

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	24/11/2020	Performance Review of Common Good Funds	["PLA"]	Burns, Tom	Further annual update report to be submitted to Leadership Panel	No	28/01/2022	28/10/2022	Following discussions with PFH regarding staff resources a report will be submitted to Cabinet in October 2022.	
LP	11/06/2019	Ayr Esplanade Review	["PLA"]	Burns, Tom	Terminate lease agreements for kiosks	No	30/03/2022	16/12/2022	Notices to quit now withdrawn, while consideration is given to the future plans for the kiosks. Initial discussions have taken place with the PFH Cllr Kilbride	
LP	11/06/2019	Ayr Esplanade Review	["PLA"]	Burns, Tom	Install new kiosk facilities	No	30/03/2022	16/12/2022	Notices to quit now withdrawn, while consideration is given to the future plans for the kiosks. Initial discussions have taken place with the PFH Cllr Kilbride	
LP	26/10/2021	Long-Term Financial Outlook and Medium-Term Financial Plan	["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.	
LP	15/06/2021	Proposed Lease Agreement for New Police Office at Carrick Campus, Maybole	["PLA"]		Lease agreement to be concluded	No	31/03/2022	02/09/2022	Draft formal offer and lease issued to Police Scotland with titles, and negotiations are ongoing. Building still under construction and Project team estimate entry 2nd Sept.	

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LP	15/06/2021	Sale of Land at Fernbank, Prestwick	["PLA"]		Sale to be concluded	No	31/03/2022	30/09/2022	Legal awaiting comments on draft documents from purchaser's solicitors, who is chasing for instructions . Suggest 30th September.	
LP	25/05/2021	Sale of South Lodge, Belleisle Park, Doonfoot Road, Ayr	["PLA"]		Missives to be concluded	No	31/03/2022	31/10/2022	A pre application has recently been submitted and a meeting with ARA has been arranged to discuss car parking.	
LP	25/05/2021	Sale of 3 Drybridge Road, Dundonald	["PLA"]		Sale to be concluded	No	31/03/2022	31/10/2022	Legal have been advised that the buyer requires to reapply for his mortgage, and on this basis, the due date will not be met. Now suggest amended date of 31 October.	
LP	29/10/2019	New Lease for Craigie Caravan Park, Ayr	["PLA"]	Burns, Tom	Conclude new lease agreement with the Caravan Club Ltd	No	31/03/2022	31/10/2022	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 every 5 years following the rent review. Caravan Club have requested a fixed limit to the increase at rent reviews. Further discussions to be undertaken with PFH.	
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Review planned capital programme	No	01/04/2022	31/03/2023	The review of the General Services capital programme is underway. This action can only be completed when the General Services capital programme is approved in March 2023	Davis, Ian
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Commence retrofit programme set up	No	01/04/2022	31/03/2023	A review is underway. The General Services capital programme 2023 will approve the retrofit fit works	Davis, Ian
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Undertake estate rationalisation exercise	No	01/04/2022	28/10/2022	A report will be submitted to the Cabinet regarding Transforming the Estate in October 2022. This will identify potential opportunities for the rationalisation of the Council's operational estate.	
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Commence retrofit programme roll out	No	01/04/2022	31/03/2023	This is a duplicate entry	Davis, Ian
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Progress pilot schemes	No	01/04/2022	31/03/2023	A number of pilot projects. Following approval by the Net Zero Board and the PFH the pilots will be complete by the 31st March 2023	

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LP	21/09/2021	South Lodge Care Home Care Inspectorate Report	["HSCP"]	McClellan, Billy	Costed proposal for en-suite bathrooms	No	15/04/2022	12/09/2022	5/8/22 we have a long term plan for the residential units and this will be presented to the CI when they inspect South Lodge. Meantime we are working towards a plan of individualised bathrooms	
LP	25/05/2021	Neighbourhood Services Structure Progress Report	["PLA"]	Dalrymple, Kenneth	Resource review of Sustainable Development and Climate Change Structure	No	27/05/2022	30/11/2022	After consultation with the Portfolio holder the proposed date has been put back to 30 November 2022 in line with the Fleet Review	
LP	17/03/2020	Fleet Transport Update	["PLA"]	Dalrymple, Kenneth	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	Further revised 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 this project is currently being picked up with a revised completion date of 30 September 2022.	
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Validate energy usage	No	30/05/2022	16/12/2022	The capital funding awarded in 2022/23 is being used to install 1/2 hourly sub-metering throughout our operational estates to validate our energy usage	Davis, Ian
LP	25/05/2021	Fleet Strategy	["PLA"]	Dalrymple, Kenneth	Annual report update to Leadership Panel	No	31/05/2022	23/09/2022	After discussion with the Portfolio holder this has been deferred until September 2022	
LP	27/10/2020	Sale of Land at Queens Terrace, Maybole	["CEO"]	Burns, Tom	Sale to be concluded	No	31/05/2022	31/10/2022	Awaiting return of drafts from purchaser's solicitor. Suggest amended due date end of October.	

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LP	23/11/2021	South Ayrshire Proposal to Support Unaccompanied and Asylum Seeking Children	["HSCP"]	Inglis, Mark	Further update to the Leadership Panel	No	27/06/2022	30/08/2022	Update 05/01/2022 – South Ayrshire have been allocated our first Unaccompanied Asylum seeking child who will arrive early January 2022. This young person will initially be housed with a Short Term foster carer while alternative accommodation is being readied for her longer term. There are ongoing discussions with South Ayrshire Housing about accommodation for UASC as well as commitment from the HSCP to ensure an allocated Social Worker and support net work to enable a full and successful integration into South Ayrshire. This will remain an area of focus for the Health and Social Care Partnership and Council. 27.01.22: No further update at this stage. 07.06.22 - regular updates re UASC will be provided via briefings to elected members as agreed at Panel. 11/08/2022 - update being provided to Cabinet at end of August.	
SAC	03/03/2022	Housing Revenue Account (HRA) – Revenue Budget 2022/23 and Capital Budget 2022/23 to 2026/27	["PLA"]	Alexander, Michael	Progress the recruitment of 4 FTE posts	No	30/06/2022	30/09/2022	Recruitment processes have been completed and 2 FTE posts have been filled. A start date for a further post has been confirmed as 29/8/22. Interviews have recently taken place for the remaining post and a preferred candidate has been selected. It is anticipated that recruitment checks will be concluded and a start date confirmed for early September 2022. Extension to due date agreed with Councillor Martin Kilbride.	
LP	18/01/2022	Proposed Land Purchase at Liberator Drive, Heathfield, Ayr	["PLA"]	Burns, Tom	Missives to be concluded	No	30/06/2022	31/10/2022	Legal await further information and instructions from Estates, and understand that a further report will be presented to a subsequent Cabinet meeting. Due date amended to reflect this.	
LP	18/01/2022	Proposed Land Purchase at Liberator Drive, Heathfield, Ayr	["PLA"]	Burns, Tom; Dalrymple, Kenneth	Missives to be concluded	No	30/06/2022	31/10/2022	Legal await further information and instructions from Estates, and understand that a further report will be presented to a subsequent Cabinet meeting. Due date amended to reflect this.	

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SAC	24/06/2021	Afghan Relocation Scheme	["PLA"]	Alexander, Michael	If Council approves participation in the Scheme, resettle up to 3 households	No	30/06/2022	30/09/2022	<p>Three properties have been identified by the Council. Two households are now settled into their new homes. One further property has been identified by the Council and has been prepared and equipped for the relocation of an Afghan household. CoSLA are aware of this property and they are liaising with the Home Office to identify a suitable household match. There is a delay in the matching process from the Home Office, CoSLA have raised concerns direct with the Home Office on behalf of Scottish Local Authorities who have identified and made properties available, but are still awaiting notification of matched households. Officers continue to liaise with CoSLA Officials and are attending scheduled meetings. Update from CoSLA as at 17/8/22 " An Afghan household has been confirmed as a match to the remaining property with a scheduled arrival w/c 22/8/22.</p> <p>The delay in completing this action is outwith the control of the Council. An extension to the due date for this action has been agreed with Councillor Martin Kilbride.</p>	
LP	26/11/2019	Democratic Support - Savings Proposal and Wider Service Review	["CEO"]	Carlaw, Wynne	Service Review of Democratic Support	No	30/06/2022	31/03/2023	Further revised 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 implementation of the FOM. PFH agreed extension to 31/3/23 to allow service to gauge impact of FOM on service delivery.	Davis, Ian
LP	10/03/2022	Future Operating Model	["PEO"]	Burns, Tom	Implement a phased return to offices for hybrid, agile and office workers to be completed	No	01/07/2022	30/09/2022	Services are returning to Council offices on a phased basis. A number of staff are hybrid or agile and orders for essential ICT equipment and office furniture have been placed.	Dowey, Martin; Davis, Ian

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NA	10/03/2022	Future Operating Model	["PEO"]	Burns, Tom	Implement a phased return to offices for hybrid, agile and office workers upon approval to be completed by.	No	01/07/2022	30/09/2022	Services are returning to Council offices on a phased basis. A number of staff are hybrid or agile and orders for essential ICT equipment and office furniture have been placed.	Dowey, Martin; Davis, Ian
LP	18/01/2022	ICT Data Centre " Hosting and Delivery Model	["CEO"]	Mullen, Kevin	Migration Implementation Phase 1	No	01/07/2022	28/10/2022	Project team 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. Statement of works and planning currently underway.	
LP	30/11/2021	Former Darlington Church, Main Street, Ayr	["PLA"]	Burns, Tom; Cave s, Catriona	Conclude sale of former Darlington Church	No	01/07/2022	31/08/2022	The sale of Darlington Church is still ongoing, the drafts have been with the purchaser solicitors since early April. Legal are happy to work towards a date which suits the purchaser. The purchaser's solicitors are being chased for a response.	Davis, Ian; Kilbride, Martin
SAC	29/06/2022	ICT Security and ICT Acceptable Use Policies	["CEO"]	McCall, Stewart	Revised Policies to be published and notified to employees	No	31/07/2022	30/09/2022	Decision was taken to support the communications of these policies with a number of short videos rather than other means. Videos are now in production and will be released in next few weeks. Videos will be reused elsewhere including staff induction,	Davis, Ian
LP	18/01/2022	ICT Data Centre " Hosting and Delivery Model	["CEO"]	Baulk, Tim	Migration Implementation Phase 1	No	31/07/2022	28/10/2022	Project team 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. Statement of works and planning currently underway.	
LP	26/10/2021	Surplus Land and Buildings Assets	["PLA"]	Burns, Tom	Demolition of Cabin at Annbank	No	31/07/2022	30/09/2022	Estates have been approached by a local group wishing to lease the cabin. The demolition was put on hold. The Surveyor dealing with this request left the Council in June 2022. Contact with the group will be re-established to determine if the demolition should take place.	

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LP	08/03/2022	Proposed Lease for Vics in the Community	["PLA"]	Burns, Tom	Lease to be concluded	No	01/08/2022	26/08/2022	Missives have been concluded and Legal are awaiting return of the executed lease, which is being chased.	Kilbride, Martin
LP	15/02/2022	Ayrshire Growth Deal Aerospace and Space Programme Update	["PLA"]	Leijser, Theo	Provide a furtehr update to the Leadership Panel in 6 months.	No	01/08/2022	30/08/2022	Report drafted for Cabinet on 30 August and uploaded for ELT clearing on 26 July 2022	
NA	08/03/2022	Sale of 15-17 Sandgate, Ayr	["PLA"]	Burns, Tom	Results of Public Consulation to be reported to Leadership Panel	No	05/08/2022	30/09/2022	Consultation is underway. Estates should be able to report by end of September.	
LP	08/03/2022	Sale of Dam park and lease at Millbrae, Ayr	["PLA"]	Burns, Tom	Sale to be concluded and Deed of Servitude to be entered into.	No	30/08/2022	30/09/2022	Draft offer issued. Suggest amended due date to 30/09/2022.	Kilbride, Martin
LP	08/03/2022	Strategic Review of Assets held in the Common Good Funds	["PLA"]	Reid, Louise;Burns, Tom	Report to Panel outlining longer-term recommendations for each building or asset held in the Common Good Funds	No	30/08/2022	31/10/2022	Agreed with PFH due to staffing absences and shortages, this would be moved to October. Original date was 31/8/22. 31/10/22 agreed on 14 June 22	Davis, Ian;Kilbride, Martin
LP	08/03/2022	Strategic Review of Assets held in the Common Good Funds	["PLA"]	Reid, Louise;Burns, Tom	Review the current management arrangements for Common Good Fund land and building assets occupied by the Council	No	30/08/2022	31/10/2022	Agreed with PFH due to staffing absences and shortages, this would be moved to October. Original date was 31/8/22. 31/10/22 agreed on 14 June 22	Davis, Ian

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LP	15/02/2022	Civic Government (Scotland) Act 1982 - Licensing of Sexual Entertainment Venues	["CEO"]	Briggs, Karen	Consultation	No	30/08/2022	31/10/2022	Policy is being drafted to be reported to Cabinet and then issued for consultation. This has been delayed due to retirement of Team Leader and pressure of other work.	
SAC	29/06/2022	Review of Management Structure	["CEO"]	Howat, Eileen	Further report to Council outlining proposals for a revised Management Structure	No	31/08/2022	08/09/2022	Special Council arranged for 8 September 2022	Dowey, Martin
CAB	14/06/2022	Ayr and Troon Cemetery Burial Chambers	["PLA"]	Dalrymple, Kenneth	Further update to Cabinet	No	31/08/2022	30/09/2022	Disinterment works are commencing on 15th August 2022 with an update to be presented at September cabinet	Kilbride, Martin
LP	08/03/2022	Strategic Review of Assets held in the Common Good Funds	["PLA"]	Reid, Louise;Burns, Tom	Updates to Ward Members as part of the strategic review including information on funding opportunities	No	31/08/2022	31/10/2022	Agreed with PFH due to staffing absences and shortages, this would be moved to October. Original date was 31/8/22. 31/10/22 agreed on 14 June 22	Davis, Ian;Kilbride, Martin
LP	24/08/2021	Proposed Lease Agreement, Carrick Academy, Maybole	["PLA"]	Briggs, Karen;Burns, Tom	Agreement to be concluded	No	31/08/2022	30/11/2022	Draft lease granting replacement access rights issued to Armed Forces Reserves and Cadets and response awaited. Timescale for response is not in Council control and we understand that the surveyor dealing with this has left and their solicitors are not being provided with instructions. Legal continue to press for progress. Suggest amended due date of 30 November meantime.	Davis, Ian;Kilbride, Martin

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LP	12/03/2019	Sale of Peter Boyle Bowling Club, Craigie Road, Ayr	["CEO"]	Caves, Catriona	The Club's solicitor has approached Legal to advise that he wishes to discuss with Estates whether there is an option for the Club to acquire long term control of the premises that is less financially onerous to them (eg Community Asset Transfer or long lease). He is contacting Tom Burns, Estates, seeking a meeting and this will involve a possible new negotiation.	No	31/08/2022	31/10/2022	The Club's solicitor has approached Legal to advise that he wishes to discuss with Estates whether there is an option for the Club to acquire long term control of the premises that is less financially onerous to them (eg Community Asset Transfer or long lease). He is contacting Tom Burns, Estates, seeking a meeting and this will involve a possible new negotiation. Due date amended to end of October in the meantime.	Davis, Ian; Kilbride, Martin
LP	08/03/2022	South Ayrshire Council's Active Travel Strategy	["PLA"]	Kevin Braidwood	Publication of the finalised Active Travel Strategy on both ARA and SAC websites, accompanied by a Council press release	No	02/09/2022	19/08/2022	Launch date of Monday 14 March 2022 proposed	
CAB	14/06/2022	Services to Gypsy Travellers - Site to Support and Accommodate Gypsy/ Traveller Encampments	["PLA"]	Newall, Mike	report back an update to Cabinet in September 2022 - different to rec in report	No	30/09/2022	29/11/2022	Asset Management will engage with a Land Agent to enter into discussions with the Landowner who has intimated that he may have land available to develop a transit site for Gypsy/Travellers. It has been agreed with the Leader and Depute Leader of the Council that an update paper will be presented to Cabinet on 29th November 2022.	Kilbride, Martin; Lyons, Lee

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LP	08/03/2022	Sale of Land at Queens Terrace, Maybole	["PLA"]	Burns, Tom	Sale to be concluded	No	30/09/2022	31/10/2022	Legal are awaiting return of draft documents from the purchaser's solicitor, and also comments from Estates on draft plans.	Kilbride, Martin
LP	15/02/2022	Proposed Lease for Changing Pavilion at Victory Park, Girvan	["PLA"]	Burns, Tom	Legal Services have been instructed to petition the Sheriff and where appropriate confirm a date for concluding the lease.	No	31/10/2022	16/12/2022	Litigation team progressing petition and anticipate being in a position to lodge at Ayr Sheriff court by end of August. The court process will then follow, and timescales will depend on court timetable and also whether any objections are lodged.	
LP	25/05/2021	Neighbourhood Services Structure Progress Report	["PLA"]	Dalrymple, Kenneth	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	27/10/2020	Oracle Enterprise Business Suite Review	["CEO"]	Baulk, Tim	Progress with procurement and implementation	No	30/03/2022	30/11/2022	Implementation phase now initiated. Go live anticipated Feb 2023 following plan rescheduling.	
LP	15/09/2020	Indicative Ayrshire Regional Spatial Strategy	["PLA"]	Iles, Craig	Continue engagement with other Ayrshire authorities and wider stakeholders to develop and refine the iARSS, and produce a consultative draft Ayrshire RSS	No	30/09/2021	01/02/2023	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.	