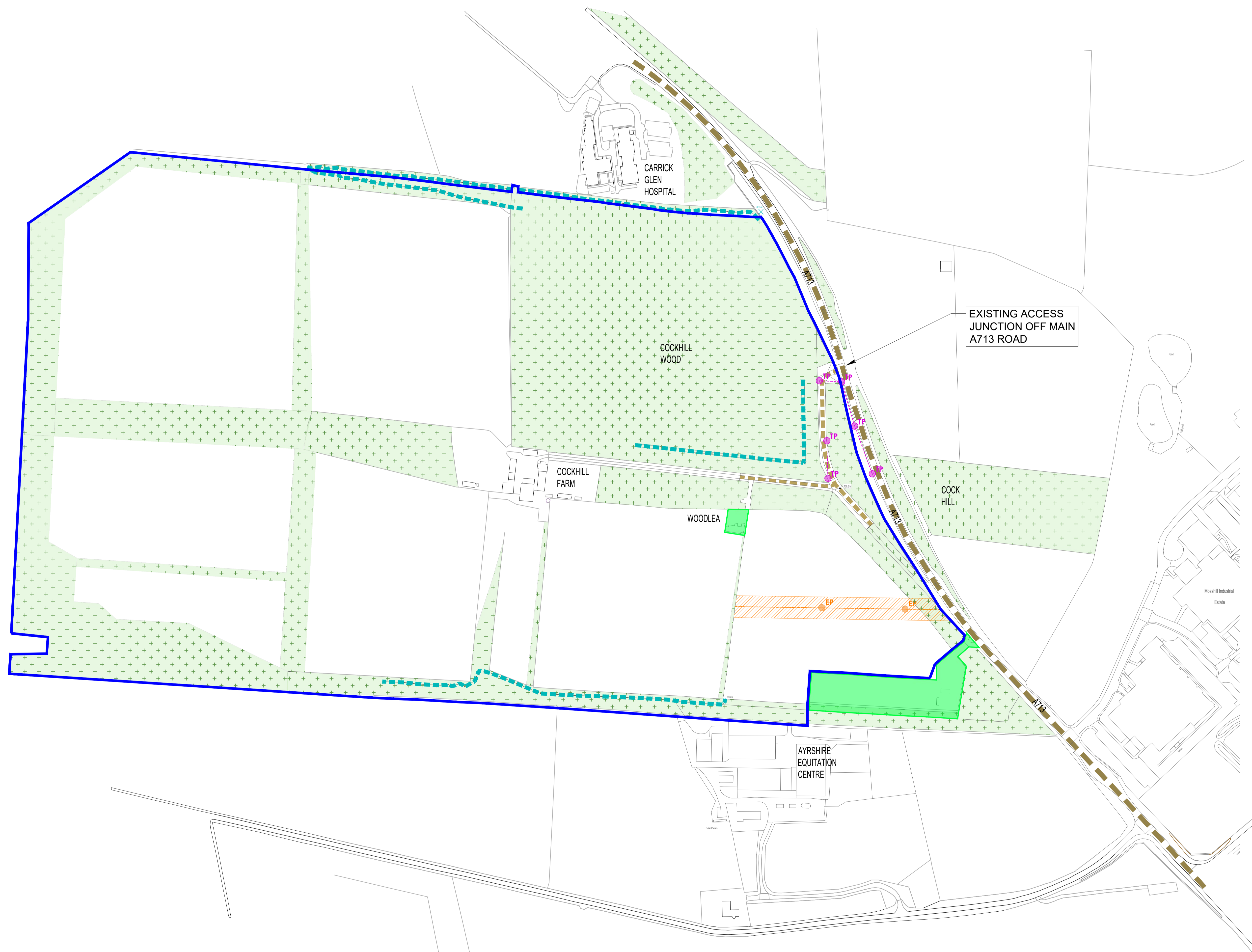
Do not scale from this drawing. All dimensions to be checked by the contractor before construction and prior to the fabrication of any component. Discrepancies to be reported to LMA Architects

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**KEY**

-  SAC OWNERSHIP BOUNDARY  
(based on Title Plan Information received from SAC )  
Site Area: approx. 120.3 Acres / 48.683 Ha
-  EXISTING ELECTRICITY POLES AND OVERHEAD CABLES WITH 10M (TBC) CLEARANCE ZONE (Poles are approx. 6m tall with 3 electric cables approx. 1.7m apart).
-  EXISTING TELEPHONE POLES AND OVERHEAD CABLES (Pole / Cable height TBC)
-  A713 MAJOR ROAD
-  EXISTING ACCESS ROAD
-  EXISTING TREE LINE
-  MINOR WATERCOURSE / BURN
-  PRIVATE OWNERSHIP BOUNDARY



Revision	Date	Description	By
P1	11.05.22	Up-dated as per Client comments.	KR

**LMA ARCHITECTS**

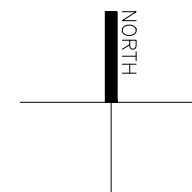
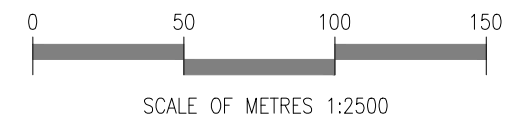
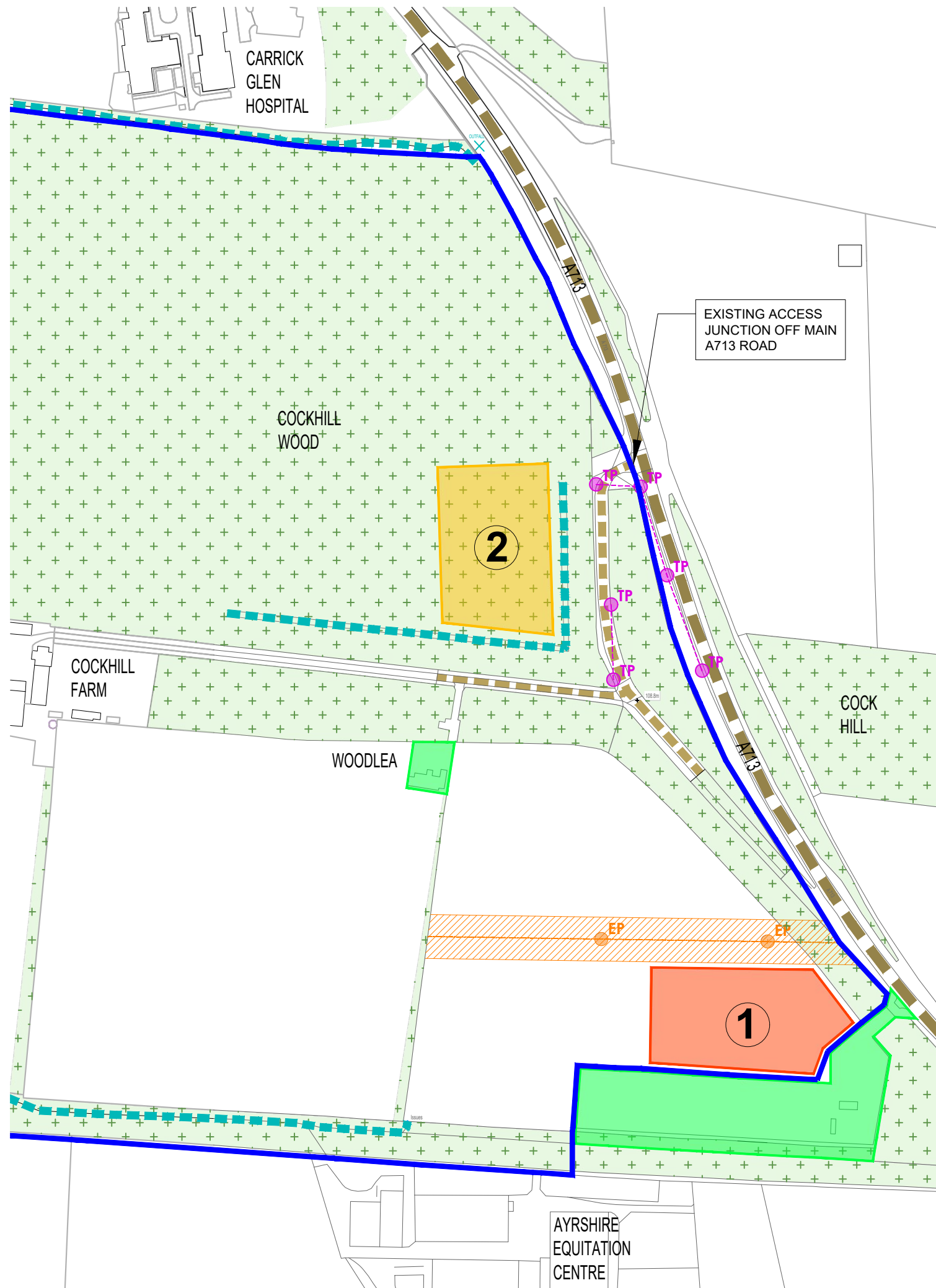
100 West George Street | Glasgow, G2 1PP | 01412642991  
 Suite G1 | 18 Wellington Square | Ayr, KA7 1EZ | 01292 611727  
 studio@l-m-a.co.uk | www.l-m-a.co.uk

Client  
**South Ayrshire Council**

Project  
**Proposed Travellers Transit Site  
Cockhill Farm, Ayr  
KA6 6AH**

Description  
**Location Plan & Site Observations**

Status		
<b>Feasibility</b>		
Job Number	Drawing Number	Revision
22-3_2373	EX(00)001	P1
Scale	Drawn / Checked By	Date
1:2000 @ A1	KR	May '22



**NOTES**

Do not scale from this drawing. All dimensions to be checked by the contractor before construction and prior to the fabrication of any component. Discrepancies to be reported to LMA Architects

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### SITE 1

Site Area: 0.5125 Ha / 1.266 Acres

- POSITIVES**
- Good screening provided by existing treeline
  - Remote location from Woodlea and Cockhill Farm

- NEGATIVES**
- Close proximity to Equitation Centre
  - Site layout would be very constrained by location of existing electricity poles and clearance zone for overhead cables, possibly too narrow.
  - Greater distance for new site access road and route would pass under overhead electrical cables.
  - Trees would have to be felled for access road

### SITE 2

Site Area: 0.5125 Ha / 1.266 Acres

- POSITIVES**
- Good screening provided by existing treeline
  - Further distance from Equitation Centre
  - Better flexibility with site layout
  - Shorter site access road

- NEGATIVES**
- Closer Proximity to Woodlea, Cockhill Farm & Carrick Glen Hospital
  - Greater change in level from existing access road falling N/W.
  - Perimeter ditch to East and South boundaries to be considered
  - Currently woodland, trees would have to be felled

- KEY**
- SAC OWNERSHIP BOUNDARY (based on Title Plan Information received from SAC) Site Area: 120.3 Acres / 48.683 Ha
  - EXISTING ELECTRICITY POLES AND OVERHEAD CABLES WITH 10M (TBC) CLEARANCE ZONE (Poles are approx. 6m tall with 3 electric cables approx. 1.7m apart).
  - EXISTING TELEPHONE POLES AND OVERHEAD CABLES ( Pole / Cable height TBC )
  - A713 MAJOR ROAD
  - EXISTING ACCESS ROAD
  - EXISTING TREE LINE
  - MINOR WATERCOURSE / BURN
  - PRIVATE OWNERSHIP BOUNDARY

Revision	Date	Description	By
P1	11.05.22	Up-dated as per Client comments	KR

**LMA ARCHITECTS**

100 West George Street | Glasgow, G2 1PP | 01412642991  
 Suite G1 | 18 Wellington Square | Ayr, KA7 1EZ | 01292611727  
 studio@l-m-a.co.uk | www.l-m-a.co.uk

Client  
**South Ayrshire Council**

Project  
**Proposed Travellers Transit Site  
 Cockhill Farm, Ayr  
 KA6 6AH**

Description  
**Site Options & Constraints**

Status  
**Feasibility**

Job Number	Drawing Number	Revision
22-3_2373	EX(00)002	P1
Scale	Drawn / Checked By	Date
1:2500 @ A3	KR	May 22

## Appendix B –

Photographs taken 28/03/22

DRAFT





GENERAL VIEW ONTO ACCESS ROAD



GENERAL VIEW LOOKING TOWARDS COCKHILL FARM



VIEW ONTO WOODLEA HOUSE



HV ELECTRIC CABLES RUNNING THROUGH SITE



VIEW ONTO SOUTHERN BOUNDARY TREE BELT AREA



VIEW ONTO ISSUES/WATERCOURSE ON SOUTHERN BOUNDARY



VIEW ONTO FENCED AREA NEXT TO SOUTH BOUNDARY



VIEW ONTO FENCED AREA NEXT TO SOUTH BOUNDARY



GENERAL VIEW ONTO SITE – HV CABLES EVIDENT WITHIN SITE



GENERAL VIEW ALONG FENCED SOUTHERN BOUNDARY



VIEW TO ACCESS GATE ON A713 MAIN ROAD

## Appendix C –

West of Scotland Archaeology Information

DRAFT

[West of Scotland Archaeology Service Home Page \(wosas.net\)](http://wosas.net)

WoSAS Pin: 53467

Site Name: Cockhill

Alternative Name(s):

Monument Type: Designed landscape

Council: South Ayrshire

Parish: Ayr

Map Sheet: NS31NE

Grid Reference: 236500, 617800 NGR from Ayrshire Designed Landscape Survey 2007

Canmore Number:

Non-Statutory Register Code:



### **Site Report**

WoSAS Pin 53467

The name first appears on Armstrong, though without planting. 'High Cockhill' and 'Laigh' Cockhill appear on the OS 1st Ed., within a rectilinear landscape, comprising a woodland block to the north east, and square parks to the south and west, bounded by narrow tree-belts.

Landscape Period - From 18thC

Information from Ayrshire Gardens and Designed Landscapes Survey 2007

Entered WoSAS (MO'H), 27/06/07

Further Reading and Sources

Ordnance Survey : 1:63,360 One Inch Popular Edition(1921-1928)

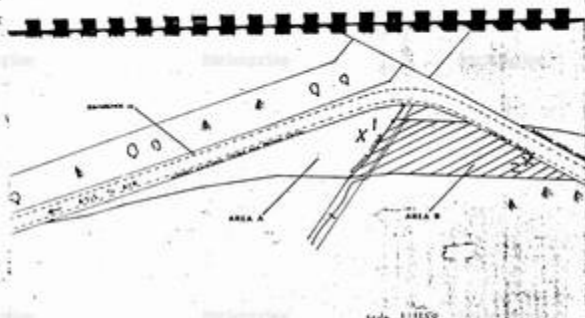
Ordnance Survey : County Series 1:10,560 (Six Inch)(1854-1859)



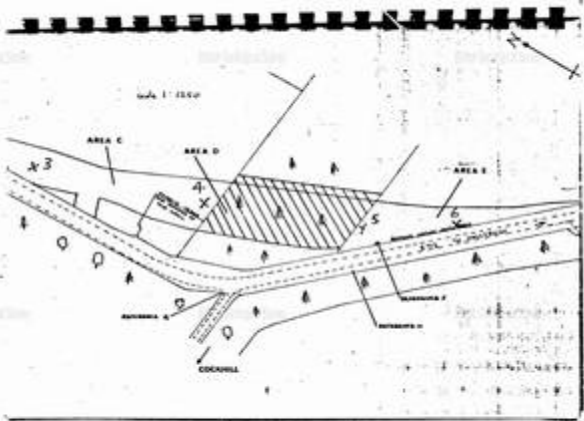
## Appendix D -

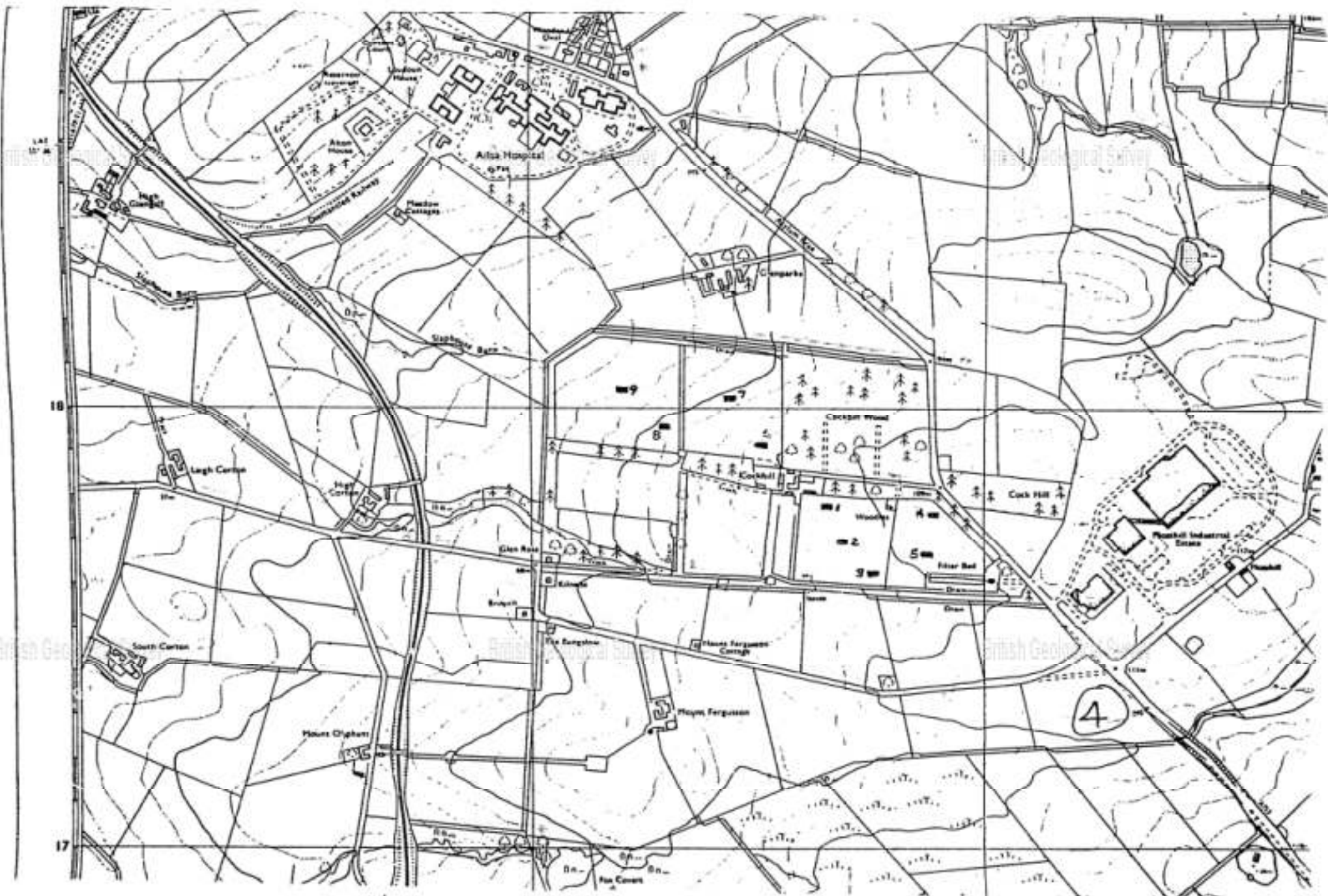
BGS Geoindex Service Information

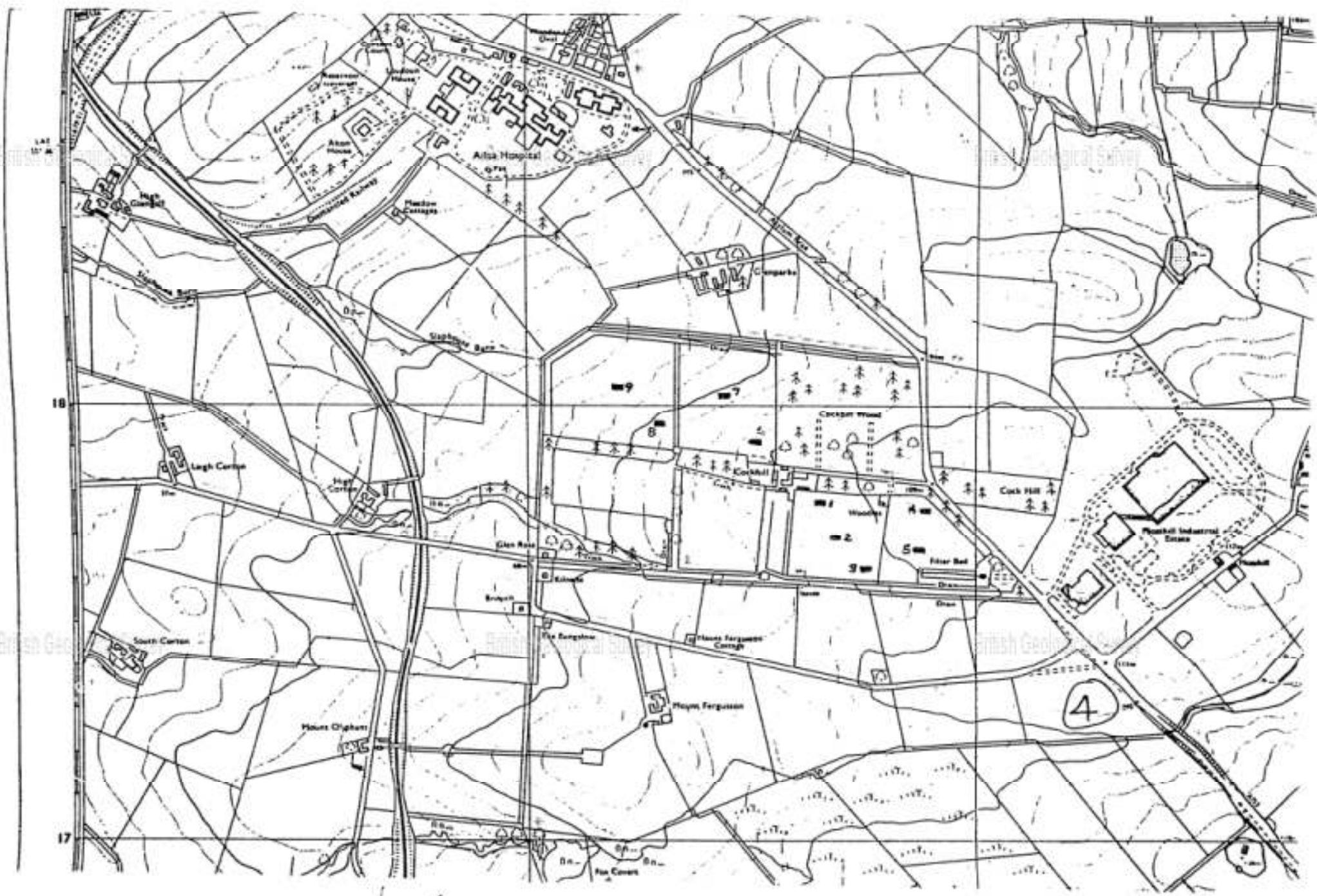
DRAFT



AREA A	PASTURE	1,540 m <sup>2</sup>
B	PLANTATION	1,980 m <sup>2</sup>
C	PASTURE	1,540 m <sup>2</sup>
D	NATURE WOODLAND	4,200 m <sup>2</sup>
E	PASTURE	1,540 m <sup>2</sup>







141

18

17

Alisa Hospital

Lagh Corran

South Corran

Mountriggle

Glen Ross

The Bungle

Mountriggle Cottage

Mountriggle

Cork Hill

Pleasant Industrial Estate

4

Staples Barn

Pleasant Cottages

Compton

Filter Bed

Drain

Clear

Wood

4 m

5 m

3 m

Compton Wood

Compton

2

3

4

5

9

7

8

6

7

8

RECORD OF TRIAL PIT No 1

SITE - AYR COCKHILL (AREA 2)

DATE: 02-08-84

TIME: AM

PIT DETAILS

CO-ORDINATES :

LENGTH: 2.0m

EXCAVATION METHOD

JCB 3CX

SCALE

GROUND LEVEL:

BREADTH: 0.6m

DEPTH	STRATA DESCRIPTION	LEGEND	EASE OF DIG	SAMPLE TAKEN	WATER LEVEL
0-100	LOOSE TO MEDIUM DENSE BROWN SANDY TOPSOIL WITH ROOTFIBRES	[Pattern]	VE		
	MEDIUM DENSE RED/YELLOW SANDY SILTY CLAY	[Pattern]	M		
0-250		[Pattern]			
	STIFF TO VERY STIFF BLUE BOULDER CLAY	[Pattern]	D		
-1-500	END OF PIT				



- KEY
- VE - VERY EASY
  - M - MODERATE
  - D - DIFFICULT
  - VH - VERY HARD
  - W - WATER SAMPLE
  - U - UNDISTURBED
  - X - DISTURBED
  - B - BULK
  - WATER
  - ▽ SEEPAGE
  - ▽ ENCOUNTERED
  - ▽ STANDING LEVEL

WEATHER WET  
 PIT DRY, NO WATER VISIBLE  
 MARKS PHOTOGRAPHS TAKEN

D.E  
 C.U.B.

		RECORD OF TRIAL PIT	No 2
SITE - AYR COCKHILL (AREA 2)		DATE: 02-08-84	TIME: AM
PIT DETAILS		EXCAVATION METHOD	SCALE
CO-ORDINATES:	LENGTH: 2.0m	JCB 3CX	
GROUND LEVEL:	BREADTH: 0.7m		

DEPTH	STRATA DESCRIPTION	LEGEND #	EASE OF DIG	SAMPLE TAKEN	WATER LEVEL
-0-100	LOOSE BROWN VERY SANDY TOPSOIL WITH ROOTFIBRES	X X X X	VE		
	MEDIUM DENSE REDDISH SILTY SANDY CLAY	X X X X	M		
0-600		X X X X			
	STIFF TO VERY STIFF BLUE BOULDER CLAY	X X X X	D		
1-800	END OF PIT				

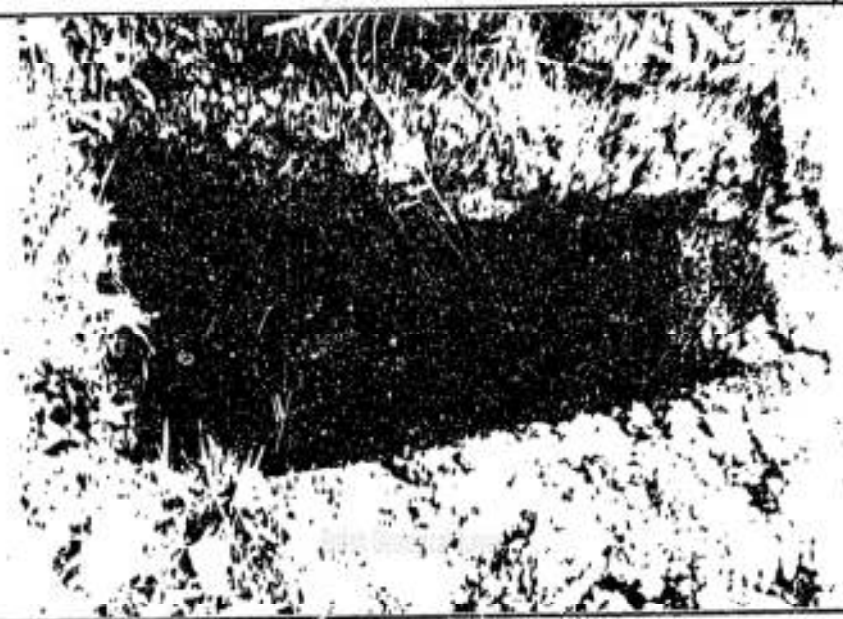


- KEY
- VE - VERY EASY
  - M - MODERATE
  - D - DIFFICULT
  - VH - VERY HARD
  - W - WATER SAMPLE
  - U - UNDISTURBED
  - X - DISTURBED
  - B - BULK
  - ▽ WATER SEEPAGE
  - ▽ ENCOUNTERED
  - ▽ STANDING LEVEL

WEATHER WET  
PIT DRY, NO WATER VISIBLE  
MARKS PHOTOGRAPHS TAKEN

		RECORD OF TRIAL PIT	NO 3
SITE- AYR COCKHILL (AREA 2)		DATE: 02-08-84	TIME: AM
PIT DETAILS		EXCAVATION METHOD	SCALE
CO-ORDINATES :	LENGTH: 2.0m	JCB. 3CX	
GROUND LEVEL:	BREADTH: 0.7m		

DEPTH	STRATA DESCRIPTION	LEGEND	EASE OF DIG	SAMPLE TAKEN	WATER LEVEL
0-150	LOOSE BROWN SANDY TOPSOIL WITH ROOT FIBRES		VE		
	MEDIUM DENSE REDDISH SILTY SANDY CLAY		M		
0-900	STIFF TO VERY STIFF BLUE BOULDER CLAY		D		
1-900	END OF PIT				




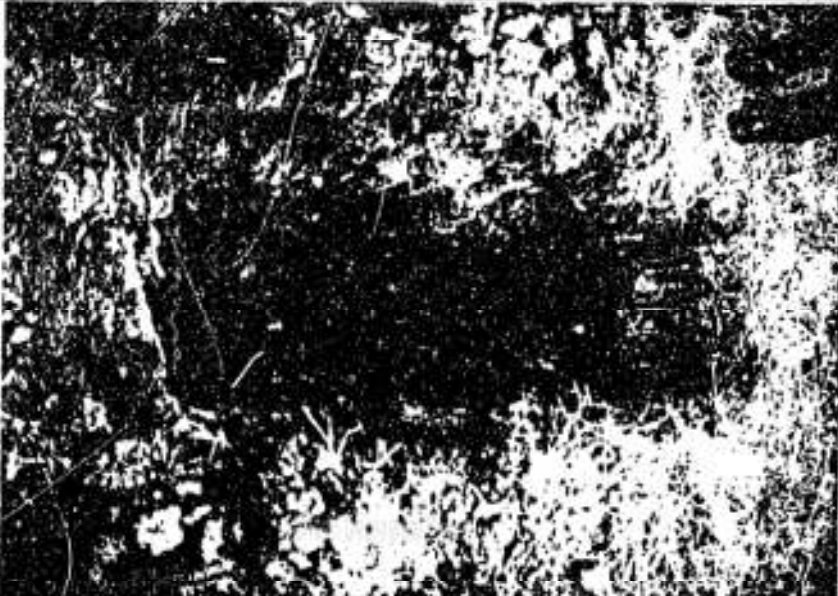
- KEY
- VE - VERY EASY
  - M - MODERATE
  - D - DIFFICULT
  - VH - VERY HARD
  - W - WATER SAMPLE
  - U - UNDISTURBED
  - X - DISTURBED
  - B - BULK
  - WATER
  - ▽ SEEPAGE
  - ▽ ENCOUNTERED
  - ▽ STANDING LEVEL

MARKS

WEATHER WET  
 PIT DRY, NO WATER VISIBLE  
 PHOTOGRAPHS TAKEN  
 CLOGGED TILE DRAIN AT 0.500m DEPTH, NO WATER



SITE - AYR COCKHILL (AREA 2)		RECORD OF TRIAL PIT		NO 4	
PIT DETAILS		DATE: 02-08-84		TIME: AM	
CO-ORDINATES:		EXCAVATION METHOD		SCALE	
GROUND LEVEL:		JCB 3CX			
DEPTH	STRATA DESCRIPTION	LEGEND	EASE OF DIG	SAMPLE TAKEN	WATER LEVEL
0-200	LOOSE BROWN SANDY TOPSOIL WITH ROOTFIBRES	X	VE		
	MEDIUM DENSE BROWN SANDY CLAY	M	M		
1-050	VERY STIFF BLUE BOULDER CLAY - LARGE BOULDER STRUCK	D/VH	D/VH		
1-200	VERY STIFF BLUE/GREY BOULDER CLAY	D	D		
2-450	END OF PIT				
		<b>KEY</b> VE - VERY EASY M - MODERATE D - DIFFICULT VH - VERY HARD W - WATER SAMPLE U - UNDISTURBED X - DISTURBED B - BULK WATER ▼ SEEPAGE ▼ ENCOUNTERED ▼ STANDING LEVEL			
MARKS	WEATHER WET PIT DRY PHOTOGRAPHS TAKEN LARGE BOULDER STRUCK AT 1.2m DEPTH, PIT EXTENDED AND THEN DUG TO 2.45 DEEP				

		RECORD OF TRIAL PIT		No 5	
SITE- AYR COCKHILL (AREA 2)		DATE: 02-08-84		TIME: AM	
PIT DETAILS		EXCAVATION METHOD		SCALE	
CO-ORDINATES :		LENGTH: 2.10m			
GROUND LEVEL:		BREADTH: 0.75m		JCB 3CX	
DEPTH	STRATA DESCRIPTION	LEGEND	EASE OF DIG	SAMPLE TAKEN	WATER LEVEL
0-100	LOOSE BROWN SANDY TOPSOIL WITH ROOT FIBRES	X	VE		
	MEDIUM DENSE REDDISH BROWN SANDY CLAY	M	M		
0-400					
	STIFF TO VERY STIFF BLUE/GREY BOULDER CLAY	D	D		
1-450	END OF PIT				
			<b>KEY</b> VE - VERY EASY M - MODERATE D - DIFFICULT VH - VERY HARD W - WATER SAMPLE U - UNDISTURBED X - DISTURBED B - BULK WA, ER ▼ SEEPAGE ▼ ENCOUNTERED ▼ STANDING LEVEL		
MARKS	WEATHER WET PIT DRY PHOTOGRAPHS TAKEN.				

SITE: A/R A713 Cockhill		CO-ORDINATES:		BOREHOLE NO. <b>6</b>	
MACHINE: Pilon Wayfarer		BOREHOLE DIAMETER: 150 mm		COMMENCED: 12-11-78 COMPLETED: 12-11-78	
Sample/Core Run Depth (m)	Sample Type/ Core Recon.	Ground Water	R.O.D. EEEE IIII	Depth (m)	Description of Strata
				0.30	Topsoil
1.00 1.00-1.45	B1 U1			1.90	Firm to stiff mottled brown and gray sandy clay containing gravel
2.50 2.50-2.95	D1 U2				Stiff dark brown sandy clay containing gravel, cobbles and occasional boulders  (Boulder Clay)
4.00 4.00-4.45	D2 U3				
5.50 6.00	D3 B2	DRY		6.00	
KEY: U - 0.1m dia. undisturbed sample D - Disturbed sample B - bulk disturbed sample PI - standard penetration test (no. of blows/300 mm) W - groundwater sample V - vane test				REMARKS:	
MURDOCH MACKENZIE (FOUNDATIONS) LIMITED				SCALE: 1:50	REF: 18/79

## Appendix E -

Drainage Service Plans

DRAFT

# WATER



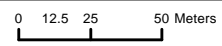
**Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS**

Plotted By: sheila.macvicar@national-one-call.co.uk

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

## OP-AFHKS301 Water Plan



SCALE: 1:2,646

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Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778

## Fittings

<b>Valve</b>	<b>End Cap</b>
Valve - Abandoned	Abandoned
Valve	Adopted
<b>Pressure Management Valve</b>	In Use
Abandoned	Isolated
Adopted	Proposed
Isolated	Removed
Pressure Reducing	Unknown
Pressure Relief	<b>Air Shaft</b>
Pressure Sustaining	Abandoned
Proposed	Adopted
Removed	Isolated
Unknown	Pipe
<b>Hydrant</b>	Proposed
Abandoned	Removed
Adopted	Shaft
Ball	Unknown
Fire	<b>Swab Chamber</b>
Isolated	Abandoned
Proposed	Adopted
Removed	Hatch Box
Shipping	Isolated
Unknown	Joint
Washout	Proposed
<b>Stop Cock</b>	Removed
Abandoned	T and Blank Plate
Adopted	Unknown
In Use	<b>Boundary Box</b>
Isolated	
Proposed	<b>Pressure Monitoring Point</b>
Removed	
Unknown	

<b>Chamber Box</b>	<b>Air Valve</b>
Abandoned	AV
Access Chamber	Abandoned
Adopted	Adopted
Danelaw Box	Air Cock
General	DAV
Isolated	HAV
Lucy Box	Isolated
Other	Proposed
Proposed	Removed
Removed	SAV
Swabbing	TAV
Unknown	Unknown
<b>Collecting Chamber</b>	<b>Blank Tee</b>
	Abandoned
<b>Discharge Point</b>	Adopted
Buchan Trap	Flanged Plate
Isolated	Isolated
New Subtype	Other
Other	Other_
Proposed	Proposed
Proudfoot Box	Removed
Removed	Unknown
Undefined Scour Point	
Unknown	
Unknown End	
<b>Wet Chamber</b>	

## Pipes

<b>Main - Water Distribution Public</b>	<b>Main - Water Distribution Private</b>
Abandoned, Public	Abandoned, Private
Adopted, Public	Abandoned, Private (Operated by Scottish Water)
Bypass, Public	Adopted, Private
Distribution, Public	Bypass, Private
Drain, Public	Distribution, Private
Fire, Public	Distribution, Private (Operated by Scottish Water)
Isolated, Public	Drain, Private
Overflow, Public	Distribution, Private (Operated by Scottish Water)
Proposed, Public	Fire, Private
Removed, Public	Fire, Private (Operated by Scottish Water)
Sludge, Public	Isolated, Private
Trunk, Public	Overflow, Private
Washout, Public	Overflow, Private (Operated by Scottish Water)
Main - Water Distribution	Proposed, Private
<b>Service Pipe</b>	Proposed, Private (Operated by Scottish Water)
Abandoned	Removed, Private
Communication	Sludge, Private
Communication - Fire Connection	Sludge, Private (Operated by Scottish Water)
Isolated	Trunk, Private
Proposed	Washout, Private
Removed	Washout, Private (Operated by Scottish Water)
Service	<b>Main - Raw Water</b>
Supply - Common	Abandoned
Supply - Fire Main	Isolated
Supply - Single	Overflow
Service Pipe General	Proposed
<b>Aqueduct</b>	Raw Supply
Abandoned	Removed
Aqueduct	Syphon
Tunnel - Aqueduct	Washout
Viaduct	

# SEWERS





Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk



The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

## OP-AFHKS301 Waste Water Plan

0 12.5 25 50 Meters

SCALE: 1:2,646

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Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778



**Project Information:**  
 Project Name: West  
 Start Date: 04/11/2002  
 End Date: 28/02/2003

**Plot Information:**  
 Date of Plot:  
 Friday, March 25, 2022  
 11:58:04

Metres  
 0 40 80 120 160

Map Scale 1: 2499

- Legend:**
- Fire
  - Washout
  - Distribution
  - Trunk main
  - Surface
  - Combined
  - Pressure Reducing Valve - Water
  - - Waste Water
  - - Water

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true position. For further details contact the appropriate Regional Operating Centre.

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## Fittings

### Access (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)

### Chamber

- Abandoned
- CSO
- Combined
- Foul
- Dual Manhole - Foul
- Dual Manhole - Surface
- Isolated
- Natural Water
- Not Applicable
- Other
- Planned
- Proposed
- Surface Water
- Trade Effluent
- Treated Effluent
- Unknown
- Unknown\_

### Combined Sewer Overflow

- CSO-COMB SEW O/FL

### Balancing Pond



### Basin



### Bifurcation Chamber

- Abandoned
- Combined (C)
- Foul (F)
- Isolated
- Planned
- Proposed
- Surface Water (S)
- Unknown

### Sewerage Air Valve

- Combined (C)
- Isolated
- Abandoned
- CSO (O)
- Foul (F)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Buchan Trap

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Treated Effluent (E)
- Unknown(Z)

### Capped End

- Abandoned
- Accepted
- Adopted
- In Use
- Isolated
- Not Applicable
- Planned
- Proposed
- Removed
- Unknown

### Unknown End

- Abandoned
- Unknown End

### Washout

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Wetland



### Vent Column



### Outfall

- Planned
- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown
- Unknown\_

### Pond



### Trench



### Sluice Valve

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)

### Hatchbox

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Hydraulic Control Chamber

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Planned
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

## Pipes

### Gravity Pipe

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Gravity Pipe General

### Connection (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Connection (Lateral) General

### Rising Main

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Rising Main General

### Syphon

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Surface Water (S)
- Treated Effluent (E)

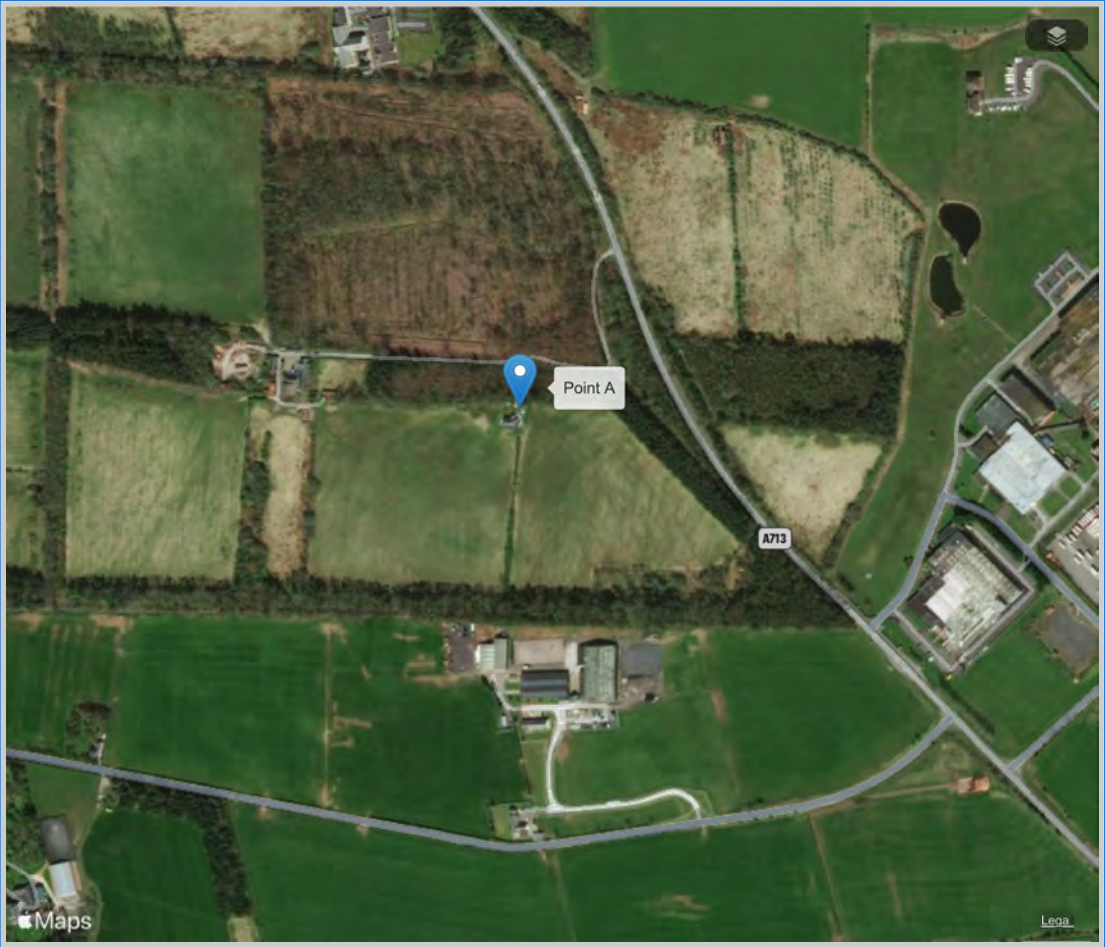
## **Appendix F –**

Services/Utilities Plans

DRAFT

TABLE OF CONTENTS		
<b>Basic Search</b>		
Utility	Attached	Comments
Gas	Yes	
Electricity	Yes	
Water	Yes	
Sewer	Yes	
BT	Yes	
Linesearch	Yes	
<b>Cable Search</b>		
Virgin Media	Yes	Formerly Telewest & NTL
Vodafone	To follow	Formerly Cable & Wireless
EXA	Not affected	Formerly Interoute, Vtesse & GTT
Colt	Yes	
CGI Logica	Not affected	
Cityfibre	Yes	
Last Mile	Not affected	Formerly Energetics
Engie	Not affected	
EU Networks	Not affected	
Instalcom	To follow	Includes CenturyLink, Global Crossing, Global Crossing PEC, Fibrenet UK & Fibrespan.
KCom	Not affected	
KPN	Not affected	
Sky	Yes	
Sota	To follow	
Telent	Not affected	
Verizon	To follow	
<b>Independent Utilities</b>		
Harlaxton	Not affected	
UK Power Distribution	Yes	
Albion Water	Not affected	
Last Mile	Not affected	See Cable Section.
ES Pipelines	Not affected	
Fulcrum	Not affected	
GTC	Yes	
SSE	Not affected	
Utility Assets	Not affected	
Energy Assets	Yes	
<b>Transport</b>		
Telent (Highways)	Not affected	
NRTSCO (Highways Comms')	Not affected	
Highways Loops	Not affected	
HS1	Not affected	
HS2	Not affected	
London Underground Tunnels	Not affected	Includes Crossrail.
London Underground Cables	Not affected	
Network Rail	Yes	
Traffic Master	Not affected	

# UK Grid Reference Finder



Grid Reference	X (Eastings)	Y (Northings)	Latitude	Longitude	Description (Click to Edit)	Address	Postcode	Link	Center	Zoom	Style (click to change)
NS 36801 17791	236801	617791	55.426756	-4.5804662	Point A	<a href="#">lookup address</a>					

# GAS



Our Ref: 25138036      Your Ref: 509-106

Monday, 28 March 2022

James Sloan  
1 Foxfield Road 1 Foxfield Road  
Wirral  
Merseyside  
CH47 0NJ

Dear James Sloan

Thank you for your enquiry dated Monday, 28 March 2022

Please find an extract from our mains records for your proposed work area, any SGN assets are described in the map legend. **On some occasions blank maps may be sent to you, this is due to your proposed work being in a no gas area but within our operational boundaries.**

This mains record only shows the pipes owned by SGN in our role as a Licensed Gas Transporter (GT). Please note that privately owned gas pipes or pipes owned by other GTs may be present in this area and information regarding those pipes needs to be requested from the owners. If we know of any other pipes in the area we will note them on the plans as a shaded area and/or a series of x's.

**The information shown on this plan is given without obligation or warranty and the accuracy cannot be guaranteed. Service pipes, valves, siphons, stub connections etc. are not shown but their presence should be anticipated. Your attention is drawn to the information and disclaimer on these plans. The information included on the plan is only valid for 28 days.**

On the mains record you may see the low/medium/intermediate pressure gas main near your site. There should be no mechanical excavations taking place above or within 0.5m of a low/medium pressure system or above or within 3.0m of an intermediate pressure system. You should, where required confirm the position using hand dug trial holes.

A colour copy of these plans and the gas safety advice booklet enclosed should be passed to the senior person on site in order to prevent damage to our plant and potential direct or consequential costs to your organisation.

Safe digging practices in accordance with HSE publication HSG47 "Avoiding Danger from Underground Services" must be used to verify and establish the actual position of the mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that this information is provided to all relevant people (direct labour or contractors) working for you on or near gas pipes.

It must be stressed that both direct and consequential damage to gas plant can be dangerous for your employees and the general public and repairs to any such damage will incur a charge to you or the organisation carrying out work on your behalf. Your works should be carried out in such a manner that we are able to gain access to our apparatus throughout the duration of your operations.

If you require any further information please do not hesitate to contact us.

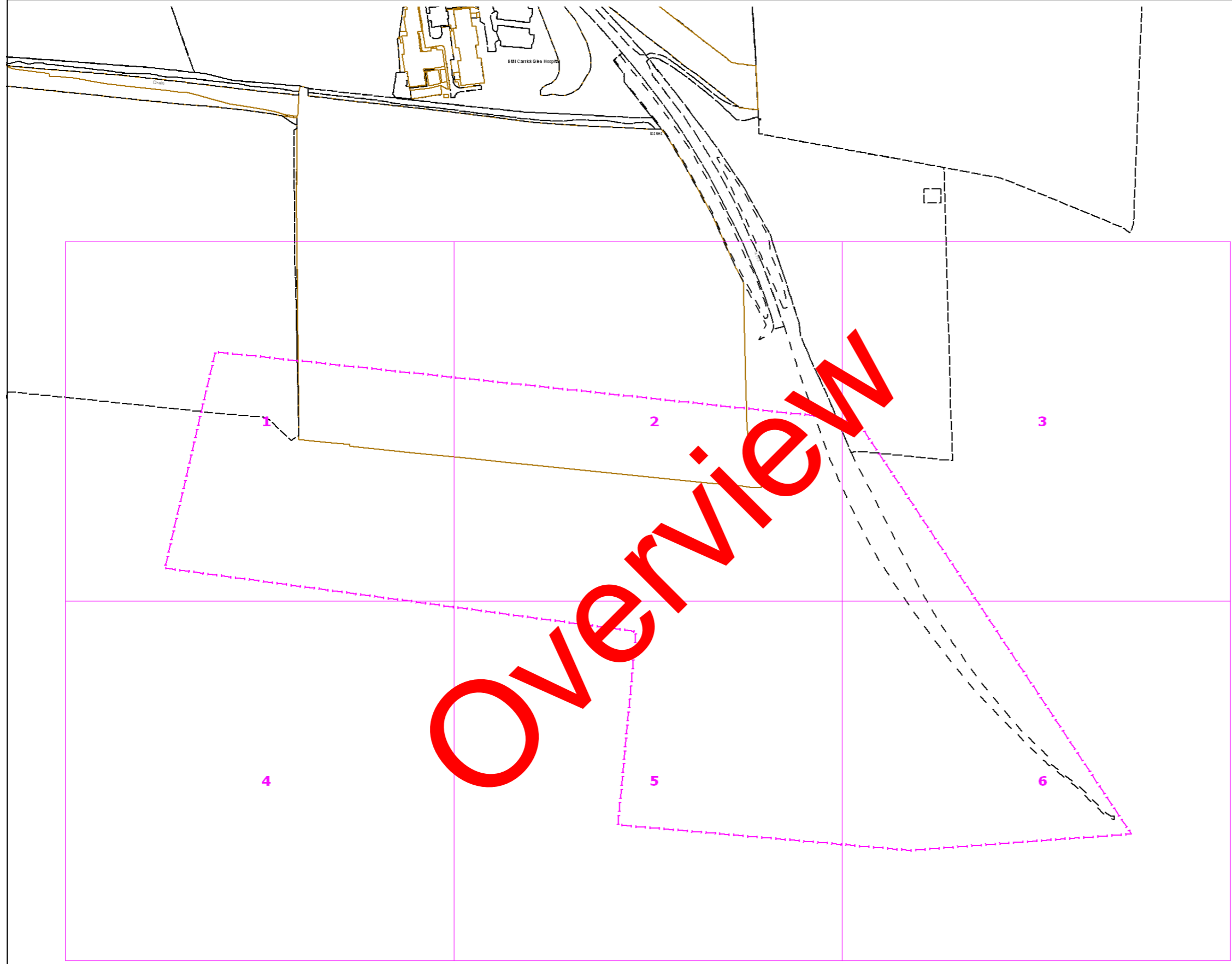
Yours sincerely,  
The Safety Admin Team  
**For more information, visit our Dig Safely pages on [sgn.co.uk](http://sgn.co.uk)**  
Tel: 0800 912 1722

Smell gas?  
Call 0800 111 999

SGN is a brand name of Scotia Gas Networks Limited  
Registered in England & Wales No. 04958135  
Registered Office: St Lawrence House | Station Approach | Horley | Surrey RH6 9HJ

Authorised and regulated by the Financial Conduct Authority





**Contact Us**  
**Mapping Enquiries:** All areas  
**General Enquiries:** All areas

Date Requested: 28/03/2022  
 Job Reference: 25138036  
 Site Location: 236807 617737  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference:  
 509-106

This plan shows the location of those pipes owned by Scotia Gas Networks (SGN) by virtue of being a licensed Gas Transporter (GT). Gas pipes owned by other GTs or third parties may also be present in this area but are not shown on this plan. Information with regard to such pipes should be obtained from the relevant owners. No warranties are given with regard to the accuracy of the information shown on this plan. Service pipes, valves, siphons, sub-connections etc. are not shown but their presence should be anticipated. You should be aware that a small percentage of our pipes/assets may be undergoing review and will temporarily be highlighted in yellow. If your proposed works are close to one of these pipes, you should contact the SGN Safety Admin Team on 0800 912 1722 for advice. No liability of any kind whatsoever is accepted by SGN or its agents, servants or sub-contractors for any error or omission contained herein. Safe digging practices, in accordance with HS (G)47, must be used to verify and establish the actual position of mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that plant location information is provided to all persons (whether direct labour or sub-contractors) working for you on or near gas apparatus. Information included on this plan should not be referred to beyond a period of 28 days from the date of issue.

**Report damage immediately – KEEP EVERYONE AWAY FROM THE AREA**  
**0800 111 999**

Low Pressure Mains	
Medium Pressure Mains	
Intermediate Pressure Mains	
High Pressure Mains	
LAs	
GTs	
SSSIs	

Some Examples Of Plant Items  
 Valve Syphon Depth of Cover Diameter Change Material Change

Digsite: Line: Area:



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**SGN**  
Your gas. Our network.

**Contact Us**

**Mapping Enquiries:**  
All areas

**General Enquiries:**  
All areas

Date Requested: 28/03/2022  
Job Reference: 25138036  
Site Location: 236807 617737  
Requested by:  
Mr James Sloan  
Your Scheme/Reference:  
509-106  
Exact Scales:  
1:1000 Area or Circle dig site  
1:1000 Line dig site

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Medium Pressure Mains	
Intermediate Pressure Mains	
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LAs	
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Valve Syphon Depth of Cover Diameter Change Material Change

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**SGN**  
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**Contact Us**





**Mapping Enquiries:**  
All areas




**General Enquiries:**  
All areas






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Low Pressure Mains   
Medium Pressure Mains   
Intermediate Pressure Mains   
High Pressure Mains 

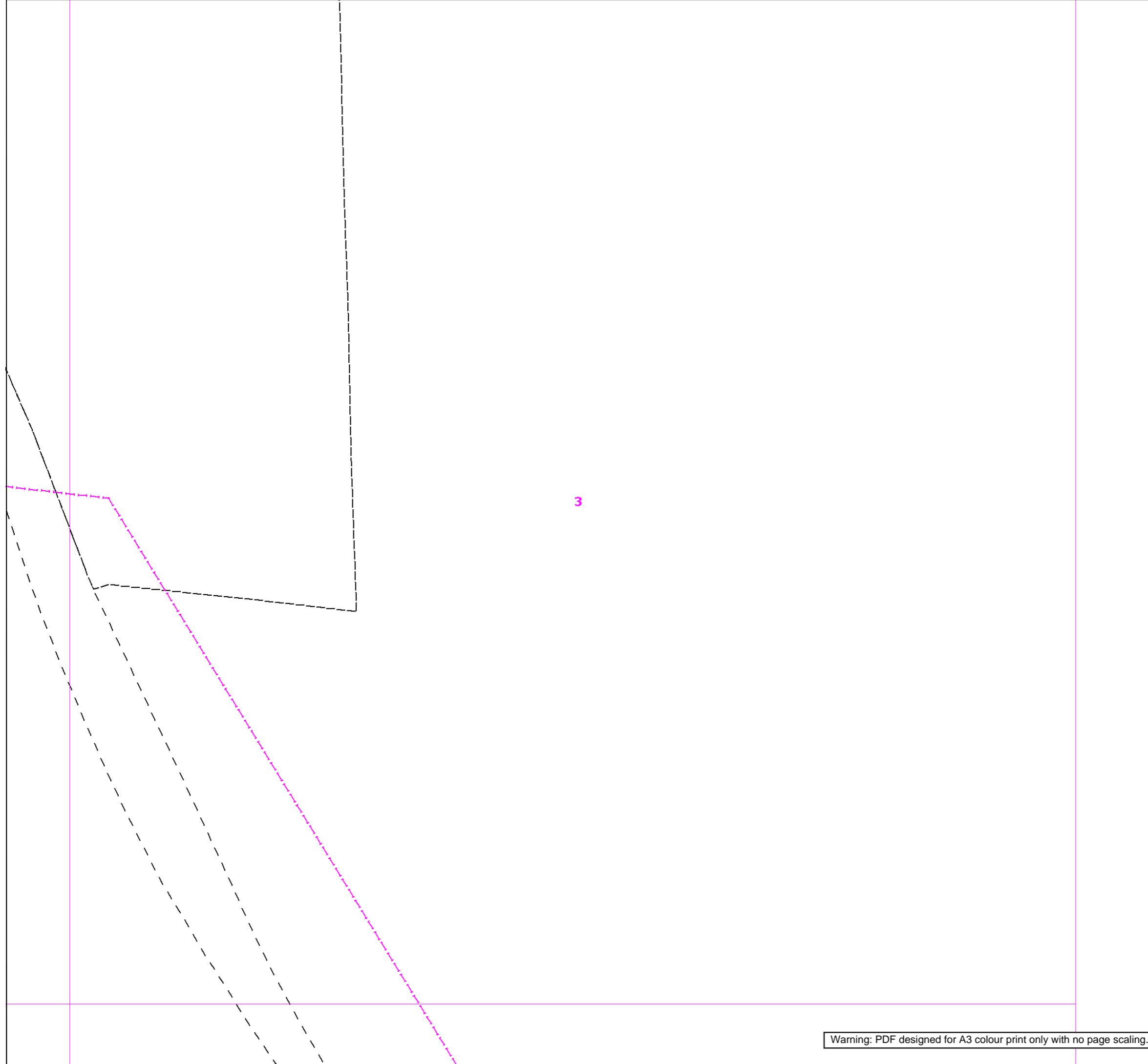
LAs   
GTs  SSSIs 

Some Examples Of Plant Items  
Valve  Syphon  Depth of Cover  Diameter Change  Material Change 

Digsite: Line:  Area: 



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**General Enquiries:** All areas

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 Mr James Sloan  
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Low Pressure Mains	
Medium Pressure Mains	
Intermediate Pressure Mains	
High Pressure Mains	
LAs	
GTs	
SSSIs	

Some Examples Of Plant Items

Valve		Syphon		Depth of Cover		Diameter Change		Material Change	
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Digsite: Line: Area:



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**Contact Us**

**Mapping Enquiries:**  
All areas

**General Enquiries:**  
All areas

Date Requested: 28/03/2022  
 Job Reference: 25138036  
 Site Location: 236807 617737  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference:  
 509-106  
 Exact Scales:  
 1:1000 Area or Circle dig site  
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Low Pressure Mains	
Medium Pressure Mains	
Intermediate Pressure Mains	
High Pressure Mains	
LAs	
GTs	
SSSIs	

Some Examples Of Plant Items  
 Valve Syphon Depth of Cover Diameter Change Material Change

Digsite: Line: Area:



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**Contact Us**

**Mapping Enquiries:**  
All areas

**General Enquiries:**  
All areas

Date Requested: 28/03/2022  
Job Reference: 25138036  
Site Location: 236807 617737  
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Mr James Sloan  
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Low Pressure Mains	
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SSSIs	

Some Examples Of Plant Items  
Valve Syphon Depth of Cover Diameter Change Material Change

Digsite: Line: Area:



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5



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**Contact Us**

**Mapping Enquiries:**  
All areas

**General Enquiries:**  
All areas

Date Requested: 28/03/2022  
Job Reference: 25138036  
Site Location: 236807 617737  
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Medium Pressure Mains	
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SSSIs	

Some Examples Of Plant Items  
Valve Syphon Depth of Cover Diameter Change Material Change

Digsite: Line: Area:



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# ELECTRICITY



Our Ref: 25138036 509-106

Friday, 25 March 2022

James Sloan  
1 Foxfield Road 1 Foxfield Road  
Wirral  
Merseyside  
CH47 0NJ

Dear James Sloan

### **SP Energy Networks - Asset Network Plans**

Thank you for your recent request for information concerning the location of SP Energy Networks electrical equipment / network drawings in the vicinity of your proposed works.

Please find plan(s) enclosed showing the SP Energy Networks equipment within your area of interest, along with links to our current electrical safety awareness guides and our SP Energy Networks contact document.

As much information as possible has been given, however cable locations shown on the plans are indicative only and the positions of cables may have altered since being recorded. A line on a plan may represent more than one cable and services to houses, street lamps, etc. may be omitted or included only as a schematic representation. Cables shown as, "Out of use," should not be assumed to be dead or abandoned.

If you discover or cause any damage to ScottishPower cables, then please call our Power Emergencies Line - 0800 092 9290 or 105 immediately giving all relevant information.

**Please note that the plans are only valid for 28 days from the date of issue. Updated plans should be requested before any work commences on site if this period has expired.**

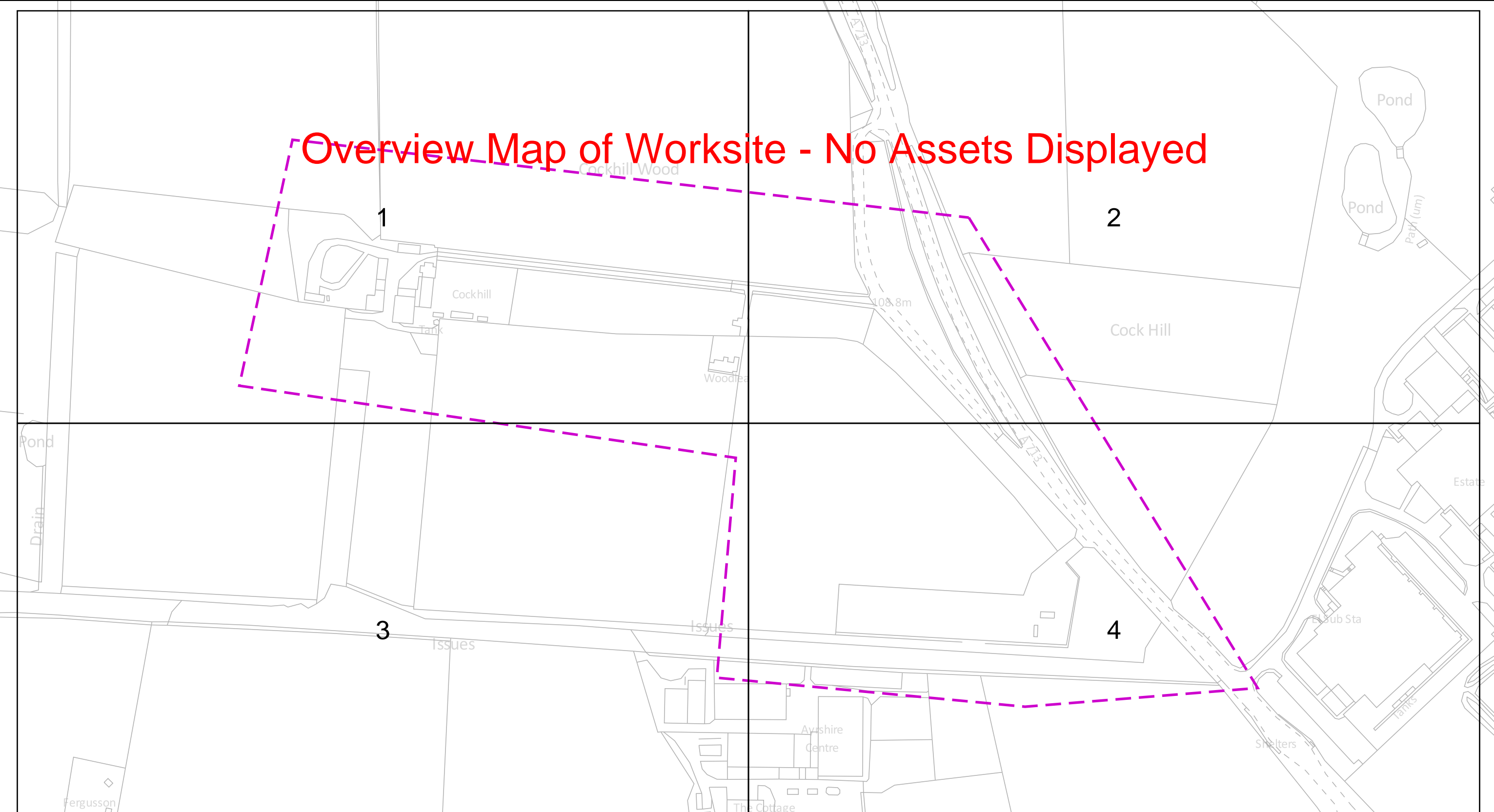
For information on the electricity transmission network in England and Wales please write to.

**NationalGrid – Plant Protection Team**  
NationalGrid House, Warwick Technology Park  
Gallows Hill, Warwick, CV34 6DA  
Tel.: 01926 654844  
E-Mail: [AssetProtection@NationalGrid.com](mailto:AssetProtection@NationalGrid.com)

Please note that the following publications are available from HSE Books PO Box1999, Sudbury, Suffolk, CO10 2WA — Tel. 01787 881165 — [www.hse.gov.uk](http://www.hse.gov.uk) :-

**Avoiding Danger from Underground Services – HSG47**

# Overview Map of Worksite - No Assets Displayed



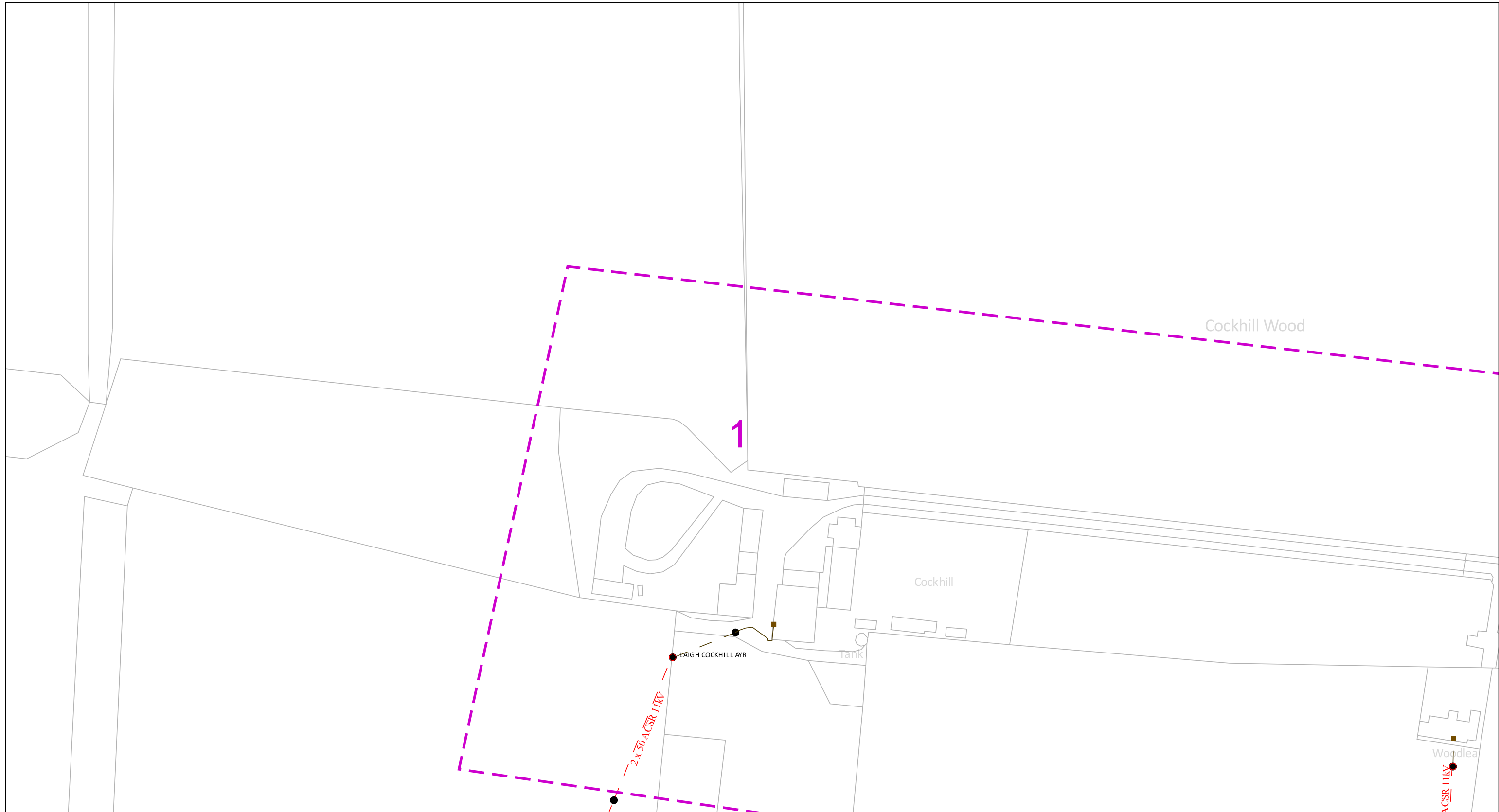
**IMPORTANT NOTICES** Warning: PDF designed for A3 colour print only with no page scaling

Date Requested: 25/03/2022  
 Job Reference: 25138036  
 Site Location: 236842 617730  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference: 509-106

- This information shown on this plan is indicative only and its accuracy cannot be guaranteed.
- The plan only shows assets owned by SP Energy Networks.
- Positions and depths of cables may have altered since being recorded. A line on a plan may represent more than one cable. Normally electric cables are laid at depths between 450mm and 1m but depths may have changed if land surface levels have since altered.
- The plan may not show, or may inaccurately show, individual property services and services to street lighting installations. Underground services may be found in roads, footpaths and on sites. Always assume that they are present for each property, lamp column and street sign etc and treat any services found anywhere as live.
- You must use safe digging practices in accordance with HS(G)47 to establish the actual position of mains cables, services and other apparatus before any mechanical excavation is used.
- Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
- Any works that fall within 5m of any 132kv or Transmission cables, or within 15m of any 132kv or Transmission OHL's, please contact our General Enquiries Team 0845 273 4444 / 0330 10 10 444 for further safety advice.
- In the event of an emergency or for further assistance contact 0800-092-9290 (Central & Southern Scotland) or 0800-001-5400 (Merseyside, Cheshire & North Wales) or by dialling 105
- It is your responsibility to ensure this information is provided to all persons working near our plant.

<p><b>Underground Cables</b></p> <p><b>In Use</b> </p> <p><b>Out of Use</b> </p> <p><b>Assumed Route</b> </p> <p><b>Warning - Shallow Cables</b> </p> <p><b>Dig Sites</b></p> <p>Area: </p> <p>Line: </p>	<p><b>Overhead Line</b> </p>
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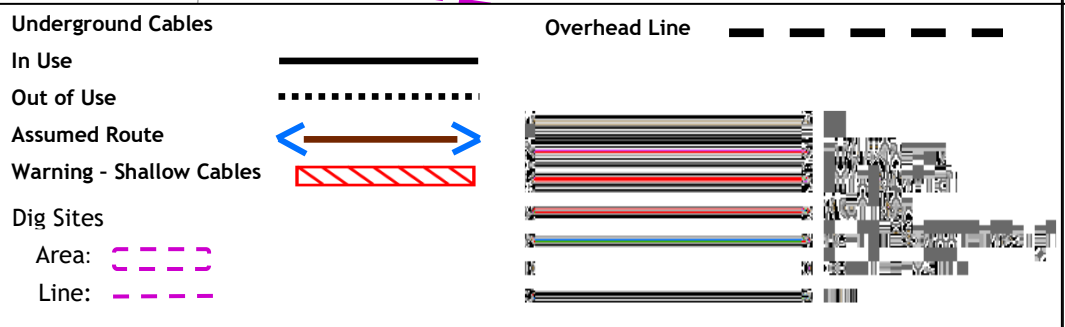


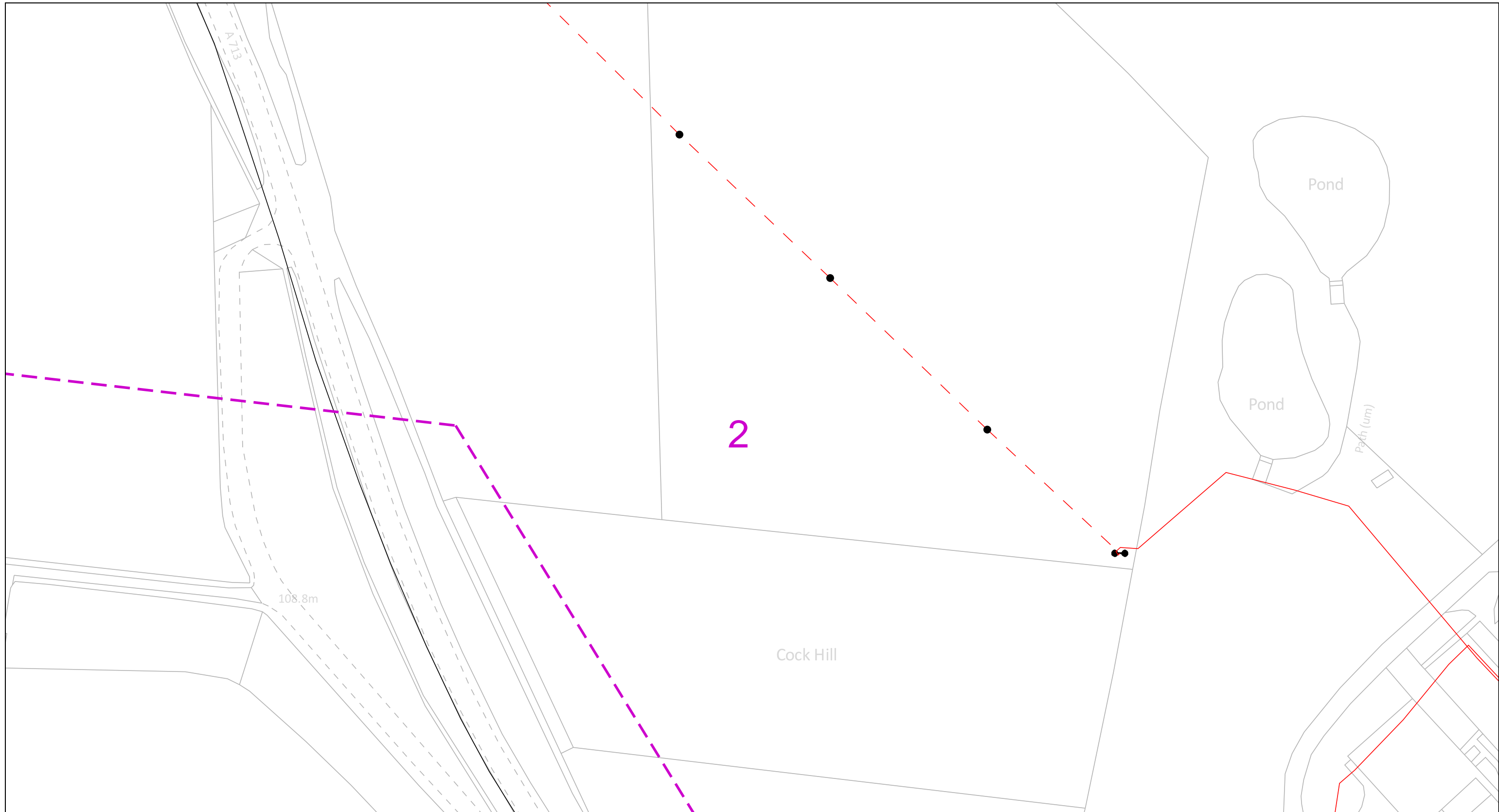
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- Any works that fall within 5m of any 132kV or Transmission cables, or within 15m of any 132kV or Transmission OHL's, please contact our General Enquiries Team **0845 273 4444 / 0330 10 10 444** for further safety advice.
- In the event of an emergency or for further assistance contact **0800-092-9290 (Central & Southern Scotland)** or **0800-001-5400 (Merseyside, Cheshire & North Wales)** or by dialling **105**
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Date Requested: 25/03/2022  
 Job Reference: 25138036  
 Site Location: 236842 617730  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference: 509-106

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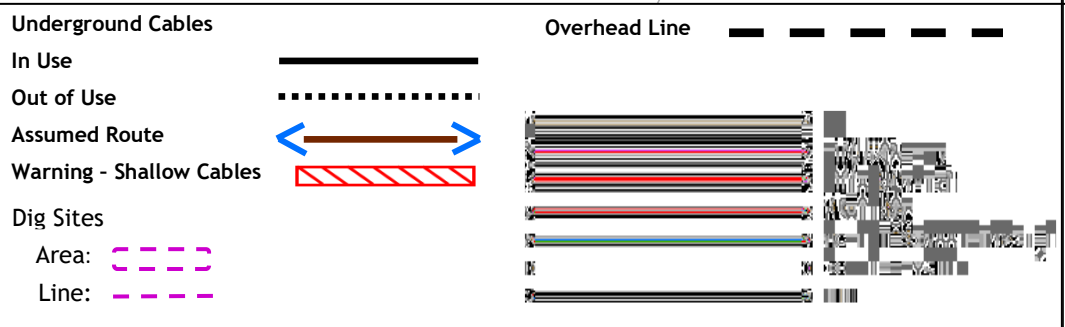


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Date Requested: 25/03/2022  
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 Site Location: 236842 617730  
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 Mr James Sloan  
 Your Scheme/Reference: 509-106

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Date Requested: 25/03/2022  
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 Site Location: 236842 617730  
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 Mr James Sloan  
 Your Scheme/Reference: 509-106

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  - You must use safe digging practices in accordance with HS(G)47 to establish the actual position of mains cables, services and other apparatus before any mechanical excavation is used.
  - Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
  - Any works that fall within 5m of any 132kV or Transmission cables, or within 15m of any 132kV or Transmission OHL's, please contact our General Enquiries Team 0845 273 4444 / 0330 10 10 444 for further safety advice.
  - In the event of an emergency or for further assistance contact 0800-092-9290 (Central & Southern Scotland) or 0800-001-5400 (Merseyside, Cheshire & North Wales) or by dialling 105
  - It is your responsibility to ensure this information is provided to all persons working near our plant.

**Warning: PDF designed for A3 colour print only with no page scaling**

**Underground Cables**

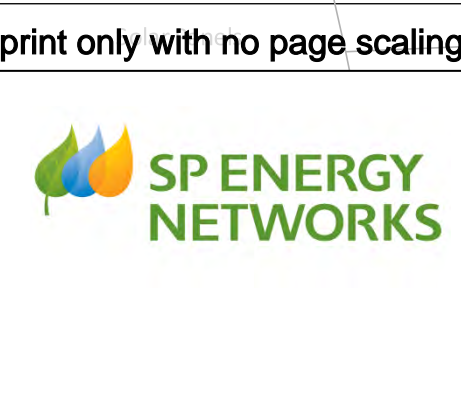
- In Use: Solid black line
- Out of Use: Dotted black line
- Assumed Route: Blue double-headed arrow
- Warning - Shallow Cables: Red hatched box

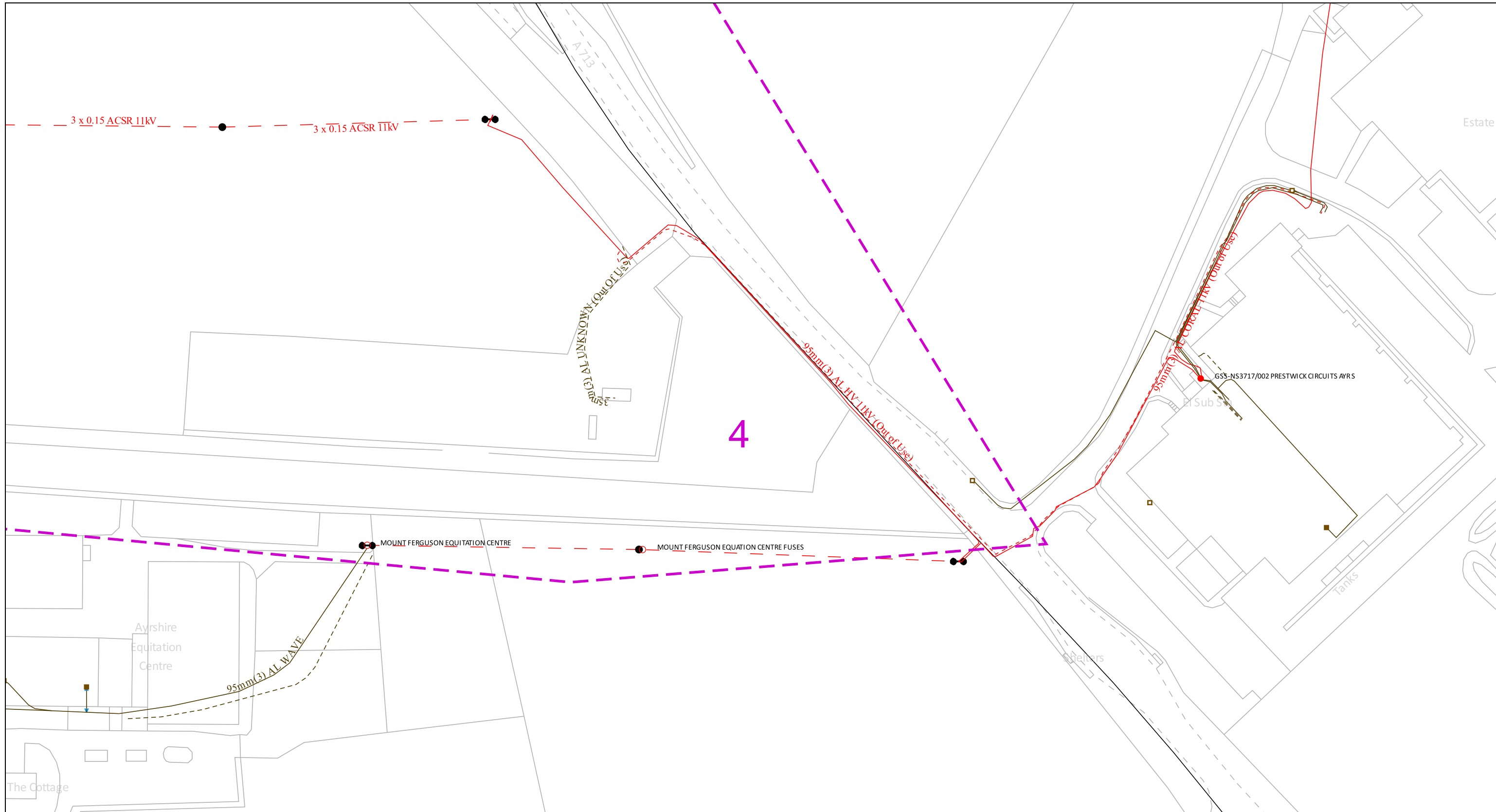
**Overhead Line**

- Dashed black line

**Dig Sites**

- Area: Purple dashed rectangle
- Line: Purple dashed line



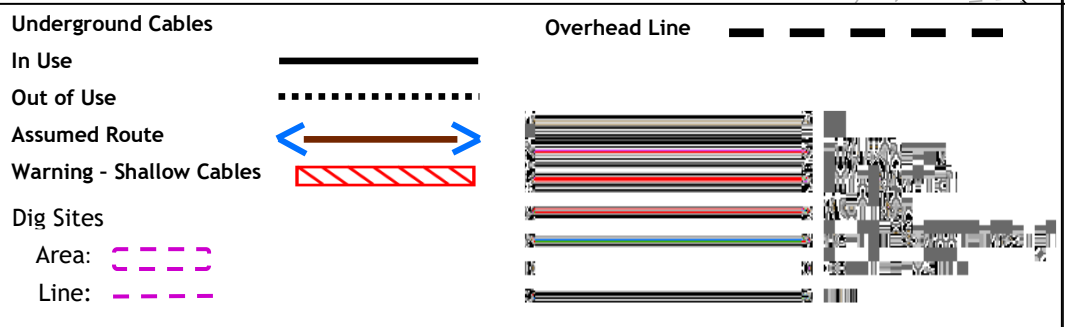


**IMPORTANT NOTICES**

- This information shown on this plan is indicative only and its accuracy cannot be guaranteed.
- The plan only shows assets owned by SP Energy Networks.
- Positions and depths of cables may have altered since being recorded. A line on a plan may represent more than one cable. Normally electric cables are laid at depths between 450mm and 1m but depths may have changed if land surface levels have since altered.
- The plan may not show, or may inaccurately show, individual property services and services to street lighting installations. Underground services may be found in roads, footpaths and on sites. Always assume that they are present for each property, lamp column and street sign etc and treat any services found anywhere as live.
- You must use safe digging practices in accordance with HS(G)47 to establish the actual position of mains cables, services and other apparatus before any mechanical excavation is used.
- Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
- Any works that fall within 5m of any 132kV or Transmission cables, or within 15m of any 132kV or Transmission OHL's, please contact our General Enquiries Team **0845 273 4444 / 0330 10 10 444** for further safety advice.
- In the event of an emergency or for further assistance contact **0800-092-9290 (Central & Southern Scotland)** or **0800-001-5400 (Merseyside, Cheshire & North Wales)** or by dialling **105**
- It is your responsibility to ensure this information is provided to all persons working near our plant.

Date Requested: 25/03/2022  
 Job Reference: 25138036  
 Site Location: 236842 617730  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference: 509-106


**Warning: PDF designed for A3 colour print only with no page scaling**



- If there are overhead lines crossing your site and your proposal involves building works which may infringe the clearance to our overhead network, then you should call the general enquiries number **(0845 273 4444 / 0330 10 10 444)** for advice. Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
- **If you are working within 5 metres of our 132kV or Transmission underground electricity cables or within 15 metres of an overhead 132kv or Transmission electricity line, please contact our General Enquiries Team for free safety advice.**

Tel **0845 273 4444 / 0330 10 10 444**

E-mail: [customer.resolution@spenergynetworks.co.uk](mailto:customer.resolution@spenergynetworks.co.uk)

<b>Central &amp; Southern Scotland</b>	<b>Cheshire, Merseyside, N. Wales &amp; N.Shropshire</b>	<b>POWER CUT? CALL 105</b> 
Power cuts & emergencies ___ 0800 092 9290	Power cuts & emergencies ___ 0800 001 5400	
Connections _____ 0845 270 0785	Connections _____ 0845 270 0783	
General enquiries _____ 0330 10 10 444	General enquiries _____ 0330 10 10 444	

# WATER





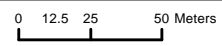
Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

# OP-AFHKS301 Water Plan



SCALE: 1:2,646

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**Scottish Water**  
Trusted to serve Scotland

Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778



## Fittings

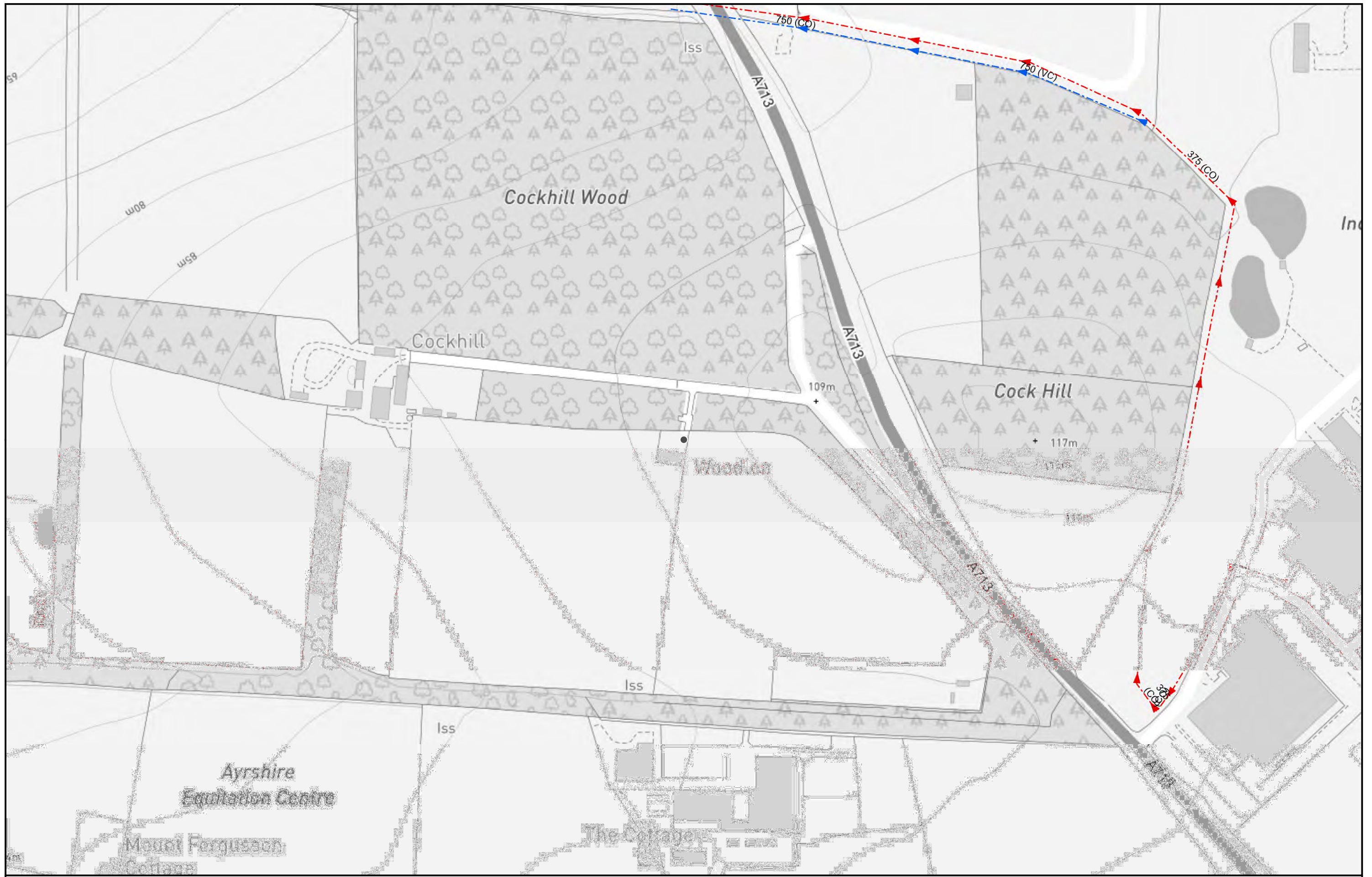
<b>Valve</b>	<b>End Cap</b>
Valve - Abandoned	Abandoned
Valve	Adopted
<b>Pressure Management Valve</b>	In Use
Abandoned	Isolated
Adopted	Proposed
Isolated	Removed
Pressure Reducing	Unknown
Pressure Relief	<b>Air Shaft</b>
Pressure Sustaining	Abandoned
Proposed	Adopted
Removed	Isolated
Unknown	Pipe
<b>Hydrant</b>	Proposed
Abandoned	Removed
Adopted	Shaft
Ball	Unknown
Fire	<b>Swab Chamber</b>
Isolated	Abandoned
Proposed	Adopted
Removed	Hatch Box
Shipping	Isolated
Unknown	Joint
Washout	Proposed
<b>Stop Cock</b>	Removed
Abandoned	T and Blank Plate
Adopted	Unknown
In Use	<b>Boundary Box</b>
Isolated	
Proposed	<b>Pressure Monitoring Point</b>
Removed	
Unknown	

<b>Chamber Box</b>	<b>Air Valve</b>
Abandoned	AV
Access Chamber	Abandoned
Adopted	Adopted
Danelaw Box	Air Cock
General	DAV
Isolated	HAV
Lucy Box	Isolated
Other	Proposed
Proposed	Removed
Removed	SAV
Swabbing	TAV
Unknown	Unknown
<b>Collecting Chamber</b>	<b>Blank Tee</b>
	Abandoned
<b>Discharge Point</b>	Adopted
Buchan Trap	Flanged Plate
Isolated	Isolated
New Subtype	Other
Other	Other_
Proposed	Proposed
Proudfoot Box	Removed
Removed	Unknown
Undefined Scour Point	
Unknown	
Unknown End	
<b>Wet Chamber</b>	

## Pipes

<b>Main - Water Distribution Public</b>	<b>Main - Water Distribution Private</b>
Abandoned, Public	Abandoned, Private
Adopted, Public	Abandoned, Private (Operated by Scottish Water)
Bypass, Public	Adopted, Private
Distribution, Public	Bypass, Private
Drain, Public	Distribution, Private
Fire, Public	Distribution, Private (Operated by Scottish Water)
Isolated, Public	Drain, Private
Overflow, Public	Distribution, Private (Operated by Scottish Water)
Proposed, Public	Fire, Private
Removed, Public	Fire, Private (Operated by Scottish Water)
Sludge, Public	Isolated, Private
Trunk, Public	Overflow, Private
Washout, Public	Overflow, Private (Operated by Scottish Water)
Main - Water Distribution	Proposed, Private
<b>Service Pipe</b>	Proposed, Private (Operated by Scottish Water)
Abandoned	Removed, Private
Communication	Sludge, Private
Communication - Fire Connection	Sludge, Private (Operated by Scottish Water)
Isolated	Trunk, Private
Proposed	Washout, Private
Removed	Washout, Private (Operated by Scottish Water)
Service	<b>Main - Raw Water</b>
Supply - Common	Abandoned
Supply - Fire Main	Isolated
Supply - Single	Overflow
Service Pipe General	Proposed
<b>Aqueduct</b>	Raw Supply
Abandoned	Removed
Aqueduct	Syphon
Tunnel - Aqueduct	Washout
Viaduct	

# SEWERS



Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk



The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

## OP-AFHKS301 Waste Water Plan

0 12.5 25 50 Meters

SCALE: 1:2,646

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Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778

## Fittings

### Access (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)

### Chamber

- Abandoned
- CSO
- Combined
- Foul
- Dual Manhole - Foul
- Dual Manhole - Surface
- Isolated
- Natural Water
- Not Applicable
- Other
- Planned
- Proposed
- Surface Water
- Trade Effluent
- Treated Effluent
- Unknown
- Unknown\_

### Combined Sewer Overflow

- CSO-COMB SEW O/FL

### Balancing Pond



### Basin



### Bifurcation Chamber

- Abandoned
- Combined (C)
- Foul (F)
- Isolated
- Planned
- Proposed
- Surface Water (S)
- Unknown

### Sewerage Air Valve

- Combined (C)
- Isolated
- Abandoned
- CSO (O)
- Foul (F)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Buchan Trap

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (E)
- Unknown(Z)

### Capped End

- Abandoned
- Accepted
- Adopted
- In Use
- Isolated
- Not Applicable
- Planned
- Proposed
- Removed
- Unknown

### Unknown End

- Abandoned
- Unknown End

### Washout

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Wetland



### Vent Column



### Outfall

- Planned
- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown
- Unknown\_

### Pond



### Trench



### Sluice Valve

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)

### Hatchbox

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Hydraulic Control Chamber

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Planned
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

## Pipes

### Gravity Pipe

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Gravity Pipe General

### Connection (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Connection (Lateral) General

### Rising Main

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Rising Main General

BT

Our Ref: Ref shown on map

Date of issue: shown on map

email: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)

Dear Customer,

**NR & SW ACT 1991 – PROPOSED WORKS AT: \*\*SITE LOCATION\*\***

Prior to commencement of work: For free onsite guidance and accurate up to date location of BT Apparatus please contact our Plant Protection Service by the following methods:-

Email the Click Before You Dig Team [CBYD@openreach.co.uk](mailto:CBYD@openreach.co.uk)

Visit the Click Before You Dig Website [www.openreach.co.uk/cbyd](http://www.openreach.co.uk/cbyd)

Thank you for your request of \*\*/\*\*/\*\* describing the above proposals.

Enclosed are copies of our drawings marked up to show the approximate locations of BT apparatus in the immediate vicinity of your works. It is intended for general guidance only. No guarantee is given of its accuracy.

The drawings are valid for 90 days from the date of issue and should not be relied upon after this time period has expired.

When planning excavation work or other works near to BT apparatus, please be mindful our apparatus may exist at various depths and may deviate from the marked route.

To avoid damage it is recommended that mechanical excavators or borers are not used within 600mm of BT apparatus. If scaffolding is erected, please ensure that our equipment is not enclosed, blocked, covered or otherwise obstructed by the scaffolding.

In the event of BT apparatus being in the area of your works we recommend that your plant/vehicle crossing is either resited, or apply for a budget estimate by submitting detailed plans to our Network Relocation Team at <https://www.ournetwork.openreach.co.uk/altering-our-network.aspx>

Yours faithfully,

**Julie Cullum**  
**NNHC & MBE Manager**

# Maps by email Plant Information Reply



## IMPORTANT WARNING

Information regarding the location of BT apparatus is given for your assistance and is intended for general guidance only. No guarantee is given of its accuracy. It should not be relied upon in the event of excavations or other works being made near to BT apparatus which may exist at various depths and may deviate from the marked route.



**openreach**

### CLICK BEFORE YOU DIG

FOR PROFESSIONAL FREE ON SITE ASSISTANCE PRIOR TO COMMENCEMENT OF EXCAVATION WORKS INCLUDING LOCATE AND MARKING SERVICE

email [cbyd@openreach.co.uk](mailto:cbyd@openreach.co.uk)

ADVANCE NOTICE REQUIRED  
(Office hours: Monday - Friday 08.00 to 17.00)  
[www.openreach.co.uk/cbyd](http://www.openreach.co.uk/cbyd)

### Accidents happen

If you do damage any Openreach equipment please let us know by calling 0800 023 2023 (opt 1 + opt 1) and we can get it fixed ASAP

KEY TO BT SYMBOLS				Change Of State	Hatchings
	<i>Planned</i>	<i>Live</i>		+	
PCP			Split Coupling	×	Built
Pole			Duct Tee	▲	Planned
Box			Building		Inferred
Manhole			Kiosk		Duct
Cabinet			Other proposed plant is shown using dashed lines. BT Symbols not listed above may be disregarded. Existing BT Plant may not be recorded. Information valid at time of preparation. Maps are only valid for 90 days after the date of publication.		
	<i>Pending Add</i>	<i>In Place</i>	<i>Pending Remove</i>	<i>Not In Use</i>	
Power Cable					
Power Duct				N/A	

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BT Ref : MUF10351A  
Map Reference : (centre) NS3660817780  
Easting/Northing : (centre) 236608,617780  
Issued : 28/03/2022 10:35:59

**WARNING: IF PLANNED WORKS FALL INSIDE HATCHED AREA IT IS ESSENTIAL BEFORE PROCEEDING THAT YOU CONTACT THE NATIONAL NOTICE HANDLING CENTRE. PLEASE SEND E-MAIL TO: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)**



# Maps by email Plant Information Reply



## IMPORTANT WARNING

Information regarding the location of BT apparatus is given for your assistance and is intended for general guidance only. No guarantee is given of its accuracy. It should not be relied upon in the event of excavations or other works being made near to BT apparatus which may exist at various depths and may deviate from the marked route.



**openreach**

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email [cbyd@openreach.co.uk](mailto:cbyd@openreach.co.uk)

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KEY TO BT SYMBOLS		Change Of State	+	Hatchings	
	<i>Planned</i>	<i>Live</i>	×	Built	
PCP			▲	Planned	
Pole			■	Inferred	
Box			Ⓚ	Duct	
Manhole			Other proposed plant is shown using dashed lines. BT Symbols not listed above may be disregarded. Existing BT Plant may not be recorded. Information valid at time of preparation. Maps are only valid for 90 days after the date of publication.		
Cabinet					
	<i>Pending Add</i>	<i>In Place</i>	<i>Pending Remove</i>	<i>Not In Use</i>	
Power Cable					
Power Duct				N/A	

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BT Ref : SFU10355Y  
Map Reference : (centre) NS3697917763  
Easting/Northing : (centre) 236979,617763  
Issued : 28/03/2022 10:36:03

**WARNING: IF PLANNED WORKS FALL INSIDE HATCHED AREA IT IS ESSENTIAL BEFORE PROCEEDING THAT YOU CONTACT THE NATIONAL NOTICE HANDLING CENTRE. PLEASE SEND E-MAIL TO: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)**

# CABLE



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Date: 28/03/22

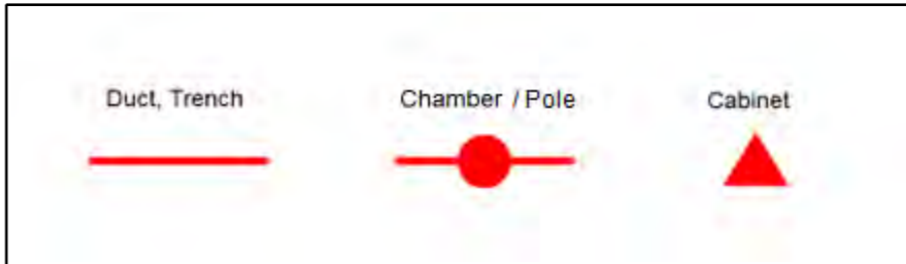
Scale: 1:3228

Map Centre: 236778,617814

Data updated: 25/01/22

Telecoms Plan A3

Important Information - please read The purpose of this plan is to identify Virgin Media apparatus. We have tried to make it as accurate as possible but we cannot warrant its accuracy. In addition, we caution that within Virgin Media apparatus there may be instances where mains voltage power cables have been placed inside green, rather than black ducting. Further details can be found using the "Affected Postcodes.pdf", which can be downloaded from this website. Therefore, you must not rely solely on this plan if you are carrying out any excavation or other works in the vicinity of Virgin Media apparatus. The actual position of any underground service must be verified by cable detection equipment, etc. and established on site before any mechanical plant is used. Accordingly, unless it is due to the negligence of Virgin Media, its employees or agents, Virgin Media will not have any liability for any omissions or inaccuracies in the plan or for any loss or damage caused or arising from the use of and/or any reliance on this plan. This plan is produced by Virgin Media Limited (c) Crown copyright and database rights 2022 Ordnance Survey 100019209.






## James Sloan

---

**From:** online.plantenquiries@cityfibre.com  
**Sent:** 28 March 2022 11:34  
**To:** James Sloan  
**Subject:** CityFibre Plant Enquiry, issued on 3/28/22 10:33 AM. Reference c089359a-f202-483d-b9e4-6c3290fd7c4f.  
**Attachments:** emap.pdf

You recently requested information pertaining to the above location and in relation to CityFibre Holdings Ltd plant.

Reference c089359a-f202-483d-b9e4-6c3290fd7c4f

User: User

Title: 509-106 01

Comment:

Please find attached a plan of the area of your interest that may contain plant which may be affected by your proposed works.

The validity of this response is 6 weeks, after such time a new enquiry would need to be made.

Please see the points of contact below if they are required:

Plant Enquiries  
Rutherford House  
Birchwood Park  
Warrington  
WA3 6ZH  
asset.team@cityfibre.com

Please quote the Reference ID in the subject line in any correspondence.

Please be aware that all information included in this eMap is the property of the sender and subject to copyright. It is illegal to copy or send this information to any third party without the permission of the sender.

---

Plant Enquiries [CityFibre]

0203 5100 602

Our Full Fibre network is expanding fast. Check if you can get connected, and register for updates at [cityfibre.com](https://www.cityfibre.com/?utm_source=Staff%20Email%20Signature&utm_medium=Email&utm_campaign=Cityfibreemail)

[CityFibre]<<https://www.cityfibre.com>>

[Follow CityFibre on LinkedIn]<<https://www.cityfibre.com>> [Follow CityFibre on LinkedIn]  
<<https://www.linkedin.com/company/cityfibre>> [Follow CityFibre on Twitter] <<https://www.twitter.com/CityFibre>>

[[https://cdn.cityfibre.com/CF\\_Sustainable-email-footer\\_Leaf-icon\\_72dpi.png](https://cdn.cityfibre.com/CF_Sustainable-email-footer_Leaf-icon_72dpi.png)]



bitmap\_layout select\_raster

**LEGEND**

- EXISTING PLANT
- EXISTING PLANT

bitmap\_layout select\_raster

<p>Head Office CityFibre Holdings Ltd 15 Bedford Street, London, WC2E 9HE Tel: 0845 293 0774 Web: www.cityfibre.com</p>	<p>Asset Office CityFibre Holdings Ltd, Rutherford House, Birchwood, Warrington, WA3 6ZH Email: asset.team@cityfibre.com</p>
---	--

**Disclaimer:**

Information shown on this plan is for general guidance only. No warranty is made as to its accuracy. This plan must not be solely relied upon in the event of excavation or other works being carried out in the vicinity of Cityfibre plant. No liability of any kind is accepted by Cityfibre, its agents or servants for any error, omission, discrepancy or deviation. This information is valid for the date printed.

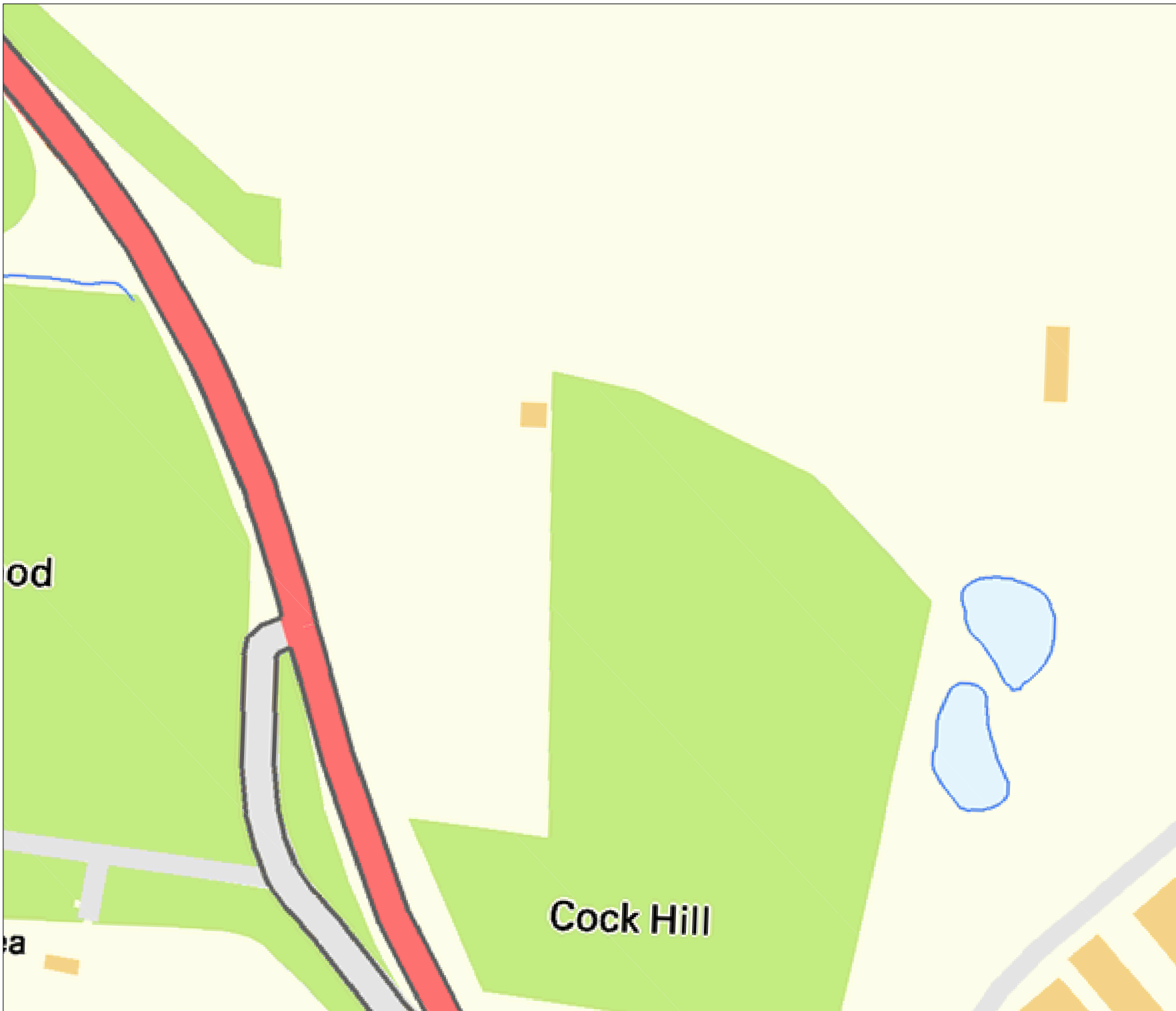
Project  
Plant Enquiry

Drawing  
Existing Plant

Drawn by:  
smallworld Date: 28/03/2022

Drawing No. CFH_EP_000001	Revision 001
------------------------------	-----------------

Scale: 1:2500 A4



bitmap\_layout select\_raster

## LEGEND

- EXISTING PLANT
- EXISTING PLANT

bitmap\_layout select\_raster

Head Office  
CityFibre Holdings Ltd  
15 Bedford Street,  
London,  
WC2E 9HE

Asset Office  
CityFibre Holdings Ltd,  
Rutherford House,  
Birchwood,  
Warrington,  
WA3 6ZH

Tel: 0845 293 0774  
Web: www.cityfibre.com

Email: asset.team@cityfibre.com

### Disclaimer:

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Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

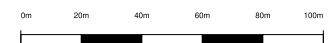
CFH\_EP\_000001

Revision

001

Scale: 1:2500

A4



od

ea

Cock Hill



bitmap\_layout select\_raster

## LEGEND

- EXISTING PLANT
- EXISTING PLANT

bitmap\_layout select\_raster

Head Office  
CityFibre Holdings Ltd  
15 Bedford Street,  
London,  
WC2E 9HE

Tel: 0845 293 0774  
Web: www.cityfibre.com

Asset Office  
CityFibre Holdings Ltd,  
Rutherford House,  
Birchwood,  
Warrington,  
WA3 6ZH

Email: asset.team@cityfibre.com

### Disclaimer:

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Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

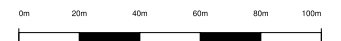
CFH\_EP\_000001

Revision

001

Scale: 1:2500

A4





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## LEGEND

- EXISTING PLANT
- EXISTING PLANT

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Head Office  
CityFibre Holdings Ltd  
15 Bedford Street,  
London,  
WC2E 9HE

Tel: 0845 293 0774  
Web: www.cityfibre.com

Asset Office  
CityFibre Holdings Ltd,  
Rutherford House,  
Birchwood,  
Warrington,  
WA3 6ZH

Email: asset.team@cityfibre.com

### Disclaimer:

Information shown on this plan is for general guidance only. No warranty is made as to its accuracy. This plan must not be solely relied upon in the event of excavation or other works being carried out in the vicinity of Cityfibre plant. No liability of any kind is accepted by Cityfibre, its agents or servants for any error, omission, discrepancy or deviation. This information is valid for the date printed.

Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

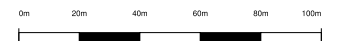
CFH\_EP\_000001

Revision

001

Scale: 1:2500

A4





## James Sloan

---

**From:** NRSWA <nrswa.nrswa@sky.uk>  
**Sent:** 25 March 2022 17:22  
**To:** James Sloan  
**Subject:** C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm



Thank you for your enquiry.

Please be advised that Sky Telecommunications Services Ltd will not be affected by your proposal.

Best endeavours have been made to ensure accuracy, however if you require further information, please contact us by email at [nrswa@sky.uk](mailto:nrswa@sky.uk).

Regards



NRSWA Department

Sky UK - Technology Operations

 [nrswa@sky.uk](mailto:nrswa@sky.uk)  144 2070323234

---

**From:** James Sloan <plans@stats-search.co.uk>  
**Sent:** 25 March 2022 09:22  
**Subject:** [EXTERNAL] C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

# INDEPENDENT UTILITIES

## James Sloan

---

**From:** Virtual Utilities <no-reply@virtual-utilities.co.uk>  
**Sent:** 28 March 2022 11:42  
**To:** James Sloan  
**Subject:** Your UK Power Distribution Order - #14461  
**Attachments:** invoice-14461.pdf

## Thank you for your order

Thanks for your recent enquiry to UK Power Distribution.

Please find attached your invoice. The details of your order are also below:

According to our database there are no UK Power Distribution records within your search area.

Please note that any recent additions or alterations to our network may not be shown. Cables or pipes owned by other network owners or private companies will not be shown. Before any excavations are undertaken you should always verify exact locations of cables using a cable locator, and by careful use of hand tools in accordance with HSE guidance note HSG47 "Avoiding danger from underground services"  
Other useful documents to read prior to undertaking any works are HSE GS6, "Avoiding danger from overhead power lines" and HSE "Avoiding concealed services and overhead power lines"

Order number: #14461

Description	Date	Qty	Amount (£)
Utility Records Search <a href="#">View Map</a>	28-03-2022 10:42:22	1	12.50
		VAT (@ 20%)	2.50
		<b>Grand Total</b>	<b>15.00</b>

## Your Details

James Sloan

plans@stats-search.co.uk

## Billing Address

1 Foxfield Road,  
Meols,  
Meols,  
Wirral,  
CH47 0NJ

---

<https://ukpd.virtual-utilities.co.uk>

---

## James Sloan

---

**From:** plantenquiryservice@gtc-uk.co.uk  
**Sent:** 28 March 2022 11:45  
**To:** James Sloan  
**Subject:** GTC Plant Enquiry - Ref- 2410346  
**Attachments:** 2410346.png

### GTC Apparatus Not Found In Search Area

**Our Plant Enquiry Service Ref: 2410346**

**Your Enquiry Ref: 509-106**

Dear James,

Thank you for your enquiry concerning apparatus in the vicinity of your proposed work. GTC can confirm that we have no apparatus in the vicinity but please note that other asset owners may have and ensure all utility owners have been consulted. For your records, the search area is shown in the attached map.

Please note our assets now include those owned and operated by:

- GTC Pipelines Limited
- Independent Pipelines Limited
- Quadrant Pipelines Limited
- Electricity Network Company Limited
- Independent Power Networks Limited
- Independent Water Networks Limited
- Open Fibre Networks Limited
- Independent Community Heating Limited

If you have any queries or require any further information please do not hesitate to contact us.

**Your sincerely,**

GTC Plant Enquiry Service.

GTC  
Synergy House  
Woolpit Business Park  
Woolpit  
Bury St Edmunds  
Suffolk, IP30 9UP  
Tel: 01359 240363  
plant.enquiries@gtc-uk.co.uk

**NOTE:**

This E-Mail originates from GTC, Synergy House, Woolpit Business Park, Woolpit, Bury St Edmunds, Suffolk, IP30 9UP

VAT Number: GB688 8971 40. Registered No: 029431.

**DISCLAIMER**

The information in this E-Mail and in any attachments is confidential and may be privileged. If you are not the intended recipient, please destroy this message, delete any copies held on your system and notify the sender immediately. You

## James Sloan

---

**From:** PlantEnquiries <plantenquiries@EnergyAssets.co.uk>  
**Sent:** 25 March 2022 10:55  
**To:** James Sloan  
**Subject:** RE: C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

Hi James,

I can confirm Energy Assets Pipelines & Energy Assets Networks do not currently have any underground plant in the area advised below.

Kind Regards

Christopher

---

**From:** James Sloan <plans@stats-search.co.uk>  
**Sent:** 25 March 2022 09:22  
**Subject:** [EXTERNAL] C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

Dear Sir/madam,

[C2 Desktop Utility Search/Underground Plant](#)

Site Ref: 509-106, Land South of Cockhill Farm, Ayr, KA6 6AH, NGR: E 236801, N 617791 **(SEE PLAN)**

In order to avoid causing damage to your underground apparatus, and to comply with health and safety regulations, we require plans showing the approximate location of your apparatus.

The site location is shown above and is centred accurately on the OS grid co-ordinates. The site is no larger than 100 metres in radius unless noted otherwise, in which case we will attach a plan with site boundaries marked. If no apparatus is present, can you please forward a nil return email at your earliest opportunity.

Kind regards,

**James Sloan**

**Director**

stats-search.co.uk Limited

**A:** 1 Foxfield Road, Wirral, CH47 0NJ

**T:** 0330 133 0470

**M:** 07833 491 772

# TRANSPORT

## James Sloan

---

**From:** Louise Bell <Louise.Bell@networkrail.co.uk> on behalf of OP Buried Services Enquiries <OPBuriedServicesEnquiries@networkrail.co.uk>  
**Sent:** 25 March 2022 09:26  
**To:** James Sloan  
**Subject:** RE: C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

OFFICIAL

Dear Sir/Madam,

With regards to your enquiry, Network Rail does not believe there is any Network Rail owned apparatus or underground services within the area you have defined. As there is always the possibility that new works could be planned and undertaken in this area by Network Rail this information is valid as at today's date and is supplied for general guidance only.

Please be aware that this response is based on Network Rail's records and knowledge and no guarantee can be given regarding accuracy or completeness. CAT scans, safe digging practices (as contained in HSE publications) and other appropriate investigative techniques should always be carried out.

There may be other apparatus or underground services owned or operated by Utility Companies and accordingly you should contact individual utilities for information.

If, in connection with your investigations and/or work, you become aware of Network Rail apparatus or underground services within your area of work, please ensure these are notified to our Asset Protection team via the following link as a matter of urgency so that appropriate measures for avoidance of risk and damage can be put in place.

Contact details can be found in the following link: [Network Rail Asset Protection Teams](#)

If you require any further clarification on any of the information please contact [opburiedservicesenquiries@networkrail.co.uk](mailto:opburiedservicesenquiries@networkrail.co.uk).

Regards,

Louise

**Louise Bell**

Distribution Administrator (Worksite Survey)





## **CHARLES SCOTT & PARTNERS**

349 BATH STREET  
GLASGOW  
G2 4AA

t: 0141 331 2454 f:0141 332 2873

e: [innovation@csandp.co.uk](mailto:innovation@csandp.co.uk) [www.csandp.co.uk](http://www.csandp.co.uk)





**FEASIBILITY & CONSTRAINTS REPORT – SITE 2**

**SOUTH AYRSHIRE COUNCIL**

**LAND EAST OF COCKHILL FARM, AYR, KA6 6AH**

9225

MAY 2022

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INNOVATION IN THOUGHT AND STRUCTURE



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## Document Control

**Document Title:-** South Ayrshire Council  
Land east of Cockhill Farm, Ayr  
Feasibility Report – Site 2

**Project Number:-**

**Directory and File Name:-** P:\9225 SAC Gypsy Traveller Site\Reports\Feasibility Report – Site 2

**Document Approval**

**Originator :** Lindsay Cunningham  
Date: 08/04/22

**Checked By** Steven Hughes  
Date:

**Authorisation By** Steven Hughes  
Date:


<u>ISSUE</u>	<u>DATE</u>	<u>DISTRIBUTION</u>	<u>COMMENTS</u>
0	09/05/22		First Issue/DRAFT
1	12/05/22		Revised with Updated Architects Layouts

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## 1.0 Introduction:

### 1.1 Brief

We have been requested by South Ayrshire Council, to compile a Feasibility report for an alternative site development of greenfield land parcel east of Cockhill Farm, Ayr, KA6 6AH. This greenfield land parcel will be known as Site 2.

We were asked specifically to comment on any potential constraints associated with the proposed Travellers Site development. We have completed a desk top survey as part of this report. A follow up site visit was carried out on Tuesday 12<sup>th</sup> April 2022.

### 1.2 Limitations

This report is made out on the instructions of, and on behalf of South Ayrshire Council. No responsibility is accepted to any third party for the whole or any part of its contents.

Neither the whole nor any part of this report, nor any reference thereto may be included in any document, circular or statement without the written approval of this firm as to the form and context in which it will appear prior to any agreed disclosure.

No excavations have been carried out to expose the depth, nature, and condition of the sub-soils to determine its load bearing ability.

Our report is restricted to the terms of our brief. Where comments are made on other aspects or areas of the land, these comments are made for information purposes. No reliance can be made on these additional comments.

No tests have been carried out on materials for strength and no drilling has been executed to determine the grades, thickness, or composition of any materials, other than noted above. We did not undertake tests in respect to deleterious materials and no assurances can be giving to the presence of such materials.

No borescope examinations have been carried out and it was not possible to inspect parts of any structures that were covered. Our inspection was limited to a survey from ground level only.

Our Engineers are not qualified to carry out inspections, or tests on specialist services and as such, none have been undertaken during the inspection. Without prejudice to the foregoing generality, such services extend to include electrical, heating, and ventilating services installations and any similar specialist services.

The general description of the property is provided for information purposes and is based on background information combined with our opinion and experience of similar buildings. This

description is not to be used as a reliance on the condition of the property at the time of our inspection.

DRAFT

## 2.0 Site Location

The 0.53 Ha development parcel is a treebelt site located to the East of Cockhill Farm, Ayr, KA6 6AH known as Cockhill Wood. The proposed development site is generally open farmland/fields.

- Access is gained to the site via the Farm road/track off the A713 on the northeast boundary
- The nearest postal address for the site is Woodlea House, KA6 6AH
- The site is centred on approximately OS Grid Ref. NS368179 / NS3683517960
- OS Grid Coordinates are approximately Eastings = 236835, Northings = 617960

The site is bounded by:

- To the North – Cockhill Wood & Carrick Glen Private Hospital
- To the East – A713 Main Road/Open Fields and Mosshill Industrial Estate
- To the South - Open Fields & Ayrshire Equitation Centre
- To the West – Cockhill Wood/Tree Belt and open Farmland/fields

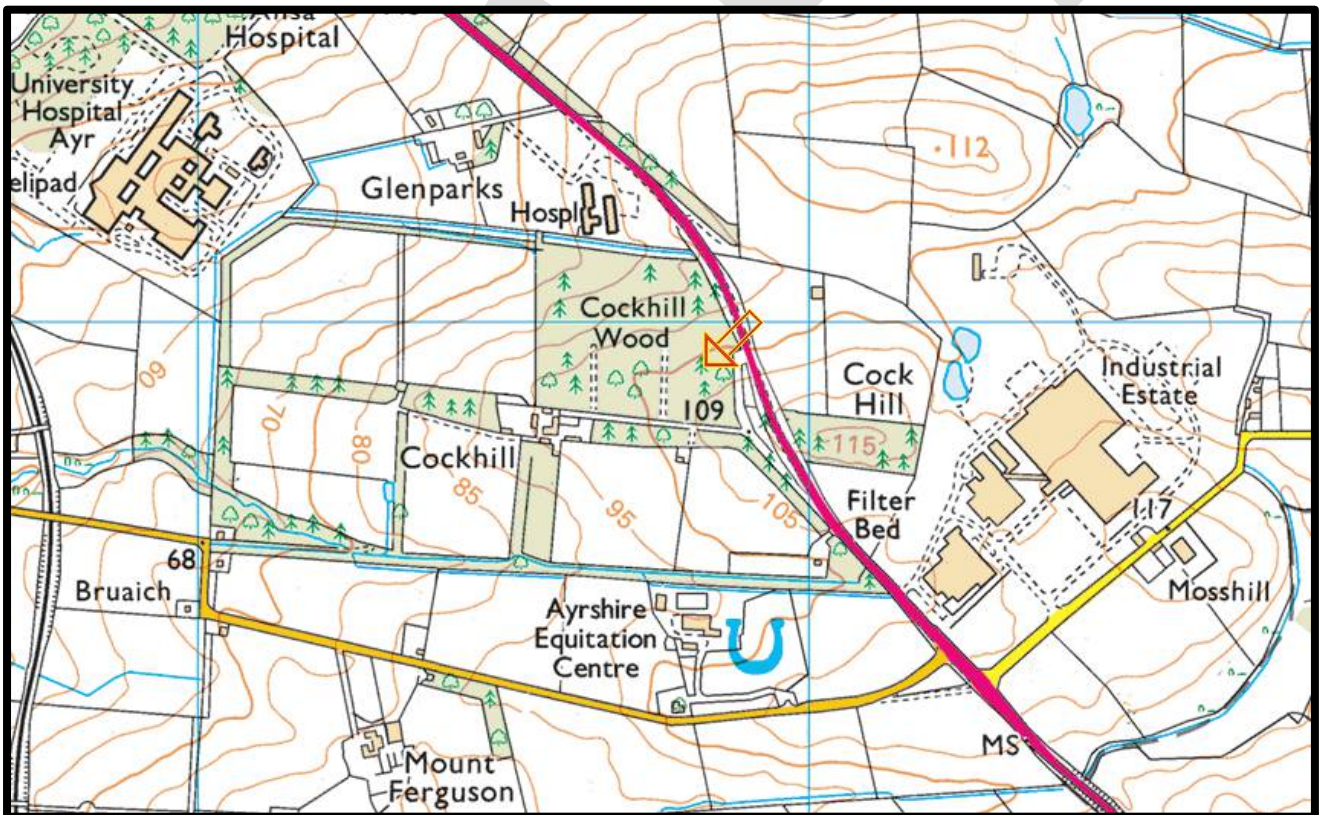


Figure 1 – Location Plan (1:25K)

We have appended the Architects proposal for the site in Appendix A. We have appended a number of photographs taken during our site visit on Tuesday 12<sup>th</sup> April 2022 in Appendix B.

### 3.0 Site Access/Egress

The current development Plan shows one access to the site highlighted below. It is proposed to access the site via the existing access road located off the main A713 road. This access point will require to be discussed and approved by South Ayrshire Council during the Planning and Roads Construction Consent stages. We have no South Ayrshire Council Roads Adoption Plans for the site. However, it is thought unlikely that the Farm access track is an adoptable road leading up to the entrance to the site.

It is thought unlikely that it will be requested from SAC that two points of access is provided for the development. Further consultation is required in this regard.

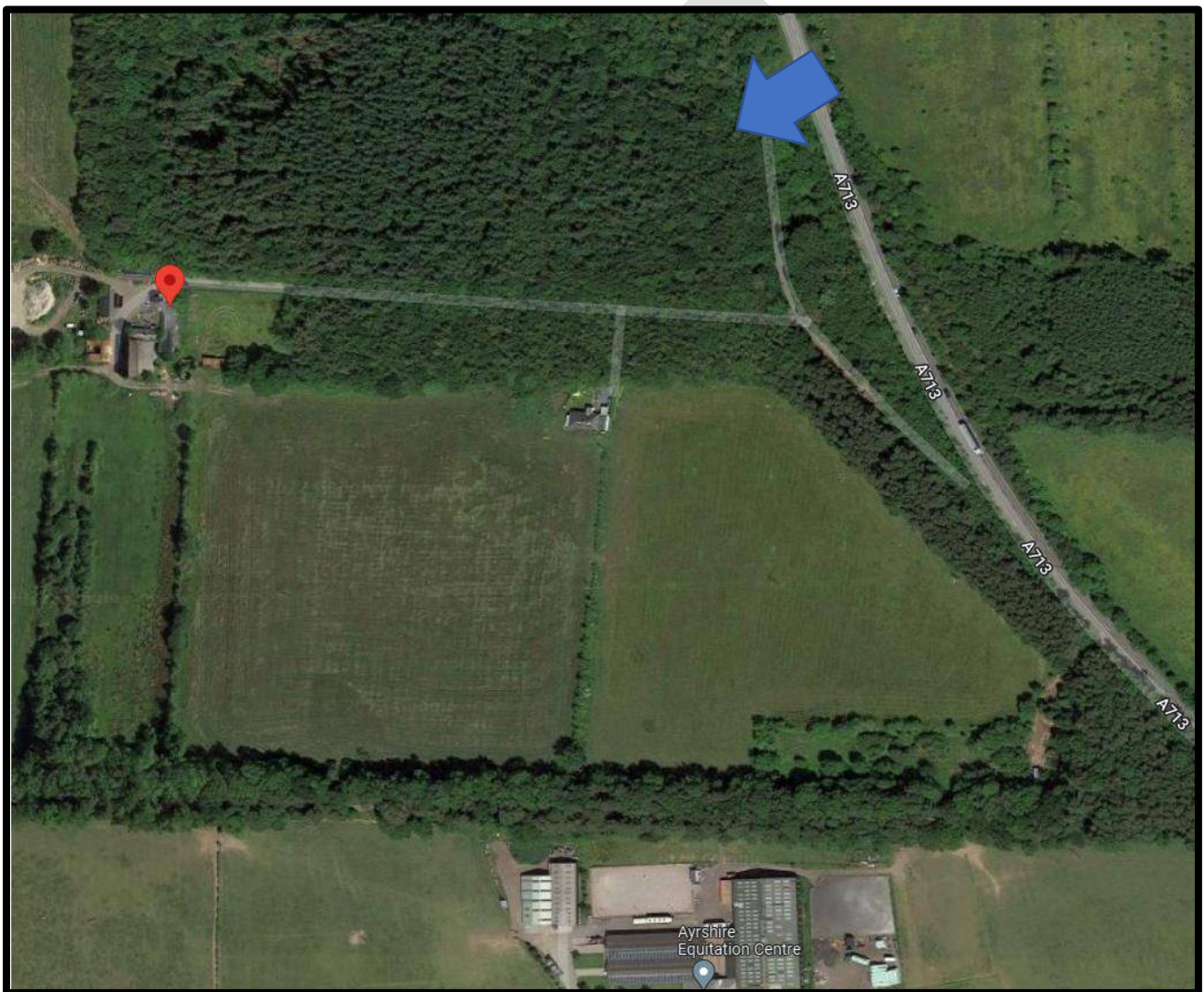


Figure 2 – Location Plan with access road highlighted from A713 Road



#### 4.0 Topography

Topography varies across the site with the high ground generally located to the South East corner of the site (109mAOD) and falling towards the lowest point at the North West boundary (75mAoD). This equates to an existing longitudinal fall of approximately 1 in 14. It should be noted that this relates to the Wooded area known as Cockhill Wood and not the development parcel which will be a smaller area.

The existing levels at the four corners of the site are as follows:

- North Boundary = 75m -90m AoD
- East Boundary = 95m – 109m AoD
- South Boundary = 95m – 109m AoD
- West Boundary = 75m – 95m AoD

Consideration should be given to the existing site topography during development of Architectural Layouts to ensure proposed layouts work with site levels. Our site visit noted that the tree belt along the southern/eastern boundary was at a higher level than the rest of the existing site with levels generally falling north/westwards. This will require consideration for the proposed access road.



Figure 3 – Location Plan showing OS Map contours

We have still to undertake a topographical survey from the site. However, we approached 4 Topographical Survey Consultants to provide quotations for the works. A tender analysis report was produced providing recommendations.

## 5.0 Historic Site Use

A review of the historic site maps (Old Maps online) was carried out for the following dates: 1863, 1897, 1905, 1955 and 1957. The historic maps have indicated the site has always been a greenfield land parcel/open countryside or forestry.

## 6.0 Archaeology

We are not aware of any archaeology report being carried out for the site. Therefore, we have no evidence of archaeologically significant features at or near the site. The West of Scotland Archaeology Free Online Resources Service has highlighted the following features near our site. This relates to The Old Galloway Road, built on the line and occasionally on the remains of the alleged Roman road – ‘Dunston Hill’. This is to the east of Cockhill Farm/Woodlea and appears to run diagonally through the proposed site. We have appended the information in Appendix C.

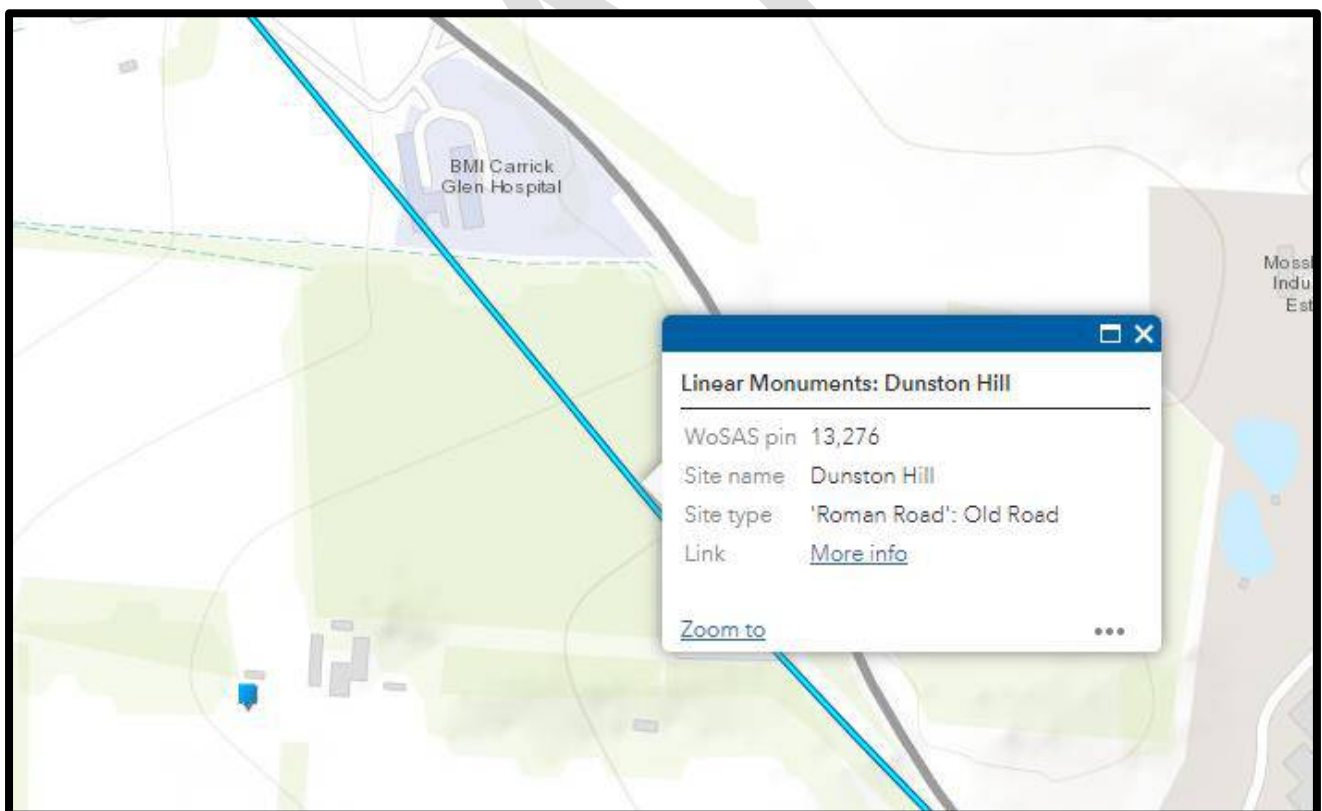


Figure 4 – Extract from West of Scotland Archaeology Online Resources Service

## 7.0 British Geological Survey Review (BGS Geindex Service)

A review of the available on-line free resources from the British Geological Survey (BGS) was undertaken. An extract is shown below.

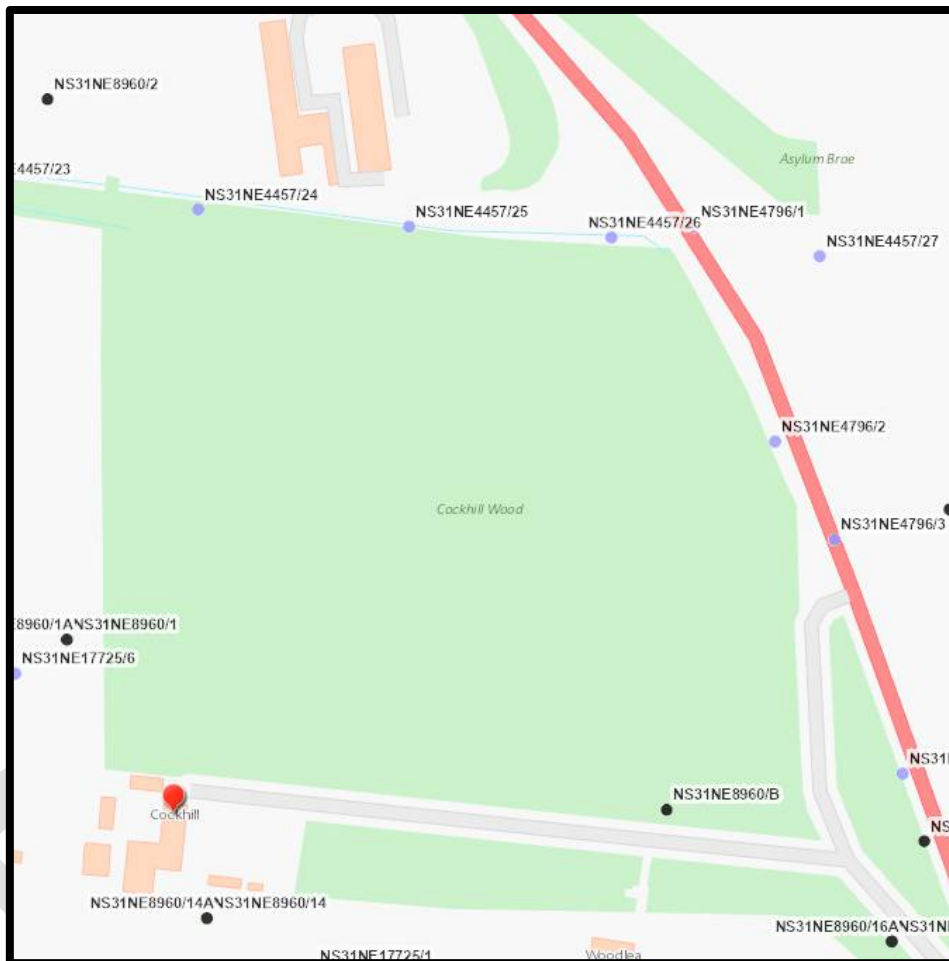


Figure 5 – Extract from BGS Geindex Viewer

Certain BGS information cannot be viewed as it is Confidential. We have appended the nearest information to our site in Appendix D.

## 8.0 Mineral/Geotechnical

No site investigations to date have been carried out for the existing site. A review of historical borehole records was carried out from online geological mapping to gain an understanding of the substrata. The BGS generally reports the ground conditions as –

Site Investigation Record & Year	Ground Conditions Encountered	Depth (m)
BH2 – 1978	Topsoil/ Ash&Rubble /Stiff Brown Sandy Clay /Stiff brown boulder clay	0 – 4.0m
BH3 - 1978	Topsoil/ Firm grey/brown Sandy Clay / Firm>Stiff brown boulder clay	0 – 4.0m
BH26 - 1978	Topsoil/ grey/brown Silty Clay / Stiff brown boulder clay	0 – 4.20m

Table 1 – Summary table showing nearest ground conditions

## 9.0 Mining

The site lies within the Coal Authority defined Coal Mining Reporting Area and Surface Coal Resource Area and a detailed report should be carried out by a Geo-Environmental Consultant. The Coal Authority Interactive UK Mapping Service has indicated no workings (Past, Present or Shallow) are recorded within the site or its surroundings. No mine entries or abandoned mines are noted.

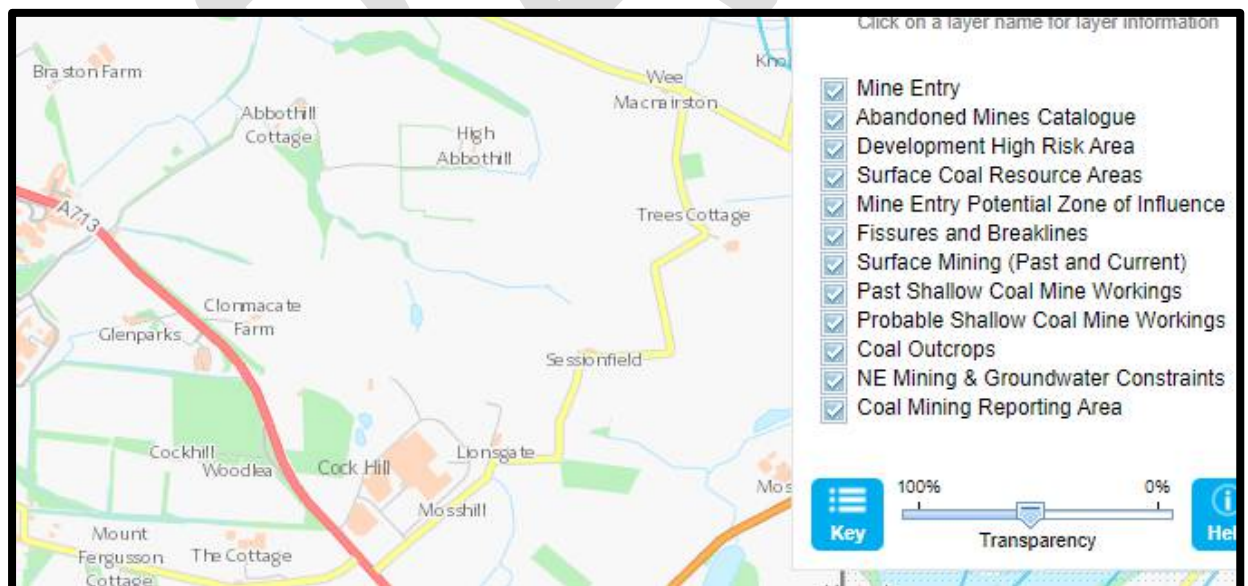


Figure 6 – Extract from Coal Mining Authority Interactive Map Viewer

## 10.0 Gas/ Environment

No site investigation works have been carried out to determine the exact gassing requirement for the site. A review of the UK Radon Mapping has highlighted the site is within the lowest band for radon with a maximum radon potential of less than 1%. This site has been identified as being within a low probability radon area and it is likely that no preclusion measures are required for this Gas. However, detailed investigations should be undertaken to confirm.

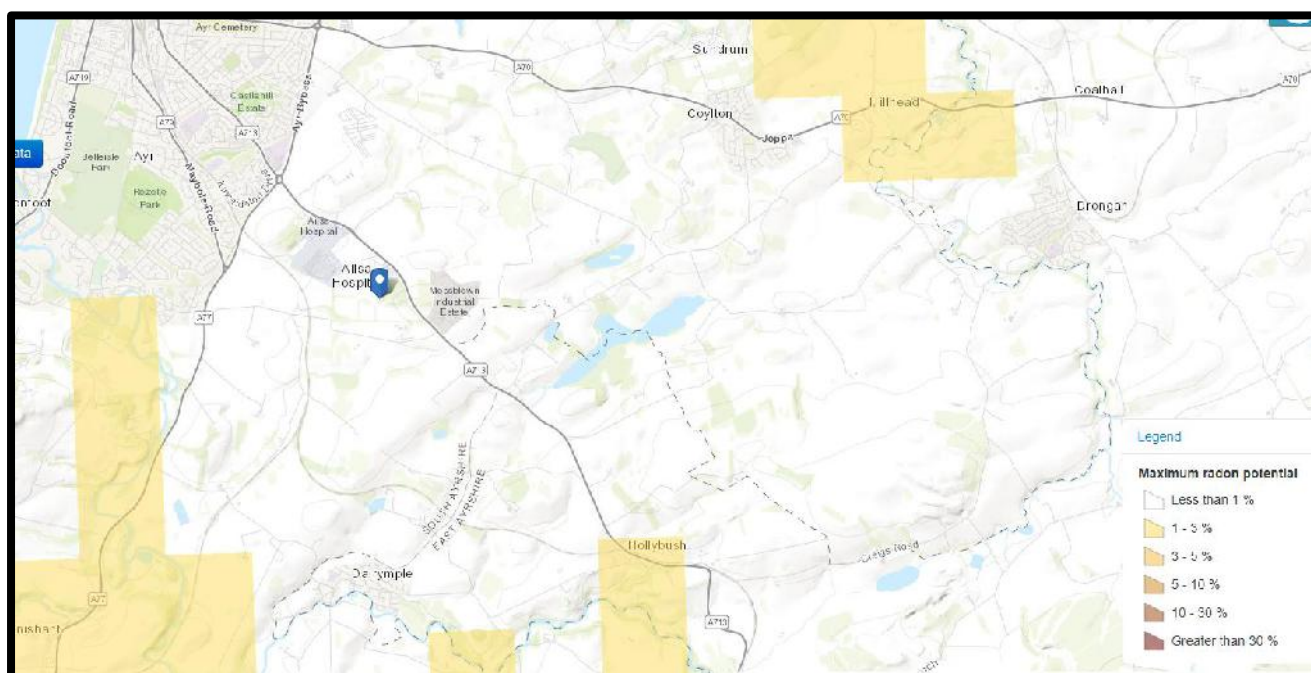


Figure 7 – Extract from Radon Interactive Map Viewer

## 11.0 Contamination/ Sulphates

Given the site has been undeveloped over the years and remained a greenfield site, it is unlikely there will be many risk sources of contamination to the land. However, a detailed site investigation should be carried out to confirm presence of any potential contamination within the land.

## 12.0 Ecology

No ecology report has been prepared for the development.

There appears to be open countryside and tree belt within the site and a habitat/ecological survey should be carried out to confirm the presence of any protected species. This is likely to be required for Planning purposes.

### 13.0 Arboriculture

It should be noted that there appears to be a significant tree line running along the perimeter of the site boundary. A tree survey may be required should any of the trees be removed. Again, this is likely to be required for Planning purposes. We understand that certain areas of Cockhill wood have been subject to de-forestation. As keeping with typical Forestry policy – the perimeter trees have been left with the remaining trees cut to stump level above ground.

No invasive plant survey has been carried out to confirm the presence of any problematic species on site such as Japanese Knotweed, Himalayan Balsam etc. This could be carried out during the Site Investigation works or by an independent Arboriculturist report.

### 14.0 Drainage

#### 14.1 Existing Surface Water Drainage

Scottish Water records show there is currently no Surface Water infrastructure within the site, which is in keeping with the previous agricultural land use. However, it should be noted that it may be possible that land drainage exists within the site which will be encountered and disturbed during the proposed development works. There is likely to be a series of field drains within the site development to encourage irrigation and drainage at the site.

The records show Issues/watercourse on the northern boundary – see Figure 8. We noted during our site visit that there is a small watercourse within the wooded area on the northern boundary. There is also a storm water outfall within the boundary. We could not determine the extents of this watercourse. Our site visit of 12<sup>th</sup> April shows that the 750mm diameter surface water sewer terminates within the site as a concrete headwall on the northeastern boundary. We noted that the coordinates for the storm water outfall were E236818, N618116.

#### 14.2 Proposed Surface Water Drainage

The surface water drainage will incorporate traditional road gullies or SUDS system that connects into an end of line SUDS feature such as a porous paving or a conveyance Swale. The outfall from the SUDS features will connect into the existing issues or minor watercourse along the northern boundary.

The Scottish Water Service Drawings indicate two pipes running along the northern boundary of the site with Carrick Glen. One of these is noted to be a 750mm diameter surface water sewer.

It would be prudent to ensure that there is provision for a surface water connection from the development and approval must be sought from Scottish Water and the relevant Statutory Authorities.

We have not carried out any calculations to show the size of the SUDS scheme. However, it is likely that SUDS feature will incorporate a minimum attenuation and storage volume for the 1 in 30-year event + 40% Climate Change. This will include a 1 in 200-year flooding design check. The size and layout of the SUDS feature will be confirmed during detailed design.

The Greenfield run off rate will require to be calculated for the SUDS features. This will be the controlling discharge for the proposed development. This will require to be agreed with South Ayrshire Council and Scottish Water.

It should be noted that the South Ayrshire Council Local Authority Flooding Department will request the SUDS feature sized to allow for temporary storage during the 1 in 30/200-year storm events. Enquiries with the relevant parties should be made early in the development process to ensure agreement is reached between Scottish Water and the Local Authority regarding any adoption agreement.

It is also likely that Scottish Water will require a CCTV prior to connection approvals.

#### **14.3 Existing Foul Water Drainage:**

Scottish Water records show there is currently no Foul Water infrastructure within the site, which is in keeping with the previous agricultural land use. We are unsure at present of foul water drainage for the nearby Carrick Glen Hospital. It is thought likely that this connects to the combined sewer nearby.

The Scottish Water Service Drawings indicate two pipes running along the northern boundary of the site with Carrick Glen. One of these is noted to be a 375mm diameter combined sewer -likely taking foul and storm water. This pipe originates in the Mosshill Industrial Estate to the east of the development. They appear to head in a northern direction before heading westwards to the north of Cockhill Farm and Woodlea House – see Figure 8.



Figure 8 – Extract from Scottish Water Drainage Plans

A Pre-Development Enquiry should be submitted to Scottish Water to confirm capacity of the local Wastewater network prior to detailed design.

#### 14.4 Proposed Water Supply Pipes

Water supply pipes are noted to run in the main A713 Road. The service plans show Cockhill Farm and Woodlea are served by water supply pipes in the access road leading to the properties. It is also likely that water supply pipes feed the Carrick Glen private hospital to the north.

Water supply pipework will require a UKWIR Assessment along the proposed water supply route associated with any new development. This will be carried out as part of the site investigation works.

A Pre-development enquiry should be submitted to Scottish Water to confirm the network can supply the proposed development.

We have appended the Drainage and Services Plans in Appendix E.



## 15.0 Roads

Finalised road construction will be verified following the provision of CBR testing at 25m centres on the underlying strata along the proposed road length. A selection of initial CBR testing should be undertaken as part of the site investigation works to gain an insight into the underlying strata. If the access road is to remain private, this requirement would not be so onerous.

Our site visit noted that the tree belt is at a higher level than the rest of the site with levels generally falling northwards. New access roads will require to form the development with gradients no steeper than 1 in 13 or 15. A topographic survey will be required to confirm suitable design levels for the roads and development.

At this stage, it should be assumed that any adopted roads would require a full road box construction.

## 16.0 Flooding

A review of the SEPA Flood maps confirms that the site is not at risk of flooding from Rivers, Coastal or Surface Water. See attached extract below. There appears to be a low to high likelihood of surface water flooding along the northern boundary of the site within the Glen Carrick development. This is noted generally in the middle of the Private hospital site.

It is likely that South Ayrshire Council will request a detailed Flood Risk Assessment should be carried out for the development during the Pre-Planning Enquiry.

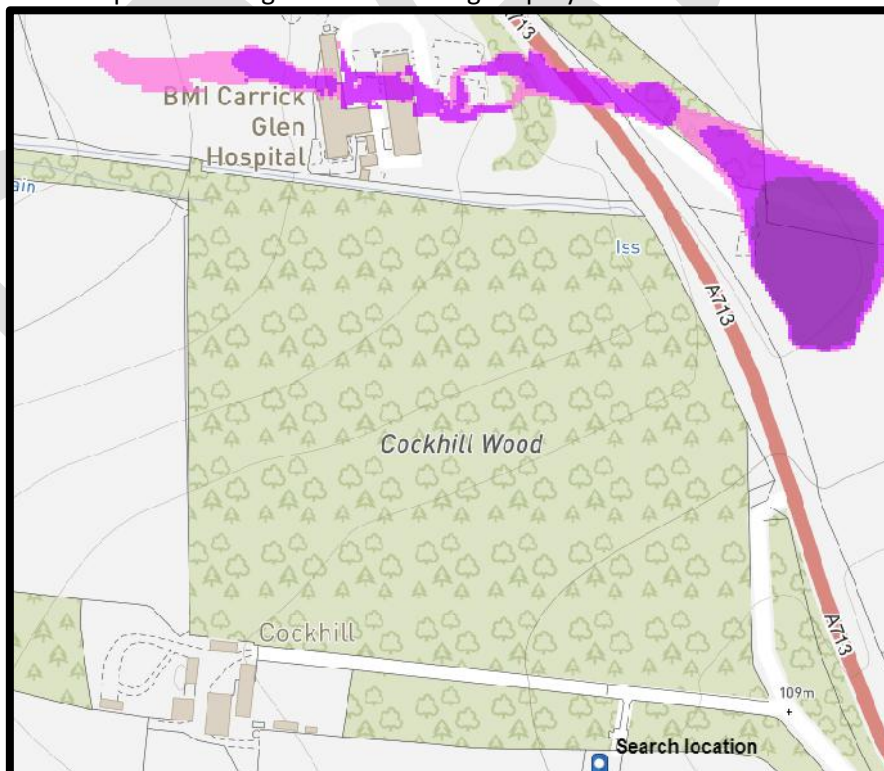


Figure 9 – Extract from SEPA Flood Maps

## 17.0 Existing Services

In addition to the existing drainage services discussed in sections 14.2 and 14.3, the following utilities infrastructure is located within the vicinity of the site:

### 17.1 Water:

Scottish Water records show that there is a 150mm – 200mm Diameter in the grass verge within the main A713 Road. There is also a 90mm HPPE Water supply pipe located within the access road leading to Cockhill Farm. This heads past Cockhill Farm before heading southwards towards the Ayrshire Equitation Centre. A 2" Cast iron pipe is also noted to head north after Cockhill Farm.

Figure 10 below shows a 150mm/200mm DIL supply pipe on both sides of the A713 Road verge.

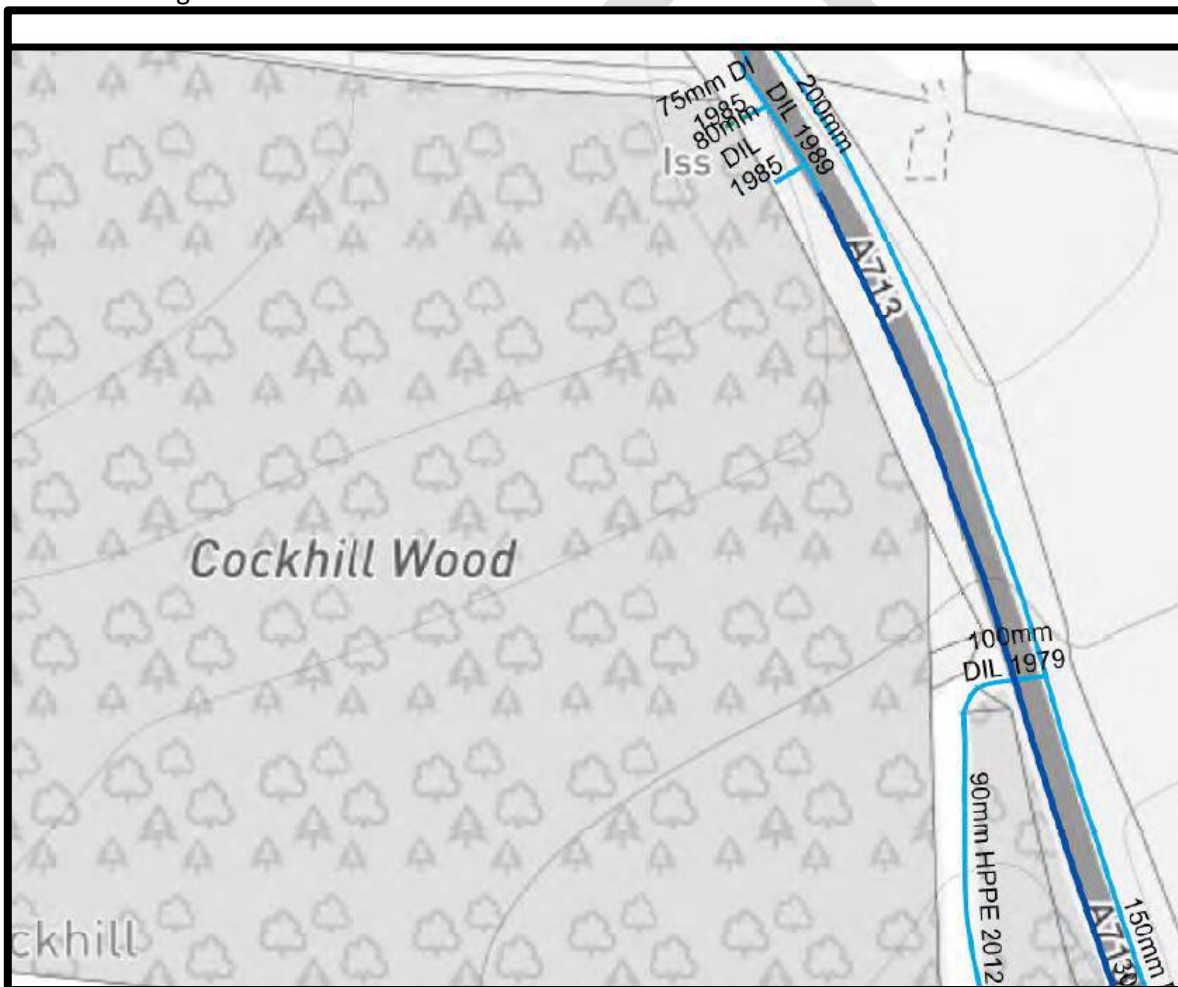


Figure 10 – Extract from Scottish Water Water Supply Drawings

A Pre-Development Enquiry should be submitted to Scottish Water to confirm the proposed development can be supplied.

### 17.2 Gas:

SGN utility plans show that there are no services present within our site. Enquiries should be made to SGN to ensure sufficient capacity is available to service the proposed development if required.

### 17.3 Electricity:

Scottish Power Energy Network location plans appear to show there are no overhead cables or plant within the areas of the alternative site. Figure 11 shows overhead cables and poles on the other side of the A713 road heading northwest, but do not appear to enter the alternative site.

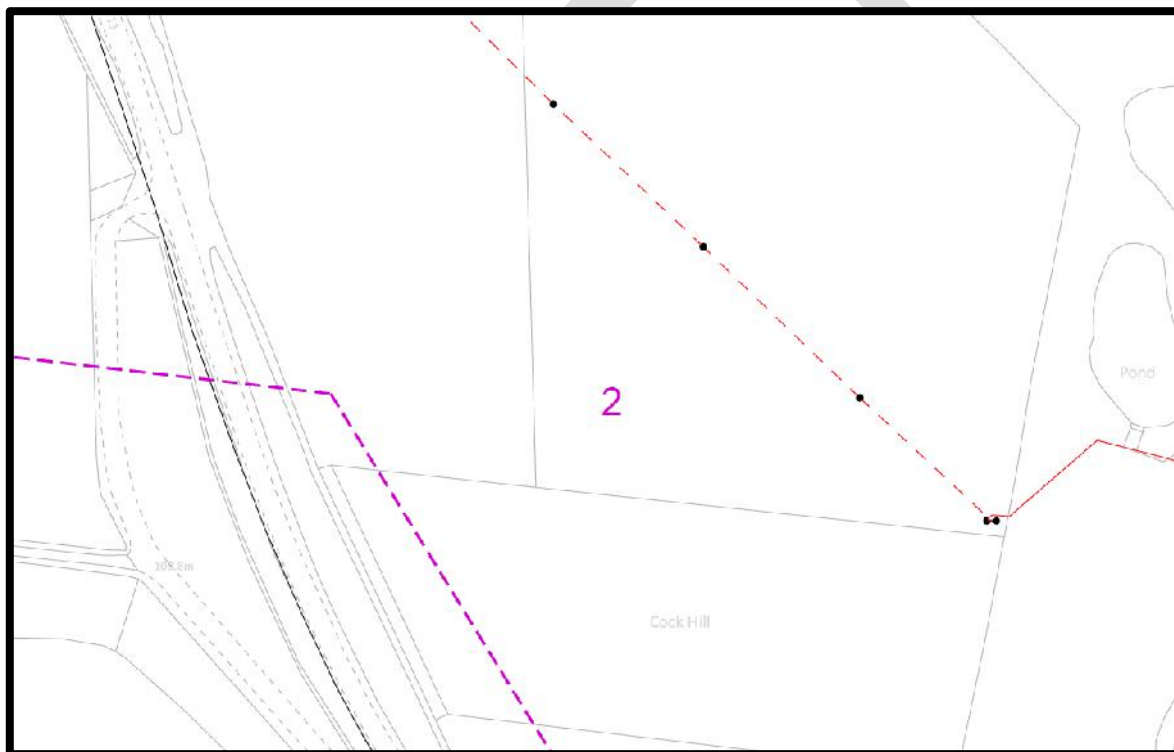


Figure 11 – Extract from SPEN Services plans – cables noted on other side of A713 Road

Electricity cables are noted to head south from Cockhill Farm and Woodlea in the SPEN drawings.

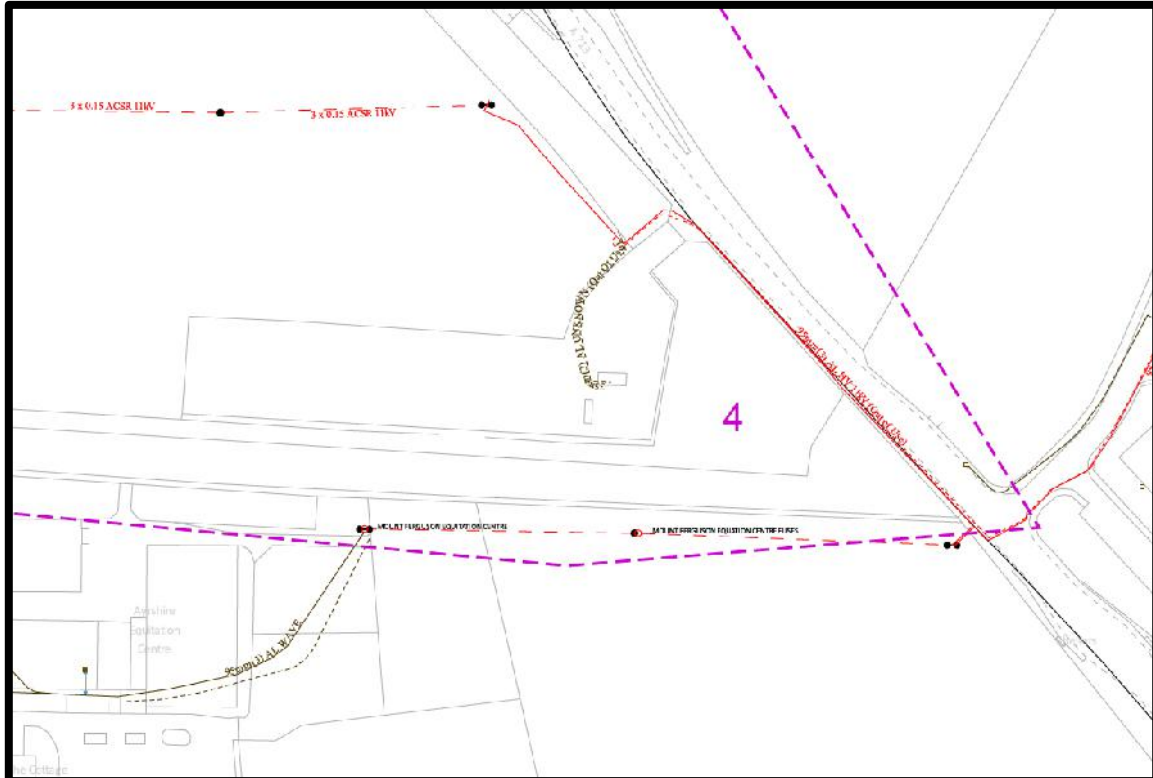


Figure 12 – Extract from SPEN Services Plans – underground and overground Cables noted within site

The above extract shows 95mm AL HV underground cables in the main A713 Road heading north but is shown as Out of Use. This enters our site boundary next to the existing fence/gate. The cable is shown as underground until it heads in a western direction on poles above ground. The drawings show 3 \* 0.15 ACSR 11kv cables above ground.

#### **17.4 Telecommunications:**

BT/Openreach plans show that the Industrial estate to the west is served by BT plant. The utility plans have indicated Cockhill farm is served by BT apparatus also with poles running south from Cockhill Farm. The drawings show a BT box outside the entrance to Woodlea House. BT Poles and overhead lines are evident on the access road to Woodlea/Cockhill Farm. Enquiries should be made to BT/Openreach to discuss diversion works if required. Sky and Virgin service plans both show that there is no plant or services within the vicinity of the site.

We have appended the Services Information in Appendix F. Our photographs in Appendix B show the BT poles and overhead cables on site access road.

## **18.0** Foundations

Foundation solutions shall be determined following receipt of the detailed Site Investigation. A review of the online BGS service shows likely ground conditions will include a sandy clay overlying stiff boulder clay.

## **19.0** Cut and Fill

Based on the existing topography of the site a cut/fill exercise will be required to form the development platforms and access road. Levels should remain as close to existing levels where possible when ground conditions permit to minimise the extents of the cut and fill exercise. Consideration should be given to the existing access road levels as this will form the proposed development access road. Existing drainage levels should be considered as the site drainage is likely to require to connect along the northern boundary.

## **20.0** Retaining Walls

Based on the existing topography of the site we are of the opinion that retaining walls will be required between plots or roads to minimise the extent of cut/fill and achieve the desired proposed layout. However, this will be confirmed following further detailed design.

Exact retaining wall locations and heights will be determined during detailed design. However, we are of the opinion that the any retaining walls will not be excessive and sloped embankments maybe utilised.

The architectural layout should take cognisance of the existing site levels to minimise the proposed retention requirement with consideration given to the proposed location of the access road and units located on the flattest part of the site.

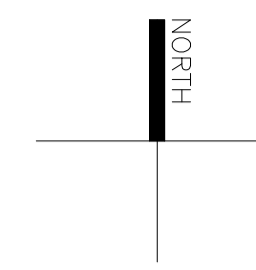
## **21.0** Capping

Given the site has been undeveloped over the years and remained a greenfield site, it is unlikely there will be capping requirements within the landscaped areas of the site. However, a detailed site investigation should be carried out to determine capping requirements across the site.

At this stage, it should be assumed that any adopted roads will require a full 600mm capping layer.

**Appendix A –**  
Proposed Architects Layout

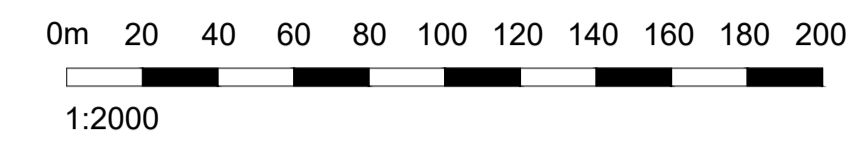
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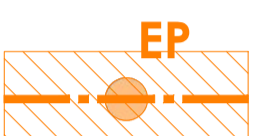
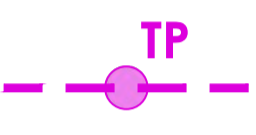


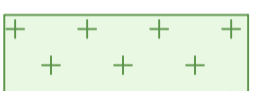

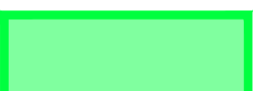
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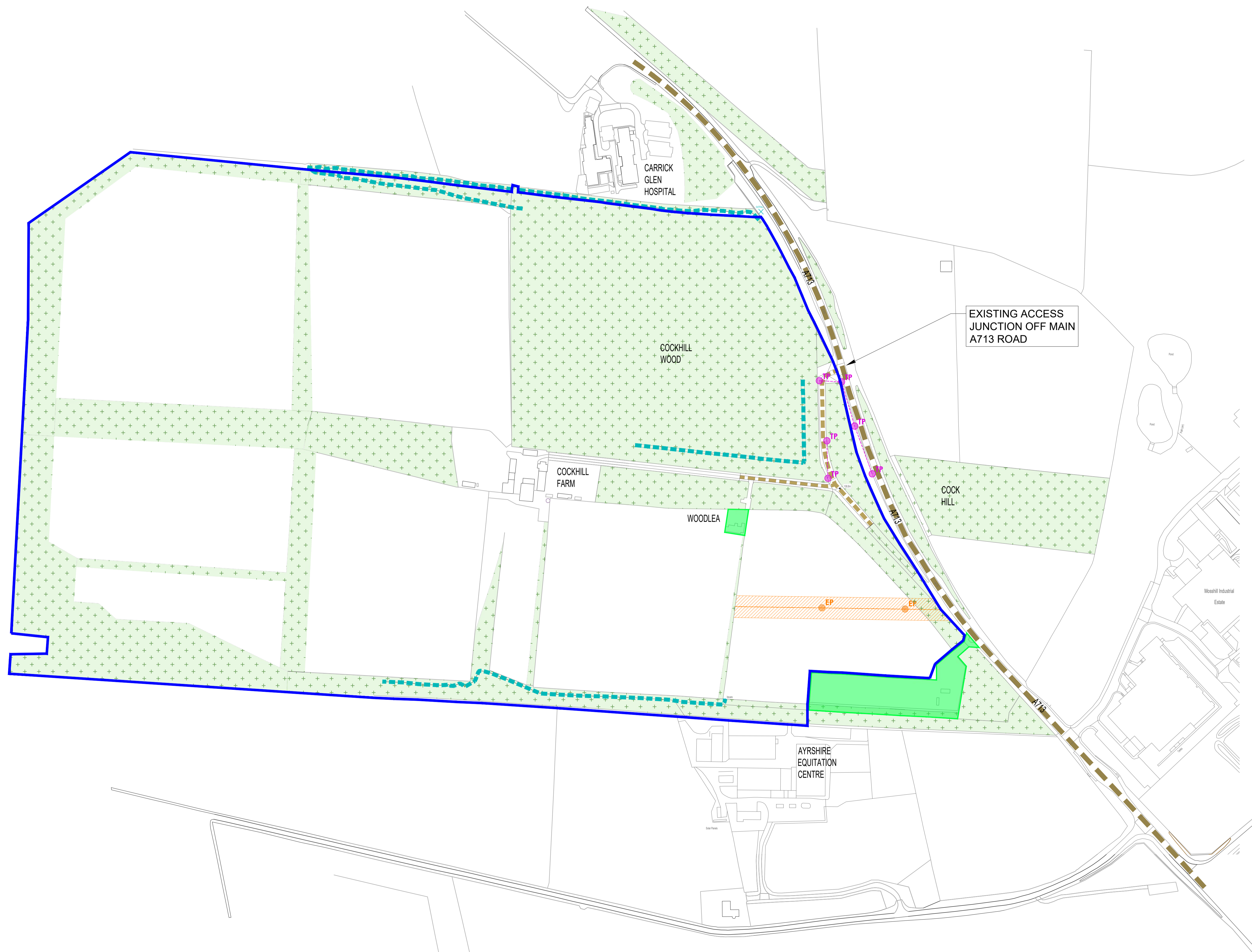
Do not scale from this drawing. All dimensions to be checked by the contractor before construction and prior to the fabrication of any component. Discrepancies to be reported to LMA Architects

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**KEY**

-  SAC OWNERSHIP BOUNDARY  
(based on Title Plan Information received from SAC )  
Site Area: approx. 120.3 Acres / 48.683 Ha
-  EXISTING ELECTRICITY POLES AND OVERHEAD CABLES WITH 10M (TBC) CLEARANCE ZONE (Poles are approx. 6m tall with 3 electric cables approx. 1.7m apart).
-  EXISTING TELEPHONE POLES AND OVERHEAD CABLES (Pole / Cable height TBC)
-  A713 MAJOR ROAD
-  EXISTING ACCESS ROAD
-  EXISTING TREE LINE
-  MINOR WATERCOURSE / BURN
-  PRIVATE OWNERSHIP BOUNDARY



Revision	Date	Description	By
P1	11.05.22	Up-dated as per Client comments.	KR

**LMA ARCHITECTS**

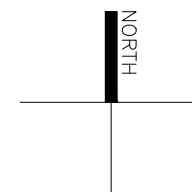
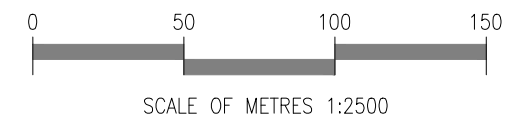
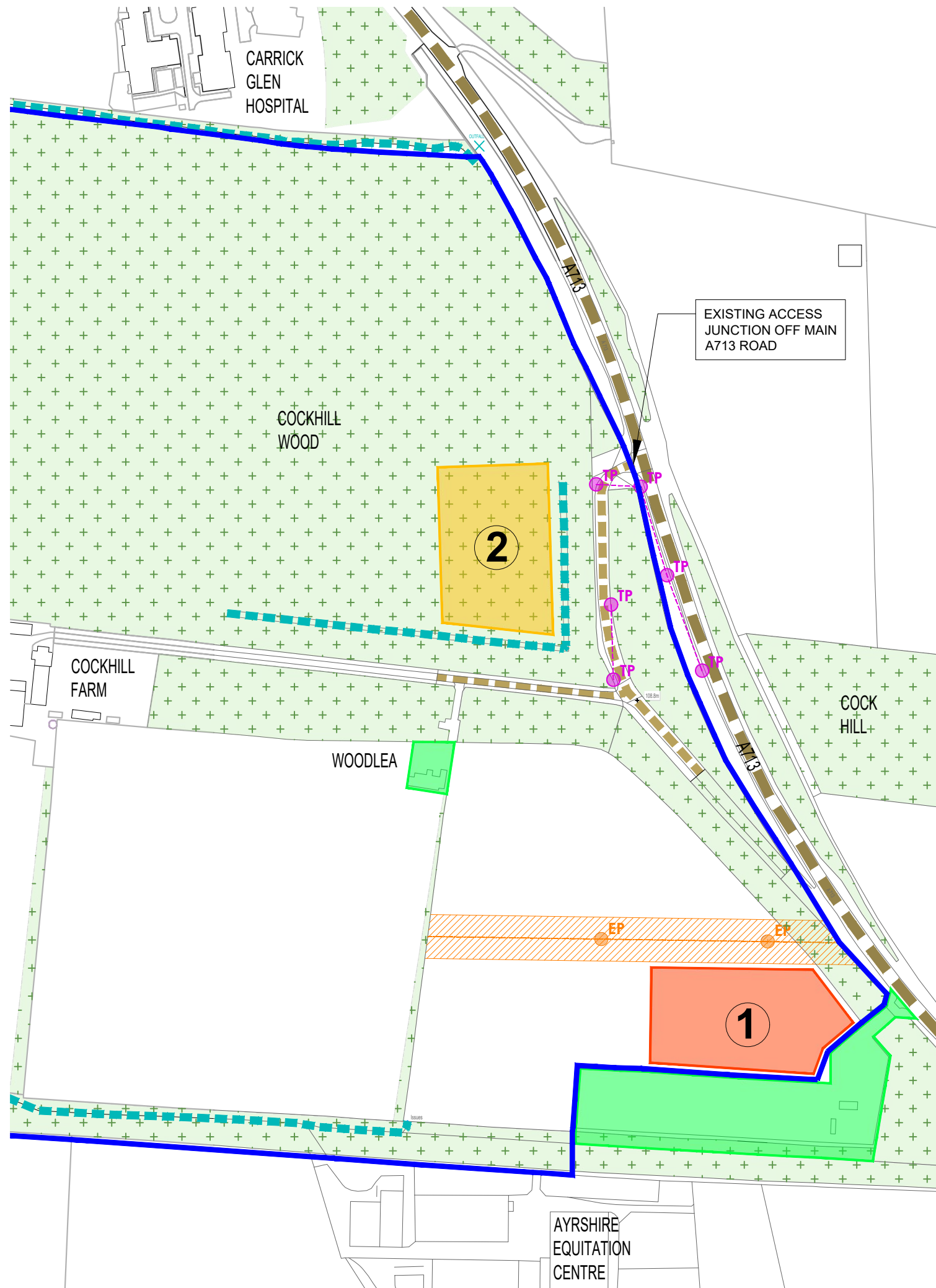
100 West George Street | Glasgow, G2 1PP | 01412642991  
 Suite G1 | 18 Wellington Square | Ayr, KA7 1EZ | 01292 611727  
 studio@l-m-a.co.uk | www.l-m-a.co.uk

Client  
**South Ayrshire Council**

Project  
**Proposed Travellers Transit Site  
Cockhill Farm, Ayr  
KA6 6AH**

Description  
**Location Plan & Site Observations**

Status		
<b>Feasibility</b>		
Job Number	Drawing Number	Revision
22-3_2373	EX(00)001	P1
Scale	Drawn / Checked By	Date
1:2000 @ A1	KR	May '22



**NOTES**

Do not scale from this drawing. All dimensions to be checked by the contractor before construction and prior to the fabrication of any component. Discrepancies to be reported to LMA Architects

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### SITE 1

Site Area: 0.5125 Ha / 1.266 Acres

**POSITIVES**

- Good screening provided by existing treeline
- Remote location from Woodlea and Cockhill Farm

**NEGATIVES**

- Close proximity to Equitation Centre
- Site layout would be very constrained by location of existing electricity poles and clearance zone for overhead cables, possibly too narrow.
- Greater distance for new site access road and route would pass under overhead electrical cables.
- Trees would have to be felled for access road

### SITE 2

Site Area: 0.5125 Ha / 1.266 Acres

**POSITIVES**

- Good screening provided by existing treeline
- Further distance from Equitation Centre
- Better flexibility with site layout
- Shorter site access road

**NEGATIVES**

- Closer Proximity to Woodlea, Cockhill Farm & Carrick Glen Hospital
- Greater change in level from existing access road falling N/W.
- Perimeter ditch to East and South boundaries to be considered
- Currently woodland, trees would have to be felled

- KEY**
- SAC OWNERSHIP BOUNDARY (based on Title Plan Information received from SAC) Site Area: 120.3 Acres / 48.683 Ha
  - EXISTING ELECTRICITY POLES AND OVERHEAD CABLES WITH 10M (TBC) CLEARANCE ZONE (Poles are approx. 6m tall with 3 electric cables approx. 1.7m apart).
  - EXISTING TELEPHONE POLES AND OVERHEAD CABLES ( Pole / Cable height TBC )
  - A713 MAJOR ROAD
  - EXISTING ACCESS ROAD
  - EXISTING TREE LINE
  - MINOR WATERCOURSE / BURN
  - PRIVATE OWNERSHIP BOUNDARY

Revision	Date	Description	By
P1	11.05.22	Up-dated as per Client comments	KR

**LMA ARCHITECTS**

100 West George Street | Glasgow, G2 1PP | 01412642991  
 Suite G1 | 18 Wellington Square | Ayr, KA7 1EZ | 01292611727  
 studio@l-m-a.co.uk | www.l-m-a.co.uk

Client  
**South Ayrshire Council**

Project  
**Proposed Travellers Transit Site  
 Cockhill Farm, Ayr  
 KA6 6AH**

Description  
**Site Options & Constraints**

Status  
**Feasibility**

Job Number	Drawing Number	Revision
22-3_2373	EX(00)002	P1
Scale	Drawn / Checked By	Date
1:2500 @ A3	KR	May 22



## Appendix B –

Photographs taken 12/04/22

DRAFT



GENERAL VIEW ON SITE ENTRANCE – BT POLES AND OVERHEAD CABLES EVIDENT



GENERAL VIEW ON DE-FORESTED AREA WITHIN COCKHILL WOOD



GENERAL VIEW ON DE-FORESTED AREA WITHIN COCKHILL WOOD



GENERAL VIEW ON DE-FORESTED AREA WITHIN COCKHILL WOOD – LOOKING TO A713 ROAD



GENERAL VIEW ON DE-FORESTED AREA WITHIN COCKHILL WOOD



GENERAL VIEW ON DE-FORESTED AREA WITHIN COCKHILL WOOD



GENERAL VIEW ON BURN AT NORTHWEST BOUNDARY AT BOTTOM OF SITE



GENERAL VIEW ON BURN AT NORTHERN BOUNDARY



GENERAL VIEW ON STORM WATER OUTFALL – BEHIND TREE/BRANCHES - E236818, N618116

## Appendix C –

West of Scotland Archaeology Information

DRAFT

## WoSAS Pin: 13276

**Site Name:** Dunston Hill

**Alternative Name(s):**

**Monument Type:** 'Roman Road': Old Road

**Council:** East Ayrshire

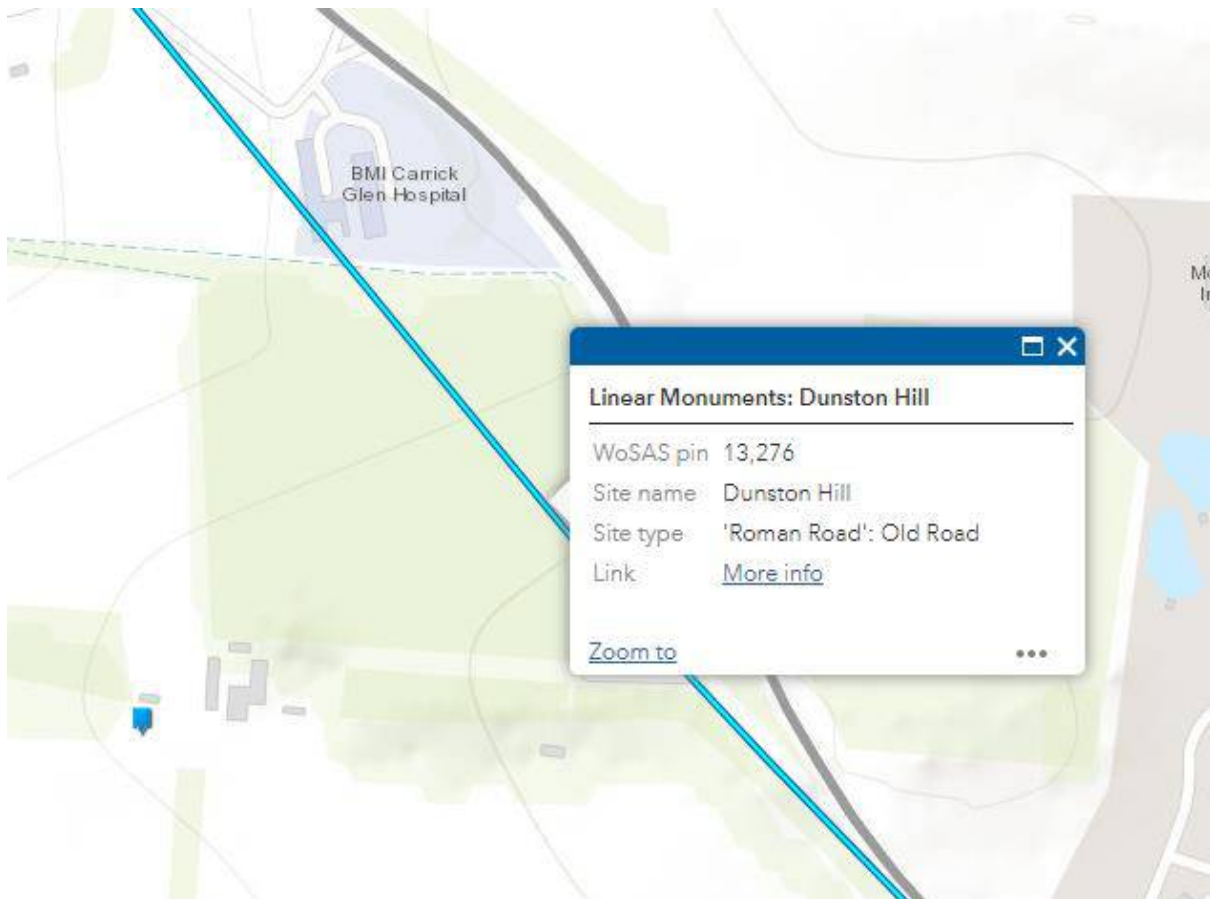
**Parish:** Dalrymple

**Map Sheet:** NS415W

**Grid Reference:**

**Canmore Number:** [78895](#)

**Non-Statutory Register Code:** N





## Site Report

WoSASPIN 13276

NS 4000 1433 - NS 4499 1075

Roman Road.

Chambers, 1824(?), p.448

Entered WoSAS (CF) 07/02/01

This road was 10ft to 11ft wide with large edging stones  
revetting smaller stones.

NSA, 1845, p.80

Entered WoSAS (CF) 07/02/01

The Old Galloway Road, built on the line and occasionally on  
the remains of the alleged Roman road.

Name Book

Entered WoSAS (CF) 07/02/01

Possibly 17th to 18th century road.

Visited by OS (JLD) 21 July 1954

Information from OGS Crawford (undated) suggests that an  
excavation was undertaken at NS 4094 1325 by J MacDonald.  
Presumably this was to test the line of the alleged Roman Road,  
but the results are unknown.

Entered WoSAS (CF) 07/02/01

## Further Reading and Sources

**NSA** , The new statistical account of Scotland by the ministers  
of the respective parishes under the superintendence of a  
committee of the society for the benefit of the sons and  
daughters of the clergy. Edinburgh.(1845)

**Ordnance Survey** , Name Book (County), Original Name Books  
of the Ordnance Survey.(n/a)

**Chalmers, G** , Caledonia: or a historical and topographical  
account of North Britain. Paisley.(1887)

## Appendix D -

BGS Geoindex Service Information

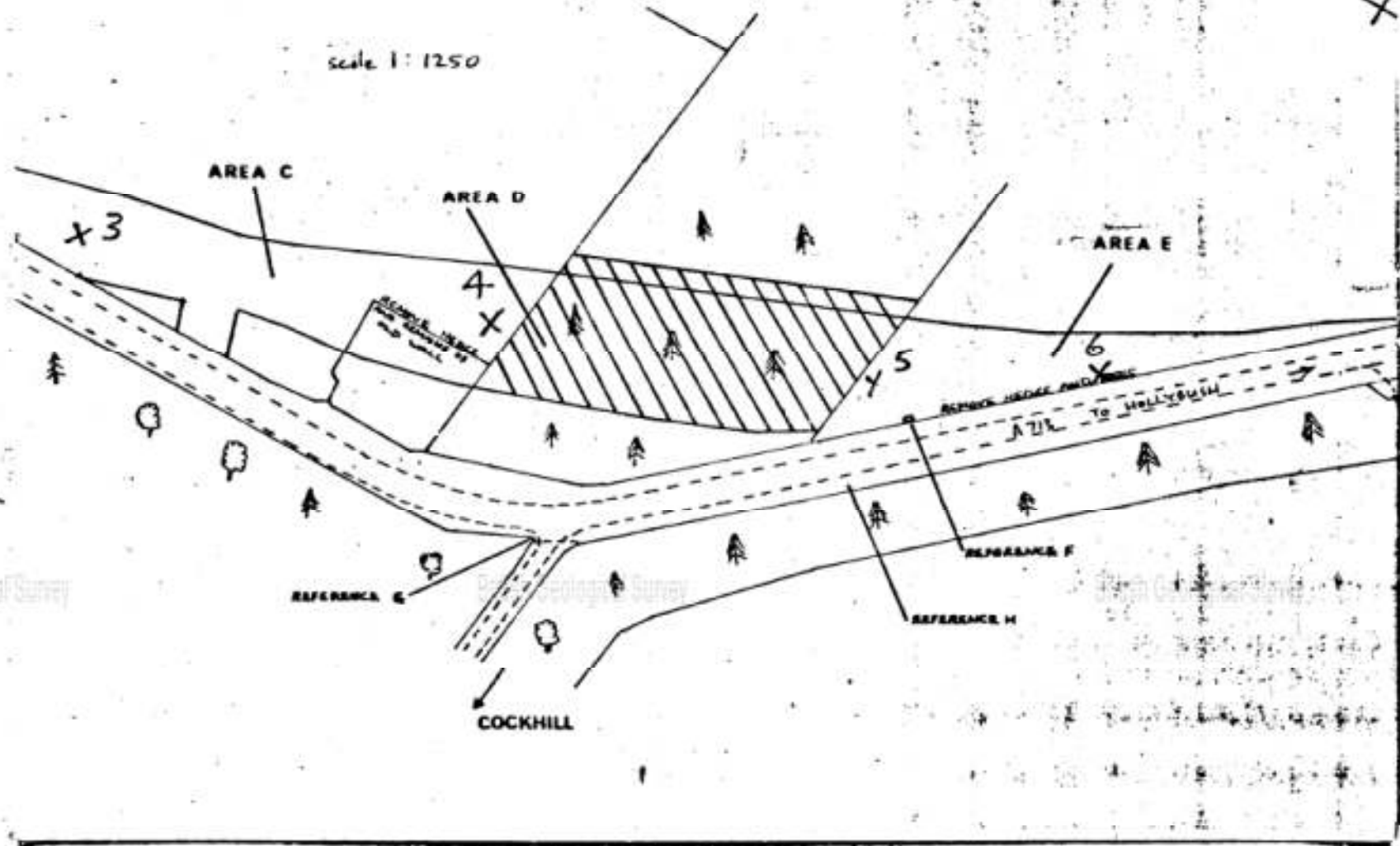
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British Geological Survey

British Geological Survey

British Geological Survey

scale 1:1250



British Geological Survey

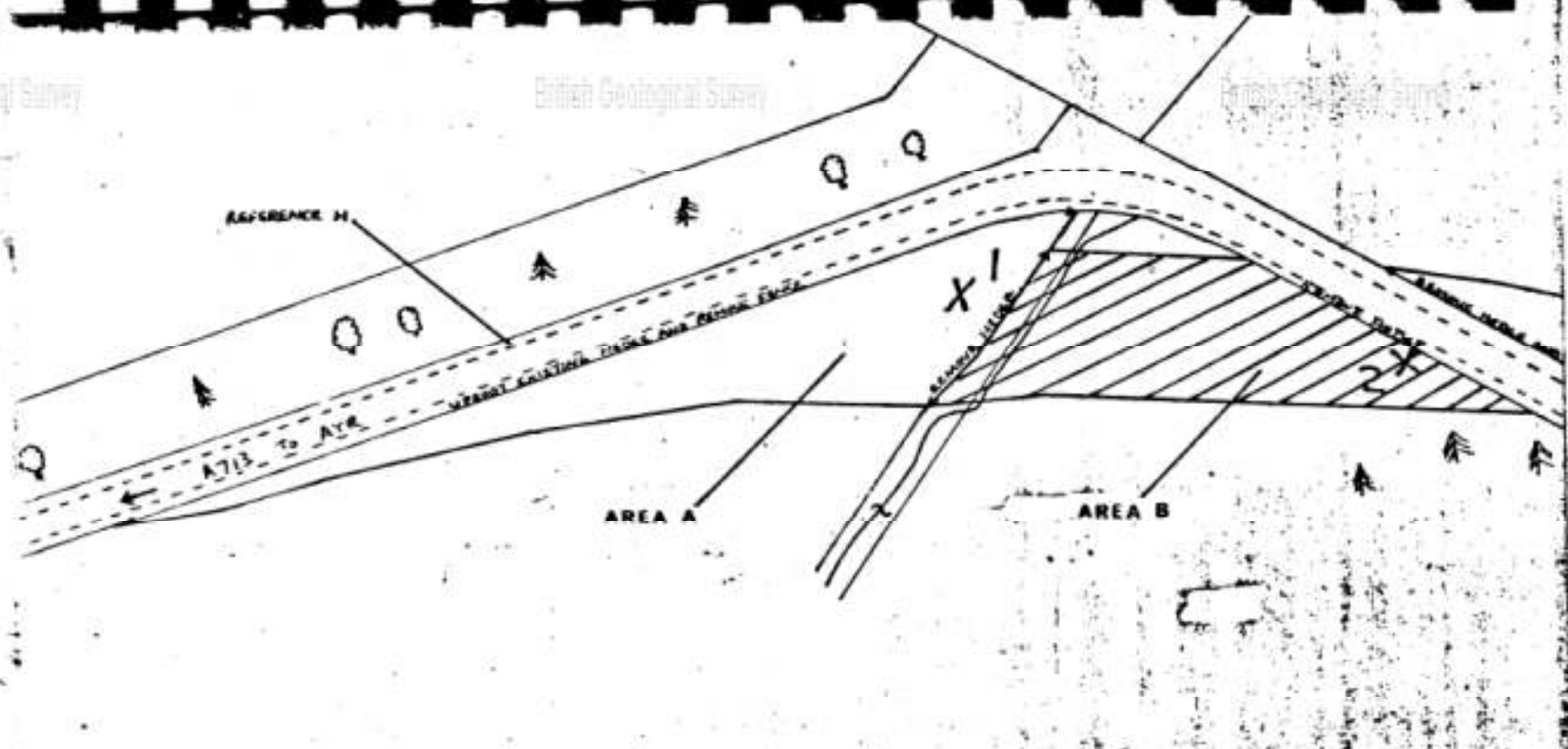
British Geological Survey

British Geological Survey

British Geological Survey

British Geological Survey

British Geological Survey









British Geological Survey

British Geological Survey

British Geological Survey

scale 1:1250

AREA A	PASTURE	3,540 m <sup>2</sup>
AREA B	PLANTATION	3,600 m <sup>2</sup>
AREA C	PASTURE	3,560 m <sup>2</sup>
AREA D	MATURE WOODLAND	4,300 m <sup>2</sup>
AREA E	PASTURE	2,580 m <sup>2</sup>

SITE:		CO-ORDINATES:		BOREHOLE NO.			
ATR A713 Cookhill				2			
MACHINE:		BOREHOLE DIAMETER:		COMMENCED: 7-11-78			
Pilon Wayfarer		150 mm		COMPLETED: 7-11-78			
GROUND LEVEL:							
Sample/Core Run Depth (m)	Sample Type/ Core Recon.	Ground Water	R.O.D. 2222 1111	Legend	Depth (m)	O.D. Level (m)	Description of Strata
					0.27		Topsoil?
					0.69		Ash and rubble (fill)
1.05-1.50	U1						Stiff mottled light and dark brown sandy clay containing gravel
1.50	D1						
					2.30		Stiff dark brown sandy clay containing gravel  (Boulder clay)
2.55-3.00	U2						
4.00	D2	DRY			4.00		

KEY: U - 0.1m dia. undisturbed sample  
 D - Disturbed sample  
 B - bulk disturbed sample  
 P1 - standard penetration test (no. of blows/300 mm)  
 W - groundwater sample  
 V - vane test

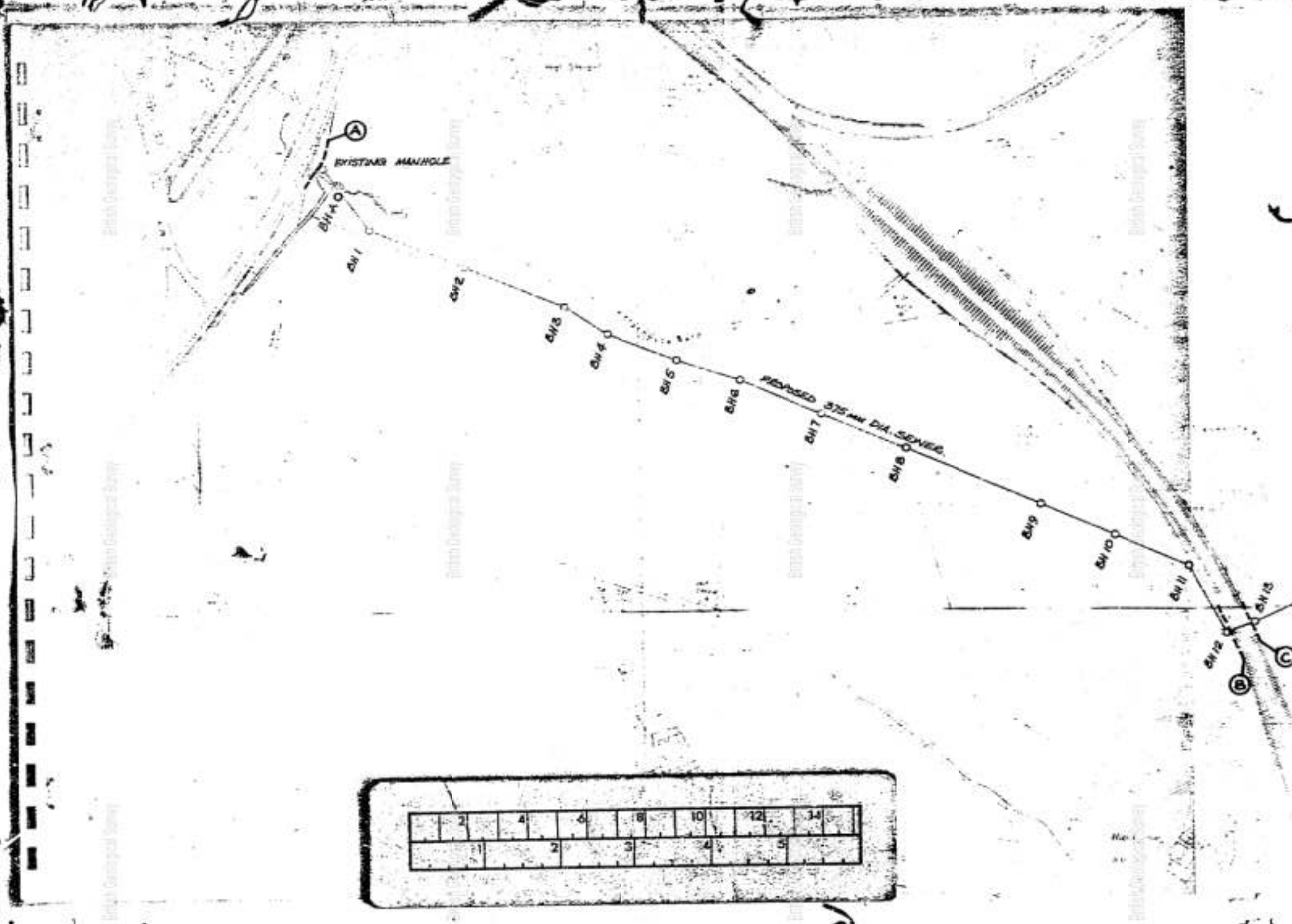
REMARKS:

MURDOCH MACKENZIE (FOUNDATIONS) LIMITED

SCALE: 1:50

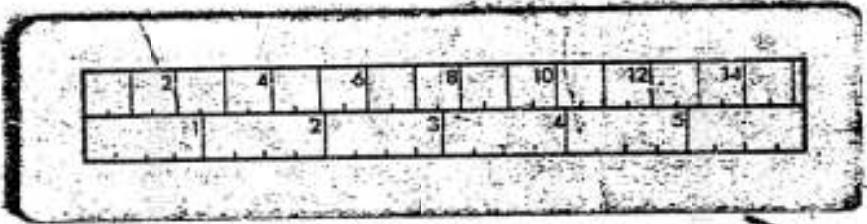
REF: 18/79

SITE:		COORDINATES:		BOREHOLE NO.		
AIR A713 Cockhill				3		
MACHINE:		BOREHOLE DIAMETER:		COMMENCED:		
Pilon Vayfarer		150 mm		8-11-78		
				COMPLETED:		
				8-11-78		
				GROUND LEVEL:		
Sample/Core Run Depth (m)	Sample Type/ Core Recovery	Ground Water	R.O.D. Legend	Depth (m)	O.D. Level (m)	Description of Strata
			RRRR	0.34		Topsoil
1.00	B1					Firm to stiff mottled dark grey and brown sandy clay containing fine and medium gravel
1.05-1.50	U1			1.50		
1.50	D1					Firm to stiff dark grey - brown changing to dark brown sandy clay containing gravel and cobbles  (Boulder clay)
2.55-3.00	U2					
3.00	D2					
3.50	B2					
		DRY		4.00		
KEY:				REMARKS:		
U - 0.1m dia. undisturbed sample				* Cobble wedged in sample tube		
D - Disturbed sample						
S - bulk disturbed sample						
PI - standard penetration test (no. of blows/300 mm)						
W - groundwater sample						
V - vane test						
MURDOCH MACKENZIE (FOUNDATIONS) LIMITED				SCALE: 1:50		REF: 10/79



EXISTING MANHOLE

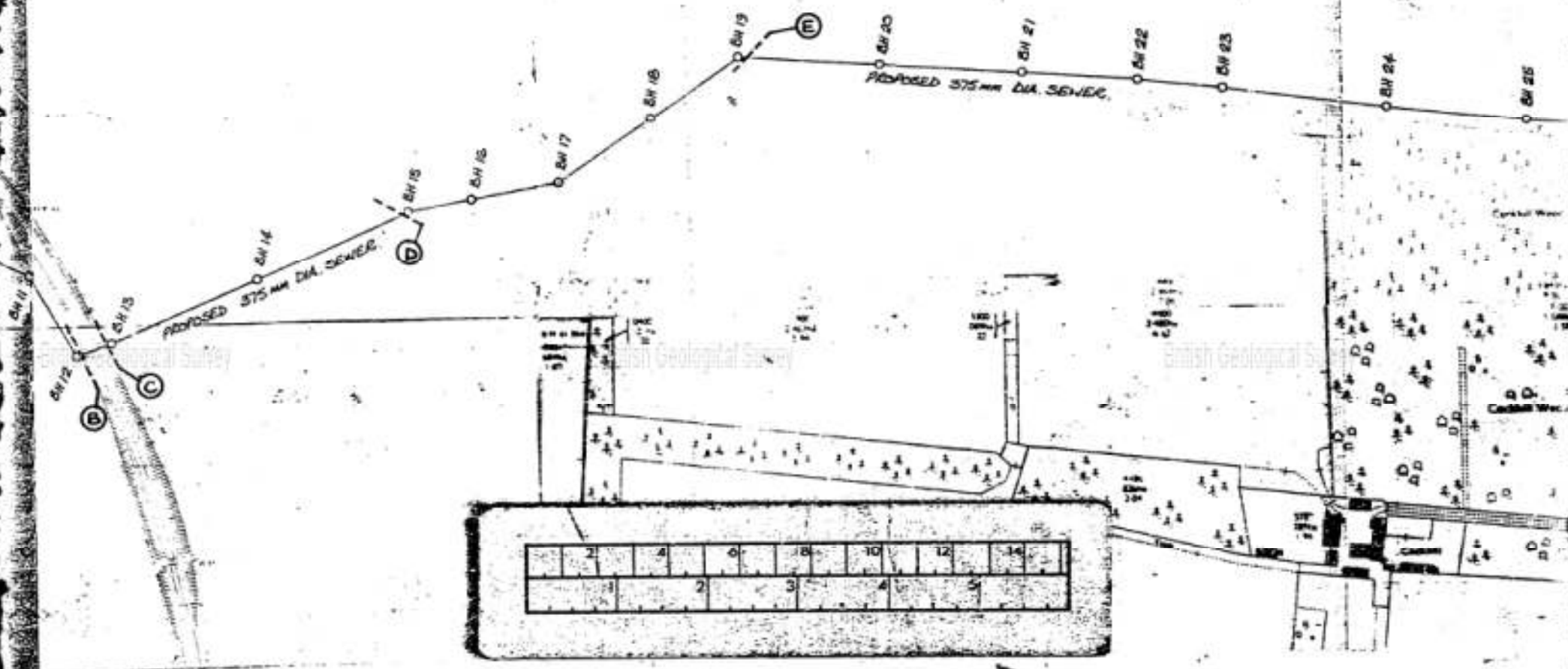
PROPOSED 375 MM DIA. SEWER



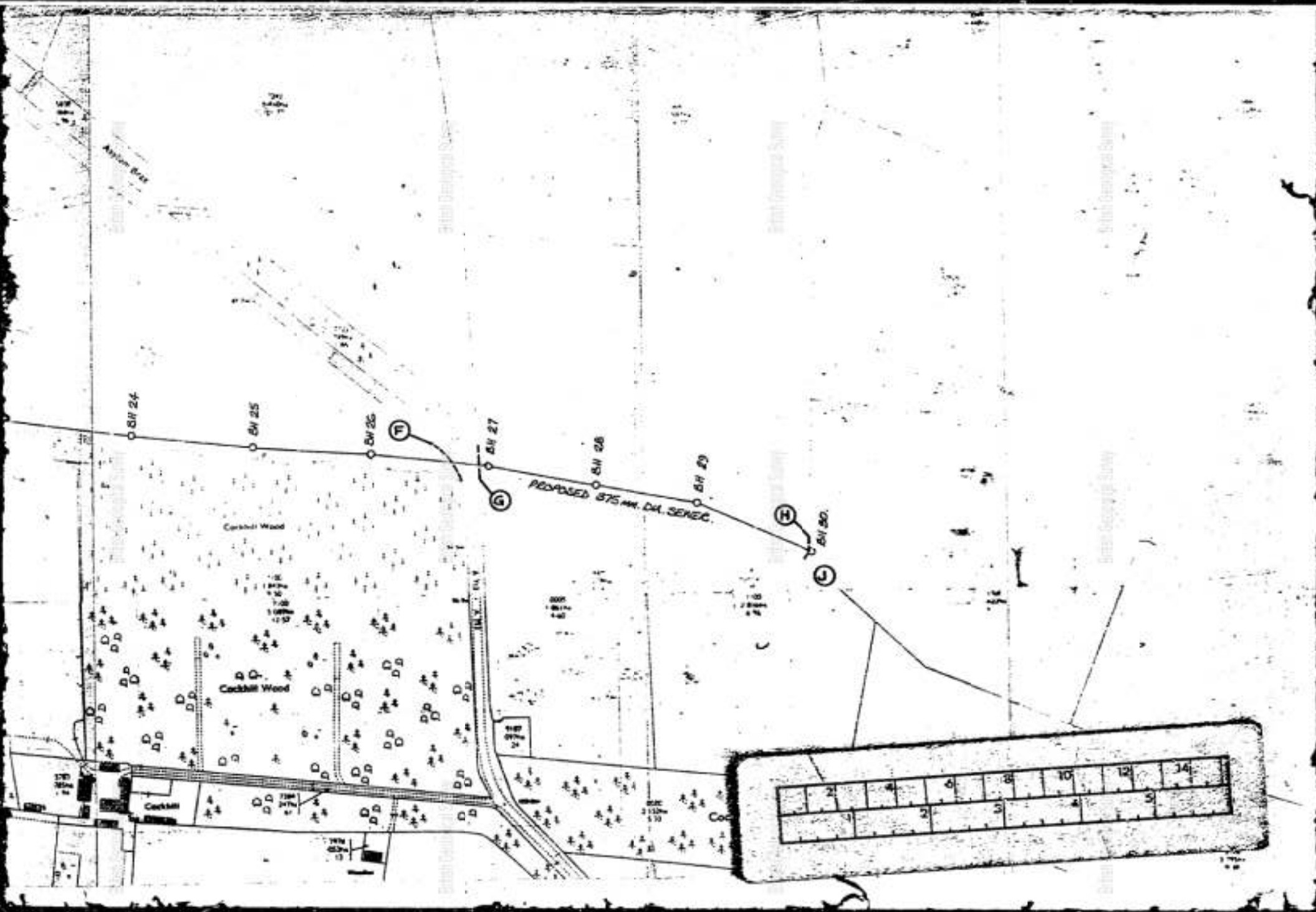
British Geological Survey

British Geological Survey

British Geological Survey







BH 24

BH 25

BH 26

BH 27

BH 28

BH 29

BH 30

PROPOSED 575 MM DIA. SEWER

Cockhill Wood

Cockhill Wood

Cockhill

M.V. D.I.V.



SITE: **AYR  
Mosshill Outfall Sewer** COORDINATES: BOREHOLE NO. **26**

MACHINE: **Filcon Mayfarer** BOREHOLE DIAMETER: **150mm** COMMENCED: **7-4-77** GROUND LEVEL: **88.77m OD**  
COMPLETED: **7-4-77**

Sample/Core Run Depth (m)	Sample Type/ Core Recovery	Ground Water	R.O.D. 8888 1111	Legend	Depth (m)	O.D. Level (m)	Description of Strata
0.70	B1				0.10	88.37	Topsail
1.20	D1				1.30	87.47	Soft becoming firm mottled light brown and grey silty clay
1.10 - 1.85	U1						Stiff dark brown sandy clay containing gravel  (Boulder Clay)
2.00	D2						
2.65 - 3.10	U2						
3.40	D3						
3.75 - 4.20	U3	DRY			4.20	84.57	

KEY: U - 0.1m dia. undisturbed sample  
D - disturbed sample  
B - bulk disturbed sample  
P(1) - standard penetration test (no. of blows/300 mm)  
W - groundwater samples  
V - vane test

REMARKS:

## **Appendix E -**

Drainage Service Plans

DRAFT

# WATER



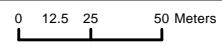
Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk

# OP-AFHKS301 Water Plan

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022



SCALE: 1:2,646

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Castle House, 6 Castle Drive, Dunfermline, KY118GG

Tel No: 08000 778 778



## Fittings

<b>Valve</b>	<b>End Cap</b>
Valve - Abandoned	Abandoned
Valve	Adopted
<b>Pressure Management Valve</b>	In Use
Abandoned	Isolated
Adopted	Proposed
Isolated	Removed
Pressure Reducing	Unknown
Pressure Relief	<b>Air Shaft</b>
Pressure Sustaining	Abandoned
Proposed	Adopted
Removed	Isolated
Unknown	Pipe
<b>Hydrant</b>	Proposed
Abandoned	Removed
Adopted	Shaft
Ball	Unknown
Fire	<b>Swab Chamber</b>
Isolated	Abandoned
Proposed	Adopted
Removed	Hatch Box
Shipping	Isolated
Unknown	Joint
Washout	Proposed
<b>Stop Cock</b>	Removed
Abandoned	T and Blank Plate
Adopted	Unknown
In Use	<b>Boundary Box</b>
Isolated	
Proposed	<b>Pressure Monitoring Point</b>
Removed	
Unknown	

<b>Chamber Box</b>	<b>Air Valve</b>
Abandoned	AV
Access Chamber	Abandoned
Adopted	Adopted
Danelaw Box	Air Cock
General	DAV
Isolated	HAV
Lucy Box	Isolated
Other	Proposed
Proposed	Removed
Removed	SAV
Swabbing	TAV
Unknown	Unknown
<b>Collecting Chamber</b>	<b>Blank Tee</b>
	Abandoned
<b>Discharge Point</b>	Adopted
Buchan Trap	Flanged Plate
Isolated	Isolated
New Subtype	Other
Other	Other_
Proposed	Proposed
Proudfoot Box	Removed
Removed	Unknown
Undefined Scour Point	
Unknown	
Unknown End	
<b>Wet Chamber</b>	

## Pipes

<b>Main - Water Distribution Public</b>	<b>Main - Water Distribution Private</b>
Abandoned, Public	Abandoned, Private
Adopted, Public	Abandoned, Private (Operated by Scottish Water)
Bypass, Public	Adopted, Private
Distribution, Public	Bypass, Private
Drain, Public	Distribution, Private
Fire, Public	Distribution, Private (Operated by Scottish Water)
Isolated, Public	Drain, Private
Overflow, Public	Distribution, Private (Operated by Scottish Water)
Proposed, Public	Fire, Private
Removed, Public	Fire, Private (Operated by Scottish Water)
Sludge, Public	Isolated, Private
Trunk, Public	Overflow, Private
Washout, Public	Overflow, Private (Operated by Scottish Water)
Main - Water Distribution	Proposed, Private
<b>Service Pipe</b>	Proposed, Private (Operated by Scottish Water)
Abandoned	Removed, Private
Communication	Sludge, Private
Communication - Fire Connection	Sludge, Private (Operated by Scottish Water)
Isolated	Trunk, Private
Proposed	Washout, Private
Removed	Washout, Private (Operated by Scottish Water)
Service	<b>Main - Raw Water</b>
Supply - Common	Abandoned
Supply - Fire Main	Isolated
Supply - Single	Overflow
Service Pipe General	Proposed
<b>Aqueduct</b>	Raw Supply
Abandoned	Removed
Aqueduct	Syphon
Tunnel - Aqueduct	Washout
Viaduct	

# SEWERS



Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk



The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

## OP-AFHKS301 Waste Water Plan

0 12.5 25 50 Meters

SCALE: 1:2,646

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Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778





**Project Information:**  
 Project Name: West  
 Start Date: 04/11/2002  
 End Date: 28/02/2003

**Plot Information:**  
 Date of Plot:  
 Friday, March 25, 2022  
 11:58:04

Metres

Map Scale 1: 2499

- Legend:**
- Fire
  - Washout
  - Distribution
  - Trunk main
  - Surface
  - Combined
  - Pressure Reducing Valve - Water
  - - Waste Water
  - - Water

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true position. For further details contact the appropriate Regional Operating Centre.

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## Fittings

### Access (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)

### Chamber

- Abandoned
- CSO
- Combined
- Foul
- Dual Manhole - Foul
- Dual Manhole - Surface
- Isolated
- Natural Water
- Not Applicable
- Other
- Planned
- Proposed
- Surface Water
- Trade Effluent
- Treated Effluent
- Unknown
- Unknown\_

### Combined Sewer Overflow

- CSO-COMB SEW O/FL

### Balancing Pond



### Basin



### Bifurcation Chamber

- Abandoned
- Combined (C)
- Foul (F)
- Isolated
- Planned
- Proposed
- Surface Water (S)
- Unknown

### Sewerage Air Valve

- Combined (C)
- Isolated
- Abandoned
- CSO (O)
- Foul (F)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Buchan Trap

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Treated Effluent (E)
- Unknown(Z)

### Capped End

- Abandoned
- Accepted
- Adopted
- In Use
- Isolated
- Not Applicable
- Planned
- Proposed
- Removed
- Unknown

### Unknown End

- Abandoned
- Unknown End

### Washout

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Wetland



### Vent Column



### Outfall

- Planned
- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown
- Unknown\_

### Pond



### Trench



### Sluice Valve

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)

### Hatchbox

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Hydraulic Control Chamber

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Planned
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

## Pipes

### Gravity Pipe

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Gravity Pipe General

### Connection (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Connection (Lateral) General

### Rising Main

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Rising Main General

### Syphon

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Surface Water (S)
- Treated Effluent (E)

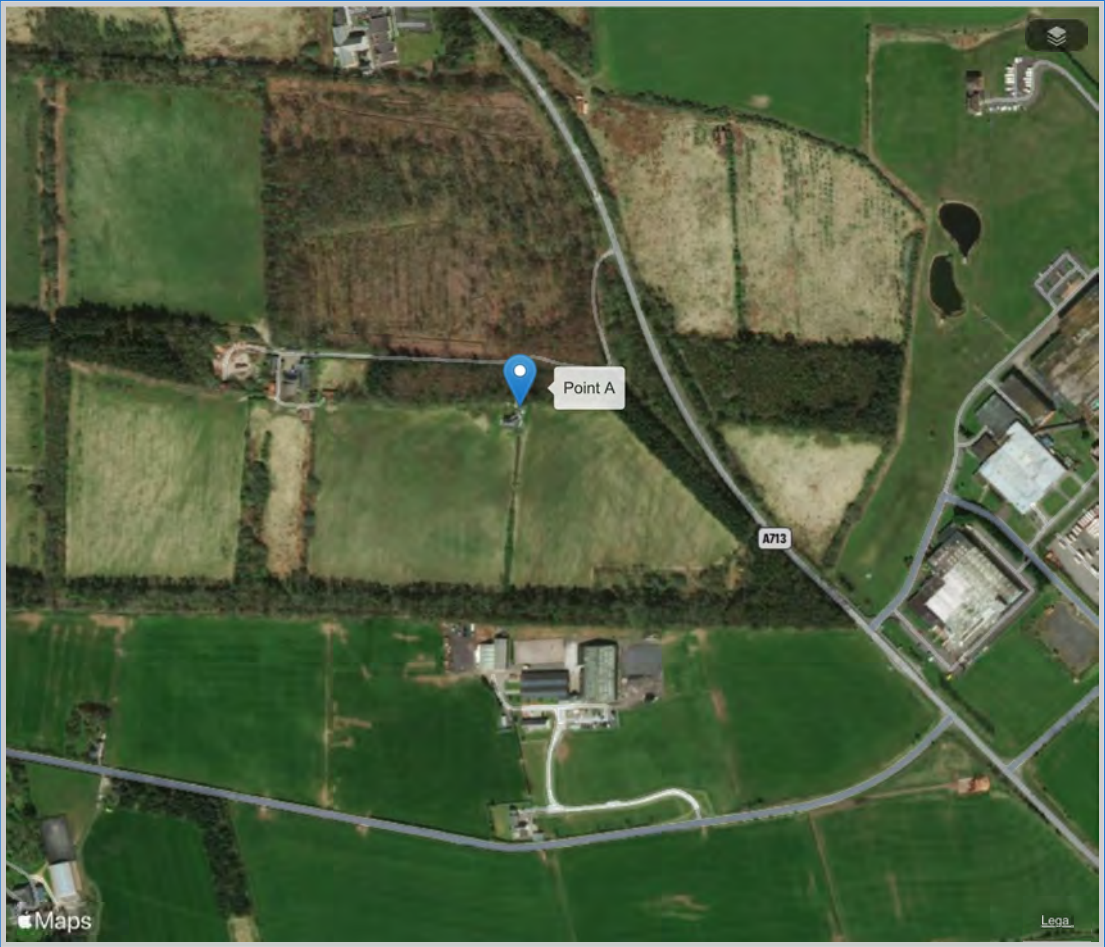
## **Appendix F –**

Services/Utilities Plans

DRAFT

TABLE OF CONTENTS		
<b>Basic Search</b>		
Utility	Attached	Comments
Gas	Yes	
Electricity	Yes	
Water	Yes	
Sewer	Yes	
BT	Yes	
Linesearch	Yes	
<b>Cable Search</b>		
Virgin Media	Yes	Formerly Telewest & NTL
Vodafone	To follow	Formerly Cable & Wireless
EXA	Not affected	Formerly Interoute, Vtesse & GTT
Colt	Yes	
CGI Logica	Not affected	
Cityfibre	Yes	
Last Mile	Not affected	Formerly Energetics
Engie	Not affected	
EU Networks	Not affected	
Instalcom	To follow	Includes CenturyLink, Global Crossing, Global Crossing PEC, Fibrenet UK & Fibrespan.
KCom	Not affected	
KPN	Not affected	
Sky	Yes	
Sota	To follow	
Telent	Not affected	
Verizon	To follow	
<b>Independent Utilities</b>		
Harlaxton	Not affected	
UK Power Distribution	Yes	
Albion Water	Not affected	
Last Mile	Not affected	See Cable Section.
ES Pipelines	Not affected	
Fulcrum	Not affected	
GTC	Yes	
SSE	Not affected	
Utility Assets	Not affected	
Energy Assets	Yes	
<b>Transport</b>		
Telent (Highways)	Not affected	
NRTSCO (Highways Comms')	Not affected	
Highways Loops	Not affected	
HS1	Not affected	
HS2	Not affected	
London Underground Tunnels	Not affected	Includes Crossrail.
London Underground Cables	Not affected	
Network Rail	Yes	
Traffic Master	Not affected	

# UK Grid Reference Finder



Grid Reference	X (Eastings)	Y (Northings)	Latitude	Longitude	Description (Click to Edit)	Address	Postcode	Link	Center	Zoom	Style (click to change)
NS 36801 17791	236801	617791	55.426756	-4.5804662	Point A	<a href="#">lookup address</a>					

# GAS



Our Ref: 25138036      Your Ref: 509-106

Monday, 28 March 2022

James Sloan  
1 Foxfield Road 1 Foxfield Road  
Wirral  
Merseyside  
CH47 0NJ

Dear James Sloan

Thank you for your enquiry dated Monday, 28 March 2022

Please find an extract from our mains records for your proposed work area, any SGN assets are described in the map legend. **On some occasions blank maps may be sent to you, this is due to your proposed work being in a no gas area but within our operational boundaries.**

This mains record only shows the pipes owned by SGN in our role as a Licensed Gas Transporter (GT). Please note that privately owned gas pipes or pipes owned by other GTs may be present in this area and information regarding those pipes needs to be requested from the owners. If we know of any other pipes in the area we will note them on the plans as a shaded area and/or a series of x's.

**The information shown on this plan is given without obligation or warranty and the accuracy cannot be guaranteed. Service pipes, valves, siphons, stub connections etc. are not shown but their presence should be anticipated. Your attention is drawn to the information and disclaimer on these plans. The information included on the plan is only valid for 28 days.**

On the mains record you may see the low/medium/intermediate pressure gas main near your site. There should be no mechanical excavations taking place above or within 0.5m of a low/medium pressure system or above or within 3.0m of an intermediate pressure system. You should, where required confirm the position using hand dug trial holes.

A colour copy of these plans and the gas safety advice booklet enclosed should be passed to the senior person on site in order to prevent damage to our plant and potential direct or consequential costs to your organisation.

Safe digging practices in accordance with HSE publication HSG47 "Avoiding Danger from Underground Services" must be used to verify and establish the actual position of the mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that this information is provided to all relevant people (direct labour or contractors) working for you on or near gas pipes.

It must be stressed that both direct and consequential damage to gas plant can be dangerous for your employees and the general public and repairs to any such damage will incur a charge to you or the organisation carrying out work on your behalf. Your works should be carried out in such a manner that we are able to gain access to our apparatus throughout the duration of your operations.

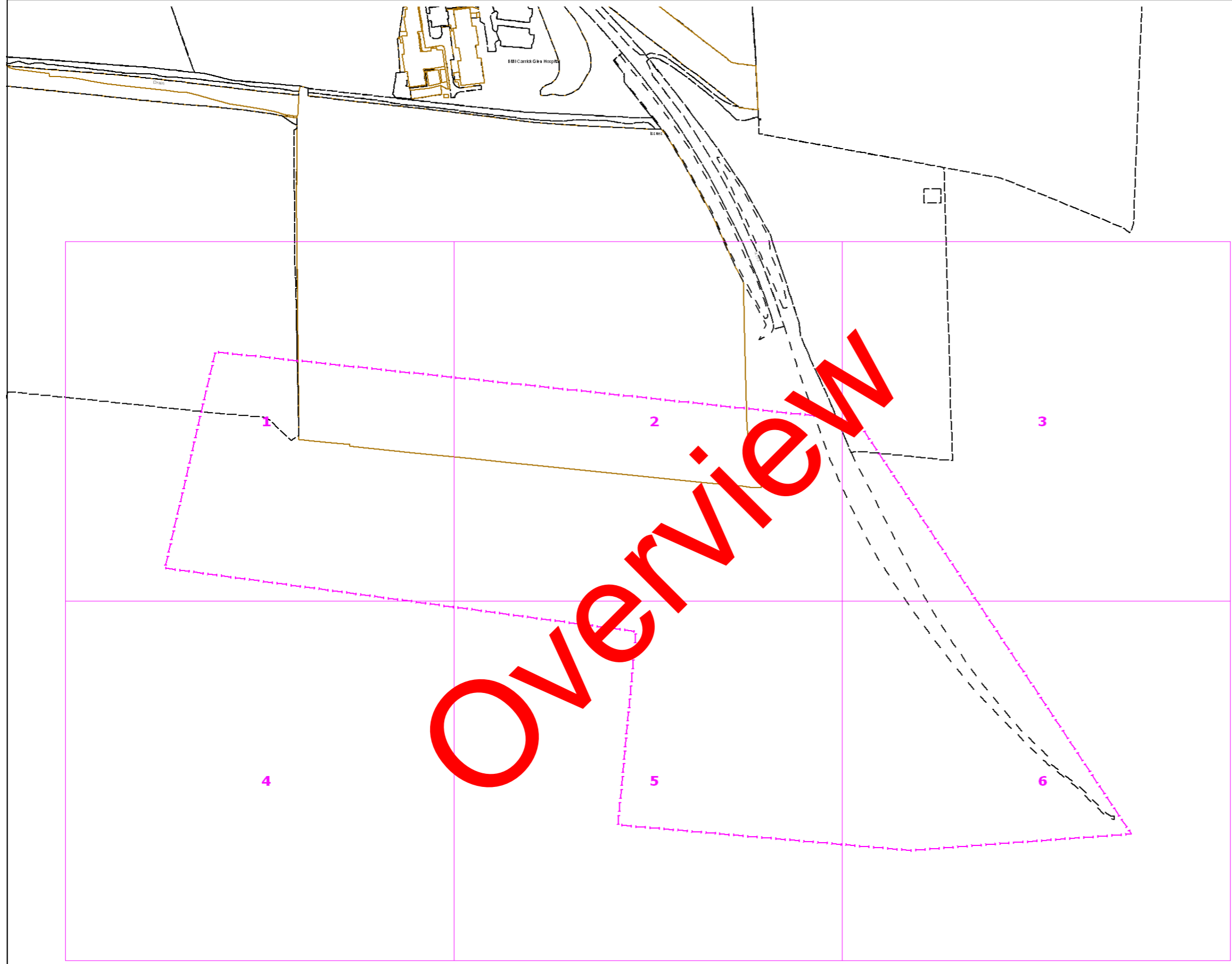
If you require any further information please do not hesitate to contact us.

Yours sincerely,  
The Safety Admin Team  
**For more information, visit our Dig Safely pages on [sgn.co.uk](http://sgn.co.uk)**  
Tel: 0800 912 1722

Smell gas?  
Call 0800 111 999

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Registered in England & Wales No. 04958135  
Registered Office: St Lawrence House | Station Approach | Horley | Surrey RH6 9HJ

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



**Contact Us**  
**Mapping Enquiries:** All areas  
**General Enquiries:** All areas



Date Requested: 28/03/2022  
 Job Reference: 25138036  
 Site Location: 236807 617737  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference:  
 509-106

This plan shows the location of those pipes owned by Scotia Gas Networks (SGN) by virtue of being a licensed Gas Transporter (GT). Gas pipes owned by other GTs or third parties may also be present in this area but are not shown on this plan. Information with regard to such pipes should be obtained from the relevant owners. No warranties are given with regard to the accuracy of the information shown on this plan. Service pipes, valves, siphons, sub-connections etc. are not shown but their presence should be anticipated. You should be aware that a small percentage of our pipes/assets may be undergoing review and will temporarily be highlighted in yellow. If your proposed works are close to one of these pipes, you should contact the SGN Safety Admin Team on 0800 912 1722 for advice. No liability of any kind whatsoever is accepted by SGN or its agents, servants or sub-contractors for any error or omission contained herein. Safe digging practices, in accordance with HS (G)47, must be used to verify and establish the actual position of mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that plant location information is provided to all persons (whether direct labour or sub-contractors) working for you on or near gas apparatus. Information included on this plan should not be referred to beyond a period of 28 days from the date of issue.

**Report damage immediately – KEEP EVERYONE AWAY FROM THE AREA**  
**0800 111 999**

Low Pressure Mains ———  
 Medium Pressure Mains - - - - -  
 Intermediate Pressure Mains - · - · -  
 High Pressure Mains - · - - -  
 LAs   
 GTs  SSSIs

Some Examples Of Plant Items  
 Valve  Syphon  Depth of Cover  Diameter Change  Material Change 

Digsite: Line:  Area: 



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**Contact Us**





**Mapping Enquiries:**  
All areas

**General Enquiries:**  
All areas






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1:1000 Area or Circle dig site  
1:1000 Line dig site

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Low Pressure Mains   
Medium Pressure Mains   
Intermediate Pressure Mains   
High Pressure Mains 

LAs   
GTs   
SSSIs 

Some Examples Of Plant Items  
Valve  Syphon  Depth of Cover  Diameter Change  Material Change 

Digsite: Line:  Area: 



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**Mapping Enquiries:**  
All areas

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All areas






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Intermediate Pressure Mains   
High Pressure Mains 

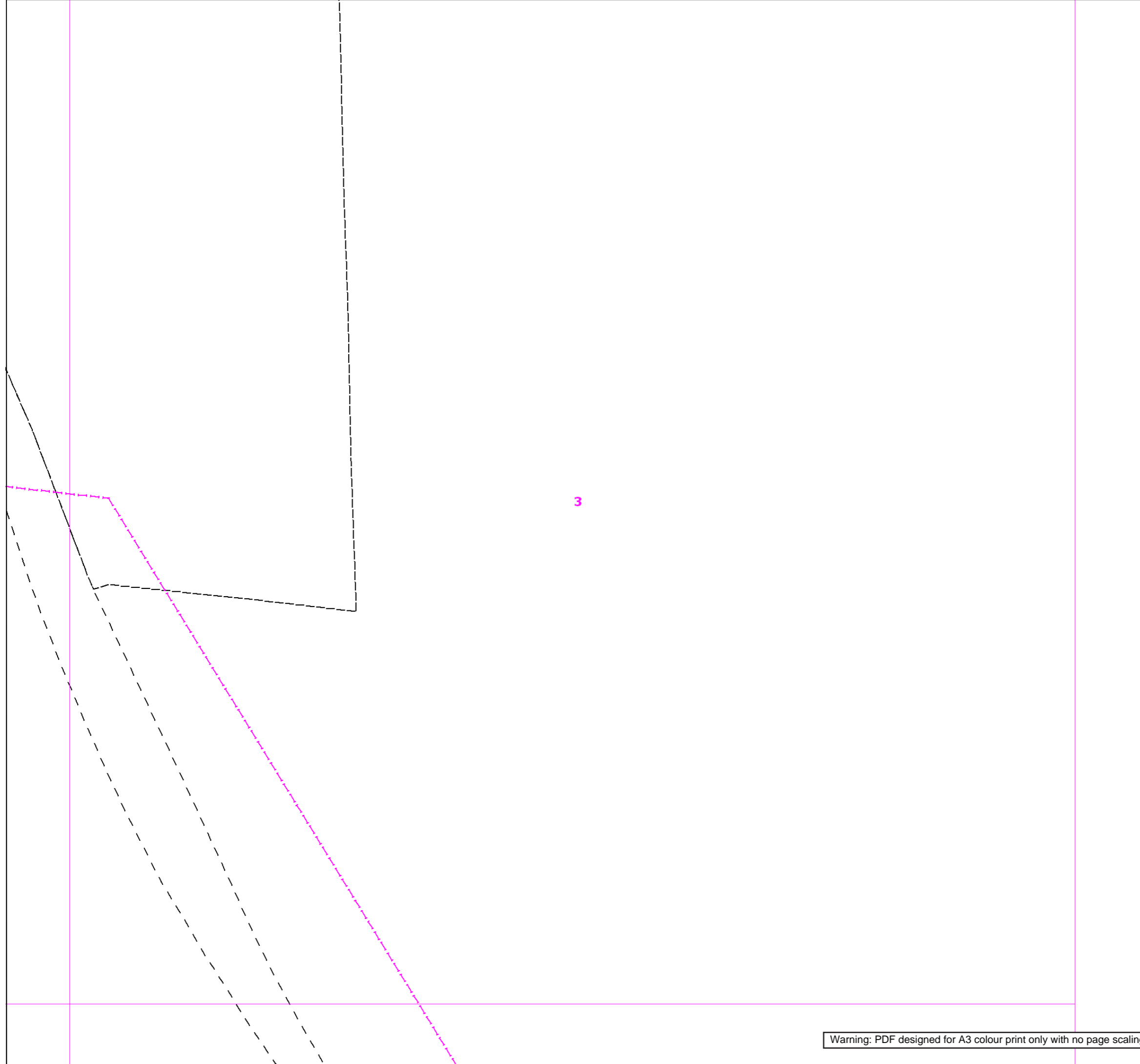
LAs   
GTs  SSSIs 

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




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All areas

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All areas






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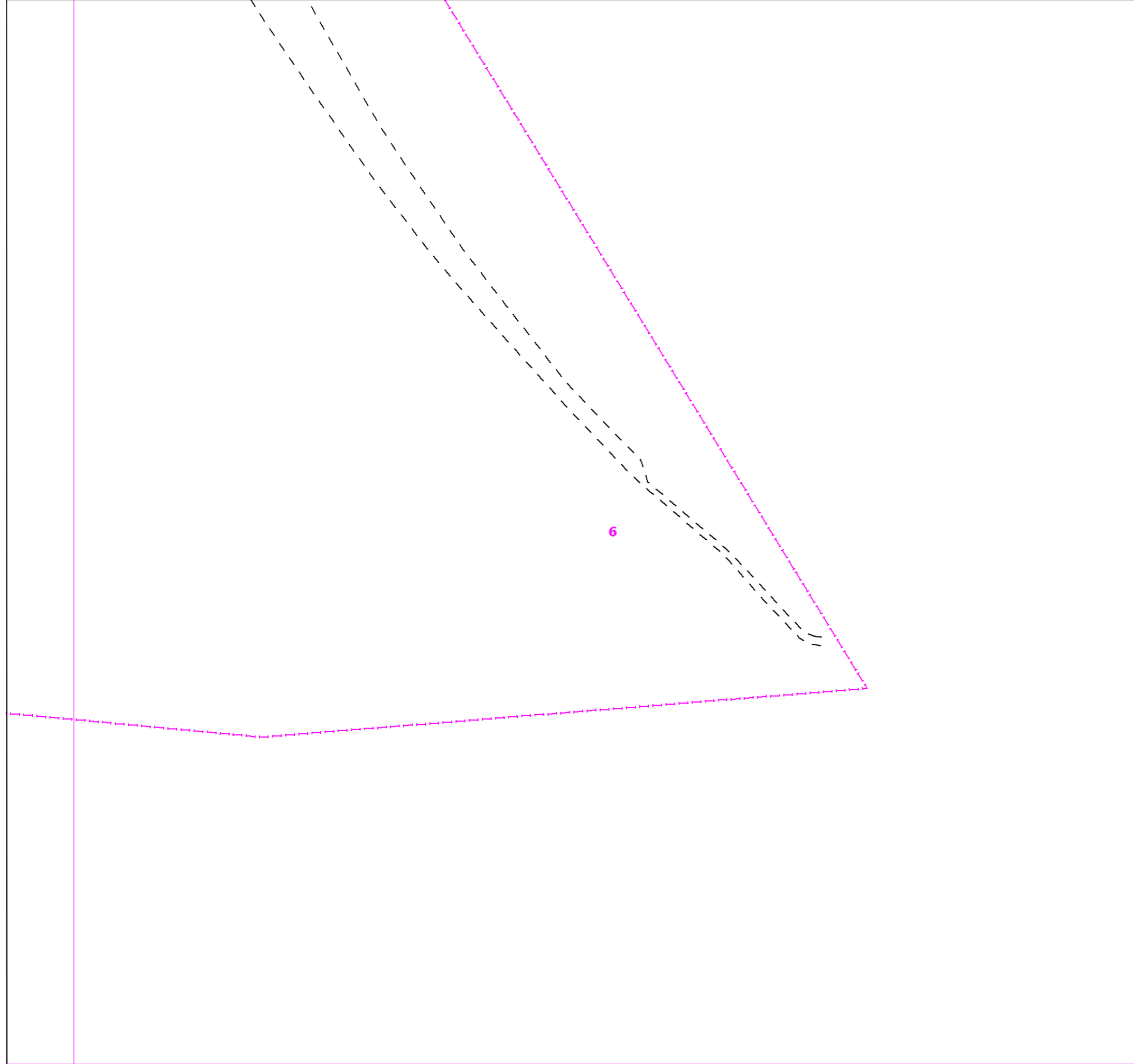
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# ELECTRICITY

Our Ref: 25138036 509-106

Friday, 25 March 2022

James Sloan  
1 Foxfield Road 1 Foxfield Road  
Wirral  
Merseyside  
CH47 0NJ

Dear James Sloan

### **SP Energy Networks - Asset Network Plans**

Thank you for your recent request for information concerning the location of SP Energy Networks electrical equipment / network drawings in the vicinity of your proposed works.

Please find plan(s) enclosed showing the SP Energy Networks equipment within your area of interest, along with links to our current electrical safety awareness guides and our SP Energy Networks contact document.

As much information as possible has been given, however cable locations shown on the plans are indicative only and the positions of cables may have altered since being recorded. A line on a plan may represent more than one cable and services to houses, street lamps, etc. may be omitted or included only as a schematic representation. Cables shown as, "Out of use," should not be assumed to be dead or abandoned.

If you discover or cause any damage to ScottishPower cables, then please call our Power Emergencies Line - 0800 092 9290 or 105 immediately giving all relevant information.

**Please note that the plans are only valid for 28 days from the date of issue. Updated plans should be requested before any work commences on site if this period has expired.**

For information on the electricity transmission network in England and Wales please write to.

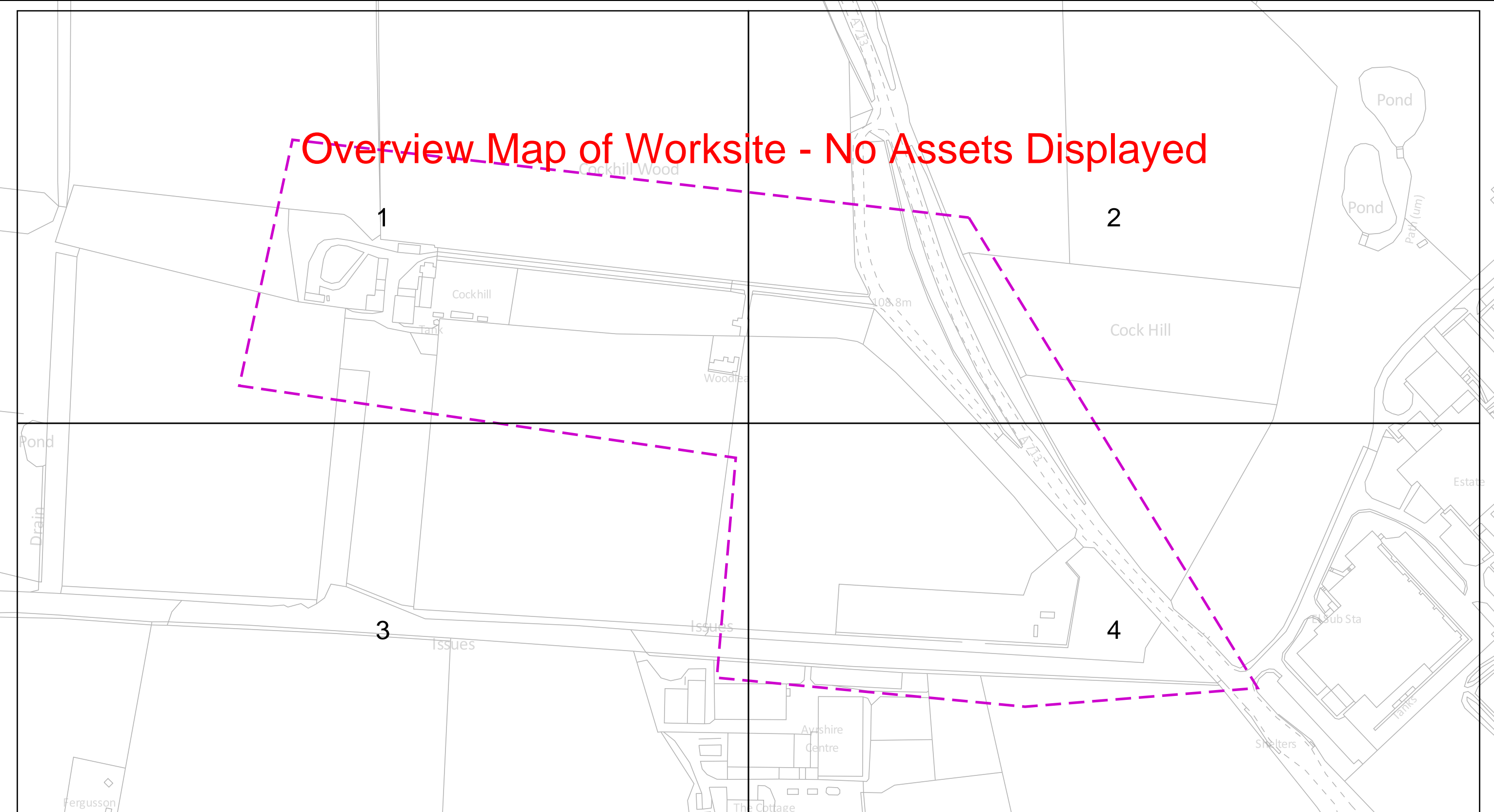
**NationalGrid – Plant Protection Team**  
NationalGrid House, Warwick Technology Park  
Gallows Hill, Warwick, CV34 6DA  
**Tel.:** 01926 654844  
**E-Mail:** [AssetProtection@NationalGrid.com](mailto:AssetProtection@NationalGrid.com)

Please note that the following publications are available from HSE Books PO Box1999, Sudbury, Suffolk, CO10 2WA — Tel. 01787 881165 — [www.hse.gov.uk](http://www.hse.gov.uk) :-

**Avoiding Danger from Underground Services – HSG47**



# Overview Map of Worksite - No Assets Displayed



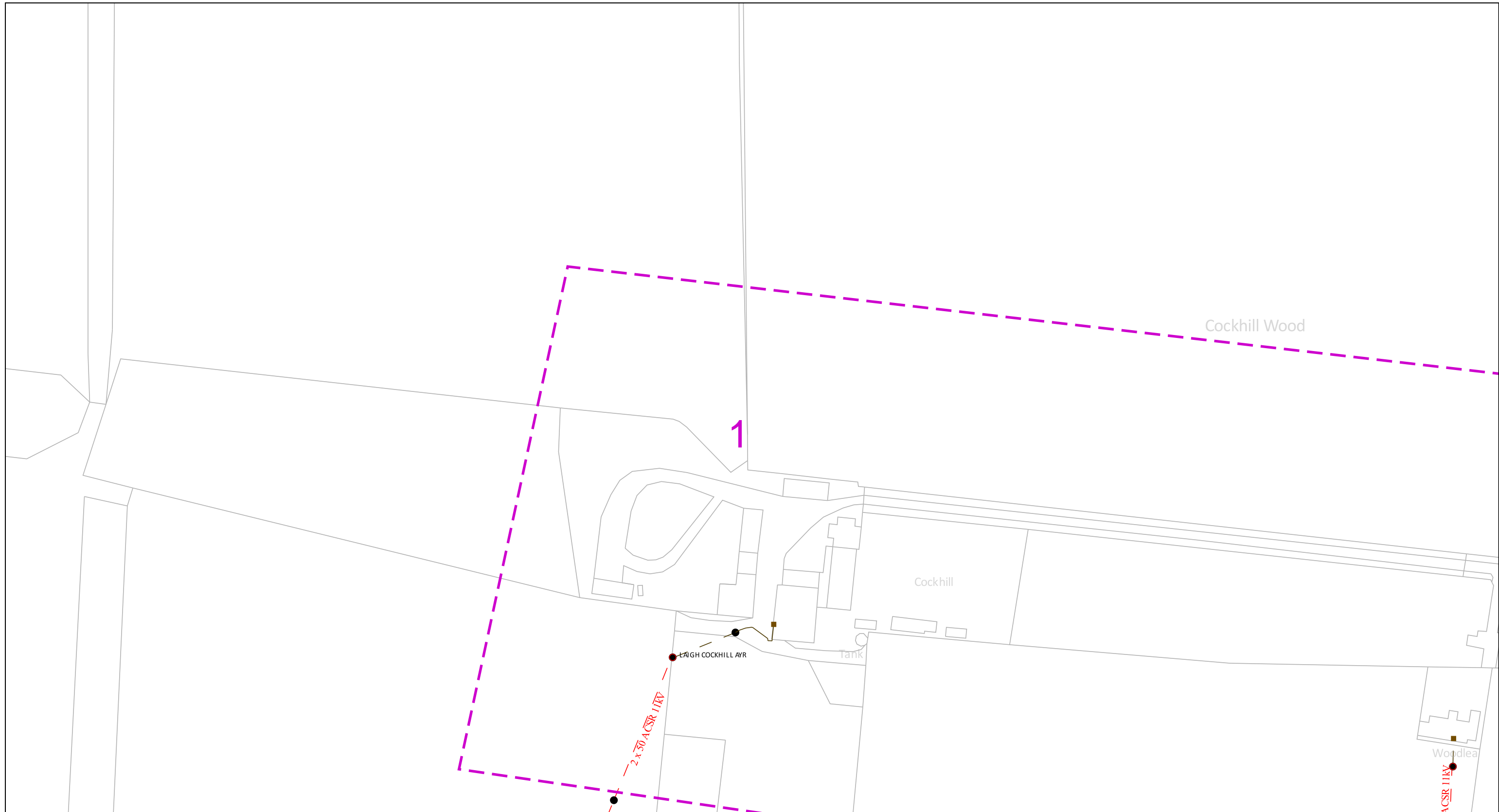
**IMPORTANT NOTICES** Warning: PDF designed for A3 colour print only with no page scaling

Date Requested: 25/03/2022  
 Job Reference: 25138036  
 Site Location: 236842 617730  
 Requested by:  
 Mr James Sloan  
 Your Scheme/Reference: 509-106

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- The plan only shows assets owned by SP Energy Networks.
- Positions and depths of cables may have altered since being recorded. A line on a plan may represent more than one cable. Normally electric cables are laid at depths between 450mm and 1m but depths may have changed if land surface levels have since altered.
- The plan may not show, or may inaccurately show, individual property services and services to street lighting installations. Underground services may be found in roads, footpaths and on sites. Always assume that they are present for each property, lamp column and street sign etc and treat any services found anywhere as live.
- You must use safe digging practices in accordance with HS(G)47 to establish the actual position of mains cables, services and other apparatus before any mechanical excavation is used.
- Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
- Any works that fall within 5m of any 132kv or Transmission cables, or within 15m of any 132kv or Transmission OHL's, please contact our General Enquiries Team **0845 273 4444 / 0330 10 10 444** for further safety advice.
- In the event of an emergency or for further assistance contact **0800-092-9290 (Central & Southern Scotland)** or **0800-001-5400 (Merseyside, Cheshire & North Wales)** or by dialling **105**
- It is your responsibility to ensure this information is provided to all persons working near our plant.

<p><b>Underground Cables</b></p> <p><b>In Use</b> </p> <p><b>Out of Use</b> </p> <p><b>Assumed Route</b> </p> <p><b>Warning - Shallow Cables</b> </p> <p><b>Dig Sites</b></p> <p>Area: </p> <p>Line: </p>	<p><b>Overhead Line</b> </p>
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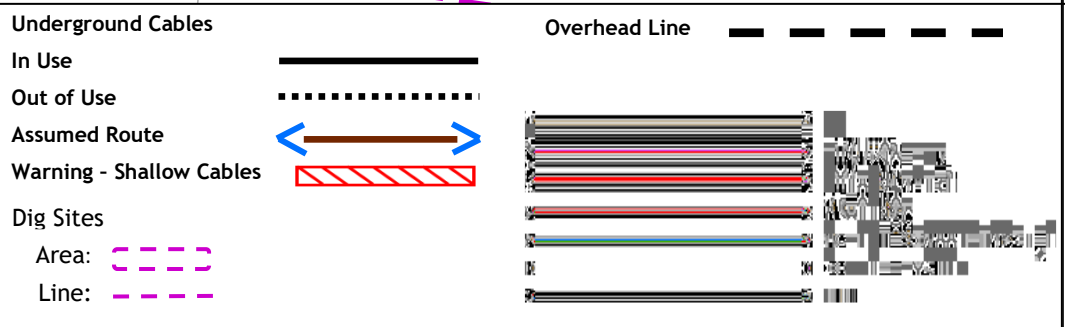


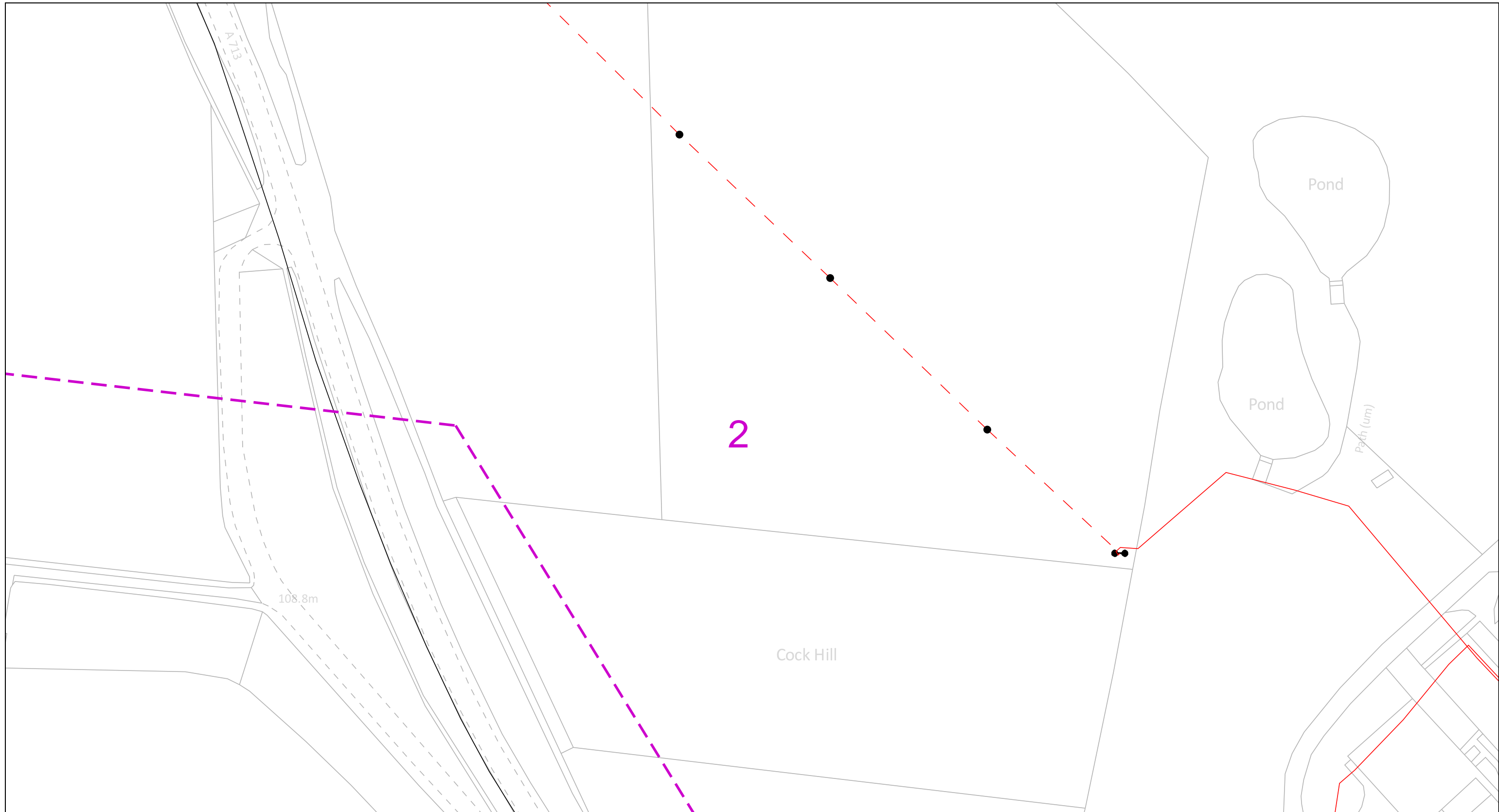
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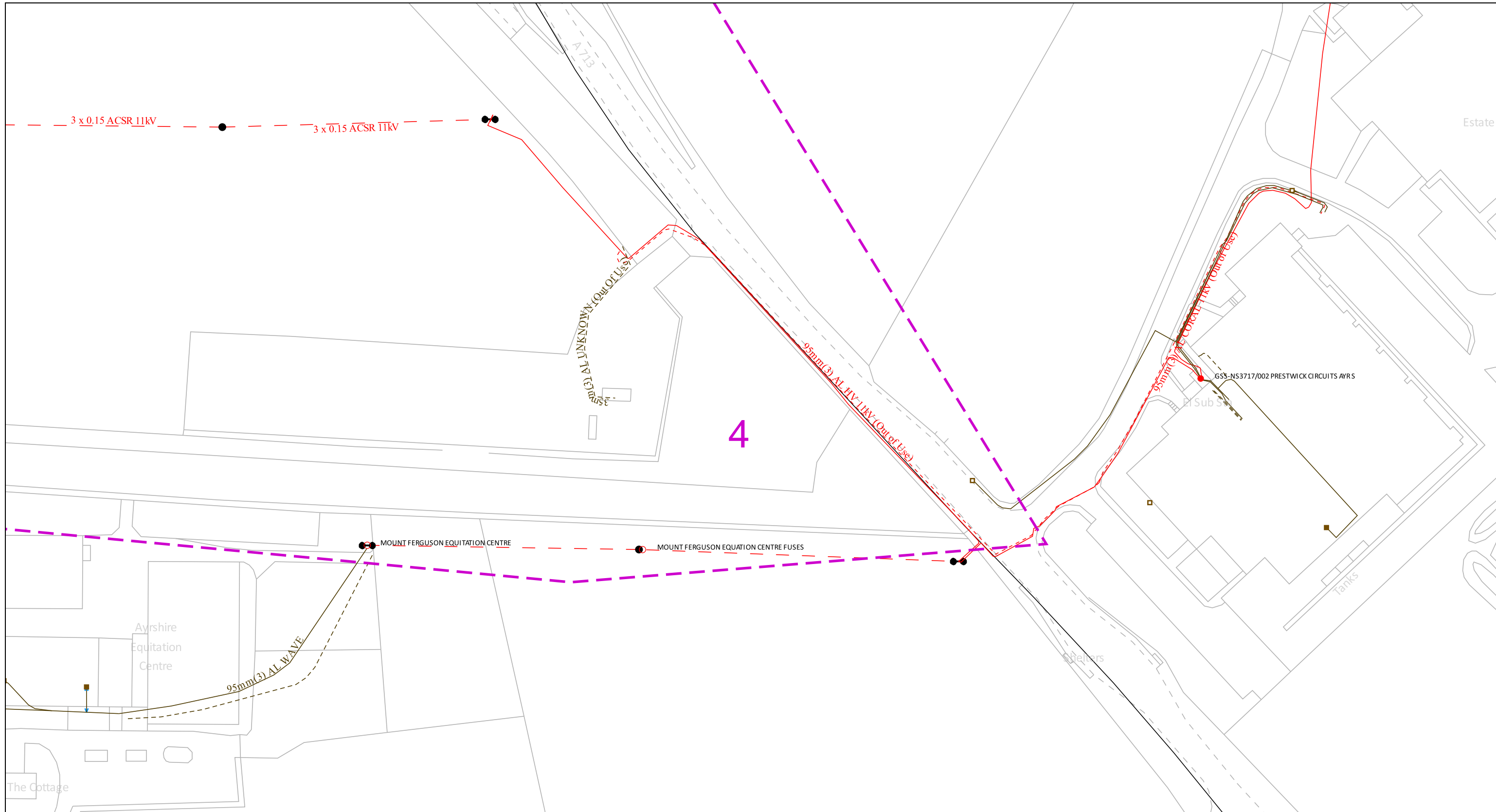
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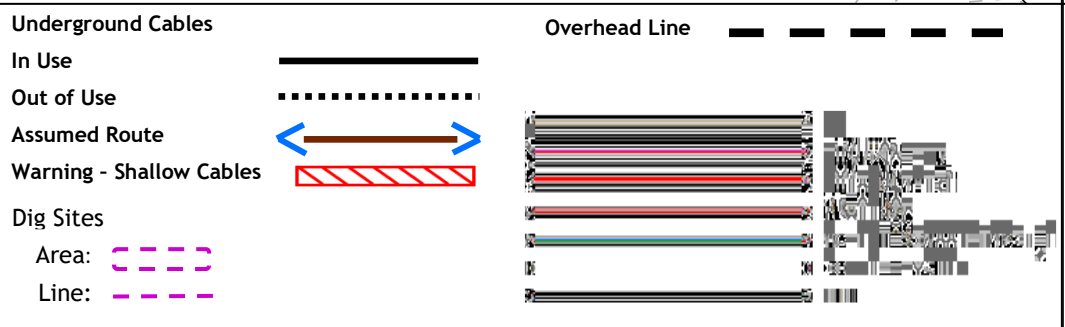


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- If there are overhead lines crossing your site and your proposal involves building works which may infringe the clearance to our overhead network, then you should call the general enquiries number **(0845 273 4444 / 0330 10 10 444)** for advice. Where overhead lines cross your site, you must comply with the requirements of Health & Safety Executive guidance as laid down in GS6, Avoidance of Danger from Overhead Electric Lines.
- **If you are working within 5 metres of our 132kV or Transmission underground electricity cables or within 15 metres of an overhead 132kv or Transmission electricity line, please contact our General Enquiries Team for free safety advice.**

Tel **0845 273 4444 / 0330 10 10 444**

E-mail: [customer.resolution@spenergynetworks.co.uk](mailto:customer.resolution@spenergynetworks.co.uk)

<b>Central &amp; Southern Scotland</b>	<b>Cheshire, Merseyside, N. Wales &amp; N.Shropshire</b>	<b>POWER CUT? CALL 105</b> 
Power cuts & emergencies ___ 0800 092 9290	Power cuts & emergencies ___ 0800 001 5400	
Connections _____ 0845 270 0785	Connections _____ 0845 270 0783	
General enquiries _____ 0330 10 10 444	General enquiries _____ 0330 10 10 444	

# WATER



Warning! Damaging a large diameter trunk main (12"/300mm and above) can result in loss of life and major water supply and water quality problems. If you're planning any extension work in the vicinity of any large diameter mains shown on our maps, you must contact Scottish Water to arrange a site visit 08000 778 778 WELL IN ADVANCE OF THE WORKS

Plotted By: sheila.macvicar@national-one-call.co.uk

The representation of physical assets and the boundaries of areas in which Scottish Water and others have an interest does not necessarily imply their true positions. For further details contact the appropriate District office.

Date: 25/03/2022

## OP-AFHKS301 Water Plan

0 12.5 25 50 Meters

SCALE: 1:2,646

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Castle House,  
6 Castle Drive,  
Dunfermline,  
KY118GG

Tel No: 08000 778 778



## Fittings

<b>Valve</b>	<b>End Cap</b>
Valve - Abandoned	Abandoned
Valve	Adopted
<b>Pressure Management Valve</b>	In Use
Abandoned	Isolated
Adopted	Proposed
Isolated	Removed
Pressure Reducing	Unknown
Pressure Relief	<b>Air Shaft</b>
Pressure Sustaining	Abandoned
Proposed	Adopted
Removed	Isolated
Unknown	Pipe
<b>Hydrant</b>	Proposed
Abandoned	Removed
Adopted	Shaft
Ball	Unknown
Fire	<b>Swab Chamber</b>
Isolated	Abandoned
Proposed	Adopted
Removed	Hatch Box
Shipping	Isolated
Unknown	Joint
Washout	Proposed
<b>Stop Cock</b>	Removed
Abandoned	T and Blank Plate
Adopted	Unknown
In Use	<b>Boundary Box</b>
Isolated	Boundary Box
Proposed	<b>Pressure Monitoring Point</b>
Removed	Pressure Monitoring Point
Unknown	

<b>Chamber Box</b>	<b>Air Valve</b>
Abandoned	AV
Access Chamber	Abandoned
Adopted	Adopted
Danelaw Box	Air Cock
General	DAV
Isolated	HAV
Lucy Box	Isolated
Other	Proposed
Proposed	Removed
Removed	SAV
Swabbing	TAV
Unknown	Unknown
<b>Collecting Chamber</b>	<b>Blank Tee</b>
Collecting Chamber	Abandoned
<b>Discharge Point</b>	Adopted
Buchan Trap	Flanged Plate
Isolated	Isolated
New Subtype	Other
Other	Other_
Proposed	Proposed
Proudfoot Box	Removed
Removed	Unknown
Undefined Scour Point	
Unknown	
Unknown End	
<b>Wet Chamber</b>	
Wet Chamber	

## Pipes

<b>Main - Water Distribution Public</b>	<b>Main - Water Distribution Private</b>
Abandoned, Public	Abandoned, Private
Adopted, Public	Abandoned, Private (Operated by Scottish Water)
Bypass, Public	Adopted, Private
Distribution, Public	Bypass, Private
Drain, Public	Distribution, Private
Fire, Public	Distribution, Private (Operated by Scottish Water)
Isolated, Public	Drain, Private
Overflow, Public	Distribution, Private (Operated by Scottish Water)
Proposed, Public	Fire, Private
Removed, Public	Fire, Private (Operated by Scottish Water)
Sludge, Public	Isolated, Private
Trunk, Public	Overflow, Private
Washout, Public	Overflow, Private (Operated by Scottish Water)
Main - Water Distribution	Proposed, Private
<b>Service Pipe</b>	Proposed, Private (Operated by Scottish Water)
Abandoned	Removed, Private
Communication	Sludge, Private
Communication - Fire Connection	Sludge, Private (Operated by Scottish Water)
Isolated	Trunk, Private
Proposed	Washout, Private
Removed	Washout, Private (Operated by Scottish Water)
Service	<b>Main - Raw Water</b>
Supply - Common	Abandoned
Supply - Fire Main	Isolated
Supply - Single	Overflow
Service Pipe General	Proposed
<b>Aqueduct</b>	Raw Supply
Abandoned	Removed
Aqueduct	Syphon
Tunnel - Aqueduct	Washout
Viaduct	

# SEWERS



## Fittings

### Access (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)

### Chamber

- Abandoned
- CSO
- Combined
- Foul
- Dual Manhole - Foul
- Dual Manhole - Surface
- Isolated
- Natural Water
- Not Applicable
- Other
- Planned
- Proposed
- Surface Water
- Trade Effluent
- Treated Effluent
- Unknown
- Unknown\_

### Combined Sewer Overflow

- CSO-COMB SEW O/FL

### Balancing Pond



### Basin



### Bifurcation Chamber

- Abandoned
- Combined (C)
- Foul (F)
- Isolated
- Planned
- Proposed
- Surface Water (S)
- Unknown

### Sewerage Air Valve

- Combined (C)
- Isolated
- Abandoned
- CSO (O)
- Foul (F)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Buchan Trap

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Treated Effluent (E)
- Unknown(Z)

### Capped End

- Abandoned
- Accepted
- Adopted
- In Use
- Isolated
- Not Applicable
- Planned
- Proposed
- Removed
- Unknown

### Unknown End

- Abandoned
- Unknown End

### Washout

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Wetland



### Vent Column



### Outfall

- Planned
- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown
- Unknown\_

### Pond



### Trench



### Sluice Valve

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)

### Hatchbox

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Isolated
- Natural Water (W)
- Other
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

### Hydraulic Control Chamber

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Planned
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Unknown

## Pipes

### Gravity Pipe

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Gravity Pipe General

### Connection (Lateral)

- Abandoned
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Connection (Lateral) General

### Rising Main

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Proposed
- Surface Water (S)
- Trade Effluent (T)
- Treated Effluent (E)
- Rising Main General

### Syphon

- Abandoned
- CSO (O)
- Combined (C)
- Foul (F)
- Natural Water (W)
- Surface Water (S)
- Treated Effluent (E)

BT

Our Ref: Ref shown on map

Date of issue: shown on map

email: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)

Dear Customer,

**NR & SW ACT 1991 – PROPOSED WORKS AT: \*\*SITE LOCATION\*\***

Prior to commencement of work: For free onsite guidance and accurate up to date location of BT Apparatus please contact our Plant Protection Service by the following methods:-

Email the Click Before You Dig Team [CBYD@openreach.co.uk](mailto:CBYD@openreach.co.uk)

Visit the Click Before You Dig Website [www.openreach.co.uk/cbyd](http://www.openreach.co.uk/cbyd)

Thank you for your request of \*\*/\*\*/\*\* describing the above proposals.

Enclosed are copies of our drawings marked up to show the approximate locations of BT apparatus in the immediate vicinity of your works. It is intended for general guidance only. No guarantee is given of its accuracy.

The drawings are valid for 90 days from the date of issue and should not be relied upon after this time period has expired.

When planning excavation work or other works near to BT apparatus, please be mindful our apparatus may exist at various depths and may deviate from the marked route.

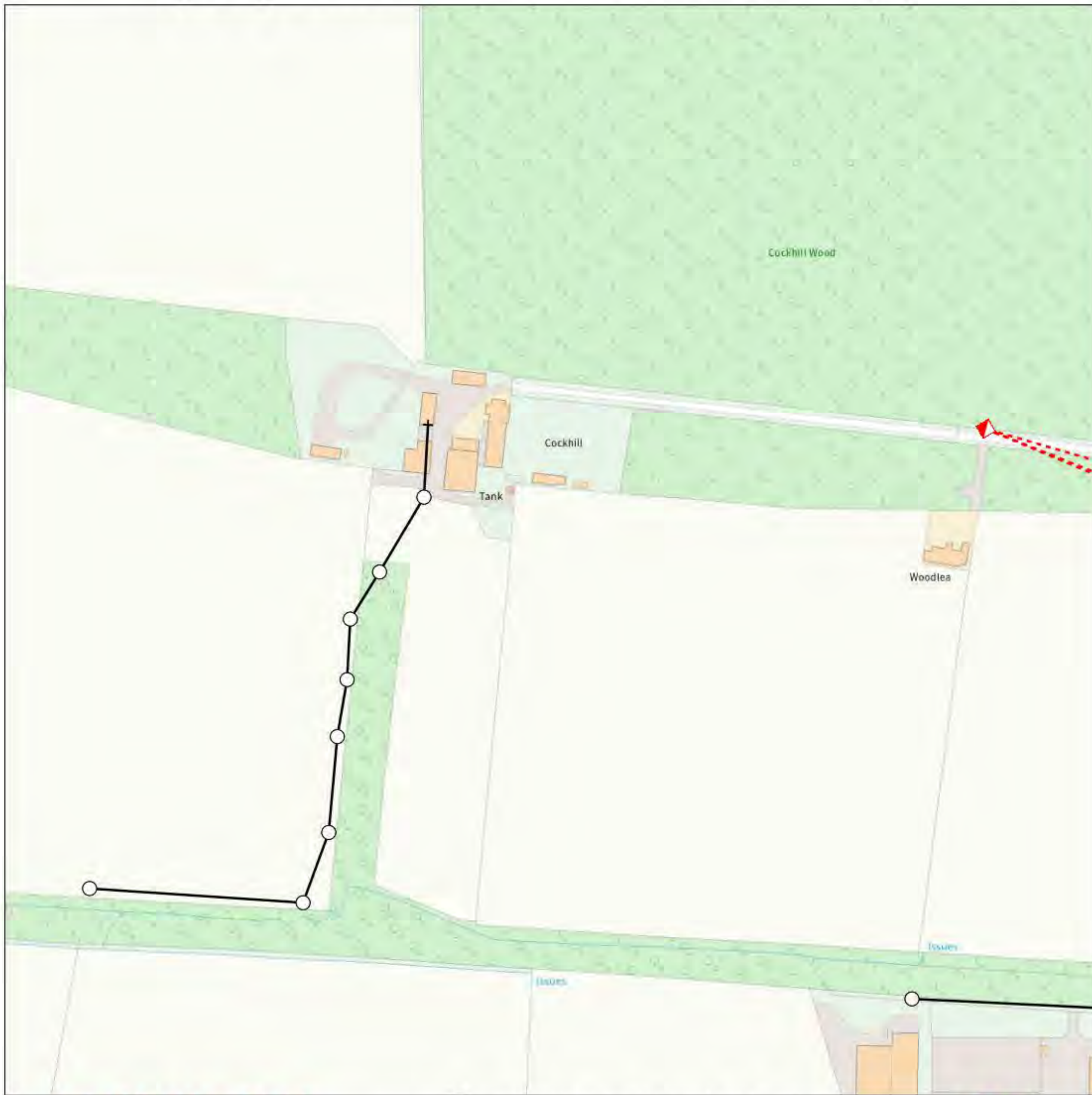
To avoid damage it is recommended that mechanical excavators or borers are not used within 600mm of BT apparatus. If scaffolding is erected, please ensure that our equipment is not enclosed, blocked, covered or otherwise obstructed by the scaffolding.

In the event of BT apparatus being in the area of your works we recommend that your plant/vehicle crossing is either resited, or apply for a budget estimate by submitting detailed plans to our Network Relocation Team at <https://www.ournetwork.openreach.co.uk/altering-our-network.aspx>

Yours faithfully,

**Julie Cullum**  
**NNHC & MBE Manager**

# Maps by email Plant Information Reply



## IMPORTANT WARNING

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**openreach**

### CLICK BEFORE YOU DIG

FOR PROFESSIONAL FREE ON SITE ASSISTANCE PRIOR TO COMMENCEMENT OF EXCAVATION WORKS INCLUDING LOCATE AND MARKING SERVICE

email [cbyd@openreach.co.uk](mailto:cbyd@openreach.co.uk)

ADVANCE NOTICE REQUIRED  
(Office hours: Monday - Friday 08.00 to 17.00)  
[www.openreach.co.uk/cbyd](http://www.openreach.co.uk/cbyd)

### Accidents happen

If you do damage any Openreach equipment please let us know by calling 0800 023 2023 (opt 1 + opt 1) and we can get it fixed ASAP

## KEY TO BT SYMBOLS

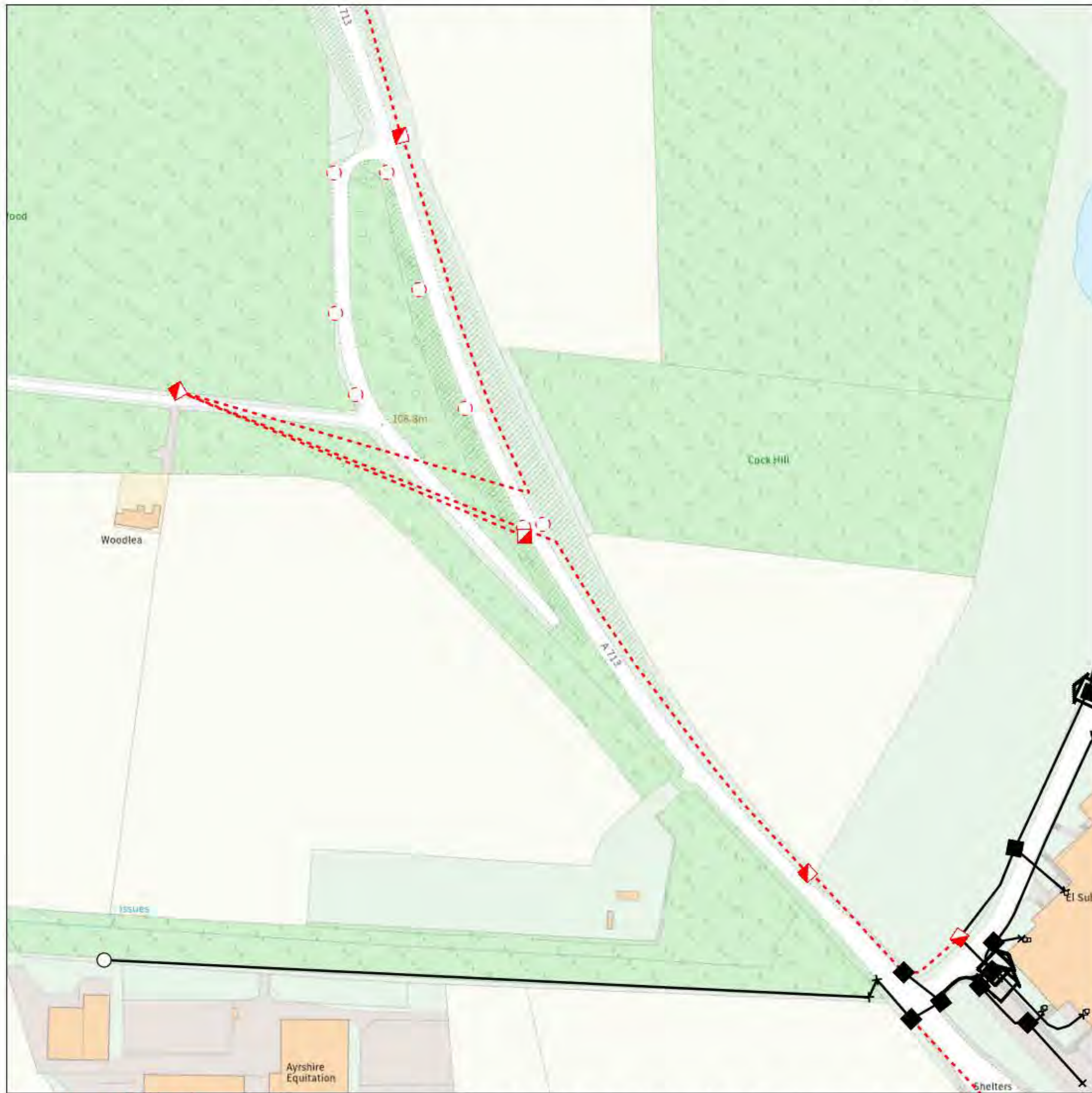
	Planned	Live	Change Of State	+	Hatchings	
PCP			Split Coupling	×	Built	
Pole			Duct Tee	▲	Planned	
Box			Building		Inferred	
Manhole			Kiosk		Duct	
Cabinet			Other proposed plant is shown using dashed lines. BT Symbols not listed above may be disregarded. Existing BT Plant may not be recorded. Information valid at time of preparation. Maps are only valid for 90 days after the date of publication.			
	Pending Add	In Place	Pending Remove	Not In Use		
Power Cable						
Power Duct				N/A		

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BT Ref : MUF10351A  
Map Reference : (centre) NS3660817780  
Easting/Northing : (centre) 236608,617780  
Issued : 28/03/2022 10:35:59

**WARNING: IF PLANNED WORKS FALL INSIDE HATCHED AREA IT IS ESSENTIAL BEFORE PROCEEDING THAT YOU CONTACT THE NATIONAL NOTICE HANDLING CENTRE. PLEASE SEND E-MAIL TO: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)**

# Maps by email Plant Information Reply



## IMPORTANT WARNING

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**openreach**

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PCP			Split Coupling	×	Built	
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Manhole			Kiosk		Duct	
Cabinet			Other proposed plant is shown using dashed lines. BT Symbols not listed above may be disregarded. Existing BT Plant may not be recorded. Information valid at time of preparation. Maps are only valid for 90 days after the date of publication.			
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Power Cable						
Power Duct				N/A		

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BT Ref : SFU10355Y  
Map Reference : (centre) NS3697917763  
Easting/Northing : (centre) 236979,617763  
Issued : 28/03/2022 10:36:03

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# CABLE



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Date: 28/03/22

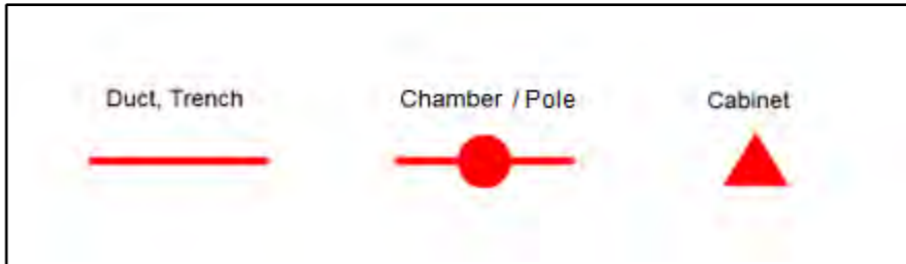
Scale: 1:3228

Map Centre: 236778,617814

Data updated: 25/01/22

Telecoms Plan A3

Important Information - please read The purpose of this plan is to identify Virgin Media apparatus. We have tried to make it as accurate as possible but we cannot warrant its accuracy. In addition, we caution that within Virgin Media apparatus there may be instances where mains voltage power cables have been placed inside green, rather than black ducting. Further details can be found using the "Affected Postcodes.pdf", which can be downloaded from this website. Therefore, you must not rely solely on this plan if you are carrying out any excavation or other works in the vicinity of Virgin Media apparatus. The actual position of any underground service must be verified by cable detection equipment, etc. and established on site before any mechanical plant is used. Accordingly, unless it is due to the negligence of Virgin Media, its employees or agents, Virgin Media will not have any liability for any omissions or inaccuracies in the plan or for any loss or damage caused or arising from the use of and/or any reliance on this plan. This plan is produced by Virgin Media Limited (c) Crown copyright and database rights 2022 Ordnance Survey 100019209.






## James Sloan

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**From:** online.plantenquiries@cityfibre.com  
**Sent:** 28 March 2022 11:34  
**To:** James Sloan  
**Subject:** CityFibre Plant Enquiry, issued on 3/28/22 10:33 AM. Reference c089359a-f202-483d-b9e4-6c3290fd7c4f.  
**Attachments:** emap.pdf

You recently requested information pertaining to the above location and in relation to CityFibre Holdings Ltd plant.

Reference c089359a-f202-483d-b9e4-6c3290fd7c4f

User: User

Title: 509-106 01

Comment:

Please find attached a plan of the area of your interest that may contain plant which may be affected by your proposed works.

The validity of this response is 6 weeks, after such time a new enquiry would need to be made.

Please see the points of contact below if they are required:

Plant Enquiries  
Rutherford House  
Birchwood Park  
Warrington  
WA3 6ZH  
asset.team@cityfibre.com

Please quote the Reference ID in the subject line in any correspondence.

Please be aware that all information included in this eMap is the property of the sender and subject to copyright. It is illegal to copy or send this information to any third party without the permission of the sender.

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Plant Enquiries [CityFibre]

0203 5100 602

Our Full Fibre network is expanding fast. Check if you can get connected, and register for updates at [cityfibre.com](https://www.cityfibre.com/?utm_source=Staff%20Email%20Signature&utm_medium=Email&utm_campaign=Cityfibreemail)

[CityFibre]<<https://www.cityfibre.com>>

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[[https://cdn.cityfibre.com/CF\\_Sustainable-email-footer\\_Leaf-icon\\_72dpi.png](https://cdn.cityfibre.com/CF_Sustainable-email-footer_Leaf-icon_72dpi.png)]



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**LEGEND**

- EXISTING PLANT
- EXISTING PLANT

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<p>Head Office CityFibre Holdings Ltd 15 Bedford Street, London, WC2E 9HE Tel: 0845 293 0774 Web: www.cityfibre.com</p>	<p>Asset Office CityFibre Holdings Ltd, Rutherford House, Birchwood, Warrington, WA3 6ZH Email: asset.team@cityfibre.com</p>
---	--

**Disclaimer:**

Information shown on this plan is for general guidance only. No warranty is made as to its accuracy. This plan must not be solely relied upon in the event of excavation or other works being carried out in the vicinity of Cityfibre plant. No liability of any kind is accepted by Cityfibre, its agents or servants for any error, omission, discrepancy or deviation. This information is valid for the date printed.

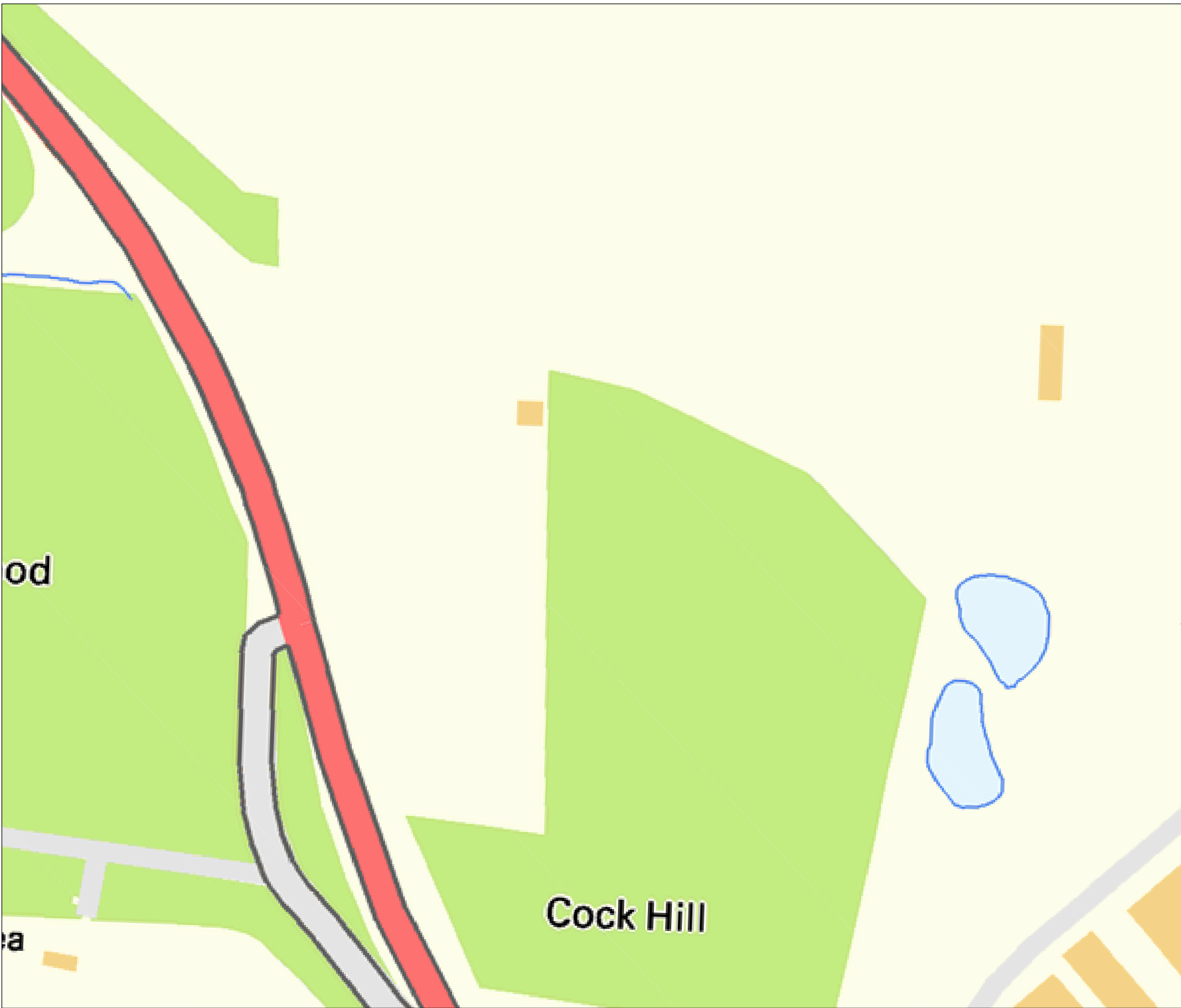
Project  
Plant Enquiry

Drawing  
Existing Plant

Drawn by:  
smallworld Date: 28/03/2022

Drawing No. CFH_EP_000001	Revision 001
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Scale: 1:2500 A4



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## LEGEND

- EXISTING PLANT
- EXISTING PLANT

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Head Office  
CityFibre Holdings Ltd  
15 Bedford Street,  
London,  
WC2E 9HE

Asset Office  
CityFibre Holdings Ltd,  
Rutherford House,  
Birchwood,  
Warrington,  
WA3 6ZH

Tel: 0845 293 0774  
Web: [www.cityfibre.com](http://www.cityfibre.com)

Email: [asset.team@cityfibre.com](mailto:asset.team@cityfibre.com)

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Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

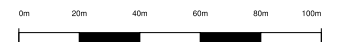
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001

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## LEGEND

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Web: www.cityfibre.com

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Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

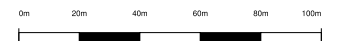
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Revision

001

Scale: 1:2500

A4





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## LEGEND

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Tel: 0845 293 0774  
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Project

Plant Enquiry

Drawing

Existing Plant

Drawn by:

smallworld

Date: 28/03/2022

Drawing No.

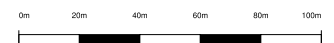
CFH\_EP\_000001

Revision

001

Scale: 1:2500

A4



## James Sloan

---

**From:** NRSWA <nrswa.nrswa@sky.uk>  
**Sent:** 25 March 2022 17:22  
**To:** James Sloan  
**Subject:** C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm



Thank you for your enquiry.

Please be advised that Sky Telecommunications Services Ltd will not be affected by your proposal.

Best endeavours have been made to ensure accuracy, however if you require further information, please contact us by email at [nrswa@sky.uk](mailto:nrswa@sky.uk).

Regards



NRSWA Department

Sky UK - Technology Operations

 [nrswa@sky.uk](mailto:nrswa@sky.uk)  144 2070323234

---

**From:** James Sloan <plans@stats-search.co.uk>  
**Sent:** 25 March 2022 09:22  
**Subject:** [EXTERNAL] C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm



# INDEPENDENT UTILITIES

## James Sloan

---

**From:** Virtual Utilities <no-reply@virtual-utilities.co.uk>  
**Sent:** 28 March 2022 11:42  
**To:** James Sloan  
**Subject:** Your UK Power Distribution Order - #14461  
**Attachments:** invoice-14461.pdf

## Thank you for your order

Thanks for your recent enquiry to UK Power Distribution.

Please find attached your invoice. The details of your order are also below:

According to our database there are no UK Power Distribution records within your search area.

Please note that any recent additions or alterations to our network may not be shown. Cables or pipes owned by other network owners or private companies will not be shown. Before any excavations are undertaken you should always verify exact locations of cables using a cable locator, and by careful use of hand tools in accordance with HSE guidance note HSG47 "Avoiding danger from underground services"  
Other useful documents to read prior to undertaking any works are HSE GS6, "Avoiding danger from overhead power lines" and HSE "Avoiding concealed services and overhead power lines"

Order number: #14461

Description	Date	Qty	Amount (£)
Utility Records Search <a href="#">View Map</a>	28-03-2022 10:42:22	1	12.50
		VAT (@ 20%)	2.50
		<b>Grand Total</b>	<b>15.00</b>

## Your Details

James Sloan

plans@stats-search.co.uk

## Billing Address

1 Foxfield Road,  
Meols,  
Meols,  
Wirral,  
CH47 0NJ

---

<https://ukpd.virtual-utilities.co.uk>

---

## James Sloan

---

**From:** plantenquiryservice@gtc-uk.co.uk  
**Sent:** 28 March 2022 11:45  
**To:** James Sloan  
**Subject:** GTC Plant Enquiry - Ref- 2410346  
**Attachments:** 2410346.png

### GTC Apparatus Not Found In Search Area

**Our Plant Enquiry Service Ref: 2410346**

**Your Enquiry Ref: 509-106**

Dear James,

Thank you for your enquiry concerning apparatus in the vicinity of your proposed work. GTC can confirm that we have no apparatus in the vicinity but please note that other asset owners may have and ensure all utility owners have been consulted. For your records, the search area is shown in the attached map.

Please note our assets now include those owned and operated by:

- GTC Pipelines Limited
- Independent Pipelines Limited
- Quadrant Pipelines Limited
- Electricity Network Company Limited
- Independent Power Networks Limited
- Independent Water Networks Limited
- Open Fibre Networks Limited
- Independent Community Heating Limited

If you have any queries or require any further information please do not hesitate to contact us.

**Your sincerely,**

GTC Plant Enquiry Service.

GTC  
Synergy House  
Woolpit Business Park  
Woolpit  
Bury St Edmunds  
Suffolk, IP30 9UP  
Tel: 01359 240363  
plant.enquiries@gtc-uk.co.uk

**NOTE:**

This E-Mail originates from GTC, Synergy House, Woolpit Business Park, Woolpit, Bury St Edmunds, Suffolk, IP30 9UP

VAT Number: GB688 8971 40. Registered No: 029431.

**DISCLAIMER**

The information in this E-Mail and in any attachments is confidential and may be privileged. If you are not the intended recipient, please destroy this message, delete any copies held on your system and notify the sender immediately. You

## James Sloan

---

**From:** PlantEnquiries <plantenquiries@EnergyAssets.co.uk>  
**Sent:** 25 March 2022 10:55  
**To:** James Sloan  
**Subject:** RE: C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

Hi James,

I can confirm Energy Assets Pipelines & Energy Assets Networks do not currently have any underground plant in the area advised below.

Kind Regards

Christopher

---

**From:** James Sloan <plans@stats-search.co.uk>  
**Sent:** 25 March 2022 09:22  
**Subject:** [EXTERNAL] C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

Dear Sir/madam,

[C2 Desktop Utility Search/Underground Plant](#)

Site Ref: 509-106, Land South of Cockhill Farm, Ayr, KA6 6AH, NGR: E 236801, N 617791 **(SEE PLAN)**

In order to avoid causing damage to your underground apparatus, and to comply with health and safety regulations, we require plans showing the approximate location of your apparatus.

The site location is shown above and is centred accurately on the OS grid co-ordinates. The site is no larger than 100 metres in radius unless noted otherwise, in which case we will attach a plan with site boundaries marked. If no apparatus is present, can you please forward a nil return email at your earliest opportunity.

Kind regards,

**James Sloan**

**Director**

stats-search.co.uk Limited

**A:** 1 Foxfield Road, Wirral, CH47 0NJ

**T:** 0330 133 0470

**M:** 07833 491 772

# TRANSPORT

## James Sloan

---

**From:** Louise Bell <Louise.Bell@networkrail.co.uk> on behalf of OP Buried Services Enquiries <OPBuriedServicesEnquiries@networkrail.co.uk>  
**Sent:** 25 March 2022 09:26  
**To:** James Sloan  
**Subject:** RE: C2 Plant Enquiries - Site Ref: 509-106, Land South of Cockhill Farm

OFFICIAL

Dear Sir/Madam,

With regards to your enquiry, Network Rail does not believe there is any Network Rail owned apparatus or underground services within the area you have defined. As there is always the possibility that new works could be planned and undertaken in this area by Network Rail this information is valid as at today's date and is supplied for general guidance only.

Please be aware that this response is based on Network Rail's records and knowledge and no guarantee can be given regarding accuracy or completeness. CAT scans, safe digging practices (as contained in HSE publications) and other appropriate investigative techniques should always be carried out.

There may be other apparatus or underground services owned or operated by Utility Companies and accordingly you should contact individual utilities for information.

If, in connection with your investigations and/or work, you become aware of Network Rail apparatus or underground services within your area of work, please ensure these are notified to our Asset Protection team via the following link as a matter of urgency so that appropriate measures for avoidance of risk and damage can be put in place.

Contact details can be found in the following link: [Network Rail Asset Protection Teams](#)

If you require any further clarification on any of the information please contact [opburiedservicesenquiries@networkrail.co.uk](mailto:opburiedservicesenquiries@networkrail.co.uk).

Regards,

Louise

**Louise Bell**

Distribution Administrator (Worksite Survey)





## **CHARLES SCOTT & PARTNERS**

349 BATH STREET  
GLASGOW  
G2 4AA

t: 0141 331 2454    f:0141 332 2873

e: [innovation@csandp.co.uk](mailto:innovation@csandp.co.uk)    [www.csandp.co.uk](http://www.csandp.co.uk)

## 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	<b>Services to Gypsy/Travellers – Potential Sites to Support and Accommodate Gypsy/Traveller Encampments</b>
Lead Officer (Name/Position/Email)	Kevin Carr, Assistant Director – Place – <a href="mailto:kevin.carr@south-ayrshire.gov.uk">kevin.carr@south-ayrshire.gov.uk</a>

**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	-	Yes
Disability	-	Yes
Gender Reassignment (Trans/Transgender Identity)	-	Yes
Marriage or Civil Partnership	-	Yes
Pregnancy and Maternity	-	Yes
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	Yes
Religion or Belief (including lack of belief)	-	Yes
Sex – gender identity (issues specific to women & men or girls & boys)	-	Yes
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	Yes
Thematic Groups: Health, Human Rights & Children's Rights	-	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	-	Yes
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	-	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	-	Yes
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	-	Yes
Socio-economic Background – social class i.e. parent’s education, employment and income	-	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	Positive – High
Advance equality of opportunity between people who share a protected characteristic and those who do not	Positive – High
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?)	Positive – High
Increase participation of particular communities or groups in public life	Positive – High
Improve the health and wellbeing of particular communities or groups	Positive – High
Promote the human rights of particular communities or groups	Positive – High
Tackle deprivation faced by particular communities or groups	Positive – High

**5. Summary Assessment**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<b>YES</b>
<b>Rationale for decision:</b>  <b>This report relates to Services to Gypsy/Travellers – Potential Sites to Support and Accommodate Gypsy/Traveller Encampments, the Council’s decision could potentially lead to extending provision of accommodation and support to a specific group. The Council’s decision has equality implications.</b>	
<b>Signed :</b> Kevin Carr	<b>Assistant Director</b>
<b>Date:</b> 13 May 2022	

**South Ayrshire Council  
Equality Impact Assessment including Fairer Scotland Duty**

**Section One: Policy Details\***

Name of Policy	<b>Services to Gypsy/Travellers – Potential Sites to Support and Accommodate Gypsy/Traveller Encampments</b>
Lead Officer (Name/Position)	Kevin Carr, Assistant Director – Place – <a href="mailto:kevin.carr@south-ayrshire.gov.uk">kevin.carr@south-ayrshire.gov.uk</a>
Support Team (Names/Positions) including Critical Friend	Michael Alexander – Service Lead – Housing Services Pauline Draper – Co-ordinator - Housing

\*The term Policy is used throughout the assessment to embrace the full range of policies, procedures, strategies, projects, applications for funding or financial decisions.

What are the main <b>aims</b> of the policy?	To identify a potential site to provide a designated area to support and accommodate Gypsy/Traveller encampments in South Ayrshire.
What are the intended <b>outcomes</b> of the policy?	The Council is being requested to support the provision of more and better accommodation for Gypsy/Travellers.

**Section Two: What are the Likely Impacts of the Policy?**

Will the policy impact upon the whole population of South Ayrshire and/or particular groups within the population? (please specify)	The identification of a suitable site to provide a designated area to support and accommodate Gypsy/Traveller encampments in South Ayrshire, will ensure that an adequate and safe area is available. Given the relatively small numbers proposed, the policy is expected to have minimal impact on the whole population of South Ayrshire.
---	---

**Considering the following Protected Characteristics and themes, what likely impacts or issues does the policy have for the group or community?**

**List any likely positive and/or negative impacts.**

<b>Protected Characteristics</b>	<b>Positive and/or Negative Impacts</b>
<b>Age:</b> Issues relating to different age groups e.g. older people or children and young people	In accordance with established policies, services will be provided to households regardless of age.  For children the impact is likely to be positive with access to a designated safe area, with links to amenities and services including local schooling and other activities.
<b>Disability:</b> Issues relating to disabled people	A designated area with access to basic or enhanced facilities will be positive.

<b>Gender Reassignment – Trans/Transgender:</b> Issues relating to people who have proposed, started or completed a process to change his or her sex	It is anticipated that this policy would impact positively on any Gypsy/Travellers who have proposed, started or completed the process to change his or her sex.
<b>Marriage and Civil Partnership:</b> Issues relating to people who are married or are in a civil partnership	It is anticipated that this policy would impact positively on Gypsy/Travellers who are or wish to be married or in a civil partnership.
<b>Pregnancy and Maternity:</b> Issues relating to woman who are pregnant and/or on maternity leave	It is anticipated that access to maternity services within the local authority area, where appropriate, will be a positive benefit to those involved.
<b>Race:</b> Issues relating to people from different racial groups, (BME) ethnic minorities, including Gypsy/Travellers	Previous involvement and experience in managing services to Gypsy/Travellers and dealing with unauthorised encampments has allowed multi-agency working arrangements and support networks to be established to provide support in this area.
<b>Religion or Belief:</b> Issues relating to a person's religion or belief (including non-belief)	It is expected that this will be positive in all respects.
<b>Sex:</b> Gender identity: Issues specific to women and men/or girls and boys	It is expected that this will be positive in all respects.
<b>Sexual Orientation:</b> Issues relating to a person's sexual orientation i.e. LGBT+, heterosexual/straight	It is expected that this policy will have a positive impact on individuals of all sexual orientations.

### Equality and Diversity Themes Relevant to South Ayrshire Council

<b>Health</b> Issues and impacts affecting people's health	It is expected that the provision of a designated area within South Ayrshire to support and accommodate encampments will have a significant positive impact on the Gypsy/Travellers health and increase their ability to access health services.
<b>Human Rights:</b> Issues and impacts affecting people's human rights such as being treated with dignity and respect, the right to education, the right to respect for private and family life, and the right to free elections.	The policy should significantly improve the human rights of those choosing to occupy site provision.

### Socio-Economic Disadvantage

<b>Low Income/Income Poverty:</b> Issues: cannot afford to maintain regular payments such as bills, food and clothing.	Depending on the approach developed and adopted by the Council, further consideration will be required around charging and affordability.
<b>Low and/or no wealth:</b> Issues: 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	Gypsy/Travellers residing in South Ayrshire will have access to welfare benefits and other supports.

<p><b>Material Deprivation:</b> Issues: being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies</p>	<p>Gypsy/Travellers residing in South Ayrshire will have access to welfare benefits and other supports.</p>
<p><b>Area Deprivation:</b> Issues: where you live (rural areas), where you work (accessibility of transport)</p>	<p>Gypsy/Travellers residing in South Ayrshire will have access to welfare benefits and other supports.</p>

### Section Three: Evidence Used in Developing the Policy

<p><b>Involvement and Consultation</b> In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? <b>Who</b> did you involve, <b>when</b> and <b>how</b>?</p>	<p>The Council has established a Member/Officer Working Group which has considered the needs of Gypsy/Travellers. Taking account of the the Scottish Government and Convention of Scottish Local Authorities (COSLA) published joint action plan entitled '<i>Improving the Lives of Scotland's Gypsy/Travellers (2019–2021)</i>', the Council has identified gaps in existing provision and the need to provide more and better accommodation to respond to unauthorised encampments. Experience, feedback and data gathered from previous unauthorised encampments has been used to establish partnership arrangements with a range of services and agencies to ensure that a high quality of services is provided.</p> <p>As part of the current and previous work undertaken on the provision of services to Gypsy/Travellers, information held on previous involvement is held from a range of services, agencies and support organisations.</p>
<p><b>Data and Research</b> In assessing the impact set out above what evidence has been collected from research or other data. Please specify <b>what</b> research was carried out or data collected, <b>when</b> and <b>how</b> this was done.</p>	<p>Information and data is held on previous encampments and the responses made by services and agencies.</p>
<p><b>Partners data and research</b> In assessing the impact(s) set out in Section 2 what evidence has been provided by partners?  Please specify partners</p>	<p>Data has been provided previously on the outcomes, support needs and level of services provided previously to families who were part of unauthorised encampments.</p>
<p><b>Gaps and Uncertainties</b> Have you identified any gaps or uncertainties in your understanding of the issues or impacts that need to be explored further?</p>	<p>No</p>

**Section Four: Detailed Action Plan to address identified gaps in:**

- a) evidence and**
- b) to mitigate negative impacts**

<b><u>No.</u></b>	<b><u>Action</u></b>	<b>Responsible Officer(s)</b>	<b>Timescale</b>
1			
2			
3			
4			

**Note: Please add more rows as required.**

**Section Five - Performance monitoring and reporting**

Considering the policy as a whole, including its equality and diversity implications:

When is the policy intended to come into effect?	
When will the policy be reviewed?	
Which Panel will have oversight of the policy?	

**Summary Equality Impact Assessment Implications & Mitigating Actions**

**Name of Policy:** Services to Gypsy/Travellers – Potential Sites to Support and Accommodate Gypsy/Traveller Encampments

This policy will assist or inhibit the Council’s ability to eliminate discrimination; advance equality of opportunity; and foster good relations as follows:

<p><b>Eliminate discrimination</b></p> <p>The policy will be used to eliminate discrimination, identify and secure a suitable site to provide the necessary support to Gypsy/Travellers.</p>
<p><b>Advance equality of opportunity</b></p> <p>The policy will be used to advance quality of opportunity, identify and secure a suitable site to provide the necessary support to Gypsy/Travellers. This will increase opportunities for the provision of advice and information regarding access to welfare benefits, employment opportunities, health and education.</p>
<p><b>Foster good relations</b></p> <p>The policy is based on established working arrangements and support provided by a range of agencies and organisations, this fosters good relation and provides the essential support to Gypsy/Travellers.</p>
<p><b>Consider Socio-Economic Disadvantage (Fairer Scotland Duty)</b></p> <p>The Policy will improve the socio-economic circumstances of the Gypsy/ Traveller community</p>

<b><u>Summary of Key Action to Mitigate Negative Impacts</u></b>	
<b><u>Actions</u></b>	<b><u>Timescale</u></b>

<p><b>Signed: Michael Alexander</b></p>	<p><b>Service Lead</b></p>
<p><b>Date: 3 August 2021</b></p>	

**South Ayrshire Council**

**Report by Assistant Director - Place  
to Cabinet  
of 14 June 2022**

---

**Subject: General Services Capital Programme 2021/22:  
Monitoring Report as at 31 March 2021**

---

**1. Purpose**

- 1.1 The purpose of this report is to update Cabinet on the actual capital expenditure and income, together with progress made on the General Services capital programme projects as at 31 March 2022 (Period 12), and to agree the changes to budgets in future years.

**2. Recommendation**

**2.1 It is recommended that Cabinet:**

- 2.1.1 notes the progress made on the delivery of the General Services Capital Programme to 31 March 2022, resulting in spend of £66,230,255 or 100.42%, as detailed in Appendix 1 attached;**
- 2.1.2 approves the adjustments contained in Appendix 2 attached; and**
- 2.1.3 approves the revised budget for 2022/23 at £128,973,955 and 2023/24 at £82,984,577, along with future years budgets as detailed in Appendix 2.**

**3. Background**

- 3.1 The General Services Capital Programme for 2021/22 was approved by South Ayrshire Council on 4 March 2021.
- 3.2 The General Services Capital Programme for 2022/23 to 2033/34 was approved by South Ayrshire Council of 3 March, 2022 through the paper 'Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34, and Carbon Budget 2022/23' and incorporated all adjustments made to the Programme throughout 2021/22.
- 3.3 The current budget approved for 2021/22 is £65,951,864.

**4. Proposals**

- 4.1 The total spend on the General Services Capital Programme during financial year 2021/22 of £66,230,255 was significantly higher than the total spend in the previous year of £33,334,306. This is in part due to the gradual easing of Covid Restrictions meaning more works have been able to be progressed.

4.2 The spend in 2021/22 was slightly higher than the approved budget at 100.42%. This overspend is due to projects progressing faster than anticipated and this is a profiling adjustment rather than a requirement for additional funding. Appropriate requests to advance funds from 2022/23 have been made through this report.

#### 4.3 **Works Completed**

4.3.1 A number of projects have completed since the last report, including Forehill PS - Reconfiguration of Nursery Area, Dundonald PS Extension - Acoustic Measures and Ayr Old Kirk - Works to Churchyard Walls (Phase 2 - Rebuilding/Repairing).

#### 4.4 **Works Ongoing**

4.4.1 Works continue on site at Straiton Primary School – Conversion of School House to Staff Suite, Space Place EYC – Extension and the Riverside Project, Ayr / Public Realm Space, High Street, Ayr.

4.4.2 New projects have started on site at Kyle Academy - Refurbishment Works Science Dept Upgrade), Symington Primary - Extension (GP Room and Storage), and Prestwick Pool – Additional Gym Facilities.

4.4.3 New contracts have recently been let for Wallacetown Early Years Centre - Formation of New Entrance, Cunningham Place Children's Home – Independent Living Flat and Doonfoot Primary School – Communication Classes Refurbishment. Pre-start meetings are being arranged to determine programmes of work.

4.4.4 The major projects previously highlighted continue to progress well and include Carrick Academy (Maybole Campus), Sacred Heart Primary, the Shared Campus Project (Glenburn and St Ninian's Primary Schools) and Craigie Additional Sporting Facility.

4.4.5 A number of projects have completed within ongoing programmes of work, including Window and Roof Replacement - Various Projects, Property Refurbishment - Various Projects, Equalities Act Budget – Various Properties, Ayrshire Roads Alliance Managed projects and ICT Programmes.

4.4.6 Detailed design works continue to be progressed on a number of projects for 2022/23, including Coylton PS - Reconfiguration of Main Entrance & Reception, Girvan Academy - Conversion of Library to ICT Suite 2022/23 and the Relocation of Mossblown War Memorial.

4.5 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).

4.6 Appendix 2 details budget adjustments being put forward for approval by Cabinet as part of the Period 12 report. These adjustments include (a) recognise additional grant income from the Scottish Government, Strathclyde Passenger for Transport and Sustrans; (b) a number of internal re-allocations of budgets between projects; (c) a number of transfers of budgets from 2021/22 to 2022/23 and beyond



to reflect current profiled spend for projects; and (d) a number of transfers of budgets from 2022/23 to 2021/22 to reflect current profiled spend for projects.

4.7 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 P12, actual expenditure stood at £66,230,255. Income for this period stood at £66,230,255. Based on the budget of £65,951,864, actual expenditure of £66,230,255 equates to an overall spend of 100.42% at the end of Period 12.

6.2 Proposals contained in this report, if approved, would lead to revised programmes in 2022/23 of £128,973,955 and 2023/24 of £82,984,577. Requests have been made for re-profiling of budgets as highlighted in Section 4.6 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, 2023/34 and future years 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 Ian Davis, Portfolio Holder for Finance, HR and ICT, 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 Cabinet in the ‘Council and Cabinet Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Process adjustments to the General Services Capital Programme	28 June 2022	Corporate Accounting - Treasury / Capital Function

**Background Papers**    **Report to Leadership Panel of 15 February 2022 – [General Services Capital Programme 2021/22: Monitoring Report at 31 December 2021](#)**

**Report to South Ayrshire Council of 3 March 2022 – [Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34, and Carbon Budgets 2022/23](#)**

**[General Services Capital Programme 201/22 – Period 12 – Ward Analysis](#) (Members Only)**

**Person to Contact**    **Pauline Bradley, Service Lead - Professional Design Services, Newton House, 30 Green Street lane, Ayr, KA8 8BH  
Phone 01292 612858  
E-mail [pauline.bradley@south-ayrshire.gov.uk](mailto:pauline.bradley@south-ayrshire.gov.uk)**

**Date:** 7 June 2022

**GENERAL SERVICES CAPITAL MONITORING REPORT  
PERIOD 12 2021/22**

Key Strategic Objective	Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Section	2022/23 Approved Budget	2023/24 Approved Budget
	£	£	£	£		£	£
Our Children and Families	26,899,856	26,899,856	32,735,536	(5,407,604)	See Section on 'Our Children and Families'	49,810,399	22,817,555
Our Adults and Older People	401,725	401,725	354,371	47,354	See Section on 'Adults and Older People'	680,395	680,000
Our Communities	19,950,941	19,950,941	16,465,638	3,051,783	See Section on 'Our Communities'	44,200,750	30,461,875
Other Investment in Buildings, Information Technology & Other	18,699,342	18,699,342	16,674,710	2,069,111	See Section on 'Other Investment in Buildings, Information Technology and Other'	36,637,032	24,321,499
<b>TOTAL PROGRAMME EXPENDITURE</b>	<b>65,951,864</b>	<b>65,951,864</b>	<b>66,230,255</b>	<b>(239,357)</b>		<b>131,328,576</b>	<b>78,280,929</b>
General / Specific Capital Grant	9,073,221	9,073,221	8,942,210	0	See Section on 'General / Specific Capital Grant'	9,068,000	9,000,000
Additional Funding Identified	7,167,803	7,167,803	5,259,512	3,628,745	See Section on 'Additional Funding Identified'	13,841,406	11,331,171
Borrowing	49,710,840	49,710,840	52,028,533	(3,868,102)	See Section on 'Borrowing'	108,419,170	57,949,758
<b>TOTAL PROGRAMME INCOME</b>	<b>65,951,864</b>	<b>65,951,864</b>	<b>66,230,255</b>	<b>(239,357)</b>		<b>131,328,576</b>	<b>78,280,929</b>
<b>NET EXPENDITURE</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>

<b>Children and Families</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b>Project Budgets Approved 2021/22: - - Updated Per LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</b>
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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>
Dailly Primary School Surplus Plot - Car Park
Education - Digital Inclusion for South Ayrshire Council
Girvan All Weather Pitch

481,871	481,871	354,023	127,849	Complete
8,871,265	8,871,265	13,250,619	(4,379,354)	On Site
87,914	87,914	112,338	0	See Expanded Section
1,453	1,453	1,705	0	See Expanded Section
1,880,934	1,880,934	915,344	1,340,913	See Expanded Section
0	0	0	0	Design and Tender
0	0	0	0	On Site
64,596	64,596	24,017	40,579	Design and Tender

800,000	0
31,448,948	15,000,000
0	0
0	0
5,587,505	1,317,555
110,000	0
5,302	0
800,000	0

<b>Children and Families</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Girvan Primary School
ICT Replacement in Schools
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

0	0	0	0	Concept
290,452	290,452	283,751	6,701	On Site
0	0	0	0	Complete
2,404,897	2,404,897	2,539,472	(134,575)	On Site
2,180,470	2,180,470	1,713,638	466,830	See Expanded Section
9,483,517	9,483,517	12,493,081	(3,009,564)	On Site
462,771	462,771	384,848	0	Complete
551,716	551,716	571,743	(20,027)	See Expanded Section
133,000	133,000	88,950	44,050	On Site

0	3,000,000
220,000	0
12,572	0
2,250,000	0
2,416,567	2,200,000
5,873,817	1,150,000
0	0
285,688	150,000
0	0

<b>Children and Families</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

CO2 Monitors - Private and Third Sector Properties
Computing Science Hardware For Schools
Support Further Ventilation in Schools
<b>TOTALS</b>

5,000	5,000	0	5,000	On Site
0	0	2,007	7,993	On Site
0	0	0	96,000	On Site
<b>26,899,856</b>	<b>26,899,856</b>	<b>32,735,536</b>	<b>(5,407,604)</b>	

0	0
0	0
0	0
<b>49,810,399</b>	<b>22,817,555</b>

**Our Adults and Older People**

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b>Project Budgets Approved 2021/22: - - Updated Per LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</b>
Scheme of Assistance

401,725	401,725	354,371	47,354	Legally Committed
<b>401,725</b>	<b>401,725</b>	<b>354,371</b>	<b>47,354</b>	

680,395	680,000
<b>680,395</b>	<b>680,000</b>

<b>Our Communities</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b><u>Project Budgets Approved 2021/22: - - Updated Per LP of 15th February &amp; South Ayrshire Council of 3rd March, 2022</u></b>
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)
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 South Pier Repairs

1,311,923	1,311,923	869,128	442,795	Design and Tender
10,320	10,320	(97,987)	0	Complete
0	0	0	0	Concept
14,552	14,552	12,564	1,988	On Site
57,114	57,114	49,689	7,425	Complete
1,756	1,756	723	1,033	Complete
166,941	166,941	7,435	159,506	Design and Tender
0	0	0	0	Concept

21,000,000	22,000,000
0	0
535,000	278,000
185,571	0
70,000	0
50,000	0
310,000	0
8,000	120,000



Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Ayrshire Roads Alliance - Girvan Lorry Park	59,305	59,305	142,143	0	Complete	0	0
Ayrshire Roads Alliance - LED Replacement	330,049	330,049	361,372	(31,323)	On Site	231,951	0
Ayrshire Roads Alliance - Local Flood Risk Plan	15,094	15,094	9,513	5,581	Design and Tender	172,586	64,000
Ayrshire Roads Alliance - Road Reconstruction and Improvement	3,849,368	3,849,368	3,850,901	(256,118)	Complete	3,500,000	2,500,000
Ayrshire Roads Alliance - 20mph Infrastructure	244,238	244,238	353,717	(23,708)	On Site	23,708	0
Ayrshire Roads Alliance - Street Lighting	159,800	159,800	182,675	(22,875)	On Site	204,711	250,000
Ayrshire Roads Alliance - Traffic Signals Renewals Programme	74,223	74,223	144,670	(70,447)	On Site	290,000	140,000
Ayrshire Roads Alliance - New Traffic Signals	52,000	52,000	7,550	44,450	Design and Tender	100,000	0
Ayrshire Roads Alliance - EV Charging Infrastructure	100,000	100,000	19,336	80,664	Design and Tender	100,000	100,000

Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Ayrshire Roads Alliance - B734 Pingerrach Slope Stabilisation and Safety Barrier	126,000	126,000	7,636	118,364	On Site	2,000	0
Ayrshire Roads Alliance - C12 Dunure Slope Stabilisation	5,500	5,500	154	5,346	Design and Tender	188,000	0
Ayrshire Roads Alliance - U49 Littleton Farm Slope Stabilisation Work	20,000	20,000	17,404	2,596	Design and Tender	0	0
Ayrshire Roads Alliance - Facilities to assist with tourist and visitor facilities	40,493	40,493	40,493	(0)	Ongoing	159,507	0
Belleisle Park - Additional Works	21,018	21,018	36,109	(15,091)	Concept	680,000	0
CCTV Public Space Infrastructure	44,999	44,999	6,400	38,599	Design and Tender	375,000	0
<i>Cemetery Infrastructure Project</i>	767,145	767,145	709,308	57,836	<i>See Expanded Section</i>	2,304,044	500,000
Craigie Additional Sporting Facility	4,043,975	4,043,975	4,580,364	(395,217)	On Site	4,700,000	0
Cycling Walking Safer Routes 2021-22	493,000	493,000	341,987	0	Design and Tender	491,000	0

Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Golf Strategy - Health and Safety Works	0	0	0	0	Concept	500,000	0
Green Waste / Household Recycling and Waste Transfer Station	571,518	571,518	20,769	550,749	Design and Tender	4,000,000	4,150,000
Masonhill Crematorium Upgrade of Drainage (2021/22 and 2022/23)	200,000	200,000	196,450	3,550	Complete	242,500	0
Maybole Town Centre Regeneration - Town Hall	2,231	2,231	2,231	0	Legally Committed	221,632	0
Maybole Town Centre Regeneration - Public Realm Improvements to the High Street	0	0	0	0	Design and Tender	606,375	259,875
Maybole Regeneration – Project Team	0	0	48,763	(48,763)	Concept	0	0
Maybole Regeneration – Small Grants Scheme	0	0	0	0	Concept	0	0
Maybole Regeneration – Development Grant Scheme	0	0	0	0	Concept	0	0
Newton Shore Coastal Protection	566	566	22	0	Complete	0	0

Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Northfield Bowling Centre Refurbishment	26,750	26,750	0	26,750	Design and Tender	525,000	0
Place Plans	332,681	332,681	353,191	(20,510)	On Site	1,050,000	0
Dundonald Recreational Field - Upgrade	31,000	31,000	31,000	0	Complete	0	0
Tarbolton Pitch - Drainage Works	23,000	23,000	20,520	2,480	Complete	0	0
<i>Public Conveniences - Various Projects</i>	61,128	61,128	50,496	10,632	<i>See Expanded Section</i>	372,333	0
Rozelle House (Grant Funded Works)	341,000	341,000	305,692	35,308	On Site	200,000	0
<i>SPT/Transport Scotland Projects</i>	2,093,089	2,093,089	1,943,811	61,570	<i>See Expanded Section</i>	0	0
Ayr Town Centre Projects	112,599	112,599	89,236	23,363	Complete	0	0
Scottish Government Town Centre Fund Grant 2020/21	234,930	234,930	234,930	0	Complete	0	0

Our Communities	Approved Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P12 £	Carry Forward to 2022/23 £	Key Project Milestone	2022/23 Approved Budget £	2023/24 Approved Budget £
Scottish Government - Place Based Investment Programme	797,000	797,000	46,019	614,081	Design and Tender	0	0
Whitlett's Sports Improvements	378,771	378,771	367,110	11,661	Complete	0	0
<i>VAT Recovery Projects</i>	1,980,095	1,980,095	782,198	1,197,896	<i>See Expanded Section</i>	460,000	0
Ayr Esplanade - Phase 1	3,208	3,208	3,208	(0)	Design and Tender	0	0
Craigie Park Sport for All facility Development	16,614	16,614	0	16,614	Design and Tender	200,000	0
Promenade and Shorefront Improvement Scheme	375,000	375,000	0	375,000	Design and Tender	0	0
Renewing Every Play Park in Scotland 2021/22	94,000	94,000	94,579	0	Concept	0	0
Nature Restoration Fund 2021/22	105,000	105,000	100,180	0	Complete	0	0
Community Asset Fund - Essential Repairs Former Pinwherry Primary	106,710	106,710	106,710	0	Complete	0	0

<b>Our Communities</b>
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Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Floating Pontoons @ River Ayr
Mixed Tenure Grant
<b><u>Previous Years Projects</u></b>
Citadel Enhancement
Troon Cemetery Extension

35,000	35,000	0	35,000	Design and Tender
0	0	0	0	Concept
20,238	20,238	15,241	4,998	Complete
0	0	0	0	Complete
<b>19,950,941</b>	<b>19,950,941</b>	<b>16,465,638</b>	<b>3,051,783</b>	

0	0
100,000	100,000
15,000	0
26,832	0
<b>44,200,750</b>	<b>30,461,875</b>

<b>Other Investment in Buildings, Information and Technology</b>
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<b>Approved Budget 2021/22</b>	<b>Projected to 31st March, 2022</b>	<b>Actual at P12</b>	<b>Carry Forward to 2022/23</b>	<b>Key Project Milestone</b>
£	£	£	£	

<b>2022/23 Approved Budget</b>	<b>2023/24 Approved Budget</b>
£	£

**Project Budgets Approved 2021/22: -  
- Updated Per LP of 15th February & South Ayrshire Council of 3rd March, 2022**

<b>Buildings</b>
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
Net Zero Carbon Retrofit

1,185,900	1,185,900	1,186,038	0	Complete
0	0	0	0	Concept
265,325	265,325	205,816	59,509	See Expanded Section
409,725	409,725	294,780	114,945	See Expanded Section
1,839,232	1,839,232	1,584,650	254,582	On Site
296,763	296,763	28,268	268,495	Legally Committed
0	0	0	0	Design and Tender

0	0
94,000	0
1,868,697	0
207,170	300,000
2,495,795	1,800,000
1,650,000	0
1,000,000	0

**Other Investment in Buildings, Information and Technology**

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<i>Property Refurbishment - Various Projects</i>
Renewable Heat Incentive Certifications
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
<b>Information Technology</b>

1,375,333	1,375,333	1,272,586	102,747	See Expanded Section
11,070	11,070	6,600	4,470	On Site
911,727	911,727	834,902	176,825	On Site
16,250	16,250	0	16,250	Complete
202,281	202,281	210,825	(8,544)	See Expanded Section
44,532	44,532	44,532	0	Design and Tender
427,540	427,540	210,245	217,295	See Expanded Section
0	0	0	0	Other

1,164,408	1,150,000
10,000	0
300,000	0
850,000	0
200,000	200,000
292,270	250,000
1,314,364	100,000
0	0



**Other Investment in Buildings, Information and Technology**

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<i>Business Systems</i>
<i>End User Computing</i>
<i>Information and Data</i>
<i>ICT Infrastructure</i>
<b>Other</b>
Facilitate Introduction of Flexible Working
Initial Work on Projects For Future Years
Project Management Costs
<i>Repairs and Renewal (Works Funded by Contribution)</i>
<b><u>Economic and Regeneration</u></b>

3,831,400	3,831,400	3,669,565	140,421	See Expanded Section
3,183,666	3,183,666	2,817,541	366,125	See Expanded Section
1,375,896	1,375,896	1,175,397	200,498	See Expanded Section
1,038,346	1,038,346	974,324	64,021	See Expanded Section
12,500	12,500	0	0	Concept
47,976	47,976	27,125	0	Design and Tender
126,000	126,000	129,072	0	Other
390,465	390,465	241,533	148,932	See Expanded Section

6,229,619	673,600
3,524,000	1,652,000
330,000	450,000
694,000	655,000
385,000	100,000
100,000	100,000
95,000	0
411,312	0

**Other Investment in Buildings, Information and Technology**

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<i>Ayrshire Growth Deal</i>
Hanger Space (GPA)
Commercial Properties Portfolio
<b><u>Projects Brought Forward from 2020/21</u></b>
Finance System Upgrade (Budgeting)
Oracle Systems Development
Sale of Land and Buildings
Social Work Client Database (Carefirst)
Year 1 - Actions From Audits - Public Buildings

1,561,426	1,561,426	1,680,096	(118,670)	See Expanded Section
0	0	588	(588)	Concept
32,142	32,142	27,277	4,865	Design and Tender
0	0	0	0	Design and Tender
39,269	39,269	60,683	0	Design and Tender
446	446	446	0	Other
74,132	74,132	17,200	56,932	On Site
0	0	(3,600)	0	Complete

11,634,790	15,890,899
1,786,607	1,000,000
0	0
0	0
0	0
0	0
0	0
0	0

**Other Investment in Buildings, Information and Technology**

Approved Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

Troon Cycle Path

0	0	(21,780)	0	Complete
<b>18,699,342</b>	<b>18,699,342</b>	<b>16,674,710</b>	<b>2,069,111</b>	

0	0
<b>36,637,032</b>	<b>24,321,499</b>

Income
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Approved Income Budget 2021/22	Projected to 31st March, 2022	Actual at P12	Carry Forward to 2022/23	Key Project Milestone
£	£	£	£	

2022/23 Approved Budget	2023/24 Approved Budget
£	£

<b>Project Budgets Approved 2021/22: - - Updated Per LP of 15th February &amp; South</b>
<b>Funding Type</b>
General Capital Grant
Estimated Capital Grant In Future Years
<b>Specific Grants</b>
Cycling, Walking & Safer Streets
Cycling, Walking & Safer Streets 2020-21
Town Centre Fund
Ayr Town Centre Projects
Maybole Town Centre Regeneration - Town Hall
<b>Total Grant Funding</b>
<b>Additional Funding Identified</b>
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);
Digital Subsea Cabling (plus further adjustments 2024/25).
Digital Infrastructure (plus further adjustments 2024/25); and
Citadel Funding Brought Forward From Previous Years

8,577,000	8,577,000	8,597,000	0	Income
0	0	0	0	Income
			0	
493,000	493,000	341,987	0	Income
3,221	3,221	3,223	0	Income
0	0	0	0	Income
0	0	0		Income
0	0	0	0	Income
9,073,221	9,073,221	8,942,210	0	
250,000	250,000	106,180	0	Income
0	0	0	0	Income
0	0	0	2,068,000	Income
0	0	0	0	Income
0	0	0	0	Income
0	0	80,000	0	Income
0	0	0	0	Income
0	0	0	0	Income
20,100	20,100	15,240	4,860	Income

0	0
8,577,000	9,000,000
491,000	0
0	0
0	
0	
0	0
9,068,000	9,000,000
250,000	250,000
0	0
1,000,000	810,000
720,685	500,000
700,000	1,771,171
2,981,840	3,000,000
4,023,882	4,000,000
1,500,000	1,000,000
15,000	0

Travellers Site Brought Forward From Previous Years
Developers Contributions - Greenan - (Kyle/St Johns/General)
Doonfoot Primary - Upgrade and Extension
Developer Contributions - Greenan - Longhill Avenue
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
Developers Contributions - Monkton - Educational Cont.
<i>Other Contributions - Grants / CFCR / CRA</i>
<b>Total Additional Funding</b>
<b>Cash Funding Available</b>
Tracked Borrowing - Ayrshire Growth Deal
Tracked Borrowing - Maybole Town Centre
Tracked Borrowing - Ayr Town centre projects
Tracked Borrowing - Early Years
Tracked Borrowing - VAT Recovery Projects
Borrowing
Total Borrowing
<b>TOTAL FUNDING REQUIREMENT</b>

0	0	0	0	Income
30,472	30,472	0	30,472	Income
70,845	70,845	12,060	58,785	Income
0	0	0	0	Income
0	0	986,350	0	Income
42,500	42,500	0	42,500	Income
41,904	41,904	(986,350)	41,904	Income
61,256	61,256	0	61,256	Income
60,405	60,405	74,210	(39,595)	Income
0	0	0	0	Income
9,199	9,199	25,790	(84,557)	Income
10,000	10,000	16,716	10,000	Income
0	0	(16,716)	0	Income
6,571,122	6,571,122	4,946,031	1,435,120	Various
<b>7,167,803</b>	<b>7,167,803</b>	<b>5,259,512</b>	<b>3,628,745</b>	
<b>16,241,024</b>	<b>16,241,024</b>	<b>14,201,721</b>	<b>3,628,745</b>	
1,561,426	1,561,426	1,680,096	(2,186,670)	
0	0	0	0	Income
79,502	79,502	79,502	0	Income
1,080,934	1,080,934	915,344	782,913	Income
0	0	0	0	Other
46,988,978	46,988,978	49,353,591	(2,464,345)	Income
49,710,840	49,710,840	52,028,533	(3,868,102)	Income
<b>65,951,864</b>	<b>65,951,864</b>	<b>66,230,255</b>	<b>(239,357)</b>	

0	0
700,000	0
0	0
0	0
99,102	0
400,000	0
550,000	0
0	0
39,595	0
0	0
80,000	0
0	0
0	0
781,302	0
<b>13,841,406</b>	<b>11,331,171</b>
<b>22,909,406</b>	<b>20,331,171</b>
708,383	4,809,728
0	0
0	0
0	0
0	0
107,710,787	53,140,030
108,419,170	57,949,758
<b>131,328,576</b>	<b>78,280,929</b>

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 £
<b>Capital Budget approved by Leadership Panel 23rd November 2021</b>						<b>65,951,864</b>	<b>131,328,576</b>	<b>78,280,929</b>
1	<p>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: -</p> <ul style="list-style-type: none"> <li>- P12 2020/21 year end capital reports approved by Leadership Panel of the 15th June, 2021;</li> <li>- P3 Capital Monitoring report approved by Leadership Panel of the 24th August, 2021;</li> <li>- Review of Capital Estimates: General Services Capital Programme 2021/22 to 2030/31 as approved by Leadership Panel of 26th, October, 2021;</li> <li>- P6 2021/22 capital reports approved by Leadership Panel of the 23rd November, 2021; and</li> <li>- P9 2021/22 capital reports approved by Leadership Panel of the 15th February, 2022.</li> </ul> <p>The adjustments approved through the above reports have been incorporated into the P12 report.</p>							
2	<p>Additional funding has been awarded to projects which requires to be captured within the Programme as detailed below.</p> <p>(i) Scottish Government awarded £10,000 to South Ayrshire Council in 2021/22 for 'Computing Science Hardware for Schools' and it is requested that both expenditure and income budgets be established to recognise this grant.</p> <p>(ii) Included within the revenue financial monitoring papers presented to Leadership Panel of 15th February, a request was approved to transfer £400,000 from revenue Early Years Expansion to Capital Related Expenditure. It is requested that this be added to the <b>Early Years and Childcare - Multi Year Capital Allocations</b> - Unallocated Budget and carried forward to 2022/23 for use in this year as detailed below: -</p> <ul style="list-style-type: none"> <li>- Early Learning and Childcare - Multi Year Capital Allocations - Unallocated Funding 2021/22 &amp; 2022/23</li> </ul> <p>(iii) Capital Asset Management Group of the 25th February, 2022, approved Repairs and Renewals Fund bids for the two below projects and it is requested that expenditure and income budgets be created in 2022/23 for these projects: -</p> <ul style="list-style-type: none"> <li>- Masonhill Crematorium Cremator Re-lining; and</li> <li>- Surfacing Ground Adjacent to Prosoccer.</li> </ul>	(400,000)			10,000	10,000	0	0
					400,000	0	400,000	0
						0	98,225	0
						0	29,959	0

	<p>(iv) Scottish Government have awarded South Ayrshire Council £96,000 in relation to works to 'Support Further Ventilation in Schools' and it is requested that this grant be added to the Programme in 2021/22. This will be spent in 2022/23 and it is further requested that this be carried forward to this year as below: -</p> <ul style="list-style-type: none"> <li>- Support Further Ventilation in Schools</li> </ul> <p>(v) In their award letter dated 6th May, 2022, Scottish Government have awarded £718,057 funding in relation to Cycling, Walking, Safer Routes for the financial year 2022/23. Currently, a provision of £491,000 is included for this year and it is requested that income and expenditure budgets be increased to reflect the new award</p> <ul style="list-style-type: none"> <li>- Cycling Walking Safer Routes 2022-23</li> </ul>	(96,000)			96,000	0	96,000	0
3	<p>A number of adjustments have been approved to the Capital Programme which require to be reflected as detailed below: -</p> <p>(i) Capital Asset Management Group (17/3/22) approved the following budget transfers in 2022/23 and it is requested that these be recognised through the P12 Capital Monitoring Report: -</p> <ul style="list-style-type: none"> <li>- Cunningham Place Children's House - Independent Living Flat;</li> <li>- Cunningham Place Children's House - Garden Room;</li> <li>- Equalities Act Budget - Various Projects - Unallocated Budget 2022/23;</li> <li>- Invergarven School - New Build; and</li> <li>- Demolition of Surplus Buildings at Walker Road (3 No.).</li> </ul> <p>(ii) Leadership Panel of the 15th February, 2022 approved the paper 'Maybole Regeneration Project – Proposed Re-allocation of Council Capital Contribution' which partially re-allocated the £1m of Council capital contribution held in 2022/23 more evenly across the Maybole Regeneration Project schemes. Adjustments are required to the Programme as detailed below: -</p> <ul style="list-style-type: none"> <li>- Maybole Town Centre Regeneration - Town Hall;</li> <li>- Maybole Town Centre Regeneration - Public Realm Improvements to the High Street;</li> <li>- Maybole Regeneration – Project Team</li> <li>- Maybole Regeneration – Small Grants Scheme; and</li> <li>- Maybole Regeneration – Development Grant Scheme.</li> </ul> <p>(iii) A contract has been let for the Internal and External Refurbishment Works at Maybole Town Hall. To augment the budget currently held in the programme for this, under 'Maybole Town Centre Regeneration - Town Hall' external funding has been secured and it is requested that expenditure budget be added, funded from sources as detailed below: -</p> <ul style="list-style-type: none"> <li>- SAC - Place Based Investment Fund (PBIF);</li> <li>- Historic Environment Scotland (HES);</li> <li>- National Lottery Heritage Fund (NLHF); and</li> <li>- Regeneration Capital Grant Fund (RCGF).</li> </ul>	48,763			48,763	0	140,237	0
						0	227,057	0
						0		0

<p>(iv) South Ayrshire Council's Technology Review Board of the 26th April, 2022, approved a number of adjustments that require to be reflected in 2022/23 as detailed below: -</p> <ul style="list-style-type: none"> <li>- Business Systems - Unallocated Funding 2022/23; and</li> <li>- Online School Payments and Cashless Catering.</li> <li>- Information and Data - Unallocated 2022/23;</li> <li>- Zscaler Private Service Edge;</li> <li>- Converged Infrastructure; and</li> <li>- Cloud Hosting and Data Centre Retirement.</li> <li>- ICT Infrastructure - Unallocated 2022/23;</li> <li>- Network Control Access; and</li> <li>- Wi-Fi Refresh.</li> </ul> <p>(v) Capital Asset Management Group (26/4/22) approved a further budget transfers in 2022/23 and it is requested that these be recognised through the P12 Capital Monitoring Report: -</p> <ul style="list-style-type: none"> <li>- Cunningham Place Children's House - Independent Living Flat; and</li> <li>- Troon Cemetery Extension.</li> </ul>					0	(153,134)	0
					0	153,134	0
					0	(391,230)	0
					0	41,230	0
					0	150,000	0
					0	200,000	0
					0	(550,000)	0
					0	150,000	0
					0	400,000	0
					0	25,000	0
					0	(25,000)	0
<p><b>4</b> A number of adjustments are requested where budgets require to be carried forward from 2021/22 to 2022/23 to align with current spend profiles. Adjustments requested are as detailed below: -</p> <p><b><u>Children and Families</u></b></p> <ul style="list-style-type: none"> <li>- Archive and Registration Centre and Ayr Grammar School Project; (127,849)</li> <li>- Girvan All Weather Pitch; (40,579)</li> <li>- ICT Replacement in Schools; (6,701)</li> <li>- CO2 Monitors - Council Properties; (44,050)</li> <li>- CO2 Monitors - Private and Third Sector Properties; and (5,000)</li> <li>- Computing Science Hardware For Schools. (7,993)</li> </ul> <p><b><u>Adults and Older People</u></b></p> <ul style="list-style-type: none"> <li>- Scheme of Assistance. (47,354)</li> </ul> <p><b><u>Our Communities</u></b></p> <ul style="list-style-type: none"> <li>- Ayr Leisure Facility; (442,795)</li> <li>- CCTV Public Space Infrastructure; (38,599)</li> <li>- Green Waste / Household Recycling and Waste Transfer Station; (550,749)</li> <li>- Masonhill Crematorium Upgrade of Drainage (2021/22 and 2022/23); (3,550)</li> <li>- Northfield Bowling Centre Refurbishment; (26,750)</li> <li>- Tarbolton Pitch - Drainage Works; (2,480)</li> <li>- Rozelle House (Grant Funded Works); (35,308)</li> <li>- Ayr Town Centre Projects; (23,363)</li> <li>- Scottish Government - Place Based Investment Programme; (614,081)</li> <li>- Whitlett's Sports Improvements; (11,661)</li> <li>- Craigie Park Sport for All facility Development; (16,614)</li> </ul>					(127,849)	127,849	0
					(40,579)	40,579	0
					(6,701)	6,701	0
					(44,050)	44,050	0
					(5,000)	5,000	0
					(7,993)	7,993	0
					(47,354)	47,354	0
					(442,795)	442,795	0
					(38,599)	38,599	0
					(550,749)	550,749	0
					(3,550)	3,550	0
					(26,750)	26,750	0
					(2,480)	2,480	0
					(35,308)	35,308	0
					(23,363)	23,363	0
					(614,081)	614,081	0
					(11,661)	11,661	0
					(16,614)	16,614	0
					(750,986)	750,986	0
					(11,661)	11,661	0
					(16,614)	16,614	0



	- Promenade and Shorefront Improvement Scheme;	(375,000)			(375,000)	375,000	0
	- Floating Pontoons @ River Ayr;	(35,000)			(35,000)	35,000	0
	- Citadel Enhancement	(4,998)			(4,998)	4,998	0
	<b><u>Other Investment</u></b>						
	- Office Accommodation and Riverside Project;	(254,582)			(254,582)	254,582	0
	- Office and Welfare Facilities at Bridge Street, Girvan;	(268,495)			(268,495)	268,495	0
	- Renewable Heat Incentive Certifications;	(4,470)			(4,470)	4,470	0
	- Refurbishment and Extension to King George V Changing Facilities;	(76,825)			(76,825)	76,825	0
	- Relocation of Archive Centre;	(16,250)			(16,250)	16,250	0
	- Commercial Properties Portfolio;	(4,865)			(4,865)	4,865	0
	- Social Work Client Database (Carefirst);	(56,932)			(56,932)	56,932	0
5	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: -						
	<b><u>Children and Families</u></b>				0	0	0
	- Maybole Community Campus;	4,379,354			4,379,354	(4,379,354)	0
	- Sacred Heart Primary;	134,575			134,575	(134,575)	0
	- Shared Campus Project (Glenburn and St Ninian's Primary Schools);	3,009,564			3,009,564	(3,009,564)	0
	<b><u>Our Communities</u></b>						
	- Belleisle Park - Additional Works;	15,091			15,091	(15,091)	0
	- Craigie Additional Sporting Facility;	536,389			536,389	(536,389)	0
	- Place Plans;	20,510			20,510	(20,510)	0
	<b><u>Other Investment</u></b>						
	- Hanger Space (GPA);	588			588	(588)	0
6	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:-						
	- Queen Margaret Academy - New Build and Upgrade Works;			(77,923)	(77,923)	0	0
	- Ayr Renaissance Project;			(108,307)	(108,307)	0	0
	- Renewing Every Play Park in Scotland 2021/22;			579	579	0	0
	- Nature Restoration Fund 2021/22;		(4,820)		(4,820)	0	0
	- Burns House Demolition;			138	138	0	0
	- Refurbishment and Extension to King George V Changing Facilities;	(100,000)		100,000	0	100,000	0
	- Facilitate Introduction of Flexible Working;			(12,500)	(12,500)	0	0
	- Initial Work on Projects For Future Years;			(20,851)	(20,851)	0	0
	- Project Management Costs;			3,072	3,072	0	0
	- Oracle Systems Development;			21,414	21,414	0	0
	- Year 1 - Actions From Audits - Public Buildings;			(3,600)	(3,600)	0	0
	- Troon Cycle Path;			(21,780)	(21,780)	0	0
	(ii) Due to delays in relation to archaeological investigations and sub contractor insolvency, along with the requirement for new sports equipment (hammer cage), additional funds are required for the Craigie Additional Sporting Facility project and budgets are requested to be transferred as detailed below: -						

	- Craigie Additional Sporting Facility;	(141,172)		141,172	0	591,172	0
	- Archive and Registration Centre and Ayr Grammar School Project;				0	(450,000)	0
	(iii) Due to a delay caused by boundary issues discovered after the contract for works had been let, additional funds are required for the Office and Welfare Facilities at Bridget Street, Girvan project and transfers requested as detailed below: -						
	- Office and Welfare Facilities at Bridge Street, Girvan; and				0	500,000	0
	- Waste Transfer Station, Ayr.				0	(250,000)	(250,000)
<b>7</b>	A number of adjustments are required to the <b>Early Years</b> sections of the programme as detailed below.						
	(i) <b><u>Children and Young People Bill - 3 and 4 Year Olds and Looked After 2 Year Olds</u></b>						
	- Children and Young People Bill - 3 and 4 Year Olds and Looked After 2 Year Olds - Unallocated Funding.			24,424	24,424	0	0
	(ii) <b><u>Early Learning and Childcare - Multi Year Capital Allocations</u></b>						
	- Early Learning and Childcare - Multi Year Capital Allocations - Unallocated Funding 2021/22 & 2022/23;	(14,244)		14,244	0	(399,640)	0
	- Braehead EYC - External Door and Play Area Upgrade;	(158,000)			(158,000)	158,000	0
	- Doonfoot Early Years Centre - Installation of New Heating System;			(20,000)	(20,000)	0	0
	- Forehill Early Years Centre;			(5,370)	(5,370)	0	0
	- Kincaidston Early Years Centre;	(25,366)		(100,000)	(125,366)	25,366	0
	- Space Place;	(543,518)		100,000	(443,518)	543,518	0
	- Struthers Early Years Centre;	(145,935)			(145,935)	245,935	0
	- Troon Early Years Centre;	(30,802)			(30,802)	249,686	0
	- Wallacetown Early Years Centre - Additional Toilets (Phase 2);			(7,736)	(7,736)	0	0
	- Wallacetown Nursery - Conversion of Large Store and Kitchen into a Playroom (Phase 3);			(814)	(814)	0	0
	- Coylton Early Years Centre - Brickworks			(5,000)	(5,000)	0	0
	- Wallacetown Early Years Centre - Formation of New Entrance	(23,048)			(23,048)	118,048	0
	(iii) <b><u>Early Learning and Childcare - 1140 Hours Expansion</u></b>						
	- Early Learning and Childcare - 1140 Hours Expansion			252	252	0	0
<b>8</b>	A number of adjustments are required to the <b>School Refurbishment</b> section of the programme as detailed below: -						
	<b><u>Schools Refurbishment 2021/22</u></b>						
	- School Refurbishment Programme - Unallocated Funding 2021/22 & Future Years;				0	69,157	(225,000)
	- Barrhill Primary - Acoustic Works;	3,265			3,265	(3,265)	0
	- Coylton Reception / Staff Toilets Improvements and Parking;	(10,575)			(10,575)	10,575	0
	- Doonfoot Primary School - Curricular Upgrade;	(8,796)			(8,796)	58,796	0
	- Dundonald Primary School - Acoustics;	(8,500)			(8,500)	8,500	0
	- Forehill PS - Reconfiguration of Nursery Area;			5,640	5,640	0	0

	- Girvan Academy - New Sports Surface (former Tennis Courts);	(12,492)		50,000	37,508	93,335	0
	- Girvan Academy - Refurbishment Works (ICT Area / Library);	(19,937)			(19,937)	194,937	0
	- Girvan Academy - Upgrade of Graphic Communication Room;	(16,400)			(16,400)	16,400	0
	- Girvan Academy - Upgrade of Support & Wellbeing Department;	(29,204)			(29,204)	29,204	0
	- Holmston Primary - Adaptations;	(275)			(275)	275	0
	- Kyle Academy - Refurbishment Works 2021/22 (Science Department Upgrade);	16,570			16,570	(16,570)	0
	- Marr College Playing Fields - Contribution Towards Improving Lighting Between School and Pavilion (ARA led project);	(30,000)			(30,000)	30,000	0
	- PPP Security - Belmont and Prestwick;	(28,171)			(28,171)	28,171	0
	- Sacred Heart Primary School.	(50,000)			(50,000)	50,000	0
	- Southcraig Campus;	(50,372)		(55,640)	(106,012)	(99,628)	0
	- Straiton Primary - School House; and	(170,651)			(170,651)	170,651	0
	- Symington Primary School.	(51,293)			(51,293)	51,293	0
<b>9</b>	Adjustments are required to the <b>Window and Roof Replacement</b> sections of the programme as detailed below: - Window and Roof Replacement - Unallocated Funding 2021/22 & Future Years.	(26)		(3,490)	(3,516)	(50,688)	(40,786)
	<b>Window and Roof Replacement Projects 2020/21</b>						
	- Southcraig Campus (North Wing) - Full Roof Replacement.			(10)	(10)	0	0
	<b>Window and Roof Replacement Projects 2021/22</b>						
	- Dalmillig Golf Clubhouse - Roof Replacement 2021/22;	34,852			34,852	(34,852)	0
	- Marr College Roof Replacement; and	(18,000)			(18,000)	18,000	0
	- Trading Standards Building - Structural Roofing Works.			3,500	3,500	0	0
	<b>Window and Roof Replacement Projects 2022/23</b>						
	- Girvan Academy - Window Replacement 2022/23;				0	(25,000)	0
	- Girvan Academy - Ceiling Replacement 2022/23;				0	25,000	0
	- Kyle Academy - Phase 3 Roofing Replacement 2022/23;				0	35,000	0
	- Minishant Primary School - Roof Replacement of Main Building;				0	30,000	0
	- St Johns Primary School - Phase 2 - Replace Middle Flat Roof; and				0	26,500	0
	- Troon Town Hall - Window Replacement 2022/23.	3,200			3,200	(3,200)	0
<b>10</b>	A number of adjustments are required to the <b>Cemeteries Infrastructure</b> section of the programme as detailed below: - <b>2021/22</b>						
	- Cemetery Infrastructure Projects - Funding to Be Allocated 2021/22 & Future Years;			(1,701)	(1,701)	0	0
	- Annbank Cemetery Wall Repair;	(4,415)			(4,415)	4,415	0
	- Annbank Cemetery Wall - Remedial Works;	37,346			37,346	(37,346)	0
	- Ayr Cemetery - Burial Chambers (Phase 2 & 3);	2,818			2,818	(2,818)	0
	- Ayr Cemetery - Lodge Refurbishment;	(6,748)			(6,748)	6,748	0
	- Ayr Cemetery - Wall Repair Including Headstones;	53,912			53,912	(53,912)	0

	- Ayr Old Kirk - Repair to Churchyard Walls (Phase 2 Rebuilding);	(5,958)			(5,958)	5,958	0
	- Cemeteries Infrastructure - Stonework and Pointing;	(3,639)			(3,639)	3,639	0
	- Cemeteries Infrastructure - War Memorials;	9,600			9,600	(9,600)	0
	- Colmonell Churchyard, Pointing at Side Walls;	26,298			26,298	(26,298)	0
	- Masonhill Crematorium - External Works and Baby Memorial	(17,374)			(17,374)	17,374	0
	- Masonhill Crematorium - Ventilation;	(1,700)			(1,700)	1,700	0
	- Masonhill Crematorium - Ventilation (Cremator Room);	(73,446)			(73,446)	73,446	0
	- Old Dailly Bell Tower;	(7,800)			(7,800)	7,800	0
	- Pointing works at Prestwick Old as per HERS Inspection;			17,397	17,397	0	0
	- Prestwick Cemetery - Shaw Road;	2,678			2,678	(2,678)	0
	- Re-erecting Unstable Headstones over 6';	(750)			(750)	750	0
	- Relocation of Mossblown War Memorial;	(13,038)			(13,038)	13,038	0
	- Straiton Cemetery;	(19,706)			(19,706)	19,706	0
	- St Quivox Rear Wall;	(2,822)		(20,817)	(23,639)	2,822	0
	- Symington Cemetery;	(26,356)			(26,356)	26,356	0
	- Tarbolton Cemetery Wall Repair; and	(6,735)			(6,735)	6,735	0
	- Troon Cemetery Mortuary - Conversion to Toilet Facility.			5,121	5,121	0	0
<b>11</b>	A number of adjustments are required to the <b>Public Conveniences</b> section of the programme as detailed below: -						
	- Upgrading of Various Public Conveniences (Phase 2) - Unallocated Balance 2021/22 & 2022/23;			(490)	(490)	0	0
	- Ainsley Park Public Conveniences, Girvan;	(1,755)			(1,755)	1,755	0
	- Ayr Pavilion - Changing Place;	(4,625)			(4,625)	4,625	0
	- Ballantrae Public Conveniences;	(1,847)		(200)	(2,047)	1,847	0
	- Church Street, Troon;			345	345	0	0
	- St Meddan's, Troon; and			345	345	0	0
	- The Flushes Public Conveniences, Girvan.	(2,405)			(2,405)	2,405	0
<b>12</b>	A number of adjustments are required to the <b>Ayrshire Roads Alliance</b> managed projects section of the programme as detailed below.						
	(i) A number of adjustments are required to 2022/23 budgets to reallocate budgets no longer required to projects where additional funding is required, as detailed below: -						
	- Ayrshire Roads Alliance - Bridge Works				0	(535,000)	0
	- Victoria Bridge Upgrade Works (including Joint Replacement, Bridge Deck Waterproofing, Corrosion Protection and Concrete Repair Work)				0	535,000	0
	- Ayrshire Roads Alliance - Bridge Works (Gadgirth Bridge - Corrosion Protection System)				0	(70,000)	0
	- Ayrshire Roads Alliance - Bridge Works (Bridge of Coyle Deck Replacement)				0	(50,000)	0
	- Ayrshire Roads Alliance - Girvan Harbour Jetty Repairs				0	120,000	0

(ii) A number of adjustments are requested where budgets require to be carried forward from 2021/22 to 2022/23 to align with current projected spend profiles. Adjustments requested are as detailed below: -

- Victoria Bridge Upgrade Works (including Joint Replacement, Bridge Deck Waterproofing, Corrosion Protection and Concrete Repair Work);	(1,988)			
- Ayrshire Roads Alliance - Bridge Works (Gadgirth Bridge - Corrosion Protection System);	(7,425)			
- Ayrshire Roads Alliance - Bridge Works (Bridge of Coyle Deck Replacement);	(1,033)			
- Ayrshire Roads Alliance - Girvan Harbour Jetty Repairs;	(159,506)			
- Ayrshire Roads Alliance - Local Flood Risk Plan;	(5,581)			
- Ayrshire Roads Alliance - New Traffic Signals;	(44,450)			
- Ayrshire Roads Alliance - EV Charging Infrastructure;	(80,664)			
- Ayrshire Roads Alliance - B734 Pingerrach Slope Stabilisation and Safety Barrier;	(118,364)			
- Ayrshire Roads Alliance - C12 Dunure Slope Stabilisation;	(5,346)			
- Ayrshire Roads Alliance - U49 Littleton Farm Slope Stabilisation Work;	(2,596)			
- Barassie Station - Enhance facilities For Users at the Station;	(61,570)			

(iii) A number of adjustments are requested where budgets require to be advanced from 2022/23 back to 2021/22 to fund project expenditure in this year. Adjustments are as detailed below: -

- Ayrshire Roads Alliance - LED Replacement;	31,323			
- Ayrshire Roads Alliance - 20mph Infrastructure;	23,708			
- Ayrshire Roads Alliance - Street Lighting; and	22,875			
- Ayrshire Roads Alliance - Traffic Signals Renewals Programme.	70,447			

(iv) A number of adjustments require to be made to

- Ayrshire Roads Alliance - Girvan Lorry Park;		82,838		
- Ayrshire Roads Alliance - Road Reconstruction and Improvement;	256,118	(254,585)	1,533	(256,118)
- Ayrshire Roads Alliance - 20mph Infrastructure;		85,771		85,771
- STTS - B741 Dailly Straiton by Dailly in South Ayrshire;		909		909
- STTS - B7035 South of the Water of Girvan in South Ayrshire;		(307)		(307)
- STTS - Improvements to the U27 Deil's Elbow in South Ayrshire Council;		86,061		86,061
- Newton Shore Coastal Protection;		(544)		(544)
- Paths For All - Smarter Choices Smarter Places 2020/21;		(143)		(143)

(v) The Cycling Walking and Safer Routes grant awarded for 2021/22 has not been fully utilised in this year and it is therefore requested that the balance of this grant unused be downturned as detailed below: -

- Cycling Walking Safer Routes 2021-22.		(151,013)		(151,013)
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(vi) A number of adjustments are required where grant over and above the budget has been claimed and

(1,988)	1,988	0
(7,425)	7,425	0
(1,033)	1,033	0
(159,506)	159,506	0
(5,581)	5,581	0
(44,450)	44,450	0
(80,664)	80,664	0
(118,364)	118,364	0
(5,346)	5,346	0
(2,596)	2,596	0
(61,570)	61,570	0
31,323	(31,323)	0
23,708	(23,708)	0
22,875	(22,875)	0
70,447	(70,447)	0
0	0	0
82,838	0	0
(254,585)	1,533	(256,118)
85,771	0	0
909	0	0
(307)	0	0
86,061	0	0
(544)	0	0
(143)	0	0
(151,013)	0	0

	- SPT - Ayrshire / Prestwick SQP Infrastructure Improvements (10121) 2021/22; and				33,936	33,936	0	0
	- SUSTRANS 20/21 Follow on From Loans to Troon Railway Station - Options Appraisal and Concept Design				95,034	95,034	0	0
	(vii) A number of new grants have been awarded which require to be captured within the Programme as detailed below: -							
	- Follow on From Accessible Ayr;				228,755	228,755	0	0
	- SUSTRANS - Loans To Troon Phase 3;				64,627	64,627	0	0
	- SUSTRANS - Upgrade National Cycle Route;				3,000	3,000	0	0
	- SUSTRANS - Follow on From Coylton; and				75	75	0	0
	- Scottish Government - EV Infrastructure - Local Authority Installation Programme (LAIP) .				69,085	69,085	0	0
	(ix) A number of grants awarded in 2021/22 by Scottish Government, SUSTRANS and SPT have not been fully utilised in this year, and it is requested that expenditure and income budgets be decreased by the following amounts in 2020/21 to reflect this: -							
	- SPT - Local Cycle Network Improvements (10337) 2021/22;		(397,404)			(397,404)	0	0
	- SUSTRANS - Follow on From Alloway to Burton Cycleway 2020/21;		(189,656)			(189,656)	0	0
	- SUSTRANS - Follow on From Barassie to Dundonald - Detailed Design 2020/21;		(37,036)			(37,036)	0	0
	- SUSTRANS - Follow on From Access for All - Dunure 2020/21;		(5,282)			(5,282)	0	0
	- SUSTRANS - Follow on From Loans to Troon Railway Station - Options Appraisal and Concept Design (Construction Element) 2020/21;		(5,515)			(5,515)	0	0
	- SUSTRANS - Active Travel Strategy - South Ayrshire Council 2020/21;		(2,314)			(2,314)	0	0
	- SUSTRANS - Spaces for People;		(27,683)			(27,683)	0	0
	- SUSTRANS Shelter Funding 2021/22 - Troon Primary School; and		(2,087)			(2,087)	0	0
	- SUSTRANS Shelter Funding 2021/22 - Fisherton Primary School.		(1,763)			(1,763)	0	0
	(x) Scottish Forestry have awarded two grants under the Scottish Timber Transport Scheme in 2022/23. These are 50% match funded by Scottish Forestry and it is requested that income and expenditure budgets be set up as detailed below: -							
	- Ayrshire Roads Alliance - Road Reconstruction and Improvement;					0	(148,488)	0
	- STTS 22/23 - A714 Main Street, Barrhill (STTS Funding of £74,400 matched by transfer from Roads Reconstruction of £74,400); and					0	148,800	0
	- STTS 22/23 B741 Girvan Dailly Rd by Bargany (STTS Funding of £74,088 matched by transfer from Roads Reconstruction of £74,088).					0	148,176	0
<b>13</b>	A number of adjustments are required to the <b>Developers Contributions</b> section of the programme as detailed below: -							
	(i) Income has been collected from Developers in relation to the Symington Development and currently held within reserves. It is requested that income and expenditure budgets be created for the following project: -							
	- Symington Primary School – Extension to Form GP Room and Store.	93,756				93,756	283,405	0

	(ii) A number of budgets require to be adjusted between 2021/22 and 2022/23 to reflect current project profiling as detailed below: -							
	- New Play Space . Games Area - Next to Struthers Primary School;	(42,500)				(42,500)	42,500	0
	- Developers Contributions - North East Troon - Struthers Access and Community Facilities;	(41,904)				(41,904)	41,904	0
	- Doonfoot Primary - Upgrade and Extension (DC);	(51,385)				(51,385)	51,385	0
	- Doonfoot Primary - Formation of New Entrance;	(7,400)				(7,400)	7,400	0
	- Developers Contributions Unallocated - Greenan;	(30,472)				(30,472)	30,472	0
	- Developers Contributions - Symington Main Street - Transport;	39,595				39,595	(39,595)	0
	- Developers Contributions - Symington Main Street - Unallocated Education; and	(9,199)				(9,199)	9,199	0
	- Developers Contributions - Monkton Section 75 - Monkton Cross Traffic Signals and Other Improvements.	(10,000)				(10,000)	10,000	0
14	A number of adjustments are required to the <b>Equalities Act</b> section of the programme as detailed below: -							
	<b>2021/22</b>							
	- Equalities Act Budget - Various Projects - Unallocated Budget 2021/22 & Future Years;	2,737		(5,214)		(2,477)	(2,737)	0
	- Hillcrest Care Home - Accessible Toilet;	(22,750)				(22,750)	22,750	0
	- Overmills Day Care Centre - Formation of Accessible Toilets;	(24,131)				(24,131)	24,131	0
	- Ayr Town Hall - Replacement Chair Lifts;	(20,800)				(20,800)	20,800	0
	- Kincaidston Primary - Pupil Transition;			(13)		(13)	0	0
	- Marr College - Automation of Internal Doors on 2nd Floor;			(30)		(30)	0	0
	- Queen Margaret Academy - Accessible Toilet Adaptation;			(8)		(8)	0	0
	- Girvan Library - Replacement Ramp; and			5,265		5,265	0	0
	- Girvan Beach - Accessible Ramps.	(50,000)				(50,000)	50,000	0
	<b>2022/23</b>							
	- Equalities Act Budget - Various Projects - Unallocated Budget 2022/23;					0	(90,980)	0
	- Minishant Primary School - Steps & Accessible Ramp to Main Building Entrance Area;					0	20,000	0
	- Upgrade and Repairs to Lifts in Various Properties 2022/23;					0	45,000	0
	- Marr Pavilion - Accessible Toilet Upgrade;					0	4,000	0
	- Holmston Primary Accessibility – Relocation of ICT Equipment.; and					0	6,980	0
	- Cunningham Place Children's House - Accessibility Contribution 2022/23.					0	15,000	0
15	A number of adjustments are required to the <b>Property Refurbishment</b> section of the programme as detailed below: -							
	- Property Refurbishment - Various Projects - Unallocated Budget 2022/23 & Future Years;					0	0	(82,000)
	- County Buildings - Upgrade of Cast Iron Rainwater Goods Inc. Gutters / Window Upgrades to Lightwells;	5,098				5,098	(5,098)	0
	- County Buildings - Window Refurbishment (Committee Rooms);	(5,180)				(5,180)	5,180	0
	- County Buildings - Upgrade of 1st Floor Shower Rooms;	8,230				8,230	73,770	0

- Girvan Academy - Window Replacement;	(7,239)		(7,239)	7,239	0
- Heritage Centre 1 -3 High Street, Ayr;	1,180		1,180	(1,180)	0
- Marr College - External Windows and Cladding;		1	1	0	0
- St Ninians Primary - Hot Water Cylinder Replacement		(10,000)	(10,000)	0	0
- Walker Hall - Upgrade of Toilets / Changing Place Facility;	(88,685)	(14,936)	(103,621)	88,685	0
- Walker Hall Troon - Window Replacement; and	(15,323)		(15,323)	15,323	0
- Window Replacement at 17/19 Knockcushan Street, Girvan.	(2,368)		(2,368)	2,368	0
- Carvick Webster Boiler Replacement;		(1,674)	(1,674)	0	0
- Dundonald Primary School Toilet Refurbishment;		4,348	4,348	0	0
- Girvan Academy Corridor Refurbishment;		(7,265)	(7,265)	0	0
- Girvan Primary - Replacement Water Supply;		196	196	0	0
- Hillcrest CH Room Refurbishment;		(270)	(270)	0	0
- Marr College Various Replacements;		3,119	3,119	0	0
- Masonhill Crematorium Roof Replacement and External Paint Works;		(1,400)	(1,400)	0	0
- Newton Primary School Boiler Replacement;		1,467	1,467	0	0
- Troon Primary School Toilet Refurbishment; and		18,690	18,690	0	0
- Various Properties - Works to Boundary Walls.		7,724	7,724	0	0
<b>2022/23</b>					
It is requested that adjustments are made in relation to new works for 2022/23 as detailed below: -					
- Lochside Community Centre - Replacement Boiler 2022/23;	1,540		1,540	(1,540)	0
- Property Refurbishment - Various Projects - Unallocated Budget 2022/23 & Future Years;			0	(631,092)	(88,438)
- Prestwick Community Centre - Slate Roof Replacement;			0	200,000	0
- Troon Town Hall - Replacement of Lead Roof & Facia Repairs;			0	40,000	0
- Troon Walker Hall - Upgrade of Felt Roof;			0	12,000	0
- Troon Concert Hall - External Brick and Stone Works;			0	30,000	0
- St Patricks Primary School - Upgrade of Boys and Girls Toilets;			0	50,000	0
- Marr College - AVO Smoke Vents;			0	25,000	0
- Marr College - Upgrade of BMS;			0	20,000	0
- Marr College - Replacement Air Handling System Control Panel;			0	20,000	0
- Doonfoot Primary School - Replacement Exit Doors;			0	25,000	0
- Doonfoot Primary School - Exterior Brickwork Replacement 2022/23;			0	40,000	0
- Southcraig - Replacement Exit Doors;			0	25,000	0
- Minishant Primary School - Exterior Refurbishment of IFE Building;			0	25,000	0
- Carnegie Library, Maybole - Replacement Doors and Refurbishment of Windows & Gutters;			0	20,000	0
- Various Properties - External Tarmac, Boundary Walls, Railings, Line Markings 2022/23;			0	30,000	0
- Hillcrest Care Home - Room Refurbishment 2022/23;			0	30,000	0
- Fire Alarm Replacements - Various Locations - 2022/23; and			0	32,030	0
- Intruder Alarm Replacements - Various Locations - 2022/23.			0	95,500	0





	- Cloud Hosting and Data Centre Retirement.	2,352			2,352	(2,352)	0
	<b>End User Computing</b>						
	- End User Computing Unallocated Funding - 2021/22 & Future Years;	(356,125)	20,459		(335,666)	356,125	0
	- Cloud Hosting and Data Centre Retirement;				0	0	0
	- Public Network Accessible Council Owned Devices; and		(20,459)		(20,459)	0	0
	- ICT Tech Fund.	(10,000)			(10,000)	10,000	0
<b>19</b>	A number of adjustments are required to the <b>Repairs and Renewals Fund</b> section of the programme as detailed below: -						
	- 2019/20 Play Area Refurbishment Programme;	(602)			(602)	602	0
	- Belleisle Resurfacing;	(36,473)			(36,473)	36,473	0
	- Cunningham Place Children's House - Independent Living Flat;	(46,589)			(46,589)	46,589	0
	- Cunningham Place Children's House - Garden Room;	(1)			(1)	1	0
	- Dementia Friendly Promenade;	(9,397)			(9,397)	9,397	0
	- Energy Performance Certificates;	(6,295)			(6,295)	6,295	0
	- Girvan Harbour WC's Wind Shelter;	(6,092)			(6,092)	6,092	0
	- Landslip to Rear of Properties on Holmston Road, Ayr;	(15,099)			(15,099)	15,099	0
	- Shared Boundary Wall at 45 Craigie Road, Ayr; and	(17,109)			(17,109)	17,109	0
	- Troon Recycling Centre Infrastructure.	(11,275)			(11,275)	11,275	0
<b>20</b>	A number of adjustments are required to the <b>VAT Recovery Fund</b> section of the programme as detailed below: -						
	(i) The tender for the project 'Prestwick Pool - Additional Gym Facilities' has returned higher than the available budget. It has been agreed that the additional funding of £22,000 required to proceed will come from a revenue contribution from Community Services and Facilities and it is requested that both expenditure and income budgets be increased by this amount in 2022/23 to recognise this.						
	- Prestwick Pool - Additional Gym Facilities.				0	22,000	0
	(ii) A number of adjustments are required to carry funding forward to complete projects in 2022/23 along with a number of in year re-allocations as detailed below: -						
	- Development of Portland Park to Provide Enhanced Facilities for Community Use;	(212,800)			(212,800)	212,800	0
	- Business Plan and Associated Works to Create a Watersports Facility;	(500)			(500)	500	0
	- Business Plan and Associated Works to Create a Wheel Sport Facility;	(2,184)			(2,184)	2,184	0
	- Shore Front Playpark - Replace Some of Condemned Equipment;	(87,919)			(87,919)	87,919	0
	- Prestwick Pool - Additional Gym Facilities;	(57,619)			(57,619)	57,619	0
	- Outdoor Adult Gym Equipment (Craigie);	(4,347)			(4,347)	4,347	0
	- Dalmilling Golf Clubhouse Improvement;	(36,647)			(36,647)	36,647	0
	- Play Equipment (James Brown Avenue, Ayr);	(17,195)			(17,195)	17,195	0
	- Play Equipment (Dalmilling / Westwood Avenue);	(83,140)	(5,860)		(89,000)	83,140	0
	- Play Equipment (York Street);	(9,000)			(9,000)	9,000	0
	- Skate Park Improvements (Craigie);	(105,000)			(105,000)	105,000	0

	- Upgrade Play Area in Conjunction With Skate Park (Craigie);	(7,232)			(7,232)	7,232	0
	- Play Equipment Review (Mill Street);	(7,326)			(7,326)	7,326	0
	- Consultation and Plan to Introduce Volleyball at Ayr Beach;;	(10,484)			(10,484)	10,484	0
	- Improve Skate Park and Play Park (Kincaidston);	(21,591)			(21,591)	21,591	0
	- Green Pathways (Annfield Burn, Kincaidston);	(10,500)			(10,500)	10,500	0
	- Improve MUGA Surface (Kincaidston);	(4,343)		(14,615)	(18,958)	4,343	0
	- Install Outdoor Gym (Castlehill Woods);			(735)	(735)	0	0
	- Path Upgrades and Improvement (Castlehill Woods);			25,074	25,074	0	0
	- Improve MUGA Surface (Glencairn Park);			(9,724)	(9,724)	0	0
	- Feasibility Study for Walkways;	(10,500)			(10,500)	10,500	0
	- New Adventure Playground (Annbank);	(105,521)			(105,521)	105,521	0
	- Play Equipment (Mossblown);	(64,510)			(64,510)	64,510	0
	- Play Equipment (Monkton, Dundonald, Symington and Loans);	(43,126)			(43,126)	43,126	0
	- Create Community Play Park (Miller Park, Maybole) Relocate Equipment from Whitefaulds Avenue with Additional Equipment;	(13,391)			(13,391)	13,391	0
	- Play Equipment (Dailly Road);	(31,260)			(31,260)	31,260	0
	- Improve Shorefront Play Area (Girvan);	(93,308)			(93,308)	93,308	0
	- Improve Play Area (Linden Avenue) Relocate Equipment from Miller Avenue and Create Natural Play Area;	(60,343)			(60,343)	60,343	0
	- Football Pitch Upgrade (Colmonell);	(9,328)			(9,328)	9,328	0
	- Bowling Green Improvements (Colmonell);	(10,500)			(10,500)	10,500	0
	- Install Track Around Playing Field (Ballantrae);	(26,250)			(26,250)	26,250	0
	- Develop Walking Trails (Dailly and Barr);	(26,250)			(26,250)	26,250	0
	- Replace / Upgrade Equipment (Tarbolton);	(14,589)			(14,589)	14,589	0
	- Replace / Upgrade Equipment (James Brown Avenue, Ayr);	(1,692)			(1,692)	1,692	0
	- Replace / Upgrade Equipment (Russell Drive, Ayr); and	(7,350)			(7,350)	7,350	0
	- General Upgrades and Improvements.	(2,151)		5,860	3,709	2,151	0
<b>21</b>	A number of adjustments are required to the <b>Ayrshire Growth Deal</b> section of the programme as detailed below: -						
	(i) An adjustment is requested where one project budget requires to be carried forward from 2021/22 to 2022/23 and 2023/24 to align with the current spend profile as detailed below: -						
	- Spaceport Infrastructure.	(370,628)			(370,628)	0	0
	(ii) 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: -						
	- Commercial Space - Prestwick - Industrial Units;	39,246			39,246	0	0
	- Prestwick Infrastructure - Roads;	106,652			106,652	0	0
	- Aerospace and Space Innovation Centre; and	335,501			335,501	0	0
	- Digital Subsea Cabling.	7,899			7,899	0	0
	(iii) Further adjustments are requested to expenditure and income budgets in future years to ensure that Capital Programme budgets match the current Financial Plan information, reflecting currently projected project spend. These adjustments are as detailed below: -						

- Spaceport Infrastructure (22/23 and 23/24 as detailed plus -£14.168M in 25/26, -£1.8M in 27/27, -£1M in 28/29 and -£1M in 29/30)					0	330,793	0
- Commercial Space - Prestwick - Industrial Units (23/24 as detailed plus £1.8M in 27/28, £1M in 28/29 and £978K in 29/30);					0	(5,195)	0
- Prestwick Infrastructure - Roads (22/23 as detailed plus -£163K in 2025/26;					0	68,411	0
- Aerospace and Space Innovation Centre (22/23 and 23/24 as detailed plus £1.3M in 24/25, -£1.3M in 25/26, -£1M in 26/27, -£1.5M in 27/28, -£1.5M in 28/29 and -£1M in 29/30);					0	271,118	5,409,101
- Digital Infrastructure (22/23 as detailed plus £1.5M in 25/26); and					0	(1,500,000)	0
- Digital Subsea Cabling (22/23 and 23/24 as detailed plus £18.109M in 25/26.					0	(3,929,669)	(19,229)
<b>TOTAL ADJUSTMENTS</b>	<b>239,357</b>	<b>(961,478)</b>	<b>0</b>	<b>1,000,512</b>	<b>278,391</b>	<b>(2,354,621)</b>	<b>4,703,648</b>
<b>TOTAL REVISED BUDGET</b>	<b>239,357</b>	<b>(961,478)</b>	<b>0</b>	<b>1,000,512</b>	<b>66,230,255</b>	<b>128,973,955</b>	<b>82,984,577</b>

## 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**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<del>Yes</del> <b>No</b>
<b>Rationale for decision:</b>  <b>This is an update report with no implication in relation to equalities.</b>	
<b>Signed :</b> Pauline Bradley	Service Lead – Professional Design Services
<b>Date:</b> 23rd May 2022	

**South Ayrshire Council**

**Report by Head of Finance and ICT  
to Cabinet  
of 14 June 2022**

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**Subject: Write-offs: Council Tax, Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments**

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**1. Purpose**

- 1.1 The purpose of this report is to seek the approval of Members to write-off Council Tax, Non-Domestic Rates, Housing Benefit Overpayments and Customer Invoicing Accounts in accordance with Council policy.

**2. Recommendation**

**2.1 It is recommended that the Cabinet:**

- 2.1.1 approves the write-off of Council Tax amounting to £16,103.06;**
- 2.1.2 approves the write-off of Non-Domestic Rates amounting to £67,194.72;**
- 2.1.3 approves the write-off of Housing Benefit Overpayments amounting to £36,006.80; and**
- 2.1.4 approves the write-off of Customer Invoicing Accounts amounting to £11,619.18.**

**3. Background**

- 3.1 Current approved procedures allow for the write-off of Council Tax, Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments once all attempts to recover such debts have been exhausted.

**4. Proposals**

**4.1 Council Tax**

- 4.1.1 The total amount submitted to Cabinet for write-off for cases above £10,000 is £16,103.06.
- 4.1.2 In addition, write-offs of Council Tax accounts amounting to £336,181.52 in respect of cases under £10,000 have been approved by the Head of Finance and ICT in accordance with section 7 (FICT10) of the Council's Scheme of Delegation.

4.1.3 A total of £469,787.10 was approved for write off in 2020/21.

#### 4.2 ***Non-Domestic Rates***

4.2.1 The total amount submitted to Cabinet for write-off for cases above £10,000 is £67,194.72.

4.2.2 In addition, write-offs of Non-Domestic Rates amounting to £75,410.85 in respect of cases under £10,000 have been approved by the Head of Finance and ICT in accordance with section 7 (FICT10) of the Council's Scheme of Delegation.

4.2.3 A total of £277,540 was written off in 2020/21.

#### 4.3 ***Housing Benefit Overpayments***

4.3.1 The total amount submitted to Cabinet for write-off for cases above £10,000 is £36,006.80.

4.3.2 In addition, write-offs for Housing Benefit Overpayments amounting to £465,413.07 in respect of cases under £10,000 have been approved by the Head of Finance and ICT in accordance with section 7 (FICT10) of the Council's Scheme of Delegation.

4.3.3 A total of £386,187.81 was approved for write off in 2020/21.

#### 4.4 ***Customer Invoicing***

4.4.1 The total amount submitted to Cabinet for write-off for cases above £10,000 is £11,619.18.

4.4.2 Write-offs for Customer Invoicing accounts amounting to £45,499.55 in respect of cases under £10,000 have been approved by the Head of Finance and ICT in accordance with section 7 (FICT10) of the Council's Scheme of Delegation.

4.4.3 A total of £61,810.61 was approved for write off in 2020/21.

4.5 A full list of all write-offs is available for Members' only consideration, on the Elected Members' Portal.

4.6 The write-offs are fully provided for in the existing bad debt provision. Members should note, however, that debts will continue to be pursued, where claims have been lodged with the Trustee in relation to debtors in liquidation or subject to sequestration.

### 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/



## **6. Financial Implications**

- 6.1 The write-offs will be contained within the existing bad debt provision, which will be reviewed to take account of likely levels of bad debt write-offs and the potential for any recovery of debt previously written off. In addition, Non-Domestic Rates income is part of the Council's total revenue funding 'envelope', which is guaranteed by the Scottish Government.

## **7. Human Resources Implications**

- 7.1 Not Applicable.

## **8. Risk**

### **8.1 *Risk Implications of Adopting the Recommendations***

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

### **8.2 *Risk Implications of Rejecting the Recommendations***

- 8.2.1 If the recommendations are rejected there is a risk that additional costs would be incurred to pursue debt recovery with very limited income generated.

## **9. Equalities**

- 9.1 The proposals in this report have been assessed through the Equalities 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 paper.

13.2 Consultation has taken place with Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, 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 Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such times as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Debt will be written off and systems updated	31 July 2022	Service Lead – Revenues and Benefits

**Background Papers**    [Full list of specific write-offs](#) (Members only)

**Person to Contact**    **Tim Baulk, Head of Finance and ICT**  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 612620  
E-mail [tim.baulk@south-ayrshire.gov.uk](mailto:tim.baulk@south-ayrshire.gov.uk)

**Nicola Gemmell, Service Lead - Revenues and Benefits**  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 612592  
E-Mail [Nicola.gemmell@south-ayrshire.gov.uk](mailto:Nicola.gemmell@south-ayrshire.gov.uk)

**Date:** 7 June 2022



## South Ayrshire Council Equality Impact Assessment Scoping Template

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

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	Write-offs: Non-Domestic Rates (Specific), Customer Invoicing and Housing Benefit Overpayments
Lead Officer (Name/Position/Email)	Nicola Gemmell, Service Lead – Revenues and Benefits – nicola.gemmell@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><b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b>)</p>	<p><del>YES</del></p> <p><b>NO</b></p>
<p><b>Rationale for decision:</b></p> <p><b>The report asks Members to approve the write-off of specific Council Tax, Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments, in line with Council Policy. Their decision on this has no specific equality implications</b></p>	
<p><b>Signed:</b> Tim Baulk <span style="float: right;"><b>Head of Service</b></span></p> <p><b>Date:</b> 19 May 2022</p>	