

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

24 August 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, 30 August 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. Minutes of previous meeting of 14 June 2022 (copy herewith).
3. Decision Log -
 - (a) Overdue Actions– for approval;
 - (b) Actions Listed with Revised Dates – for approval; and
 - (c) Recently Completed Actions.(copies herewith).

4./

4. Economic Development.

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

5. Buildings, Housing and Environment.

- (a) Transfer of the Site of the John Pollock Centre to Housing Revenue Account - Submit report by the Director – Place (copy herewith).
- (b) Short Term Let Licensing Scheme – Submit report by the Assistant Director – People (copy herewith).

6. Buildings, Housing and Environment/Finance, HR and ICT.

- (a) Affordable Housing – Mainholm Road, Ayr - Submit report by the Director – Place (copy herewith).

7. Corporate and Strategic.

- (a) Representation on Convention of Scottish Local Authorities - Submit report by the Chief Executive (copy herewith).

8. Finance, Human Resources and ICT.

- (a) South Ayrshire Fair Pay Agenda - Submit report by the Head of Legal, HR and Regulatory Services (copy herewith).
- (b) Mileage Expenses - Submit report by the Head of Legal, HR and Regulatory Services (copy herewith).
- (c) Budget Management - Revenue Budgetary Control 2022/23 – Position at 30 June 2022 - Submit report by the Head of Finance and ICT (copy herewith).
- (d) Treasury Management Annual Report 2021/22 - Submit report by the Head of Finance and ICT (copy herewith).
- (e) General Services Capital Programme 2022/23: Monitoring Report as at 30 June 2022 - Submit report by the Director – Place (copy herewith).

9. Finance, Human Resources and ICT/Buildings, Housing and Environment.

- (a) Housing Capital Programme 2022/23: Monitoring report as at 30 June 2022 - Submit report by the Director – Place (copy herewith).

10. Tourism and Rural Affairs.

- (a) Procurement of a Strategic Delivery Partner for an Event – Submit report by the Assistant Director – People (copy herewith).

11. Corporate and Strategic.

- (a) **Risk and Safety 'Spend to Save' Resource Bid – Submit report by the Head of Legal, HR and Regulatory Services (report herewith - Members only).**
- (b) **Ayrshire Growth Deal – Prestwick Commercial Build - Submit report by the Director – Place (report herewith – Members only).**

12. Buildings, Housing and Environment/Sports and Leisure.

- (a) **New Leisure Centre Update - Submit report by the Director – Place (report herewith – Members only).**

13. Consideration of Disclosure of the above confidential reports.

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

Webcasting

Please note: this meeting may be filmed for live and subsequent broadcast via the Council's internet site. At the start of the meeting, it will be confirmed if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during this webcast will be retained in accordance with the Council's published policy, including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

Generally, the press and public will not be filmed. However, by entering the Council Meeting, you are consenting to being filmed and consenting to the use and storage of those images and sound recordings and any information pertaining to you contained in them for webcasting or training purposes and for the purpose of keeping historical records and making those records available to the public. In making use of your information, the Council is processing data which is necessary for the performance of a task carried out in the public interest.

If you have any queries regarding this and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee.Services@south-ayrshire.gov.uk

Copyright

All webcast footage is the copyright of South Ayrshire Council. You are therefore not permitted to download footage nor upload it to another website nor take still photographs from this footage and distribute it without the written permission of South Ayrshire Council. Please be aware that video sharing websites require you to have the permission of the copyright owner in order to upload videos to their site.

CABINET

Minutes of a hybrid webcast meeting on 14 June 2022 at 10.00 a.m.

Present: Councillors Martin Dowey (Chair), Alec Clark, Brian Connolly, Ian Davis, Stephen Ferry, Martin Kilbride and Lee Lyons.

Apology: Councillor Bob Pollock.

Attending E. Howat, Chief Executive; C. Caves, Head of Legal, HR and Regulatory Services;
In County L. McRoberts, Director of Education; K. Carr, Assistant Director – Place;
Hall: L. Reid, Assistant Director – Place; K. Dalrymple, Service Lead – Neighbourhood Services; J. McClure, Committee Services Lead Officer; C. Buchanan, Committee Services Officer; and C. McCallum, Committee Services Assistant.

Attending D. Gillies, Director – Place; T. Eltringham, Director of Health and Social Care;
Remotely: M. Newall, Assistant Director – People; J. Bradley, Assistant Director – People; T. Leijser, Service Lead – Economy and Regeneration; D. Alexander, Service Lead – Procurement; P. Bradley, Service Lead – Professional Design Services; and R. Kingisepp, Capital Planning Co-ordinator.

1. Opening Remarks.

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

2. Declarations of Interest.

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

3. Decision Log.

A question was raised by a Member in relation to the current position with the Station Hotel and the Director – Place advised that a report would be submitted to the Council at its meeting of 29 June 2022; and that a briefing would be arranged to update all Members prior to the next Cabinet meeting on 30 August 2022.

A further question was asked by a Member in relation to Place Plans and the Assistant Director – Place advised that Place Plans were currently being implemented in North Ayr and Girvan and then rolled out throughout South Ayrshire; and outlined the procedure for progressing the Place Plans.

The Chair asked the Director – Place for an update on the position with the new Leisure Centre and he outlined that he would provide a written briefing for Cabinet Members; and the Chair also requested that a report on the new Leisure Centre be submitted to the Cabinet at its meeting on 30 August 2022 for consideration.

Following discussion, the Cabinet

Decided:

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

Education/Health and Social Care

4. Period Products – (Free Provision) (Scotland) Act 2021

There was submitted a [report](#) (issued) of 7 June 2022 by the Director of Education seeking agreement from the Cabinet to the South Ayrshire Period Products Delivery Statement.

Having thanked the Director of Education for her work on this matter, the Cabinet

Decided: to agree the South Ayrshire Period Product Delivery Statement.

Buildings, Housing and Environment.

5. Ayr and Troon Cemetery Burial Chambers

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place updating Cabinet on the investigation into water ingress to the burial chambers at Ayr cemetery.

Councillor Kilbride, seconded by Councillor Ferry, moved the recommendations in the report with the addition of the establishment of an additional two temporary Liaison Officers, for a three month period at a total cost of £15,000.

A full discussion took place in relation to the bereaved families affected and the support offered to them; the tests carried out by contractors before the ground was brought into use; and the drainage put in place.

Members thanked those Officers involved for the work undertaken and thanked the Leader for meeting with the families affected.

The Cabinet, having noted the outcome of the investigation of water ingress within Ayr Cemetery Burial Chambers,

Decided:

- (1) to approve the proposals outlined in section 4 of the report and the cost and funding source of £1.500m set out in section 6.1 of the report; and
- (2) to approve the establishment of an additional two temporary Liaison Officers, for a three month period at a total cost of £15,000

Buildings, Housing and Environment/ Finance, Human Resources and ICT.

6. Housing Capital Programme 2021/22: Monitoring Report as at 31 March 2022

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place updating 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 seeking approval of the changes to budgets in 2022/23 and 2023/24.

A Cabinet Member requested a breakdown on the cost per unit of the old Mainholm site; and the Service Lead – Professional Design Services advised that she would obtain this information and forward it to Cabinet Members.

The Cabinet, having noted the progress made on the delivery of the Housing Capital Programme to 31 March 2022, resulting in spend of £23,232,748 or 97.21%, as detailed in Appendix 1 attached to the report,

Decided:

- (1) to approve the adjustments contained in Appendix 2 attached to the report; and
- (2) to approve the revised budget for 2022/23 at £69,204,500 and 2023/24 at £40,184,366 as highlighted in Appendix 2.

Corporate and Strategic/ Finance, Human Resources and ICT.

7. The South Ayrshire Way Strategic Change Programme – Preparing for the Future

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place providing an update to the Cabinet on progress delivering the *South Ayrshire Way Strategic Change Programme* including detail on projected benefits for projects.

The Cabinet, having noted the progress made by officers in completing relevant actions and recommendations in the Best Value Audit; and the benefits and productivity gains proposed by current projects on the programme,

Decided: to agree a further update to the Service and Performance Panel in October 2022 in line with agreed reporting arrangements.

Corporate and Strategic/ Economic Development.

8. Scotland Loves Local – Gift Card scheme

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place providing an update on the progress of the 'Scotland Loves Local' Gift Card Scheme; and seeking approval to continue with the programme for another year based on the costs provided in the report.

The Cabinet, having noted the benefits of the 'Scotland Loves Local' Gift Card Scheme for local residents, businesses and the Council,

Decided:

- (1) to approve continuation of the scheme for one year from 31 August 2022 based on costs provided within paragraph 6.1 of the report; and
- (2) to agree any continuation of the scheme past June 2023 be subject to further approvals.

Health and Social Care/ Economic Development/ Finance, Human Resources and ICT.

9. Annex 2 Contract Awards in Q3 and Q4 2021/22

There was submitted a joint [report](#) (issued) of 7 June 2022 by the Director of Health and Social Care and the Director – Place advising 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.

The Cabinet, having considered the detail listed at Appendix 1 of the report, of directly awarded contracts to service providers, using the provisions of Annex 2 of Standing Orders relating to Contracts,

Decided: to note the contents of the report.

Health and Social Care/ Buildings, Housing and Environment.

10. Services to Gypsy/Travellers – Site to Support and Accommodate Gypsy/Traveller Encampments

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place providing 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.

Councillor Lyons, seconded by Councillor Kilbride, moved an Amendment to the recommendations in the report as follows:-

“that the Cabinet notes the content of the report and the approach from the local landowner referred to in paragraph 4.10 of the report and requests officers to:-

- (1) pause further work on the Cockhill Farm location until the outcome of the Stage 1 bid to the Gypsy Traveller Accommodation Fund is confirmed around September 2022;
- (2) pursue discussions with other landowners about these proposals and consult with the traveller community; and
- (3) report back with an update on these matters to Cabinet in September 2022.”

The Cabinet

Decided: to agree the Amendment to the recommendations in the report, as outlined above.

Finance, Human Resources and ICT.

11. General Services Capital Programme 2021/22: Monitoring Report as at 31 March 2021

There was submitted a [report](#) (issued) of 7 June 2022 by the Assistant Director – Place updating 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 seeking approval of the changes to budgets in future years.

The Cabinet, having noted 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 of the report,

Decided:

- (1) to approve the adjustments contained in Appendix 2 of the report; and
- (2) to approve 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.

12. Write-offs: Council Tax, Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments

There was submitted a [report](#) (issued) of 7 June 2022 by the Head of Finance and ICT seeking approval to write-off Council Tax, Non-Domestic Rates, Housing Benefit Overpayments and Customer Invoicing Accounts in accordance with Council policy.

The Cabinet

Decided:

- (1) to approve the write-off of Council Tax amounting to £16,103.06;
- (2) to approve the write-off of Non-Domestic Rates amounting to £67,194.72;
- (3) to approve the write-off of Housing Benefit Overpayments amounting to £36,006.80; and
- (4) to approve the write-off of Customer Invoicing Accounts amounting to £11,619.18.

13. Exclusion of Press and Public

The Cabinet resolved, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the press and public be excluded from the remaining item of business on the agenda, on the grounds that it involved the likely disclosure of exempt information in terms of paragraph 1 of Part 1 of Schedule 7A of the Act.

Economic Development/Finance, Human Resources and ICT.**14. Facilities Management – Service Review and Restructure**

There was submitted a report (issued – members only) of 7 June 2022 by the Assistant Director – Place updating Members on a service review within the Facilities Management (FM) service and seeking approval to implement a revised operating model.

The Cabinet

Decided: to approve the proposed Facilities Management structure as outlined in section 4 and Appendices 1 and 2 of the report.

15. Consideration of Disclosure of the above Confidential Report.

Following advice from the Head of Legal, HR and Regulatory Services, the Cabinet

Decided: to authorise the disclosure under Standing Order 32.4 of the following report:-

- Facilities Management – Service Review and Restructure

16. Closing Remarks

The Chair made reference to the departure of Kevin Carr, Assistant Director – Place who was taking up a new post in South Lanarkshire; and wished him well for the future.

Mr Carr thanked the Chair for his kind words and stated that he had enjoyed his years working for South Ayrshire Council.

The meeting ended at 11:05 a.m.

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["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	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["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

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	15/06/2021	Children and Families Transformation Proposals Update	["HSCP"]	Inglis, Mark	Signs of Safety	No	01/03/2022		<p>and Families Transformation Proposals Update " 15th June 2021" despite Covid and its impact upon the training and implementation of the Signs of Safety, there has yet been significant progress with full days multi agency training, an audit of 120 case files, survey of children and parents and a full review of the current Health and Social Care Partnership processes to ensure that they are aligned to the signs of safety approach. Signs of Safety is currently being implemented as of 2021 and will be used as an approach from January 2022, with the 6 months till July 2022 used to embed and streamline the process. Audit activity will be undertaken throughout the year and feedback after full year around December 2022.</p> <p>06/09/21 - Signs of Safety Approach draws on solution-focused therapy and the direct experience of effective practice by child protection social workers and the experiences of families within the child protection system. We have engaged a licenced trainer and consultant to help us implement the approach across the service. Despite some setback due to Covid restrictions, we have been progressing a number of tasks during the last year:</p> <p>Implementation Board was convened and has had two meetings with a further due scheduled for January 2022.</p> <p>The implementation plan was developed with a list of actions and this continues to be updated as required.</p> <p>Practice case %231 is concluded and a further practice case %232 has commenced with different professionals involved. These practice cases allow social workers to test out the process</p>	
SAC	09/12/2021	Inclusive Economic Growth and Investment Opportunity - Update	["PLA"]	Leijser, Theo	Further update to Elected Members	No	03/03/2022		<p>The cost of the project have increased to such an extent that a new strategy is required if the project is to proceed. Further discussions ongoing between SG/SE and partners. Likely update to members anticipated August/September meeting schedule</p>	Pollock, Bob

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	28/11/2017	Implementation of 20mph speed restrictions across South Ayrshire Villages	["PLA"]	Kevin Braidwood	Report back to Leadership Panel regarding results of the phase 3 engagement process, outline designs, associated costs and implementation programme within the road improvement plan and reporting to Regulatory Panel. ARA have contacted 3 community councils with only two responding additional information has been issued and we await feedback. The third CC has been contacted again.	No	08/03/2022		<p>Further revised dates 31/03/21, 30/06/21. Electronic speed signage installation for phase 1 and 2 schemes now largely complete - remaining signs will be installed during the next contractor visit (25th Oct). Installation of the Phase 1 and Phase 2 20mph speed signage has been completed.</p> <p>Dailly: Footway widening works now complete - this work was incorporated into the resurfacing works on the B741 to minimise disruption.</p> <p>Monkton: the traffic calming works are now complete.</p> <p>Dundonald: works programmed for early November, subject to confirmation of material supply.</p> <p>Phase 3 designs commenced on the agreed design of signing and lining only and are due to be completed by end of February 2022 for presentation to community councils. Design process on programme.</p> <p>Designs for phase 3 have been issued to ward members and community councils for feedback.</p>	
LP	11/06/2019	Moving Towards Mainstreaming Participatory Budgeting	["PEO"]	Newall, Mike	Host an Elected Member session on mainstreaming PB	No	11/03/2022		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	South Ayrshire Council's Active Travel Strategy	["PLA"]	Kevin Braidwood	Annual report to the Partnerships Panel	No	23/03/2022		<p>Report to be submitted to Partnerships Panel following Leadership</p> <p>Report to be submitted to partnership panel end of June 2023</p>	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	26/10/2021	Housing Need and Demand Assessment 2021-2026	["PEO"]	Anderson, Kevin	Publish completed HNDA and associated documentation on HNDA website	No	31/03/2022		Awaiting feedback from SG. 03/02/22 - Still awaiting feedback from SG. 1/6 - SG have provided feedback and officers have responded. SG have indicated that due to capacity issues, final sign off from the Centre for Housing Market Analysis may take a number weeks. Revised date amended to reflect this.	Kilbride, Martin
LP	21/09/2021	Sale of the Former Grammar Primary School, Midton Road, Ayr	["PLA"]	Burns, Tom	Missives to be concluded	No	31/03/2022		Instructions from Estates that property to be remarketed. This will be a new matter in due course, to be removed from decision log.	
LP	27/04/2021	Strategic Transport Projects Review	["PLA"]	Kevin Braidwood	Submit further update to the Leadership Panel following publication of the Phase 2 Report	No	31/03/2022		An update paper will be prepared for the consideration of Leadership upon the publication of the Phase 2 reports - anticipated to be approved Spring 2022. Members briefings will be prepared and disseminated for any pertinent information released in the interim period. STPR2 draft report consultation launched by Scottish Government January 22 ARA will provide briefing on responses to Leaders prior to submission for .A final report will be brought to Leadership following publication of final report in the Autumn.	
LP	15/09/2020	Completion of the Review and Amendment of the Scheme for Establishment of Community Councils	["PEO"]	Newall, Mike	Issue the updated Scheme to Community Councils and publish on the Council website	No	31/03/2022		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	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	15/09/2020	Completion of the Review and Amendment of the Scheme for Establishment of Community Councils	["PEO"]	Newall, Mike	Issue the new additional Guidance document to Community Councils	No	31/03/2022		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	Indicative Ayrshire Regional Spatial Strategy	["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	Modified Proposed Replacement South Ayrshire Local Development Plan	["PLA"]	Iles, Craig	Report to Council on examination outcome and implications for Adoption of LDP2	No	31/03/2022		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	Ayrshire Regional Spatial Strategy	["PLA"]	Iles, Craig	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	
LP	14/02/2017	1-20 Miller Terrace & 32-78 Dailly Road (even numbers), Maybole	["PLA"]	Gillies, Donald	Demolish and landscape land at 1-20 Miller Terrace and 32-78 Dailly Road, Maybole	No	31/03/2022	07/08/2022	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 August.	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	15/02/2022	Motorhome Parking Scheme 2022	["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	17/03/2020	Fleet Transport Update	["PLA"]	Dalrymple, Kenneth	Consult with Trade Unions and staff with regards the pre-authorisation of Grey vehicle usage	No	24/04/2022		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.	
LP	15/02/2022	Station hotel Update	["PLA"]	Gillies, Donald	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
SAC	03/03/2022	Notice of Motion	["CEO"]	Caves, Catriona	South Ayrshire Fair Pay Agenda	No	01/06/2022			Dowey, Martin
LP	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["PLA"]	Iles, Craig	Further report to the Leadership Panel	No	01/06/2022			Pollock, Bob
LP	18/01/2022	ICT Data Centre "Hosting and Delivery Model	["CEO"]	Mullen, Kevin	Procure hosting partner	No	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. Original date was 3/3/22. 17/6/22 agreed on 14 June 22	Davis, Ian

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["PLA"]	Iles, Craig	Upload annual report on Development contributions	No	30/06/2022			
LP	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["PLA"]	Iles, Craig	Further report to the Leadership Panel	No	30/06/2022			
LP	18/01/2022	Developer Contribution Governance and Reporting Arrangements	["PLA"]	Iles, Craig	Upload annual report on Development contributions	No	30/06/2022			
LP	27/04/2021	Flood Risk Management (Scotland) Act 2009 – Draft Ayrshire Flood Risk Management Plan Cycle 2	["PLA"]	Kevin Braidwood	Implement Panel decision	No	30/06/2022		SEPA consultation closed on 31 October 2021. SEPA plan to share the SAC area responses with ARA/SAC in January 2022.	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	15/09/2020	South Ayrshire Council Parking Strategy 2020-2024	["PLA"]	Kevin Braidwood	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		Further revised date 30/09/21. Postponed until after the elections. Discussion held with leader and ARA preparing to re-submit.	
LP	25/08/2020	VAT Recovery Funds - Member Priorities	["PLA"]	Dalrymple, Kenneth	Implement play and recreation projects	No	30/06/2022		An update on projects will be sent to Ward Members by 30 June 2022	
SAC	02/09/2021	Standing Orders Relating to Meetings	["CEO", "PLA"]	Reid, Louise;Caves, Catriona	Report outlining changes to Standing Orders relating to planning processes to be submitted to Council	No	01/07/2022		Further revised date 03/03/22. Due to Planning Liason Group not meeting in December and further consultation requirements for proposals, this has been deferred.	
LP	08/03/2022	New Leisure Centre	["PLA"]	Yuille, Derek	Complete the purification of the conditions and thereafter the acquisition of land	No	10/07/2022		original due date was 10/6/22, 10/7/22 agreed on 14 June 22	Kilbride, Martin
LP	08/03/2022	New Leisure Centre	["PLA"]	Yuille, Derek	Complete the purification of the conditions and thereafter the acquisition of land	No	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 original due date was 10/6/22.. 10/7/22 agreed on 14 June 22	Kilbride, Martin
LP	08/03/2022	New Leisure Centre	["PLA"]	Yuille, Derek	Execution of the contract documents	No	17/07/2022		Contract signing is predicated on successful conclusion of land transfer which has been moved back to 10 July 2022. Original due date was 17/6/22, 17/7/22 agreed on 14 June 22	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	18/01/2022	ICT Data Centre "Hosting and Delivery Model"	["CEO"]	Baulk, Tim	Business Engagement - DR	No	29/07/2022		Engagement 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 any services and this is due to occur early June. The project implementation team has been created, internally and externally to allow progression upon contract award. Request date is changed to end of July to allow progression. Original date was 28/2/22. 29/7/22 agreed on 14 June 22	Davis, Ian
LP	18/01/2022	ICT Data Centre "Hosting and Delivery Model"	["CEO"]	Baulk, Tim	Technical preparation	No	29/07/2022		Engagement 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 any services and this is due to occur early June. The project implementation team has been created, internally and externally to allow progression upon contract award. Request date is changed to end of July to allow progression. Original date was 31/5/22. 29/7/22 agreed on 14 June 22	Davis, Ian
NA	10/03/2022	Supplementary Guidance: Maintaining an Effective Housing Land Supply and Housing Site Design Briefs	["PLA"]	Iles, Craig	Adoption of both Supplementary Guidance documents	No	15/08/2022			Kilbride, Martin

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.	

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	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	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
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.	

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	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.	

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
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

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
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.	

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	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

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	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

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	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

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	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.	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	18/01/2022	Proposed Resolution to Title Issues at Bridge Street, Girvan	["PLA"]	Burns, Tom	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 - addit to rec in report	Yes	28/02/2022		Transaction settled 15 June 2022.	Kilbride, Martin
LP	26/10/2021	Levelling Up and Community Renewal Funds	["PLA"]	Gillies, Donald	Further report to be presented to the Leadership Panel	Yes	08/03/2022	30/06/2022	Further update to Council on 30 June 2022.	Dowey, Martin
LP	18/01/2022	Proposed Resolution to Title Issues at Bridge Street, Girvan	["PLA"]	Burns, Tom	Transfers to be concluded	Yes	31/03/2022		Transaction settled 15 June 2022.	Kilbride, Martin
LP	18/01/2022	Proposed Resolution to Title Issues at Bridge Street, Girvan	["PLA"]	Burns, Tom	Transfers to be concluded	Yes	31/03/2022		Transaction concluded 15 June 2022.	Kilbride, Martin
LP	26/10/2021	Surplus Land and Buildings Assets	["PLA"]	Burns, Tom	Outcome of discussions with the Voluntary Sector re Forrester's Hall to be reported to Portfolio Holders - addit to rec in reports	Yes	31/03/2022		The Ayrshire Sikh Association have advised that they have no interest in the Hall. The PFH has been advised that there has been interest from two volunteer organisations The Hall will be marketed with a closing date set.	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	24/08/2021	Transfer of the Site of the John Pollock Centre to the Housing Revenue Account	["PLA", "CEO"]	Yuille, Derek; Briggs, Karen; Burns, Tom	Transfer site	Yes	31/03/2022	30/08/2022	Report to be submitted to the Council's Cabinet for its consideration on the 30th August 2022	
LP	27/04/2021	Road Improvement Plan 2021-2022	["PLA"]	Kevin Braidwood	Implementation of the Road Improvement Plan	Yes	31/03/2022		Works commenced on site and first progress report present to joint committee on 4/6/21	
LP	17/09/2019	Review of Rozelle House	["PLA"]	Burns, Tom	Carry out essential external repairs to Rozelle House	Yes	31/03/2022	30/06/2021	Works are complete	
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Begin business case development	Yes	01/04/2022		This has been completed	Davis, Ian
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Obtain budget commitment	Yes	01/04/2022		A Budget commitment of Â£1,000,000 was approved by the Council for the financial year 2022/2023. A further budget request will be submitted for 2023/2024	Davis, Ian
SAC	19/05/2022	Review of Political Decision Making Structure and Appointments to Panel	["CEO"]	Howat, Eileen	Updated Scheme of Delegation and appointments to Panel be reported to Council meeting on 26 May 2022 - different to rec in report	Yes	26/05/2022		Report submitted to Special Council on 26 May 2022	Dowey, Martin
SAC	19/05/2022	Representation on Working Groups etc	["CEO"]	Carlaw, Wynne	Continued to special meeting of Council on 26 May 2022 - different to rec in report	Yes	26/05/2022			Dowey, Martin
SAC	19/05/2022	Representation on Outside Bodies	["CEO"]	Howat, Eileen	Appointments to be presented to SAC on 26 May 2022	Yes	26/05/2022			Dowey, Martin

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
SAC	19/05/2022	Appointments to Convention of Scottish Local Authorities	["CEO"]	Carlaw, Wynne	Notify COSLA of the Council's appointed delegation to Convention	Yes	27/05/2022			Dowey, Martin
SAC	19/05/2022	Members Remuneration	["CEO"]	Carlaw, Wynne	Make arrangements for payments of salaries to reflect decision - different to recs in report	Yes	27/05/2022			Dowey, Martin
SAC	19/05/2022	Members Remuneration	["CEO"]	Carlaw, Wynne	Update and publish in the Elected Members Area on Rewired the guide to Members Remuneration	Yes	27/05/2022			Dowey, Martin
SAC	19/05/2022	Schedule of meetings	["CEO"]	Carlaw, Wynne	Publish the meeting timetables	Yes	27/05/2022			Dowey, Martin
SAC	26/05/2022	Appointments to Panels	["CEO"]	Carlaw, Wynne	Publish details of membership of Panels etc	Yes	03/06/2022			Dowey, Martin
SAC	26/05/2022	Representation on Working Groups etc	["CEO"]	Carlaw, Wynne	Notification of appointments to all relevant external groups and officers	Yes	03/06/2022			Dowey, Martin
SAC	26/05/2022	Representation on Outside Bodies	["CEO"]	Carlaw, Wynne	Notification of nominations of appointments to all relevant outside bodies	Yes	03/06/2022			Dowey, Martin
SAC	26/05/2022	Scheme of Delegation	["CEO"]	Carlaw, Wynne	Update Scheme of Delegation to be published and notified to employees	Yes	03/06/2022			Dowey, Martin
LP	18/01/2022	ICT Data Centre "Hosting and Delivery Model"	["CEO"]	Baulk, Tim	Procure hosting partner	Yes	17/06/2022		Contract awarded on 12th July.	

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
CAB	14/06/2022	Housing Capital Programme 2021/22: Monitoring Report as at 31 March 2022	["PLA"]	Bradley, Pauline	Process adjustments to the Housing Capital Programme	Yes	28/06/2022			Davis, Ian; Kilbride, Martin
CAB	14/06/2022	General Services Capital Programme 2021/22: Monitoring report as at 31 March 2021	["PLA"]	Bradley, Pauline	Process adjustments to the General Services Capital Programme	Yes	28/06/2022			Davis, Ian
SAC	29/06/2022	Revenue Budgetary Control 2021/22 - Out-turn Statement at 31 March 2022	["CEO"]	Baulk, Tim	Incorporate financial information in the unaudited 2021/22 Annual Accounts to be submitted to external audit	Yes	30/06/2022			Davis, Ian
SAC	29/06/2022	Addressing Future Needs/ Local Authority Covid Economic Recovery (LACER) Fund	["CEO"]	Baulk, Tim	Lead officers notified of approved funding allocations in order to initiate programme activity	Yes	30/06/2022			Davis, Ian
SAC	29/06/2022	Standing Orders relating to Contracts	["CEO"]	Caves, Catriona	Updated Standing Orders relating to Contracts to be published and notified to employees	Yes	01/07/2022			Dowey, Martin
SAC	29/06/2022	Levelling Up Fund	["PLA"]	Kevin Braidwood; Gillies, Donald	Submit LUF applications	Yes	06/07/2022			Pollock, Bob; Dowey, Martin; Davis, Ian

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
SAC	29/06/2022	Appointments to Panels	["CEO"]	Carlaw, Wynne	Publish details of membership of Panels	Yes	08/07/2022			Dowey, Martin
SAC	29/06/2022	Representation on Outside Bodies	["CEO"]	Carlaw, Wynne	Notification of nominations/ appointments to relevant bodies	Yes	08/07/2022			Dowey, Martin
SAC	29/06/2022	Appointments to COSLA Policy Boards	["CEO"]	Carlaw, Wynne	Notify COSLA of the Councils appointments to the Policy Boards	Yes	08/07/2022		CEO advised following receipt of all nominations	Dowey, Martin
SAC	29/06/2022	Local Development Plan 2, Supplementary Design Brief	["PLA"]	Iles, Craig	Submission to the Scottish Government for consideration the revised Supplementary Guidance Design Brief, (excluding South East Ayr)	Yes	14/07/2022			Pollock, Bob
CAB	14/06/2022	Write-offs: Council Tax, Non-Domestic Rates , Customer Invoicing and Housing Benefit Overpayments	["CEO"]	Gemmell , Nicola	Debt will be written off and systems updated	Yes	31/07/2022			Davis, Ian
CAB	14/06/2022	Scotland Loves Local - Gift Card Scheme	["PLA"]	Reid, Louise	Implement the recs within the report	Yes	27/08/2022			Pollock, Bob;Dowey, Martin
CAB	14/06/2022	Period Products (Free Provision) (Scotland) Act 2021	["EDUC"]	Monaghan, Claire	Publish the Delivery Statement on the Council's website and promote via social media channels	Yes	31/08/2022			Lyons, Lee;Ferry, Stephen

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Requested Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
SAC	10/03/2022	Future Operating Model	["PEO"]	Burns, Tom; Mulen, Kevin	Implement the preferred desk booking management system	Yes	02/09/2022		Meetings rooms and touchdown workstations will be available to book through internal booking system	Dowey, Martin
SAC	10/03/2022	Future Operating Model	["PEO"]	Burns, Tom; Mulen, Kevin	Implement the preferred desk booking management system	Yes	02/09/2022		Meetings rooms and touchdown workstations can be booked through the Council's internal booking system	Dowey, Martin; Davis, Ian
SAC	29/06/2022	Updated Policy for the Acquisition and Disposal of Land and Buildings	["PLA"]	Burns, Tom	Policy for the Acquisition and Disposal of Land and Buildings updated and published on The Core	Yes			The Acquisition and Disposal policy was approved by South Ayrshire Council on 29th June 2022	Kilbride, Martin
LP	15/02/2022	Seafield Tennis Courts	["PLA"]	Burns, Tom; Caves, Catriona	Conclude the sale in the event of an offer being received and in accordance with the recommendations of the report.	Yes			Sold to the Tennis club on the 28th July 2022.	
LP	15/06/2021	Ayr Esplanade	["PLA", "CEO"]	Yuille, Derek; Briggs, Karen; Burns, Tom	Further report to Leadership Panel with the outcomes of the Counselor's Opinion in relation to the former putting green and funding options for consideration	Yes		11/08/2022	Report has been deferred for review and will be considered as part of a wider strategy by new Administration. 11/8/22 - Following discussion with the new Administration/ PFH's this action has requested to be closed off.	Pollock, Bob; Kilbride, Martin

South Ayrshire Council

**Report by Director - Place
to Cabinet
of 30 August 2022**

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

1. Purpose

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

2. Recommendation

2.1 It is recommended that the Cabinet:

2.1.1 notes progress of the Aerospace and Space projects within the Ayrshire Growth Deal;

2.1.2 notes the next steps in the development of the programme;

2.1.3 agrees that officers seek to agree Heads of Terms to acquire development land as is required for the spaceport infrastructure and bring forward reports on this to Cabinet as required;

2.1.4 notes the financial plan, risks and the impact on the Council until remaining full business cases are approved; and

2.1.5 requests that an update be provided to the Cabinet in 6 months

3. Background

3.1 The AGD Aerospace and Space portfolio of projects will seek to deliver the transformational change required to enable the Prestwick Aerospace and Space Cluster and its business base to continue to lead for the UK and Scotland on the world stage as aerospace and space enter a new industrial life cycle. The Ayrshire Councils signed deal documents with UK and Scottish Governments on 19 November 2020 for the delivery of the Ayrshire Growth Deal with total funding for the Aerospace and Space Programme of £80million. £32 million will be invested by the UK Government, £30 million by the Scottish Government and £18 million from South Ayrshire Council. The aerospace and space programme is a portfolio of four interconnected investment interventions that will enable Prestwick and Ayrshire to exploit the identified growth opportunity, resulting in a step change in the economy at a local and national level.

3.2 These projects are:

- Spaceport Infrastructure which will establish technically feasible and financially viable space launch services from Glasgow Prestwick Airport (GPA).
- The Aerospace and Space Technology Applications Centre (ASTAC), incorporating Skypath services - The design, development, build and fit-out of an in-situ 'innovation' centre to enable the delivery and manufacture of new flight products in Scotland. These will provide a focus on the supply chain for the aerospace sector; vertical and horizontal launch platforms; satellite and other payloads; and both academic and industrial research and development.
- Prestwick Commercial Build - Creation of additional high quality, secure landside and airside commercial factory, hangarage and office space. This will meet projected future growth in the aerospace; maintenance, repair and overhaul (MRO); aircraft decommissioning and new space markets. Accommodation will be built to 'Factory of the Future' and low carbon standards. A separate paper is presented to Cabinet regarding this project.
- Prestwick Transport Infrastructure to create an effective network of internal roads to enable the creation of high specification industrial and office spaces, while supporting our sustainable transport aims.

3.3 These four projects demonstrate several interdependencies across the Prestwick Aerospace and Space Programme and the regional projects of Digital and Community Wealth Building which will be carefully monitored and managed throughout the lifespan of the Ayrshire Growth Deal. The projects are designed to be mutually reinforcing with the aim of pursuing opportunities in high value manufacturing, innovation, inclusive growth, employability and skills development for the people of Ayrshire.

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

3.5 Outline Business Cases (OBC) were submitted for three of these projects at the end of 2021. The OBCs for ASTAC and the Spaceport are currently still awaiting approval following recent revisions at the UK and Scottish Governments request.

3.6 The OBC for the roads project is under development and requires further confirmation from Transport Scotland on appraisal methodology and traffic numbers prior to submission. This work is progressing albeit slowly. It is anticipated that the OBC will be submitted for approval during the last quarter of 2022.

3.7 The OBC for the Prestwick Commercial build has been approved with variations as reported to Council in June 2022. The Full Business Case (FBC) has been drafted, ready for submission to the Ayrshire Economic Joint Committee for approval, subject to approval at this meeting of Cabinet.

4. Proposals

4.1 Members are asked to note the progress made in each project since the last report to members on 15 February 2022. Appendix 1 provides an overview of each of the projects including the financial commitments of all parties and the project expenditure to date. Notable highlights include:

4.1.1 **Commercial build** – Following approval of the Outline Business Case for the Prestwick Commercial Build project the Full Business Case is being presented for approval by Cabinet in a separate confidential report and will then be presented to Ayrshire Economic Joint Committee for approval. This milestone represents significant progress and strengthens the case for the other projects within the Prestwick AGD programme. Approval of this project will not only allow near-term opportunities for inward and secondary investors to be realised but may also generate revenue that may be reinvested in developing more commercial space, and to fund other economic development activities.

4.1.2 **Spaceport** - South Ayrshire Council attended the recent Farnborough International Airshow in July 2022 where commercial partner Astraius announced their rocket manufacturing partners. Astraius confirmed that they are on-track for first launch in Spring 2024. The UK based launch service provider announced two key suppliers for the firm's launch solution — Northrop Grumman has been selected as the first and second stage motor supplier and Exquadrum will provide the upper-stage motor. Both of these companies are established launch vehicle manufacturers. The announcement received the support of the UK Space Agency

4.1.3 The announcement of the partnership between Exquadrum and Astraius has necessitated a change in fuel type and, by extension, some variations to the design requirements for the site. These changes have been fully examined by QinetiQ, safety expert consultants. QinetiQ have advised that it is their opinion that there is no change to the risk status of the site, we currently await official confirmation of this from the HSE. There is a risk the HSE will require additional measures and changes to the concept of operations prior to issuing a license. If this were to be the case, the implications will be assessed and, if necessary, the proposal developed to satisfy the HSE.

4.1.4 The siting and sizing of the spaceport infrastructure has been carefully designed and is informed by the feasibility work undertaken during Riba stage 2. The optimum site is located to the south-east of the second runway. Negotiations continue with current landowners to acquire the development land for the confirmed spaceport site. In the event that an agreement cannot be reached, then the Council will require to proceed with a Compulsory Purchase Order (CPO) to obtain the land for the Spaceport Infrastructure and this will be the subject of further reports to Council as required. The CPO will take a period of approximately 12 to 18 months from the case being submitted to the Scottish Government for approval.

4.1.5/

- 4.1.5 Good progress has been made to prepare for the Riba stage 3 Gate review. A comprehensive list of criteria has been prepared and it is anticipated that the formal gate review can be conducted by the Steering Group at the end of September prior to a report being brought thereafter for approval by Cabinet. This would be a major milestone for the project and enables the team to confirm detailed project cost and commercial operations of the spaceport.
- 4.1.6 Public consultations continue for the Spaceport Infrastructure and Roads Infrastructure projects.
- 4.1.7 A detailed master-planning process is ongoing for plots within the Prestwick cluster in conjunction with Glasgow Prestwick Airport and other relevant partners. Specific details are being finalised for the individual plots as we discuss potential build and lease arrangements with various aerospace, space and renewable energy businesses.
- 4.1.8 The project team remain concerned with the lack of progress and outstanding requirements to conclude the Roads OBC. Feedback from Transport Scotland suggests they do not consider the necessity of the phase 1 road project (aligning station road and removing traffic from Monkton village). The Ayrshire Growth Deal programme is designed to deliver economic objectives. The economic objectives for straightening Station Road were identified through the consultation process. Transport Scotland's focus is on the requirement for Transport Planning Objectives. The Prestwick Space and Aerospace operations require transport connectivity comparable with its global competitors. Routing traffic through a conservation village is not considered an acceptable connectivity solution. The project team, supported by transport policy experts and ARA continue to seek a resolution.
- 4.1.9 Growth continues within both the aerospace and space sectors. This is reflected by advanced near term commercial build projects, which require urgent public sector intervention and adequate resource allocation if they are to be delivered for Ayrshire. The approval of the Commercial Build project FBC will be a significant step towards meeting these needs and realising benefits for South Ayrshire.
- 4.2 Members are asked to note the next steps in the AGD process which will include:
- 4.2.1 A continued transition from development to delivery stage as the remaining OBC's are approved and Full Business Cases are completed.
- 4.2.2 Prestwick Spaceport Gateway 3 – The Prestwick Spaceport Project Team will arrive at RIBA 3 (Design Freeze) by the end of September. The team, in conjunction with the Steering Group will undertake a gate review. Pertinent deliverables for South Ayrshire Council to proceed into RIBA stage 4 comprise:
- Land acquisition – a commitment in place to secure the proposed development site for the use of the Spaceport Project will allow the team to progress planning and procurement activities.
 - Commercial Arrangements – the external property consultants are advising the project team on appropriate Heads of Terms for

a lease between the Council and the airport and the other Prestwick stakeholders are to agree Future Operating Model agreements to demonstrate the commercial viability of the project. These documents are required to be in place prior to approval of the final business case.

- Continued Funding Arrangements – continuation of the current funding agreements pending approval of the Final Business Case (FBC) by the UK and Scottish Government to allow design and planning work to continue.

4.2.3 Failure to progress to stage 4 will halt activity in the following project areas:

- Moving from Outline Business Case to Final Business Case;
- Continued design activity;
- Submission of a planning pack; and
- Procurement activities required to support the fulfilment of the project;

4.3 This will significantly compromise our ability to deliver a viable Spaceport by Q1 2024.

4.4 The Ayrshire Growth Deal remains an outstanding opportunity to transform the South Ayrshire local economy but the Cabinet are reminded that delivery will have a financial impact on the Council. Scottish Government previously confirmed that project development costs are eligible for growth deal funding, however these costs can only be reclaimed from the programme once approval of the FBCs has been secured. The total development cost since signing the Heads of Terms in March 2019 amount to £3.42m. It is forecast that a further £1.1m is required to complete the Full Business Cases for approval which is within the approved budget position for 2022/23. Members should be aware that in line with the Ayrshire Growth Deal governance, proceeding is at risk until approval of the Full Business Cases has been achieved.

5. Legal and Procurement Implications

5.1 Negotiations to enable land acquisition for the Spaceport are currently in progress with the assistance of external property consultants. Lawyers have been engaged through the Edinburgh City Council Legal Framework ref CT2692 to proceed with legal work once Heads of Terms are concluded with landowners for the purchase of the land referred to in paragraph 4.2.2 above.

5.1.1 Title reports have been completed and ownership of subject land has been confirmed. [The landowners may not be agreeable to selling at market value and The project team are collating the information to consider the next step of proceeding with a Compulsory Purchase order (CPO) and the conditions that require to be met. Timescales to complete the CPO, where required, will need to be incorporated in the project plan.]

5.1.2 The Council appointed property land agents are preparing reports for submission regarding their valuation of the market value of the land identified for Spaceport development.

5.1.3 The risk of failure to reach agreement with identified landowners may be mitigated by the compulsory purchase order process where a court can order the sale of the property. However, there are risks associated with the making of a CPO which is a complex and lengthy legal process that can take months, or depending on complexity, years, to complete.

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

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

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

6. Financial Implications

6.1 Spend to date and projected spend in this financial year by project is shown in Appendix 1. Recovery of these costs remain a risk to the Council as they can only be reclaimed from the AGD programme once approval of FBCs has been secured.

7. Human Resources Implications

7.1 There are significant demands on Council resources to meet the requirements in delivering the Ayrshire Growth Deal. There are currently two vacancies in the Economy & Regeneration team which is impacting on progressing matters timeously. The AGD PMO (Ayrshire-wide) also faces resourcing issues due to staff absence. . Discussions are ongoing to seek a solution and will form part of a wider resource review.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 The cost of developing these projects remains a risk to the Council until Full Business Case approval has been secured for all projects. There are inherent operational risks in each of the projects within the Ayrshire Growth Deal. These risks are managed and mitigated by the programme delivery team. These operational risks are also escalated to the South Ayrshire Council AGD steering group for review and mitigation action.

8.2 *Risk Implications of Rejecting the Recommendations*

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

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Bob Pollock, Portfolio Holder for Economic Development, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Director – 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:

Implementation	Due date	Managed by
Provide a further update to the Cabinet in 6 months	28 February 2023	Service Lead – Economy and Regeneration

Implementation	Due date	Managed by
Ensure development of Full Business Cases once the remaining project OBCs have final Scottish and UK Government approval	30 November 2022	Director - Place

Background Papers **Report to Leadership Panel of 15 February 2022 – [Ayrshire Growth Deal Aerospace and Space Programme Update](#)**

Report to South Ayrshire Council of 29 June 2022 - Ayrshire Growth Deal – Commercial Build (Members only)

Person to Contact **Theo Leijser, Service Lead – Economy and Regeneration
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 616332
E-mail theo.leijser@south-ayrshire.gov.uk**

Date: 23 August 2022

Appendix 1

AGD Investment Proposals Overview

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

Aerospace and Space Programme	UK Government	Scottish Government	South Ayrshire Council	Total	Current Spend to Date	Projected Spend in 2022/23
Spaceport Infrastructure	£18m	£5m		£23m	£2.14m	£1.35m
ASTAC	£4m	£1m	£6m	£11m	£0.55m	£1.25m
Commercial Build	£10m	£12m	£7m	£29m	£0.30m	£0.97m
Roads		£12m	£5m	£17m	£0.43m	£3.27m
Total	£32m	£30m	£18m	£80m	£3.42m	£6.84m

Notes:

1. The projected spend for the Commercial Build requires amending following OBC approval and addition of inward investment opportunity.
2. The projected spend for the Roads project requires reprofiling due to delays by Transport Scotland.

Project 1: Spaceport Infrastructure

PROJECT SUMMARY: Establishing technically feasible and financially viable space launch services from Glasgow Prestwick Airport (GPA). The investment will be a catalyst to establishing GPA as the leading horizontal launch Spaceport in Europe, providing by 2035 a range of services including micro gravity flights, air launch of satellites up to a mass of 800kg, human space flight and hypersonic flights services.

This builds on Prestwick's unique combination of attributes: latitude; over sea take off; metrological conditions; and the strong cluster of innovative aerospace companies located adjacent to GPA. The investment will be in infrastructure to ensure that GPA is able to operate as a spaceport, including fuel storage, mixing areas, and blast protection. In addition, there will be investment to provide infrastructure for launch service providers (LSP) including a satellite integration facility, payload processing facility, mission control and range management systems.

PROJECT THEMES: high value manufacturing; aerospace and space; innovation; internationalisation; inclusive growth; employability and skills.

INCLUSIVE GROWTH BARRIERS TARGETED:

- Intermediate and advanced jobs
- Local jobs

- Soft and basic skills
- Business support (non-financial)
- Sustainable working population
- Structure of the economy
- Inward investment
- Advanced digital skills/innovation
- Business premises

Headline Achievements since last report:

- Memo of Understanding signed between GPA, South Ayrshire Council and Launch Service Provider Astraius to form a framework agreement to explore launch partnership – September 2021
- RIBA stage 1 – preparation and briefly stage complete – September 2021
- Planning pre-application for preferred site has been submitted – September 2021
- RIBA stage 2 – concept and design stage initiated – September 2021
- RIBA stage 3 – spatial co-ordination initiated – March 2022
- Revised Outline Business Case submitted to UK and Scottish Government – October 2021
- Following feedback an updated OBC was returned, awaiting UK Government – May 2022
- Attendance at Farnborough International Airshow to support Astraius’ announcement of rocket manufacturing partner – July 2022 (see page 6)

Next Milestones

Due Date	Milestone
July 2022	OBC Approval – Currently with UKG (BEIS)
September 2022	Agreement to purchase land
September 2022	RIBA stage 3 (design freeze) gate – GO/NO GO decision point
September 2022	Submission of FBC

Project 2: Aerospace & Space Technology Application Centre (ASTAC)

PROJECT SUMMARY: The design, development, build and fit-out of an in-situ “innovation” centre to enable the delivery and manufacture of new flight products in Scotland. These will provide a focus on the supply chain for the aerospace sector; vertical and horizontal launch platforms; satellite and other payloads; and both academic and industrial research and development. Focused on industrialisation and implementation of industry 4.0 across whole supply chain groupings relating to new innovations, the project will focus on productivity innovation and industrialisation of new technologies at Technology Readiness level (TRL) 5 and above.

The initial focus will be on the introduction of Industry 4.0 techniques and processes and related skills development requirements to the Maintenance, Repair and Overhaul (MRO) sector. This includes the establishment of an aircraft decommissioning facility which provides the project with “live” aircraft. This supports the development of the skills required for MRO at Prestwick to remain competitive, as well as providing opportunities for staff retention at a time when there is pressure to reduce costs and employee numbers across the cluster. The second phase will support the

development of launch and in space capability and other related opportunities such as unmanned air vehicles.

The centre aims to support UK Aerospace and Space suppliers in exploiting opportunities arising for technology changes which disrupt established supply chains. The project will provide a means to engage higher proportions of SME's in the innovation process, driven by centres such as the Spirit Aerospace Innovation Centre, National Manufacturing Institute of Scotland (NMIS) and the wider catapult network.

PROJECT THEMES: STEM; high value manufacturing; aerospace and space; innovation; internationalisation; inclusive growth; employability and skills.

INCLUSIVE GROWTH BARRIERS TARGETED:

- Intermediate and Advanced Skills
- Local jobs
- Business Support (non-financial)
- Sustainable working population
- Structure of the economy
- Advanced digital skills/innovation
- Inward investment
- Business premises
- Basic digital skills
- Soft and basic skills

Headline Achievements since last report:

- Launch and delivery of ASIC/ATAC pilot projects: Supply Chain Aerospace and Aerospace Digital Visualisation Suite led by South Ayrshire Council with investment of £2m, part funded by the having secured £2m investment through the Advancing Manufacturing Challenge Fund, part funded by 2014-2020 European Structural and Investment Funds.
- Development of ASIC/ASTAC outline business case in collaboration with the companies that comprise Prestwick's Aerospace cluster and their supply chain.
- Relationship building with the Spirit AeroSystems Aerospace Innovation Centre
- Application of ASIC/ASTAC principles to support Prestwick's aerospace companies re-start and win new business as this sector re-boots following Covid-19.
- Application of ASIC /ASTAC principles to foster space cluster development at Prestwick building on Spaceport project achievements

Next Milestones

Due Date	Milestone
August 2022	OBC Approval
September 2022	Submission of FBC

Project 3: Prestwick Commercial Build

PROJECT SUMMARY: Creation of additional high quality, secure landside and airside commercial office space. This will meet projected future growth in the aerospace; maintenance, repair and overhaul (MRO); aircraft decommissioning and new space markets. Accommodation will be built to 'Factory of the Future' and low carbon standards.

It will be designed to accommodate new production techniques to support diversification and evolution of aerospace and space in Prestwick and provide commercial floor space to meet the growth demand from mobile global investors. The project will create substantial and additional high quality industrial/commercial accommodation. The project will also see the creation of airside hangar space to meet projected future growth in the area.

The development of the Commercial Build project will address market failure in the provision of commercial premises at Prestwick and will help to capture the economic growth opportunity from the Space and Aerospace sector.

PROJECT THEMES: high value manufacturing; aerospace and space; innovation, internationalisation; inclusive growth; employability and skills.

INCLUSIVE GROWTH BARRIERS TARGETED:

- Local Jobs
- Sustainable working population
- Structure of the economy
- Advance digital skills
- Business premises
- Transport (people to jobs)
- Transport (goods to market)
- Inward investment
- Intermediate and advanced skills
- Soft and basic skills

Headline Achievements since last report:

- Outline Business Case updated to realign with external environment changes in light of the COVID-19 pandemic and the aerospace and space sector recovery
- A new development strategy was developed and agreed
- A new financial model was agreed and approved in principle
- An Outline Business Case was submitted to the PMO in October 2021
- South Ayrshire Council are working with 10 companies on urgent near-term opportunities which would fit with the project
- OBC approved June 2022

Next Milestones

Due Date	Milestone
August 2022	FBC Presentation to Economic Joint Committee

Project 4: Prestwick Roads

PROJECT SUMMARY: Funding for Prestwick Transport Infrastructure will create an effective network of internal roads to enable the creation of high specification industrial and office spaces, while supporting our sustainable transport aims. This investment will meet the needs of the growing aerospace sector, advanced manufacturing units, spaceport and launch operator infrastructure.

There are three elements to this project as follows:

- Work package 1 - Prestwick East Aerospace Park Link Road – a new and upgraded road infrastructure to link the B739 Station Road from a redesigned roundabout junction on the A79 to the Prestwick East Aerospace Park. This includes Spirit Campus and the airport development land to the north of the main runway, by-passing Monkton village.
- Work package 2 - A new route corridor to extend the link road infrastructure from Prestwick East Aerospace Park to the northern edge of the airport site and connect the Gannet site.
- Work package 3 - A new road infrastructure to service Spaceport and further aerospace development land from Sandyford Toll roundabout and link to Prestwick East Aerospace Park.

PROJECT THEMES: Enabling infrastructure; connectivity.

INCLUSIVE GROWTH BARRIERS TARGETED:

- Transport (people to jobs)
- Transport (good to market)
- Inward investment
- Business premises
- Structure of economy
- Local jobs
- Soft and basic skills
- Advanced digital skills

Headline Achievements since last report:

- Agreement reached in principle with landowners on the Phase 1 route: direct link from A79 to Main Street/Prestwick East Aerospace Park
- Development of a Proportionate STAG to support the Outline Business Case for this growth enabling project.
- Development of the Outline Business Case in collaboration the landowners and business
- Development of the route options to access the preferred Spaceport development site.

Next Milestones

Due Date	Milestone
July 2022	OBC Submission
January 2023	Planning and regulatory consent achieved – Phase 1
February 2023	Submission of FBC

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

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. FSD Guidance for Public Bodies in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

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

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

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

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

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

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

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

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low

Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	NO <input type="checkbox"/>
Rationale for decision: This report advises the Panel to note progress on a previously agreed programme. Members' decision on this has no specific equality implications	
Signed : Theo Leijser Service Lead Economy and Regeneration Date: 23 rd August 2022	

South Ayrshire Council

**Report by Director – Place
to Cabinet
of 30 August 2022**

Subject: UK Shared Prosperity Fund

1. Purpose

- 1.1 The purpose of this report is to provide an update on the UK Shared Prosperity Fund and; to seek approval from the Council to submit the proposed three year Investment Plan.

2. Recommendation

2.1 It is recommended that the Cabinet:

- 2.1.1 approves the submission of the South Ayrshire Investment Plan as outlined at [Appendix 1](#), covering financial years 22/23; 23/24 and 24/25, with South Ayrshire Council acting as Lead Authority;
- 2.1.2 approves the programme of work and priority areas as set out in the draft Investment Plan ([Appendix 1](#));
- 2.1.3 notes that the SPF programme will enable the continuation of the ERDF/ ESF projects led by the Council and approves that the staff currently employed on temporary ERDF/ ESF contracts will transfer to the SPF programme as detailed in [Appendix 2](#);
- 2.1.4 notes that the Multiply programme is a new activity for the Council and approves the recruitment of new staff as set out in [Appendix 3](#) to be funded by the ringfenced Multiply allocation in the SPF programme;
- 2.1.5 notes the future aspirations for a pan-Ayrshire regional approach to delivering the priorities of the Shared Prosperity Fund; and
- 2.1.6 notes the ongoing review of Regional Governance arrangements as outlined at 3.10.

3. Background

- 3.1 The UK Shared Prosperity Fund (SPF) is part of the UK Government's Levelling Up agenda. The UK Government has a commitment to 'level up' all parts of the UK,

reducing regional disparities, spreading opportunities and ultimately restoring a sense of community, local pride and belonging

- 3.2 SPF will be managed by the Department of Levelling Up, Housing and Communities (DLUHC) UK Government and awards will go directly to 'lead' local authorities. Investment plans will be developed and submitted by lead authorities to form a contract with UK Government and allow for SPF to be drawn down.
- 3.3 From April 2022 to March 2025, SPF will provide £2.6bn of funding across the UK. There are three investment priorities for SPF: Community and Place; Supporting Local Business and; People and Skills. The overarching aim of SPF is to build pride in place and increase life chances.
- 3.4 There are four levelling up objectives underpinning this:
- i) boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging;
 - ii) spread the opportunities and improve public services, especially in those places where they are weakest;
 - iii) restore a sense of community, pride and belonging, especially in those places where they have been lost; and
 - iv) empower local leaders and communities, especially in those places lacking local agency.
- 3.5 SPF is split into two allocations for each area, a core SPF amount and a further allocation targeted at adult numeracy known as the Multiply Fund. The allocation for South Ayrshire over the three-year programme is £5,048,981 which comprises £4,177,069 core SPF and £871,912 Multiply Fund.
- 3.6 A detailed investment plan is required for submission to UK Government which must be approved and signed off in advance of payment of funding, however eligible costs can be incurred at risk from 1 April 2022.
- 3.7 The fund will operate within the restrictions of annual allocations, with 15% of the total funding being made available in Year 1, 27% in Year 2 and 58% in Year 3. In addition to annual totals, a minimum percentage must be allocated to capital expenditure. The funding is paid annually in advance with a review of actual against predicted expenditure at year end with no opportunity for carry forward currently available.
- 3.8 There are four investment objectives set out in [UK Shared Prosperity Fund: prospectus](#), and the investment plan, including financial tables, is structured following the investment objective categorisation:
- Communities and Place;
 - Local Businesses;
 - People and Skills; and
 - Multiply.
- 3.9 A new regional economic strategy is being developed for Ayrshire that will inform and guide future regional working. Each of the Ayrshire authorities has indicated an

intention to submit individual investment plans that reflect a regional consistency in approach.

- 3.10 A review of regional governance arrangements is due to conclude shortly and be presented to Ayrshire Economic Joint Committee for approval. This review will also include options and proposals to support collaborative working on SPF and other funding opportunities.
- 3.11 The UK Government announced that SPF would act as a replacement for existing EU Structural and Investment Funds (ESIF). The funds being replaced are ESF (European Social Fund) and ERDF (European Regional Development Fund). These funds have provided support to economic development and social inclusion programmes in Scotland for an extensive period. The Council has been a recipient of ESIF, supporting staff posts, Council services and contracts including those with third sector organisations.
- 3.12 It is hoped to sustain and continue to deliver these services and secure a smooth transition from ESIF funds to SPF.

4. Proposals

- 4.1 SPF funding can be allocated in a number of ways by South Ayrshire Council as follows:
- Grant award to public or private organisations;
 - Commissioning third party organisations;
 - Procurement of service provision; and
 - In-house provision.
- 4.2 This flexible approach enables continuity of services through a transition from EU Funds to SPF. This is particularly important given other economic and social factors as a result of disruptions in the global and local economy. Sustaining and maintaining support mechanisms within Council services is particularly critical at this time. Therefore, we would propose that funds under the four investment priorities would be aligned towards existing local ESIF workstreams of activity.
- 4.3 It is proposed that the Council's Strategic Economic Plan [Vision 2030] provides the framework and policy direction of the SPF investment. This will enable robust scrutiny and ensures that investment are robustly targeted to achieve maximum impact.
- 4.4 The investment plan ([Appendix 1](#)) is structured following the template provided by UK Government. The plan requires that the lead authority identifies a number of interventions from a pre-determined list. In order to maintain flexibility and avoid unnecessary monitoring requirements, it is proposed to select interventions, as set out in [Appendix 1](#).
- 4.5 A business process for the delivery of the Shared Prosperity Fund has been designed to enable the Council to respond flexibly to opportunities, whilst maintaining a robust approach to selection into the programme. It is proposed that the SPF programme is primarily a commissioned programme that delivers on agreed strategies, but has the flexibility to secure projects on a challenge fund principle if required. It is proposed that the newly established Member/ Officer

Working Group for Economic Development provides oversight of the SPF programme and ensures that reports are presented to Cabinet for approval of new projects into the programme. It is also proposed that the Service Leads for Thriving Communities and Economy and Regeneration establish a Delivery Group to ensure effective delivery of the programme. Governance diagram is included in [Appendix 4](#).

4.6 Locally, the Community Learning and Development (CLD) Partnership will have the responsibility for Multiply, however there will be opportunities for collaboration with neighbouring authorities through the CLD South West Network. The Regional Skills Group will consider all proposals ensuring the roll out of this new service adds value to existing services.

4.7 Engagement across the Council, with local stakeholders, groups and North and East Ayrshire Council reps has taken place to develop proposals and engagement will continue throughout the duration of the programme. It is proposed that the existing Ayrshire Economic Joint Committee could act as the group accountable for ensuring engagement takes place at the highest levels; at both political and operational levels, and that the new regional economic strategy, currently in development, will influence proposals as part of future SPF rounds.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report. UKSPF Investment Plans will be required to comply with the assessment criteria contained within the UK Government guidance and as such 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 SPF will provide funds directly to the Council over 3 years to replace ERDF and ESF funds and to further deliver a new Multiply Fund (Adult Numeracy Fund). Allocations are annualised and not equally profiled, which may have implications for continuity of services on a like for like basis, particularly in year 2. It is proposed that (Economy and Regeneration and Thriving Communities will align activities and use service budgets to manage any profiling issues

6.2 Funds allocated to South Ayrshire Council are noted below:

Year	Core	Multiply	Total
2022/2023	£506,926	£263,601	£770,527
2023/2024	£1,013,852	£304,155	£1,318,007
2024/2025	£2,656,291	£304,155	£2,960,446
2022/2025	£4,177,069	£871,912	£5,048,981

6.3 There is a requirement from government to allocate funding against each of the selected interventions. [Appendix 5](#) provides a summary of the proposed allocations.

7. Human Resources Implications

- 7.1 There are approximately 27 Council staff that are currently funded as part of existing ERDF and ESF programmes. The staff delivering the ESF programme are on temporary contracts to coincide with the funding deadline and as the employability delivery is transferred between ESF/ERDF and UKSPF transitional arrangements will require to be introduced to ensure that both fund criteria are met with the delivery of the respective programmes. Additionally, as performance management of employability outputs has transferred from the national bodies such as SDS to the Lead Authority there will be a need to strengthen the dedicated resources to support and oversee the programme, its output for the UKSPF Investment Plan and this work is being considered as part of the delivery proposals.
- 7.2 It is proposed that a numeracy project team will be created to complement the existing adult learning team based within Thriving Communities. Officers will form part of the recently established locality-based Thriving Communities teams and have the responsibility for developing and delivering numeracy provision across South Ayrshire. The proposed new staffing structure includes 1 Team Leader, 3 Development Officers and an Administration Assistant. The Literacy Development Officer posts will be responsible for a locality with one of the posts being split across two localities as detailed in [Appendix 3](#).

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 The investment plan is building on the Council's Strategic Economic Plan and current successful delivery of ERDF and ESF projects. Therefore there are no risks associated with adopting the recommendations in relation to the Investment Plan.
- 8.1.2 There is a risk that the Government will not approve the proposed interventions, which could delay implementation or require a different approach. This could mean that current project activity will cease. A delay would also create a risk that the Council will not be able to invest the allocation that has been set by Government for year 1.
- 8.1.3 There is a risk in adopting the recommendations that the services will be unable to find sufficient resources from within the services to manage expenditure profile for year 2. The impact of this risk occurring would be early termination of proposed activities or scale down delivery activities.

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 submit an Investment Plan by the deadline of 1 September and/or draw down any funds from the UK Shared Prosperity Fund, thus disadvantaging residents and communities in South Ayrshire.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are 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 6](#).

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 Commitments 2 and 4 of the Council Plan: Closing the Gap/ Reduce poverty and disadvantage; and 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 Bob Pollock, Portfolio Holder for Economic Development, and the contents of this report reflect any feedback provided.
- 13.3 Consultation and engagement has taken place with North and East Ayrshire Councils to develop proposals.
- 13.4 Engagement has taken place for People and Skills / Multiply through the Local Employability Partnership and CLD Partnership, consisting of representatives from DWP, Skills Development Scotland, Ayrshire Chambers of Commerce /DYW, Ayrshire College and Voluntary Action South Ayrshire (VASA) as the 3rd sector interface.

14. Next Steps for Decision Tracking Purposes

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

Implementation	Due date	Managed by
Submit Investment Plan to UK SPF online portal	1 September 2022	Service Lead – Economy and Regeneration/ Service Lead – Thriving Communities

Implementation	Due date	Managed by
Provide an update to Members on the outcome of the Investment Plan submission once known	1 November 2022	Assistant Director - Place

Background Papers [UK Shared Prosperity Fund: prospectus – updated 1 August 2022](#)

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

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

Jamie Tait, Service Lead – Thriving Communities
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 559393
Email jamie.tait@south-ayrshire.gov.uk

Date: 24 August 2022



UK Shared Prosperity Fund

Investment Plan Drafting Template

Version 2
May 2022

Your location

To be eligible for funding, you will need to be applying on behalf of a lead authority in one of the [delivery geographies](#).

Select the lead authority

For Scotland and Wales only: Who else is this investment plan being submitted on behalf of? Select all that apply

Your details

Name Theo Leijser
 Email address theo.leijser@south-ayrshire.gov.uk
 Phone number 01292 616332
 Organisation name South Ayrshire Council

Local challenges and opportunities

In this section, we will ask you:

- If you've identified any challenges or opportunities, you intend to support
- Which of the UKSPF investment priorities these fall under

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?

(If yes) Describe these challenges, give evidence where possible

The Shared Prosperity Fund programme for South Ayrshire is designed to support the implementation of our Strategic Economic Plan Vision 2030 which is closely aligned to the emerging Regional Economic Strategy. The SPF programme also provides an important lever to strengthen the Ayrshire Growth Deal regional programme and provides the necessary ingredients to achieve sustainable and inclusive growth and ultimately supports the government's Levelling Up policy. The programme will build on current ESIF supported interventions, strengthen their outcomes and enables more effective regional collaboration. The interventions have been selected on the evidence base provided both at a regional and local level.

Many of South Ayrshire's communities and places face persistent and deep-rooted challenges meaning that, especially for those living in the most deprived areas, access to economic opportunity, standard of health and quality of physical environment is significantly below the Scottish and UK average. These challenges can be summarised as follows:

Deprivation, Poverty, Inequality – SIMD

19,619 people or 17.4% of South Ayrshire's population live in the 20% of most Income Deprived data zones in Scotland.

The Scottish Index of Multiple Deprivation (SIMD) 2020 showed the depth of deprivation in South Ayrshire to have increased since the previous study in 2016, with more data zones included within Scotland's most deprived areas. There are now eight South Ayrshire data zones, included in Scotland's overall most deprived vigintile1 (0-5%) compared to six data zones in SIMD 2016. This equates to 16.5% of the South Ayrshire population (18,633 people)

Concentrations of severe deprivation are evident in several neighbourhoods (data zones) within the main town of Ayr, with data zones in Girvan and Troon also falling into the 15% of overall most deprived areas of Scotland. The two most deprived data zones in South Ayrshire (S01012492 and S01012489) are in the Wallacetown area of Ayr, with SIMD rankings of 22 and 25 respectively meaning in relative terms they are the 22nd and 25th most deprived data zones of Scotland's 6,976 data zones. The SIMD 2016 rankings for these two data zones were 64 and 37 respectively.

Rurality – access to services, care, facilities, transport, broadband

28,079 people or 24.9% of South Ayrshire’s population live in the most access deprived 20% of data zones. This proportion is higher than Scotland’s 20.4%. These communities, therefore, face significant challenges in accessing facilities, services (including public transport), opportunities for education and employment.

Health

24,350 people or 21.6% of South Ayrshire’s population live in the most health deprived 20% of data zones. This proportion is higher than Scotland’s 19.6%.

The most health deprived data zone in South Ayrshire (S01012491) is located in Wallacetown, Ayr. It’s ranked the 18th most health deprived data zone out of Scotland’s 6.976 data zones.

The variation in people’s health and life expectancy, between South Ayrshire most and least deprived areas is stark:

- Average male life expectancy in Ayr North is just 72.5 years compared with 79 in Prestwick and 76.8 for Scotland overall
- Early mortality rate per 100,000 in Ayr North is 284 compared to 116 for Scotland
- 27.6% of the population in Ayr North (and 25% in Girvan) is prescribed medication for Anxiety, Depression & Psychosis – Scottish average is 20%

Ageing population

South Ayrshire has an ageing population. Across the South Ayrshire Health & Social Care Partnership area, 26% of the population is aged 65+, compared to the Scottish average of 19%.

Environment

The Scottish Vacant & Derelict Land Survey 2021 shows 72 sites registered as vacant or derelict across South Ayrshire.

Our Town Centres

There are 5 main towns in South Ayrshire, all of which are facing significant challenges. Prior to the pandemic out-of-town development associated with changing retail and shopping patterns removed many activities and assets from them and reduced reasons to visit and dwell. Then Covid-19 struck, accelerating the rise of e-commerce alongside the growth in homeworking, and crucially keeping people, and their money, away from our high streets. Footfall on the UK’s high streets has fallen by 22.2% since 2007.

The state of our town centres is leading to poor productivity, poor service, low investment and sluggish growth. Now towns and town centres must compete against each other, attempting to attract people and business back and only those who understand and capture their market will survive.

Thus, we need to re-evaluate how we look at and manage our towns and town centres.

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT?

(If yes) Describe these opportunities, give evidence where possible

OPPORTUNITIES

South Ayrshire Council’s Strategic Economic Plan: Vision 2030 sets out an ambition for South Ayrshire to be ‘the place businesses thrive, and people enjoy an outstanding quality of life.’ The Plan is supported by opportunities grouped under three pillars, one of which is the creation of ‘Great Places’ delivering Vibrant Communities and Inclusive Growth. Based

on engagement and consultation, mapping and analysis of assets, South Ayrshire Council intends to pursue the opportunities below with support from the Shared Prosperity Fund:

- Develop the economic vibrancy of town centres
- Enable Community Led Local Economic Development
- Invest in natural capital and environmental growth
- Promote/support social enterprise
- Support the unemployment of public realm and amenities in our places

The Council has adopted a Place Based Regeneration approach, working collaboratively with communities to identify local priorities and wherever possible, enable those communities to lead on the design and implementation of new activity. South Ayrshire is blessed with a stunning natural environment and rich heritage both of which are important to a sense of local identity and will provide the focus for many initiatives moving forward.

Alongside this, the incorporation of active travel and the 20 Minute Neighbourhood principle will contribute to more cohesive, sustainable communities and the achievement of a Net-Zero South Ayrshire.

The Council's commitment to Community Wealth Building, aligned to a regional Ayrshire-wide approach (and the Ayrshire Growth Deal) will bring additional, complementary resources to SPF supported activity.

Likewise, the Council's Community Asset Transfer Team will look to maximise investment in local communities through use of SPF alongside other opportunities including the Community Ownership Fund and Scottish Land Fund.

EVIDENCE

The Council is engaged in a Place Planning programme, working with every community across the entire area to identify assets, issues and needs for each village, town or neighbourhood. The resulting Place Plans capture the context and priorities at local level alongside a shortlist of short, medium and long-term actions.

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?

(If yes) Describe these challenges, give evidence where possible

The three local authorities across Ayrshire and Scottish Enterprise are committed to supporting businesses to prosper and grow. We recognise that good quality advice and support is one of the key ways to do this, encouraging people to start up, grow and be innovative in their business thinking. A consistent approach and offer has been developed based on 5 design principles:

1. Evidence and needs based – rather than being product led or jumping to solutions, an approach which prioritises the gathering of evidence and understanding the complexity of needs will achieve more sustainable outcomes
2. Business relationships are central – and will require building of service capacity to ensure appropriate skills and expertise can sustain those relationships.
3. Incorporate a Place based approach– recognising the importance of local businesses to improving local resilience and offering flexible support, (eg islands, rural, towns, etc)
4. Deliver new offerings to support recovery and renewal—including a bespoke offer for 'strategic companies', digital, environmental, Brexit support, etc
5. Recognises the role of the wider partnership and beyond the 3 LAs and SE

CHALLENGES:

South Ayrshire Council's Strategic Economic Plan: Vision 2030 sets out an ambition for South Ayrshire to be 'the place businesses thrive, and people enjoy an outstanding quality of life.' The Plan is built upon three pillars, two of which are: "Strong Businesses", and "Good Growth"

The Council has recognised a number of challenge areas in its Vision 2030 which it seeks to address through various programmes. The main areas are:

1. Impact of the covid-19 pandemic

As with the rest of the UK and globally, a large number of businesses were affected by the covid-19 pandemic. Across multiple sectors for varied reasons. Within South Ayrshire, retail, tourism and aviation/aerospace were particularly affected and the Council seeks to build on the lessons learned through this period to support businesses grow and thrive. This could be through expert business support to help retail and tourism businesses unlock new revenue streams and customer groups through the application of technology, all the way through to advancing manufacturing techniques to save time and money within aviation, aerospace, space and engineering.

2. Impact of Economic shocks:

Economic shocks have impacted many businesses throughout the UK by making supply chains more challenging and also reducing staff availability which saw a drop in available staff for the care, hospitality and aviation/aerospace sectors. It is critical that we upskill the existing workforce and make training more inclusive across all socio-economic backgrounds to increase the local workforce and attract more to the area. It is also key that we create more local supply chain opportunities for local companies in significant sectors such as aviation and aerospace. This could be addressed by helping smaller companies overcome perceived access to these supply chains by technical, expert support.

3. Large number of jobs in low-wage sectors and areas of deprivation:

Low wages and poor productivity make it hard for businesses and the area, to compete nationally and internationally. The social benefits of growth must not be underplayed. Enterprises that are willing and able to pay more and produce more will ensure that economic success transforms our communities and delivers more inclusive growth. While employment was increasing prior to COVID-19, average earnings were still below the Scotland and UK average. In 2016, almost 12% of the population lived in the 15% most deprived areas. With a high wage aerospace cluster and with a large percentage of our workforce self-employed, the true picture is likely to be even worse as incomes in this group are traditionally lower still. The consequences of such wage gap are severe, leading, for example, to high rates of child poverty (24%), to poor health and low educational attainment (only 40% HNC/HND and above)

4. Productivity

Low productivity is a problem across Scotland. Of great concern is that the productivity gap is widening. It is through productivity improvements that living standards rise. Improving productivity is a long-term economic challenge which requires investment in better infrastructure, technology and skills.

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT?

(If yes) Describe these opportunities, give evidence where possible

OPPORTUNITIES

There is a consistent local authority offer across Ayrshire which can be categorised in three distinct offers:

- Business Gateway Provision
- Adviser Resources
- Financial Resources

This consistent offer is freely available to all and has the ability to touch every business positively. It is flexible and can be adapted to reflect need. The model is also scalable depending on resources and provides an excellent vehicle to support business growth and investment.

With every challenge set to a local economy, new opportunity areas present themselves. The Council has already undertaken work to improve and embed local supply chains for the aerospace sector in alignment with the sector as it recovers from covid-19 and global supply chain issues. There has already been early success in this work and we now seek to broaden access to the expert support.

Additionally, the Council have made investments in technology (ie. Virtual and Extended Reality) and are offering free access to this to help local companies make virtual business improvements prior to their own capital spend. This helps de-risk projects for local businesses, with a view to supporting productivity which is a core strategic objective of the South Ayrshire Strategic Economic Plan: Vision 2030.

A project has also been piloted in upskilling the local workforce to meet the opportunity of decommissioning of aircraft. This has been a success and it could be extended to other areas of engineering and align local business staffing requirements to an agile training solution. It is also planned that this project would be specifically targeted to female, people of diverse ethnic backgrounds and people from areas of social deprivation to increase inclusivity.

Retail businesses will continue to need to learn new technological routes to market and creative ways of accessing new revenue streams and customer bases. There is an opportunity through the SPF to unlock new expert support programmes to offer new mechanisms to help local businesses survive and thrive.

As a Lead Authority, South Ayrshire Council has been supporting two projects through the UK Community Renewal Fund (UKCRF) programme. It is anticipated that funding via the SPF can build upon the work to date that was initially enabled by the UKCRF.

These projects have already contributed positive results for participating partners and it is envisaged that additional interventions will bring further benefits. In particular, the Council will support SMEs in South Ayrshire to identify the changes needed to create achievable net-zero action plans in collaboration with its partner the University of West of Scotland. The Council aims to deliver a comprehensive framework mechanism against which any organisation in South Ayrshire can assess their capabilities in reaching the national ambitions in net-zero goals and their progress in achieving these aims and identifying practical solutions, through a fair and unbiased transition.

South Ayrshire communities will benefit as the assessment will give rise to net-zero initiatives which will improve the local environment and create employment opportunities across a multitude of sectors such as: manufacturing, engineering, hospitality, transport, logistics, construction, commercial and business services, to name but a few.

Furthermore, the Council will focus on sectors and communities already experiencing skills deficiencies (e.g. ageing workforce and minority groups) along with those most likely to struggle with meeting net-zero targets, and work with membership organisations/sector bodies when recruiting organisations. This will create a pathway and pipeline of development for upskilling local businesses through collaborations with higher education.

In addition, and in association with North Carrick Community Trust, the Council will support an intensive programme to convert community and business aspirations, ideas, and proposals into investment-ready projects maximising opportunities for local businesses and increasing community capacity.

The Shared Prosperity Fund will build on these opportunities and strengthen outcomes for our economy. The SPF doesn't sit in isolation but is closely integrated into the core provision of the Council and the Regional Ayrshire Growth Deal.

EVIDENCE

Studies and analysis have been undertaken in shaping the Ayrshire Growth Deal and the emerging regional economic strategy. This work has identified priority clusters, particularly in emerging sectors likely to have significant impact on our economic growth. Our priority clusters identify a limited number of emerging sectors where South Ayrshire has a competitive advantage. These sectors have the potential to exploit new markets and drive growth through innovation and research. This is not to say that we will ignore other sectors, i.e. the visitor economy, and food

& drink which will remain core bedrock industries. Support in these sectors will be focused on productivity increases and linking to innovation within the priority clusters, for example through digital innovation. The rural economy and the opportunities for agritech/marine innovation require action across the foundations of productivity to deliver the right mix of interventions. There is no 'one size fits all' solution to lifting productivity in our region. The evidence is clear that emerging global growth market areas can be identified for South Ayrshire on the basis of our physical assets (such as buildings and connectivity); knowledge assets (academic and vocational strengths); and business assets (businesses that can exploit new market opportunities). These can be grouped under two priority clusters – although it should be noted that there are elements of crossover and interdependency between the clusters:

- Advanced Manufacturing/Engineering
- Aerospace / Space

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY? (In Scotland, Wales, and Northern Ireland this should also include challenges relating to Multiply)

(If yes) Describe these challenges, give evidence where possible

Low wages and poor productivity make it hard for businesses and the area, to compete nationally and internationally. The social benefits of growth must not be underplayed. Enterprises that are willing and able to pay more and produce more will ensure that economic success transforms our communities and delivers more inclusive growth.

While employment was increasing prior to COVID-19, average earnings were still below the Scotland and UK average. Poverty and deprivation remain the key barriers and challenges progressing people into employment, training or education in South Ayrshire.

17.4% of South Ayrshire’s population live in the 20% of most income deprived data zones in Scotland. Within South Ayrshire 19.9% of households are workless compared to the Scottish average of 18.1% and UK average of 13.6%.

South Ayrshire is also above the Scottish and UK national average for Economic Inactivity at 27% against 23.8% Scottish average and 21.6% UK average.

Despite progress being made to improve the disability employment gap, improve outcomes for young people who are care experienced and improve the number of young people on leaving school progressing to a positive destination, through local initiatives/provision including European Social Fund programmes, Young Person Guarantee and No One Left Behind, Covid-19 has presented significant challenges for those furthest away from the labour market.

Six groups identified as being at greatest risk of child poverty, with some belonging to more than one group, include: lone parent families, ethnic minority families, families with a disabled adult or child, families with a young mother, families with a child under 1 and larger families (3+ children). Supporting these client groups through the People and Skills interventions may help address child poverty in South Ayrshire, however other challenges and barriers such as the cost-of-living crisis, food insecurity and rural & digital poverty must also be considered when planning provision.

Consideration must also be given to the growth of the aerospace sector in South Ayrshire and the impact this may have on widening the pay gap between those already in poverty and those taking on self-employed or higher paid employment.

Economic shocks have impacted many businesses throughout the UK by reducing staff movement which saw a drop in available staff for the care, hospitality and aviation/aerospace sectors. In South Ayrshire a significant strain has been placed on the care and hospitality sector and a lack of skills and experience has also presented challenges for the aerospace industry that continues to develop through the Ayrshire Growth Deal. An aging population in South Ayrshire will continue to present challenges alongside an everchanging economic landscape, therefore it is critical that we upskill the existing workforce and make training more inclusive across all socio-economic backgrounds to increase the local workforce and attract more to the area.

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT? (In Scotland, Wales, and Northern Ireland this should also include challenges relating to Multiply)

(If yes) Describe these opportunities, give evidence where possible

In September 2021 South Ayrshire CLD Partnership published a Community Learning and Development Plan 2021-24. This plan sets out the key priorities for Community Learning and Development in South Ayrshire. Following consultation with communities, practitioners and relevant stakeholders, Adult Learning, Employability and Volunteering were identified as key priorities, these priorities align with the interventions set out in both People and Skills and Multiply.

The Employability and Lifelong Learning Partnership (ELLP) has the strategic responsibility for coordinating provision and identifying opportunities locally while aligning

to the regional and national forums, networks and priorities. There is also clear links to Community Planning Partnership (CPP) with Employability and Lifelong Learning (ELLP) one of the CPP priorities in South Ayrshire.

The recently published No One Left Behind Delivery Plan sets out where there are gaps in provision and a need for targeted employability resources across South Ayrshire. There are opportunities to enhance existing provision while developing new initiatives through the UKSPF, with a focus on outcomes relating to People and Skills.

In June 2022 the Scottish Government published the Adult Strategy 2022-2027 creating pathways for adult learners, particularly those furthest away from learning. UKSPF provides an opportunity to align actions from the new strategy to the interventions set out in multiply allowing the local partners, including 3rd sector, to develop new opportunities.

Building on the recent consultations, self-evaluations, existing infrastructure and the implementation of the local plans presents opportunities to further enhance provision ensuring it meets the needs of South Ayrshire. It is important that provision in South Ayrshire is aligned with local, regional and national priorities therefore it is key that UKSPF People and Skills is used to enhance progress already made to improve adult learning, unemployment, participation measure and school leavers destinations.

There is also an opportunity to continue developing links with the Ayrshire Growth Deal and aerospace sector ensuring young people and adults from marginalised or underrepresented groups benefit from training, learning and employment opportunities. Skypath training centre provides an opportunity to channel investment effectively and support skills development. Whilst originally established to supply skills needed in aircraft de-commissioning, the reception from the wider aerospace and space sector has been extremely positive, with a recognition of a market gap between on-the-job training and academic training, particularly for practical bespoke courses delivered in a work-like environment.

As a result of industry demand, Skypath Aerospace Training C.I.C has now evolved from aircraft decommissioning to offer a wider range of training covering aerospace, space and practical skills such as confined space training, working at heights and hands-on disassembly of complex equipment.

Courses continue to evolve at Skypath in response to industry demand and to meet near term employment opportunities. Operationally Skypath has established a framework of training providers, which includes Ayrshire College, the University of Strathclyde, trainers from local industry and private sector training providers. Through the development of this framework, in conjunction with strong relations with industry and employability partners, Skypath is in a unique position to identify both long and short-term industry skill needs, help fill the skills gap, develop training informed by industry and link this training to those under employed or unemployed.

Interventions

In this section, we will ask you about:

- Interventions you've chosen for each year of funding
- Outcomes you want to deliver
- Any interventions that are not listed here

Appendix 1: INVESTMENT PRIORITIES

- How these interventions fall under the UKSPF investment priorities, and your rationale for them
- Interventions not included in our list will be assessed before being approved, where you will need to show a clear rationale, how the intervention is value for money, what outcomes it will deliver and how you will monitor and evaluate the intervention. This may include a theory of change or logic chain.

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY? SELECT ALL THAT APPLY.	
Outcome	Tick if applicable
Jobs created	
Jobs safeguarded	
Increased footfall	X
Increased visitor numbers	X
Reduced vacancy rates	
Greenhouse gas reductions	X
Improved perceived/experienced accessibility	
Improved perception of facilities/amenities	X
Increased number of properties better protected from flooding and coastal erosion	
Increased users of facilities / amenities	
Improved perception of facility/infrastructure project	
Increased use of cycleways or paths	
Increase in Biodiversity	
Increased affordability of events/entry	
Improved perception of safety	
Reduction in neighbourhood crime	
Improved engagement numbers	
Improved perception of events	
Increased number of web searches for a place	
Volunteering numbers as a result of support	
Number of community-led arts, cultural, heritage and creative programmes as a result of support	
Increased take up of energy efficiency measures	
Increased number of projects arising from funded feasibility studies	X
Number of premises with improved digital connectivity	
None of the above	
SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE COMMUNITIES AND PLACE INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.	
Intervention	
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
S1: Place based investments for regeneration and town centre improvements, which could include better accessibility for disabled people, including capital spend and running costs.	
S2: Support and improvement of community assets and infrastructure projects including those that increase communities' resilience to natural hazards, and support for decarbonisation of facilities, energy efficiency audits, and installation of energy efficiency and renewable measures in community buildings (including capital spend and running costs).	

--

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE COMMUNITIES AND PLACE LIST?

State the name of each of these additional interventions and a brief description of each of these

N/A. the interventions included in the programme cover our plans and priorities

Explain how each intervention meets the Communities and Place investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.

**Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention’s planned activity?
All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).**

Yes	No
-----	----

Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.

HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?

Describe these projects, including how they fall under the Communities and Place investment priority and the location of the proposed project.

Two South Ayrshire projects were awarded funding through the UK Government’s Community Renewal Fund. One of those successful projects – Foundations for Recovery (FFR) – is led by a community based charity and will deliver a range of complementary workstreams across North Carrick, a rural area with a total population of around 9,000 consisting of several small villages grouped around the town of Maybole. FFR includes a number of studies into the feasibility of physical and economic regeneration initiatives linked to previous community consultation work. Following completion of those studies, the expectation is that Shared Prosperity Fund support will enable delivery of viable projects in collaboration with South Ayrshire Council and other funders. FFR will be completed by the end of September 2022.

The Council will issue a call for further Communities and Place themed projects, to be delivered during 2024-25, with SPF support. The focus of this call will be on capital projects across South Ayrshire’s five tows: Troon, Prestwick, Ayr, Maybole and Girvan.

Appendix 1: INVESTMENT PRIORITIES

<p>Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance.</p>	
Yes	No
<p>Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.</p>	
<p>The programme of support proposed will primarily provide direct support to communities across South Ayrshire. Any grant provision to business will be assessed, recorded and declared by South Ayrshire Council to the Subsidy Control Unit within the Competition and Markets Authority (CMA) as per published subsidy control guidance.</p>	

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY? SELECT ALL THAT APPLY.	
Outcome	Tick if applicable
Jobs created	X
Jobs safeguarded	X
Increased footfall	
Increased visitor numbers	
Reduced vacancy rates	
Greenhouse gas reductions	X
Number of new businesses created	X
Improved perception of markets	
Increased business sustainability	X
Increased number of businesses supported	X
Increased amount of investment	
Improved perception of attractions	
Number of businesses introducing new products to the firm	X
Number of organisations engaged in new knowledge transfer activity	
Number of premises with improved digital connectivity	
Number of businesses adopting new to the firm technologies or processes	X
Number of new to market products	
Number of R&D active businesses	
Increased number of innovation active SMEs	
Number of businesses adopting new or improved products or services	X
Increased number of innovation plans developed	
Number of early stage firms which increase their revenue following support	X
Number of businesses engaged in new markets	X
Number of businesses increasing their export capability	X
Increased amount of low or zero carbon energy infrastructure installed	
Number of businesses with improved productivity	X
Increased number of projects arising from funded feasibility studies	
Increased number of properties better protected from flooding and coastal erosion	
None of the above	

Appendix 1: INVESTMENT PRIORITIES

SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.

Intervention

A full list of nation-specific interventions is available in the relevant annex to the Prospectus.

S15: SME development grants and support, aligned with local and regional sectoral priorities and growth potential. This could include, providing tailored expert advice, matched grants and leadership training to enable manufacturing SMEs to adopt industrial digital technology solutions including artificial intelligence; robotics and autonomous systems; additive manufacturing; industrial internet of things; virtual reality; data analytics. The support is proven to leverage high levels of private investment into technologies that drive growth, productivity, efficiency and resilience in manufacturing.

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE SUPPORTING LOCAL BUSINESS LIST?

State the name of each of these additional interventions and a brief description of each of these

N/A. the interventions included in the programme cover our plans and priorities

Explain how each intervention meets the Supporting Local Business investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.

--

Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention’s planned activity? All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

Yes	No
-----	----

Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.

--

HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?

Describe these projects, including how they fall under the Supporting Local Business investment priority and the location of the proposed project.

--

Three projects have been developed under supporting local business investment priority

1. Business Support and Development
2. Advanced visualisation
3. Supply Chain Development

Our focus is to respond to what businesses need in the current economic environment and how our resources can be deployed to greatest effect to build local resilience and opportunities for growth and employment across the region. Many businesses have struggled to maintain their financial viability, to retain staff and their supply chains are at risk. We will act as change agents by running growth and skills innovative support programmes which deliver new and invaluable support to South Ayrshire businesses to help them improve productivity and compete locally, nationally and internationally. Our business support programme will provide support through expert help and grants. A programme of support has been designed under the Ambition heading. The programme includes, Green Ambition, Productivity Ambition, Ambition to Grow and Digital Ambition.

Our Advanced Manufacturing Challenge Fund projects, one focussed on supply chain development and the other on providing state of the art augmented reality technology, will be timely and targeted to the needs of our local economy and are original methods of LA economic development support.

We will manage this suite of projects including Business Gateway, Supply Chain, ADVS and Skypath. Business growth and skills advice, innovation support and supply chain development enable growth and resilience building in local businesses. These interventions are closely aligned to the Ayrshire Growth Deal and form part of the future operations of the Aerospace and Space Technology Application Centre. We will also support businesses with skills development, regulatory matters, climate action, access to finance, sourcing commercial and coworking space, community wealth building, and place-based local economic development. Creating more high-quality jobs for the people of South Ayrshire by attracting inward investors, enabling growth in incumbent businesses and ensuring that opportunities are created for our people, especially young people, to gain the necessary skills. By doing so, addressing the inequalities of income and outcome across the people of South Ayrshire.

We will deliver climate action advice and support to our businesses to enable greener, healthier and more sustainable commercial activities, targeting inward investment opportunities which align with creating a greener South Ayrshire. We will support local companies to enter the public sector supply chain to reduce the carbon footprint of South Ayrshire Council procurement. We will also assist businesses with match-making to identify opportunities within the supply chain to enhance resilience and help cope with shocks to the economy and to plan for both economic growth and contraction.

We seek to identify opportunities for local businesses to benefit from economies of scale in the supply and delivery of energy in various localities where group purchasing can be agreed. This support programme will enable businesses to address new ways to improve productivity and reduce costs. We will also further develop our capacity to support businesses to maximise the impact of their online presence, making use of innovative online tools and techniques to promote their goods and services competing locally but increasingly at a national and international level.

Appendix 1: INVESTMENT PRIORITIES

In all our interventions, we will seek to provide flexible, tailored solutions for businesses, addressing their particular needs, to help them consolidate, innovate and grow.

The development of UKCRF projects focused on providing net-zero advice to South Ayrshire residents (businesses and communities) and supporting communities with expert advice to develop robust business cases to help their communities grow and thrive. With the support of SPF we will continue this support to our local businesses and mainstream these activities into the business support offer

Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity?

All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

Yes

No

Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.

The programme of support proposed will primarily provide expert support or open-access to technological equipment. Any grant provision will be assessed, recorded and declared by South Ayrshire Council to the Subsidy Control Unit within the Competition and Markets Authority (CMA) as per published subsidy control guidance.

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY? SELECT ALL THAT APPLY.

Outcome	Tick if applicable
Number of economically inactive individuals in receipt of benefits they are entitled to following support	X
Increased active or sustained participants of UKSPF beneficiaries in community groups [and/or] increased employability through development of interpersonal skills	X
Increased proportion of participants with basic skills (English, maths, digital and ESOL)	X
Number of people in supported employment [and] number of people engaging with mainstream healthcare services	X
Number of people sustaining engagement with keyworker support and additional services	X
Number of people engaged in job-searching following support	X
Number of people in employment, including self-employment, following support	X
Number of people sustaining employment for 6 months	X
Increased employment, skills and/or UKSPF objectives incorporated into local area corporate governance	
Number of people in education/training	X
Increased number of people with basic skills (English, maths, digital and ESOL)	
Fewer people facing structural barriers into employment and into skills provision	X

Appendix 1: INVESTMENT PRIORITIES

Increased number of people familiarised with employers' expectations, including, standards of behaviour in the workplace	X
Fewer people facing structural barriers into employment and into skills provision	
Number of people gaining a qualification or completing a course following support	X
Number of people gaining qualifications, licences, and skills	X
Number of economically active individuals engaged in mainstream skills education, and training.	
Number of people engaged in life skills support following interventions	
Number of people with proficiency in pre-employment and interpersonal skills (relationship, organisational and anger-management, interviewing, CV and job application writing)	
Multiply only - Increased number of adults achieving maths qualifications up to, and including, Level 2.	X
Multiply only - Increased number of adults participating in maths qualifications and courses up to, and including, Level 2.	X
None of the above	

SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE PEOPLE AND SKILLS INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.

Intervention

A full list of nation-specific interventions is available in the relevant annex to the Prospectus.

S31: Employment support for economically inactive people:

S35: Support for employability programmes and advice places should have regards for the No One Left Behind agenda, the Young Person's Guarantee, Fair Start Scotland and Scottish employability pipeline.

S39: Support for education and skills targeting vulnerable young people leaving school, places should have regard for the Young Person's Guarantee, modern apprenticeships and related policy.

S42: Courses designed to increase confidence with numbers for those needing the first steps towards formal qualifications

S43: Courses for parents wanting to increase their numeracy skills in order to help their children and help with their own progression

S45: Courses aimed at people who can't apply for certain jobs because of lack of numeracy skills and/or to encourage people to upskill in order to access a certain job/career

S49: Courses designed to help people use numeracy to manage their money

S50: Courses aimed at those 19 or over that are leaving, or have just left, the care system

S51: Activities, courses or provision developed in partnership with community organisations and other partners aimed at engaging the hardest to reach learners

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE PEOPLE AND SKILLS LIST?

State the name of each of these additional interventions and a brief description of each of these

N/A. the interventions included in the programme cover our plans and priorities

Appendix 1: INVESTMENT PRIORITIES

<p>Explain how each intervention meets the People and Skills investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.</p>	
<p>Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention's planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance.</p>	
Yes	No
<p>Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.</p>	

<p>ENGLAND ONLY: People and Skills interventions can only be used in 2022-2023 and 2023-2024 if you have identified a local voluntary and community provision, previously supported by the European Social Fund, at risk of closure. If you have not identified a suitable provision, you will not be able to select interventions for 2022-2023 and 2023-2024 and your investment plan will not be approved.</p>	
<p>HAVE YOU ALREADY IDENTIFIED ANY PROJECTS for 2024-2025 WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?</p>	
Yes	
<p>Describe the projects for 2024-25, including how they fall under the People and Skills investment priority and the location of the proposed project.</p>	
N/A	
<p>Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance.</p>	
Yes	
<p>Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.</p>	
N/A	
<p>HAVE YOU IDENTIFIED A LOCAL VOLUNTARY PROVISION AT RISK AS PART OF YOUR PEOPLE AND SKILLS INVESTMENT PRIORITIES?</p>	
Yes	No
<p>(If Yes) Describe the local voluntary provision at risk and your rationale for supporting it.</p>	

Appendix 1: INVESTMENT PRIORITIES

N/A		
Provide the European Social Fund Project Names and Project References for this voluntary and community provision at risk.		
What year do you intend to fund these projects? Select all that apply.		
2022-2023	2023-2024	2024-2025
Describe the projects for 2022-2023 and 2023-2024, including how they fall under the People and Skills investment priority and the location of the proposed project.		
N/A		
Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance.		
Yes	No	
Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.		
N/A		

SCOTLAND, WALES & NORTHERN IRELAND ONLY											
HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?											
Yes	No										
Describe the projects, including how they fall under the People and Skills investment priority and the location of the proposed project.											
<p>It is anticipated the majority of delivery will replace the existing European Social Fund projects that end March 2023. The employability pipeline noted below sets out the different stages of the pipeline and the support and provision at each stage.</p> <p>Employability Pipeline</p> <table border="1"> <tr> <td>Stage 1</td> <td>Outreach, tracking, referral and self-referral, assessment of needs, action planning</td> </tr> <tr> <td>Stage 2</td> <td>Barrier removal, literacy and numeracy, work tasters, confidence building</td> </tr> <tr> <td>Stage 3</td> <td>Vocational activity, work experience, employment skills</td> </tr> <tr> <td>Stage 4</td> <td>Careers information, job search support, employer engagement, job brokerage, job specific training</td> </tr> <tr> <td>Stage 5</td> <td>Skills development, aftercare</td> </tr> </table>		Stage 1	Outreach, tracking, referral and self-referral, assessment of needs, action planning	Stage 2	Barrier removal, literacy and numeracy, work tasters, confidence building	Stage 3	Vocational activity, work experience, employment skills	Stage 4	Careers information, job search support, employer engagement, job brokerage, job specific training	Stage 5	Skills development, aftercare
Stage 1	Outreach, tracking, referral and self-referral, assessment of needs, action planning										
Stage 2	Barrier removal, literacy and numeracy, work tasters, confidence building										
Stage 3	Vocational activity, work experience, employment skills										
Stage 4	Careers information, job search support, employer engagement, job brokerage, job specific training										
Stage 5	Skills development, aftercare										

The programme will support individuals to progress through the strategic employability pipeline leading to sustainable employment. In conjunction with the provision of employer recruitment incentives to local employers through No-One-Left-Behind there will be increased sustainable job opportunities, the availability of which will decrease the risk of poverty and social exclusion.

The employability pipeline will be delivered on an in-house basis as this is the most cost-effective method of delivery. South Ayrshire Council's Thriving Communities employability service is well-established and clearly demonstrates a consistently high-quality level of support to participants across South Ayrshire.

Building on the strengths of the existing provision ensures priorities are aligned to local needs which have been identified by the Local Employability Partnership (LEP) who recently carried out a self-evaluation that helped shape the development of a new No-One-Left-Behind Delivery Plan for South Ayrshire

Intended programmes include:

Keyworker Service

The existing keyworker service will continue the work that has been established through ESF programmes. SAC Thriving Communities currently work with people experiencing barriers to employment, including those negatively impacted by cost-of-living crisis, mental health issues, welfare reform and Covid-19.

Targeted Transition Support

In addition to the universal keyworker support there will be an enhance offer of support to assist specific target groups including young people who are care experienced, young carers, people with disabilities, people residing in areas of multiple deprivation and people living in rural areas

Progress has already been made in South Ayrshire to 'close the gap' for these specific target groups, however there is still a clear commitment from SAC's Community Planning Partners (CPP) to continue improving outcomes in line with CP priorities and the LOIP

Training and Skills

Elements of the service may be procured to allow specialised training or skills for participants. Needs will be identified by the LEP or through the Ayrshire Growth Deal sub-groups and will be procured via SAC's Procurement Team or the National Framework - Scotland Excel. Arrangements are already in place and funding is available to help align UKSPF to local and regional priorities

Multiply

Multiply intervention will be delivered similar to the People and Skills employability interventions.

A small team of Adult Learning Development Officers will deliver the interventions supported by an assistant who will help coordinate and support the administration of the project. This new team compliments the already established adult learning team and will deliver across South Ayrshire.

There will also be a challenge fund for 3rd sector and further education partners to bid in and secure funding to deliver provision. The CLD partnership will be responsible for coordinating the interventions in South Ayrshire however there will also be an opportunity

Appendix 1: INVESTMENT PRIORITIES

to coordinate provision with East and North Ayrshire through the CLD South West Network.

Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity?

All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

Yes

No

Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.

The programme of support proposed will primarily provide training advice, opportunities and courses. Any grant provision will be assessed, recorded and declared by South Ayrshire Council to the Subsidy Control Unit within the **Competition and Markets Authority** (CMA) as per published subsidy control guidance.

Approach to delivery and governance

In this section, we will ask you about:

- Structures you have in place to support delivery
- Support you have from stakeholders and the local community
- How you've engaged with MPs as part of your investment plan
- Opportunities you have identified to work with other places

Places need to show how MPs that cover the lead local authority have been engaged on the investment plan and whether they support it. More detail on the role of MPs can be found here.

STAKEHOLDER ENGAGEMENT AND SUPPORT

Have you engaged with any of the following as part of your investment plan? Select all that apply.

Public sector organisations x

Private sector organisations x

Civil society organisations x

Describe how you have engaged with any of these organisations. Give examples where possible.

The proposals have been discussed and approved by the Ayrshire Joint Economic Committee. This ensures that a common approach is adopted by the three Ayrshire lead authorities, whilst maintaining the flexibility to support interventions that each local area requires. The committee approved that each of the three Councils would prepare individual Investment Plans for financial years 2022/23, 2023/24 and 2024/25, and set out how UKSPF funding will be used. It was also agreed that these Plans would align with shared, regional objectives, including the new Regional Economic Strategy and Action Plan, currently under development.

The Strategic Economic Plan for the Council, Vision 2030, involved all partners and stakeholders in South Ayrshire. This co-designed plan reflects the views of partners which was established through a range of focus discussions, with private sector, public partners and third sector organisations.

The investment plan does align with relevant national priorities and policies including the Scottish Government's National Strategy for Economic Transformation (NSET) and the Scottish National Transport Strategy 2 (SNTP2).

Within Ayrshire, the respective Local Employability Partnerships (LEPs) play an important role in terms of co-ordinating, commissioning and delivering employability services. It is planned that the LEP will have an important role in terms of the delivery of the People and Skills theme.

South Ayrshire's Local Employability Partnership (LEP) is a well-established partnership and has clear links to local strategic plans, including Community Learning and Development Plan, Strategic Economic Plan and Child Poverty Action Plan.

The LEP is made up of representative from South Ayrshire Council, Skills Development Scotland (SDS), Ayrshire College, Department for Work and Pensions (DWP), Ayrshire Chamber of Commerce & Developing Scotland's Young Workforce (DYW), and Voluntary Action South Ayrshire (VASA), as the 3rd sector interface. The LEP lead the planning, decision-making and implementation of employability provision across South Ayrshire to ensure individual needs and labour market demands are met.

The LEP have been consulted on employability proposals and further consultation will take place with wider Community Planning Partnership (CPP) partners.

Community Learning and Development (CLD) Partnership has been consulted on the proposals for Multiply. The CLD Plan was published in September 2021 following consultation with communities, partners, education and practitioners and adult learning was identified as a key priority. This demonstrates the need for provision to support adult learners with both literacy and numeracy.

Summarise the governance structures you have in place, including how any advisory panels or associated partnership groups are made up

There are two principal governance groups, two scrutiny groups and one specialist programme management office that comprise the South Ayrshire Shared Prosperity Fund (SPF) operational and delivery governance structure:

Principal Governance Groups:

- **MOWG** – this group acts as the South Ayrshire Prosperity Board. It reviews and monitors the SPF programme interventions as set out in the Terms of Reference
- **SPF Programme Management Delivery Group** – this group comprises senior staff that manage the four departments that each have projects falling under the remit of the SPF.

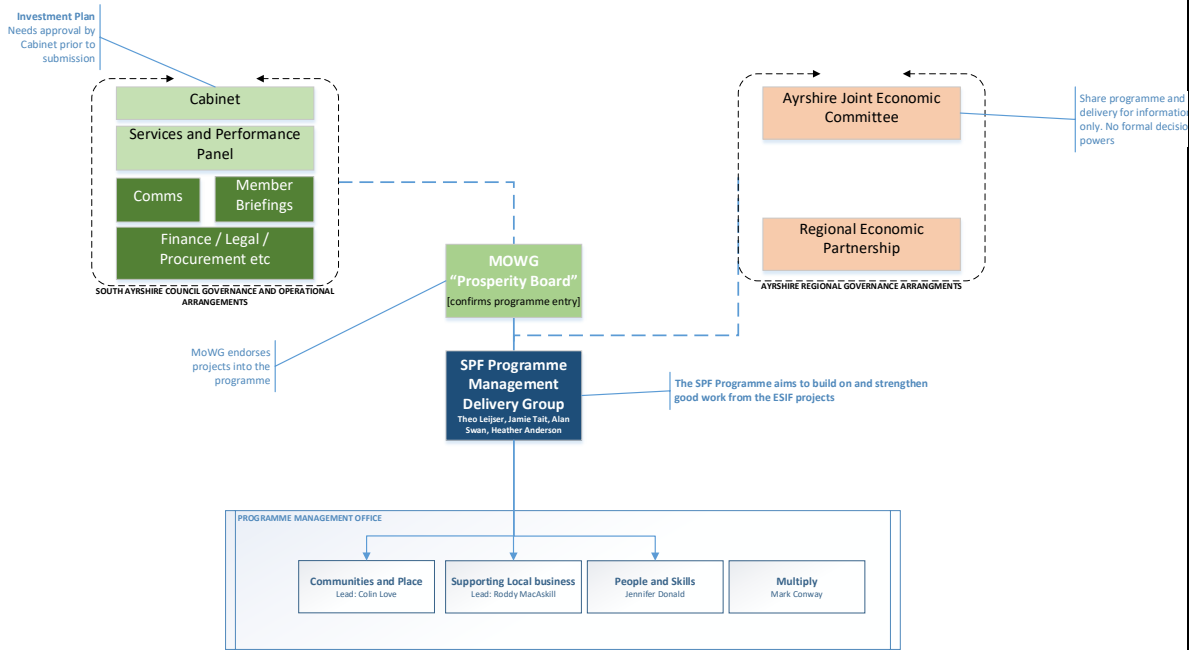
Scrutiny Groups:

- **Ayrshire Growth Deal Group** – this comprises two key groups, the Ayrshire Joint Economic Committee and Ayrshire Regional Economic Partnership. These groups will have South Ayrshire SPF programme information and delivery methods shared with them for information only, they will have no decision-making power.
- **South Ayrshire Council** – Council governance applies to the SPF activities. The responsibility for approving the SPF investment plan is with the Council Cabinet

SPF Programme Management Office:

- This group will be comprised of the four operational leads within South Ayrshire Council in the areas of “communities and place”, “supporting local business”, “people and skills” and “multiply”. The four leads will manage projects day to day and report progress to the SPF Programme Management Delivery Group.

The SPF governance arrangements are depicted in the diagram below:



Confirm all MPs covering your lead local authority have been invited to join the local partnership group.

Yes No

Are there MPs who are not supportive of your investment plan?

Yes No [tbc]

(If Yes) Who are the MPs that are not supportive and outline their reasons why.

PROJECT SELECTION

Are you intending to select projects in any way other than by competition for funding?

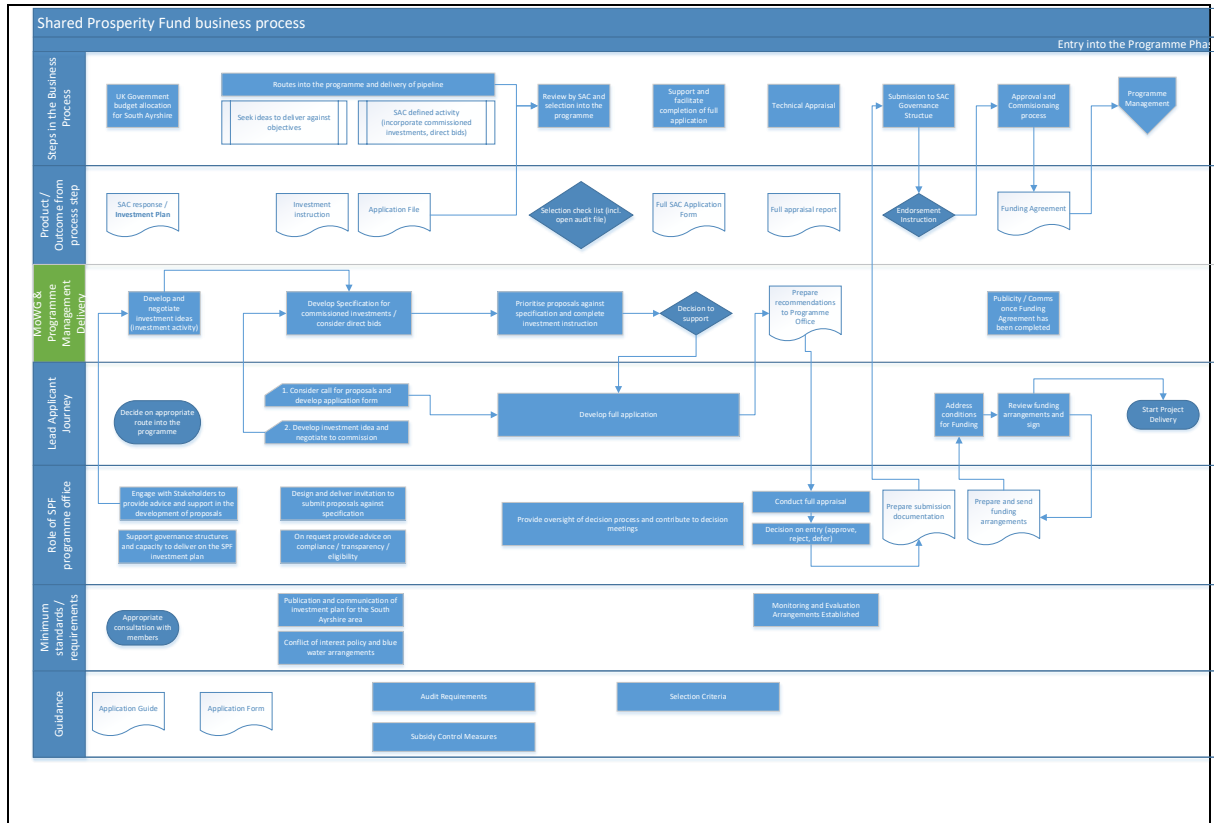
Yes No

(If Yes) Describe your approach to selecting projects, and why you intend to do it this way.

Vision 2030 provides the framework for this investment plan and a portfolio management approach has been adopted to monitor risks, results and resources. The plan aims to deliver on the Strategic Economic Plan and build on current experience. The SPF programme comprises a commissioned element and a challenge element as set out in the business process. The majority of projects selected are continuation projects from the ERDF, ESF and CRF activities currently managed by the Council and are fully aligned to the overarching strategic framework.

The SPF business process for commissioning and selecting projects is shown below:

Appendix 1: INVESTMENT PRIORITIES



DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?

Which interventions do you intend to collaborate on? Select all that apply.

Intervention	Tick if applicable
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
NSET - Scotland's National Strategy for Economic Transformation	X
Ayrshire Growth Deal – City and Regional Deal Programmes	X

Describe any interventions not included in this list?

Regional Economic Strategy for Ayrshire, including the emerging joint action plan
Community Wealth Building Programme through the Ayrshire Growth Deal

Who are the places you intend to collaborate with?

North Ayrshire
East Ayrshire

DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?

Appendix 1: INVESTMENT PRIORITIES

Which interventions do you intend to collaborate on? Select all that apply.	
Intervention	Tick if applicable
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
S15: SME development grants and support, aligned with local and regional sectoral priorities and growth potential. This could include, providing tailored expert advice, matched grants and leadership training to enable manufacturing SMEs to adopt industrial digital technology solutions including artificial intelligence; robotics and autonomous systems; additive manufacturing; industrial internet of things; virtual reality; data analytics. The support is proven to leverage high levels of private investment into technologies that drive growth, productivity, efficiency and resilience in manufacturing.	X
Describe any interventions not included in this list?	
<ul style="list-style-type: none"> • Regional approach to Business support • Ayrshire Growth Deal interventions <ul style="list-style-type: none"> ○ Community Wealth Building ○ Fair work ○ Healthier Workforce ○ Regional Skills Development 	
Who are the places you intend to collaborate with?	
Primarily our regional partners in the Ayrshire Growth Deal ie. North Ayrshire and East Ayrshire.	

DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?

Which interventions do you intend to collaborate on? Select all that apply.	
Intervention	Tick if applicable
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
S31: Employment support for economically inactive people:	X
S32: Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career skills** provision for people who are not economically inactive and who are unable to access other training or wrap around support detailed above	
S33: Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.	
S34: Intervention to increase levels of digital inclusion, with a focus on essential digital skills, communicating the benefits of getting (safely) online, and in-community support to provide users with the confidence and trust to stay online	
S35: Support for employability programmes and advice places should have regards for the No One Left Behind agenda, the Young Person's Guarantee, Fair Start Scotland and Scottish employability pipeline.	X

Appendix 1: INVESTMENT PRIORITIES

S36: Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licences relevant to local area needs and high-value qualifications where there is a need for additional skills capacity that is not being met through other provision.	
S37: Green skills courses to ensure we have the skilled workforce to support the Just Transition to a net zero economy and climate resilience, with a particular focus on vulnerable or low-income groups who will be disproportionately affected by climate change. Retraining support for those in high carbon sectors, providing career guidance and supporting people to seek employment in other sectors.	
S38: Funding to support local digital skills.	
S39: Support for education and skills targeting vulnerable young people leaving school, places should have regard for the Young Person's Guarantee, modern apprenticeships and related policy	X
S40: Support for community learning and development	
S41: Funding to support new partnership project-based entrepreneurial between businesses and education to develop a culture that celebrate entrepreneurship	
S42: Courses designed to increase confidence with numbers for those needing the first steps towards formal qualifications	X
S43: Courses for parents wanting to increase their numeracy skills in order to help their children and help with their own progression	X
S44: Courses aimed at prisoners, those recently released from prison or on temporary licence.	
S45: Courses aimed at people who can't apply for certain jobs because of lack of numeracy skills and/or to encourage people to upskill in order to access a certain job/career	X
S46: Additional relevant maths modules embedded into other vocational courses	
S47: Innovative programmes delivered together with employers – including courses designed to cover specific numeracy skills required in the workplace	
S48: New intensive and flexible courses targeted at people without Level 5 maths in Scotland, leading to an equivalent qualification	
S49: Courses designed to help people use numeracy to manage their money	X
S50: Courses aimed at those 19 or over that are leaving, or have just left, the care system	X
S51: Activities, course or provision developed in partnership with community organisations and other partners aimed at engaging the hardest to reach learners	X
Describe any interventions not included in this list?	
N/A	
Who are the places you intend to collaborate with?	
Through our regional employability and South West CLD networks there will be opportunities to collaborate to plan provision in Ayrshire.	

How have you considered your public sector equality duty in the design of your investment plan?

South Ayrshire Council is fully committed to the general principles of fairness, equality and human rights and seeks to apply these principles in all that it does as a community leader, service provider and employer, Education Authority and Licensing Board by:

- Challenging and eliminating unlawful discrimination, harassment and victimisation wherever it can;
- Being inclusive, fair minded and transparent in all that it does;
- Tackling prejudice and promoting understanding and inclusion; and
- Consulting and engaging with service users and employees

The Council developed its [Equality and Diversity Strategy in 2013](#). It provides in detail the Councils arrangements for meeting the requirements of the Equality Act 2010 and the Equality Act 2010 (Specific Duties) (Scotland) Regulations.

The Council has responsibilities under this legislation as:

- A Service Provider
- An Employer
- An Education Authority
- A Licensing Board

The Strategy explains these responsibilities along with more detailed information on:

- How equality is built into everything the Council does (mainstreaming) and
- The improvements and changes from the work it is taking forward on its own and in partnership to meet the equality and diversity needs and priorities identified by its communities (equality outcomes).

The South Ayrshire Investment Plan for the SPF will require review and approval by the Council Cabinet. As part of this process, a paper (with supplemental data/information as required) will be prepared and put to the Council leadership for review, the paper requires that an equalities assessment is undertaken to measure if there will be any significant positive or negative equality impacts.

How will you consider your public sector equality duty when implementing your investment plan, including in the selection of projects?

The Council, over the past years has reported its progress by delivering and publishing its Equality Outcomes and the Equality Outcomes and Mainstreaming Progress Reports. These reports include the progress the Council made in mainstreaming equalities across the Council, the Education Authority and Licensing Board. The Council also has a duty to publish the latest Pay Gap information and workforce data on the protected characteristics is also detailed in these reports. View the latest Equality Outcomes and Mainstreaming Progress Report 2019-2021 and the Equality Outcomes, which have been set for 2021-2025.

RISKS

Appendix 1: INVESTMENT PRIORITIES

Have you identified any key risks that could affect delivery, for example lack of staff or expertise?	
Yes	No
(If Yes) Describe these risks or issues, including the contingency measures you have in place to mitigate them.	
<p>A portfolio management approach has been adopted by the Council in the implementation of its Strategic Economic Plan. This enables effective monitoring, mitigating and managing our activities. The portfolio management approach puts a focus on: risks, resources and results.</p> <p>As part of the portfolio management approach a separate risk register will be established for the SPF programme. Details are yet to be developed, but there will be a number of risks that require mitigation action ie.</p> <ul style="list-style-type: none"> • Delay in starting may result in key staff leaving their roles • Delay start may create a challenge to deliver on spend profile for year 1 • Sufficient participant in the skills and employability interventions • Poor performance of expert consultants • Community engagement • Increased cost due to inflationary pressures • Potential for ineligible expenditure including fraud on the challenge fund element of the programme. (mitigated by governance, audit and effective contract management) 	
Have you identified any key fraud risks that could affect UKSPF delivery?	
Yes	No
(If Yes) Describe these risks or issues, including the contingency measures you have in place to mitigate them.	

Capacity and capability

In this section, we will ask you about:

- The capacity and capability of your team to manage funding
- The resources you have in place for work related to UKSPF

Your answers here will help us know how to support you with delivery. They will not affect the amount of funding you will get.

Answer as honestly as possible.

TEAM RESOURCE

How many people (FTE) will be put in place to work with UKSPF funding?

The management of the UKSPF is supported by two core service from the Place and People Directorates. Economy & Regeneration and Thriving Communities. This joint approach ensures that projects are aligned and enables the core SPF delivery team to draw on the extensive experience with these services.

We have an excellent team in place with in-dept experience of delivering programmes and projects, including ERDF/ESF programmes and the UKCRF programme. We have identified leads for each investment priority and strategic oversight is jointly provided by the services leads for Economy & Regeneration and Thriving Communities.

Describe what role these people will have, including any seniority and experience.

--

- Strong capability: Has extensive experience and/or a proven track record of delivery in this area.
- Strong capacity: High degree of confidence that there is enough staffing/resource to manage funding in this area.
- Some capability: Has previous experience of delivery in this area.
- Some capacity: Confident that there is enough staffing/resource to manage funding in this area.
- Limited capability: Does not have previous experience and/or no track record of delivery in this area.
- Limited capacity: Limited confidence that there is enough staffing/resource to manage funding in this area. Additional resource may be needed to support delivery.

CAPACITY AND CAPABILITY		
How would you describe your team's current experience of delivering funding and managing growth funds?		
Very experienced	Some experience	No previous experience
How would you describe your team's current capability to manage funding for procurement?		
Strong capability	Some capability	Limited capability
How would you describe your team's current capacity to manage funding for procurement?		
Strong capability	Some capability	Limited capability
How would you describe your team's current capacity to manage funding for procurement?		
Strong capacity	Some capacity	Limited capacity
How would you describe your team's current capability to manage funding for subsidies?		
Strong capability	Some capability	Limited capability
How would you describe your team's current capacity to manage funding for subsidies?		
Strong capacity	Some capacity	Limited capacity

COMMUNITIES AND PLACE CAPACITY AND CAPABILITY		
Does your local authority have any previous experience of delivering the Communities and Place interventions you have select?		
Yes	No	
How would you describe your team's current capability to manage funding for Communities and Place interventions?		
Strong capability	Some capability	Limited capability
Describe the key capability challenges (if you have any) for delivering Communities and Place interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
<p>The council works as one team and the UKSPF team has ample access to specialists within the council. This includes an established and embedded 'Thriving Communities' service delivering Community Learning & Development and Community Engagement activity in every area of South Ayrshire. This work is supported and, in-turn, informs initiatives delivered in partnership with the Council's Economy & Regeneration service including the Place Based Regeneration and Community Wealth Building teams. Some communities need support to develop greater confidence and capability. The Council seeks to provide this through our on-going work with the involvement of external agencies as required. Other communities already demonstrate considerable capability and are already leading on ambitious, complex projects.</p>		

Appendix 1: INVESTMENT PRIORITIES

Describe what further support would help address these challenges.		
n/a		
How would you describe your team's current capacity to manage funding for Communities and Place interventions?		
Strong capability	Some capability	Limited capability
Describe the key capacity challenges (if you have any) for delivering Communities and Place interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
See above		
Describe what further support would help address these challenges.		

SUPPORTING LOCAL BUSINESS CAPACITY AND CAPABILITY		
Does your local authority have any previous experience of delivering the Supporting Local Business interventions you have select?		
Yes	No	
How would you describe your team's current capacity to manage funding for Supporting Local Business interventions?		
Strong capability	Some capability	Limited capability
Describe the key capability challenges (if you have any) for delivering Supporting Local Business interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
N/A		
Describe what further support would help address these challenges.		
How would you describe your team's current capacity to manage funding for Supporting Local Business interventions?		
Strong capability	Some capability	Limited capability
Describe the key capacity challenges (if you have any) for delivering Supporting Local Business interventions. This may include challenges within your local authority and/or your local/regional delivery system.		

Appendix 1: INVESTMENT PRIORITIES

The team involved in supporting local business interventions have experience of managing and supporting extended portfolio of business interventions. The strength of this capacity was evident in the agile and effective approaches that the team delivered during the Covid pandemic.

There may be some capacity challenges as additional interventions for supporting local businesses are put in place, as new interventions will result in additional business support enquiries and requirements to assess and deliver support.

Describe what further support would help address these challenges.

Internal capacity challenges will be addressed through additional staffing capability per project/intervention, recruitment and the design of efficient assessment and delivery processes.

PEOPLE AND SKILLS CAPACITY AND CAPABILITY

Does your local authority have any previous experience of delivering the People and Skills interventions you have select?

Yes

No

How would you describe your team's current capability to manage funding for People and Skills interventions?

Strong capability

Some capability

Limited capability

Describe the key capability challenges (if you have any) for delivering People and Skills interventions. This may include challenges within your local authority and/or your local/regional delivery system.

South Ayrshire Council Thriving Communities Service have 'Strong Capability' on delivering the interventions set out in People and Skills and Multiply themes.

The service has experience coordinating, delivering and managing a range of employability programmes including ESF and No One Left Behind. The service has an excellent track record of delivering high quality outcomes and has established relationships with local, regional and national partners including DWP and Skills Development Scotland.

The Service Lead is the chair of the Local Employability Partnership (LEP) that has the responsibility for coordinating and monitoring employability in South Ayrshire. Officers are also member of the national SLAED network and meet with national employability representatives fortnightly.

The main challenges with the delivery of employability provision across Scotland is the short term or reactive funding model. SAC have demonstrated through recent structural funds that they have the capability to maximise funding to deliver services effectively.

Being responsible for both the management and delivery of UKSPF ensure the provision will be aligned to local, regional and national priorities.

Multiply

Appendix 1: INVESTMENT PRIORITIES

Thriving Communities have an established Community Learning and Development team that have experience delivering CLD provision including adult learning programmes focussing on numeracy.

In 2020 Education Scotland showcased South Ayrshire work as part of numeracy week. In 2021-22 South Ayrshire Council in collaboration with VASA, as the 3rd Sector interface, coordinated and managed adult learning grants across five learning community partnerships effectively.

CLD provision is aligned to the South Ayrshire CLD Plan 2021-24 and the Service Lead has the responsibility for chairing the CLD Partnership in South Ayrshire.

Describe what further support would help address these challenges.

N/A

How would you describe your team's current capacity to manage funding for People and Skills interventions?

Strong capability

Some capability

Limited capability

Describe the key capacity challenges (if you have any) for delivering People and Skills interventions. This may include challenges within your local authority and/or your local/regional delivery system.

South Ayrshire Council has a strong capability to deliver the interventions set out through People and Skills and Multiply.

The Council has significantly invested in employability in recent years to enhance the support available across South Ayrshire. Investment compliments both Scottish and UK Governments financial support and demonstrates South Ayrshire Councils ability to manage funds effectively.

Describe what further support would help address these challenges.

N/A

SUPPORT TO DELIVERY UKSPF

All lead authorities can use up to 4% of their UKSPF allocation to support the delivery of their chosen interventions but by exception, lead authorities will be able to use more than 4%. Are you planning to use more than 4%?

Yes

No

(If Yes) Explain why you wish to use more than 4%.

Approvals

Before submitting your investment plan, you should have approval from your:

Appendix 1: INVESTMENT PRIORITIES

- Chief Executive Officer
- Section 151 Officer
- Leader of your lead authority

Do you have approval from your Chief Executive Officer for this investment plan?

- Yes
- No

Do you have approval from your Section 151 Officer for this investment plan?

- Yes
- No

Do you have approval from the leader of your lead authority for this investment plan?

- Yes
- No

If you do not have approval from any of these people, please explain why this is:

--

Additional documents

You will have received an email giving you access to a folder where you will need to upload supporting evidence to your investment plan. All applicants must complete and upload the following spreadsheet to the folder prior to submitting their investment plan:

- UKSPF Expenditure Profile spreadsheet
- UKSPF Indicative Deliverables spreadsheet

Your investment plan submission will be considered incomplete without the required documents.

Have you completed and uploaded the two spreadsheets to the SharePoint folder as requested?

- Yes
- No

Appendix 2: Proposed Staffing Structure

The UKSPF is building and strengthening projects that are currently funded through the ERDF and ESF programmes. The proposals are to transfer the current temporary staff complement onto the UKSPF programme and establish an additional new team to deliver on the multiply element. The required staffing structure for delivering the SPF investment plan is set out below and will be funded by SAC core revenue budgets and a contribution from the SPF programme. The budget requirements from SPF is set out below.

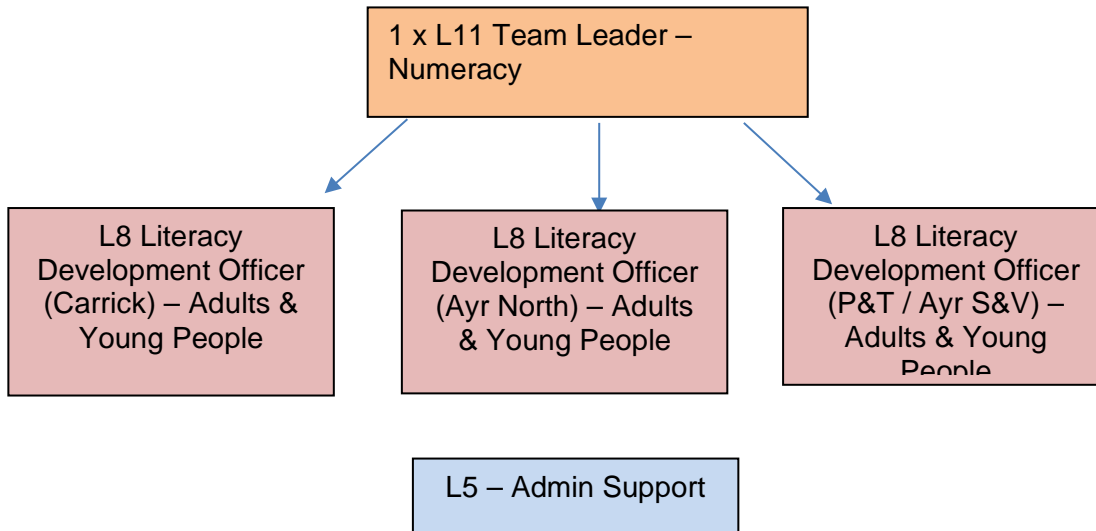
SPF PROGRAMME STAF RESOURCE	YEAR1	YEAR2	YEAR3	TOTAL
COMMUNITIES AND PLACE				
These activities will be delivered by the existing staff establishment				
SUPPORTING LOCAL BUSINESS (9 * FTE)	127,800	434,000	520,000	1,081,800
Growth and Skills advisor (L10) no 1				
Enterprise officer (L2) no 1				
Application Engineer (L10) no 3				
Software Engineer (L10) no 1				
Supply Chain Expert (L10) no 1				
Procurement Expert (L10) no 1				
Programme Officer (L9) no 1				
PEOPLE AND SKILLS (26 * FTE)		393,000	753,000	1,146,000
Programme Lead employability (L12) no 1				
Team Leader (L11) no 1				
Programme Officer Admin/Compliance (L9) no 1				
Programme Administrator (L7) no 1				
Programme officers / lcoality development worker / Specialist provision (L9) no 5				
Employability & Skills Officers (L7) no 17				
Multiply (5 * FTE)	105,457	210,915	210,915	527,286
Team Leader - numeracy (L11) no 1				
Literacy Development Officer (L8) no 3				
Admin support (5) no 1				
SPF CONTRIBUTION TO STAFFING	233,257	1,037,915	1,483,915	2,755,086

UKSPF Multiply

It is proposed that a numeracy project team will be created to complement the existing adult learning team based within Thriving Communities. Officers will form part of the recently established locality-based Thriving Communities teams and have the responsibility for developing and delivering numeracy provision across South Ayrshire.

The proposed new staffing structure includes 1 Team Leader, 3 Development Officers and an Administration Assistant. The Literacy Development Officer posts will be responsible for a locality with one of the posts being split across two localities.

Proposed Structure



It is anticipated that the staffing structure will be implemented by October 2022, however it is likely this will be impacted by the timeline for approval on the proposal and recruitment processes for the new staffing structure.

In addition to the internal staffing and resource structure, a new challenge fund will be created to allow 3rd sector, private sector and educational establishments to bid in to. The Strategic Community Learning and Development Partnership and Local Learning Community Partnerships will monitor progress and respond to local needs that can be addressed through multiply.

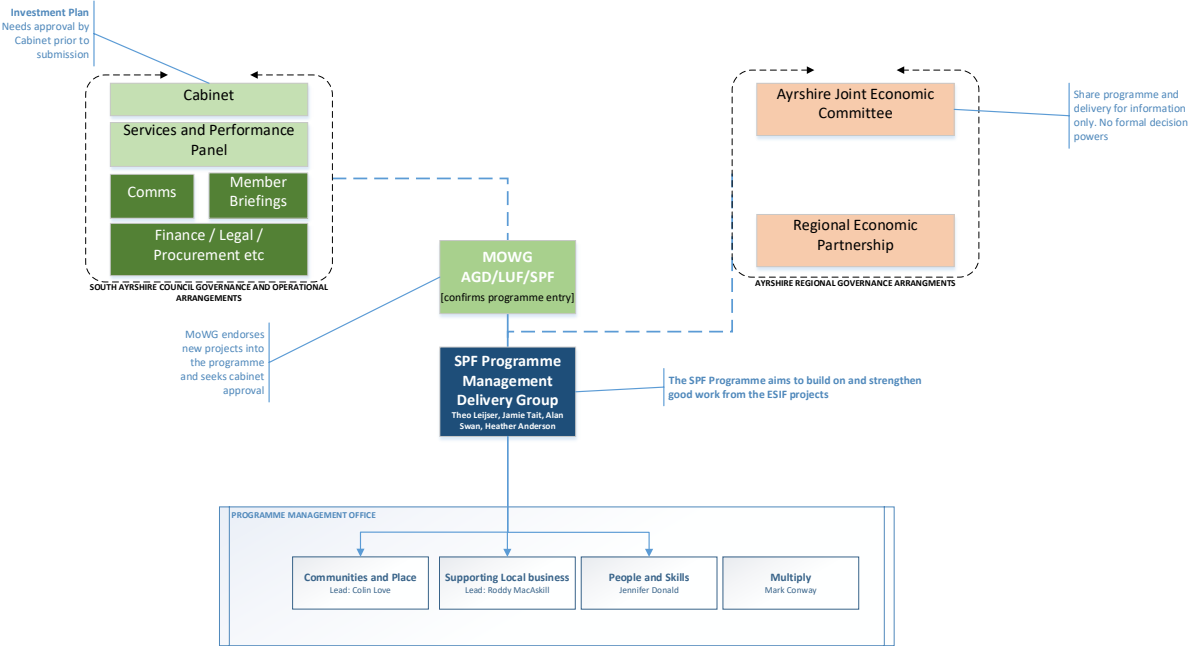
Budget / Finance

Total Budget

	Year 1 2022/2023	Year 2 2023/2024	Year 3 2024/2025
Multiply Allocation	£263,601	£304,155	£304,155
Core Salary Costs	**£105,457.28	£210,914.56	£210,914.56
Sessional Salaries	£10,000	£15,000	£15,000
Resources / CPD	£55,000	£37,500	£37,500
Challenge Fund	£93,143.72	£40,740	£40,740
Total	£263,601	£304,155	£304,155

**based on 6months employment

Appendix 4: Governance diagram



Appendix 5: Summary financial allocation

SPF PROGRAMME BUDGET	INTERVENTION	YEAR1 Q1		YEAR2		YEAR3		TOTAL	TOTAL		Minumum capital
ALLOCATION SPF		506,926		1,013,852		2,656,291			4,177,069	yr1	10.40%
ALLOCATION MULTIPLY		263,601		304,155		304,155			871,911	yr2	12.50%
										yr3	17.90%
		-Revenue	- Capital	-Revenue	- Capital	-Revenue	- Capital				
COMMUNITIES AND PLACE									496,891		
Town Deals	S1							42,000			
- consultant support											
- town monitoring equipment			42,000								
Continued support for CRF	S2	50,000						50,000			
Community Wealth Building	S2					154,891		154,891			
Place Challenge Fund	S1						250,000	250,000			
SUPPORTING LOCAL BUSINESS									2,542,600		
Business support	S15							1,136,500			
- employee cost		76,500		50,000		60,000					
- expert help				60,000		70,000					
- grants				320,000		500,000					
CRF continuation programme	S15	50,000						50,000			
Visualisation	S15							856,400			
- employee cost		24,000		192,000		230,400					
- capital assets / equipment					135,000		240,000				
- facilities				22,000							
- events & travel				13,000							
Supply Chain	S15							499,700			
-employee cost		27,300		192,000		230,400					
- expert consultants				16,000		18,000					
- events & travel				6,400		9,600					
									2,515,036		
PEOPLE AND SKILLS											
Employability	S31, S35, S43, S50							1,406,000			
- employee cost				393,000		753,000					
- programme cost				120,000		140,000					
Training	S31, S15							237,126			
- Skypath training cost		63,028									
- Skypath operations		134,098	40,000								
Multiply	S42, S45, S49, S51							871,910			
- employee cost		105,457		210,915		210,915					
- seasonal staff cost		10,000		15,000		15,000					
- resources / CPD		55,000		37,500		37,500					
- grants for delivery		93,144		40,740		40,740					
SPF OPERATIONS TOTAL		688,527	82,000	1,688,555	135,000	2,470,446	490,000	5,554,527			
Funded by SAC service budgets				505,548							
SPF BUDGET TOTAL		688,527	82,000	1,183,007	135,000	2,470,446	490,000	5,048,979			

SPF PROGRAMME BUDGET	INTERVENTION	YEAR1 Q1		YEAR2		YEAR3		TOTAL	TOTAL
ALLOCATION SPF		506,926		1,013,852		2,656,291			4,177,069
ALLOCATION MULTIPLY			263,601		304,155		304,155		871,911
		-Revenue	- Capital	-Revenue	- Capital	-Revenue	- Capital		
COMMUNITIES AND PLACE									496,891
Town Deals	S1							42,000	
- consultant support									
- town monitoring equipment			42,000						
Continued support for CRF	S2	50,000						50,000	
Community Wealth Building	S2					154,891		154,891	
Place Challenge Fund	S1						250,000	250,000	
SUPPORTING LOCAL BUSINESS									2,542,600
Business support	S15							1,136,500	
- employee cost		76,500		50,000		60,000			
- expert help				60,000		70,000			
- grants				320,000		500,000			
CRF continuation programme	S15	50,000						50,000	
Visualisation	S15							856,400	
- employee cost		24,000		192,000		230,400			
- capital assets / equipment					135,000		240,000		
- facilities				22,000					
- events & travel				13,000					
Supply Chain	S15							499,700	
-employee cost		27,300		192,000		230,400			
- expert consultants				16,000		18,000			
- events & travel				6,400		9,600			
									2,515,036
PEOPLE AND SKILLS									
Employability	S31, S35, S43, S50							1,406,000	
- employee cost				393,000		753,000			
- programme cost				120,000		140,000			
Training	S31, S15							237,126	
- Skypath training cost		63,028							
- Skypath operations		134,098	40,000						
Multiply	S42, S45, S49, S51							871,910	
- employee cost		105,457		210,915		210,915			
- seasonal staff cost		10,000		15,000		15,000			
- resources / CPD		55,000		37,500		37,500			
- grants for delivery		93,144		40,740		40,740			
SPF OPERATIONS TOTAL		688,527	82,000	1,688,555	135,000	2,470,446	490,000	5,554,527	
Funded by SAC service budgets				505,548					
SPF BUDGET TOTAL		688,527	82,000	1,183,007	135,000	2,470,446	490,000		5,048,979

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	UK Shared Prosperity Fund
Lead Officer (Name/Position/Email)	Theo Leijser, Service Lead – Economy and Regeneration – theo.leijser@south-ayrshire.gov.uk Jamie Tait, Service Lead – Thriving Communities – jamie.tait@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys		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 – (issues specific to women & men or girls & boys)		Yes

Community or Groups of People	Negative Impacts	Positive impacts
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 i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing		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 - Medium
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

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: This report advises Cabinet of the proposals to utilise UKSPF People and Skills funding to replace current ESF funded employability programmes therefore their decision has no direct equality impact due to their being no change to staff group or employability provision. Members' decision on this has no specific equality implications	
Signed : Jamie Tait	Service Lead
Date: 09 August 2022	

South Ayrshire Council

**Report by Director - Place
to Cabinet
of 30 August 2022**

**Subject: Transfer of the Site of the John Pollock Centre to
 Housing Revenue Account**

1. Purpose

1.1 The purpose of this report is to obtain Cabinet approval to transfer the site encompassing the John Pollock Centre and playing fields in Mainholm Road, Ayr from the General Fund to the Housing Revenue Account (HRA) at nil value provided that the HRA meets the abnormal costs of £3,222,539 ahead of a proposed development of Council housing. The extent of the site is shown in [Appendix 1](#).

2. Recommendation

2.1 It is recommended that the Cabinet:

2.1.1 notes that the consultation carried out by the Director - Place with tenants and the public has been largely in favour of the proposed transfer of the site from the General Fund to the HRA for nil consideration; and

2.1.2 grants authority to transfer the site of the John Pollock Centre from the General Fund to the HRA at nil value ahead of a proposed residential development in accordance with the explanation set out below and provided that the Council's Housing Revenue Account meets the abnormal costs of £3,222,539; and [Appendix 1](#) from the General Fund to the HRA at nil value ahead of a proposed residential development in accordance with the explanation set out below and provided that the Council's Housing Revenue Account meets the abnormal costs of £3,222,539.

3. Background

3.1 The playing fields at the rear of the John Pollock Centre had been identified for development of affordable housing within the Strategic Housing Investment Plan 2018-2023 (SHIP). The site currently occupied by the John Pollock Centre was also added and approved within the Strategic Housing Investment Plan 2020-2025 (SHIP) for further development of affordable housing. The site is scheduled in the SHIP to start this financial year and is attracting over £11m of funding, over four years from the Affordable Housing Supply Program (AHSP) fund.

3.2/

- 3.2 On 26 November 2019, a report was presented to Leadership Panel with a recommendation for the approval to submit a New Project Request to SWHub for the procurement and delivery of affordable housing at Mainholm Road, Ayr inclusive of the demolition of the John Pollock Centre. The site, which extends to approximately 5.89 hectares (14.55 acres), would see a development of around 160 units comprising a mix of flats and houses. The extent of the site is shown in [Appendix 1](#).
- 3.3 A report was submitted to Leadership Panel on 24 August 2021 seeking approval to transfer the site at Mainholm Road, Ayr from General Services to Housing Revenue Account (HRA). The report was continued to allow the development of a policy for asset transfer between General Services and Housing Revenue Account to be considered at a meeting of the Council in October 2021.
- 3.4 On 18 January 2022, approval was obtained from Leadership Panel to commence an enabling works contract to demolish the existing buildings on the site (John Pollock Centre and the former Mainholm Academy) to facilitate the development of new affordable homes funded from the General Services Capital Programme. This work is underway and will be complete Summer 2022.
- 3.5 On 29 June 2022, Council approved an Updated Policy for the Acquisition and Disposal of Land and Buildings. This followed an audit undertaken by Glasgow City Council to establish the facts around the proposed transfer and resulted in an audit action to: 'review (of) the Policy for the Acquisition and Disposal of Land and Buildings to be undertaken by Director of Place at an early date.' The policy on HRA land acquisition and disposal was included as part of the review and incorporated within the updated policy.
- 3.6 The Audit also concluded that an update report on the transfer of the site at Mainholm to the HRA be presented to elected members, following approval of the updated policy
- 3.7 Section 74 (2) of the 1973 Act places a duty on the Council to achieve the best consideration that can reasonably be obtained in the disposal of land or buildings, except where disposal at less than the best consideration is in accordance with the above Act and/ or Regulations. In addition the disposal of land or buildings from the Housing Revenue Account (HRA) may require the consent of Scottish Ministers under section 12(7) of the Housing (Scotland) Act 1987. Similarly, consent is required under section 203(2) of the 1987 Act to transfer land or buildings between the HRA and the General Fund.
- 3.8 The Scottish Government has introduced guidance on how Councils seek consent to dispose of assets from their HRA or to transfer assets between the General Fund and HRA. In order to improve efficiency and introduce uniformity across General Fund and HRA disposals, a general consent process in line with the existing 'Disposal of Land by Local Authorities (Scotland) Regulations 2010' has been developed. Under General Consent, Councils are able to 'self-certify' consent where two key considerations have been met: the disposal price is in line with a best consideration valuation performed by a surveyor accredited to the Royal Institution of Chartered Surveyors (RICS) and an appropriate level of tenant and public consultation has taken place

3.9 In the case of a proposed transfer from the General Fund to the HRA where the end use is the development of council housing, the market value test may not be met but the Council may determine that a transfer for less than market value will in fact represent 'best value' as the supply of social housing in the area will increase. In such cases, the Council should self-certify the following:

- That the disposal fits with the Council's strategic housing context (i.e. that a below market value disposal can be justified);
- The site value and anticipated disposal value; and
- That appropriate consultation has taken place.

3.10 The Market Value is the 'headline' amount a buyer could reasonably expect to pay to purchase the site for the development of housing, if it was being sold on the open market. As the site will be developed for Social Housing DM Hall has valued the site based on market value and Social housing value.

4. Proposals

4.1 In order to comply with the approved policy and be in a position to self-certify consent valuations have been obtained from an independent surveyor and consultation on the proposal has taken place with tenants.

The values reported by DM Hall were as follows:

- Market Value – assuming social housing £2,200,000; and
- Market Value – assuming private housing £3,400,000.

4.2 Both of the opinions of value reflect the subjects on a cleared site basis and assume the buildings presently on site have been demolished.

4.3 Abnormal development costs include items such as demolition of the buildings and the cost of addressing any unusual ground conditions or contamination. These costs are normally deducted from the gross Market Value to arrive at the amount payable. For this site, the abnormal costs have been estimated at £3,222,539 and consist of the following works:

Ground consolidation	£428,514
Preparatory ground works	£539,185
Demolitions	£590,000
Removal of roads, paths, pavings and surfaces	£340,240
Removal of fencing, railings and walls	£54,600
Drainage works	£1,155,000
Service diversions	£115,000
Total	£3,222,539

- 4.4 Building affordable housing on this site offers a number of social and economic benefits to the Council and its partners including:
- Increased economic activity throughout the construction process;
 - Improved health, poverty and environmental outcomes from providing warm and energy efficient affordable housing;
 - Increasing the supply of affordable homes that better meet the needs of South Ayrshire's ageing population; and
 - Contribution toward meeting some of the unmet housing needs in South Ayrshire and reducing homelessness attracting over £13m of grant to South Ayrshire's development costs.
- 4.5 Increasing the supply of good quality affordable housing is identified as a strategic priority in South Ayrshire's Local Housing Strategy 2017-22 and Council Plan 2018-22. The Council's Strategic Housing Investment Plan identifies Mainholm as a key site for delivering 160 affordable homes that will make a significant contribution towards meeting existing housing need in South Ayrshire. There are currently no other potential housing sites of this size immediately available to the Council in this locale.
- 4.6 Whilst recognising that a higher value may be obtained if the ground was sold on the open market it is proposed that the Council accepts the market value - social housing at £2,200,000 in order to support the delivery of affordable housing.
- 4.7 It is proposed that the abnormal costs of £3,222,539 are deducted from the market value – social housing. and that the site in Mainholm Road in Ayr is transferred from the General Fund to the HRA at nil value ahead of the proposed development of Council housing.
- 4.8 It is proposed that the HRA is responsible for the abnormal development costs as detailed in paragraph 4.36 which are part of the overall development costs for the proposed development.
- 4.9 Council tenants were consulted on this proposal at the Tenants Monitoring Group on the 2nd of August. An online consultation was available on the Council's consultation web page to both tenants and residents from the 1st of August until the 22nd of August.

5. Legal and Procurement Implications

- 5.1 Legal advice has been provided with regard to the content of this report, but there will be no legal documentation required to transfer the site from the General Fund to the HRA.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 The HRA would be expected to pay the abnormal development costs of £3,222,539 resulting in a nil transfer value from the General Services account to the HRA.

6.2 The enabling works cost of £590,000 (demolitions) was originally funded from an allowance of £1.2m in the General Services Capital Programme. It is proposed that this cost is now funded by the HRA to facilitate a transfer of the asset at nil value from General Services to HRA.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are risks that the abnormal costs associated with adopting the recommendations will increase.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 If this proposal is rejected the site will not be able to be developed for Council housing, as approved by the Council in the SHIP, which will impact adversely on housing supply numbers.

8.2.2 If this proposal is rejected the costs incurred by the general services budget as part of the enabling works would be abortive. It is estimated that this would be approximately £590,000.

8.2.3 If this proposal is rejected there is a risk that the Council could lose the funding allocated to the project from the Affordable Housing Supply Programme (AHSP).

8.2.4 If this proposal is rejected there is a risk that the wider economic benefits of significant construction activity in Ayr will not be realised.

8.2.5 If this proposal is rejected there is a risk that housing list waiting times and time spent in temporary homeless accommodation will increase.

8.2.4 If this proposal is rejected, there is a risk that the housing capital programme, as approved, will not be delivered.

9. Equalities

9.1 The proposals in this report were recently equality impact assessed and, as the completed Equalities Impact Assessment still applies, it is attached as [Appendix 2](#).

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - The proposals in this report do not represent a qualifying plan, programme, policy, or strategy for consideration for SEA. There exists therefore no obligation to contact the Scottish Government Gateway and no further action is necessary. An SEA has not been undertaken.

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

13.1 Consultation on the proposed transfer has taken place with tenants of South Ayrshire Council and been available to all through the Council's consultation web page. Both tenants and residents were broadly in favour of the proposal.

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Transfer site from General Fund to HRA	2 September 2022	Service Lead - Asset Management and Community Asset Transfer; and Head of Finance and ICT

Background Papers [Report to Leadership Panel of 29 November 2019 – Affordable Housing – Proposals for New Developments](#)

[Report to Leadership Panel of 26 October 2021 – Review of Capital Estimates: General Services Capital Programme 2021-22 to 2030-31](#)

[Report to Leadership Panel \(Special\) of 30 November 2021 - Strategic Housing Investment Plan \(SHIP\) - 2022/23 - 2026/27](#)

[Report to Leadership Panel of 18 January 2022 – Affordable Housing - Mainholm Enabling Works](#)

[Report to South Ayrshire Council of 29 June 2022 - Updated Policy for the Acquisition and Disposal of Land and Buildings](#)

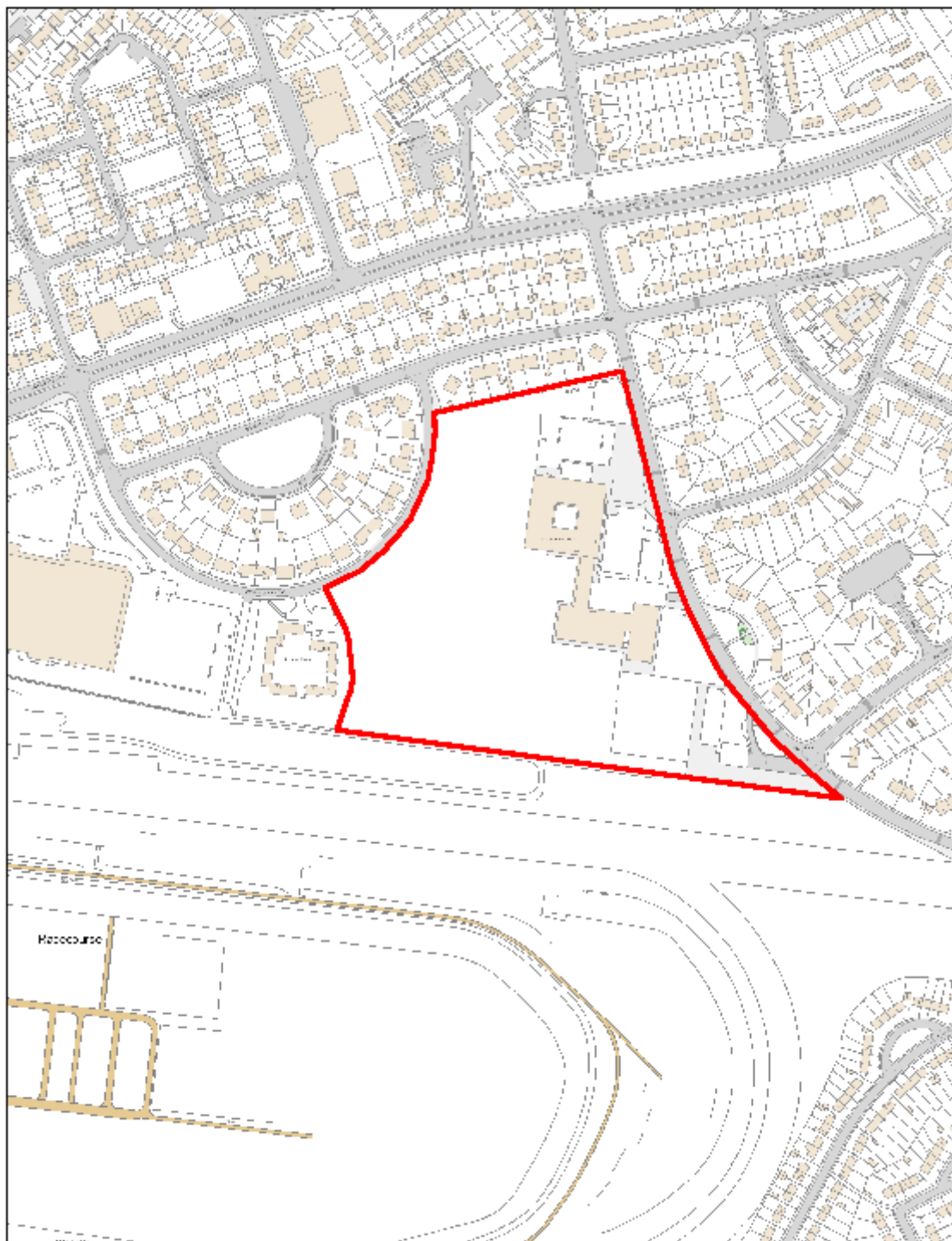
Person to Contact

**Derek Yuille – Service Lead Special Property Projects
County Buildings, Wellington Square, Ayr KA7 1DR
Phone 01292 612820
Email derek.yuille@south-ayrshire.gov.uk**

**Tom Burns Service Lead - Asset Management and Community
Asset Transfer
County Buildings, Wellington Square, Ayr KA7 1DR
Phone 01292 612845
E-mail tom.burns@south-ayrshire.gov.uk**

**Mike Newall – Assistant Director – People
County Buildings, Wellington Square, Ayr KA7 1DR
Phone 01292 616231
E-mail mike.newall@south-ayrshire.gov.uk**

Date: 23 August 2022



c 5.89 Ha at Mainholm Road, Ayr

Scale 1:3500



This product includes mapping data licenced from Ordnance Survey with the permission of the Controller of Her Majesty's Stationery Office. © Crown copyright and/or database right 2016. All rights reserved. Licence number 100020765.

1. Proposal details

Proposal Title Transfer of John Pollock Centre from General Fund to HRA	Lead Officer Tom Burns
---	----------------------------------

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 proposal? Please indicate whether these would be positive or negative impacts

Community, Groups of People or Themes	Negative Impacts	Positive impacts
The whole community of South Ayrshire	No	No
People from different racial groups, ethnic or national origin.	No	No
Women and/or men (boys and girls)	No	No
People with disabilities	No	No
People from particular age groups for example Older people, children and young people	No	No
Lesbian, gay, bisexual and heterosexual people	No	No
People who are proposing to undergo, are undergoing or have undergone a process to change sex	No	No
Pregnant women and new mothers	No	No
People who are married or in a civil partnership	No	No
People who share a particular religion or belief	No	No
Thematic Groups: Health, Human Rights, Rurality and Deprivation	No	No

3. Do you have evidence or reason to believe that the proposal will support the Council to:

General Duty and other Equality Themes	Level of Negative and/or Positive Impact (high, medium or low)
Eliminate discrimination and harassment faced by particular communities or groups	-
Promote equality of opportunity between particular communities/groups	-
Foster good relations between particular communities or groups	-
Promote positive attitudes towards different communities or groups	-
Increase participation of particular communities or groups in public life	-
Improve the health and wellbeing of particular communities or groups	-
Promote the human rights of particular communities or groups	-
Tackle deprivation faced by particular communities or groups	-

4. Summary Assessment

Is a full Equality Impact Assessment (EQIA) required? (A full EQIA must be carried out on all high and medium impact proposals)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Rationale for decision: The proposal does have a significant positive impact with regards to community participation and health and wellbeing therefore an EQI is required	
Signed : Tom Burns – Service Lead – Asset Management and Community Asset Transfer	
Date: 07 June 2022	Copy to equalities@south-ayrshire.gov.uk

South Ayrshire Council

**Report by Assistant Director - People
to Cabinet
of 30 August 2022**

Subject: Short Term Let Licensing Scheme

1. Purpose

1.1 The purpose of this report is seek approval for South Ayrshire's Short Term Licensing Scheme.

2. Recommendation

2.1 It is recommended that the Cabinet:

2.1.1 approves the draft policy on the licensing of short term lets attached as Appendix 1;

2.1.2 agrees the creation of 1 FTE Short Term Let Licensing Officer post at Level 6 for a period of 24 months and associated staffing costs of £67,830; and

2.1.3 notes the proposed additional delegations to the Council's Scheme of Delegation to be approved by the Council, to include officer authority to implement the Scheme in line with the new legislation.

3. Background

3.1 On 19 January 2022, The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022 ('the Order') was approved by the Scottish Parliament. The Order came into force on 1 March 2022 and inserts new legislative provisions into the Civic Government (Scotland) Act 1982 ('the Act').

3.2 The Order places a duty on Councils to establish a scheme for the licensing of short terms lets operating in their area by 1 October 2022.

3.3 The aim of the scheme is to ensure that short term lets are safe, address issues and concerns faced by neighbours and allow Councils to gain knowledge and understanding of the impact these lets have on the wider housing system. It allows Councils to ensure people who take part in the business of letting properties are suitable to do so, as well as enforcement powers to ensure continued compliance with any short term let licence issued by the Council. The legislation also notes that a key aim is to provide a balance to the economic and tourist benefits short term

lets can contribute to an area against the needs, concerns and issues faced by some in local communities.

3.4 South Ayrshire is home to an average of over 400 short term lets that are available for booking at any given time. This can fluctuate above or below dependant on a number of factors, such as time of year, special events etc. The majority of these lets are of a whole dwellinghouse, or a 'secondary let' as the regulations note. Other forms of let include 'home sharing' or 'home letting'.

3.5 The regulation highlights a number of key dates, which are important for Local Authorities and for hosts of short term lets:

Requirement	Date
Local Authority scheme implemented – new hosts cannot accept booking until licence application has been determined	1 October 2022
Existing Hosts operating prior to 1 October 2022 must submit licence application but can continue to operate while application is being determined	1 April 2023
All hosts must be licensed	1 July 2024

4. Proposals

4.1 South Ayrshire's policy was developed by a short-life, multi-service working group and aims to balance the wider economic benefits of tourism with the concerns some communities have raised through our consultation. The regulations prescribe certain elements that must be included in the scheme but also gives local authorities the ability to add discretionary conditions, based on local circumstance.

4.2 The mandatory conditions include requirements such as gas, electric and fire safety checks alongside conditions relating to repairs and maintenance, maximum occupancy and insurance.

4.3 Based on feedback from residents, hosts and industry bodies, the Council's policy includes additional conditions requiring hosts or their agents to:

- Manage and prevent anti-social behaviour;
- Respect the privacy and security of neighbours;
- Manage litter and waste disposal appropriately;
- Minimise disturbance from noise; and
- Not affix key boxes without express permission from other owners.

4.4 The regulations give local authorities the ability to apply to the Scottish Government for permission to designate certain geographies as Short Term Let Control areas. This is a planning related power that would require all new and existing hosts to apply for a change of use through the planning portal. While there was strong support from residents in Harbour area of Ayr for the inclusion of this condition in the policy, the multi-service working group felt the enhanced powers included in the Council's policy would tackle many of the concerns raised and should be given an

opportunity to work. Officers agreed to keep the situation under review and present a further paper if changes are necessary.

- 4.5 Compliance with the regulations will be monitored by the Short Term Let Licensing Officer who will process applications and issue licences and, where appropriate, refer applications for consideration by the Regulatory Panel. The full policy is attached as Appendix 1.

5. Legal and Procurement Implications

- 5.1 There will be a requirement to amend the scheme of delegation to allow for the delegated authority to appointed or authorised officers to approve short term let licences. However, applications that attract 1 or more competent written objections will be reported to the Regulatory Panel for consideration and determination.

- 5.2 The Council's Regulatory Panel will determine whether to approve or refuse an application in the circumstances set out in para 5.1 and will also consider whether to revoke an existing licence following evidence of non-compliance or after investigations into breaches of licence conditions, carried out by Officers.

- 5.3 It is proposed that the following delegations be incorporated into the Council's Scheme of Delegation:

- PEO09 to determine applications for the licensing of short term lets and to issue and/ or renew licences in terms of the Civic Government (Scotland) Act 1982 (licensing of short term lets) Order 2022, except where one or more competent written objection is received; and
- PEO10 to publish and maintain a public register of short term lets and to serve enforcement notices under the Civic Government (Scotland) Act 1982 (licensing of short term lets) Order 2022

- 5.4 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 The licensing scheme will operate on a cost recovery basis with fees charged for a number of activities relating to an application as outlined in the policy. However due to the number of potential short term lets within the area, and activities surrounded with assessing suitability, processing of applications, preparing cases for panel and monitoring continued compliance a request is being made for funding to help provide the staffing requirements to manage the day to day handling of the licencing scheme.

- 6.2 Year one costs were earmarked from the 2021/22 budget following a higher than predicted recovery of income. Year two costs will be taken from projected over recovery from existing budgets with fee income taking over as the main source of funding from year 3.

7. Human Resources Implications

- 7.1 It is proposed that the following post be created:

- 1 FTE Short Term Let Compliance Officer Level 6, temporary for 24 months.

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 Failure to adopt the recommendations may result in the Council not having a scheme in place for the 1 of October 2022 as outlined by Scottish Government. It will also mean that short term lets will continue to operate in the area without suitable regulation.

9. Equalities

9.1 An Equalities Impact Assessment (EQIA) (including the Fairer Scotland Duty in respect of any Strategic decision), 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)*** - The Scottish Government Gateway has been contacted regarding this policy and it has been determined that a SEA is not required.

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitments 4 and 5 of the Council Plan: South Ayrshire Works/ Make the most of the local economy; and Stand up for South Ayrshire/ Increase the profile and reputation of South Ayrshire and the Council.

13. Results of Consultation

13.1 There have been several national consultations carried out regarding the introduction of licencing for short term lets. With the order now in place, we have engaged with key players in the sector locally, through face-to-face engagement to garner views on how our scheme should operate. A working group is also in place made up of key stakeholders internal and external to the Council with their input helping create our proposed policy. This policy has been subject to wider consultation seeking views on the scheme. This report and the policy proposal takes into account comments made. Details of the consultation can be found in Appendix 3.

13.2 Consultation has taken place with Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and Environment and Councillor Bob Pollock, Portfolio Holder

for Economic Development, and the contents of this report reflect any feedback provided.

13.3 The Trade Unions have been consulted and they confirmed they support the proposal.

14. Next Steps for Decision Tracking

14.1 If the recommendations above are approved by Members, the Assistant Director – People will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Launch South Ayrshire Council Short Term Let Licensing Scheme	1 October 2022	Service Lead - Policy, Performance and Community Planning.

Background Papers [The Civic Government \(Scotland\) Act 1982 \(Licensing of Short-term Lets\) Order](#)

Person to Contact Kevin Anderson, Service Lead, Policy, Performance and Community Planning
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612982
E-mail Kevin.Anderson@south-ayrshire.gov.uk

Date: 23 August 2022

South Ayrshire Council Short Term Let Licensing Scheme.

Draft Policy

Contents

1. Introduction	4
2. Important Timescales	4
3. Definitions.....	5
3.1 Legal definition.....	5
3.2 Excluded Accommodation.....	5
3.3 Excluded Tenancies	6
3.4 Licence Types	7
4. Planning Considerations Prior to Application for STL.....	7
4.1 Planning Permission	7
4.2 Short-Term Let Control Areas	8
5. Handling Applications and Notifications	8
6. Objections and Representation	10
7. Determining a STL Application	10
7.1 Determining where no Objection or Representation	10
7.2 Determining where delegated approval cannot be made.....	11
8. Right of Appeal.....	12
9. Licence Duration and Renewal.....	12
9.1 Licence Duration	13
9.2 Licence Renewal.....	13
10. Mandatory and Additional Licence Conditions	13
11. Temporary Licences	13
12. Temporary Exemptions	14
13. Enforcement and Continued Compliance.	14
13.1 Complaints about Licensed Short Term Lets	14
13.2 Enforcement of Licensed Short Term Let	15
13.3 Unlicensed Short Term Let.....	16
13.4 Other Compliance Considerations	16
14. Suspension or Revocation of Licence	17
15. Variation of Licence.....	17
16. Equality	17
17. Fees.....	18
Appendix 1 – Mandatory Conditions.	19
Appendix 2 – Additional Conditions.....	23

1. Introduction

- 1.1 In July 2018, the Scottish Government produced its report in response to the Scottish Expert Advisory Panel on a Collaborative Economy, which recommended that solutions be introduced to mitigate challenges associated with the increase of Short-Term Lets and their prominence in cities such as Edinburgh and other locations within Scotland. The report highlighted the benefits of these types of accommodation has on Local Economies and Tourism, but measures should be put in place to ensure safeguards and protections to surrounding issues associated with, such as anti-social behaviour, noise nuisance and the loss of sense of community as an example.
- 1.2 This formed the basis of a wide consultation process involving stakeholders, professionals, Local Authorities and interested parties across many sectors with an interest in Short-Term Lets resulting in legislation coming into force in March 2022 through the Civic Government (Scotland) Act 1982, (Licensing of Short-term Lets) Order 2022. This Order places an obligation on Hosts of properties that are let for short periods of time to be licensed by their Local Authority in order to operate. Local Authorities are required to oversee and administer a licensing scheme in their area as well as proper enforcement of said scheme. A public data base of all Short-Term Lets within their area should also be managed by the Local Authority.

2. Important Timescales

- 2.1 From the 1st of October 2022, any new host or operator must have a licence in place prior to operating a Short-Term Let. This means that if you were not using your property as a Short-Term prior to this date, you will not be able to accept visitors until a licence has been approved.
- 2.2 An existing host that has been utilising a property prior to the 1st of October 2022, will still be allowed to operate, however must submit a licence application by the 1st of April 2023. This means for this period, existing hosts will still be allowed to operate without a licence, unless they have had a licence application submitted and refused.
- 2.3 The final deadline date for all hosts and properties to be licensed is the 1st of July 2024.

3. Definitions

3.1 Legal definition

3.1.1 A short term let is defined in the Act as the use of residential accommodation provided by a host in the course of business to a guest, where all the following criteria are met-

- (a) The guest does not use the accommodation as their only or principal home
- (b) The short term let is entered into for commercial consideration
- (c) The guest is not
 - a. An immediate family member of the host
 - b. Sharing the accommodation with the host for the principal purpose of advancing the guest's education as part of an arrangement made or approved by a school, college, or further or higher educational institution, or
 - c. An owner or part owner of the accommodation
- (d) The accommodation is not provided for the principal purpose of facilitating the provision of work or services by the guest to the host or to another member of the host's household
- (e) The accommodation is not excluded accommodation
- (f) The short term let does not constitute an excluded tenancy

3.2 Excluded Accommodation

3.2.1 This relates to accommodation which is, or is part of:

- an aparthotel
- premises in respect of which a premises licence within the meaning of section 17 of the Licensing (Scotland) Act 2005 has effect and where the provision of accommodation is an activity listed in the operating plan as defined in section 20(4) of the 2005 Act
- a hotel which has planning permission granted for use as a hotel
- a hostel
- residential accommodation where personal care is provided to residents
- a hospital or nursing home
- a residential school, college, or training centre
- secure residential accommodation (including a prison, young offenders' institution, detention centre, secure training centre, custody centre, short-term holding centre, secure hospital, secure local authority accommodation, or accommodation used as military barracks)
- a refuge
- student accommodation,

- accommodation which otherwise requires a licence for use for hire for overnight stays
- accommodation, which is provided by the guest,
- accommodation, which is capable, without modification, of transporting guests to another location
- a bothy
- accommodation owned by an employer and provided to an employee in terms of a contract of employment or for the better performance of the employee's duties

3.3 Excluded Tenancies

3.3.1 Any of the following tenancy types will not fall into the scope of Short-Term let Licensing:

- protected tenancy (within the meaning of section 1 of the Rent (Scotland) Act 1984)
- an assured tenancy (within the meaning of section 12 of the Housing (Scotland) 1988 Act)
- a short, assured tenancy (within the meaning of section 32 of the Housing (Scotland) Act 1988)
- a tenancy of a croft (within the meaning of section 3 the Crofters (Scotland Act 1993)
- a tenancy of a holding situated out with the crofting counties (within the meaning of section 61 of the Crofters (Scotland Act 1993) to which any provisions of the Small Landholders (Scotland) Acts 1886 to 1931(8)) applies
- a Scottish secure tenancy (within the meaning of section 11 of the Housing (Scotland) Act 2001)
- a short Scottish secure tenancy (within the meaning of section 34 of the Housing (Scotland) Act 2001)
- a 1991 Act tenancy (within the meaning of section 1(4) of the Agricultural Holdings (Scotland) Act 2003)
- a limited duration tenancy (within the meaning of section 93 of the Agricultural Holdings (Scotland) Act 2003)
- a modern limited duration tenancy (within the meaning of section 5A of Agricultural Holdings (Scotland) Act 2003)
- a short, limited duration tenancy (within the meaning of section 4 of the Agricultural Holdings (Scotland) Act 2003)
- a tenancy under a lease under which agricultural land is let for the purpose of its being used only for grazing or mowing during some specified period of the year (as described in section 3 of the Agricultural Holdings (Scotland) Act 2003)
- a private residential tenancy (within the meaning of section 1 of the Private Housing (Tenancies) (Scotland) Act 2016)
- a student residential tenancy

3.4 Licence Types

- 3.4.1 As part of the licensing scheme, there are 4 types of licence which can be applied for. The licence granted must relate to the following:
- (a) Secondary Letting
 - (b) Home Letting
 - (c) Home Sharing; or
 - (d) Home Letting and Home Sharing
- 3.4.2 Home sharing and home letting concern the use of the host or operator's only or principal home whereas secondary letting makes use of a separate premises
- 3.4.3 A separate licence is required for each **premises**. However, a single licence may be issued in respect of unconventional accommodation (not a **dwelling house**) where there is more than one separately bookable property on the site and would be considered on a case-by-case basis.
- 3.4.4 A dwelling house is defined as an independent dwelling (with its own front door, kitchen, bathroom, living facilities) such as a flat, house, cottage etc.
- 3.4.5 Separate licences will not be required for separate rooms let within the same dwelling house. For example, if two separate rooms are let out within the same house, only one licence is required.
- 3.4.6 It should be noted that if a property is licensed as a House of Multiple Occupancy (HMO), if the rooms within are being used as a Short-Term Let then a Licence for this purpose will also be required.
- 3.4.7 Unconventional accommodation relates to accommodation being used for residential purposes, not defined as a dwelling house, for example Glamping Pods.

4. Planning Considerations Prior to Application for STL

4.1 Planning Permission

- 4.1.1 Under provisions within the Licensing Order, a preliminary ground for refusing to consider an application for a Short Term Let is that the use of the proposed premises would constitute a breach of planning controls set out under the Town and Country Planning (Scotland) Act 1997 by virtue of section 123 (1) (a) or (b) of that Act
- 4.1.2 Hosts and operators are, therefore, encouraged to engage with the Council's planning department prior to submitting a licence application to confirm whether they require planning permission or a certificate of lawful use of development.

4.2 Short-Term Let Control Areas

- 4.2.1 Under The Town and Country Planning (Short-term Let Control Areas) (Scotland) Regulations 2021 the Planning Authority can introduce Short-term Let Control Zones which would require any change of use for a premises within the designated zone to obtain planning permission. In addition, Short-term Let Control Areas would require all STL licence applications, for any of the previously mentioned types of licences to have planning permission (where required) before applying for a licence. An application would be refused at the preliminary stage if consent had either not been granted. At present there are no Short-term Let Control Areas in place in South Ayrshire.
- 4.2.2 Should a Short-Term Let Control Area be introduced in the future, there would be a requirement at that point for any existing host where planning permission was not previously required, to take steps to ensure continued compliance. This would mean, that if a Control Area were to come into force during the lifespan of an existing Licence, that host would then be required to apply to the local planning authority for consent. It would become a mandatory condition of the licence to do so, and should a host not take those steps, they would be in breach of the regulations and enforcement action would be taken.
- 4.2.3 Whilst the current position is that South Ayrshire has no Short-Term Let Control Areas, this will remain under constant review, and may change as the regulations take hold. Whilst it should be noted that powers to introduce a Short-Term Let Control Area falls under powers within the Planning Authority and Planning Legislation, a collaborative approach would be undertaken to assess any area which was felt to merit further scrutiny as to whether a STL control area is required and to work together to consult and then submit evidence to Scottish Ministers in line with the Guidance.

5. Handling Applications and Notifications

- 5.1 Applications will require to be submitted online through the Councils website at Payment of the application will also require to be made online and will only be accepted once all supporting information and fully completed application have been submitted. A checklist will be provided to any Host on what information is required as part of that process.
- 5.2 An application will be deemed to be fully submitted when all the required evidential documentation is provided for along with a fully completed application form. Supporting submissions from third party accreditation sources will be accepted as part of this process, such as bodies the host may be part of, for example, Quality in Tourism or Visit Scotland.
- 5.3 Under the terms within the Order, any host applying must display a notice for a period of 21 days beginning with the date on which the application was submitted to the Authority at or near the premises so that it can be conveniently read by the public.

5.4 The notice shall state that an application has been made for a licence, the main facts of the application, that objections and representations in relation to the application may be made and how to make those objections or representations. To assist with this, a template of the Notice will be made available to the applicant when an application is submitted.

5.5 As part of the application process, Hosts are also required to certify compliance that they have displayed the site notice as soon as possible after the 21 days has expired. To assist with this, a template will be provided to the applicant once an application is submitted.

5.6 As part of the application process, we will be required to engage with key stakeholders and as such, any submitted application can be forwarded to be considered by any of the following:

- Police Scotland
- Scottish Fire and Rescue Service
- Planning Service
- Environmental Health
- Building Standards
- Waste Management
- Anti-Social Behaviour Team

5.7 An intelligence risk-based approach will be used when considering the level of scrutiny on an application. For example, as part of application process, digital submission of supporting evidence will be encouraged, such as photos, videos as well as documentation. The authority will have the right to visit any location and may choose to mandate that visits be carried out where a higher number of Short Term Let are present, or that intelligence received would encourage further scrutiny on the suitability of the property.

5.8 When considering the suitability of a property, we want to ensure that the property is safe, of good quality and has sufficient access to facilities for the occupants staying. The following will be taken into account when considering:

- The location, the type and the character of the accommodation
- The condition of the accommodation, with at minimum meeting the Repairing Standard
- Available facilities within the accommodation
- Proposed occupancy levels
- The safety and security of people likely to be staying
- The possibility of undue public nuisance, public order or public safety
- Where there is a risk of affecting the privacy and safety of neighbours

5.9 Occupancy levels will be based on how many bedrooms are available within a property and numbers will not include children under the age of 10. Hosts will need to ensure accurate occupancy of a let as part of their licence conditions. The following guide can be used, however applications can be discussed on a case by case basis:

Bedroom size	Number of guests
1 bedroom (single)	1
1 bedroom (double)	2
2 bedroom (1 single + 1 double)	3 (excluding children under 10)
2 bedroom (2 double)	4 (excluding children under 10)

6. Objections and Representation

6.1 Any member of the public, neighbour or surrounding resident will be able to submit an objection or representation to any proposed Short Term Let Licence application within an area.

6.2 For an objection or representation to be considered it must be submitted to the Authority in writing (email would be preferred), it must specify the grounds of the objection or state the nature of the representation. The name and address of the person making the submission must be given as well as being signed by them, or on their behalf. Finally, it must also be received by the Authority within 28 days from when the notice of application has been displayed. Further guidance will be made available on the Councils website along with information on how to submit an objection

6.3 Any anonymous objection or representation will not be considered

6.4 If an objection or representation is received late, and outside the 28-day period required, this would be considered on a case-by-case basis as whether the submission would be allowed, depending on the circumstances of the late submission.

6.5 Competent grounds for objection to a licensing application include:

- Concerns that an application is inaccurate or misleading
- Concerns about the safety of guests, neighbours, or others
- Concerns about noise or nuisance; and
- Concerns that the application runs contrary to other legal or contractual requirements

6.6 Having poor relations with a host, or not liking Short Term Lets in general would-be examples of invalid grounds for objections, and where an objection does not meet the grounds of 6.5, they can be disregarded.

7. Determining a STL Application

7.1 Determining where no Objection or Representation

- 7.1.1 All named parties (Hosts/Managing Agents/Board) will be subject to a Fit and Proper person check carried out by Police Scotland who will carry out background checks and advise. Further statutory checks will also be carried out on the premises as is necessary.
- 7.1.2 Should there be no adverse comments, or any comments do not bring into question the ongoing fit and properness of the applicants, the application will be determined under delegated authority of the authorised officer.
- 7.1.3 Under the 1982 Act, the authority will have 9 months to determine the Short Term Let licence application from the date it is received with all the required documentation. However, for applications received prior to 1 April 2023 where the Short Term Let was in existence before 1 October 2022, the authority will have 12 months to determine the application. The authority will, where possible, attempt to prioritise new applications where hosts are not able to let until they are determined however this will be resource and demand dependant.

7.2 Determining where delegated approval cannot be made.

- 7.2.1 If the application receives adverse objections/representation or feedback which requires further scrutiny, the application will be referred to the Councils Regulatory Panel made up of Elected Members for determination.
- 7.2.2 Both the applicant and person or persons who have objected or made representation will be invited to this panel to state why their application should be approved, or why the objections or representation are valid. Both parties would be given at least 14 days' notice of the Regulatory Panel hearing. Further information will be provided on how a hearing will be conducted.
- 7.2.3 The Regulatory Panel will be able to ask questions of all parties as well as representatives from stakeholders and will come to a determination on the application. Grounds for refusing an application include:
- Anybody being named on the application being disqualified from holding a licence
 - Anybody named on the application not being a fit and proper person.
 - Some other persons would benefit from this activity who would be refused a licence if they had applied themselves
 - The premises is not suitable or convenient having regard to: -
 - The location, character, or condition of the premises.
 - The nature and extent of the proposed activity
 - The kind of person likely to be in the premises
 - The possibility of undue public nuisance; or
 - Public order or public safety; or
 - There is other good reason to refuse (cannot be applied in a blanket fashion and must be relevant to that case)
 - Unable to demonstrate, or secure compliance of mandatory licence conditions

- Unable to secure compliance of any other conditions the authority would seek to apply on a particular licence.
- 7.2.4 Applications will be heard in public unless required to be taken privately on the grounds of disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973.
- 7.2.5 Should an application be refused, an applicant will not be able to reapply for a licence in the area within one year of that decision, unless there has been a material change in circumstances since the application was refused. Evidence of such, may be required as part of any fresh application.

8. Right of Appeal

- 8.1 An applicant can appeal a negative decision by summary application to the sheriff. This must be done within 28 days from the date of the authority's decision, unless good reason is given for being late. The sheriff would decide on whether to consider a late application.
- 8.2 The sheriff may uphold an appeal if they consider that the authority, in arriving at a decision has erred in law, or that the decision not to approve application is based on incorrect material fact, that the authority has acted contrary to natural justice or have exercised their discretion in an unreasonable manner.
- 8.3 Where the sheriff upholds an appeal, they may ask the authority to reconsider the decision made or change the decision as part of their determination.
- 8.4 Parties should consider their own independent legal advice in relation to an appeal.

9. Licence Duration and Renewal

9.1 Licence Duration

9.1.1 A licence duration will apply from the date on which the licence comes into force. This will be noted on the licence which will also note the expiry date.

9.1.2 A licence will be effective:

- For a period of 3 years from the date the licence comes into force, or
- For a shorter period, where the authority determines otherwise when granting a licence taking into account the provisions of this policy. The authority will set out their reasons for a shorter period when issuing the licence.

9.2 Licence Renewal

9.2.1 When an application to renew a licence is made prior to the expiry of the current one, the existing licence will continue until such time a decision is made on the renewal application.

9.2.2 Scottish Government guidance promotes that unless there are good reasons to, licences should be renewed for a period of 3 years. It would also not be anticipated that renewing licences would be renewed for a period of more than 3 years.

10. Mandatory and Additional Licence Conditions

10.1 The Licensing Order outlines several mandatory conditions which will apply to all Short Term Lets within Scotland and should be noted on the licence itself. Those conditions can be found at appendix 1.

10.2 In addition to the mandatory conditions which are required to be met by all Short Term Lets, authorities can impose additional conditions to a licence. These conditions will be relevant to that Short Term Let and be used to mitigate any local challenges or concerns that may be experienced. A list of additional conditions can be found at appendix 2. It is proposed that all additional conditions will be applied where appropriate to short term lets operating in South Ayrshire

11. Temporary Licences

11.1 The authority has the power to grant temporary licences, for a short period of time of no more than 6 weeks and would be applicable where a host only intends to utilise their

property as a short term let for one of big events (such as the Open Championship) or wishes to trial a potential short term let before applying for a full licence.

11.2 Whilst a temporary licence cannot be renewed, should a host decide to then apply for a full short term let licence, any temporary licence that had been awarded will continue until a full determination is made. Costs would be applicable in that instance for both the temporary licence and the full licence.

11.3 Hosts and operators granted a temporary licence will be expected to adhere to all mandatory and additional conditions that apply to the short term let.

12. Temporary Exemptions

12.1 At this time, the authority will not embark on issuing temporary exemptions for short term lets. This will be reviewed after a period of 3 years.

13. Enforcement and Continued Compliance.

13.1 Complaints about Licensed Short Term Lets

- In the first instance, any guest or neighbour should try to resolve any complaint regarding a Short Term Let by approaching either the Host/Letting Agent or the platform used to advertise the let. Should there be no resolution forthcoming the authority would become involved. The Council accepts this may not always be possible and where a complainer has been unable to contact a host for good reason, we would not refuse to investigate the complaint.
- The authority will consider any complaint or information which may bring into question the fit and properness of the host or other, the suitability of the Short Term Let or any potential breach of licence condition. The Council will aim to respond to complaints within 5 working days and more complex complaints within 20 working days. Where required, complaints may be passed onto other services for input, such as Police Scotland, Scottish Fire and Rescue etc.

- Details of the complaint should be provided in writing to Shorttermlets@south-ayrshire.gov.uk or by post to:
 - Short Term Let Licencing, Riverside House, 21 River Terrace, Ayr, KA8 OAU
- Examples where a complaint may be valid include:
 - The number of people staying in a property;
 - Noise, disturbance or instances of anti-social behaviour;
 - Issues around maintenance, guests in common areas and accumulation of refuse; or
 - Suspected unlicensed short term lets.
- Complaints re quality of guest stay or disputes re agreements between guest and the host, would not be applicable for consideration as this is outside the scope of the licensing scheme.
- Records will be kept of any complaints regarding a host/owner/ agent or property and could be used in any re-determination of the continued suitability of the host or the property as a short term let.

13.2 Enforcement of Licensed Short Term Let

- If a complaint cannot be resolved, the authority may have grounds to take further enforcement action against a licensed Short Term Let. This may involve the inclusion of additional conditions upon a licence and/or the issuing of an enforcement notice. The authority may also consider whether there are grounds to refer a licence to Regulatory Panel for consideration on suspending or revoking the licence.
- [If complaints are extremely serious, the authority may seek pursuing of a prosecution.]
- Should an enforcement notice be served, it must clearly set out the reasons a breach has occurred, what requires to be done to resolve this breach and by which date this matter must be resolved. A failure to provide a remedy may result in further enforcement action being taken, such as seeking to have the licence suspended or revoked.
- Where a visit is carried out to the let property following a complaint and where it results in a determination that there has been a breach of licence conditions, the licence holder may be charged a fee for the visit.

13.3 Unlicensed Short Term Let

- With the introduction of regulation, it will become a criminal offence to conduct short term let activity without having a licence or without having a reasonable excuse to be unlicensed.
- As referenced in section 2, the Scottish Government have provided information on important dates that authorities, hosts, and agents acting on behalf of should give due regard to. A summary explains that.
 - From 1st October 2022, New Hosts cannot accept bookings or operate a short term let until a licence application has been determined.
 - Existing hosts must apply for a licence by the 1st of April 2023 at the latest.
 - Existing hosts operating before the 1st of October 2022 will be allowed to continue hosting whilst an application is being determined and it was submitted prior to 1st April 2023.
 - By 1st July 2024 all short term let should be licensed, and hosts should not operate if not determined by this point.
- The authority will manage and maintain a public register of all short term lets licensed in its area. This register will be made available and will be reported to the Scottish Government on a quarterly basis.

13.4 Other Compliance Considerations

- All hosts will receive a unique licence number upon approval. They will be responsible for ensuring this is provided as part of any advert relating to their short term let.
- Hosts and those managing property on their behalf will be responsible for ensuring continued compliance with all mandatory and additional conditions within a licence. Any failure to comply may result in enforcement action and may constitute a criminal offence.
- The licence holder will be responsible for ensuring the details of the licence are kept up to date. It will be a breach of such and may constitute a criminal offence not to notify the authority of a material change in circumstances.
- The authority has the power to carry out site visits as part of the application process, or during a licence as well as ask for up to date relevant paperwork at any time to ensure continued compliance.

14. Suspension or Revocation of Licence

14.1 If upon receipt of a complaint, that has been found to be true, or a breach of licence condition or other, the authority can seek to suspend or revoke the licence.

14.2 The grounds for suspension or revocation may include but are not limited to the following:

- the licence holder is no longer a fit and proper person to hold the licence.
- the licence holder is managing the property on behalf of someone who would have been refused the grant or renewal of the licence.
- the short-term let is causing or is likely to cause undue public nuisance or a threat to public order or public safety; or
- a condition of the licence has been contravened.

14.3 Where the authority revokes a licence, no further application can be made by that host or operator in the area within one year of the date of revocation.

15. Variation of Licence

15.1 At any point through the duration of a short term let licence, the licence holder may make a request to the Council for a variation to the licence. There will be no requirement for this variation to be advertised, however the authority would consult with stakeholders as mentioned in 5.6. A charge will be applicable.

15.2 Examples of where a request to vary a licence would be applicable include:

- New owner/host or managing agent operating the let
- Requesting to amend the occupants within a licence
- Any changes to the structure of a property.

16. Equality

16.1 The 2010 Act introduced a new public sector equality duty which requires public authorities to try and eliminate discrimination; promote equality and good relations across a range of protected characteristics.

16.2 Prior to the Cabinet making the decision to on the short term let policy an equality impact assessment will be undertaken. This can be viewed [insert once finalised]

17. Fees

- 17.1 Authorities are required to charge fees in respect of processing and determining, the consideration of applications, the issue of duplicate licences and other matters. They must ensure that the fees are sufficient to cover their administrative expenses and are reviewed periodically
- 17.2 Fees will be non-refundable due to the costs incurred to the authority in the determination of the licence application
- 17.3 Fees for a short term let licence will vary dependant on the type of licence being applied for and the maximum occupancy.
- 17.4 Fees are proposed as.

	Max Occupancy (up to 4)	Max Occupancy (5 or more)
New Licence		
Secondary Let	£250.00	£400.00
Home sharing or Home Letting (or both)	£125.00	£250.00

	Max Occupancy (up to 4)	Max Occupancy (5 or more)
Renewal Licence		
Secondary Let	£200.00	£350.00
Home Sharing or Home Letting (or both)	£75.00	£200.00

Othe Applicable Fees	Cost
Temporary licence	£100.00
Variation	£75.00
Replacement/Duplicate licence	£50.00

Appendix 1 – Mandatory Conditions.

Agents

1. Only those named as a holder of the licence can carry out the day-to-day management of the short-term let of the premises.

Type of licence

2. The holder of the licence may only offer the type of short-term let for which the licence has been granted.

Fire safety

3. The holder of the licence must ensure the premises has satisfactory equipment installed for detecting, and for giving warning of—

- (a) fire or suspected fire, and
- (b) the presence of carbon monoxide in a concentration that is hazardous to health.

4. The holder of the licence must keep records showing that all upholstered furnishings and mattresses within the parts of the premises which are for guest use, or to which the guests are otherwise permitted to have access, comply with the Furniture and Furnishings (Fire Safety) Regulations 1988

Gas safety

5. Where the premises has a gas supply—

- (a) the holder of the licence must arrange for an annual gas safety inspection of all gas pipes, flues, and appliances in the premises,
- (b) if, after an annual inspection, any appliance does not meet the required safety standard, the holder of the licence must not allow a short-term let of the premises until the works necessary to bring the appliance to the required safety standard have been carried out.

Electrical safety

6. Where there are electrical fittings or items within the parts of the premises which are for guest use, or to which the guests are permitted to have access, the holder of the licence must—

- (a)ensure that any electrical fittings and items are in—
 - (i)a reasonable state of repair, and
 - (ii)proper and safe working order,
- (b)arrange for an electrical safety inspection to be carried out by a competent person at least every five years or more frequently if directed by the competent person,
- (c)ensure that, following an electrical safety inspection, the competent person produces an Electrical Installation Condition Report on any fixed installations,

- (d)arrange for a competent person to—
 - (i)produce a Portable Appliance Testing Report on moveable appliances to which a guest has access, and
 - (ii)date label and sign all moveable appliances which have been inspected.

7. In determining who is competent, the holder of the licence must have regard to guidance issued by the Scottish Ministers under section 19B (4) of the Housing (Scotland) Act 2006(2).

Water safety: private water supplies

8. Where the premises are served by a private water supply, the licence holder must comply with the requirements on the owners of private dwellings set out in the Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017

Water safety: legionella

9. The holder of the licence must assess the risk from exposure to legionella within the premises, whether the premises are served by a private water supply.

Safety & repair standards

10.(1) The holder of the licence must take all reasonable steps to ensure the premises are safe for residential use.

(2) Where the premises are subject to the requirements of Chapter 4 of Part 1 of the Housing (Scotland) Act 2006, the holder of the licence must ensure that the premises meet the repairing standard.

Maximum Occupancy

11. The licence holder must ensure that the number of guests residing on the premises does not exceed the number specified in the licence.

Information to be displayed

12. The holder of the licence must make the following information available within the premises in a place where it is accessible to all guests—

- (a)a certified copy of the licence and the licence conditions,

- (b) fire, gas, and electrical safety information,
- (c) details of how to summon the assistance of emergency services,
- (d) a copy of the gas safety report,
- (e) a copy of the Electrical Installation Condition Report, and
- (f) a copy of the Portable Appliance Testing Report.

Planning Permission

13. Where the premises is in a short-term let control area for the purposes of section 26B of the Town and Country Planning (Scotland) Act 1997 (“the 1997 Act”), the holder of the licence must, where the use of the premises for a short-term let requires planning permission under the 1997 Act, ensure that either—

- (a) an application has been made for planning permission under the 1997 Act and has not yet been determined, or
- (b) planning permission under the 1997 Act is in force.

Listings

14.(1) The holder of the licence must ensure that any listing or advert (whether electronic or otherwise) for the short-term let of the premises includes—

- (a) the licence number, and
- (b) a valid Energy Performance Certificate rating if an Energy Performance Certificate is required for the premises, in accordance with the Energy Performance of Buildings (Scotland) Regulations 2008

(2) The holder of the licence must ensure that any listing or advert (whether electronic or otherwise) for the short-term let of the premises is consistent with the terms of the short-term let licence.

Insurance

15. The holder of the licence must ensure that there is in place for the premises—

- (a) valid buildings insurance for the duration of the licence, and
- (b) valid public liability insurance for the duration of each short-term let agreement.

Payment of fees

16. The holder of the licence must pay any fees due to the licensing authority in respect of the licence on demand.

False or misleading information

17. The holder of the licence must not provide any false or misleading information to the licensing authority.

Interpretation

18. In this schedule—

“Electrical Installation Condition Report” means a report containing the following information—

- (a) the date on which the inspection was carried out,
- (b) the address of the premises inspected,
- (c) the name, address and relevant qualifications of the person who carried out the inspection,
- (d) a description, and the location, of each installation, fixture, fitting, and appliance inspected,
- (e) any defect identified,
- (f) any action taken to remedy a defect,

“Energy Performance Certificate” means a certificate which complies with regulation 6 of the Energy Performance of Buildings (Scotland) Regulations 2008,

“Gas safety report” means a report containing the following information—

- (a) the date on which the appliance or flue was checked,
- (b) the address of the premises at which the appliance or flue is installed,
- (c) a description of and the location of each appliance or flue checked,
- (d) any safety defect identified,
- (e) any remedial action taken,
- (f) confirmation that the check undertaken complies with the requirements of an examination of—
 - (i) the effectiveness of any flue,
 - (ii) the supply of combustion air,
 - (iii) subject to head
 - (iv), its operating pressure or heat input or, where necessary, both,
 - (iv) if it is not reasonably practicable to examine its operating pressure or heat input (or, where necessary, both), its combustion performance,
 - (v) its operation so as to ensure its safe functioning,
 - (g) the name and signature of the individual carrying out the check, and
 - (h) the registration number with which that individual, or that individual’s employer, is registered with a body approved by the Health and Safety Executive for the purposes of regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998,

Appendix 2 – Additional Conditions

Anti-Social Behaviour

1. The licence holder must take reasonable steps to manage the premises in such a way as to seek to prevent and deal effectively with any antisocial behaviour by guests to anyone else in the short-term let and in the locality of the short-term let.
2. The licence holder must take reasonable steps to:
 - ensure that no disturbance or nuisance arises within or from the premises, for example by explaining the house rules to the guests.
 - deal effectively with any disturbance or nuisance arising within or from the premises, as soon as reasonably practicable after the licence holder is made aware of it; and ensure any vehicles belonging to guests are parked lawfully, for example explaining where any designated parking spaces are to be found and highlighting any local rules.

Privacy and Security

1. The licence holder must manage the premises in such a way as to respect and protect the privacy and security of neighbours.
2. The licence holder must ensure:
 - guests know and understand any rules applying to shared areas and entrances.
 - guests understand that shared doors should be properly and securely closed after use; and the provision of access codes or keys to guests cannot be used by guests to gain access to shared areas after they have finally departed.
 - Guests are aware if private parking bays are in use and avoid using other spaces than those dedicated to the short term let.

Noise

1. The licence holder must ensure that the bedrooms, living room and hallway in the premises are carpeted. **(This condition may be imposed in instances of flatted accommodation with pre-existing laminate flooring where complaints received regarding noise)**

2. The licence holder must ensure that noise monitoring equipment [of type x] is maintained in full working order [in location y] and that the maximum reading does not exceed [a] decibels between 7 am and 11 pm, nor [b] decibels between 11 pm and 7 am. **(this condition may be imposed following investigation or through representation at application stage of issues of noise from a particular property)**

3. The licence holder must take reasonable steps to ensure that guests do not first arrive or finally depart from the property between the hours of 11 pm to 7 am. The licence holder must advise guests of this as part of their booking terms and conditions.

(Note: “reasonable steps” allows for exceptions, such as significantly delayed transport.)

4. Where properties are located in blocks of accommodation, with shared access and communal areas, steps should be taken to install door closures to reduce noise from doors unduly causing a disturbance.

5. Licence holders must take steps to ensure guests to not play amplified music after the hours of 11pm within the property and any external garden areas if provided. (this condition may be imposed following investigations into noise complaints or at application stage of a particular property.)

4.

Littering and Waste Disposal

1. The licence holder must provide adequate information on, and facilities for, the storage, recycling, and disposal of waste.

2. The licence holder must advise guests of:

- their responsibilities.
- the use of the bins / sacks provided for the premises; and
- the location of the nearest recycling centre or recycling point.

3. The licence holder must:

- clearly label bins as belonging to the premises.
- ensure that guests manage their waste in compliance with (2), including when they depart; and maintain the bin storage area and the exterior of the premises in a clean and tidy condition.

Damage to Property

1. The licence holder must not affix a key box, or other device to facilitate guest entry to the property, to any public or jointly owned private infrastructure without prior written permission of the relevant authority or owner(s). The licence holder must be able to produce the permission to the licensing authority on request.

Maintenance of Property.

1. Where there is a solid fuel appliance within the premises (i.e., wood burning stove), the holder of the licence shall ensure:

- i. the chimney/flue associated with the appliance is inspected and cleaned annually by a suitably competent person.

ii. a record of the annual inspection and cleaning of the flue can be produced, on request by the Council

2. Where there is a hot tub provided at the premises, the holder of the licence shall ensure:

i. that it is suitably located and maintained to ensure it can be safely operated and used by guests.

ii. that suitable and sufficient cleaning and disinfection procedures are in place.

iii. that guests are provided with clear instructions on its safe use and any restrictions on its use.

iv. that it is kept securely covered when not in use.

**South Ayrshire Council
Equality Impact Assessment including Fairer Scotland Duty**

Section One: Policy Details*

Name of Policy	Short Term Let Licensing Scheme, South Ayrshire Council
Lead Officer (Name/Position)	Chris Carroll, Private Sector and Landlord Registration Officer
Support Team (Names/Positions) including Critical Friend	Geraldine McGivern, Equalities Officer Kevin Anderson, Service Lead, Policy, Performance and Community Planning

*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 aims of the policy?	<p>The aims of the licensing scheme are:</p> <ul style="list-style-type: none"> • to ensure all short-term lets are safe; • to facilitate licensing authorities in knowing and understanding what is happening in their area; and • to assist with handling complaints and address issues faced by neighbours effectively.
What are the intended outcomes of the policy?	<p>The intended outcomes of the scheme are:</p> <ul style="list-style-type: none"> • All short term lets within the Local Authority are licenced, that hosts/agents managing accommodation are fit and proper to do so, and that properties are safe and fit for occupation • That the Local Authority are aware of where short term lets are within their area, are satisfied they are safe for let and can respond to any issues that may arise. • That mitigations can be put in place to help alleviate any concerns or issues experienced by neighbours and local communities to short term lets being present in their area.

Section Two: What are the Likely Impacts of the Policy?

<p>Will the policy impact upon the whole population of South Ayrshire and/or particular groups within the population? (please specify)</p>	<p>This policy will have an impact primarily on hosts/agents of properties that are being utilised as short term lets, as well as the neighbours/residents who have property in the immediate vicinity of a short term let. There will also be an impact expected on guests staying in short term let property as accommodation will require to meet a safety and quality standard prior to let.</p>
--	--

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.

Protected Characteristics	Positive and/or Negative Impacts
<p>Age: Issues relating to different age groups e.g. older people or children and young people</p>	<p>No likely positive or negative impact.</p>
<p>Disability: Issues relating to disabled people</p>	<p>No likely positive or negative impact.</p>
<p>Gender Reassignment – Trans/Transgender: Issues relating to people who have proposed, started or completed a process to change his or her sex</p>	<p>No likely positive or negative impact.</p>
<p>Marriage and Civil Partnership: Issues relating to people who are married or are in a civil partnership</p>	<p>No likely positive or negative impact.</p>
<p>Pregnancy and Maternity: Issues relating to woman who are pregnant and/or on maternity leave</p>	<p>No likely positive or negative impact.</p>
<p>Race: Issues relating to people from different racial groups,(BME) ethnic minorities, including Gypsy/Travellers</p>	<p>No likely positive or negative impact.</p>

Religion or Belief: Issues relating to a person's religion or belief (including non-belief)	No likely positive or negative impact.
Sex: Issues specific to women and men/or girls and boys	No likely positive or negative impact.
Sexual Orientation: Issues relating to a person's sexual orientation i.e. LGBT+, heterosexual/straight	No likely positive or negative impact.

Equality and Diversity Themes Relevant to South Ayrshire Council	Positive and/or Negative Impacts
Health Issues and impacts affecting people's health	In some instances, a short term let can have an impact on surrounding neighbours and residents' mental health due to stress associated with Anti-Social Behaviour and malpractice of accommodation use as well as other situations. The implementation of this policy and scheme, with the enforcement tools included could help mitigate some of these issues by allowing the local authority to include additional licencing conditions aimed at reducing instances of these issues and being able to hold a host to account should conditions be breached.
Human Rights: 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.	One aspect of this policy will be to help provide protections to neighbours, residents of properties where they feel that their right to privacy is being reduced due to consequences associated with the provision of short term let, such as the volume of tenancy turnover, the amount of other services which may visit a property (such as cleaning companies), personal spaces being used such as designated car parking spots or unknown persons trying to get access to a communal area. The policy and scheme will allow for the inclusion of additional licence conditions which may help mitigate some of these concerns.

Socio-Economic Disadvantage	Positive and/or Negative Impacts
Low Income/Income Poverty: Issues: cannot afford to maintain regular payments such as bills, food and clothing.	No likely positive or negative impact.
Low and/or no wealth: Issues: enough money to meet basic living costs and	No likely positive or negative impact.

<p>pay bills but have no savings to deal with any unexpected spends and no provision for the future</p>	
<p>Material Deprivation: 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>The policy and the wider licencing scheme places a requirement for properties being used as short term lets to meet a required safety and quality standard prior to being let. This means that properties should be brought maintained to a decent standard along with provisions in place should there be a requirement for any repairs to be carried out. Properties will require to have appropriate provision for the detection of smoke, fire and carbon monoxide, have a regular electrical safety installation condition report carried out as well as portable appliance testing. Properties will also be expected to be in a good condition of repair including communal areas such as landings, security doors etc. These provisions and requirements should have a net positive affect on the surrounding local area.</p>
<p>Area Deprivation: Issues: where you live (rural areas), where you work (accessibility of transport)</p>	<p>The policy may have a positive impact on areas as will ensure that properties being used within a location are safe, warm, and fit for purpose and that the host or agent managing the property are fit to do so. It will also allow for the support of promotion of an area as a tourist destination should we be able to claim that all short term lets within an area, regardless of location are compliant, meet the needs of the guest staying within and support the local economy, especially in more rural areas where the inclusion of short term lets may help boost local trade and economies, for example in villages in rural south which may be used as bases for hill walkers etc?</p>

Section Three: Evidence Used in Developing the Policy

<p>Involvement and Consultation In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? Who did you involve, when and how?</p>	<p>There have been several involvements with the sector regarding the development of this policy which include:</p> <ul style="list-style-type: none"> • Physical meetings with agents who deliver short term lets within the area Physical meetings with concerned resident groups regarding issues experienced by short term let • Working group, local authority and at national level regarding the implementation of the scheme • Wider online consultation on the draft policy which has been advertised online and also sent to booking sites for comment such as Airbnb,
--	--

	Vrbo and the Association of Scotland Self-Caters as well as all concerned parties mentioned above.
<p>Data and Research</p> <p>In assessing the impact set out above what evidence has been collected from research or other data. Please specify what research was carried out or data collected, when and how this was done.</p>	<p>Research has been provided by the Scottish Government as well as some focussed information relating to experiences within other cities, such as the City of Edinburgh where short term lets are more prevalent and this ties in with some first-hand accounts experienced here in South Ayrshire which has helped develop our policy approach. Our wider understanding of the impact of short term lets within our area will become more apparent as the scheme beds in and this is one of the key objectives of the implementation of the regulations across Scotland.</p>
<p>Partners data and research</p> <p>In assessing the impact(s) set out in Section 2 what evidence has been provided by partners?</p> <p>Please specify partners</p>	<p>A number of stakeholders have been involved in the development of our policy, through discussion, provision of information, first hand accounts of experiences as well as some research provided for by the Scottish Government as part of their reasoning for the implementation of the regulation. Stakeholders therefore include:</p> <ul style="list-style-type: none"> • Local Hosts/agents • Local resident groups • South Ayrshire working group made up of (ASB, Legal and Licencing, Planning, Environmental Health, Waste Management) • National working groups associated with implementation of the licencing schemes.
<p>Gaps and Uncertainties</p> <p>Have you identified any gaps or uncertainties in your understanding of the issues or impacts that need to be explored further?</p>	<p>As this is new regulations, it may be that there will be issues or concerns that have not been addressed which will come to light as the schemes bed in across the Local Authority and at a National Level. The regulations make clear that one of the objectives is for Authorities to better understand the provision of short term lets within their area and to target resources effectively to manage any issues that are associated with, this will mean reflection has to be required as the policy beds in and refreshed as appropriate.</p>

Section Four: Detailed Action Plan to address identified gaps in:

- a) evidence and
- b) to mitigate negative impacts

No.	Action	Responsible Officer(s)	Timescale
1	Understanding and licencing of all short term let within South Ayrshire.	Chris Carroll	July 2024 (final date for all to be licenced)
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?	September 2022
When will the policy be reviewed?	Every 3 years
Which Panel will have oversight of the policy?	Cabinet

Section 6

South Ayrshire Council

Appendix

Summary Equality Impact Assessment Implications & Mitigating Actions

Name of Policy:South Ayrshire Council, Short Term Let Licencing.....

This policy will assist or inhibit the Council’s ability to eliminate discrimination; advance equality of opportunity; and foster good relations as follows:

<p>Eliminate discrimination</p> <p>The policy should help provide mitigations to support resident, neighbours and communities where short term lets are present and ensure that hosts and properties are meeting relevant standards which will allow the promotion of the sector in a positive light as well as providing protections for local groups.</p>
<p>Advance equality of opportunity</p> <p>The policy will allow the authority to promote that all short term lets are being held to a consistent standard and that any host not meeting their obligations could be subject to enforcement action.</p>
<p>Foster good relations</p> <p>The policy aims to provide a balance providing protections to neighbours, residents and local communities alongside trying to allow for the provision of good quality accommodation with protections in place to help with any concerns and issues with the aim of maintain relationships and hosts right to provide accommodation.</p>
<p>Consider Socio-Economic Disadvantage (Fairer Scotland Duty)</p> <p>The policy could provide positive impacts especially with the requirements for accommodation to be meeting relevant standards which has a knock on positive impact to the wider area as well as positive impacts to local tourism and rural economies.</p>

Summary of Key Action to Mitigate Negative Impacts	
Actions	Timescale
Understanding and licencing of all short term let within South Ayrshire.	July 2024

--	--

Signed:Kevin Anderson.....Service Lead

Date: ..26/7/22.....

Consultation Analysis
Short Term Let Draft Policy

Contents

1. Introduction.....	3
2. Respondents.....	4
3. Consultation Responses.....	4
3.1 Definitions.....	4
3.2 Planning Considerations Relating to Short Term Let.....	4
3.3 Handling of Applications and Notifications	5
3.4 Objections and Representation.....	6
3.5 Determining a Short Term Let Application	6
3.6 Right of Appeal.....	6
3.7 Licence Duration and Renewal.....	7
3.8 Mandatory and Additional Licence Conditions	7
3.9 Temporary Licences	8
3.10 Temporary Exemptions	8
3.11 Enforcement and Continued Compliance.....	8
3.12 Suspension and Revocation of Licence	9
3.13 Variation of Licence.....	9
3.14 Equality.....	10
3.15 Fees	10
3.16 Appendix 1 – Mandatory Conditions	10
3.17 Appendix 2 – Additional Conditions.....	11
3.18 Additional Comments.....	11
4. Conclusion.....	12

1. Introduction

1.1 This consultation follows on from face-to-face sessions held with interested parties and stakeholders of Short Term Lets and has focused on the draft policy which has been drafted in line with Scottish Government guidance on the implementation of Short Term Lets in an area and with feedback considered from those face-to-face sessions.

1.2 Sessions held previously included:

- Meeting with concerned residents' groups
- Meeting with major host operator in South Ayrshire
- Professional stakeholder engagement with services including:
 - Planning
 - Legal and Licencing
 - Environmental Health
 - Waste Management
 - Anti-Social Behaviour Team
 - ICT
 - Police Scotland
 - Scottish Fire and Rescue
- National housing network sessions.
- Multi-Local Authority sessions.

1.3 From this initial consultation phase, the draft policy has been constructed and issued for local communities, involved players, stakeholders, hosts, and host booking websites the opportunity to comment on.

1.4 The consultation comprised an online survey asking respondents to provide their views and comments relating to each section of the draft policy. The consultation has been shared by our central communications team through our online social media channels, our main housing social media channel, as well as email out to all registered landlords operating in South Ayrshire who may also have other properties as well as to registered self-catering accommodation owners who have supplied email details with Non-Domestic Rates. Direct contact was also made to Airbnb, Vrbo who are the main host advertising sites, The Association of Self Caters Scotland (assc) as well as to the concerned residents' groups and local hosts.

2. Respondents

2.1 The consultation generated 40 responses from a cross-section of players with an interest in the sector. Analysing post-code level data would suggest that the responses have been received from areas where there are higher prevalence's of Short Term Let. There have also been responses received from organisations who have responded on behalf of their members.

Responder	Number
Organisation	2
Short-Term Let Host	17
Short-Term Let Business Representative	3
Individual	15
Other	3
Total	40

3. Consultation Responses

3.1 Definitions

Consultation question	Responders were asked to consider the section on definitions of Short Term Lets and to provide comments.
Responder comments	Regarding this section, most responders either left unanswered or provided "no comment", one comment from an individual has suggested that the definitions are not clear enough or easily understood as well as comments regarding the use of home sharing being included within the legislation.
Council response/action	The definitions as provided within the policy document are lifted from the Licencing Order itself as well as the Scottish Government issued guidance for Local Authorities on implementation of schemes. However, to help with understanding all parts of the process, FAQ's and other information documents will be created to help.

3.2 Planning Considerations Relating to Short Term Let

Consultation question	Responders were asked to consider the section relating to planning considerations which also includes comments on Short Term Let Control Areas.
Responder comments	This section generated conflicting views depending on the responder, for example, responses from organisations representing hosts or hosts, are satisfied that at this time the Council would not intend to introduce control areas, arguing that any introduction should be based on clear evidence and reliable data. Other responses indicate that the Council should move to introduce control areas due to negativity associated with lets in areas where perhaps more prevalent, such as South Harbour in

	Ayr as well as suggesting that properties located within blocks of flats as to be unsuitable as STL generally.. Also, more information is being sought of what consent may be required and in what scenarios.
Council response/action	<p>The licencing scheme is intended to bring accountability and regulation to the Short Term Let sector as well as allowing Local Authorities the opportunity to gain further knowledge about lets in their local area, be provided the legislative tools to hold malpractice to account and to give communities the opportunity to comment on any proposed let within their area. Whilst, at the inception of the scheme, there are no areas proposed as a Short Term Let Control Area, this will be kept under constant review through dialogue with residents and groups, as well as data gathering as the scheme beds in. Both Planning and the Housing Policy and Strategy Team will oversee this. Also, further information as part of FAQ's and application process will help mitigate some queries relating to planning considerations.</p> <ul style="list-style-type: none"> • Text at 4.2.3 amended as per responses relating to how services should be working together relating to investigating and considering control areas.

3.3 Handling of Applications and Notifications

Consultation question	Responders were asked to consider the section on handling of application and notifications.
Responder comments	Comments ranged from organisational views that any host that has accreditations with bodies should be fast-tracked through the application process to help ease the burden of the Council on processing times, other comments from individuals suggest that more information should be made available in relation to the displaying of notices, consideration of other factors and timescales to determine. Also comments from hosts surrounding the provision of information and documentation to support applications, along with templates to do so. Comments from community associations also reflected further clarity on the suitability of a property/max occupancy and notifications.
Council response/action	<p>Our aim will be to make the process of applying and determining the suitability of a property/host as simple as possible, however there are pre-determined actions that are required and stakeholder engagement that would be needed, regardless of accredited status or not, licences would also not automatically be granted without stakeholders having the ability to comment on and local community views not being heard. Hosts will also be required to display a notice of the intention to use property, to allow community the opportunity to comment on.</p> <ul style="list-style-type: none"> • Added additional comments with the inclusion of para 5.8 and 5.9 which relates to assessing suitability and proposed maximum occupancy levels.

3.4 Objections and Representation

Consultation question	Responders were asked to consider the section on objections and representation
Responder comments	A range of views received, organisations and hosts articulating that any objections require to be well reasoned and well evidenced and length of time a STL has been present should be considered as part of that process, individuals responding agree with the approach of objections and representation suggesting for example that items such as title deed conditions should be considered when determining the suitability of a property.
Council response/action	The guidance makes clear and is reference in the policy what can be dismissed as vexatious objections which can be discounted; however, our approach will be to allow the community the opportunity to be heard, and should a requirement be to refer to the Councils Regulatory Panel for decision, this will be carried out. <ul style="list-style-type: none"> 6.2 has additional wording to advise that guidance will be made available on the website outlining how objections can be made.

3.5 Determining a Short Term Let Application

Consultation question	Responders were asked to consider the section on Determining a Short Term Let Application
Responder comments	Queries raised over timescales to determine an application being excessive and the ability to continue to operate whilst a licence is being determined were raised by most responders across organisations, hosts and individuals. Also clarity being sought on what the regulatory panel is made up of as well as wordings related to grounds of refusal.
Council response/action	The timescales allowed to determine an application are set within the Licencing Order as well as the guidance supplied by the Government, however lengths will be taken to try and process as applications as timeously as possible. The order is quite clear in what scenarios a host can continue to operate in, however supporting information will be provided as part of application processes. <ul style="list-style-type: none"> 7.2.1 updated to confirm that Regulatory panel is made up of elected members. 7.2.2 updated to reflect that further information will be created to help understand what happens and the process at panel hearing.

3.6 Right of Appeal

Consultation question	Responders were asked to consider the section on Right of Appeal and provide comments
Responder comments	Many of the comments centred around the time scales provided for appeals, who the appeal is made to and from an individual responder that there is no provision within the policy for appeal of

	a licence being granted. There was also comment around the provision of when an application is refused, how will the 1-year time limit be monitored.
Council response/action	The timescales, provided within the policy and the mechanism to do so are in line with the provisions within the Licencing Order and are based on those, the Licencing order does not provide scope for appeals of a licence being granted, however there are mechanisms within the scheme, should any conditions of a licence be broken to revisit and consider further enforcement action which may lead to a request for the licence to be reviewed by the regulatory panel.

3.7 Licence Duration and Renewal

Consultation question	Responders were asked to consider the section on Licence Duration and Renewals
Responder comments	Most responders replied with a “no comment” for this section however an organisation did comment that more information should be provided on the reasons the regulatory panel may decide to grant a licence for less than the 3-year period.
Council response/action	The licencing order and the scheme suggests that licences should be issued for up to a period of 3 years and licencing authorities can determine what is appropriate. In most circumstances, should an application not require to be considered by regulatory panel, a 3-year licence will be granted, however it may be that an application that has received objections or representations and has been referred to panel, whilst trying to balance the concerns of the community, they could use their powers to grant a licence of shorter period, to be renewed at an earlier date. As part of the application process, we will endeavour to provide information to help support applications.

3.8 Mandatory and Additional Licence Conditions

Consultation question	Responders were asked to consider the section on Mandatory and Additional Licence Conditions and submit comments.
Responder comments	Comments received from hosts and organisations representing hosts more surrounded the additional conditions which can be imposed on a host/property and the need for evidence required to include these within a licence. Also comment on the introduction on conditions relating to noise and anti-social behaviour specifically was highlighted as potential hard to enforce and expensive for a host should they have to take remedial action (for example, carpeting a property).
Council response/action	The ability to include additional conditions on a licence is a much-required tool, to help provide balance of protections to residents and neighbours and their inclusion would be on a case-by-case basis, predicated by the nature of the let, where it is located, any previous history of issues etc and. Following on from the feedback from the consultation we will be seeking cabinet to mandate that all conditions be imposed at point of licence with non applicable

	ones specific to that property being removed. As the scheme progresses, we will endeavour to provide supporting information and FAQs to help with the understanding and reasons for conditions.
--	---

3.9 Temporary Licences

Consultation question	Responders were asked to consider the section on Temporary Licences and provide comments
Responder comments	Responses for this question were only received from hosts and organisations with an interest in short term lets. Questioning why they would be required, the negative impact they may have on ability to let accommodation for short periods of time, timescales for making decisions as well as could they be abused.
Council response/action	The Council will intend to move forward with the introduction of temporary licences for short periods of times. These will be more prevalent during more major events and occasions, such as The Open in 2024 as an example. We would expect that any person looking to take advantage of this be required to meet the same minimum standards of any long-term provider, that they are suitable to host as is their property. the process will not be as intrusive and the fee will reflect this, and should a host wish to continue to then let out their property, a full licence application would require to be submitted.

3.10 Temporary Exemptions

Consultation question	Responders were asked to consider the section Temporary Exemptions and provide comments on.
Responder comments	Most answered this question with “no comment” however comments received from organisations supporting short term lets did add that they would be in favour of temporary exemptions over temporary licences, and this should not be reviewed after 3 years but left open for more immediate consideration
Council response/action	The intention will be to review after 3 years the success of temporary licences and consider again at that point once the scheme has bedded in and a near full licencing cycle has been carried out.

3.11 Enforcement and Continued Compliance

Consultation question	Responders were asked to consider the section on Enforcement and Continued Compliance and provide comments.
Responder comments	Responses were received from individuals and from organisations representing hosts regarding this section, individuals concerned that the as the policy describes, complaints should where possible be attempted to be resolved by contacting the host, or the booking site direct in the first instance and that this may actual

	<p>make it difficult for authorities to hold host to account as due to the nature of the lets, the problem may have resolved naturally when the current occupant leaves. Conversely, host representatives wouldn't be advocating for unannounced visits from Council teams relating to complaints made about their property and a more planned approach, especially if visits are required. There was further comments from community association groups suggesting the wording required to be changed and there should be more onus on the Council to become involved at an earlier stage. Further information on responding to complaints and would counts as a valid complaint were also suggested.</p>
Council response/action	<p>It is clear in the guidance provided by the Scottish Government and our policy, that where possible, resolutions should in the first instance be sought by contacting the host direct to inform them of any concerns. Where this can't be done we will become involved. Part of the enforcement process will rely on building pictures or noticing patterns of misbehaviours at properties which would help build cases where hosts are not meeting their obligations. Visits would be carried out in a planned manner and wherever possible we would link in with the host prior to visiting.</p> <ul style="list-style-type: none"> • Amended text 13.1.1 to reflect that whilst we would hope residents would attempt to contact the host in the first instance, that this would not always be possible, and the Council would become involved. • Amended text 13.1.2 to reflect timescales for responding to complaints • Amended 13.1.3 to add address for written complaints. • Added new paragraph 13.1.4 to provide examples of reasonable grounds to complain.

3.12 Suspension and Revocation of Licence

Consultation question	Responders were asked to consider the section on Suspension and Revocation of Licence and provide comments
Responder comments	Comments received here prominently from hosts or organisations on behalf of hosts and centre on the grounds included in the policy in which a licence could be suspended or revoked.
Council response/action	The grounds included within the policy are lifted from the Licencing Order and in line with Scottish Government guidance.

3.13 Variation of Licence

Consultation question	Responders were asked to consider the section on Variation of Licences and provide comments
Responder comments	Comments were sought on the clarity of what can be varied on a licence.
Council response/action	A host could request a variance to the licence, such as a change of managing agent, or wish to reduce the number of occupants

	<p>licenced for, whilst this would not require to be advertised to surrounding neighbours or residents, we would carry out stakeholder engagement regarding any proposed change.</p> <ul style="list-style-type: none"> • Reworded paragraph 15.1 to reflect comments • added paragraph 15.2 to provide examples of variance.
--	---

3.14 Equality

Consultation question	Responders were asked to consider the section on Equality and provide comments
Responder comments	There were no comments of note in this section
Council response	Whilst no comments of note to respond to, it is worth noting that the Council has carried out a full Equalities (including the Fairer Scotland Duty) Impact Assessment which has been submitted as part of the panel report on this policy.

3.15 Fees

Consultation question	Responders were asked to consider the section on Fees and provide comments
Responder comments	Comments received in this section were from organisations representing host and hosts themselves, comments ranged from them being reasonable and proportionate, to keeping under review to ensure best value is being achieved. There is also some confusion over what fees represent which licence and are any discounts likely to be applied (for example if there was more than one property in a building).
Council response	The intention will be to keep the fees under a regular review to ensure they are proportionate but also balance the requirement to provide for the scheme. It is noted that further work may be required to make the fee scale more easily understood and we will take this forward as part of application and marketing of the scheme. The guidance is clear though that in most cases, a licence will be required per unit let.

3.16 Appendix 1 – Mandatory Conditions

Consultation question	Responders were asked to consider the section on the Appendix outlining the Mandatory Conditions and provide comments
Responder comments	Responses received from hosts suggest that further guidance will be required around the types of certifications to be provided and what requires to be displayed within the property. Also comment on the requirement to display PAT testing on appliances supplied within the let and why there will be a requirement to do so.
Council response	We will provide further information as part of the application process to aid hosts to fully understand what certification will be required and what will require to be displayed within the property. However, the mandatory conditions are specified within the Licencing Order, and they cannot be amended.

3.17 Appendix 2 – Additional Conditions

Consultation question	Responders were asked to consider the section on the Appendix relating to Additional Conditions and provide comments
Responder comments	Comments received from most responders in this section, mostly looking for further clarity on where additional conditions will be imposed, under what circumstances to be able to consider others on a case-by-case basis. Concerns from individuals about ability to properly enforce conditions relating to anti-social behaviour and noise as well as ensuring items such as common repair are accounted for, also concerns from hosts about blanket use of additional conditions.
Council response	<p>The aim is for additional conditions to be included on a case-by-case basis, for example, it may be appropriate to enact the noise condition for flatted properties where laminate flooring is present, but that clause may not be required in a fully self-contained unit. We note that clarity may be required on the conditions and as part of information and supporting documents, we will aim to provide this.</p> <ul style="list-style-type: none"> • Added new clauses to Noise conditions to relate to the inclusion of door closures, and the requirement to not play music after 11pm in the evening.

3.18 Additional Comments

Consultation question	Responders were asked if they had any further comments regarding the introduction of a licencing scheme.
Responder comments	Comments in this section were mainly received from organisations representing hosts and hosts themselves, in general, there is a negative feeling about the introduction of licencing schemes in general, with the added burdens and expectations make providing good quality accommodation more difficult and more financially challenging. From an association representing community, there is a feeling the new scheme does not go far enough to impose controls on short term lets as well as negativity around how the scheme will be managed in the long term.
Council response	The Council have tried to balance the need to provide protections for neighbours, residents, and owners of properties alongside an acknowledgement that short term lets provide a positive benefit to tourism and local economies in South Ayrshire, our policy hopes to provide that balance. The policy will remain under review during, and amendments will be referred to the Cabinet of the administration, should there be changes required.

4. Conclusion

- 4.1 Our policy draft has been refined to consider the views and comments received from this consultation exercise, it will also help in our next phase and with the provision of supporting information, for both applicants submitting applications for a Short Term Let as well as information for surrounding neighbours, residents, and owners on what they can do should they be subject to negative experiences caused by a nearby Short Term Let.

South Ayrshire Council

**Report by Director – Place
to Cabinet
of 30 August 2022**

Subject: Affordable Housing – Mainholm Road, Ayr

1. Purpose

- 1.1 The purpose of this report is to provide Members with an update on progress of the Affordable Housing Project at Mainholm Road, Ayr, including the most up to date scheme, costs and programme; and, to seek instructions on how officers should proceed with the project.

2. Recommendation

2.1 It is recommended that the Cabinet:

2.1.1 considers the outcome of the HubSW Stage 2 detailed design phase for the project, including the most up to date scheme, costs and programme; and

2.1.2 delegates authority to the Head of Legal, HR and Regulatory Services to arrange for execution of the necessary documents on behalf of the Council under the Scheme of Delegation, pending approval of a separate report to Cabinet earlier in the agenda for the land transfer between General Services and HRA.

3. Background

- 3.1 On 26 November 2019, approval was obtained from Leadership Panel to submit a New Project Request (NPR) to Hub South West (HubSW) to assist in the procurement and delivery of an affordable housing project for the Council at Mainholm Road, Ayr.

- 3.2 Significant work has taken place since then, including consultation with stakeholders, to shape the design, and the proposals for the site to deliver affordable housing appropriate to the needs of the area. Planning consent for the development was granted on 9 September 2021.

- 3.3 On 18 January 2022, approval was obtained from Leadership Panel to commence an enabling works contract to demolish the existing buildings on the site (John Pollock Centre and the former Mainholm Academy) to facilitate the development of new affordable homes. This work is underway and will be complete Summer 2022.

3.4/

3.4 Increasing the supply of good quality affordable housing is identified a key strategic priority in South Ayrshire’s [Local Housing Strategy 2017-22](#) and [Council Plan 2018-22](#). The Council’s [Strategic Housing Investment Plan](#) identifies Mainholm as a key site for delivering 160 affordable homes that will make a significant contribution towards meeting existing housing need in South Ayrshire.

4. Proposals

4.1 The project is now at a stage where the Council is ready to enter into a contract with HubSW to construct 160 affordable housing units at Mainholm Road, Ayr. The 160 units consist of a mix of flats, bungalows, semi and detached houses appropriate to the needs of the area. As well as general needs housing, the development will provide a number of wheelchair accessible units and ambulant disabled user housing. The development will also consist of resident/visitor parking, amenity spaces and play areas. One of the amenity flatted blocks will also contain a residential hub.

4.2 The total project cost for the project provided by HubSW on 9 June 2022 which includes all construction related costs, development and professional fees is £36,665,860.

4.3 If the Council were to progress with the development, the proposed funding package for the project would be as detailed within paragraph 6.3 and the Head of Legal, HR and Regulatory Services would be required to execute the necessary documents on behalf of the Council at financial close.

4.4 Members should be aware that the £180,000 figure was first used in 2020 and is no longer an accurate reflection of the current market. The figure was estimated at a time when many of the current requirements/conditions regarding sustainability and fire suppression were yet to be introduced. The cost increase is also attributed to inflated market costs due to material and skills shortages that are currently being experienced across Scotland. Officers have looked to offset these rising costs by making savings where possible to help achieve best value under these difficult circumstances. Also at a time when energy costs are rising, efforts have also been made to ensure the housing is as efficient as it can be to heat by enhancing the insulation and air tightness of the properties.

4.5 Discussions have been held with the Scottish Government with regards to their contribution towards the project. Should the project go ahead, they have agreed to contribute £13,258,560 (equivalent to £82,866 per unit) which is broken down as follows:

Benchmark	£71,500
Silver Aspects 1 and 2	£2,000
Digitally Enabled	£300
Ducting for Electric Vehicle Charging Points	£500
Fire Suppression	£3,000
Occupancy Bonus	£5,566
Total Contribution	£82,866

- 4.6 This funding is conditional on the project achieving the set criteria noted above. The Scottish Government have noted however that they will consider an application for additional funding to deal with any extraordinary site abnormalities, for example, drainage works beyond that normally expected as a result of conditions imposed by Scottish Water. Officers are pulling together a package of information to aid these discussions but as there is no indication how long it would be before we know the outcome of any application, it would be proposed to update Members on the outcome of this process via the Housing Capital Programme monitoring reports that are submitted to Cabinet once a decision is made.
- 4.7 There will be requirement to transfer the land from the General Fund to the Housing Revenue account to facilitate the development should it go ahead, and this is subject to a separate report to Cabinet earlier in the agenda.
- 4.8 If it were to progress, the development would be carried out over 8 phases with the first phase of the works starting in September 2022, 8 months later than the estimated start within the Strategic Housing Investment Plan. Units would then be handed over for occupation starting March 2023 with the final phase handing over in January 2025.

5. Legal and Procurement Implications

- 5.1 Shephard and Wedderburn are appointed by the Council as specialist legal advisors to develop the project agreements with HubSW to deliver the project.
- 5.2 The recommendations in this report are consistent with the Council's Standing Orders Relating to Contracts for HubSW, specifically item 4.5.2 - Where the contract is for works, goods or services of a value equal to or exceeding £500,000, a report on the procurement process followed shall be submitted to the Council or Cabinet seeking approval to procure and award.
- 5.3 A separate report is being submitted to Cabinet on the proposed land transfer from the General Services to the Housing Revenue Account.

6. Financial Implications

- 6.1 The development is an approved identified project within the Housing Capital Programme and the Strategic Housing Investment Plan.
- 6.2 The overall cost for the project is £36,665,860 which includes £36,075,860 for the main works and £590,000 for the enabling works (demolitions which are now complete). This cost includes construction of the units, associated parking/pavements, landscaping, utilities provisions and connections, all design/survey/test/statutory fees associated with the design and construction of the units. It also includes all the abnormalities that have been identified with the site. The enabling works cost of £590,000 was originally funded from an allowance of £1.2m in the General Services Capital Programme. It is proposed that this cost is now funded by the HRA and is subject to approval of the land transfer report earlier in the agenda to facilitate a transfer of the asset at nil value from General Services to HRA.

6.3/

6.3 There is currently an allowance of £20,774,000 in the HRA business plan for this development which was based on 120 units at £180,000 per unit and funded by a grant from Scottish Government of £7,080,000 and £13,694,000 from Council borrowing. If the project was to proceed, then a revised funding package is proposed that would be based on 160 units and include an increased Scottish Government Grant of £13,258,560, a Second Homes Council Tax contribution of £500,000 and increasing the HRA Borrowing figure to £22,907,300. This is detailed in the following table. The project costs and funding have been added to the HRA Business Plan which in turn calculates the rental income, borrowing costs, property repairs and maintenance costs and future capital spend in relation to major component replacement. The output confirms that this project is affordable over the 40 year life of the Business Plan.

	Original funding based on 120 units	Revised funding based on 160 units
Expenditure Total	£20,774,000	£36,665,860
Income		
Borrowings	£13,694,000	£22,907,300
2nd Homes Council Tax		£500,000
SG grant	£7,080,000	£13,258,560
Income Total	£20,774,000	£36,665,860

6.4 There is £1,481,869 currently uncommitted from second homes council tax in 2022/23. £500,000 from this uncommitted sum would be utilised for this development leaving £981,869 uncommitted.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There is a risk that an application for additional funding from the Scottish Government might not succeed and if so the HRA would be required to fund any shortfall.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 Not proceeding with the project may impact on the reputation of the Council by failing to increase the supply of affordable housing and make best use of available Scottish Government subsidy. This subsidy would be diverted to other Local Authorities if South Ayrshire cannot commit to delivery of sites within the SHIP.

8.2.2 If the project were not to proceed, then the Council would be liable for abortive costs of £1.83m associated with development work undertaken to date.

8.2.3 If the project were not to proceed, then the Council would be left with a cleared site that would need to be secured until a decision is taken on its future use.

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 Assessments is attached to this report in Appendix 1.

10. Sustainable Development Implications

10.1 **Considering Strategic Environmental Assessment (SEA)** - The proposals in this report do not represent a qualifying plan, programme, policy or strategy for consideration for SEA. There exists therefore no obligation to contact the Scottish Government Gateway and no further action is necessary. An SEA has not been undertaken.

11. Options Appraisal

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

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 2 of the Council Plan: Reduce Poverty and Disadvantage, specifically to Increase the number of affordable and warm homes for those on limited income.

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 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>
Arrange for the execution of the main works contract documentation should a decision be taken to proceed with the project	15 September 2022	Service Lead – Special Property Projects

Background Papers **Report to Leadership Panel of 26 November 2019 – [Affordable Housing – Proposals for New Developments](#)**

Report to Leadership Panel of 18 January 2022 – [Affordable Housing – Mainholm Enabling Works](#)

Person to Contact **Derek Yuille – Service Lead - Special Property Projects**
County Buildings, Wellington Square, Ayr KA7 1DR
Phone 01292 612820
Email derek.yuille@south-ayrshire.gov.uk

Date: 23 August 2022

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Affordable Housing – Mainholm Road, Ayr
Lead Officer (Name/Position/Email)	Derek Yuille, Service Lead – Special Property Projects – derek.yuille@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	Yes
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 – (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

Community or Groups of People	Negative Impacts	Positive impacts
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 i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	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	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

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: The proposal does not have significant positive or negative impact with regards to equality therefore an EQI is not required	
Signed : Derek Yuille	Service Lead
Date: 8 July 2022	

South Ayrshire Council

**Report by Chief Executive
to Cabinet
of 30 August 2022**

Subject: Representation on Convention of Scottish Local Authorities

1. Purpose

1.1 The purpose of this report is to agree a policy on representation on Convention of Scottish Local Authorities.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 notes that appointments to COSLA Convention require to take account of the political balance of the Council; and

2.1.2 considers whether future appointments to COSLA Convention should also take account of gender balance and appointments to Policy Boards should take account of gender and political balance.

3. Background

3.1 The Council is currently represented on COSLA's Convention and has four places with a named substitute for each member.

3.2 The COSLA Constitution makes provision for the appointments process.

3.3 The COSLA Constitution **requires** that Council delegates on Convention reflect the balance of party political representation within the Council. Council agreed on 19 May 2022 that one representative and substitute be provided from Conservative, Labour, SNP and Independents. Nominations were subsequently advised as follows:

Party	Delegate	Substitute
Conservative	Cllr Martin Dowey	Cllr Bob Pollock
Labour	Cllr Brian McGinley	Cllr Philip Saxton
SNP	Cllr Peter Henderson	Cllr Ian Cochrane
Independents	Cllr Brian Connolly	Cllr Bob Shields

- 3.4 The posts of President and Vice President of COSLA must now be gender balanced and the Spokespersons take account of political and gender balance of COSLA.
- 3.5 A report to Council on 29 June 2022 requested nominations for the 4 Policy Boards. Nominations were subsequently advised as follows:

Policy Board	Nomination
Community Wellbeing	Cllr Brian McGinley
Economy and Environment	Cllr Bob Pollock
Education and Children	Cllr Stephen Ferry
Health and Social Care	Cllr Julie Dettbarn

- 3.6 COSLA have confirmed that there is no requirement for the representatives on the Policy Boards to take account of the political and gender balance of the Council. Officers were asked to bring forward a paper seeking approval of a policy on COSLA representation.

4. Proposals

- 4.1 Members are asked to consider whether Convention delegates from South Ayrshire Council should take account of both political and gender balance of the Council.
- 4.2 Members are asked to consider whether Policy Board representatives should be appointed on the basis of political and gender balance or on basis of portfolio responsibility and/ or experience in a particular area.

5. Legal and Procurement Implications

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

6. Financial Implications

- 6.1 Not applicable.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 Risk Implications of Adopting the Recommendations

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

8.2 Risk Implications of Rejecting the Recommendations

- 8.2.1 Rejecting the recommendations may result in the Council's representation on COSLA not taking account of the political and gender balance..

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Martin Dowe, Portfolio Holder for Corporate and Strategic, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Chief Executive 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>
Decision will be reflected in guidance notes for future appointments	1 September 2022	Service Lead – Democratic Governance

Background Papers None

Person to Contact Eileen Howat, Chief Executive
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612612
E-mail eileen.howat@south-ayrshire.gov.uk

Date: 23 August 2022

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Representation on Convention of Scottish Local Authorities
Lead Officer (Name/Position/Email)	Eileen Howat, Chief Executive – eileen.howat@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	Neither negative nor positive-	Neither negative nor positive-
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	Neither negative nor positive	Neither negative nor positive
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	-	-
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	-	-
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	-	-
Socio-economic Background – social class i.e. parent’s education, employment and income	-	-

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

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

5. Summary Assessment

<p>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>— YES</p> <p>NO</p>
<p>Rationale for decision:</p> <p>This report seeks agreement of a policy on representation on Convention of Scottish Local Authorities. Their decision on this has no specific equality implications</p>	
<p>Signed : Eileen Howat Chief Executive</p> <p>Date: 1 July 2022</p>	

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to Cabinet
of 30 August 2022**

Subject: South Ayrshire Fair Pay Agenda

1. Purpose

- 1.1 The purpose of this report is to provide Cabinet with further information on the proposals with Trade Unions aimed at paying Scottish Social Services Council (SSSC) registration fees for lower paid employees. The report includes proposals on the employees who will be included in this arrangement and arrangements for implementation.

2. Recommendation

2.1 It is recommended that the Cabinet:

- 2.1.1 **agrees to pay professional registration fees for employees up to and including those at Level 5 (current hourly rate up to £12.77) with effect from 30 August 2022 – this would mean the SSSC registration fees for positions outlined in [Appendix 1](#);**
- 2.1.2 **notes that, if there is a national agreement reached as part of the consultations on the pay award to pay registration fees for any additional employees, then appropriate arrangements will be made to implement that agreement;**
- 2.1.3 **notes that the SSSC will not accept direct payment from the Council, therefore employees will continue to make the payments for their registration and will be reimbursed for the full amount on submission of a receipt;**
- 2.1.4 **agrees that the Recruitment and Selection Policy is updated to reflect this change; and**
- 2.1.5 **approves that the costs of implementing the proposals to be met from employee costs underspend in 2022/23. Future costs will be included as part of payroll management within the annual budget setting process.**

3. Background

- 3.1 The South Ayrshire Fair Pay Agenda motion was approved by Council on 3 March 2022. The motion set out - 'UNISON South Ayrshire has welcomed the progress

recently made by South Ayrshire Council through the joint work on the consolidation of the Living Wage. They appreciate that this work has made South Ayrshire Council a more attractive employer with an entry level salary of 3 spinal points above the Scottish Living Wage and have praised our foresight and commitment to this issue.

- 3.2 UNISON South Ayrshire, Council officers and Elected Members are united in their praise and recognition of the outstanding work of our frontline employees during the Covid 19 pandemic. Council wishes to demonstrate our ongoing commitment to the fair pay agenda in South Ayrshire and to continue to reflect our recognition of the dedication and service shown by frontline staff.
- 3.3 Requesting officers to work with the Trade Unions to develop proposals aimed at paying the Scottish Social Services Council (SSSC) registration fees where it is recognised that this expense may be a barrier to recruitment and/or retention of Social Services employees.'
- 3.4 The Trade Unions have been consulted and agree to the proposals as set out in Paragraph 4 below.
- 3.5 Trade unions at a national level have also submitted a request for consideration of payment of professional fees to be included as part of the national pay award. Discussions on this matter are ongoing.

4. Proposals

- 4.1 The payment of SSSC fees will include everyone up to and including Level 5 - [Appendix 1](#) summarises the positions up to Level 5.
- 4.2 The Council will meet the cost of initial and annual fees for everyone up to and including Level 5.
- 4.3 The date of Cabinet approval will be the effective date and there will be no retrospective backdated payments.
- 4.4 As noted in Paragraph 3.2 above, should a national position be agreed as part of the consultation on the pay award which exceeds the proposals detailed in this report, then the Council will ensure that the necessary arrangements are made to cover any additional payments.
- 4.5 SSSC will not accept direct payments from the Council therefore employees will be required to continue to pay their fees directly to SSSC and reclaim the cost through expenses.
- 4.6 Once approved HR will write to employees regarding the payment of their SSSC fees and the process for reclaiming.
- 4.7 HR will amend the Recruitment and Selection Policy and the revised policy will be submitted to Cabinet in September.

5. Legal and Procurement Implications

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

6. Financial Implications

- 6.1 The cost of implementing the proposals will be £21,920 and will be met in year from the 2022/23 employee costs underspend.
- 6.2 Future costs will be included as part of payroll management within the annual budget setting process.

7. Human Resources Implications

- 7.1 The HR implications are set out at Paragraphs 4.1 to 4.6.

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

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

14. Next Steps for Decision Tracking Purposes

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

Implementation	Due date	Managed by
Once approved HR will write to employees regarding the decision and arrangements for the payment and process for reclaiming their SSSC fees	31 October 2022	Service Lead – HR and Payroll
Revised Recruitment and Selection Policy to be submitted to Cabinet	27 September 2022	Head of Legal, HR and Regulatory Services

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk**

Date: **23 August 2022**

Summary of Positions

Position Name	HEADCOUNT
Home Carer	293
Hostel Support Worker	11
Housing First Support Worker	2
Mobile Alarm Attendant	11
Mobile Alarm Attendant (Nights)	8
Play Assistant	6
Play Leader	4
School Assistant	16
Senior Social Care Worker (Nights)	1
Social Care Assistant (On-call)	3
Social Care Worker	37
Social Care Worker (Covid19)	2
Social Care Worker (Nights)	12
Supply Child Care Leader	1
Supply Home Carer	41
Supply Home Carer (RE)	1
Supply Hostel Support Worker	37
Supply Housing First Peer Support Worker	11
Supply ICES Home Carer	1
Supply Mobile Attendant	34
Supply Play Assistant	32
Supply Social Care Worker	93
Supply Support Worker (Sheltered Housing)	23
Support Worker	9
Support Worker (Sheltered Housing)	33
Grand Total	722

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

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	South Ayrshire Fair Pay Agenda – Payment of SSSC registration fees for lower paid employees
Lead Officer (Name/Position/Email)	Wendy Wesson (Service Lead – HR and Payroll) wendy.wesson@city-holdings.co.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 i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	No	By paying the fees the relevant employees won't need to worry if they can't pay these due to financial difficulties, therefore this arrangement will support those in socio-economic disadvantage.
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	By paying the fees the relevant employees won't need to worry if they can't pay these due to financial difficulties, therefore this arrangement will support those in socio-economic disadvantage.
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	By paying the fees the relevant employees won't need to worry if they can't pay these due to financial difficulties, therefore this arrangement will support those in socio-economic disadvantage

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 - Low

Advance equality of opportunity between people who share a protected characteristic and those who do not	No adverse impact - 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 - Low
Increase participation of particular communities or groups in public life	No adverse impact - Low
Improve the health and wellbeing of particular communities or groups	No adverse impact - Low
Promote the human rights of particular communities or groups	No adverse impact - Low
Tackle deprivation faced by particular communities or groups	No adverse impact - Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Rationale for decision: Not applicable	
Signed: <i>Wendy Wesson</i> Date: 21 st July 2022	

**South Ayrshire Council
Equality Impact Assessment including Fairer Scotland Duty**

Section One: Policy Details*

Name of Policy	South Ayrshire Fair Pay Agenda – Payment of SSSC registration fees for lower paid employees.
Lead Officer (Name/Position)	Wendy Wesson (Service Lead – HR & Payroll)
Support Team (Names/Positions) including Critical Friend	Noemi Cecconi (HR Policy and Operations Coordinator)

*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 aims of the policy?	<ul style="list-style-type: none"> To pay professional registration fees for our lower paid employees (up to and including those at Level 5) with effect from 30 August 2022
What are the intended outcomes of the policy?	<ul style="list-style-type: none"> To improve recruitment and retention of Social Services employees as it is recognised that payment of these fees can be a barrier to both. To demonstrate our ongoing commitment to the fair pay agenda in South Ayrshire. To recognise the dedication and service shown by frontline staff.

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)	This arrangement will only impact our lower paid employee (from Level 1 up to and including those at Level 5) and only those in a profession who requires SSSC registration.
---	--

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.

Protected Characteristics	Positive and/or Negative Impacts
Age: Issues relating to different age groups e.g. older people or children and young people	No anticipated impact
Disability: Issues relating to disabled people	No anticipated impact
Gender Reassignment – Trans/Transgender: Issues relating to people who have proposed, started or completed a process to change his or her sex	No anticipated impact
Marriage and Civil Partnership: Issues relating to people who are married or are in a civil partnership	No anticipated impact
Pregnancy and Maternity: Issues relating to woman who are pregnant and/or on maternity leave	No anticipated impact
Race: Issues relating to people from different racial groups, (BME) ethnic minorities, including Gypsy/Travellers	No anticipated impact
Religion or Belief: Issues relating to a person's religion or belief (including non-belief)	No anticipated impact
Sex: Gender identity: Issues specific to women and men/or girls and boys	No anticipated impact
Sexual Orientation: Issues relating to a person's sexual orientation i.e. LGBT+, heterosexual/straight	No anticipated impact

Equality and Diversity Themes Relevant to South Ayrshire Council	
Health Issues and impacts affecting people's health	No anticipated impact
Human Rights: 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.	No anticipated impact

Socio-Economic Disadvantage	
Low Income/Income Poverty: Issues: cannot afford to maintain regular payments such as bills, food and clothing.	By paying the fees the relevant employees won't need to worry if they can't pay these due to financial difficulties, therefore this arrangement will support those in socio-economic disadvantage.
Low and/or no wealth: 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	*See above.
Material Deprivation: 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	No anticipated impact
Area Deprivation: Issues: where you live (rural areas), where you work (accessibility of transport)	No anticipated impact

Section Three: Evidence Used in Developing the Policy

<p>Involvement and Consultation In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? Who did you involve, when and how?</p>	<p>The South Ayrshire Fair Pay Agenda motion was approved by Council on 3 March 2022. UNISON South Ayrshire, Council Officers and Elected Members are united in their praise and recognition of the outstanding work of our frontline employees during the Covid 19 pandemic. Also, the Council wishes to demonstrate our ongoing commitment to the fair pay agenda in South Ayrshire and to continue to reflect our recognition of the dedication and service shown by frontline staff by.</p> <p>The Trade Unions have been consulted via the Trade Union Liaison Meetings between April and July and agree to the proposals.</p>
<p>Data and Research In assessing the impact set out above what evidence has been collected from research or other data. Please specify what research was carried out or data collected, when and how this was done.</p>	<p>Data was collected to establish the number of employees affected and provide an indication of the cost for paying these fees.</p>
Partners data and research	N/A

In assessing the impact(s) set out in Section 2 what evidence has been provided by partners? Please specify partners	
Gaps and Uncertainties Have you identified any gaps or uncertainties in your understanding of the issues or impacts that need to be explored further?	If there is a national agreement reached as part of the consultations on the pay award to pay registration fees for any additional employees, then appropriate arrangements will be made to implement that agreement.

Section Four: Detailed Action Plan to address identified gaps in:

- a) evidence and**
- b) to mitigate negative impacts**

No.	Action	Responsible Officer(s)	Timescale
1	HR to write to the relevant employees regarding the payment of their SSSC fees and the process for reclaiming.	Service Lead – HR and Payroll HR Policy and Operations Coordinator	By 31 st October 2022
2	HR to amend the Recruitment and Selection Policy to reflect this change.	Service Lead – HR and Payroll HR Policy and Operations Coordinator	By 31 st October 2022
3	Payment of fees to the relevant employees	Payroll	On-going

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?	Once approved by Cabinet
When will the policy be reviewed?	Arrangements will be reviewed on an annual basis to ensure the process is working and all relevant employees are being paid the fees.
Which Panel will have oversight of the policy?	Cabinet

Section 6

South Ayrshire Council

Appendix

Summary Equality Impact Assessment Implications & Mitigating Actions

Name of Policy: South Ayrshire Fair Pay Agenda (Payment of SSSC Fees for lower paid workers)

This policy will assist or inhibit the Council's ability to eliminate discrimination; advance equality of opportunity; and foster good relations as follows:

<p>Eliminate discrimination</p> <p>No impact</p>
<p>Advance equality of opportunity</p> <p>This arrangement will advance equality of opportunity as payment of fees will no longer be a barrier for those in financial difficulties that would either not be able to apply for a job and remain in a job because they can't afford to pay for the fees. This means we can attract and retain candidates from different socio-economic backgrounds.</p>
<p>Foster good relations</p> <p>No impact</p>
<p>Consider Socio-Economic Disadvantage (Fairer Scotland Duty)</p> <p>This arrangement will advance equality of opportunity as payment of fees will no longer be a barrier for those in financial difficulties that would either not be able to apply for a job and remain in a job because they can't afford to pay for the fees. This means we can attract and retain candidates from different socio-economic backgrounds.</p>

Summary of Key Action to Mitigate Negative Impacts	
Actions	Timescale
Arrangements will be reviewed on an annual basis to ensure the process is working and all relevant employees are being paid the fees.	Annually from 30 August 2022

Signed: Wendy Wesson (Service Lead)

Date: 21st July 2022

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to Cabinet
of 30 August 2022**

Subject: Mileage Expenses

1. Purpose

- 1.1 The purpose of this report is to provide an update and seek approval on the proposal to maintain our current Travel and Subsistence Policy in respect of mileage expenses for Agile, Hybrid and Home workers.

2. Recommendation

2.1 It is recommended that the Cabinet:

- 2.1.1 **notes that HMRC were consulted on the matter to ensure compliance with their regulations;**
- 2.1.2 **note that Trade Unions were consulted on the matter;**
- 2.1.3 **approves the proposal to maintain the provisions outlined in the Travel and Subsistence Policy;**
- 2.1.4 **approves the changes to the Remote Working Policy to reflect the Travel and Subsistence Policy guidance ([Appendix 1](#));**
- 2.1.5 **approves the changes to the Travel and Subsistence Policy to include reference to the Future Operating Model (FOM) and the workstyles ([Appendix 2](#)); and**
- 2.1.6 **approves the changes to the Travel and Subsistence Policy to reflect the recommendations of Internal Audit to change from AA Autoroute to Google Maps for calculating mileage ([Appendix 2](#)).**

3. Background

- 3.1 When the Future Operating Model was implemented, five workstyles were identified (Front-line, Office, Hybrid, Agile and Home worker). As those employees identified as Hybrid, Agile and Home worker work fully or partially from home, considerations were given as to whether journeys from these employees' home to office locations should become claimable and consequently, whether our Travel and Subsistence Policy should be amended accordingly. Due to the requirement to verify any proposed changes with the HMRC, we were unable to include this proposal within the FOM report considered by Council on 10 March 2022 and it was deferred to enable all the necessary information to be gathered and considered at a future date.

- 3.2 These proposals were discussed with Trade Unions at FOM workstream meetings, during formal consultation on FOM proposals and again at Trade Union Liaison meetings. It should be noted that the Trade Unions do not support this proposal as their view is that employees should be able to claim mileage from their home address (within the boundaries of South Ayrshire Council). They also expressed concerns around Hybrid workers who are required to travel to visit sites during their working days as, based on our proposal, the journeys from home to these sites would not be claimable.
- 3.3. More recently, due to the rise in fuel costs Trade Unions have raised concern regarding their members' abilities to run their cars to continue to deliver services. In response to employees experiencing difficulty, the Health and Social Care Partnership has utilised hired vehicles to support employees and reviewed staffing routes.
- 3.4 Internal Audit recently conducted a review of mileage claims to assess compliance with the Travel and Subsistence Policy. Internal Audit recommended the Travel and Subsistence Policy is updated to reflect the available tools to calculate mileage claims.

4. Proposals

- 4.1 To maintain the current travel and subsistence arrangements whereby expenditure incurred for essential journeys taken throughout the duration of a working day can be claimed, those incurred during the initial travel from home to a Council location and final travel from the Council location to home are excluded as these journeys are considered a commute.
- 4.2 Since all Agile, Hybrid and Home working employees are assigned a Council office location as an admin base, the costs of travel to and from that base will not be eligible for mileage claims. HMRC confirmed that if employees are required to travel to a permanent location (such as a Council office), this travel is considered a commute and therefore not claimable. This is on the basis that whilst employees in these categories (Agile, Hybrid and Home) can work fully or partially from home, offices are a permanent location and available to them for meetings and printing facilities. Therefore, any travel from home to the permanent location is classed as a commute.
- 4.3 HMRC also confirmed that the above applies for journeys from home to a Council location different from the dedicated admin base. For example, if an agile employee has County Buildings as their admin base but decides to attend another Council location for printing because it is closer to their home, the journey from home to the other Council location is also not claimable and would still be classed as a commute.
- 4.4 In addition, for Hybrid workers who are required to carry out site visits throughout their working day, line managers should ensure that visits are scheduled during in-office days so that any journeys carried out throughout the working day, with the exception of the travel to and from the office, are claimable and there is no detriment. Moreover, if site visits are required during home working days, as per our current Travel and Subsistence Policy, the excess mileage is claimable. For example, if the employee is required to travel 30 miles from their home to a site but the journey from home to the office is 10 miles, he/she can still claim the excess (20 miles).

- 4.5 Members are asked to approve amendments to:
- 4.5.1 the Travel and Subsistence Policy to reflect Internal Audit's recommendations to change from AA Autoroute to Google Maps for calculating milage; and
 - 4.5.2 the Travel and Subsistence Policy to include reference to the Future Operating Model and the workstyles.
- 4.6 The proposed amendments are tracked and highlighted in **bold text** in the relevant extracts from the policies (as outlined in [Appendix 1](#) for the Remote Working Policy; and [Appendix 2](#) for the Travel and Subsistence Policy).

5. Legal and Procurement Implications

- 5.1 The Council has a legal duty to inform employees if any changes are applied to our Policies.
- 5.2 There are no Procurement implications arising from this report.

6. Financial Implications

- 6.1 There are no financial implications by maintaining our current position.

7. Human Resources Implications

- 7.1 The Travel and Subsistence Policy will be updated to ensure that reference to the Future Operating Model and Workstyles is included. Also, the Remote Working Policy will be updated to confirm our position.

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 As noted at Paragraph 6.1 there are no financial implications by maintaining our current position; however, we have c1400 who are Agile, Hybrid or Home Workers; therefore, if these proposals were not approved and employees were able to claim expenses for their commutes, there would be considerable extra costs to the Council.

9. Equalities

- 9.1 This report provides an update on progress of a recent Council report 10 March 2022 which was assessed for potential equality impacts, and the relevant documentation is attached as [Appendix 3](#).

10. Sustainable Development Implications

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

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

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

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

13.3 As a Council, we want to work collaboratively with Trade Union representatives, and we have consulted with them on the matter to ensure their input could be considered. Trade Unions preferred option is that mileage claims are paid from home and not a Council admin base.

14. Next Steps for Decision Tracking Purposes

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

Implementation	Due date	Managed by
Make the necessary arrangements to update the Remote Working Policy and to include reference to workstyles and Future Operating Model within the Travel and Subsistence Policy	30 September 2022	Service Lead – HR and Payroll

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk**

Date: **23 August 2022**

Relevant Extract from Remote Working Policy

Section 14: Mileage Claims (page 10)

Most employees will be assigned a Council ~~office location as an admin-base establishment~~ **that is regarded as the employee's normal working location**. The costs of travel to and from that ~~base location~~ will not be eligible for mileage claims. Other essential journeys should be made in accordance with the Council's Travel and Subsistence policy.

Whilst reasonable expenditure incurred for essential journeys taken throughout the duration of a working day can be claimed, those incurred during the initial travel from home to ~~team admin-base the normal working location~~ and final travel from ~~team admin-basis that location~~ to home are excluded.

Relevant Extracts from Travel and Subsistence Policy

Section 3: Work Locations (page 4)

3.1 Normal Working Location

- a) Each employee will have his/her designated work location included in their contract of employment, **including employees who have been identified as Hybrid, Agile and Home workers.**

Section 4: Travel Expenses (page 5)

4.1 Mileage

Employees claiming mileage should refer to the standard mileage charts at Appendix A. Mileages for journeys not included in the standard mileage charts should be calculated **using the AA route planner system here Google Maps. Where other systems are used for claiming mileage (e.g. CM2000) calculations of mileage for journeys not included in the standard mileage charts may be based on the inbuilt mileage calculator.**

Where employees are undertaking several local journeys, and where it would not be appropriate to use **the AA route planner system Google Maps** e.g. visiting a series of client's houses, employees should record accurate mileage using the vehicle's milometer.

Standard Mileage Chart 3 (page 13)

For any journeys not detailed within Standard Mileage Chart 1, 2 or 3, employees should refer to **the AA Route Classic Planner which is accessible here Google Maps, except for employees using different systems with an inbuilt mileage calculator, for example, CM2000.**

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



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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Remote Working Policy
Lead Officer (Name/Position/Email)	Wendy Wesson (Service Lead – HR & Payroll) wendy.wesson@city-holdings.co.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	Yes (Workspaces designed to meet needs of people requiring additional support)
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 i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	No	Yes - Employees who cannot work to the workstyle agreed for their role because of low wealth will be able to request an alternative workstyle depending on their individual circumstances.
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	Yes - Employees who cannot work to the workstyle agreed for their role because of low wealth will be able to request an alternative workstyle depending on their individual circumstances.
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	Yes - Where possible, employees who have an agile, hybrid or homeworking workstyle and who need access to a Council building will be able to access the most appropriate closest premises depending on the exigencies of their role.
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 adverse impact - Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	No adverse impact - 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 - Low
Increase participation of particular communities or groups in public life	No adverse impact - Low
Improve the health and wellbeing of particular communities or groups	No adverse impact - Low
Promote the human rights of particular communities or groups	No adverse impact - Low
Tackle deprivation faced by particular communities or groups	No adverse impact - Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Rationale for decision: Not applicable	
Signed : Wendy Wesson Date: 28 th January 2022	

**South Ayrshire Council
Equality Impact Assessment including Fairer Scotland Duty**

Section One: Policy Details*

Name of Policy	Future Operating Model – Workstreams 1 and 2 – Service Lead proposals for workstyles by role post Covid and Remote Working Policy.
Lead Officer (Name/Position)	Wendy Wesson (Service Lead – HR & Payroll) Gillian Farrell, Service Lead, OD and Customer Services
Support Team (Names/Positions) including Critical Friend	Noemi Cecconi (HR Policies and Operations Coordinator)

*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 aims of the policy?	<ul style="list-style-type: none"> • To establish a longer term, sustainable model of working, which will include working from home; • To establish fair, flexible and supportive working arrangements to ensure staff have a good work life balance and remain healthy, engaged and productive.
What are the intended outcomes of the policy?	<ul style="list-style-type: none"> • Increase the rate of retention of staff. • Reduce absence. • Attract new talent. • Promote work-life balance – to ensure that staff have a good work-life balance and remain healthy, engaged and productive. • In doing so, we will also improve the Council’s service provision and reputation as an employer of choice. • Workstyles best meet the needs of the service and take into account any changes to workstyles or ways of working which have proved effective during the pandemic period. • Fair, flexible and supportive policies and working arrangements are in place • Employees who cannot work to the workstyle agreed for their role will be able to request an alternative workstyle depending on their individual circumstances.

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)	Employees whose roles have been identified as homeworker, hybrid or agile
---	---

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.

Protected Characteristics	Positive and/or Negative Impacts								
Age: Issues relating to different age groups e.g. older people or children and young people		Under						Over	
		21	21-30	31-40	41-50	51-60	61-70	71	
	Home	3%	18%	17%	23%	29%	10%	1%	
	Agile	0%	22%	32%	46%	0%	0%	0%	
	Hybrid	0%	31%	28%	40%	0%	0%	0%	
Disability: Issues relating to disabled people		No Disability		Disability	unknown				
	Home	69%		7%	24%				
	Agile	68%		4%	28%				
	Hybrid	69%		7%	24%				
Gender Reassignment – Trans/Transgender: Issues relating to people who have proposed, started or completed a process to change his or her sex	No anticipated impact								
Marriage and Civil Partnership: Issues relating to people who are married or are in a civil partnership	No anticipated impact								
Pregnancy and Maternity: Issues relating to woman who are pregnant and/or on maternity leave	No anticipated impact								
Race: Issues relating to people from different racial groups, (BME) ethnic minorities,		BME	White	Unknown					
	Home	1%	92%	7%					
	Agile	2%	92%	7%					
	Hybrid	1%	92%	7%					

including Gypsy/Travellers													
Religion or Belief: Issues relating to a person's religion or belief (including non-belief)	No anticipated impact												
Sex: Gender identity: Issues specific to women and men/or girls and boys	<table border="1"> <thead> <tr> <th></th> <th>Female</th> <th>Male</th> </tr> </thead> <tbody> <tr> <td>Home</td> <td>88%</td> <td>12%</td> </tr> <tr> <td>Agile</td> <td>71%</td> <td>29%</td> </tr> <tr> <td>Hybrid</td> <td>90%</td> <td>10%</td> </tr> </tbody> </table>		Female	Male	Home	88%	12%	Agile	71%	29%	Hybrid	90%	10%
	Female	Male											
Home	88%	12%											
Agile	71%	29%											
Hybrid	90%	10%											
Sexual Orientation: Issues relating to a person's sexual orientation i.e. LGBT+, heterosexual/straight	No anticipated impact												

Equality and Diversity Themes Relevant to South Ayrshire Council

Health Issues and impacts affecting people's health	Employees can fit into different workstyles depending on the nature of their role and therefore ensuring work-life balance (for example, reducing time pressure of commuting).
Human Rights: 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.	No anticipated impact

Socio-Economic Disadvantage

Low Income/Income Poverty: Issues: cannot afford to maintain regular payments such as bills, food and clothing.	<p>Costs associated with the rising energy bills will potentially negate the savings to employees from their commute to work (where applicable).</p> <p>*Employees who cannot work to the workstyle agreed for their role because of low wealth will be able to request an alternative workstyle depending on their individual circumstances.</p>
Low and/or no wealth: 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	*See above.
Material Deprivation: Issues: being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken	No anticipated impact

electrical goods, warm home, leisure/hobbies	
Area Deprivation: Issues: where you live (rural areas), where you work (accessibility of transport)	Where possible, employees who have an agile, hybrid or homeworking workstyle and who need access to a Council building will be able to access the most appropriate closest premises depending on the exigencies of their role.

Section Three: Evidence Used in Developing the Policy

<p>Involvement and Consultation In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? Who did you involve, when and how?</p>	<p>1344 employees took part in our corporate Covid survey in December 20-Jan 21 telling us about their experience of working from home. Information from this, including benefits and challenges detailed in employees' responses, were taken into account in developing workstyle proposals and policies to support them.</p> <p>Service Leads were asked to engage with staff at team and individual level to agree workstyle proposals by role which would best meet the needs of the service going forward, and taking into account any changes to workstyles or ways of working which have proved effective during the pandemic period.</p> <p>In addition, pages were created on the Core to enable employees to submit questions. https://thecore.south-ayrshire.gov.uk/article/27928/Future-Operating-Model</p> <p>Regular communications were issued advising employees on how to ask a question or get involved.</p> <p>A video https://thecore.south-ayrshire.gov.uk/article/27929/1-Workforce-Analysis was created to help explain workstyles and all service Leads were asked to share with staff.</p> <p>Trades Unions representatives were involved in both Workstreams 1 and 2.</p> <p>Disability Forum to be arranged TBC</p>
<p>Data and Research In assessing the impact set out above what evidence has been collected from research or other data. Please specify what research was carried out or data collected, when and how this was done.</p>	<p>Research carried out in respect to Remote Working across both private and public sector.</p> <p>Sought guidance from ACAS and CIPD to support the development of the policy.</p> <p>Data on protected characteristics of employees where a change to their pre-Covid workstyle is proposed was gathered from Oracle (HR system).</p>
<p>Partners data and research In assessing the impact(s) set out in Section 2 what evidence has been provided by partners? Please specify partners</p>	N/A
<p>Gaps and Uncertainties Have you identified any gaps or uncertainties in your understanding of the issues or impacts that need to be explored further?</p>	<p>There could be future gaps or uncertainties related to any new employees joining the organisation; however, as part of the recruitment process and existing policies and procedures, these would be considered at the appropriate time.</p>

	PC data will change as employees change roles and, in some instances, the same job title (e.g. admin assistant) has been allocated different workstyles depending on the needs of services. Data submitted by Service Leads was anonymised and by role rather than by individual employee. This means there may be some anomalies in the overarching data.
--	--

Section Four: Detailed Action Plan to address identified gaps in:

- a) evidence and**
- b) to mitigate negative impacts**

No.	Action	Responsible Officer(s)	Timescale
1	Continuously monitor recruitment practices to ensure that any new requirements are considered appropriately, and we have included this in the workplan for policy monitoring and review.	Service Lead – HR Payroll HR Policies and Operations Coordinator	Annually
2	If approved, Oracle to be updated with revised employee workstyles i.e. hybrid, homeworker or agile roles. This will allow data by PC to be accurately analysed as data will reflect any staffing changes or changes in circumstances.	Service Lead – HR Payroll HR Policies and Operations Coordinator	Once approved by LP

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?	Once approved by Leadership Panel
When will the policy be reviewed?	Annually or update as and when changes are required.
Which Panel will have oversight of the policy?	Leadership Panel

Summary Equality Impact Assessment Implications & Mitigating Actions

Name of Policy: Remote Working Policy

This policy will assist or inhibit the Council's ability to eliminate discrimination; advance equality of opportunity; and foster good relations as follows:

<p>Eliminate discrimination</p> <p>No impact</p>
<p>Advance equality of opportunity</p> <p>The policy will meet the needs of different groups of staff by ensuring that staff have a good work-life balance and remain healthy, engaged and productive.</p>
<p>Foster good relations</p> <p>No impact</p>
<p>Consider Socio-Economic Disadvantage (Fairer Scotland Duty)</p> <p>We have recognised that if employees cannot work to the workstyle agreed for their role (because this will put them in financial hardship), they will be able to request an alternative workstyle.</p>

Summary of Key Action to Mitigate Negative Impacts	
Actions	Timescale
<p>Continuously monitor recruitment practices to ensure that any new requirements are considered appropriately, and we have included this in the workplan for policy monitoring and review.</p>	

<p>Signed: Wendy Wesson (Service Lead)</p> <p>Date: 28th January 2021</p>
--

South Ayrshire Council

**Report by Head of Finance and ICT
to Cabinet
of 30 August 2022**

**Subject: Budget Management – Revenue Budgetary Control
2022/23 – Position at 30 June 2022**

1. Purpose

- 1.1 The purpose of this report is to present Members with a financial overview of the General Services revenue account, Housing Revenue Account and Common Good Accounts for 2022/23 as at 30 June 2022.

2. Recommendation

2.1 It is recommended that the Cabinet:

- 2.1.1 notes the revised Directorate budgets following the budget movements outlined in 3.3 and 3.4 below and notes that the impact of Covid-19 has been included in the projections;**
- 2.1.2 approves the budget transfers as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1.8 below;**
- 2.1.3 approves the requested earmarking of resources to be carried forward to 2023/24 as summarised in 4.1.9;**
- 2.1.4 notes the projected in year over-spend of £1.650m after earmarking; and**
- 2.1.5 requires Directors/Assistant Directors and Heads of Service to take steps to ensure that Directorate/ Services are not overspent against budget by 31 March 2023 as per section 5.3 of the Financial Regulations.**

3. Background

- 3.1 The budget management report contains overview information including the impact of Covid-19 for the following:
- 3.1.1 General Services Revenue - Appendix 1a to f (*pages 1 to 16*);
- 3.1.2 Housing Revenue Account - Appendix 1g (*page 17*); and

3.1.3 Common Good Funds - Appendix 1h (page 18).

- 3.2 Members approved the Council's revenue budget for 2022/23 on 3 March 2022, with total planned expenditure of £304.962m. The approved 2022/23 budget included Aggregate External Finance (AEF) due from Scottish Government of £238.799m net Council tax income of £63.067m and £3.096m use of reserves resulting in total planned income of £304.962m.
- 3.3 In June 2022, Council agreed that the Chief Officers' Appointments/Appraisal Panel were to meet with the Chief Executive to set out the parameters of a management restructure. It is expected that a report will be brought forward by the Chief Executive that may result in changes to the directorate structure of the Council and associated budget allocations. Until this work is completed and approved, the budget management structure, as contained in this Period 3 report, remains unchanged for reporting purposes apart from the separation of Education. Following Council approval of any change, budgets will be realigned and the Budget Management reporting structure will be updated accordingly in future reports to Cabinet.
- 3.4 Directorate planned spending has been adjusted to incorporate a number of adjustments which required to be actioned following budget approval in March 2022:
- 3.4.1 allocation of a £4.739m payroll management target held within the Miscellaneous Services Account approved as part of the 2022/23 budget in March 2022;
 - 3.4.2 allocations of £0.217m of fees and charges CPI increase approved as part of the 2022/23 budget;
 - 3.4.3 living wage harmonisation cost of £0,301m allocated from corporate budgets held for this purpose;
 - 3.4.4 normal service earmarking of £7.809m brought forward from 2021/22 approved by Council on 29 June 2022;
 - 3.4.5 additional notifications of funding from the Scottish Government (not included in the March 2022 budget) for:
 - (i) £0.265m for additional Pupil Equity Fund spend funded through additional Specific grant received;
 - (ii) £1.337m for Discretionary Housing Payments;
 - (iii) £0.704m for the impact of the 2021/22 Teachers pay award;
 - (iv) £0.829m for expansion of Free School Meals (FSM) to P4, P5 and special schools;
 - (v) £0.403m for FSM alternative School holiday provision;
 - (vi) £0.149m for removal of curriculum charges;
 - (vii) £0.142m for removing instrumental music tuition fees in schools;
 - (viii) £5.462m as the Council's share of the additional £200m for Social care included as part of the 2022/23 Scottish Budget; and

- (ix) £4.958m to meet the cost of the reduced Council tax income due following the implementation of the £150 cost of living Council tax rebate.

3.4.6 Specific grant income of £14.327m has been re-allocated to offset directorate expenditure; and

3.4.7 other budget transfers that have been actioned as part of the refinement of the Council restructure following the approval of the budgets in March 2022 and other budget transfers between Directorates actioned in line with Financial Regulations rules on budget transfers.

3.5 In addition to the standard budget adjustment outlined in 3.4 above, Directorate spending plans have been updated to incorporate a number of adjustments linked to Covid-19 activity in 2022/23, as follows:

3.5.1 earmarking of £5.233m of specific underspends resulting from reduced spend activity in 2021/22, as identified in the Budget Management 2021/22 out-turn report presented to 29 June Council;

3.5.2 In 2021/22 Leadership Panel approved a two year allocation from Covid-19 reserves to mitigate the impact of loss of income/additional cost and an allocation for a two year recovery programme. Funding for Year 2 has been drawn down from reserves and included in 2022/23 budgets, £0.688m for loss of income/additional expenditure and £2.435m for year two of the recovery activity.

3.5.3 An additional £2.640m of Covid-19 additional budgets were included in the 2022/23 budget approved in March 2022 following updated assumptions for the ongoing loss of income or increased service provision costs likely to be encountered in 2022/23.

Table 1 – Covid-19 2022/23 Funding allocated to date

Funding stream	CEX £m	Education £m	People £m	Place £m	Misc £m	Total £m
Covid-19 earmarked funding brought forward from 2021/22 (per 3.5.1 above)	0.409	2.143	1.302	1.379	-	5.233
Covid-19 reserves allocation 2021/22 for loss of income additional expenditure– Year 2 allocation (per 3.5.2 above)	0.398	-	0.188	0.081	-	0.667
Covid-19 recovery programme 2021/22 – Year 2 allocation (per 3.5.2 above)	0.150	0.607	0.565	1.113	-	2.435
Covid-19 cost impact/Loss of income 2022/23 (per 3.5.3 above)	0.134	-	1.111	1.378	0.017	2.640
Total	1.091	2.750	3.166	3.951	0.017	10.975

3.6 Table 2 below summarises the revised 2022/23 General Services budget at 30 June 2022 inclusive of the budget adjustments outlined in 3.4 and 3.5 above.

Table 2 – Budget movement

<i>Directorate/ Account</i>	<i>Original Budget</i>	<i>Standard/ funding adjustment (per 3.4)</i>	<i>Covid-19 adjustments (per 3.5)</i>	<i>Revised</i>
	£m	£m	£m	£m
CEX	17.197	1.201	1.091	19.489
EDUCATION	127.062	(9.349)	2.750	120.463
PEOPLE	16.467	2.103	3.166	21.736
PLACE	43.337	1.511	3.951	48.799
HSC	88.175	3.385	-	91.560
Misc Services Account	12.724	4.648	0.017	17.389
Total Expenditure	304.962	3.499	10.975	319.436
General Revenue Grant	(193.559)	(14.893)	-	(208.452)
NDRI	(30.913)	-	-	(30.913)
Specific Grant	(14.327)	14.327		-
Council Tax	(63.067)	4.958	-	(58.109)
Use of reserves b/f	(3.096)	(7,891)	(10.975)	(21.962)
Total Income	(304.962)	(23.499)	(10.975)	(319.436)
Net Expenditure	-	-	-	-

- 3.7 In relation to the Health and Social Care Partnership (HSCP). Table 2 above shows the adjusted 2022/23 budget delegated from the Council to be overseen by the Integration Joint Board (IJB). In addition to this £91.560m a further £8.300m has been allocated via the NHS to the South Ayrshire HSCP from the Scottish Government for Council specific services and is included within Resource Transfer income in Appendix 1b. £15.931m of HSCP earmarking from 2021/22 has also been added to the HSCP budget. A further £0.790m is allocated to HSCP in terms of the Aids and Adaptation scheme. Appendix 1b provides an overview statement of the current financial budget and projected out-turn position for the Council element for 2022/23.
- 3.8 As outlined in the draft Annual Accounts 2021/22, the unaudited General Services surplus at 31 March 2022 was £39.877m and of this, £33.974m was set aside or earmarked for specific purposes, leaving an uncommitted balance of £5.903m. Excluding HSCP, which now holds its own reserves, This equates to 2.72% of future planned expenditure.
- 3.9 Members approved the Housing Revenue Account budget for 2022/23 on 3 March 2022, with total planned expenditure of £34.051m being met from rents and other income. Since the approval of the 2022/23 budget various budget transfers have been actioned in accordance with Financial Regulations resulting a revised total planned spend of £34.203m. The unaudited Housing Revenue Account surplus at 31 March 2022 was £9.531m. Of this, £9.344m is to be used to fund capital and revenue expenditure in future years. This left an uncommitted balance of £0.187m at 31 March 2022.

- 3.10 Members approved the Common Good revenue and capital budgets for 2022/23 on 3 March 2022. The combined unaudited Common Good revenue surplus as at 31 March 2022 for all Common Good Funds was £0.355m.
- 3.11 Table 1 above includes budgeted pay uplifts as per the Scottish Governments pay policy which is based on a differentiated scheme that proposes higher increases to the lower end of the pay scales. This initial proposal, based on the initial Scottish Government pay policy, has been rejected by the Trade Unions. Cosla along with Council Leaders have been meeting with the Scottish Government in recent weeks in order to secure additional funding to make an increased offer to staff. These discussions are ongoing however the Scottish Government has recently agreed to allocate a further £140m to Local government for this purpose. The additional funding provided allowed an increased offer of 3.5% to be made (1.5% above the current budget amount within the Council) however the Trade Unions have already rejected this latest offer.
- 3.12 At this stage it is assumed that payroll budgets will be on line at the year end with any increased cost resulting from an improved pay offer being met by additional funding provided by the Scottish Government. Initial estimates indicate that for every 1% increase in the pay uplift, above the current budget 2% amount, will equate to a £2.0m increase in cost (inclusive of HSCP uplifts).

4. Proposals

4.1 *Overview of Directorate/ Accounts' position as at 30 June 2022*

- 4.1.1 Appendix 1a to e to this report provides financial performance information in the form of a report for each Directorate/ account for the period to 30 June 2022. The Council's overall General Services revenue position at Period 3, excluding HSCP, is projected to be an in year over-spend of £0.286m prior to earmarking (£1.650m over-spend after earmarking).
- 4.1.2 As outlined in 3.5 above, funding has been allocated to Services to mitigate the loss of income/additional cost impact of Covid-19 during 2022/23. The Covid-19 variance information provided in the following section 4.1.3 to 4.1.8 below is the net Covid-19 position after taking account of the additional funding i.e. it outlines any further movement (over or underspend related to Covid-19) beyond the initial allocation.
- 4.1.3 Table 3 below provides a summarised position on a Directorate/ account basis and provides:
- (i) the projected out-turn position excluding the remaining impact of Covid-19;
 - (ii) Net remaining Covid-19 cost under/(over) spend projections;
 - (iii) the overall projected position combining (i) and (ii); and
 - (iv) the overall projected position after requested earmarking.

Table 3 – Projected under/(over) spend

<i>Directorate/ Account</i>	<i>Normal Projected under/ (over) spend £m (i)</i>	<i>Projected under/(over) spend related to Covid-19 £m (ii)</i>	<i>Overall Projected under/(over) spend £m (iii)</i>	<i>Earmarking approved/ requested £m</i>	<i>Revised under/ (over) spend £m (iv)</i>
Chief Executive	0.322	0.108	0.430	-	0.430
Education	0.987	-	0.987	(1.364)	(0.377)
People	(0.074)	0.080	0.006	-	0.006
Place	(1.069)	-	(1.069)	-	(1.069)
Miscellaneous Services Account	(0.744)	0.011	(0.733)	-	(0.733)
Total Net expenditure	(0.498)	0.119	(0.379)	(1.364)	(1.743)
Council Tax income (see 4.1.5 below)	0.093	-	0.093	-	0.093
Net in year projected surplus	(0.405)	0.119	(0.286)	(1.364)	(1.650)

- 4.1.4 Table 3, above, indicates an overall over-spend for the year (excluding HSCP) of £0.286m, prior to requested earmarking of £1.364m. All Directors, Assistant Directors and Heads of Service have been contacted to confirm their duty in terms of Section 5.3 of the Councils Financial Regulations which states, per the extract below:

‘It is the responsibility of the Chief Executive, Directors, Heads of Service and Assistant Directors concerned to ensure that items of expenditure in the revenue estimates of his/ her Directorate/ services are not overspent, and that the income and expenditure of his/ her Directorate/ services conform to the requirements of these regulations.’

It is expected that Service managers will now limit spend wherever possible in order to bring the projections back on line with budget. An update on this will be provided in the next Budget Management report.

- 4.1.5 **Council Tax Income** – A review of the current collection rates indicates they are slightly ahead of current year targets. It is anticipated that if trends continue as expected then Council Tax income will be £0.093m in excess of budget.
- 4.1.6 **Health and Social Care Partnership** – details of the projected out-turn information can be found within the Financial Monitoring report presented to the last Integration Joint Board (IJB) meeting. Appendix 1b indicates a projected in year underspend of £3.772m for 2022/23
- 4.1.7 The above HSCP projection assumes that £0.802m will be paid to the Council in 2022/23, being the fourth and final tranche of four repayments relating to the £3.277m draw from reserves provided to the partnership during 2020/21. In total £2.475m has been repaid in the previous three financial years leaving an outstanding balance of £0.802m to be repaid this year.

- 4.1.8 **Budget Transfers** - Members are asked to consider and approve the budget transfer requests for each Directorate as outlined in Appendix 1a to 1f summarised in total in table 4 below (by Directorate).

Table 4 – Budget Transfers

<i>Directorate/ Account</i>	<i>Dr £m</i>	<i>Cr £m</i>	<i>Appendix ref:</i>
People	0.125	0.125	1d –page 9
Place	5.153	5.153	1e –page 11
Total	5.278	5.278	

- 4.1.9 **Earmarking** - Members are asked to consider and approve the new earmarking request to be carried forward to 2023/24 for each Directorate as outlined in Appendix 1a to 1e summarised in total in the table below (by Directorate). It should be noted that part of this earmarking request is in relation to schools carry forward and may require to be amended in future reports depending on actual spend patterns.

Table 5 – New Period 3 Earmarking

<i>Directorate/ Account</i>	<i>Normal £m</i>	<i>Appendix ref:</i>
Education	1.364	1c – page 6
Total	1.364	

- 4.1.10 At this stage the earmarking requested relates to Pupil Equity Funding (PEF) of £1.214m which requires to be carried forward to follow the academic school year rather than the financial year, and £0.150m of Devolved School Management (DSM) of resources which is requested in line with the approved DSM scheme. There is therefore no scope to reduce the level of earmarking for PEF and limited scope to reduce the DSM, unless the DSM scheme is amended accordingly which would require member approval.

4.2 **General Services – Summary of Current Financial Revenue Position**

- 4.2.1 The unaudited 2021/22 Annual Accounts showed an accumulated surplus at 31 March 2022 of £39.877m and of this, £33.974m was set aside or earmarked for specific purposes leaving an uncommitted balance of £5.903m for General Services. Appendix 2 provides detail of the amounts set aside from the accumulated sum together with the impact of the current year directorate net year-end over-spend projections of £1.650m (after earmarking) outlined in Table 3 at 4.1.3 above
- 4.2.2 Table 6 below indicates that a year-end £5.055m uncommitted general services surplus is currently projected at 31 March 2023. This equates to 2.3 per cent of estimated future planned spend (excluding HSCP). This is towards the lower end of the 2 to 4 per cent required by Council policy for uncommitted general reserves.

Table 6 – General Services accumulated surplus

	£m
Unaudited opening surplus	39.877
Commitments (per Appendix 2)	(33.974)
Uncommitted surplus brought forward	5.903
Directorate 2022/23 projections (per table 3 above)	(1.650)
HSCP repayment (4 of 4)	0.802
Projected accumulated surplus	5.055

4.3 **Housing Revenue Account Balance**

4.3.1 **Summary of Current Financial Position** – as outlined in Appendix 1e the current projected ‘in year’ surplus as at 31 March 2023 is £0.309m. When the in-year surplus is added to the current uncommitted surplus, identified in Table 4 of Appendix 1g, this results in an overall revised projected uncommitted surplus of £0.496m for the HRA.

4.4 **Common Good Funds**

4.4.1 **Summary of Current Financial Position** – the current projected accumulated revenue surplus for each individual fund is outlined in Appendix 1h. Overall, at 31 March 2023, a combined projected accumulated revenue surplus of £0.356 is anticipated together with a projected combined capital reserve of £0.592m.

5. **Legal and Procurement Implications**

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. **Financial Implications**

6.1 An accumulated uncommitted surplus of £5.055m is currently projected for General Services, excluding HSCP.

6.2 A £0.496m accumulated uncommitted surplus is projected for the Housing Revenue Account and a combined £0.356m accumulated surplus is currently projected for the Common Good Funds.

7. **Human Resources Implications**

7.1 There are no specific human resource implications arising directly from this report. Any indirect implications are being managed on an operational basis by the Service Directorates.

8/

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There are no risks associated with rejecting the recommendations.

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor 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

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 time as the decision is fully implemented:

Implementation	Due date	Managed by
Action the budget transfers in the financial ledger as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1.8	16 September 2022	Head of Finance and ICT
Record for future reporting purposes the requested earmarking for carry forward of resources to 2023/24 as outlined in 4.1.9	16 September 2022	Head of Finance and ICT

Background Papers **Report to South Ayrshire Council of 3 March 2022 - [Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34 and Carbon Budget 2022/23](#)**

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](#)

[Finance Circular 1/2022](#)

Person to Contact **Tim Baulk, Head of Finance and ICT**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612612
E-mail tim.baulk@south-ayrshire.gov.uk

Date: 24 August 2022

Budget Management Report to 30 June 2022 (Period 3)

Appendix 1

Ref.	Directorate/ Account	Pages
1a	Chief Executive's Strategic Office	1 to 2
1b	Health & Social Care	3
1c	Education	4 to 6
1d	People	7 to 9
1e	Place	10 to 14
1f	Miscellaneous Services Account	15 to 16
1g	Housing Revenue Account	17 to 18
1h	Common Good Funds	19 to 20

This appendix outlines the **key financial issues** for each directorate or account (Tables 1 to 3), together with **other financial information** (Tables 4 to 8).

Chief Executive's

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
80	Chief Executive & Support	434	429	5	0
	Finance and ICT Services:				
25	Head of Finance & ICT Services	(103)	(103)	0	0
410	Corporate Finance and Accounting	1,988	1,954	34	34
2,432	Revenues and Benefits	4,789	4,780	9	9
1,259	Information and Communication Technology	4,786	4,479	307	55
4,125	Total Finance and ICT Services	11,459	11,109	350	98
	Regulatory Services				
24	Head of Regulatory Services	(56)	(56)	0	0
35	Civil Contingencies & Business Continuity	61	61	0	0
858	Democratic Governance Services	2,580	2,547	33	0
83	Insurance, Risk & Safety Management	415	413	2	0
167	Legal & Licensing Services	890	890	0	0
376	Trading Standards & Environmental Health	1,854	1,824	30	0
205	Employee Services	904	904	0	0
235	Human Resources	918	908	10	10
1,983	Total Regulatory Services	7,566	7,491	75	10
8	Covid-19 Mobilisation Costs	31	31	0	0
6,196	Total Chief Executive's Office	19,489	19,059	430	108

Table 2 - Subjective Analysis

Actual Expenditure to 30 June £'000	Account	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
3,482	Employee costs	17,454	17,366	88	83
23	Property costs	284	284	0	0
986	Supplies and services costs	1,904	1,629	275	25
17	Transport costs	103	109	(6)	0
375	Administrative costs	480	456	24	0
173	Third party payments	1,593	1,544	49	0
7,520	Transfer payments	25,201	25,201	0	0
4	Financing costs	12	12	0	0
12,580	Gross expenditure	47,032	46,602	430	108
(6,384)	Gross income	(27,543)	(27,543)	0	0
6,196	Net expenditure	19,489	19,059	430	108

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Chief Executive & Support
5	Chief Executive & Support - projected over-recovery of payroll turnover target.
5	Total projected variance

Projected Variance favourable /(adverse) £'000	Finance and ICT Services
34	Corporate Finance and Accounting - projected full-year underspend of £0.034m due to a legacy delay in recruiting Covid-19 recovery posts in 2021/22, which following earmarking has carried forward into the current year.
9	Revenues and Benefits - projected full-year underspend of £0.009m due to vacant Covid-19 recovery post that will not be filled.
307	ICT - projected full-year underspends of £0.267m on maintenance contracts, £0.045m on Oracle non-contract spend and £0.012m on administrative costs; offset by projected overspend on electric vehicle costs following the end of subsidy agreements. Further projected underspend of £0.055m on Covid recovery funding, comprising both employee costs and equipment.

350	Total projected variance
------------	---------------------------------

Projected Variance favourable /(adverse) £'000	Regulatory Services
33	Democratic Governance Services - a series of small projected underspends across various areas of the service comprising supplies and services costs (£0.008m) transport costs (£0.09m), administrative costs (£0.012m) and third party payments (£0.004m) combine toward a projected full year underspend for the service of £0.033m.
30	Trading Standards and Environmental Health - a full year underspend of £0.030m is currently projected for the service, comprising £0.020m from Food Standards Scotland for ongoing work which is already met from within the services existing resources, plus another £0.010m from supplies and services budgets across the service.
10	Human Resources - a full year underspend of £0.010m is currently projected due to a legacy delay in recruiting Covid-19 recovery posts in 2021/22, which following earmarking has carried forward into the current year.
75	Total projected variance

Projected Variance favourable /(adverse) £'000	Covid-19
0	Covid-19 Mobilisation Costs - the budget of £0.031m held against Covid-19 Mobilisation relates to earmarking from 2021/22 for employee costs to support the continuing administration of self-isolation support grants. It is expected to be fully spent during the financial year.
0	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
Total		0	0

Table 5 - Earmarking Requests

Earmarking requests:	Objective/ Subjective	Amount £'000
Total		0
Comments: No earmarking requests were identified at period 3.		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Anticipated shortfall due to Covid-19 £'000
Brought forward from 2021/22 - Review staffing levels within Democratic Support	10	0	0
Total	10	0	0
Comments: The remaining Democratic Support efficiency of £0.010m is currently being addressed on a temporary basis through payroll management. No further efficiency targets included at directorate level in 2022/23.			

Table 7 - Payroll Management

	£'000	period 3	to be
Payroll Management - Corporate target	563	124	439
Total	563	124	439
Comments: The Directorate's payroll management target is currently projected to be fully achieved at the end of the financial year.			

Table 8 - Grant Income

New Grants Received:	
Amount	
0	
Comments: Additional amounts notified during the financial year, not included in the original budget.	

Social Care

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
	Community Care Services :				
9,729	Older People	53,071	52,512	559	0
820	Physical Disabilities	4,107	4,085	22	0
10,549	Total Community Care Services	57,178	56,597	581	0
4,196	Children's Services	23,049	21,241	1,808	0
(137)	Justice Services	(4)	(13)	9	0
4,059	Total Children and Justice Services	23,045	21,228	1,817	0
3,321	Learning Disabilities	23,860	22,924	936	0
677	Mental Health	4,252	4,106	146	0
265	Addiction	838	838	0	0
4,262	Total Mental Health Services	28,950	27,868	1,082	0
723	Directorate Services	5,458	4,852	606	0
280	Other Services	1,104	1,418	(314)	0
0	Vacancy management	(1,254)	(1,254)	0	0
1,003	Total Support Services	5,308	5,016	292	0
141	Integrated Care Fund/Delayed Discharges	373	373	0	0
0	Additional Funding Repayment	802	802	0	0
(1,831)	Interagency payments with Health	(19,831)	(19,831)	0	0
364	Covid-19 Costs	11,666	11,666	0	0
18,547	Social Care Sub-total	107,491	103,719	3,772	0
54	Scheme of assistance/Aids and adaptations etc	790	790	0	0
18,601	Final Social Care total	108,281	104,509	3,772	0

Earmarking requests

0

Health & Social Care - the above table provides an overview statement of the financial budget and projected out-turn position for the Council element of the Integration Joint Board (IJB) for 2022/23 as at 30 June (Period 3). Earmarking of £15.931m is included in the budgets reported, including £11.666m for Covid 19 purposes. The reported position above assumes all additional Covid 19 spend will be funded via the Local Mobilisation Plan. £24.768m (£21.135m general and £3.633m NHS) of reserves were held at 2021/22 year end, leaving a balance of £5.204m uncommitted. This Period 3 projected position has been reported to the IJB.

Education Directorate

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
265	Directorate	(593)	(593)	0	0
3,427	Education - Early Years	8,714	8,714	0	0
9,625	Education - Learning and Teaching Primary	38,148	37,300	848	0
9,594	Education - Learning and Teaching Secondary	40,106	39,843	263	0
3,176	Education - Learning and Teaching Additional Support	14,130	14,220	(90)	0
4,994	Education Support Services	16,354	16,388	(34)	0
357	Education Recovery	2,077	2,077	0	0
337	Financial Insecurity	635	635	0	0
369	Scottish Child Payments (SCP) Bridging Payments	892	892	0	0
32,144	Total People Directorate	120,463	119,476	987	0

Table 2 - Subjective Analysis

Actual Expenditure to 30 June £'000	Account	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
22,838	Employee costs	101,070	99,706	1,364	0
5,323	Property costs	23,544	23,578	(34)	0
561	Supplies and services costs	1,952	1,952	0	0
1,021	Transport costs	4,043	4,386	(343)	0
859	Administrative costs	1,164	1,164	0	0
2,185	Third party payments	6,042	6,042	0	0
5	Transfer payments	573	573	0	0
32,792	Gross expenditure	138,388	137,401	987	0
(648)	Gross income	(17,925)	(17,925)	0	0
32,144	Net expenditure	120,463	119,476	987	0

Table 3 - Analysis of Significant Variances

Year end Variance Fav /(Adv) £'000	Directorate
0	Payroll management target - projected to be on-line (refer to Table 7 below).
0	Total projected variance

Year end Variance Fav /(Adv) £'000	Education - Early Years
0	Members approved £0.024m in relation to COVID recovery project to support parents of babies to reduce social isolation and improve outcomes particularly early language and communication skills in areas of deprivation.
0	Total projected variance

Year end Variance Fav /(Adv) £'000	Education - Learning and Teaching - Primary, Secondary and Additional Support
1,021	<p>Projected net underspend of £1.021m, as a result of:</p> <p>Devolved School Management carry forward - projected underspend on school carry forward budgets of £0.150m, primarily relating to employee costs across academic years. This underspend is subject to schools Devolved School Management Scheme and Members are requested to earmark this underspend to be utilised 2023/24 (refer to Table 5 below).</p> <p>Pupil Equity Funding - projected underspend of £1.214m. This Scottish Government funding relates to the academic year (August 2022 - August 2023) and has permissible carry forward. Members are requested to earmark this underspend to be utilised in 2023/24 (refer to Table 5 below).</p> <p>Pupil Transport - projected overspend of £0.343m (£0.207 SPT and £0.136m ASN). There have been major tender exercises undertaken for both Mainstream and ASN. Tenders received are higher as operators come out of the pandemic, dealing with additional fuel and wage costs.</p>
1,021	Total projected variance

Year end Variance Fav /(Adv) £'000	Education - Support Services
(34)	<p>PPP unitary charge payments projected net overspend of £0.034m, due to malicious damage costs (£0.035m), additional Opex/Lifecycle costs of £0.026m (Feb 2017 - May 2022), which are partially offset by £0.027m due to actual RPI (Feb 22) being less than budgeted.</p> <p>Free School Meals - School Holidays Support - The SG has provided funding of £0.403m to enable the provision of alternative free school meal provision to all children and young people, eligible for free school meals on the basis of low income, in primary and secondary during the school holidays. However, this funding is based on £2.50 contribution, compared to the £3.00 SAC agreed amount. This equates to a shortfall of £0.150m which will be met from the 21/22 earmarked financial insecurity funding.</p> <p>COVID Recovery Projects - Members approved £0.332m in relation to secondary schools family first project.</p>
(34)	Total projected variance

Year end Variance Fav /(Adv) £'000	Covid-19
0	<p>Education Recovery funding comprises:-</p> <ul style="list-style-type: none"> - SAC share of £80m SG Teacher Recovery Fund (£1.608m). The purpose of this funding is to enable councils to employ a variety of school staff to meet the needs of children and young people in their local areas and ensuring that levels of teaching and support staff in schools could be maintained. - Scottish Government grants earmarked from 2021/22 £0.815m, of which £0.346m devolved to schools. These funds are fully committed.
0	<p>Financial Insecurity including the following funding:-</p> <ul style="list-style-type: none"> - 21/22 earmarking £0.261m SCP Bridging payments (clothing grant criteria) - COVID additional expenditure - Members approved £0.250m funding in relation to support the payment of four Scottish Child Payment (SCP) 'Bridging Payments' to a wider group of young people in 2022, making the same grant payments for customers who were eligible for Clothing Grants, as those eligible for free school meals. - 21/22 earmarking £0.107m financial insecurity, including food bank running costs
0	<p>Scottish Child Payment (SCP) Bridging Payments</p> <p>The Bridging Payments will be made on the same basis as the Family Pandemic Payments and will be paid for each child in receipt of Free School Meals due to low income. In 2022, four equal payments of £130 will be made at Easter (made in 2021/22), Summer, October and Christmas to broadly align with the start of school holidays. Additional funding £0.892m has been made available from SG to meet the cost of these payments. This includes 80% of projected award value, with the full value of awards being made through the General Revenue Grant redetermination process in the last two weeks of March 2023.</p>
0	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
1	n/a		
Total		0	0

Table 5 - Earmarking Requests

Earmarking requests:	Objective/ Subjective	Amount £'000
School Pupil Equity Fund	Education - various	1,214
School Carry Forwards	Education - various	150
Total requests		1,364
Comments:		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Shortfall £'000	Shortfall due to Covid-19 £'000
Increase all applicable external fees and charges by 2.9%	1	0	0
Total	1	0	0
Comments:			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 3	Remaining to be
Payroll Management - Corporate target	2,623	630	1,993
Total	2,623	630	1,993
Comments: The Directorate payroll management target is projected to be achieved.			

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
4	Edina Trust	Science Resources
1	Tesco	Groundwork Funding
41	Ayrshire Chamber of Commerce	Developing Young Workforce
23	Education Scotland	STEM
7	Scottish Government	Education recovery
76		

People Directorate

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
49	Directorate	27	27	0	0
646	Destination South Ayrshire	7,502	7,496	6	80
889	Thriving Communities	6,340	6,340	0	0
1,563	Organisational Development & Customer Services	4,125	4,125	0	0
967	Policy, Performance and Community Planning	3,430	3,430	0	0
49	Performance Appraisal & Audit	312	312	0	0
4,163	Total People Directorate	21,736	21,730	6	80

Table 2 - Subjective Analysis

Actual Expenditure to 30 June £'000	Account	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
3,447	Employee costs	18,995	18,995	0	0
416	Property costs	2,284	2,284	0	0
621	Supplies and services costs	1,771	1,771	0	0
181	Transport costs	614	614	0	0
88	Administrative costs	678	678	0	0
1,395	Third party payments	3,631	3,631	0	0
0	Transfer payments	10	10	0	0
6,148	Gross expenditure	27,983	27,983	0	0
(1,985)	Gross income	(6,247)	(6,253)	6	80
4,163	Net expenditure	21,736	21,730	6	80

Table 3 - Analysis of Significant Variances

Year end Variance Fav /(Adv) £'000	Directorate
0	Payroll management target - projected to be on-line (refer to Table 7 below).
0	Total projected variance

Year end Variance Fav /(Adv) £'000	Destination South Ayrshire
6	<p>Members approved year two income target reductions of £1.036m within sports and leisure, as part of the COVID-19 Programme of Recovery, to reflect the loss of income due to Scottish Government restrictions resulting in reduced capacity and membership cancellations within sports and leisure.</p> <p>Projected net over-recovery in income of £0.006m, due to the following:</p> <ul style="list-style-type: none"> - £0.074m shortfall in income relating to utility cost recharges to user groups for use of Council community centres, as a result of their lack of financial resources. - £0.145m shortfall within hotelier and green fees income. - £0.225m additional income above target within leisure memberships and admissions, primarily as a result of the reduced income targets of £1.036m <p>Riverside Sports Arena - projected underspend within employee costs of £0.125m, due to employees not starting until September 2022. Member's approval is requested to utilise this underspend in order to purchase one-off equipment (refer to Table 4 below).</p>
6	Total projected variance

Projected Variance favourable /(adverse) £'000	Thriving Communities
0	Members approved (Yr2) funding of £0.400m in relation to COVID recovery projects within employability and skills. LACER funding - members have approved the following funding initiatives (SAC 29 June 2022):- - NEC Free Travel Support £0.045m - Social Enterprise Support £0.200m - Empowering Communities Fund £0.100m
0	Total projected variance

Year end Variance Fav /(Adv) £'000	Organisational Development & Customer Services
0	COVID additional expenditure (Yr2) - Information and advice hub were allocated a further £0.187m to continue with following COVID recovery projects:- - Administrative support to meet increased enquiries (£0.134m) - Targeted Community Based Education and Outreach Service (£0.129m). LACER funding - members have approved the following funding initiatives (SAC 29 June 2022):- - Household Boost Fund £0.400m - Senior Community Advisor (I&AH) £0.047m
0	Total projected variance

Projected Variance favourable /(adverse) £'000	Policy, Performance and Community Planning
0	Members approved £0.166m in relation to COVID recovery projects (Yr2) within policy, performance and community planning.
0	Total projected variance

Year end Variance Fav /(Adv) £'000	Performance Appraisal & Audit
0	Online.
0	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:		DR £'000	CR £'000
1	Riverside Sports Arena - employee costs		125
	Riverside Sports Arena - supplies and services	125	
	<i>Underspend within full year employee budget to be utilised to purchase equipment for new Riverside Sports Arena (employees due to start Sept 22).</i>		
Total		125	125

Table 5 - Earmarking Requests

Earmarking requests:	Objective/ Subjective	Amount £'000
n/a		
Total requests		0
Comments:		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Shortfall £'000	Shortfall due to Covid-19 £'000
Increase all applicable external fees and charges by 2.9%	121	0	0
Total	121	0	0
Comments:			
This efficiency is being met, as result of year 2 income target reductions within sports and leisure.			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 3 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	537	230	307
Total	537	230	307
Comments:			
The Directorate payroll management target is projected to be achieved.			

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
3	Scottish Library Information Centre	Jock Tamson's Bairns
21	Scottish Library Information Centre	Climate for Change
13	Scottish Library Information Centre	Read Woke Primaries
25	NCCBC	Maybole Town Centre Regeneration
100	Sustrans	Maybole Town Centre Regeneration
23	North Ayrshire Council	Ayrshire Visitor Economy Strategy Group
3	Youth Link Scotland	Youth Link Climate Funding
180	Sport Scotland	Active Schools / Community Sports Hubs
274	Scottish Government	School Milk & healthy snack scheme
96	Scottish Government	HEEPS
134	Scottish Government	Ukraine Refugee Support
5	Scottish Government	Long-term unemployed support
877		

Place Directorate

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
(629)	Directorate	1,670	1,481	189	0
1,091	Asset Management and Community Asset Transfer	5,896	5,896	0	0
796	Ayrshire Roads Alliance/SPT	8,524	8,384	140	0
277	Economy & Regeneration	1,774	1,679	95	0
2,611	Facilities Management	11,279	10,806	473	0
718	Housing Services	1,810	1,725	85	0
3,409	Neighbourhood Services	16,837	19,075	(2,238)	0
1,269	Planning and Building Standards	1,263	1,023	240	0
206	Procurement	607	660	(53)	0
186	Professional Design Services	(639)	(639)	0	0
3,622	Property Maintenance	(222)	(222)	0	0
6,701	Special Property Projects		0	0	0
20,257	Total Place Directorate	48,799	49,868	(1,069)	0

Table 2 - Subjective Analysis

Actual		Full Year	Projected	Projected	Projected
7,673	Employee costs	37,889	37,058	831	0
1,380	Property costs	6,105	6,427	(322)	0
10,586	Supplies and services costs	11,254	11,099	155	0
2,126	Transport costs	5,699	6,643	(944)	0
87	Administrative costs	481	537	(56)	0
1,267	Third party payments	17,530	18,843	(1,313)	0
8	Financing costs	90	90	0	0
23,127	Gross expenditure	79,048	80,697	(1,649)	0
(2,870)	Gross income	(30,249)	(30,829)	580	0
20,257	Net expenditure	48,799	49,868	(1,069)	0

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Directorate
189	Directorate - projected underspend of £0.189m in employee costs as a result of current vacancies and a delay in recruiting to the Strategic Change Team.
189	Total projected variance

Projected Variance favourable /(adverse) £'000	Asset Management & Community Asset Transfer
0	No material variances to report
0	Total projected variance

Projected Variance favourable /(adverse) £'000	Ayrshire Roads Alliance/SPT
140	Ayrshire Roads Alliance/SPT - projected underspend of £0.140m mainly as a result of current vacancies. The potential increased cost of materials and fuel are being closely monitored by management and once the position becomes clearer a further update will be reported to Cabinet.
140	Total projected variance

Projected Variance favourable /(adverse) £'000	Economy & Regeneration
--	------------------------

95	Economy and Regeneration - projected underspend of £0.95m as a result of; Employee costs - projected underspend of £0.090m as a result of current vacancies Administrative costs - projected underspend of £0.005m within various small budget lines across the service.
95	Total projected variance

Projected Variance favourable /(adverse) £'000	Facilities Management
473	Facilities Management - projected underspend of £0.473m as a result of; Employee costs - projected underspend of £0.185m due to current vacancies Property costs - projected overspend of £0.067m mainly as a result of the increased cost of cleaning and domestic supplies across all Council properties Supplies & Services costs - projected underspend of £0.621m due to underspends in food costs (£0.563m) due to continued reduced school meals provision and security services costs (£0.058m) anticipated from the changeover in cashless catering provider contracts Administrative costs - projected underspend of £0.056m across various small budget lines Income - projected under-recovery of £0.322m due to the impact of the Government funding for the Primary Universal Free School Meals expansion programme for all P4 and P5 pupils. Management will closely monitor the impact of this over the coming months and once the position becomes clearer a permanent budget realignment between income and food costs will be proposed to Cabinet.
473	Total projected variance

Projected Variance favourable /(adverse) £'000	Housing Services
85	Housing Services - projected underspend of £0.085m as a result of; Employee Costs - projected underspend of £0.024m due to the current vacancies. Property Costs - projected overspend of £0.255m. This relates to increased responsive repairs costs (£0.150m), unlets (£0.075m), increased cleaning supplies (£0.020m), refuse collection (£0.005m) and equipment costs (£0.005m), all as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below. Supplies & Services Costs - projected overspend of £0.185m. This relates to increased furniture costs (£0.155m) and increased removal & storage costs (£0.030m) as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below. Administrative Costs - projected overspend of £0.120m. This is due to the need to maintain a bad debt provision to fund any future write off relating to the increased level of homeless rent arrears. This is offset by the corresponding over-recovery of income noted below. Third Party Payments - projected overspend of £0.030m. Due to the increased use of bed & breakfast properties (£0.030m) as a result of the increased demand for temporary homeless accommodation. This is offset by the corresponding over-recovery of income noted below. Income - projected over recovery of £0.651m. This relates to an increased number of temporary accommodation units being utilised from the HRA stock which has been necessary to meet increased demand for homeless accommodation. Members are requested to approve a Budget Transfer Request (Table 4 below) to use the over-recovery of income to
85	Total projected variance

Projected Variance favourable /(adverse) £'000	Neighbourhood Services
(2,238)	Neighbourhood Services - projected overspend of £2.238m as a result of; Supplies & Services costs - projected overspend of £0.281m due to the increased cost of repairs and maintenance of equipment (£0.096m), use of subcontractors for street cleaning and weed spraying (£0.130m), annual software licences (£0.030m) and one-off clean up costs required in relation to the bird flu outbreak (£0.025m) Transport costs - projected overspend of £0.944m mainly due to increased cost to hire essential equipment (£0.231m), skip and vehicle hire (£0.110m), increased repair and maintenance costs (£0.130m) and fuel price increases (£0.350m). The approved £0.123m prior year saving for Council-wide reduced external vehicle hire and grants for electric vehicles has not yet been allocated across services due to the impact of covid Third Party Payments - projected overspend of £1.278m within recycling costs following the implementation of new contracts with service providers. Members are requested to approve a Budget Transfer Request (see Table 4 below) to transfer Service underspends to meet this increased contract cost in 2022/23 Income - projected over-recovery of £0.265m in relation to current levels of bereavement income (£0.115m) along with an increase in recharges to user services for price increases in fuel and repairs costs (£0.150m).
(2,238)	Total projected variance

Projected Variance favourable /(adverse) £'000	Planning & Building Standards
240	<p>Planning & Building Standards - projected underspend of £0.240m as a result of ;</p> <p>Employee costs - projected underspend of £0.338m due to current vacancies</p> <p>Third Party Payments - projected overspend of £0.145m due to the requirement to employ temporary agency workers to support the current volume of building warrant applications</p> <p>Income - projected over-recovery of £0.047m due to the increased volume of Building Warrant Fees and Planning Applications in the first quarter of the financial year</p> <p>Members are requested to approve a Budget Transfer Request (see Table 4 below) to transfer employee costs underspends of £0.145m noted above to fund the employment of temporary agency workers required to deal with the increased level of building warrant applications</p>
240	Total projected variance

Projected Variance favourable /(adverse) £'000	Procurement
(53)	<p>Procurement - projected overspend of £0.053m as a result of;</p> <p>Employee costs - projected underspend of £0.005m as a result of vacancies in the first quarter of the financial year</p> <p>Administrative costs - projected underspend of £0.003m within various small budget lines across the service</p> <p>Income - projected under-recovery of £0.061m contract rebate income</p>
(53)	Total projected variance

Projected Variance favourable /(adverse) £'000	Professional Design Services
0	No material variances to report
0	Total projected variance

Projected Variance favourable /(adverse) £'000	Property Maintenance
0	<p>Property Maintenance Service - projected online overall. Made up of the following variances:</p> <p>Employee Costs - projected underspend of £1.166m. This is due to a high level of vacancies within the service.</p> <p>Supplies & Services - projected overspend of £2.762m. This is due to an increased use of sub contractors, which is mainly related to the high level of vacancies.</p> <p>Third Party Payments - projected overspend of £0.378m due to increased spend on Agency payments, which is related to the high level of vacancies.</p> <p>Income - projected over-recovery of £1.974m based on the current level of jobs being carried out.</p> <p>Members are requested to approve a Budget Transfer Request (Table 4 below) to use the underspend in employee costs and the over-recovery of income to fund the related increased supplies and services and third party payments noted above.</p>
0	Total projected variance

Projected Variance favourable /(adverse) £'000	Special Property Projects
0	No material variance to report.
0	Total projected variance

		DR	CR
1	Planning & Building Standards - Employee Costs		145
	Planning & Building Standards - Third Party Payments	145	
	Transfer employee cost underspend to fund use of Agency workers to meet current workload		
2	Neighbourhood Services - Third Party Payments	1,278	
	Neighbourhood Services - Income		119
	Directorate - Employee Costs		189
	ARA - Third Party Payments		140
	Economy & Regeneration - Employee Costs		36
	Facilities Management - Supplies & Services Costs		473
	Housing - Income		81
	Planning & Building Standards - Employee Costs		193
	Planning & Building Standards - Income		47
	Transfer Service underspends to fund increased waste recycling contract costs		
3	Housing - Income		590
	Housing - Property Costs	255	
	Housing - Supplies & Services Costs	185	
	Housing - Third party payments	120	
	Housing - Administrative Costs	30	
	Transfer homelessness rent income over-recovery to fund related increased expenditure		
4	Property Maintenance Services - Employee Costs		1,166
	Property Maintenance Services - Supplies & Services	2,762	
	Property Maintenance Services - Third Party Payments	378	
	Property Maintenance Services - Income Costs		1,974
	Transfer underspend in employee costs and income over-recovery to fund the related increased sub-contractor and agency costs		
Total		5,153	5,153

Table 5 - Earmarking Requests

	Objective/ Subjective	Amount £'000
N/A		
Total		0

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Anticipated shortfall met by Covid-19 funding £'000
Asset Management - Newton House rental income	80	0	0
Housing Services - Homelessness rental income	550	0	0
Facilities Management - Fees & Charges - public conveniences increase charges	1	0	0
Asset Management - Fees & Charges - rental income increase charges	8	0	0
Neighbourhood Services - Fees & Charges - increase charges for special uplifts/commercial waste/grass cutting/allotments/bereavement	68	0	0
Total	707	0	0
Comments:			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 3 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	1,049	262	787
Total	1,049	262	787

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
	n/a	
0		
Comments:		
The above grants which have been received during the financial year were not part of the approved Directorate budget.		

Miscellaneous Services

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
2,480	Miscellaneous Services	17,241	17,974	(733)	11
2,480	Total Miscellaneous Services	17,241	17,974	(733)	11

Table 2 - Subjective Analysis

Actual Expenditure to 30 June £'000	Account	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
0	Debt management charges	12,748	12,698	49	0
0	Investment income	(114)	(303)	189	0
0	Recharges to other services	(1,667)	(1,667)	0	0
215	Requisitions and other initiatives	859	859	(0)	0
193	Employee provision	603	603	0	0
(19)	Fees and subscriptions	425	426	(1)	0
2,061	Other payments	4,537	5,508	(971)	11
30	Covid-19 Mobilisation Costs	19	19	0	0
2,480	Gross expenditure	17,410	18,144	(733)	11
0	Gross income	(21)	(21)	0	0
2,480	Net expenditure	17,389	18,122	(733)	11

Table 3 - Analysis of Significant Variances

Projected Variance favourable /(adverse) £'000	Miscellaneous Services
49	Debt management charges - budget comprises £5.870m for loan principal repayments, £6.700m for interest costs and £0.178m for loans fund expenses, based on significant levels of capital expenditure and borrowing during the year. The projected underspend of £0.049m is due to delaying the majority of long-term borrowing until the second half of the financial year and instead taking advantage of lower short-term borrowing rates.
189	Investment income - budget of £0.114m is projected to over-recover by £0.189m due to increase in interest rates and a higher level of investments than was budgeted for.
(971)	Other payments - a projected overspend of £0.971m is anticipated for other payments: A full year overspend of £0.897m is projected for utility costs. Budgets were calculated based on anticipated increases at the time, however energy costs have significantly increased due to the cost of living crisis and war in Ukraine. This overspend is in respect of all energy costs across the Council, rather than report individual overspends across the various Council properties, services and directorates. Budget is held within other payments for Non-Domestic Rates (NDR) increases during the year. The Scottish Government have continued limited relief measures for the first three months of 2022/23 due to the Covid pandemic in relation to NDR charges and as a result there is a projected underspend of £0.051m for Council-owned properties. Corporate efficiency targets totalling £0.600m are held within other payments, details for which are shown at Table 6 below. An overall shortfall of £0.117m is currently projected, which will be monitored in order to reduce as far as possible.
(733)	Total projected variance

Table 4 - Budget Transfer Requests

Budget Transfer Requests:	DR £'000	CR £'000
Total	0	0

Table 5 - Earmarking Requests

		Amount
Description	Service/ Account	
Total		0
Comments: No earmarking requests identified in the current reporting period.		

Table 6 - Efficiency Savings

Efficiency savings:	Targeted £'000	Anticipated shortfall £'000	Projected Shortfall due to Covid-19 £'000
Procurement (prior year) - work continuing to identify relevant contracts to which target can be applied	(177)	(77)	0
Purchase of additional leave - target to be allocated across services	(200)	(40)	(40)
On-costs savings in relation to additional AVCs	(48)	0	0
Future Operating Model - target to be allocated across services	(175)	0	0
Total	(600)	(117)	(40)
Comments: Work is continuing to identify permanent procurement efficiencies to be allocated against the target, with a shortfall of £0.077m currently projected. Fewer employees have purchased additional leave due to the legacy of Covid and revised homeworking arrangements. Consequently, a shortfall of £0.040m is currently projected.			

Table 7 - Payroll Management

Payroll Management:	Targeted £'000	Achieved at period 3 £'000	Remaining to be achieved £'000
Payroll Management - Corporate target	0	0	0
Payroll Management - Directorate target	0	0	0
Total	0	0	0
Comments: No payroll management target allocation made to Miscellaneous Services for 2022/23.			

Table 8 - Grant Income

New Grants Received:		
Amount £'000	Grant name/ body	Grant purpose
0		
Comments: Additional amounts notified during the financial year, not included in original budget.		

Housing Revenue Account

Table 1 - Objective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Anticipated shortfall due to Covid-19 £'000
(5,543)	Housing Revenue Account	0	(309)	309	0
(5,543)		0	(309)	309	0

Table 2 - Subjective Analysis

Actual Expenditure to 30 June £'000	Service	Full Year Budget 2022/23 £'000	Projected Actual to 31 March £'000	Projected Variance favourable /(adverse) £'000	Anticipated shortfall due to Covid-19 £'000
875	Employee costs	5,130	4,630	500	0
2,036	Property costs	12,608	12,798	(190)	0
96	Supplies and services costs	378	313	65	0
7	Transport costs	94	54	40	0
48	Administrative costs	1,560	1,480	80	0
46	Support services costs	1,766	1,666	100	0
0	Third party payments	28	28	0	0
30	Transfer payments	71	121	(50)	0
0	Financing costs	3,868	3,736	132	0
2,338	CFCR	8,700	8,700	0	0
5,476	Gross expenditure	34,203	33,526	677	0
(11,019)	Income	(34,203)	(33,835)	(368)	0
0	Year-to-date draw on surplus for Welfare Reform	0	0	0	0
0	Year-to-date draw on surplus for Housing Officers	0	0	0	0
0	Year-to-date draw on surplus for Home loss payments	0	0	0	0
0	Year-to-date draw on surplus for Transformation	0	0	0	0
					0
(5,543)	Net expenditure	0	(309)	309	0

Year end Variance Fav /(Adv) £'000	Housing Revenue Account
500	Employee costs - projected underspend of £0.500m due to current vacancies.
(190)	Property Costs - projected overspend of £0.190m. This is due mainly to a higher than anticipated level of void properties (£0.200m) and property condition surveys (£0.030m), these overspends are offset by an underspend in asbestos management (£0.040m). Management are going to review the void properties costs in detail and a further update will be provided at period 6.
65	Supplies & Services - projected underspend of £0.065m. This is due to underspends in; ICT Hardware (£0.030m), Legal Fees (£0.020m), and other supplies and services (£0.015m).
40	Transport Costs - projected underspend of £0.040m, due to less use of private contract hire, car mileage allowance, fuel and repairs & maintenance of vehicles.
80	Administrative costs - projected underspend of £0.080m. There is an underspend on Telecoms charges (£0.010m) as well as less Feasibility & Design Costs for capital projects being charged to revenue (£0.070m).
100	Support service costs - projected underspend of £0.100m, due to less staff overheads being charged from other services.
(50)	Third Party Payments and Transfer Payments - projected overspend of £0.050m relating to redecoration allowances.
132	Financing costs - projected net underspend of £0.132m comprising: - Principal, Interest payments and expenses - projected underspend of £0.140m on principal, interest and expenses, which relates to the timing of loan payments and interest rates of temporary loan debt. - Interest income on revenue balances - £0.008m under recovery as a result of the Loans Fund not achieving the originally estimated rate of interest on investments.
0	CFCR - no variances
(368)	Income - projected under recovery of £0.368m in rental income as a result of the Mainholm new build units not being completed until January 2023. This is partly offset by the corresponding underspend in borrowing costs noted under Financing costs above
309	Total variance

Comments:

Table 4 - Accumulated Surplus

Accumulated Surplus	£'000	£'000
HRA accumulated surplus as at 1 April 2022	9,531	
Current year surplus/(deficit) before draw on surplus	309	
Revised current year surplus/(deficit)		9,840
Minimum working balance		(2,000)
Projected surplus for the year ended 31 March 2023		7,840
Current commitments:		
Capital:		
Previously approved draws on surplus now committed as part of the Capital Programme	(5,401)	
Revenue:		
Welfare reform - mitigating risks to HRA (per Council report of April 2013) - (spend in 2022/23: £0.000m).	(64)	
Transformation within Housing - support costs (spend in 2022/23: £0.000m).	(44)	
Tenant Participation - support aims of TP Strategy	(30)	
Costs associated with Home Loss Payments at Riverside High Flats and provision for Disturbance Allowance approved by Leadership Panel 26 November 2019 (spend of £0.006m in 22/23)	(182)	
Extending the temporary contracts for the 2 FTE Housing Officers at Grade – Level 7 until 30 September 2022 approved by Leadership Panel 26 November 2019 (spend of £0.008m in 22/23)	(67)	
2020/21 CFCR underspend to be used for financing costs for capital projects in 21/22 approved by Leadership Panel 21 August 2020	(1,000)	
2020/21 Repairs underspend to be used for the backlog of repairs due to COVID-19	(556)	
Total current commitments		(7,344)
Projected uncommitted surplus as at 31 March 2023		496
Comments:		
<p>Welfare Reform - £0.444m was originally set aside to mitigate the risks associated with the impact of welfare reform. Measures implemented thus far include additional contact and follow-up actions with affected tenants. Pro-active prevention work has also increased, including the provision of advice and information to affected tenants and identification of new or additional housing support needs.</p> <p>Since 2014/15 to date, £0.380m has been spent. The remaining balance of £0.064m to continue work in this area</p>		

Table 5 - Rent Arrears

Rent Arrears	As at 31 March 2022	As at 30 June 2022	Movement
Current Tenants – Mainstream	755	1,179	56%
Current Tenants – Homeless	99	59	-40%
Former Tenants – Mainstream	479	534	11%
Former Tenants – Homeless	255	275	8%
Total	1,588	2,047	29%
Comments:			
<p>Performance in this area was strong when benchmarked against other Scottish local authorities for 2021/22. Rent arrears is an area of focused activity with a dedicated team managing rent accounts and supporting tenants in arrears. Following Covid-19, the Council took the decision to suspend recovery action for the three-month period from 1 April – 30 June 2020. Officers are maintaining contact with tenants to provide ongoing advice and support to those who are experiencing hardship as a consequence of Covid-19. Every effort is being made to secure repayment arrangements as an alternative to formal recovery action, taking account of the temporary legislative changes introduced by the Scottish Government to provide additional protection to tenants. These place additional duties on the team and extend the recovery process. Consequently, the level of outstanding debt has increased while support and advice is being provided to help tenants reach a repayment plan, resulting in debts being higher and being on accounts for longer periods of time and reducing at a slower rate.</p> <p>Rent arrears typically follow an annual trend of increasing in the first six months of the financial year. For the equivalent period in 2021/22, total current tenants arrears were £1.073m in comparison to £1.238m this year (an increase of £0.165m) while former tenants arrears were £0.705m in comparison to £0.809m this year (an increase of £0.104m).</p>			

Table 6 - Budget Transfer Requests

	DR £'000	CR £'000
N/A		
Total	0	0

Common Good Funds

Table 1 - Objective Analysis

Actual Net Expenditure/ (Income) to 30 June £'000	Common Good Fund	Full Year Budget 2022/23 £'000	Projected Actual to 31 March 2023 £'000	Projected Variance favourable /(adverse) £'000	Projected Variance due to Covid-19 £'000
51	Ayr Common Good Fund	(3)	0	(3)	0
(5)	Prestwick Common Good Fund	0	(1)	1	0
0	Troon Common Good Fund	(0)	(0)	0	0
0	Maybole Common Good Fund	(0)	(0)	0	0
0	Girvan Common Good Fund	0	0	0	0
46		(3)	(1)	(1)	0

Table 3 - Financial Variance Analysis

Projected Variance favourable /(adverse) £'000	Common Good Fund
(103)	<u>Ayr Common Good Fund:</u> Property Costs: Unbudgeted expenditure (approximately £0.080m in 2020/21, £0.093m in 2021/22 and a further £0.003m in 2022/23 year-to-date) continues to be incurred in relation to the fire-damaged properties on Ayr High Street. A full-year overspend of £0.100m is currently projected; however this continues to be offset by insurance recovery income and accordingly no net impact on the overall projected outturn position is anticipated. A projected full-year underspend of £0.003m in respect of energy costs.
100	Income: A full year over-recovery of £0.100m is currently projected in relation to unbudgeted insurance recovery income referred to above (see property costs).
1	<u>Prestwick Common Good Fund:</u> Property costs: A full-year underspend of approximately £0.001m.
(2)	Total projected variance

Table 4 - Accumulated Revenue Reserves

Common Good Fund	Reserves as at 31 March 2022 £'000	Reserves as at 30 June 2022 £'000	Projected Reserves as at 31 March 2023 £'000
Ayr Common Good Fund	56	5	56
Prestwick Common Good Fund	253	258	254
Troon Common Good Fund	35	35	36
Maybole Common Good Fund	2	2	2
Girvan Common Good Fund	9	9	9
Total	355	309	356
Comments:			

Table 5 - Accumulated Capital Reserves

Common Good Fund	Reserves as at 31 March 2022 £'000	Reserves as at 30 June 2022 £'000	Projected Reserves as at 31 March 2023 £'000
Ayr Common Good Fund	897	897	557
Prestwick Common Good Fund	35	35	35
Total	932	932	592
Comments: Approximately £0.350m is expected to be incurred during 2022/23 on an approved external fabric project at Rozelle House.			

**Summary of Current General Services Financial Position
as at 30 June 2022**

	<i>£m</i>	<i>£m</i>
1) Accumulated surplus brought forward from 2021/22		39.877
Funds set aside for specific purposes		
2021/22 & 2022/23 budget contribution	3.296	
2022/23 contribution to financial insecurity	0.250	
Affordable homes	1.482	
Workforce change fund	1.127	
Efficiency and Improvement fund	1.529	
Local election fund	0.159	
Transform South Ayrshire	(0.050)	
Invest in South Ayrshire	0.200	
Community Halls Fund	0.633	
Ayrshire Growth Deal	0.269	
Civil Contingency (3 Ayrshire reserve commitment)	0.097	
Prestwick Airport	0.060	
Supported Employment/ESF funding	0.958	
Ayr Renaissance	0.026	
Glenburn Temp accommodation	0.001	
Corporate Support Capacity issues	0.806	
Levelling Up - additional capacity funding to be drawn only if required	0.125	

	<i>£m</i>	<i>£m</i>
Golf Strategy - to address initial priority and health and safety issues	0.500	
Station Hotel – encapsulation to Dec 22 and consultant cost	0.615	
Council Covid-19 earmarking	14.082	
General Service earmarking	7.809	33.974
Uncommitted Council surplus brought forward as at 31 March 2022		5.903
2) Movement in 2022/23		
i) Directorate budget projections:		
Service projections (per Appendix 1)	(0.498)	
Period 3 earmarking requests (subject to LP approval)	(1.364)	
Covid-19 specific projections (per Appendix 1)	0.119	
ii) Income		
Council Tax (over recovery)	0.093	(1.650)
Total In year surplus/(deficit)		4.253
iii) HSCP repayment 2022/23 (being 4 of 4 profiled repayment)		0.802
Projected uncommitted reserves at 31 March 2023		5.055

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Budget Management – Revenue Budgetary Control 2022/23 – Position at 30 June 2022
Lead Officer (Name/Position/Email)	Tim Baulk, Head of Finance and ICT – tim.baulk@south-ayrshire.gov.uk

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

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

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

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

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

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

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

5. Summary Assessment

South Ayrshire Council

**Report by Head of Finance and ICT
to Cabinet
of 30 August 2022**

Subject: Treasury Management Annual Report 2021/22

1. Purpose

- 1.1 The purpose of this report is to present, in line with the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management, the annual report of treasury management activities for 2021/22 (as attached at [Appendix 1](#)) and seek Members' consideration of its contents.

2. Recommendation

- 2.1 It is recommended that the Panel approves the Annual Treasury Management Report 2021/22, as attached at [Appendix 1](#).**

3. Background

- 3.1 The Council is required through regulations issued under the Local Government in Scotland Act 2003 to produce an annual treasury report reviewing treasury management activities and prudential and treasury indicators. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 3.2 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.
- 3.3 The Head of Finance and ICT also confirms that the Council has complied with the requirements under the Code, to give prior scrutiny of treasury management reporting to the Council's Audit and Governance Panel prior to submitting the report to Cabinet.
- 3.4 Treasury management in this context is defined as:

'The management of the local authority's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.'

- 3.5 The Audit and Governance Panel of 22 June 2022 considered the Annual Treasury Management Report 2021/22 (attached at [Appendix 1](#)) and agreed that it be remitted to the Cabinet for approval.

4. Proposals

- 4.1 The Treasury Management Annual Report for 2021/22 is submitted to Cabinet for approval in accordance with the requirements of the CIPFA Code of Practice on Treasury Management.

4.2 *Executive Summary*

During 2021/22, the Council complied with its legislative and regulatory requirements. The key prudential indicators detailing the impact of capital expenditure activities during the year, with previous year comparators, are shown below.

<i>Actual Prudential and Treasury Indicators</i>	<i>2020/21 Actual £'000</i>	<i>2021/22 Actual £'000</i>
Capital Expenditure	50,838	89,463
Total Capital Financing Requirement (including other long-term liabilities)	350,040	398,971
PPP and Finance Lease	(99,567)	(95,777)
Underlying Borrowing Requirement	250,473	303,194
Gross External Debt	238,159	289,434
Under (Over) Borrowed	12,314	13,760
Cash/Investments	(73,390)	(72,105)
Net External Debt	164,769	217,329

- 4.3 The table above shows that the Council has an under-borrowed position on 31 March 2022 of £13.760m, c 4.5%. This means the Council has used some internal borrowing from cash/reserves to fund an element of its current capital expenditure requirements. It does not indicate that borrowing for the capital programme has not been undertaken; only that internal cash resource has been used as funding, opposed to external borrowing.
- 4.4 Although this is a prudent position in the current interest rate environment given the cost of external borrowing compared with cash investment rates, the Council's under-borrowed position is only 4.538% of its overall under-lying borrowing requirement and is therefore manageable within the current strategy. The strategy for 2022/23 is expected to maintain a marginal under-borrowed position whilst closely monitoring longer term PWLB and market rates in considering new borrowing.
- 4.5 Other prudential and treasury indicators are included in [Appendix 1](#) to this report. The Head of Finance and ICT also confirms that any borrowing was only undertaken

for capital purpose and the statutory borrowing limit (the authorised limit) was not breached during 2021/22.

4.6 The financial year 2021/22 continued the challenging investment environment of previous years, namely low investment returns.

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 General Services

6.1.1 **Interest on Revenue Balances Held** – the Council originally budgeted to receive £0.114m in interest income (based on a return of 0.50%) to the General Fund in 2021/22. Interest rates for investment remained low, however with the investment strategy outperforming both the budget and benchmark this resulted in an enhanced return.

Investment income to the General Fund out turned at £0.184m, a surplus of £0.70m. Interest was also received to the Council's Repairs and Renewals Fund, Insurance Fund and Capital Fund to the value of £0.021m.

6.1.2 **Capital Financing Costs** - the Council originally budgeted £12.266m for financing costs and expenses on debt for 2021/22. This budget consisted of £5.249m in loan principal, £6.837m in interest and £0.180m in expenses. During 2021/22, a pragmatic approach was taken when considering the borrowing requirements to fund capital expenditure. The borrowing strategy during 2021/22 resulted in savings as under-noted:

	Budget £'000	Out-turn £'000	Variance £'000
Principal	5,249	5,196	53
Interest	6,837	6,137	700
Expenses	180	205	(25)
Capital Financing costs	12,266	11,557	728
Investment income	(114)	(184)	70
Total Debt charges	12,152	11,373	798

The borrowing strategy undertaken in 2021/22 resulted in an overall saving to the General Services of £0.798m.

6.2 Housing Revenue Account (HRA)

6.2.1 **Interest on HRA Revenue Balances Held** – the HRA budgeted to receive investment income of £0.050m on its revenue balances in 2021/22 based on achieving an interest rate of 0.50%. Like the General Fund the investment strategy was able to out-perform both budget and benchmark resulting in a return of £0.67m in investment income a surplus of £0.017m.

- 6.2.2 **Capital Financing Costs** - the HRA budgeted £3.768m for financing costs on debt for 2021/22. This consisted of £1.281m in loan principal, £2.423m in interest and £0.064m in expenses.

	Budget £'000	Out-turn £'000	Variance £'000
Principal	1,281	1,249	32
Interest	2,423	2,288	135
Expenses	64	76	(12)
Capital Financing costs	3,768	3,620	155
Investment income	(50)	(67)	17
	3,718	3,659	172

The borrowing strategy undertaken in 2021/22 resulted in an overall saving to the HRA of £0.172m.

- 6.3 In total, net debt financing costs were under spent by £0.883m, and when added to an over achievement in interest income of £0.087m resulted in an overall surplus of £0.970m which was reflected in the Council and HRA financial position at 2021/22.

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, then the Council will be non-compliant with the requirements contained in both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

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

13.2 Consultation has taken place with Councillor 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

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 time as the decision is fully implemented:

Implementation	Due date	Managed by
No further action required	Not applicable	Not applicable

Background Papers **CIPFA Code of Practice for Treasury Management in Local Authorities**

Report to South Ayrshire Council of 4 March 2021 - [Treasury Management and Investment Strategy 2021/22](#)

Report to South Ayrshire Council of 18 January 2022 – [Treasury Management Mid-Year Report 2021/22](#)

Report to Audit and Governance Panel of 22 June 2022 – [Treasury Management Annual Report 2021/22](#)

Person to Contact **Tim Baulk, Head of Finance and ICT**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612620
Email tim.baulk@south-ayrshire.gov.uk

Date: 23 August 2022

South Ayrshire Council
Treasury Management Annual Report 2021/22

Introduction

In accordance with the requirements of the CIPFA Code of Practice on Treasury Management in the Public Services, this report covers the following:

- Section 1 - The Council's Capital Expenditure and Financing 2021/22.
- Section 2 – The Council's overall borrowing need.
- Section 3 – Treasury Position as of 31 March 2022.
- Section 4 – The Strategy for 2021/22.
- Section 5 – The Economy and Interest Rates
- Section 6 – Borrowing Rates in 2021/22.
- Section 7 – Borrowing Out-turn 2021/22; and
- Section 8 – Investment Rates and Out-turn 2021/22.
- Section 9 – Other Issues

Section 1 The Council's Capital Expenditure and Financing 2021/22

1.1 The Council undertakes capital expenditure on long-term assets. These activities may either be:

- financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which have no resultant impact on the Council's borrowing need; or
- if insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing requirement.

1.2 The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual expenditure, how this was financed and the resulting borrowing requirement.

Table 1

<i>Item</i>	<i>2020/21 Actual £'000</i>	<i>2021/22 Estimate per Strategy</i>	<i>2021/22 Actual</i>
General Fund capital expenditure	33,334	86,128	66,230
HRA capital expenditure	17,504	36,220	23,233
Total	50,838	122,348	89,463
Resourced by:			
Government Grant & Other	(14,651)	(13,269)	(10,040)
Other funding identified	(18,455)	(17,603)	(20,257)
Borrowing :	17,732	91,476	59,166

- 1.3 The reason for the movement between planned expenditure/funding and actual out-turns for 2021/22 can be found in the General Services and HRA 2021/22 capital monitoring reports presented to Leadership Panel throughout 2021/22. The largest examples (by value) of reprofiling of spend in to 2022/23 being:
- Early Learning & Childcare projects - £6.1m
 - Sacred Heart Primary - £1.7m
 - Craigie Additional Sporting Facility - £4.4m
 - HRA Major component replacement programme - £5.9m

Section 2 The Council's overall Borrowing Need

- 2.1 The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2021/22 unfinanced capital expenditure (Table 1), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.
- 2.2 Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service manages the Council's cash position to ensure that sufficient cash is available to meet not only the capital plans but also to manage the daily cash flow requirements of funding its revenue commitments of payroll, suppliers, benefits etc.
- 2.3 This borrowing for capital expenditure may be sourced through external bodies such as the Government, through the Public Works Loan Board [PWLB] or the money markets) or utilising temporary cash resources within the Council (internal borrowing).
- 2.4 **Reducing the CFR** – the Council's underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the scheduled debt amortisation as a loan repayment, to reduce the CFR. This is effectively a repayment of the borrowing need and differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources (such as unapplied capital receipts); or
 - by charging more than the scheduled debt amortisation for loans repayment.
- 2.5 The Council's CFR for the year is shown below and represents a key prudential indicator. It includes PFI and leasing schemes on the balance sheet, which increase the Council's CFR, however no borrowing is required against these schemes as a borrowing facility is included in these contracts.

The undernoted table shows the Council's underlying borrowing requirement, inclusive of PPP and Finance lease arrangements, as of 31 March 2022.

Table 2

Capital Financing Requirement	31 Mar 2021 £'000	31 Mar 2022 £'000
Opening Balance	341,749	350,040
Add unfinanced capital expenditure	17,732	59,166
Add new OLTB obligations (PPP)	993	0
Less loans fund repayment	(6,789)	(6,445)
Less PPP/ finance lease repayment	(3,645)	(3,790)
Closing Balance	350,040	398,971

The borrowing activity is constrained by prudential indicators for gross borrowing, CFR, and by the authorised limit. The increasing CFR position reflects the Council's capital programme expenditure in 2021/22 and the resulting borrowing requirements to fund this investment.

- 2.6 **Gross Borrowing and the CFR** - to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2020/21) plus the estimates of any additional capital financing requirement for the current (2021/22) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure.

This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs.

The table below highlights the Council's gross borrowing position against the CFR.

Table 3

Item	31 March 2021 £'000	31 March 2022 £'000
Capital Financing Requirement (CFR)	350,040	398,971
Gross External Borrowing Position (including PPP and finance Lease)	337,726	385,211
Net Under/ (Over) Borrowed Position	12,314	13,760

The table above shows the CFR in an under-borrowed position on 31 March 2022 of £13.760m. This means the Council has used some internal borrowing from cash/ reserves to fund an element of its current capital expenditure requirements

This is a prudent position in the current interest rate environment given the cost of external borrowing compared with cash investment rates. The current strategy for 2022/23 is expected to maintain this under-borrowed position whilst closely monitoring longer term PWLB and market rates and consideration of potentially re-financing some of the temporary loan debt with longer term

2.7 **Borrowing Prudential Indicators**

- **The Authorised Limit – Table 4** - the authorised limit is the maximum borrowing limit, beyond which the Council does not have the power to borrow.

Table 4 below demonstrates that during 2021/22 the Council has maintained gross borrowing within its authorised limit.

- **The Operational Boundary – Table 4** – the operational boundary is the expected borrowing position of the Council during the year with headroom for daily cash flow variations. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

The operational boundary position will be reviewed and updated in 2022/23 treasury reporting.

- **Actual Financing Costs as a Proportion of Net Revenue Stream – Table 5** - this indicator identifies the cost of capital (borrowing and other long-term obligation costs net of investment income) against the net revenue stream of the Council.

Table 4

<i>Item</i>	<i>2020/21 £'000</i>	<i>2021/22 £'000</i>
Authorised Borrowing Limit External Debt	414,723	468,936
Borrowing	238,159	289,434
Other Long Term Liabilities	99,567	95,777
Total	337,726	385,211
Operational Boundary External Debt	377,726	425,211
Borrowing	238,159	289,434
Other Long Term Liabilities	99,567	95,777
Total	337,726	385,211

Table 5

<i>Ratio of Financing Costs to Net Revenue Stream</i>	<i>Actual 2020/21</i>	<i>Actual 2021/22</i>
General Services	6.97%	5.65%
HRA	11.17%	10.91%
Total	7.72%	6.33%

Section 3 Treasury Position

- 3.1 The Council's debt and investment position is administered by the treasury management team to ensure adequate liquidity for revenue and capital activities, security for investments, and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting, and through officer activity detailed in the Council's Treasury Management Practices.

At the end of 2021/22 the Council 's treasury (excluding borrowing by PFI and finance leases) position was as follows:

Table 6

	Borrowing position as at 31 March 2021		Borrowing position as at 31 March 2022		Change in year
	£'000	Average interest rate %	£'000	Average interest rate %	£'000
Long Term Borrowing					
Public Works Loans Board	143,958	4.20	178,233	3.64	34,275
Market – Fixed	8,000	1.44	8,000	0.48	0
LOBO (Option Loans)	41,200	4.52	41,200	4.52	0
Total Long-Term Borrowing	193,158		227,433		34,275
Short Term Borrowing	45,000	0.42	62,000	0.21	17,000
Total External Borrowing	238,158	2.65	289,433*	2.21	51,275
CFR (underlying borrowing need)	250,472		303,193		52,721
Over (Under) Borrowing	(12,314)		(13,760)		1,446
Investments	(73,390)	0.53	(72,105)	0.64	1,285

* The carrying amount of loans on the Council's balance sheet as of 31 March 2022 is £290.266m. The difference between this figure and the external borrowing shown in Table 6 above is £0.833m of equivalent interest rate accounting adjustments required by the Code of Practice on local authority accounting.

3.2 **Table 7** below details the profile of the Council's loan maturity periods as of 31 March 2022.

Table 7

Maturity analysis of Debt Outstanding at 31 March 2022	PWLB £'000	Market £'000	LOBO (Option) £'000	Temp Borrowing	Total £'000
Maturing within 1 year	2,049	0	0	62,000	64,049
Maturing 1 to 2 years	4,295	8,000	3,000	0	15,295
Maturing 2 to 5 years	4,909	0	0	0	4,909
Maturing 5 to 10 years	17,507	0	3,000	0	20,507
Maturing 10 to 20 years	31,803	0	5,500	0	37,303
Maturing 20 to 30 years	14,004	0	5,000	0	19,004
Maturing 30 to 40 years	53,666	0	5,000	0	58,666
Maturing 40 to 50 years	50,000	0	9,700	0	59,700
Maturing > 50 years	0	0	10,000	0	10,000
Total	178,233	8,000	41,200	62,000	289,433

3.3 **Loans fund** - where a local authority has a Housing Revenue Account, the HRA should be reported separately from the General Fund. The reporting on the commitment to repay loans fund advances is for repayments only and does not include any interest costs. The Loans Fund balances are set out in Table 8 and Table 8(a) below:

Table 8 – Loans Fund Advances to General Fund

Loans Fund	31 March 2021 (£'000)	31 March 2022 (£'000)
Opening Balance	169,639	179,290
Add advances	15,158	52,109
Less repayments	(5,507)	(5,196)
Closing Balance	179,290	226,203

Table 8(a) – Loans Fund Advances to HRA

Loans Fund	31 March 2021 (£'000)	31 March 2022 (£'000)
Opening Balance	67,501	68,793
Add advances	2,574	7,918
Less repayments	(1,282)	(1,249)
Closing Balance	68,793	75,462

Section 4 Strategy for 2021/2

4.1 Investment returns remained close to zero for much of 2021/22. Most local authority lending managed to avoid negative rates and one feature of the year was the continued growth of inter local authority lending. The expectation for interest rates within the treasury management strategy for 2021/22 was that Bank Rate would remain at 0.1% until it was clear to the Bank of England that the emergency level of rates introduced at the start of the Covid-19 pandemic were no longer necessitated. The Bank of England and the Government also maintained various monetary and fiscal measures, supplying the banking system and the economy with large amounts of cheap credit so that banks could help businesses to survive the various lockdowns/negative impact on their cashflow. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in financial markets than there was demanded to borrow, with the consequent effect that investment earnings rates remained low until towards the turn of the year when inflation concerns indicated central banks, not just the Bank of England, would need to lift interest rates to combat the second-round effects of growing levels of inflation (CPI was 6.2% in February).

While the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the financial crisis. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates as

illustrated in the charts shown above and below. Such an approach has also provided benefits in terms of reducing counterparty risk exposure, by having fewer investments placed in the financial markets.

- 4.2 In this scenario, the treasury strategy was to increase temporary borrowing from £45m to £62m to take advantage in the short-term market which offered cheap funding, particularly in the inter local authority markets and to also fund most of the Council and HRA additional borrowing requirements from long term external borrowing (PWLb).

Section 5 Economy and Interest Rates

- 5.1 **UK. Economy.** Over the last two years, the coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings until raising it to 0.25% at its meeting on 16th December 2021, 0.50% at its meeting of 4th February 2022, 0.75% in March 2022, 1.00% in May 2022 and to 1.25% in June 2022

The UK economy has had several setbacks through 2021/22, but with most of the economy now opened up and nearly back to business-as-usual, the GDP numbers have been robust (9% y/y Q1 2022) and sufficient for the Monetary Policy Committee (MPC) to focus on tackling the second-round effects of inflation, now that the Consumer Price Index (CPI) measure has risen to 9.1%, highest level since March 1982.

Gilt yields fell towards the back end of 2021, but despite the war in Ukraine gilt yields have shot higher in early 2022. At 1.38%, 2-year yields remain close to their recent 11-year high and 10-year yields of 1.65% are close to their recent six-year high. These rises have been part of a global trend as central banks have suggested they will continue to raise interest rates to contain inflation.

Historically, a further rise in US Treasury yields will probably move UK gilt yields higher. There is a strong correlation between the two factors. However, the impact on real household disposable incomes arising from the 54% leap in April utilities prices as well as rises in council tax, water prices and many phones contract prices, are strong issues for any economy to deal with. In addition, from 1st April 2022, employees also pay 1.25% more in National Insurance tax. Consequently, inflation will be a bigger drain on real incomes in 2022 than in any year since records began in 1955.

Average inflation targeting. This was the major change in 2020/21 adopted by the Bank of England in terms of implementing its inflation target of 2%. The key addition to the Bank's forward guidance in August 2020 was a new phrase in the policy statement, namely that "it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and *achieving the 2% target sustainably*". That statement now seems very dated. Inflation is the main issue, and a perfect storm of supply side shortages, labour shortages, commodity price inflation, the impact of Russia's invasion of Ukraine and subsequent Western sanctions all point to inflation being at elevated levels until well into 2023.

USA. Comments from Federal Reserve System (Fed) officials following the mid-March Federal Open Market Committee (FOMC) meeting – including from Chair Jerome Powell himself – stating the message from the mid-March meeting, has had markets pricing in a further 225bps of interest rate increases in 2022 on top of the initial move to an interest rate range of 0.25% - 0.5%.

In addition, the Fed is expected to start to run down its balance sheet. Jerome Powell noted that the rundown could come as soon as the next meeting in May.

The upward pressure on inflation from higher oil prices and potential knock-on impacts on supply chains all argue for tighter policy (CPI is estimated at 7.8% across Q1), but the hit to real disposable incomes and the additional uncertainty points in the opposite direction.

More recently, the inversion of the 10y-2y Treasury yield spread at the end of March led to predictable speculation that the Fed's interest rate hikes would quickly push the US economy into recession. Q1 GDP growth is likely to be only between 1.0% and 1.5% annualised (down from 7% in Q4 2021). But, on a positive note, the economy created more than 550,000 jobs per month in Q1, a number unchanged from the post-pandemic 2021 average. Unemployment is only 3.8%.

EU. With euro-zone inflation having jumped to 7.5% in March it seems increasingly likely that the European Central Bank (ECB) will accelerate its plans to tighten monetary policy. It is likely to end net asset purchases in June – i.e., earlier than the Q3 date which the ECB targeted in March. And the market is now anticipating possibly three 25bp rate hikes later this year followed by more in 2023. Policymakers have also hinted strongly that they would re-start asset purchases if required. In a recent speech, Christine Lagarde said “we can design and deploy new instruments to secure monetary policy transmission as we move along the path of policy normalisation.”

While inflation has hit the headlines recently, the risk of recession has also been rising. Among the bigger countries, Germany is most likely to experience a “technical” recession because its GDP contracted in Q4 2021, and its performance has been subdued in Q1 2022. However, overall, Q1 2022 growth for the Eurozone is expected to be 0.3% q/q with the y/y figure posting a healthy 5.2% gain. A positive note is unemployment fell to only 6.8% in February.

China. After a concerted effort to get on top of the virus outbreak in Q1 of 2020, economic recovery was strong in the rest of the year; however, 2021 has seen the economy negatively impacted by political policies that have focussed on constraining digital services, restricting individual freedoms, and re-establishing the power of the One-Party state. With the recent outbreak of Covid-19 in large cities, such as Shanghai, near-term economic performance is likely to be subdued. Official Gross Domestic Product (GDP) numbers suggest growth of c4% y/y, but other data measures suggest this may be an overstatement.

Japan. The Japanese economic performance through 2021/22 is best described as tepid. With a succession of local lockdowns throughout the course of the year, GDP is expected to have risen only 0.5% y/y with Q4 seeing a minor contraction. The policy rate has remained at -0.1%, unemployment is currently only 2.7% and inflation is sub 1%, although cost pressures are mounting.

World growth. World growth is estimated to have expanded 8.9% in 2021/22 following a contraction of 6.6% in 2020/21.

Deglobalisation. Until recent years, world growth has been boosted by increasing globalisation i.e., countries specialising in producing goods and commodities in which they have an economic advantage and which they then trade with the rest of the world. This has boosted worldwide productivity and growth, and, by lowering costs, has also depressed inflation. However, the rise of China as an economic superpower over the last 30 years, which now accounts for 18% of total world GDP (the USA accounts for 24%), and Russia's recent invasion of Ukraine, has unbalanced the world economy. In addition, after the pandemic exposed how frail extended supply lines were around the world, both factors are now likely to lead to a sharp retrenchment of economies into two blocs of western democracies v. autocracies. It is, therefore, likely that we are heading into a period where there will be a reversal of world globalisation and a decoupling of western countries from dependence on China (and to a much lesser extent Russia) to supply products and vice versa. This is likely to reduce world growth rates.

Central banks' monetary policy. During the pandemic, the governments of western countries have provided massive fiscal support to their economies which has resulted in a big increase in total government debt in each country. It is therefore very important that bond yields stay low while debt to GDP ratios slowly subside under the impact of economic growth. This provides governments with a good reason to amend the mandates given to central banks to allow higher average levels of inflation than we have generally seen over the last couple of decades. Both the Fed and Bank of England have already changed their policy towards implementing their existing mandates on inflation, (and full employment), to hitting an average level of inflation. Greater emphasis could also be placed on hitting subsidiary targets e.g., full employment before raising rates. Higher average rates of inflation would also help to erode the real value of government debt more quickly.

Section 6 Borrowing Rates in 2021/22

6.1 *PWLB Borrowing Rates -*

PWLB rates are based on gilt (UK Government bonds) yields through H.M.Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. We have seen, over the last two years, many bond yields up to 10 years in the Eurozone turn negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter term yields. In the past, this has been a precursor of a recession. Recently, yields have risen since the turn of the year on the back of global inflation concerns.

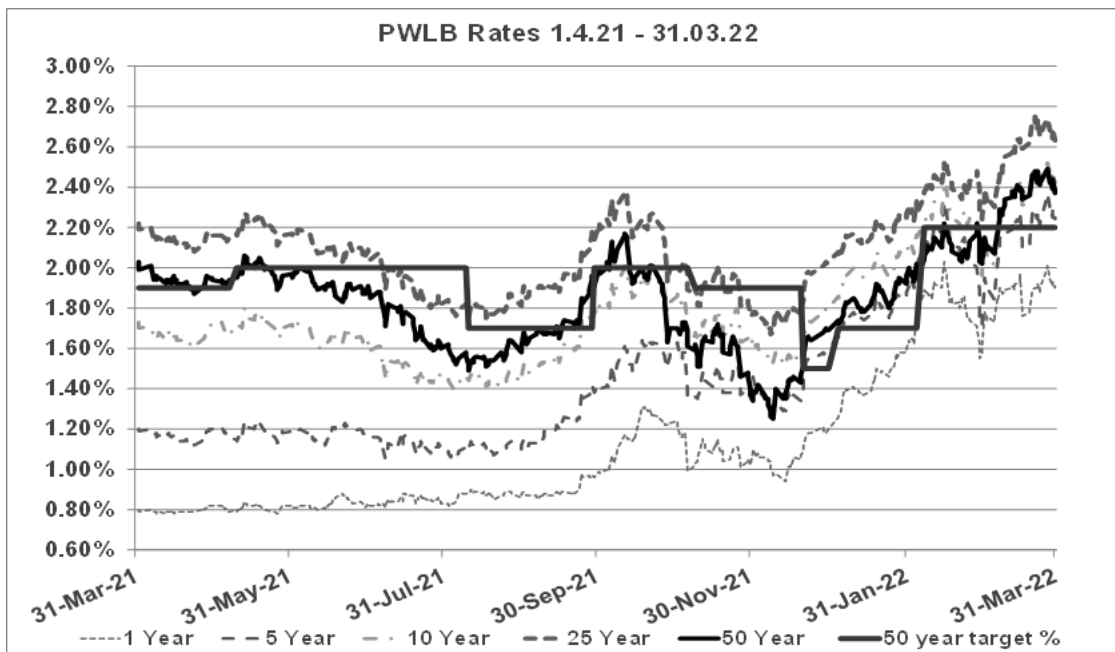
Gilt yields fell sharply from the spring of 2021 through to September and then spiked back up before falling again through December. However, by January sentiment had well and truly changed, as markets became focussed on the embedded nature of inflation, spurred on by a broader opening of economies post the pandemic, and rising commodity and food prices resulting from the Russian invasion of Ukraine.

At the close of the day on 31 March 2022, all gilt yields from 1 to 5 years were between 1.11% – 1.45% while the 10-year and 25-year yields were at 1.63% and 1.84%.

Regarding PWLB borrowing rates, the various margins attributed to their pricing are as follows: -

- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **PWLB HRA Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB HRA Certainty Rate** is gilt plus 80bps (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

There is likely to be a further rise in short dated gilt yields and PWLB rates over the next three years as Bank Rate is forecast to rise from 0.75% in March 2022 to 1.25% in June, with upside risk likely if the economy proves resilient in the light of the cost-of-living squeeze. Medium to long dated yields are driven primarily by inflation concerns but the Bank of England is also embarking on a process of Quantitative Tightening when Bank Rate hits 1%, whereby the Bank's £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.



Link Group Interest Rate View 10.5.22													
	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25
BANK RATE	1.25	1.50	1.75	2.00	2.00	2.00	2.00	2.00	1.75	1.75	1.75	1.75	1.75
3 month ave earnings	1.20	1.50	1.70	2.00	2.00	2.00	2.00	2.00	1.70	1.70	1.70	1.70	1.70
6 month ave earnings	1.60	1.90	2.10	2.20	2.20	2.20	2.20	2.10	2.00	1.90	1.90	1.90	1.90
12 month ave earnings	2.00	2.20	2.30	2.40	2.40	2.30	2.30	2.20	2.20	2.10	2.10	2.10	2.10
5 yr PWLB	2.50	2.50	2.60	2.60	2.60	2.60	2.60	2.60	2.50	2.50	2.50	2.50	2.50
10 yr PWLB	2.80	2.80	2.90	2.90	2.90	2.90	2.90	2.90	2.80	2.80	2.80	2.80	2.80
25 yr PWLB	3.00	3.10	3.10	3.20	3.20	3.20	3.10	3.10	3.00	3.00	3.00	3.00	3.00
50 yr PWLB	2.70	2.80	2.80	2.90	2.90	2.90	2.80	2.80	2.70	2.70	2.70	2.70	2.70

Section 7 Borrowing Out-turn for 2021/22

- 7.1 During 2021/22 the Council funded part of the capital borrowing requirement in the short-term market, increasing temporary borrowing to £62.000m, in March 2022. However, additional long-term borrowing (PWLB) of £35.000m was also undertaken, taking advantage of low interest rates and gaps in the borrowing maturity profile. The Council were in an under-borrowed position of £13,760m for 2021/22. The Council has not borrowed more than, or in advance of its needs, purely to profit from the investment of the extra sums borrowed.
- 7.2 During 2022/23 focus will be on monitoring longer term rates and looking to borrow longer term to meet the CFR and at the same time look to reduce the temporary borrowing of £62.000m on the short-term market.
- 7.2 During 2021/22 the actual borrowing and repayments of external debt transacted are shown in Table 10 below. This shows temporary borrowing being increased and longer term borrowing being undertaken, a prudent position in the current interest rate environment. The Council's policy is to ensure that not more than 25% of long-term loans are due to mature within any financial year. The indicator for maturing debt of 22% (within one year) is 3% below the maturity limit indicator.

Table 10

Loan Type	Borrowed 2021/22	Repaid 2021/22	Net £'000
-----------	------------------	----------------	-----------

	£'000	£'000	
PWLB	35,000	(725)	34,275
Market Loans	5,000	(5,000)	0
Temporary borrowing	78,000	(61,000)	17,000
	118,000	(66,725)	51,275

7.3 **Debt Re-scheduling** – no external debt was re-scheduled during 2021/22 as the average differential of 1% between PWLB new borrowing rates and premature redemption rates made early repayment of loans expensive and unviable due to the premiums that would be payable.

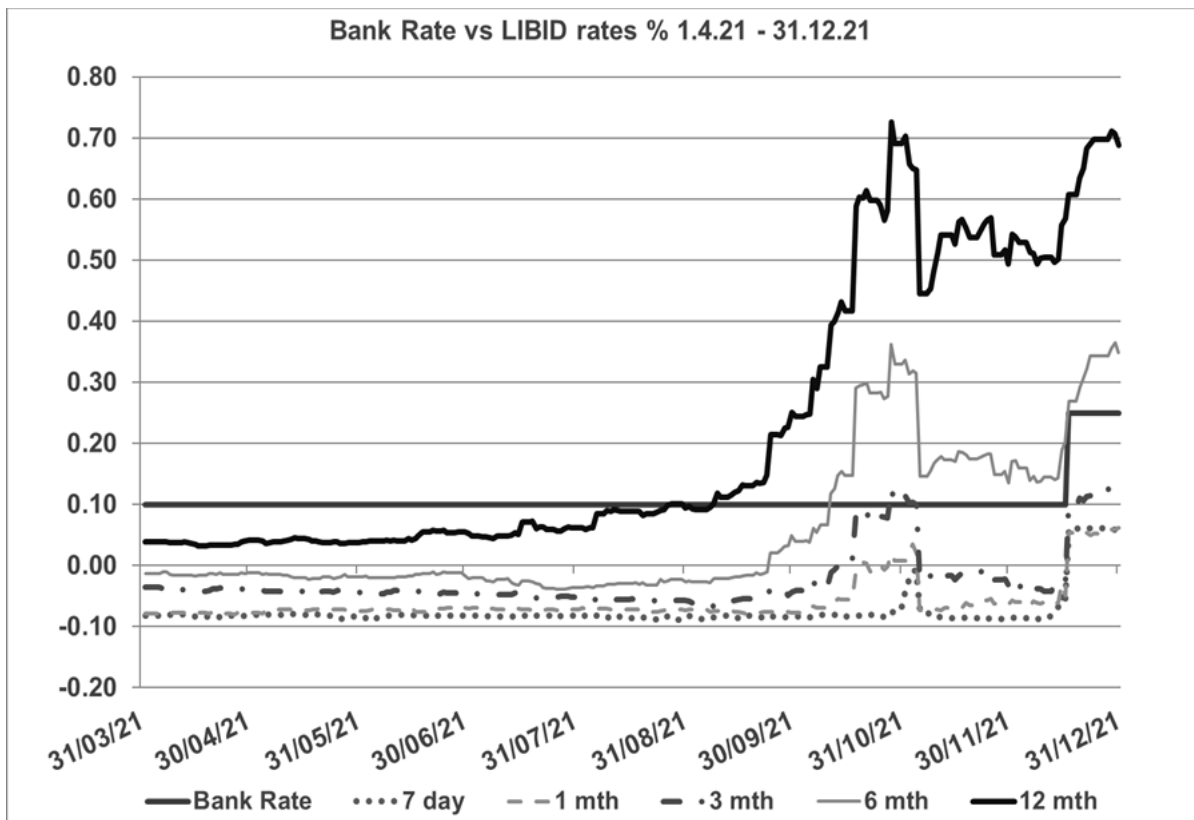
Section 8 Investment Rates, Out-turn, and Policy in 2021/22

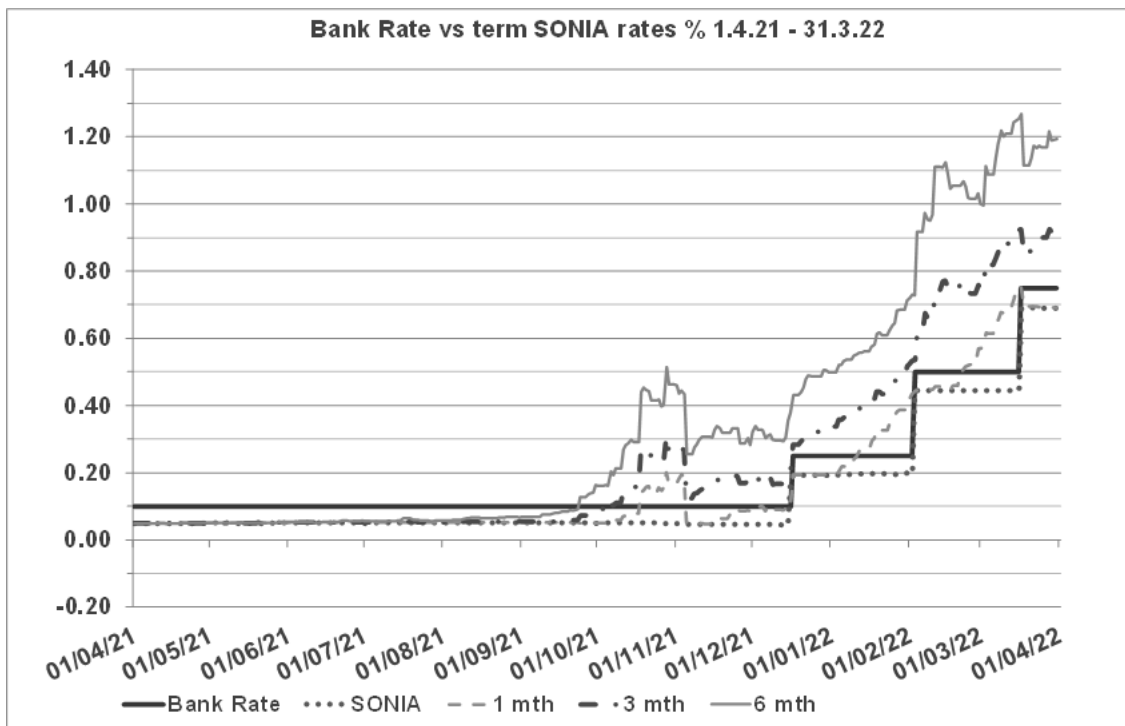
8.1 The Council's investment policy is governed by Scottish Government investment regulations, which have been implemented in the annual investment strategy approved by the Council on 4th March 2021. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Fig 2 and 3 below shows the bank rate and average of short-term rates generally available in the market for investment period up to 1 year.

Fig 2





Money Market Investment Rates 2021/22

Fig 3

	Bank Rate	7 day	1 mth	3 mth	6 mth	12 mth
High	0.25	0.06	0.06	0.14	0.36	0.73
High Date	17/12/2021	29/12/2021	31/12/2021	31/12/2021	30/12/2021	28/10/2021
Low	0.10	-0.09	-0.08	-0.07	-0.04	0.04
Low Date	01/07/2021	27/08/2021	17/09/2021	08/09/2021	27/07/2021	08/07/2021
Average	0.11	-0.07	-0.05	-0.01	0.09	0.31
Spread	0.15	0.15	0.14	0.20	0.40	0.68

	Bank Rate	SONIA	1 mth	3 mth	6 mth
High	0.75	0.69	0.75	0.93	1.27
High Date	17/03/2022	18/03/2022	16/03/2022	28/03/2022	17/03/2022
Low	0.10	0.05	0.05	0.05	0.05
Low Date	01/04/2021	15/12/2021	10/11/2021	14/04/2021	09/04/2021
Average	0.19	0.14	0.17	0.24	0.34
Spread	0.65	0.65	0.71	0.88	1.22

8.3 **Investment Out-turn** – the Council maintained an average balance of £71.9 of internally managed investment funds. The internally managed funds earned an average rate of return of 0.32%.

The comparable performance indicator is the average 3-Month SONIA uncompounded rate which was 0.24%.

Table 11

	Average Value of Investments Held	Rate of Return	Benchmark Return*
Investments	£71.971	0.32%	0.24%

**The benchmark return used is the 3 month SONIA un compounded rate of 0.24%. This represents the average rate that would be realised if deposits were placed on the inter-bank money market for continuing periods of 3 months throughout 2021/22.*

8.4 Investment Policy – the Council’s investment policy is governed by Scottish Government investment regulations which have been implemented in the Annual Investment strategy approved by the Council on 4 March 2021. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year met with the approved strategy, and the Council had no liquidity difficulties.

8.5 Current Council Investments held on 31 March 2022.

Table 12

Class	Type	Start Date	Maturity Date	Counterparty	Profile	Rate	Principal £000
Deposit	Fixed	06/08/2021	05/08/2022	Warrington Borough Council	Maturity	0.12	5,000
Deposit	Fixed	11/08/2021	10/08/2022	Slough Borough Council	Maturity	0.10	5,000
Deposit	Fixed	27/08/2021	26/08/2022	Blackpool Borough Council	Maturity	0.10	5,000
Deposit	Fixed	06/09/2021	05/09/2022	London Borough of Croydon	Maturity	0.30	5,000
Deposit	Fixed	01/10/2021	30/09/2022	London Borough of Croydon	Maturity	0.30	5,000
Deposit	Fixed	09/10/2020	10/10/2022	Rotherham Metropolitan Borough Council	Maturity	0.90	5,000
Deposit	Fixed	10/01/2022	09/01/2023	Thurrock Council	Maturity	0.75	5,000
Deposit	Fixed	25/01/2022	24/01/2023	Liverpool City Council	Maturity	0.25	5,000
Deposit	Fixed	01/02/2022	31/01/2023	Thurrock Council	Maturity	0.75	5,000
Deposit	Fixed	15/02/2022	15/08/2022	Slough Borough Council	Maturity	1.10	5,000
Deposit	Fixed	30/03/2022	30/09/2022	Spelthorne Borough Council	Maturity	0.90	5,000
Fixed Total							55,000
Deposit	Variable	10/05/2016	-	Bank of Scotland (Call A/c)	Variable	0.70	7,105
Deposit	Variable	11/08/2020	-	Santander (95d)	Variable	0.45	7,000
Deposit	Variable	11/08/2020	-	Santander (95d)	Variable	0.25	3,000
Call Total							17,105
Overall Total							72,105

Section 9 Other Issues

- 9.1 **Sources of borrowing** - Although PWLB remains a low-risk source of long term borrowing due to recent rate changes and the ongoing consultation with local authorities on the future of PWLB borrowing other borrowing institutions may be looked at to remove the reliance on PWLB for long term borrowing needs.
- 9.2 **Changes in risk appetite** - The 2018 CIPFA Codes and guidance notes have placed enhanced importance on risk management. South Ayrshire Council has a low risk appetite and as such would look at all aspects before making any changes to the current strategy and members would be made fully aware of any such changes.
- 9.3 **IFRS 16** - The implementation of IFRS 16 bringing currently off-balance sheet leased assets onto the balance sheet has had an additional delay and not now due to be implemented till 2024/25. Work had been progressed in this area throughout 2021/22 which should make future requirements easier to implement.

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Treasury Management Annual Report 2020/21
Lead Officer (Name/Position/Email)	Tim Baulk, Head of Finance and ICT – tim.baulk@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	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 – (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

Community or Groups of People	Negative Impacts	Positive impacts
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 i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	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	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

Is a full Equality Impact Assessment required?	<input checked="" type="checkbox"/> YES
--	--

(A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	NO
Rationale for decision: This report presents to the Panel the annual report of treasury management activities for 2020/21. Their decision on this has no specific equality implications	
Signed : Tim Baulk Date: 18 July 2022	Head of Service

South Ayrshire Council

**Report by Director - Place
to Cabinet
of 30 August 2022**

**Subject: General Services Capital Programme 2022/23:
Monitoring Report as at 30 June, 2022**

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 30 June 2022 (Period 3), 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 General Services Capital Programme to 30 June, resulting in spend of £14,423,647 or 11.18%, 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 £131,819,873, 2023/24 at £82,275,806 and 2024/25 at £61,821,256 as highlighted in Appendix 2.

3. Background

3.1 The General Services Capital Programme for 2022/23 to 2026/27 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 Budgets 2022/23'.

3.2 Adjustments were approved by Cabinet of the 14 June, 2022 and incorporated into the Programme.

3.3 The current approved budget for 2022/23 is £128,973,955.

4. Proposals

4.1 Works Completed

4.1.1 Since the last report to Cabinet in June, a number of projects have completed on site, including Straiton PS - School House, Kyle Academy -

Beach Volleyball Courts, Rozelle House - Upgrade Works, Colmonell Churchyard - Pointing to Side Walls and Symington Cemetery - Wall and Cope Repairs

4.2 **Works Ongoing**

- 4.2.1 Works have now started on site at Wallacetown Early Years Centre - Formation of New Entrance, Coylton PS - Reconfiguration of Main Entrance and Reception, Cunningham Place Children's Home – Independent Living Flat, Doonfoot Primary School – Communication Classes Refurbishment, CCTV Public Space Infrastructure and Craigie Park, Ayr - Re-build of Boundary Wall.
- 4.2.2 Projects are also underway for programmes of works managed by Ayrshire Roads Alliance, ICT and Property Maintenance.
- 4.2.3 Works to the Bridge Street Depot, Girvan - New Build Welfare Building are due to start in August.
- 4.2.4 The major projects previously highlighted continue to progress well and include Craigie Additional Sporting Facility, Carrick Academy (Maybole Campus), Sacred Heart Primary, and Public Realm Space, High Street, Ayr.
- 4.2.5 A number of projects are nearing completion, including the Shared Campus Project (Glenburn and St Ninian's Primary Schools), Refurbishment and Extension to King George V Changing Facilities and Kyle Academy - Refurbishment Works (Science Dept Upgrade).
- 4.2.6 Tender have been issued for projects including Girvan Academy - Conversion of Library to ICT Suite 2022/23.
- 4.2.7 Design works are being undertaken on a range of projects, including Additional Parking at the Information and Advice Hub, Ayr and Dailly PS - Additional Car Parking.

4.3 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).

4.4 Appendix 2 details budget adjustments being put forward for approval by Cabinet as part of the Period 3 report. These adjustments include (i) recognition of new funding awards made; (ii) adjustments approved through Capital Asset Management Group; (iii) internal re-allocations of budgets between projects in 2022/23; (iv) advance of budgets from 2023/24 to 2022/23 to reflect current profiled spend for projects; and (v) adjustments to future years Ayrshire Growth Deal budgets to bring South Ayrshire Council budgets into line with the Scottish Government Ayrshire Growth Deal - Grant Offer letter dated 1st July, 2022.

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 P3, actual expenditure stood at £14,423,647. Income for this period stood at £14,423,647. Based on the budget of £128,973,955, actual expenditure of £14,423,647 equates to an overall spend of 11.18% at the end of Period 3.
- 6.2 Proposals contained in this report, if approved, would lead to a revised 2022/23 programme of £131,819,873, 2023/24 programme of £82,275,806 and 2024/25 programme of £61,821,256.

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 2022/23, 2023/24 and 2024/25 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/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, 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 - 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:

Implementation	Due date	Managed by
Process adjustments to the General Services Capital Programme	13 September 2022	Corporate Accounting - Treasury / Capital Function

Background Papers Report to Cabinet of 14 June 2022 - [General Services Capital Programme 2021/22: Monitoring Report as at 31 March 2022](#)
[General Services Capital Programme 2020/21 – Period 3 – 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

Date: 23 August 2022

**GENERAL SERVICES CAPITAL MONITORING REPORT
PERIOD 3 2022/23**

Key Strategic Objective	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Section	2023/24 Approved Budget £	2024/25 Approved Budget £
Our Children and Families	44,206,010	44,865,202	4,773,699	See Section on 'Our Children and Families'	22,551,769	15,236,226
Our Adults and Older People	727,749	727,749	220,555	See Section on 'Adults and Older People'	680,000	500,000
Our Communities	49,016,570	50,980,419	3,912,630	See Section on 'Our Communities'	30,461,875	7,546,434
Other Investment in Buildings, Information Technology & Other	35,023,624	35,246,501	5,516,764	See Section on 'Other Investment in Buildings, Information Technology and Other'	29,290,933	39,838,600
TOTAL PROGRAMME EXPENDITURE	128,973,955	131,819,873	14,423,647		82,984,577	63,121,260
General / Specific Capital Grant	9,295,057	9,370,977	2,278,670	See Section on 'General / Specific Capital Grant'	9,000,000	9,000,000
Additional Funding Identified	13,705,231	15,469,637	9,305,835	See Section on 'Additional Funding Identified'	12,890,171	12,884,093
Borrowing	105,973,667	106,979,259	2,839,142	See Section on 'Borrowing'	61,094,406	41,237,167
TOTAL PROGRAMME INCOME	128,973,955	131,819,873	14,423,647		82,984,577	63,121,260
NET EXPENDITURE	0	0	0		0	0

Children and Families

Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone
---------------------------------	--	-------------------	--------------------------

2023/24 Approved Budget £	2024/25 Approved Budget £
------------------------------------	------------------------------------

<u>Project Budgets Approved 2022/23: - - Updated Per Cabinet of 14th June, 2022</u>
Archive and Registration Centre and Ayr Grammar School Project
Maybole Community Campus
<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
Girvan Primary School
ICT Replacement in Schools

477,849	477,849	224,314	Complete
27,069,594	27,069,594	246,541	On Site
6,928,418	6,928,418	146,587	See Expanded Section
110,000	110,000	0	Design and Tender
5,302	5,302	0	On Site
840,579	840,579	0	Design and Tender
0	0	0	Concept
226,701	226,701	50,341	On Site

0	0
15,000,000	0
1,317,555	0
0	0
0	0
0	0
3,000,000	13,000,000
0	0

Children and Families

Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone
---------------------------------	--	-------------------	--------------------------

2023/24 Approved Budget £	2024/25 Approved Budget £
------------------------------------	------------------------------------

Sacred Heart Primary
<i>School Refurbishment Programme - Various Projects</i>
Shared Campus Project (Glenburn and St Ninian's Primary Schools)
Queen Margaret Academy - New Build and Upgrade Works
<i>Window and Roof Replacement - Various Projects</i>
CO2 Monitors - Council Properties
CO2 Monitors - Private and Third Sector Properties
Computing Science Hardware For Schools
Support Further Ventilation in Schools

2,115,425	2,115,425	910,359	On Site
3,108,398	3,768,398	567,714	See Expanded Section
2,864,253	2,864,253	2,621,217	On Site
0	(808)	(808)	Complete
306,448	306,448	454	See Expanded Section
44,050	44,050	0	On Site
5,000	5,000	0	On Site
7,993	7,993	6,981	On Site
96,000	96,000	0	On Site

0	0
1,975,000	2,086,226
1,150,000	0
0	0
109,214	150,000
0	0
0	0
0	0
0	0

Children and Families

Approved Budget 2022/23	Projected to 31st March, 2023	Actual at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

TOTALS

44,206,010	44,865,202	4,773,699	

22,551,769	15,236,226

Our Adults and Older People

Approved Budget 2022/23	Projected to 31st March, 2023	Actual at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: -</u> <u>- Updated Per Cabinet of 14th June, 2022</u>
Scheme of Assistance *1

727,749	727,749	220,555	Legally Committed
727,749	727,749	220,555	

680,000	500,000
680,000	500,000

Our Communities

Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone
---------------------------------	--	-------------------	--------------------------

2023/24 Approved Budget £	2024/25 Approved Budget £
------------------------------------	------------------------------------

<u>Project Budgets Approved 2022/23: - - Updated Per Cabinet of 14th June, 2022</u>
Ayr Leisure Facility
Ayrshire Roads Alliance - Bridge Works
Victoria Bridge Upgrade Works (including Joint Replacement, Bridge Deck Waterproofing, Corrosion Protection and Concrete Repair Works)
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
Ayrshire Roads Alliance - LED Replacement
Ayrshire Roads Alliance - Local Flood Risk Plan
Ayrshire Roads Alliance - Road Reconstruction and Improvement

21,442,794	21,442,794	61,731	Design and Tender
0	0	0	Concept
722,559	722,559	36,767	On Site
7,425	0	0	Complete
1,033	0	0	Complete
589,506	589,506	0	Design and Tender
8,000	8,000	0	Design and Tender
200,628	200,628	2,316	On Site
178,167	178,167	0	Design and Tender
3,095,394	3,134,084	309,188	On Site

22,000,000	0
278,000	362,000
0	0
0	0
0	0
0	0
120,000	0
0	0
64,000	64,000
2,500,000	2,500,000

Our Communities	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	2023/24 Approved Budget £	2024/25 Approved Budget £
Ayrshire Roads Alliance - 20mph Infrastructure	0	3,646	3,646	Concept	0	0
Ayrshire Roads Alliance - Street Lighting	181,836	181,836	4,393	On Site	250,000	250,000
Ayrshire Roads Alliance - Traffic Signals Renewals Programme	219,553	219,553	32,850	Design and Tender	140,000	0
Ayrshire Roads Alliance - New Traffic Signals	144,450	144,450	0	Legally Committed	0	0
Ayrshire Roads Alliance - EV Charging Infrastructure	180,664	180,664	35,642	Design and Tender	100,000	120,430
Ayrshire Roads Alliance - B734 Pingerrach Slope Stabilisation and Safety Barrier	120,364	120,364	79,613	Complete	0	0
Ayrshire Roads Alliance - C12 Dunure Slope Stabilisation	193,346	193,346	0	Design and Tender	0	0
Ayrshire Roads Alliance - U49 Littleton Farm Slope Stabilisation Work	2,596	11,054	0	Design and Tender	0	0
Ayrshire Roads Alliance - Facilities to assist with tourist and visitor facilities	159,507	159,507	0	Design and Tender	0	0
Belleisle Park - Additional Works	664,909	664,909	2,330	Design and Tender	0	0
CCTV Public Space Infrastructure	413,599	413,599	0	Design and Tender	0	0
<i>Cemetery Infrastructure Project</i>	<i>2,361,880</i>	<i>2,361,879</i>	<i>250,144</i>	<i>See Expanded Section</i>	<i>500,000</i>	<i>250,000</i>

Our Communities	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	2023/24 Approved Budget £	2024/25 Approved Budget £
Craigie Additional Sporting Facility	4,754,783	4,754,783	1,923,167	On Site	0	0
Site Adjacent to Craigie Athletics Facility	0	0		Design and Tender	0	0
Cycling Walking Safer Routes 2022-23	718,057	718,057	499	Design and Tender	0	0
Cycling Walking Safer Routes 2021-22	0	75,920	43,902	Complete	0	0
Golf Strategy - Health and Safety Works	500,000	500,000	0	Design and Tender	0	0
Green Waste / Household Recycling and Waste Transfer Station	4,550,749	4,550,749	87,409	Design and Tender	4,150,000	4,000,000
Gypsy Traveller Transit Site (Cockhill Farm, Ayr) - Feasibility Study	0	0	0	Design and Tender	0	0
Masonhill Crematorium Upgrade of Drainage (2021/22 and 2022/23)	246,050	246,050	0	Complete	0	0
Maybole Town Centre Regeneration - Town Hall	1,142,126	1,142,126	0	On Site	0	0
Maybole Town Centre Regeneration - Public Realm Improvements to the High Street	97,375	97,375	0	Design and Tender	259,875	0
Maybole Regeneration – Project Team	140,237	140,237	0	Legally Committed	0	0

Our Communities	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	2023/24 Approved Budget £	2024/25 Approved Budget £
Maybole Regeneration – Small Grants Scheme	291,000	291,000	0	Legally Committed	0	0
Maybole Regeneration – Development Grant Scheme	50,000	50,000	0	Legally Committed	0	0
Nature Restoration Fund 2022/23	0	96,000	0	Concept	0	0
Northfield Bowling Centre Refurbishment	551,750	551,750	0	Design and Tender	0	0
Place Plans	1,029,490	1,029,490	6,215	On Site	0	0
Tarbolton Pitch - Drainage Works	2,480	2,480	0	Complete	0	3
<i>Public Conveniences - Various Projects</i>	382,965	382,965	0	<i>See Expanded Section</i>	0	0
Rozelle House (Grant Funded Works)	235,308	235,308	82,000	Complete	0	0
<i>SPT/Transport Scotland Projects</i>	358,546	1,253,139	328,549	<i>See Expanded Section</i>	0	0
Ayr Town Centre Projects	23,363	23,363	0	Complete	0	0
Scottish Government - Place Based Investment Programme 2021/22	614,081	614,081	200,842	Design and Tender	0	1
Scottish Government - Place Based Investment Programme 2022/23	0	691,000	0	Design and Tender	0	0

Our Communities	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	2023/24 Approved Budget £	2024/25 Approved Budget £
Whitlett's Sports Improvements	11,661	11,661	0	Complete	0	0
<i>VAT Recovery Projects</i>	1,679,896	1,823,896	417,641	<i>See Expanded Section</i>	0	0
Ayr Esplanade - Phase 1	0	0	0	Design and Tender	0	0
Craigie Park Sport for All facility Development	216,614	216,614	0	Design and Tender	0	0
Promenade and Shorefront Improvement Scheme	375,000	375,000	3,370	Design and Tender	0	0
Floating pontoons @ River Ayr	35,000	55,000	417	Design and Tender	0	0
Mixed Tenure Grant	100,000	100,000	0	Design and Tender	100,000	0
<u>Previous Years Projects</u>						
Citadel Enhancement	19,998	19,998	0	Complete	0	0
Troon Cemetery Extension	1,832	1,832	0	Complete	0	0
	49,016,570	50,980,419	3,912,630		30,461,875	7,546,434

Other Investment in Buildings, Information and Technology	Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	Project Update	2023/24 Approved Budget £	2024/25 Approved Budget £
<i>Works to Facilitate Property Rationalisation - Various Projects</i>	1,521,911	1,401,911	349,772	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	100,000	100,000
Fire Damage Reinstatement Works - 17-21 High Street, Ayr	0	0	0	Other	Design are being developed for the reinstatement of this property and a	0	0
Information Technology							
<i>Business Systems</i>	6,370,040	6,364,486	841,562	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	673,600	852,600
<i>End User Computing</i>	3,890,125	2,890,125	357,213	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	1,652,000	4,006,000
<i>Information and Data</i>	530,498	1,530,498	136,916	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	450,000	300,000
<i>ICT Infrastructure</i>	758,022	758,022	47,427	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	655,000	130,000
Other							
Facilitate Introduction of Flexible Working	385,000	385,000	0	Concept	Projects to be considered to be undertaken from within this section of the	100,000	100,000
Initial Work on Projects For Future Years	100,000	100,000	5,000	Design and Tender	Funding allocated to allow for the development of potential future years	100,000	100,000
Project Management Costs	95,000	95,000	4,001	Other	Allocation of Central Support and Overhead costs in relation to managing	0	0
<i>Repairs and Renewal (Works Funded by Contribution)</i>	750,748	829,811	130,875	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	0	0
Economic and Regeneration							
<i>Ayrshire Growth Deal</i>	6,870,248	6,869,000	528,528	See Expanded Section	<i>For detailed breakdown, see expanded tab below.</i>	21,280,771	32,500,000
Hanger Space (GPA)	1,786,019	1,786,019	0	Concept	This project now sits with Economic Development.	1,000,000	0
Commercial Properties Portfolio	4,865	4,865	0	Complete	Works are complete on site. Final costs to be recharged.	0	0

Other Investment in Buildings, Information and Technology
--

Approved Budget 2022/23 £	Projected to 31st March, 2023 £	Actual at P3 £	Key Project Milestone	Project Update
------------------------------	------------------------------------	-------------------	-----------------------	----------------

2023/24 Approved Budget £	2024/25 Approved Budget £
------------------------------	------------------------------

Projects Brought Forward from 2020/21
Oracle Systems Development
Sale of Land and Buildings
Social Work Client Database (Carefirst)

0	5,554	5,554	Design and Tender	Continued Oracle development works with varied suppliers. Number of demos
0	150	150	Other	Costs incurred in relation to sale of land and buildings.
56,932	56,932	0	On Site	In-house care at home Mainstream and Reablement live on CareFirst with
35,023,624	35,246,501	5,516,764		

0	0
0	0
0	0
29,290,933	39,838,600

Income

Approved Income Budget 2021/22 £	Projected to 31st March, 2022 £	Actual at P3 £	Variance £	Key Project Milestone
-------------------------------------	------------------------------------	-------------------	---------------	-----------------------

2023/24 Approved Budget £	2024/25 Approved Budget £
------------------------------	------------------------------

**Project Budgets Approved 2022/23: -
- Updated Per Cabinet of 14th June, 2022**

Funding Type
General Capital Grant
Estimated Capital Grant In Future Years
Specific Grants
Cycling, Walking & Safer Streets
Cycling, Walking & Safer Streets 2020-21
Total Grant Funding
Additional Funding Identified
Capital Receipts
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
Developers Contributions - Greenan - (Kyle/St Johns/General)
Doonfoot Primary - Upgrade and Extension
Doonfoot Primary - Formation of New Entrance;
Developers Contributions - North East Troon

8,577,000	8,577,000	2202750	6,374,250	Income
0	0	0	0	Income
718,057	718,057	0	718,057	Income
0	75,920	75,920	(75,920)	Income
9,295,057	9,370,977	2,278,670	7,016,387	
250,000	250,000	0	250,000	Income
3,068,000	3,068,000	0	3,068,000	Income
800,000	800,000	0	800,000	Income
700,000	2,603,000	0	700,000	Income
2,981,840	782,000	0	2,981,840	Income
0	0	0	0	Income
0	0	0	0	Income
19,860	19,860	19,860	0	Income
730,472	730,472	3,762,116	(3,031,644)	Income
51,385	51,385	947,411	(896,026)	Income
7,400	7,400	0	7,400	Income
99,102	99,102	1,671,114	(1,572,012)	Income

0	0
9,000,000	9,000,000
0	0
0	0
9,000,000	9,000,000
250,000	250,000
810,000	0
2,000,000	2,600,000
1,771,171	2,534,093
3,000,000	4,000,000
4,059,000	3,000,000
1,000,000	500,000
0	0
0	0
0	0
0	0

Developers Contributions - North East Troon - MUGA Next to Struthers PS	442,500	442,500	0	442,500	Income	0	0
Developers Contributions - North East Troon - Struthers Access and Community Facilities	591,904	591,904	986,350	(394,446)	Income	0	0
Struthers Primary School - New Play Area (Developers Contributions)	0	161,000	0	0	Income		
Barassie Public Transport Improvements(dc)	61,256	61,256	61,256	0	Income	0	0
Developer Contributions - Symington - Transport	0	0	0	0	Income	0	0
Developer Contributions - Symington - Education	0	0	0	0	Income	0	0
Developer Contributions - Symington Main Street - Unallocated Education	372,604	372,604	377,161	(4,557)	Income	0	0
Developers Contributions - Monkton Section 75 - Monkton Cross Traffic Signals and Other	10,000	17,317	160,190	(150,190)	Income	0	0
Developers Contributions - Monkton - Educational Cont.	0	0	218,970	(218,970)	Income	0	0
<i>Other Contributions - Grants / CFCR / CRA</i>	<i>3,518,908</i>	<i>5,411,837</i>	<i>1,101,407</i>	<i>2,417,501</i>	<i>Various</i>	<i>0</i>	<i>0</i>
Total Additional Funding	13,705,231	15,469,637	9,305,835	4,399,396		12,890,171	12,884,093
Cash Funding Available	23,000,288	24,840,614	11,584,505	11,415,783		21,890,171	21,884,093
Tracked Borrowing - Ayrshire Growth Deal	(687,491)	(384,000)	0	(687,491)	Income	8,640,600	19,865,911
Tracked Borrowing - Early Years	782,913	782,913	0	782,914	Income	0	0
Borrowing	105,878,245	106,580,346	2,839,142	103,039,101	Income	52,453,806	21,371,256
Total Borrowing	105,973,667	106,979,259	2,839,142	103,134,524		61,094,406	41,237,167
TOTAL FUNDING REQUIREMENT	128,973,955	131,819,873	14,423,647	114,550,306		82,984,577	63,121,260

Request For Budget Adjustments	Advanced/ (Carry Forward) from/to Future Years £	Release Back 2022-23 £	In Year Budget Amendments 2022-23 £	Additional Budget 2022-23 £	Proposed Revised 2022-23 Budget £	Proposed Revised 2023-24 Budget £	Proposed Revised 2024-25 Budget £
Capital Budget approved by Cabinet 14th June 2022					128,973,955	82,984,577	63,121,260
<p>1 South Ayrshire Council on the 3rd March, 2022, approved the paper 'Revenue Estimates 2022/23, Capital Estimates 2022/23 to 2033/34, and Carbon Budget 2022/23' which set the Capital Programme for the twelve years 2022/23 to 2033/34.</p> <p>Budget adjustments to the programme have been approved through: -</p> <ul style="list-style-type: none"> - P12 Capital Monitoring report, approved by Cabinet of the 14th June, 2022. <p>All adjustments approved have been incorporated into the P3 report.</p>							
<p>2 Additional funding has been awarded to projects which requires to be captured within the Programme as detailed below.</p> <p>(i) Scottish Government have awarded funding in relation to the 'Public Electric Vehicle Charging Strategy & Infrastructure Expansion Plan 2022/23' and it is requested that expenditure and income budgets be created to capture this award: -</p> <ul style="list-style-type: none"> - Public Electric Vehicle Charging Strategy & Infrastructure Expansion Plan 2022/23 <p>(ii) Scottish Governments Sustainability and Active Travel Team have made an award to South Ayrshire Council in relation to the 'Local Authority Resource Funding 2022/23' and it is requested that expenditure and income budgets be created to capture this award: -</p> <ul style="list-style-type: none"> - Local Authority Resource Funding 2022/23. <p>(iii) Scottish Government have made an award in relation to the 2022/23 Place Based Investment Scheme of £691,000 and it is requested that expenditure and Income budgets be created in the report to capture this award as detailed below: -</p> <ul style="list-style-type: none"> - Place Based Investment Programme 2022/23. <p>(iv) Strathclyde Passenger for Transport have approved two new awards for 2022/23 and it is requested that expenditure and income budgets be created for these projects as detailed below: -</p> <ul style="list-style-type: none"> - SPT - Ayrshire / Prestwick SQP Infrastructure Improvements (10121) 2022/23; and - SPT - Local Cycle Network Improvements (10337) 2022/23. <p>(v) Scottish Government have approved a grant in relation to the Playpark Renewal Programme for 2022/23, and it is requested that expenditure and income budgets be created to reflect this award as detailed below: -</p> <ul style="list-style-type: none"> - Playpark Renewal Programme 2022/23 <p>(vi) Scottish Government have approved a grant in relation to the Nature Restoration Fund for 2022/23, and it is requested that expenditure and income budgets be created to reflect this award as detailed below: -</p> <ul style="list-style-type: none"> - Nature Restoration Fund 2022/23 				<p>60,000</p> <p>50,000</p> <p>691,000</p> <p>50,000</p> <p>450,000</p> <p>94,000</p> <p>96,000</p>	<p>60,000</p> <p>50,000</p> <p>691,000</p> <p>50,000</p> <p>450,000</p> <p>94,000</p> <p>96,000</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>

	(v) Capital Asset Management previously approved a Repairs and Renewals Fund bid for works to Collenan Reservoir and it is requested that expenditure and income budgets be added as below: - - Collenan Reservoir.				75,000	75,000	0	0
3	A number of adjustments have been approved to the Capital Programme which require to be reflected as detailed below: - (i) Capital Asset Management Group have approved the following budget transfers: - Struthers Primary School - Classroom Adaptations - Struthers Primary School - Classroom Adaptations; and - Schools Refurbishment Programme - Various Projects - Unallocated Balance 2023/24. Prestwick Pool - Additional Gym Facilities - Prestwick Pool - Additional Gym Facilities; and - Property Refurbishment - Various Projects - Unallocated Balance 2023/24.	20,000		20,000 (20,000)		0 20,000 0	0 0 (20,000)	0 0 0
4	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; - Floating pontoons @ River Ayr; - Refurbishment and Extension to King George V Changing Facilities; - Tarbolton Pitch - Drainage Works; - Scottish Government - Place Based Investment Programme 2021/22; - Burns House Demolition; - Office Accommodation and Riverside Project; - Renewable Heat Incentive Certifications; - Sale of Land and Buildings; - Oracle Systems Development; and - Works to Facilitate Property Rationalisation - Various Projects - Unallocated Budget 2022/23 & Future Years.			(808) 20,000 111,065 0 0 27,032 (27,032) (14,470) 150 5,554 (20,000)		(808) 20,000 111,065 0 0 27,032 (27,032) (14,470) 150 5,554 (20,000)	0 0 0 0 0 0 0 0 0 0 0	0 0 0 (3) (1) 0 0 0 0 0 0
5	A number of adjustments are required to the Early Years sections of the programme as detailed below. (i) Early Learning and Childcare - Multi Year Capital Allocations - Early Learning and Childcare - Multi Year Capital Allocations - Unallocated Funding 2022/23; - Symington Early Years Centre; and - Wallacetown Nursery - Conversion of Large Store and Kitchen into a Playroom (Phase 3).			(256) 125 131		(256) 125 131	0 0 0	0 0 0
6	A number of adjustments are required to the School Refurbishment section of the programme as detailed below: - Schools Refurbishment 2021/22 - School Refurbishment Programme - Unallocated Funding 2022/23 & Future Years; - Barrhill Primary - Acoustic Works; - Coynton Reception / Staff Toilets Improvements and Parking	240,000		(129,545) 22,765 21,307		(129,545) 22,765 261,307	(640,000) 0 0	0 0 0

	- Dundonald Primary School - Acoustics;			11,984		11,984	0	0
	- Fisherton Primary School - Extension;			1,191		1,191	0	0
	- Forehill PS - Reconfiguration of Nursery Area;			20,000		20,000	0	0
	- Kyle Academy - Refurbishment Works 2021/22 (Science Department Upgrade);	400,000				400,000	0	0
	- PPP Security - Belmont and Prestwick;			32,120		32,120	0	0
	- Reconfiguration/ Upgrade RO87 Doonfoot Primary School;			10,178		10,178	0	0
	- Straiton Primary - School House; and			10,000		10,000	0	0
7	Adjustments are required to the Window and Roof Replacement sections of the programme as detailed below: - Window and Roof Replacement Projects 2021/22							
	- Dalmillig Golf Clubhouse - Roof Replacement 2021/22; and			306		306	0	0
	- Marr College Roof Replacement.			(306)		(306)	0	0
8	A number of adjustments are required to the Cemeteries Infrastructure section of the programme as detailed below: -							
	- Cemetery Infrastructure Projects - Funding to Be Allocated 2022/23 & Future Years;			(1,340,000)		(1,340,000)	0	0
	- Ayr Auld Kirk - Tarmacadam Works;			10,000		10,000	0	0
	- Ayr Cemetery - Remedial Works to Burial Chambers;			650,000		650,000	0	0
	- Cemeteries - War Memorials;			9,600		9,600	0	0
	- Colmonell Churchyard, Pointing at Side Walls;			16,698		16,698	0	0
	- Colmonell Cemetery NEW - Re-build Front Walling, Copes & Metal Railings;			120,000		120,000	0	0
	- Crosbie Churchyard - Wall Repairs;			173,702		173,702	0	0
	- Masonhill Crematorium - New Electric Supply to Bothy;			60,000		60,000	0	0
	- St Quivox and Dailly Mausolea;			300,000		300,000	0	0
9	A number of adjustments are required to the Ayrshire Roads Alliance managed projects section of the programme as detailed below.							
	(i) The SAC contribution in relation to the project 'STTS 22/23 B741 Girvan Dailly Rd by Bargany', part funded by the Strategic Timber Transport Scheme, required to be amended to match the final award letter received as detailed below: -					0	0	0
	- Ayrshire Roads Alliance - Road Reconstruction and Improvement; and			42,336		42,336	0	0
	- STTS 22/23 B741 Girvan Dailly Rd by Bargany.			(42,336)		(42,336)	0	0
	(ii) Additional grants have been claimed in respect of the following projects and it is requested that expenditure and income budgets be created to reflect these as detailed below: -							
	- Scottish Government - Cycling Walking Safer Routes 2021-22				75,920	75,920	0	0
	- Sustrans - Follow on From Accessible Ayr.;				95,000	95,000	0	0
	- Sustrans 20/21 Follow on From Alloway to Burton Cycleway;				77,500	77,500	0	0
	- SPT - Ayrshire / Prestwick SQP Infrastructure Improvements (10121) 2021/22; and				(36,340)	(36,340)	0	0
	- SPT - Local Cycle Network Improvements (10337) 2021/22.				190,769	190,769	0	0

	(iii) A number of further adjustments are required to reflect current spend profiles as detailed below: - - Ayrshire Roads Alliance - Bridge Works (Gadgirth Bridge - Corrosion Protection System) - Ayrshire Roads Alliance - Bridge Works (Bridge of Coyle Deck Replacement) - Ayrshire Roads Alliance - U49 Littleton Farm Slope Stabilisation Work - Ayrshire Roads Alliance - Road Reconstruction and Improvement; and - Ayrshire Roads Alliance - 20mph Infrastructure.					(7,425)	(7,425)	0	0
						(1,033)	(1,033)	0	0
						8,458	8,458	0	0
						(3,646)	(3,646)	0	0
						3,646	3,646	0	0
10	A number of adjustments are required to the Developers Contributions section of the programme as detailed below: - (i) The creation of a new play area at Struthers Primary School is to be funded from Developers Contributions collected from the North East Troon Developers Contributions. It is requested that income and expenditure budget be drawn as detailed below: - - Struthers Primary School - New Play Area (Developers Contributions) (ii) Additional grant requires to be recognised for the contribution recently agreed in relation to the Bicycle Shelters at Monkton and it is requested that expenditure and income budgets be added as detailed below: - - Developers Contributions - Monkton Section 75 - Monkton Cross Traffic Signals and Other Improvements						0	0	0
					161,000		161,000	0	0
					7,317		7,317	0	0
11	A number of adjustments are required to the Equalities Act section of the programme as detailed below: - - Equalities Act Budget - Various Projects - Unallocated Budget 2022/23 & Future Years <u>2021/22</u> - Southcraig School - Upgrade Access Path & Ramp; and - Girvan Library - Replacement Ramp. <u>2022/23</u> - Southcraig - Ceiling Track Hoists - Rooms 13 & 15; and - Girvan Resource Centre - Adaptations of Toilet to Accessible WC / Shower Room.					(35,800)	(35,800)	0	0
						3,085	3,085	0	0
						715	715	0	0
						17,000	17,000	0	0
						15,000	15,000	0	0
12	A number of adjustments are required to the Property Refurbishment section of the programme as detailed below: - - Boat Store, Dunure - Rebuild Store; - Carnegie Library Ayr Stone Works - Various Properties - Works to Boundary Walls; - Category 1 - Metalwork; - Prestwick Community Centre - Slate Roof Replacement; - Marr College – Upgrade of Security Entrance; - 65 Club, Prestwick - Replacement Ceiling, Lighting & Heating;					(18,295)	(18,295)	0	0
						18,040	18,040	0	0
						500	500	0	0
						(245)	(245)	0	0
						(90,000)	(90,000)	0	0
						30,000	30,000	0	0
						60,000	60,000	0	0
13	Adjustments are required to the Rewiring Programme (Including Residual Decoration Work, Etc) - Various Properties section of the programme as detailed below: -								

	- Rewiring Programme (Including Residual Decoration Work, Etc.) - Various Projects - Unallocated Budget 2022/23 & Future Years; and - Southlodge HFE - Rewiring Project - Enabling Works.			(2,755)		(2,755)	0	0
				2,755		2,755	0	0
14	A number of adjustments are required to the Property Rationalisation section of the programme as detailed below: - - Works to Facilitate Property Rationalisation - Various Projects - Unallocated Budget 2022/23 & Future Years; - Demolition of Surplus Buildings at Walker Road (3 No.); - Alderston Avenue, Ayr - Demolition; - Newton House Rationalisation;			(5,127)		(5,127)	0	0
				(35,000)		(35,000)	0	0
				(65,000)		(65,000)	0	0
				5,127		5,127	0	0
15	A number of adjustments are required to the Information Technology section of the programme as detailed below: - ICT Infrastructure - ICT Infrastructure Unallocated Budget 2022/23 & Future Years - Skype for Business Upgrade Business Systems - Business Systems - Unallocated Funding 2022/23 & Future Years - Bereavement Services Software - Leisure Booking System - Telecare Analogue to Digital Migration - Pay 360 Cloud Migration Information and Data - ICT Infrastructure Unallocated Budget 2022/23 & Future Years - Converged Infrastructure End User Computing End User Computing Unallocated Funding - 2022/23 & Future Years Public Network Accessible Council Owned Devices			(28,000)		(28,000)	0	0
				28,000		28,000	0	0
				(327,105)		(327,105)	0	0
				(482)		(482)	0	0
				2,033		2,033	0	0
				300,000		300,000	0	0
				20,000		20,000	0	0
				1,025,000		1,025,000	0	0
				(25,000)		(25,000)	0	0
				(1,015,184)		(1,015,184)	0	0
				15,184		15,184	0	0
16	A number of adjustments are required to the Repairs and Renewals Fund section of the programme as detailed below: - - Landslip to Rear of Properties on Holmston Road, Ayr			4,063		4,063	0	0
17	A number of adjustments are required to the VAT Recovery Fund section of the programme as detailed below: - - Skate Park Improvements (Craigie); - Upgrade Play Area in Conjunction With Skate Park (Craigie); - New Adventure Playground (Annbank); - Play Equipment (Mossblown); - Play Equipment (Monkton, Dundonald, Symington and Loans); - Shore Front Playpark - Replace Some of Condemned Equipment; - Replace / Upgrade Equipment (Tarbolton); - Play Equipment (Dailly Road); and - Playpark Renewal Programme 2022/23.			1,350		1,350	0	0
				(1,350)		(1,350)	0	0
				416		416	0	0
				(2)		(2)	0	0
				(414)		(414)	0	0
				(68,443)		(68,443)	0	0
				(14,589)		(14,589)	0	0
				(10,968)		(10,968)	0	0
				94,000		94,000	0	0

18	<p>A number of adjustments are required to both expenditure and income budgets within the Ayrshire Growth Deal section of the programme as detailed below. These adjustments bring the South Ayrshire Council budgets into line with the Scottish Government Ayrshire Growth Deal - Grant Offer letter dated 1st July, 2022 :-</p> <ul style="list-style-type: none"> - Spaceport Infrastructure (plus adjustments 25/26, 27/28, 28/29 & 29/20); - Commercial Space - Prestwick - Industrial Units (plus adjustments 27/28, 28/29 & 29/20); - Prestwick Infrastructure - Roads (plus adjustment 25/26); - Aerospace and Space Innovation Centre (plus adjustments 25/26, 26/27, 27/28, 28/29 & 29/20); - Digital Infrastructure (plus adjustment 25/26); and - Digital Sub Sea Cabling (plus adjustment 25/26). 							
				(22,793)		(22,793)	0	0
				1,925,195		1,925,195	0	0
				(1,903,411)		(1,903,411)	0	0
				566		566	0	(1,300,000)
						0	0	0
				(805)		(805)	1,229	0
TOTAL ADJUSTMENTS	710,000	0	(1,248)	2,137,166	2,845,918	(708,771)	(1,300,004)	
TOTAL REVISED BUDGET	710,000	0	(1,248)	2,137,166	131,819,873	82,275,806	61,821,256	

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

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

1. Policy details

Policy Title	Monitoring of General Services Capital Programme
Lead Officer (Name/Position/Email)	Pauline Bradley, Service Lead, Professional Design Service pauline.bradley@south-ayrshire.gov.uk

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

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

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

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	Yes No
Rationale for decision: This is an update report with no implication in relation to equalities.	
Signed : Pauline Bradley Service Lead – Professional Design Services	
Date: 3rd August 2022	

South Ayrshire Council

**Report by Director - Place
to Cabinet
of 30 August 2022**

**Subject: Housing Capital Programme 2022/23: Monitoring
Report as at 30 June 2022**

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 Housing Capital Programme projects as at 30 June 2022 (Period 3), 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 30 June, resulting in spend of £2,760,349 or 3.99%, 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 £64,410,925 and 2023/24 at £44,864,268 as highlighted in Appendix 2.

3. Background

3.1 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'.

3.2 Adjustments were approved by Cabinet of 14 June, 2022 and incorporated into the Programme.

3.3 There is still some residual disruption to the programme as a result of Covid-19, material shortages and volatility in the construction market which has led to lower levels of spend to Period 3.

3.4 The current approved budget for 2022/23 is £69,204,500.

4/

4. Proposals

- 4.1 The modernisation contract for Internal Modernisation Works to 219 Nr Properties – Various Locations (H21124) is currently on site with works progressing well and is due to complete in August 2022. The contract for Internal Modernisation Works to 263 Nr Properties – Various Locations (H20126) started on site on the 19th June and is anticipated to complete by 30th September, 2022. Three contracts for (a) Internal Modernisation Works to 206Nr Properties – Various Locations (H20125); (b) 4 Nr Full and 205 Nr Partial Modernisations: Maybole, Tarbolton, Ayr, Kirkoswald (H23112); and (c) 266 Nr Kitchen and Boiler Replacements: Ballantrae, Girvan, Mossblown, Ayr, Prestwick and Tarbolton (H23113) have been passed to the Managing Agent and surveys are currently being undertaken. These will be tendered will be tendered through SAC's new Housing Refurbishment Framework – Internal once this has been set up.
- 4.2 Stage 1 of the tender process of the Housing Refurbishment Framework – Internal and the Housing Refurbishment Framework – External has now been completed and Stage 2 will now follow.
- 4.3 A number on new annual programmes have started on site 2022/23, including Addressing Dampness and Condensation, Central Heating Replacement and Upgrading Door Entry Systems.
- 4.4 Addresses for two new window replacement contracts have been passed to Property Maintenance for progression and the first, at Morrison Gardens in Ayr, has now been surveyed and windows ordered.
- 4.5 The project for External Fabric Upgrades to 167 Properties - Dailly, Prestwick, Troon, Symington & Ayr has now started on site and will continue through until May, 2023.
- 4.6 A number of projects are being progressed under the Energy Efficiency / HEEPS ABS line, with works ongoing in Tarbolton and Maybole. Further works will be undertaken in Girvan/Dailly, Dalmilling, Kincaidston and Lochside and tender documents are currently being prepared.
- 4.7 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).
- 4.8 Appendix 2 details budget adjustments being put forward for approval by Cabinet as part of the Period 3 report. These adjustments include (a) internal re-allocations of budgets between projects in 2022/23; (b) transfers of budgets from 2022/23 to 2023/24 to reflect current profiled spend for projects; and (c) an adjustment in relation to year end work in progress which was not captured in the P12 Capital Monitoring Report (but included in the final accounts), resulting in additional borrowing being required in 2021/22, with the P3 adjustment reducing budget / borrowing in 2022/23 to compensate.

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 P3, actual expenditure stood at £2,760,349. Income for this period stood at £2,760,349. Based on the budget of £69,204,500, actual expenditure of £2,760,349 equates to an overall spend of 3.99% at the end of Period 3.
- 6.2 Proposals contained in this report, if approved, would lead to a revised 2022/23 programme of £64,410,925 and 2023/24 programme of £44,864,268.

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 2022/23, 2023/24 and 2024/25 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/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, Human Resources and ICT, 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 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:

Implementation	Due date	Managed by
Process adjustments to the Housing Capital Programme	13 September 2022	Corporate Accounting - Treasury / Capital Function

Background Papers **Report to Cabinet of 14 June 2022 - [Housing Capital Programme 2021/22: Monitoring Report as at 31 March 2022](#)**
[Housing Capital Programme 2020/21 – Period 3 – 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

Date: 23 August 2022

**HOUSING CAPITAL MONITORING REPORT
PERIOD 3 2022/23**

Key Strategic Objective	Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Detailed Project Information	2023/24 Approved Budget	2024/25 Approved Budget
	£	£	£		£	£
Major Component Replacement	25,279,045	21,399,350	1,406,962	See Section on 'Major Component Replacement'	7,500,000	7,500,000
Contingencies	0	0	0	See Section on 'Contingencies'	269,000	269,000
Demolitions	2,966,465	2,966,465	447,822	See Section on 'Demolitions'	0	0
Structural and Environmental	7,891,739	6,950,739	319,538	See Section on 'Structural and Environmental'	2,349,901	2,349,901
Other Capital Expenditure	33,067,251	33,094,370	586,027	See Section on 'Other Capital Expenditure'	30,065,435	11,231,839
TOTAL PROGRAMME EXPENDITURE	69,204,500	64,410,925	2,760,349		40,184,336	21,350,740
CFCR	8,905,000	8,905,000	2,338,443	See Section on 'Income'	7,859,000	8,638,000
Draw on Accumulated Surplus	2,201,000	2,201,000	0	See Section on 'Income'	0	0
Borrowing	56,518,500	51,724,925	231,155	See Section on 'Income'	24,360,336	9,037,740
Reserves	0	0	0	See Section on 'Income'	0	0
Scottish Government Funding	1,580,000	1,580,000	140,000	See Section on 'Income'	7,965,000	3,675,000
2nd Homes Council Tax	0	0	0	See Section on 'Income'	0	0
Commuted Sums	0	0	0	See Section on 'Income'	0	0
Other Income	0	0	50,751	See Section on 'Income'	0	0
TOTAL PROGRAMME INCOME	69,204,500	64,410,925	2,760,349		40,184,336	21,350,740

NET EXPENDITURE	0	0	0
------------------------	----------	----------	----------

0	0
----------	----------

Major Components

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022</u>
<i>Major Component Replacements - Allocated</i>
<i>Major Component Replacements - Unallocated</i>
TOTALS

24,084,227	20,143,175	1,406,962	See Expanded Section
1,194,818	1,256,175	0	See Expanded Section
25,279,045	21,399,350	1,406,962	

0	0
7,500,000	7,500,000
7,500,000	7,500,000

Contingencies

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022</u>
Contingencies

0	0	0	N/A
0	0	0	

269,000	269,000
269,000	269,000

Demolitions

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022</u>
Demolition of Lockups
1 - 20 Miller Terrace & 32 - 78 Dailly Road (Even Numbers) Maybole
Demolition of Riverside Flats

214,703	214,703	0	Complete / Design & Tender
858,450	858,450	432,821	On Site
1,893,312	1,893,312	15,002	On Site
2,966,465	2,966,465	447,822	

0	0
0	0
0	0
0	0

Structural and Environmental

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022</u>
<u>New Projects 2022/23</u>
External Fabric Upgrades to 167 Properties - Dailly, Prestwick, Troon, Symington & Ayr
Stabilisation Works at Main Road, Ayr
<u>Projects Carried From 2021/22</u>
Non-Traditional Properties - Cladding Options
ABS8 - 12 Properties at Annbank
Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations
Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations

5,174,325	4,233,325	53,544	On Site
400,000	400,000	0	Design and Tender
32,401	32,401	0	Design and Tender
39,347	39,347	0	Complete
158,471	398,471	264,753	On Site
76,256	26,256	1,240	Complete

0	0
0	0
0	0
0	0
0	0
0	0

Roof Replacement Works - Dunure
Re-roofing and External Fabric Upgrade - 93 Properties in Dundonald & Tarbolton (H20101)
<u>Unallocated Balance - 2022/23, 2023/24 and 2024/25 - Structural and Environmental</u>
Unallocated Structural and Environmental Balance - 2022/23, 2023/24 and 2024/25

157,500	157,500	0	Complete
49,939	49,939	0	Complete
1,803,500	1,613,500	0	Concept
7,891,739	6,950,739	319,538	

0	0
0	0
2,349,901	2,349,901
2,349,901	2,349,901

Other Capital Expenditure

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

<u>Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022</u>
<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>

272,177	272,177	0	See Expanded Section
20,000	20,000	0	See Expanded Section
712,731	712,731	180,936	See Expanded Section
2,317,154	2,317,154	0	See Expanded Section
393,716	393,716	30,994	See Expanded Section
29,124,473	29,152,605	335,721	See Expanded Section
227,000	225,987	38,375	See Expanded Section
33,067,251	33,094,370	586,027	

0	0
0	0
800,000	800,000
0	0
706,839	706,839
28,558,596	9,725,000
0	0
30,065,435	11,231,839

Income

Approved Budget 2022/23	Projected to 31st March, 2023	Actuals at P3	Key Project Milestone
£	£	£	

2023/24 Approved Budget	2024/25 Approved Budget
£	£

Project Budgets Approved 2022/23: - Cabinet of 14th June, 2022
Funding Type
CFCR
<i>Draw on Accumulated Surplus</i>
<i>Borrowing</i>
<i>Reserves</i>
<i>Scottish Government Funding</i>
<i>2nd Homes Council Tax</i>
<i>Commuted Sums</i>
<i>Other Income</i>
TOTAL FUNDING

8,905,000	8,905,000	2,338,443	Income
2,201,000	2,201,000	0	Income
56,518,500	51,724,925	231,155	Income
0	0	0	Income
1,580,000	1,580,000	140,000	Income
0	0	0	Income
0	0	0	Income
0	0	50,751	Income
69,204,501	64,410,926	2,760,349	

7,859,000	8,638,000
0	0
24,360,336	9,037,740
0	0
7,965,000	3,675,000
0	0
0	0
0	0
40,184,336	21,350,740

Request For Budget Adjustments		Advanced/ (Carry Forward) from/to 2022-23 £	Release Back 2022-23 £	In Year Budget Amendments 2022-23 £	Additional Budget 2022-23 £	Projected 2022-23 Budget £	Proposed Revised 2023-24 Budget £	Proposed Revised 2024-25 Budget £
Revised Total Budgets as approved by South Ayrshire Council's Cabinet of 14th June 2022						69,204,500	40,184,336	21,350,740
1	South Ayrshire 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', which set the Capital Programme for the five years 2022/23 to 2026/27. Budget adjustments to the programme have been approved through: - - P12 Capital Monitoring report, approved by Cabinet of the 14th June, 2022. All adjustments approved have been incorporated into the P3 report.							
2	It is requested that budgets be carried forward from 2022/23 to 2023/24 to reflect current project profiling as detailed below: - Major Components - 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) - Energy Efficiency / HEEPS ABS Projects Structural and Environmental - External Fabric Upgrades to 167 Properties - Dailly, Prestwick, Troon, Symington & Ayr	(1,140,000)				(1,140,000)	1,140,000	0
		(1,126,000)				(1,126,000)	1,126,000	0
		(1,500,000)				(1,500,000)	1,500,000	0
		(941,000)				(941,000)	941,000	0
3	It is requested that budgets be advanced from 2024/23 to 2022/23 to reflect current project profiling as detailed below: - - New Housing Development - Site of Former Riverside Flats, Ayr.							
			27,068			27,068	(27,068)	
4	A number of adjustments are requested as (a) there are a number of projects where budgets are no longer required as final accounts have been settled and projects completed; (b) other projects where additional funds are required to complete works; and (c) where budgets are required to be allocated to new projects from unallocated budget lines. Adjustments requested are as detailed below:- - Full Modernisations to 250 properties Troon, Dundonald, Monkton, Prestwick, Coynton, Mossblown, Tarbolton, Ballantrae, Barr, Colmonell, Old Dailly, Dailly, Kirkoswald, Minishant, Girvan & Maybole (H19143); - Upgrade Works to Automatic Doors in SHU's - Major Component Replacements - Unallocated - Re-roofing and External Fabric Upgrades Contract 1: 71Nr Properties Various Locations							
				(52)		(52)	0	0
				(175,000)		(175,000)	0	0
				175,000		175,000	0	0
				240,000		240,000	0	0

	- Re-roofing and External Fabric Upgrades Contract 2: 73Nr Properties Various Locations			(50,000)		(50,000)	0	0
	- Unallocated Structural and Environmental Balance - 2022/23, 2023/24 and 2024/25			(190,000)		(190,000)	0	0
	- Unallocated Window Replacement Budget 2022/23			(864,500)		(864,500)	0	0
	- Window Replacement Programme 2022/23 - Batch 1 - 24 Addresses at Morrison Gardens SHU			84,000		84,000	0	0
	- Window Replacement Programme 2022/23 - Batch 2 - 223 Addresses in Ayr and Prestwick			780,500		780,500	0	0
	- Initial Work for Future Years Projects; and			(1,013)		(1,013)	0	0
	- Main Street Prestwick.			1,065		1,065	0	0
5	At the end of the 2021/22, final Work In Progress charges of £113,643 were not captured in the P12 Capital Monitoring Report for the 'Replacement Double Glazed Units and Doors' project, though they were included in the final annual accounts. This resulted in additional borrowing being used to fund this additional expenditure within the Housing Capital Programme. To rectify this, an adjustment is required in P3 to reduce the budget on this project, and reduce the borrowing by the same amount, as detailed below: -							
	- Replacement Double Glazed Units and Doors.			(113,643)		(113,643)	0	0
	A further adjustment is requested to restore the budget to the level it was at prior to the above, taking the additional budget from the Major Component Replacement - Unallocated budget in 2022/23 as detailed below: -							
	- Major Component Replacements - Unallocated; and			(113,643)		(113,643)	0	0
	- Replacement Double Glazed Units and Doors.			113,643		113,643	0	0
		(4,679,932)	0	(113,643)	0	(4,793,575)	4,679,932	0
TOTAL REVISED BUDGET						64,410,925	44,864,268	21,350,740

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

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

1. Policy details

Policy Title	Monitoring of Housing Capital Programme
Lead Officer (Name/Position/Email)	Pauline Bradley, Service Lead, Professional Design Service pauline.bradley@south-ayrshire.gov.uk

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

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

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

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

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

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

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	Yes No
Rationale for decision: This is an update report with no implication in relation to equalities.	
Signed : Pauline Bradley	Service Lead – Professional Design Services
Date: 1 st August 2022	

South Ayrshire Council

**Report by Assistant Director - People
to Cabinet
of 30 August 2022**

Subject: Procurement of a Strategic Delivery Partner for an Event

1. Purpose

- 1.1 The purpose of this report is to seek agreement from the Cabinet to progress with the procurement of a strategic partner to support the delivery of an event in September 2023.

2. Recommendation

- 2.1 **It is recommended that Cabinet agrees that officers progress with the procurement of a strategic partner to deliver an event in September 2023.**

3. Background

- 3.1 In March 2022, the Leadership Panel approved the Tourism and Events Strategy attached in [Appendix 1](#). The strategy is driven by a clear focus on eight key offers, one of which is events and festivals.
- 3.2 Within the implementation of the strategy, there is a need to develop and assertively promote an annual programme of events and activities, structured to maximise spin-off benefits to the wider local economy.

4. Proposals

- 4.1 A proposed calendar of events for 2023 will be brought to a future Cabinet meeting for consideration and part of the proposal will include a new event in September 2023, which may include an Air Show. The delivery of an Air Show will require us to work with a strategic partner to support the delivery of the aviation element of the event.
- 4.2 The Destination South Ayrshire team will work with Procurement to appoint a strategic partner through the Public Contracts Scotland portal. The assessment will be weighted towards quality with a focus on relevant expertise to perform the contract to an appropriate quality standard.

5/

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report at this time. A further report will be brought to Cabinet in due course which will identify any legal implications.

5.2 The recommendations in this report are consistent with procurement requirements to use Public Contracts Scotland to appoint a strategic partner.

6. Financial Implications

6.1 There are no financial implications at this time. A further report will be brought to Cabinet in due course which will identify any financial implications.

7. Human Resources Implications

7.1 There are no HR implications at this time. A further report will be brought to Cabinet in due course which will identify any HR implications.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks identified at present.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risk associated with rejecting the recommendations is that Officers would not be able to progress with the potential delivery of an Air Show in 2023.

9. Equalities

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

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report 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 Commitments 4 and 6 of the Council Plan: South Ayrshire Works/ Make the most of the local economy; 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 Alec Clark, Portfolio Holder for Tourism and Rural Affairs, 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 Assistant Director - People will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Procure a strategic partner for the delivery of events.	14 October 2022	Service Lead – Destination South Ayrshire

Background Papers **Report to Leadership Panel (Special) of 1 March 2022 – [Tourism and Events Strategy](#)**

Person to Contact **Laura Kerr, Service Lead – Destination South Ayrshire
Carnegie Library, 12 Main Street, Ayr, KA8 8EB
Phone 01292 616421
E-mail laura.kerr4@south-ayrshire.gov.uk**

Date: **23 August 2022**

**Destination South Ayrshire
Tourism and Events Strategy
2022 – 2025**

INTRODUCTION

Nestled on the south-west coast of Scotland, with its sandy beaches, beautiful parks, green spaces and rolling hills as a backdrop, South Ayrshire covers 476 square miles, from Barassie in the north, to Ballantrae in the South. The area's splendid 45-mile-long coastline is home to enviable, award-winning beaches which afford impressive views out to the Firth of Clyde and Irish Sea. Our green spaces are plentiful and four of our parks recently achieved Keep Scotland Beautiful Green Flag awards.

Home to over 112,000 people, South Ayrshire is made up of five towns and their surrounding villages and hamlets. Ayr, located just 37 miles south-west of Glasgow, is the region's county town. A university and college town, and seat of South Ayrshire Council's headquarters, Ayr has a wide range of attractions for all ages including museums, galleries, Ayr Racecourse, leisure and cultural facilities and award-winning parks.

The region attracts people from all over the world to visit the birthplace of Robert Burns at Burns Cottage in Alloway. The award-winning Robert Burns Birthplace Museum, also in Alloway, won Scotland's Best Heritage Tourism Experience at the Thistle Awards in 2020. Rich in history is Maybole, the ancient capital of Carrick, with the impressive 16th century Maybole Castle standing proudly as a prominent feature in the town's main thoroughfare. Further south, the fishing port of Girvan is the 'Gateway to Ailsa Craig', a small island formed from a volcanic plug and famous for its granite quarry – a major source of granite for curling stones world-wide.

Prestwick is the oldest recorded baronial burgh in Scotland. Its bustling high street attracts locals and tourists from afar, with its quirky, independent shops and range of eateries and in 2020 was awarded Champion High Street of the Year by the Great British High Street Awards. With its gorgeous views to Arran, Lady Isle and Ailsa Craig, Troon boasts a bustling working harbour and is home to Ayrshire's fish market. The town is known worldwide for Royal Troon golf course, one of two Open Championship courses in the area – the other being at Turnberry.

To support a 21st century tourist market and our local communities, South Ayrshire will need to respond to the changing tastes of tourists, who are becoming more sophisticated in their search for experiences. As well as supporting our local communities who are demanding more, to ensure they have a sense of place and belonging and to be proud of where they live.

The outbreak of Coronavirus has presented an unprecedented challenge. Restrictions have meant that the tourism and events sector has largely been closed and travel restrictions have been in place for extended periods of time. As a result of the easing of restrictions we are now able to begin recovery. South Ayrshire is well placed to deliver a strong tourism offer which supports recovery and ensures we are a premier destination of choice. This strategy will be driven by a clear focus on the following eight key offers:

1. Culture and heritage, including Burns
2. Parks, open spaces, outdoor activities and natural environment

3. Sport, leisure and golf
4. Food and drink
5. Weddings, civil partnerships and business tourism
6. Digital Tourism
7. Town Centres
8. Event and festivals

Table of Contents

[Strategic Context](#)

[Vision, Aims and Objectives](#)

[Our Offers](#)

[Communities, People and Places](#)

[Sustainable Tourism](#)

[Destination Marketing](#)

[Delivering the Strategy](#)

STRATEGIC CONTEXT

Our Destination South Ayrshire Tourism and Events Strategy sets out a plan for South Ayrshire Council. It is informed by The Council Plan: Our People Our Place. It contributes to our vision to serve South Ayrshire by ‘making a difference every day’ and the following commitments:



This strategy does not sit in isolation; it integrates with other local, regional, and national plans and strategies. It supports and complements a range of activity and priorities such as:

- Ayrshire Regional Economic Partnership
- South Ayrshire Strategic Economic Plan Vision 2030
- South Ayrshire Community Planning Partnership and the Local Outcomes Improvement Plan
- South Ayrshire Thriving Places

The following strategies are key priorities for alignment:

Scotland Outlook 2030

Scotland Outlook 2030, has been developed through an equal partnership between the Scottish Tourism Alliance, Scottish Government, VisitScotland, Scottish Enterprise, Highlands and Islands Enterprise and Skills Development Scotland.

The Vision – We will be the world leader in 21st century tourism.

The Mission – Together we will grow the value and positively enhance the benefits of tourism across Scotland by delivering the very best for our visitors, our businesses, our people, our communities and our environment.

Key Priorities – Our passionate people, our thriving places, our diverse businesses, our memorable experiences.

Our Commitments – For each of our key priorities we have an agreed set of commitments. These commitments will ensure that we deliver on our vision to be the world leader in 21st century tourism.

Regional Visitor Economy Strategy

The Ayrshire Visitor Economy Sub Group was formed in July 2020 in response to the impact COVID-19 had on the tourism sector. It is chaired by the Chief Executive of VisitScotland its purpose is to take forward the visitor economy workstream of the Ayrshire Regional Economic Partnership. It comprises a mix of industry leaders from a variety of sub sectors, Local Authorities, and national agencies. The group meets regularly to work on a series of priorities and work streams.

There is currently a significant piece of work underway to develop a Regional Visitor Economy Strategy which will be informed by local intelligence and national tourism thinking to ensure that Ayrshire can maximise its opportunity to secure investment to support recovery and longer-term ambitions. Strategy development has been commissioned and is overseen by the group to develop an evidence base from industry in the light of the Covid pandemic. The strategy work will set an overall framework that we can contribute to and align our individual efforts.

VISION, AIMS AND OBJECTIVES

Vision

South Ayrshire will be a premier destination of choice, with an enhanced environment through social, cultural and economic activities.

Aims

Our aims are to:

- proactively market South Ayrshire as a destination of choice;
- align events more closely with the region's tourism assets to build events with a legacy impact;
- develop the area as a destination for holding large scale outdoor events and festivals, which will attract high levels of footfall and visitor spend into the area;
- integrate town centres into our events and festivals to ensure we are driving footfall and increasing spend;
- encourage and facilitate collaboration among providers to overcome fragmentation and offer stronger, packaged experiences, tailored to distinctive market segments through the Destination South Ayrshire approach;
- maximise quality and focus on excellent service for our visitors; and
- enhance our tourism offers and capitalise on opportunities.

Objectives

There will be a range of actions and projects focused on achieving the following strategic objectives by the end of 2025 STEAM (Scottish Tourism Economic Activity):

- Increase the annual number of visitors to South Ayrshire by 5% to 1.59 million.
- Increase annual spend by visitors by 10% to £265.67 million.
- Increase employment supported by the sector by 5% to 3730 jobs

OUR OFFERS

This strategy will be driven by a clear focus on eight key offers. These eight individual offers do not stand in isolation of each other; the visitor may experience a mixture of elements throughout a single visit. Collaboration and networking will play a vital part in bringing the private sector, third sector and communities together in the development and delivery of offers.

There will be a holistic approach to promoting the area, including all elements of Council activities, for example, leisure and sport facilities, events, museums and heritage sites, parks and open spaces, libraries, town centres, and golf. We will also capitalise on our unique Burns offering with the Birthplace of Robert Burns, Scotland's national poet, our permanent Burns and Alexander Goudie Tam O' Shanter exhibitions at Rozelle House and the Robert Burns Birthplace Museum.

South Ayrshire has a fantastic range of assets and these are the foundation of an already strong and vibrant tourism sector.

1. CULTURE & HERITAGE, INCLUDING BURNS

South Ayrshire has a rich and diverse heritage that has many aspects of international renown, most obviously Burns. Although Burns is a key attractor for many tourists, there is much, much more on offer, spanning our social, religious, military and industrial past.

There is also a vibrant and varied cultural life for visitors to enjoy and participate in, including historic attractions, museums, galleries, the Ayr Gaiety Theatre and contemporary art. There is an extensive and growing range of archives, and opportunities for access to historical sites and materials that enable the visitor to walk in the footsteps of their ancestors.

In recent years, Rozelle House has been the only venue in Scotland to offer a range of high profile exhibitions such as the V&A Pirates, Tattoo: British Tattoo Art Revealed and Ladybird Books. These exhibitions brought in audiences from through Scotland and northern England. Additional support was provided to increase participation by local communities.

We will seek to raise the profile and the quality of presentation of our offerings in this category, making it easier for visitors to enjoy connected experiences in heritage, culture and ancestry, alongside complementary aspects such as food and drink.

Areas of action:

- Develop more joined-up offerings that will sell unique experiences.
- Continue to attract unique cultural exhibitions and widen access to the arts and culture for our communities.
- Improve product awareness and develop cross-selling practices.

- Develop the events/festivals offering, including a contemporary angle that strengthens the appeal of Burns and other areas of heritage to a younger consumer.
- Build and exploit links to appealing social and cultural themes.
- Undertake further assessment of the most significant culture and heritage offerings, from the perspective of market potential.
- Explore scope for improved packaging and promotion to niche customer groups.
- Identify the most important related offers, such as golf, for further integration with cultural or heritage offerings.

2. PARKS, OPEN SPACES, OUTDOOR ACTIVITIES & NATURAL ENVIRONMENT

South Ayrshire has a varied and accessible natural environment. The countryside, coastline and seas offer a rich variety of landscapes, wildlife, habitats and geology for the visitor to enjoy and experience. There are distinctive offerings and opportunities, such as the development of the Galloway and Southern Ayrshire Biosphere, which is Scotland's first UNESCO Biosphere designation.

South Ayrshire boasts many beautiful parklands for residents and visitors alike to enjoy. Four of our parks, Belleisle; Rozelle, Fullarton Estate and Newton Park were presented with the prestigious Green Flag Award. This award celebrates well maintained parks and greenspaces and recognises their importance for exercise, play and mental wellbeing.

South Ayrshire also offers numerous walks for all abilities - from relaxing strolls in our parks, to more challenging trails through our beautiful countryside. Many of these walks also afford the option of delving into the history of the local area along the way, such as the Blue Bonnet Trails, which encompass two self-guided walks from Ayr Town Centre to Alloway. These interesting trails allow people to follow in the footsteps of Robert Burns' fictitious hero, Tam o'Shanter. Other notable walks include the Smugglers' Trail in Troon; the Green Knight's Trail in Prestwick; the Straiton Monument Trail near Maybole and the Devil's, Kirstie's and Fairy Knowe circular in the village of Barr by Girvan.

With one of the most memorable stretches of coastline in the UK, South Ayrshire is blessed with some of the country's best beaches. Our coastal communities are perfect for a variety of water pursuits, such as sailing, windsurfing, canoeing, wild swimming, paddle boarding and yachting.

There is great potential to develop infrastructure, facilities and build this offering in areas such as walking, cycling, horse-riding and watersports.

Areas of action:

- Product development for walking and cycling, to package products more effectively for particular customer profiles.
- Work in partnership with the Biosphere and associated Local Authorities to identify key priorities for delivery and support.
- Promote the Biosphere Proud Supporter and Certification schemes, which allow businesses to actively demonstrate their commitment to the Biosphere principles.
- Explore ways to attract more adventure and activity operators into the area.

3. SPORT, LEISURE & GOLF

Golf South Ayrshire operates eight superb courses throughout the region alongside the illustrious neighbours Royal Troon, Trump Turnberry and Old Prestwick, the birthplace of the Open.

With three fantastic links courses in Troon, three James Braid designed classics, and two family friendly parkland courses, we are confident there is a golf course that will perfectly suit everyone's needs, and budget. Each golf course boasts individual character and varying degrees of difficulty, whilst offering stunning vistas and often uninterrupted views of the Isle of Arran or even the famous Ailsa Craig.

The weather is better than the Scottish average which means our courses are often open when others are closed. We even play the courses at their full length in winter and without fairway restrictions. Visitors are welcome to make full use of the Clubhouse facilities before and after their round; all whilst sampling some of the region's finest local produce.

South Ayrshire Council's Sport and Leisure Service operates nine indoor sporting venues including leisure centres, swimming pools and activity centres. There are also a range of 3G/all-weather and grass pitches supporting the development of football, rugby and hockey. Sport and leisure provides economic benefits for South Ayrshire and hosting sporting events can attract income to South Ayrshire through additional spending, accommodation and event fees.

South Ayrshire Council is investing South Ayrshire by developing and improving sports and leisure facilities. For example, the new £8.2m Craigie multi-sport facility, which will enable the area to host top-class national and international events. Work is ongoing with Ayrshire College and the University of the West of Scotland to provide a joined up approach to offering accommodation and access to facilities.

There are also many outdoor pursuits such as the development of the river Ayr to provide watersports and beach volleyball which attracts competitors and visitors from further afield.

This offer is already a core strength and attractor for large numbers of high-yield visitors. However, there is a growing level of competition from many other destinations and development activity is required to drive innovation in the way this offer is packaged and promoted to both domestic and international visitors.

Areas of action:

- Explore options to develop the linkages to other offers such as food and drink and culture and heritage and provide golf and sport based itineraries within the Destination South Ayrshire site.
- Develop golf and sport as thematic campaigns for Destination South Ayrshire marketing.
- Assess the potential to make more of golf and sports events and festivals using Destination South Ayrshire messaging to encourage return visitors.
- Increase integration of sports and golf offers to enhance our events and festivals offer.
- Raise visitor awareness of the accessibility of South Ayrshire's golf and sports experiences from Glasgow, Prestwick and Edinburgh airports.

4. FOOD & DRINK

South Ayrshire has a great food and drink offer, with the very best of produce available to the visitor through shops, markets and a diverse range of eating options, including some of Scotland's very best restaurants.

The food and drink offer complements other offers and plays a central role in delivering great experiences. Visitor expectations are centred on local, authentic, high quality produce, offered in ways that significantly reinforce a distinctive and enduring regional character. It is the second largest category of expenditure for the tourist and has become a key part of the 'entertainment' purchases visitors will make.

Areas of action:

- Harness the potential of the area's food and drink offer as a key component of the Destination South Ayrshire marketing and developing a sense of place.
- Improve the promotion of locally-produced quality products that extends through to both local retailers and restaurants.
- Further research and development of festivals and events activities relating to food and drink.
- Improved product knowledge, awareness and recommendations to visitors from hospitality staff and local people through social media campaigns and locally developed food and drink itineraries on the Destination South Ayrshire website.
- Encourage the development of hand-on experiences in food production and cuisine as an integral part of the visitor experiences on offer and promote this through Destination South Ayrshire.
- Wider development of associated products, such as farmers' markets, for the visitor.

5. WEDDINGS, CIVIL PARTNERSHIPS & BUSINESS TOURISM

South Ayrshire's offer performs very well, with a great range of award-winning venues for ceremonies and receptions in close proximity to Scotland's population centres. The area also has a good range of leisure, entertainment and retail options, which are important factors in selecting wedding and business locations.

Business tourism is a relatively small market for South Ayrshire, despite the high-yield profile of business tourists. We have some excellent facilities already and will encourage further development to broaden our offer to strengthen our overall appeal in this demanding market. There is scope to utilise spare capacity within Council facilities for community or commercial use either on a seasonal, activity or geographical basis.

Areas of action:

- Explore scope for further product innovations that will help ensure our offerings appeal strongly to all the key market segments and compete with alternative locations.
- Within the Destination South Ayrshire approach, explore options for promotional and packaged activities to identify opportunities to up-sell elements of the wedding packages, such as florists, photographers, and taxis, to improve the overall financial benefit to the locality.
- Exploit strengths in specialist and independent retailers, linked to wedding planning activities.

- Exploit the natural environment and heritage assets to promote South Ayrshire as a wedding destination.
- Develop promotional activity through the Destination South Ayrshire approach to attract more wedding and civil partnership tourists, as well as extending guest stays and overall spend.
- Develop a co-ordinated approach to targeting opportunities within the small conference market.
- Work with existing conference and meeting venues to identify and develop cross-selling and packaging opportunities through Destination South Ayrshire.

6. DIGITAL TOURISM

The internet is now an essential component of the experience that almost every tourist makes when they decide to travel. It is digital support provided to travellers before, during and after the travel activity. From researching to booking, experiencing the area, posting on social media and writing reviews.

Digital tourism represents a new approach to the kind of experience that the sector can offer tourists and it can provide recommendations such as finding the appropriate accommodation to help the traveller plan their itinerary.

The Destination South Ayrshire website provides a holistic approach to digital tourist information covering accommodation, hospitality, independent retail, events and activities. Businesses can feature on the site free of charge. Visitors are able to design their own itineraries or access suggested itineraries which they can then customise where required.

Social media accounts are linked to the website, as a means of reaching out and promoting our offer and also engaging with local communities and potential visitors. Instagram is one example of digital tourism that has been a huge growth area in recent years. Research commissioned by EasyJet of tourists between 18 and 68 years old found that 55% of respondents booked their trip based exclusively on images seen on Instagram (telegraph.co.uk).

Our 'Ayr Through the Ages' app is a location-aware trail through Ayr's rich and colourful past. This trail leads local communities and visitors from the 13th to the 21st century and can be used as a guide to key locations and points of interest around the auld town. Content includes Robert Burns' hometown and the stories associated with him and other historical figures such as William Wallace. The app offers:

- Historical sites and tours
- Great stories of Auld Ayr
- Take a souvenir photo
- Discover more about Ayr, its industries and people

Areas of action:

- Continue to add to the Destination South Ayrshire website which has the functionality to allow visitors to produce their own downloadable interactive itineraries or select a suggested itinerary.
- Engage with businesses and support them to provide a listing on the Destination South Ayrshire website.
- Develop and support the delivery of a monthly e-newsletter.

- Maximise use of social networking media and opportunities through regularly posting high quality images and video footage, making use of hashtags, working with influencers and utilising paid for advertising.
- Add additional themes to the Ayr Through the Ages app and market the app to local communities and potential visitors from further afield.

7. TOWN CENTRES

Historically, town centres have been a major asset for towns, both for locals and visitors alike. Over time, a number of town centre retail outlets have closed down and their role as a shopping destination has declined.

This is a situation that is being experienced in towns across the country. There is a realisation that this trend is not going to reverse, so towns should be looking at other ways to reinvent themselves to make people want to use them again.

The COVID-19 crisis has laid bare the fragilities and failings of our national and local economies, and has placed new and significant pressures on our already struggling town centres. The Council has adopted the Strategic Economic Plan, Vision 2030. Vision 2030 recognises that there is an opportunity to make the aftermath of the pandemic and the economic recovery effort a reformative moment for a new kind of local economy. Community led local economic development and a place based economic strategy is a core driver in the Strategic Economic Plan. It seeks to create vibrant communities and economic growth that is inclusive, enabling as many people as possible to contribute to, and benefit from, economic growth.

We have committed to working with communities to improve 'placemaking' across South Ayrshire. Through our Thriving Places project, we aim to support our communities to identify local issues and develop plans to address these, ensuring our places are something we can all be proud of.

The Ayr Town Centre Strategy and Action Plan document looks to set out South Ayrshire Council's plan to address these issues in Ayr and bring about changes that will help improve social, cultural and economic activities that will boost the local economy, improve the visual appearance and attractiveness of Ayr as a destination and reinvigorate the historic borough town.

Ayr has much to offer people of all ages and interests through its history, culture and built heritage. It is proposed to create an area that could become the new civic and artistic heart of the town centre. An area for culture and heritage would be created at the lower end of the high street with an events/community space on the riverside site, a small museum at the Town Hall corner and a new archive/registration and community arts facilities in the old Ayr Academy. This will supplement the cultural attractions already available nearby in the Town Hall, Loudon Hall and Carnegie Library.

Areas of action:

- Support the development and implementation of Place Plans to support the regeneration of our town centres.
- Deliver a programme of events, tours, trails and activities from the new Ayr High Street Heritage Hub once it is open.

- Deliver a programme of events, festivals, markets and activities at the riverside site once it is open.
- Integrate all five town centres into our events and festivals to ensure we are driving footfall and increasing spend.
- Deliver an annual five towns approach to our Christmas offer to encourage people to visit all five towns and shop locally.
- Promote our five town centres through dedicated pages on the Destination South Ayrshire website and targeted marketing campaigns for each town. Ensure there is a shop local element within our messaging.
- Promote the South Ayrshire Loves Local gift cards to increase uptake from retailers and customers across all five towns.

8. EVENTS & FESTIVALS

Events and festivals have an important role to play as a means of showcasing the very best South Ayrshire has to offer across all areas, and as a way to encourage visits and increase visitor spend. Within the implementation of the strategy, there is a need to develop and assertively promote an annual programme of events and activities, structured to maximise spin-off benefits to the wider local economy, for example, clustering events over a weekend or several days to encourage visitors to stay in the area.

Events and activities will be designed with a 'something for everyone' focus to help establish South Ayrshire as, for example, a family friendly destination with events and activities that will suit a range of ages and interests. The activities and programme of events must be equally relevant to visitors and accessible to local individuals and families and inclusive participation is actively progressed. The Destination South Ayrshire branding emphasises the focus of 'something for everyone' through the marketing of events and activities and the wider visitor economy sector.

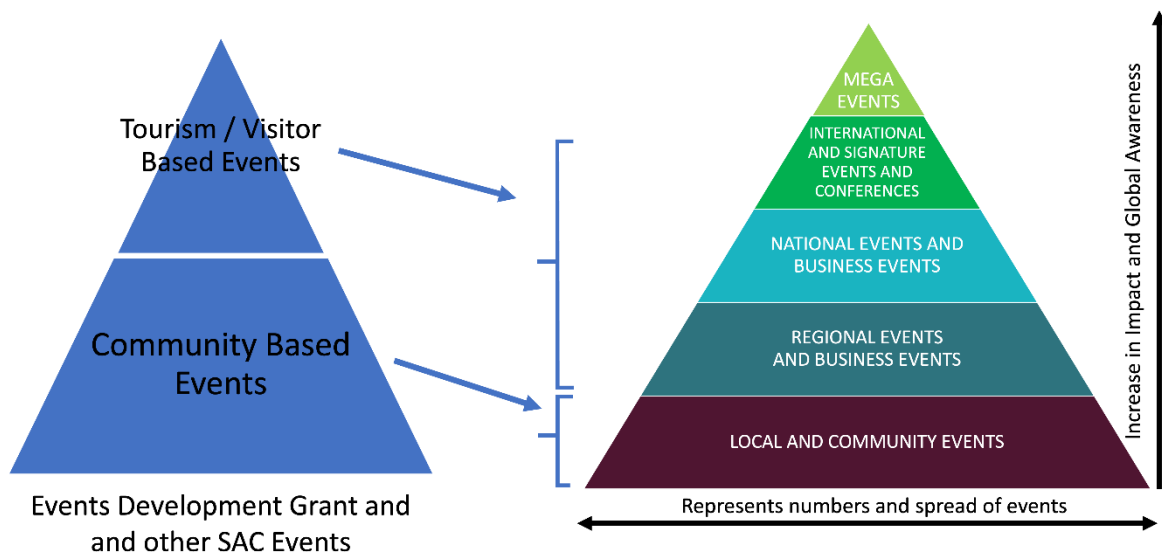
Events Development Grant

EKOS, an independent consultancy practice specialising in economic and social research, was commissioned in 2019 to carry out a study to evaluate and review the SAC Events Development Grant (EDG) funding scheme.

The evidence suggests that there are two types of events that have been supported through the EDG - smaller community based events that deliver primarily non-economic benefits to local populations and larger scale events that deliver economic benefits associated with events tourism.

Fundamentally, community based events and larger tourism based events will have different objectives and success looks different in each case. The report indicated that it was not appropriate to continue to support both types of events in the same way.

There was a recommendation that event support should be segmented into two levels: small local and community level events that deliver primarily non-economic benefits and larger regionally, nationally and internationally significant events that are drivers of economic activity within the region.



The figure above illustrates analogous segments between South Ayrshire’s segmentation and that of the national strategy.

Supporting Tourism/Visitor Based Events

The larger tourism based events in South Ayrshire are those with regional, national or international importance within EventScotland’s portfolio breakdown. These events should form the core of South Ayrshire’s events offer and form its brand and image as a destination for events. The support for large events that contribute to developing thematic areas where South Ayrshire has advantages will be a priority area.

South Ayrshire will be seen as a destination for holding large scale outdoor events and festivals, which will attract high levels of footfall and visitor spend into the area.

South Ayrshire is particularly strong in key thematic areas including culture and heritage, natural environment, sport, food and drink and family friendly activities. Promoting and developing events within these themes will create the basis for a complete year-round events programme with smaller local level events filling out the calendar.

Supporting Community Based Events

Community events are characterised by small visitor numbers, a high proportion of which are from South Ayrshire, and focus on activities such as education, history and children’s activities. While these events may not generate significant economic impacts, they do deliver intangible benefits and are valued by local residents.

They also help to increase awareness and build expectations and knowledge of the local events offer (so they can invite friends and family for example). SAC already has some of these support mechanisms in place, for example promotion of events on the Destination South Ayrshire website and associated social media pages, the publication of an annual events calendar and the events toolkit. Therefore, support to events may only require an increase in awareness of existing SAC resources.

These community and local level events can effectively be supported through two main channels: capacity support and marketing and promotional support.

Marketing and Promotional Support for Community Based Events	
Support Activity	Rationale
Access to SAC’s media resources	Small events do not have large media or online presence

Cross event advertising	Help to increase event awareness to target audiences, linking events together
Informing local people	Increasing awareness, building expectations for annual events schedule
Reaching out to local businesses	Increase economic benefits

Events, Tourism, Culture and Heritage Fund

Community led tourism, culture, and heritage initiatives have been areas of growth since the EKOS study was carried out. Therefore, a new fund will be offered to groups and organisations who are delivering events, tourism and heritage activities within the community. The existing EDG funding will be used for this purpose. This is in addition to capacity, marketing, and promotional support.

Areas of action:

- Develop and launch an application process for the Events, Tourism, Culture and Heritage Fund. Facilitate an assessment panel which will meet on a quarterly basis to assess and allocate funding.
- Develop, promote and implement a process for the marketing and promotional support for community based events.
- Align events more closely with the region's tourism assets to build events with a legacy impact rather than one-off single day or single weekend impacts.
- Improve co-ordination, including the development of a central events calendar within Destination South Ayrshire that assists a wide range of providers to exploit these as a means to attract more business, extend the season and improve yield for the sector as a whole.
- Develop a programme of significant events or festivals, by expanding existing localised events and developing and attracting new events to the area.
- Work with partners and promoters to deliver a range of large scale outdoor events and festivals in our open spaces.
- Refresh and relaunch the events toolkit.
- Work closely with key agencies, such as EventScotland and VisitScotland and make the most of themed years.
- Use key events to maximise consumer PR and opportunities for building sense of place and destination branding.
- Actively engage with businesses and shops, for example, offering pop-up stalls at our events which are not based in town centres.

- Identify links between Council activities, events and local businesses, for example through the Grain Exchange or during specific events such as Tamfest.

COMMUNITIES, PEOPLE AND PLACES

'Destinations are about people, with locals being at the heart of these assets, delivering immersive experiences and communicating that unique sense of place to Scotland's visitors.'

Scotland Outlook 2030

Authenticity is high on the list of visitor demands, however it is also important that tourism brings benefits to our local communities. We will work with communities to influence and shape our tourism messaging and offer and how this evolves over time. We will ensure that tourism leads to improved community wellbeing and nurtures thriving places across Scotland. We will listen to, and address, any tourism related concerns. A Visitor Management Group will be held during busy periods to ensure plans are in place to manage an influx of visitors and address any ongoing issues.

Community Based Events

Many local events are driven by groups of volunteers and societies – for example, Girvan Folk Festival (a voluntary community group) demonstrates how, with some public funding, community groups can deliver a sustainable project, strengthening the tourism offer in South Ayrshire. The Events, Tourism, Culture and Heritage Fund and marketing and promotional support for community based events will provide support to facilitate these local events.

Placemaking in South Ayrshire

We recognise that 'place' is where people, location and resources come together to create a sense of identity and purpose. Placemaking is at the heart of addressing the needs, and realising the full potential of communities. Places are shaped by the way resources, services and assets are directed and used by the people who live and invest in them. As part of the strategic objective "A Better Place to Live" the Council Plan commits to working with partners and communities to develop thriving places that are positive, proud and ambitious. A more joined-up, collaborative, and participative approach to services, land and buildings, across all sectors within a place, enables better outcomes for everyone, and increased opportunities for people and communities to shape their own lives.

It's important for us to understand both the existing, and potential, strengths of our places. This can help us to make good decisions and allow us to target resources where they are needed most.

Ayrshire Regional Work

There has been a significant amount of work carried out with regional and national partners through the Ayrshire Visitor Economy Sub Group. The main focus is currently on working with consultants on the development of an Ayrshire Visitor Economy Strategy. Once this strategy is in place, we will work in partnership to contribute to the implementation of the strategy in alignment with the priorities outlined within this strategy.

Tourism Workforce

Tourism is an important employer in South Ayrshire and we want to contribute to a strong, proud and passionate tourism workforce. There can be a perception that the tourism industry offers poor conditions and low pay and this must be challenged and addressed. For tourism to continue to grow it is imperative that the sector attracts, trains and retains quality staff.

Areas of action:

- Engage with communities to ensure that they influence the 'story' we are telling about their community through our Destination South Ayrshire marketing.
- Work with communities to develop authentic itineraries and experiences.
- Support the implementation of tourism and events elements within the Place Plans.
- Work in partnership with the Employability and Skills department and relevant partners to identify opportunities to provide support for people wanting to work within in the industry and for the sector to attract, train and retain quality staff.
- Encourage existing community/place development activities to integrate into wider developments linked to the tourism strategy.
- Continue to work in partnership on a regional basis and support the implementation of the Regional Visitor Economy Strategy when it is launched.
- Continue to facilitate a Visitor Management Group as and when required.

SUSTAINABLE TOURISM

'Scotland's tourism sector will make a full contribution to our national ambition to become a net-zero society by 2045.'

Scotland Outlook 2030

Scotland is transitioning to a net-zero emissions and the climate change legislation sets a target date for net-zero emissions of all greenhouse gases by 2045.

Climate change presents the biggest threat to our society as we know it today. It is estimated that, globally, tourism contributes around 8 per cent of carbon emissions, coming from aviation, transport, accommodation, activities, the growing number of travellers, consumption and waste.

We are one of the first local authorities to produce a carbon budget to ensure we reach our environmental targets. Carbon budgets are monitored and actions have been agreed to support the reduction in emissions produced by Council facilities and activities.

The sustainable tourism agenda filters through all of our offers and should be considered an integral part of our delivery.

Areas of action:

- Ensure the environmental impact is taken into consideration when delivering events and activities. For example, using alternatives to single use plastics and helium balloons.
- Managing our lets and venues to maximise the use of buildings and aim to cluster lets to save lighting and heating additional buildings.
- Including responsible tourism messaging in our campaigns.
- Encourage visitors to keep South Ayrshire clean and tidy and recycle any waste.
- Highlight more environmentally friendly transport options to get to our places and events.

DESTINATION MARKETING

'A destination is a place where people want to be.'

Hayman

The delivery of destination marketing and communications will be focused towards key market segments, highlighting the area's product strengths, and reinforcing key messages and destination brands through a range of channels and mechanisms including:

- Seasonal campaigns
- Consumer PR and communications
- Thematic marketing campaigns
- Social media and new technologies
- Events and exhibitions

We have developed a consumer-focused destination brand to position South Ayrshire within the competitive marketplace. The Destination South Ayrshire logo is used on all South Ayrshire Council tourism materials online and in print. A range of iconic images and drone footage has been compiled to reflect the best of South Ayrshire and build a strong destination brand.

A marketing and communications plan will underpin delivery of the strategy and this will focus on marketing South Ayrshire as a distinctive destination.

It is noted that COVID protection levels can change quickly and we must ensure our messaging and plans are in line with current Government guidelines.

Areas of Action:

- Continue to compile high quality images and footage of South Ayrshire for marketing purposes.
- Develop and implement a marketing and communications plan to promote South Ayrshire as a strong destination brand.

DELIVERING THE STRATEGY

The following actions have been identified within this strategy. An associated action plan will be developed which will detail timescales, lead officers and indicators of success. An update on progress will be reported annually to the South Ayrshire Council Leadership Panel.

**Outlook 2030
alignment:**
Our passionate people

- Engage with communities to ensure that they influence the 'story' we are telling about their community through our Destination South Ayrshire marketing.
- Work with communities to develop authentic itineraries and experiences.
- Support the implementation of tourism and events elements within the Place Plans.
- Work in partnership with the Employability and Skills department and relevant partners to identify opportunities to provide support for people wanting to work within in the industry and to the sector to attract, train and retain quality staff.
- Encourage existing community/place development activities to integrate into wider developments linked to the tourism strategy.

**Outlook 2030
alignment:**
Our thriving places

- Product development for walking and cycling, to package products more effectively for particular customer profiles.
- Work in partnership with the Biosphere and associated Local Authorities to identify key priorities for delivery and support.
- Promote the Biosphere Proud Supporter and Certification schemes, which allow businesses to actively demonstrate their commitment to the Biosphere principles.
- Through the Destination South Ayrshire approach, encourage and facilitate collaboration among providers to overcome fragmentation and offer stronger, packaged experiences, tailored to distinctive market segments.
- Explore ways to attract more adventure and activity operators into the area.
- Continue to add to the Destination South Ayrshire website which has the functionality to allow visitors to produce their own downloadable interactive itineraries or select a suggested itinerary.
- Engage with businesses and support them to provide a listing on the Destination South Ayrshire website.
- Develop and support the delivery of a monthly e-newsletter.
- Maximise use of social networking media and opportunities through regularly posting high quality images and video footage, making use of hashtags, working with influencers and utilising paid for advertising.
- Add additional themes to the Ayr Through the Ages app and market the app to local communities and potential visitors from further afield.

- Continue to add to the Destination South Ayrshire website which has the functionality to allow visitors to produce their own downloadable interactive itineraries or select a suggested itinerary.
- Engage with businesses and support them to provide a listing on the Destination South Ayrshire website.
- Develop and support the delivery of a monthly e-newsletter.
- Maximise use of social networking media and opportunities through regularly posting high quality images and video footage, making use of hashtags, working with influencers and utilising paid for advertising.
- Add additional themes to the Ayr Through the Ages app and market the app to local communities and potential visitors from further afield.
- Ensure the environmental impact is taken into consideration when delivering events and activities. For example, using alternatives to single use plastics and helium balloons.
- Managing our lets and venues to maximise the use of buildings and aim to cluster lets to save lighting and heating additional buildings.
- Including responsible tourism messaging in our campaigns.
- Encourage visitors to keep South Ayrshire clean and tidy and recycle any waste.
- Highlight more environmentally friendly transport options to get to our places and events.
- Continue to facilitate a Visitor Management Group as and when required.

**Outlook 2030
alignment:**

Our diverse businesses

- Harness the potential of the area's food and drink offer as a key component of the Destination South Ayrshire marketing and developing a sense of place.
- Improve the promotion of locally-produced quality products that extends through to both local retailers and restaurants.
- Further research and development of festivals and events activities relating to food and drink.
- Improved product knowledge, awareness and recommendations to visitors from hospitality staff and local people through social media campaigns and locally developed food and drink itineraries on the Destination South Ayrshire website.
- Encourage the development of hand-on experiences in food production and cuisine as an integral part of the visitor experiences on offer and promote this through Destination South Ayrshire.
- Wider development of associated products, such as farmers' markets for the visitor.
- Explore scope for further product innovations that will help ensure our offerings appeal strongly to all the key market segments and compete with alternative locations.
- Within the Destination South Ayrshire approach, explore options for promotional and packaged activities to identify opportunities to up-sell elements of the wedding packages, such as florists, photographers, and taxis, to improve the overall financial benefit to the locality.
- Exploit strengths in specialist and independent retailers, linked to wedding planning activities.
- Exploit the natural environment and heritage assets to promote South Ayrshire as a wedding destination.
- Develop promotional activity through the Destination South Ayrshire approach to attract more wedding and civil partnership

	<p>tourists, as well as extending guest stays and overall spend.</p> <ul style="list-style-type: none"> • Develop a co-ordinated approach to targeting opportunities within the small conference market. • Work with existing conference and meeting venues to identify and develop cross-selling and packaging opportunities through Destination South Ayrshire. • Continue to compile high quality images and footage of South Ayrshire for marketing purposes. • Develop and implement a marketing and communications plan to promote South Ayrshire as a strong destination brand. • Continue to work in partnership on a regional basis and support the implementation of the Regional Visitor Economy Strategy when it is launched
--	---

<p>Outlook 2030 alignment: Our memorable experiences</p>	<ul style="list-style-type: none"> • Develop more joined-up offerings that will sell unique experiences. • Continue to attract unique cultural exhibitions and widen access to the arts and culture for our communities. • Improve product awareness and develop cross-selling practices. • Develop the events/festivals offering, including a contemporary angle that strengthens the appeal of Burns and other areas of heritage to a younger consumer. • Build and exploit links to appealing social and cultural themes. • Undertake further assessment of the most significant culture and heritage offerings, from the perspective of market potential. • Explore scope for improved packaging and promotion to niche customer groups. • Identify the most important related offers, such as golf, for further integration with cultural or heritage offerings.
---	---

- Explore options to develop the linkages to other offers such as food and drink and culture and heritage and provide golf and sport based itineraries within the Destination South Ayrshire site.
- Develop golf and sport as thematic campaigns for Destination South Ayrshire marketing.
- Assess the potential to make more of golf and sports events and festivals using Destination South Ayrshire messaging to encourage return visitors.
- Increase integration of sports and golf offers to enhance our events and festivals offer.
- Raise visitor awareness of the accessibility of South Ayrshire's golf and sports experiences from Glasgow, Prestwick and Edinburgh airports.
- Develop and launch an application process for the Events, Tourism, Culture and Heritage Fund. Facilitate an assessment panel which will meet on a quarterly basis to assess and allocate funding.
- Develop, promote and implement a process for the marketing and promotional support for community based events.
- Align events more closely with the region's tourism assets to build events with a legacy impact rather than one-off single day or single weekend impacts.
- Improve co-ordination, including the development of a central events calendar within Destination South Ayrshire that assists a wide range of providers to exploit these as a means to attract more business, extend the season and improve yield for the sector as a whole.
- Develop a programme of significant events or festivals, by expanding existing localised events and developing and attracting new events to the area.

	<ul style="list-style-type: none">• Work with partners and promoters to deliver a range of large scale outdoor events and festivals in our open spaces.• Refresh and relaunch the events toolkit.• Work closely with key agencies, such as EventScotland and VisitScotland and make the most of themed years.• Use key events to maximise consumer PR and opportunities for building sense of place and destination branding.• Actively engage with businesses and shops, for example, offering pop-up stalls at our events which are not based in town centres.• Identify links between Council activities, events and local businesses, for example through the Grain Exchange or during specific events such as Tamfest.
--	--