

10 January 2023

To:- **Councillors Dowey (Chair), 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, 17th January 2023 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 and Regulatory Services

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

1. Declarations of Interest.
2. Minutes of previous meetings of 29 November 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. Economic Development.**

- (a) South Ayrshire Parking Strategy 2020 – 2024 Update – Submit report by Depute Chief Executive and Director of Housing, Operations and Development (copy herewith).

**5. Buildings, Housing and Environment.**

- (a) Troon Water Sports Club Community Asset Transfer Under Part 5 of the Community Empowerment (Scotland) Act 2015 - Submit report by Depute Chief Executive and Director of Housing, Operations and Development (copy herewith).

**6. Corporate and Strategic.**

- (a) South Ayrshire Food Network – Update – Submit report by Director of Strategic Change and Communities (copy herewith).

**7. Corporate and Strategic/ Finance, Human Resources and ICT.**

- (a) King’s Coronation – Public Holiday - Submit report by Chief Executive (copy herewith).

**8. Corporate and Strategic/ Economic Development.**

- (a) Prestwick Development Member/ Officer Working Group - Submit report by Depute Chief Executive and Director of Housing, Operations and Development (copy herewith).

**9. Health and Social Care.**

- (a) Chief Social Work Officer Annual Report – Submit report by Director of Health and Social Care (copy herewith).
- (b) Trauma Informed and Responsive South Ayrshire - Update – Submit report by Director of Strategic Change and Communities (copy herewith).

**10. Finance, Human Resources and ICT.**

- (a) 2022/23 National Fraud Initiative – Submit report by the Chief Executive (copy herewith).
- (b) Treasury Management Mid-Year Report 2022-23 – Submit report by the Head of Finance, ICT and Procurement (copy herewith).

**11. Finance, Human Resources and ICT/ Economic Development.**

- (a) Procurement Strategy Update 2023/24 – Submit report by the Head of Finance, ICT and Procurement (copy herewith).

For more information on any of the items on this agenda, please telephone Courtney Buchanan, Committee Services on at 01292 612436, at Wellington Square, Ayr or  
e-mail: [courtney.buchanan@south-ayrshire.gov.uk](mailto:courtney.buchanan@south-ayrshire.gov.uk)  
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**CABINET**

Minutes of a hybrid webcast meeting on 29 November 2022 at 10.00 a.m.

Present  
in County

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

Also  
present  
in County

Hall: I. Gall, D. Gemmell, T. Robinson, E. Terras and C. McKenzie.

Attending: E. Howat, Chief Executive; M. Newall, Depute Chief Executive and Director of Housing, Operations and Development; J. Bradley, Director of Strategic Change and Communities; L. McRoberts, Director of Education; C. Caves, Head of Legal and Regulatory Services; T. Baulk, Head of Finance, ICT and Procurement; S. Mulholland, Assistant Director – Education; K. Anderson, Service Lead – Policy, Performance and Community Planning; T. Burns, Service Lead – Asset Management and Community Asset Transfer; G. Cockburn, Service Lead – Education Support Services; K. Dalrymple, Service Lead – Neighbourhood Services; G. Farrell, Service Lead – Organisational Development and Customer Services; K. Mullen, Service Lead - ICT Operations, ICT Strategy and Delivery; L. Kerr, Service Lead – Destination, South Ayrshire; J. Andrew, Co-ordinator (OD Change and Improvement); R. Kingisepp, Capital Planning Co-ordinator; A. Gibson, Committee Services Officer; and E. Moore, Committee Services Assistant.

Attending

Remotely: T. Eltringham, Director of Health and Social Care.

**1. Opening Remarks.**

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

**2. Declarations of Interest.**

In terms of Council Standing Order No. 17 and the Councillors' Code of Conduct, Councillor Connolly advised that he would declare an interest and leave the meeting during consideration of item 10 of this minute entitled "Ayr Gaiety Partnership Funding Request" as he was a Member of the Ayr Gaiety Board.

**3. Minutes of previous meeting.**

The minutes of 1 November 2022 ([issued](#)) were submitted and approved.



#### 4. **Decision Log.**

Following discussion, the Cabinet

**Decided:**

- (1) to note that there were no overdue items to report;
- (2) to approve the actions listed with revised due dates; and
- (3) to note the recently completed actions.

#### **Tourism, Culture and Rural Affairs.**

##### 5. **Proposal to Deliver an Airshow in September 2023, 2024, 2025, 2026 and 2027.**

Reference was made to the Minutes of the Audit and Governance Panel of 23 November 2022 (Page 3, paragraph 3) when that Panel had considered the terms of a call-in from the Cabinet of 1 November 2022 (Page 3, paragraph 3) and subsequent consideration at the Audit and Governance Panel on 9 November 2022 (Page 2, paragraph 2) in relation to the proposal to deliver an Airshow in September 2023, 2024, 2025, 2026 and 2027.

It was noted that the Audit and Governance Panel meeting on 23 November 2022 had agreed the undernoted, as detailed at (1) to (4) below and that the matter be referred back to the Cabinet for consideration:-

- (1) to note the financial projections contained in Appendix 1 of the report;
- (2) to request that officers present further more detailed financial information to Members through the budget setting process and in advance of the meeting of the Council on 2 March 2023;
- (3) to agree part of the decision of Cabinet at its meeting of 1 November 2022, namely paragraphs 3.2(1), 3.2(3), 3.2(4) and 3.2(5) of the report; and
- (4) to refer the matter back to Cabinet recommending that officers be requested to present a detailed financial report to Audit and Governance Panel on 22 February 2023.

The Panel heard from the Chair of the Audit and Governance Panel and the Portfolio Holder for Tourism, Culture and Rural Affairs.

Following discussion, the Cabinet

**Decided:** to agree

- (a) to confirm the decision taken at the meeting of the Cabinet on 1 November 2022, namely:-
  - (i) to agree that officers progress with the planning of the Airshow including work to identify sponsors;

- (ii) to approve that funding for the Airshow of £300,000 per year, for a period of five years, would be considered as part of the budget setting process for 2023-2024;
  - (iii) to approve the name for the Airshow - The International Ayr Show – Festival of Flight;
  - (iv) to approve the proposal to have the Royal Air Force Benevolent Fund as the charity partner for the event; and
  - (v) to note the progress made by the SKYLAB in relation to expressions of interest with military display teams.
- (b) therefore, that the matter be referred to a meeting of the Council to be held on 15 December 2022 for determination; and
  - (c) that the Chief Executive would confirm the position in respect of any outstanding debt from the last Airshow in South Ayrshire to Members.

## **Education**

# **CI**

### **6. Update on Pupil Equity Fund and Scottish Attainment Challenge.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Director of Education

- (1) seeking approval of the current approach to the use of Pupil Equity Fund and Attainment Challenge Scotland funding; and
- (2) advising of the progress made by schools during 2021-22 in improving equity in educational outcomes.

The Cabinet

#### **Decided:**

- (a) to approve continuation of the current approach taken to the use of Pupil Equity Fund and Attainment Challenge Scotland funding;
- (b) to note the changes to funding arrangements following the Attainment Challenge refresh and introduction of the Strategic Equity Fund; and
- (c) to note the progress made in achieving equity in educational outcomes during session 2021-22 and plans for the future.

## **Education/Finance, HR and ICT**

### **7. Scottish Child Payment – Doubling of December 2022 Bridging Payment**

There was submitted a report ([issued](#)) of 18 November 2022 by the Director of Education

- (1) providing information relating to the Scottish Government's final, December 2022, Child Payment 'Bridging Payment'; and
- (2) requesting approval for the use of uncommitted Covid-19 reserves, to facilitate an increase of this payment to a wider group of young people.

The Cabinet

**Decided:** to approve the use of £172,380.00 of currently uncommitted Covid-19 support reserves, to fund an increase in the payment of the Scottish Government's final, December 2022, Child Payment 'Bridging Payment' to families in receipt of a qualifying benefit for school Clothing Grants.

*The Educational representatives left the meeting at this point.*

## **Buildings, Housing and Environment**

### **8. Annual Climate Change Duty Report 2021 - 2022**

There was submitted a report ([issued](#)) of 18 November 2022 by the Depute Chief Executive Director of Housing, Operations and Development presenting for approval the South Ayrshire Council Annual Climate Change Duty Report 2021-22 in relation to the Council's public sector climate change duties which came into force on 01 January 2011, as introduced by the Climate Change (Scotland) Act 2009.

Following questions from Members and having noted that the Council were currently in communication with Central Government with a view obtaining assistance with funding; that timescales would be adhered to going forward; the requirement for the Council's fleet policy to be reviewed; and that the Council were currently looking at the possible use of hydrogen powered vehicles, the Cabinet

**Decided:**

- (1) to approve the South Ayrshire Council Annual Climate Change Duty Report 2021-22, as contained in Appendix 1 of the report; and
- (2) to agree that the report be made publicly available via submission to the Sustainable Scotland Network.

**9. Strategic Housing Investment Plan (SHIP) -2023-24 to 2027-28.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Depute Chief Executive and Director of Housing, Operations and Development seeking approval for the content of the draft Strategic Housing Investment Plan (SHIP) for submission to the Scottish Government.

Following discussion on house building in rural areas and housing provision in town centres, the Cabinet

**Decided:**

- (1) to approve the Strategic Housing Investment Plan (SHIP) as detailed in Appendices 1 and 3 of the report, for onward submission to the Scottish Government; and
- (2) to delegate authority to the Depute Chief Exec and Director of Housing, Operations and Development to amend and finalise this document based on feedback received from the Scottish Government.

**Tourism, Culture and Rural Affairs.**

*Councillor Connolly left the meeting at this point, as he had previously declared an interest in the following item:-*

**10. Ayr Gaiety Partnership Funding Request.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Director of Strategic Change and Communities in relation to a funding request from the Ayr Gaiety Partnership (AGP) as detailed in Appendix 1 of the report.

Following discussion and having adjourned to allow the terms of a proposed Motion to be discussed, the Cabinet

**Decided:**

- (1) to approve the request for funding of £150,000 to the Ayr Gaiety Partnership from uncommitted Covid-19 reserves for the year 2022/23; and
- (2) to agree that the request for future funding for the years 2023/24 and 2024/25 would be considered as part of the budget setting process in the year 2023/24.

*Councillor Connolly re-joined the meeting at the point.*

**Corporate and Strategic.**

**CI**

**11. Lighting of Wallace Tower/Flag Flying.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Chief Executive seeking agreement for a change to the approval process for ad hoc lighting requests in relation to the Wallace Tower and for flag flying requests.

Following discussion and having noted that other buildings would be considered for lighting in the future; and that the Chief Executive could be contacted with regards to ascertaining the responsible officer for flag flying within the various buildings within South Ayrshire, the Cabinet

**Decided:**

- (1) to agree that ad hoc requests for illumination of the Wallace Tower and for flag flying requests would be at the discretion of the Provost; and
- (2) to approve the updated detail in Appendices 3 and 4 of the report.

**Finance, HR and ICT.**

**12. Budget Management – Revenue Budgetary Control 2022/23 – Position at 30 September 2022.**

There was submitted a report ([issued](#)) of 22 November 2022 by the Head of Finance, ICT and Procurement providing a financial overview of the General Services revenue account, Housing Revenue Account and Common Good Accounts for 2022/23 as at 30 September 2022.

Following issues being raised by Cabinet Members and having noted that there were videos on the Council's website which gave a better understanding of the Council's budget process, the Cabinet

**Decided:**

- (1) to note the revised Directorate budgets following the budget movements outlined in paragraphs 3.3 and 3.4 of the report and to note that the impact of Covid-19 had been included in the projections;
- (2) to note the projected in year over-spend of £1.382m. after earmarking;
- (3) to note the significant projected future increase in debt charges, as outlined in paragraphs 4.1.5 to 4.1.7 of the report; and to agree to review the twelve year capital programme as part of the 2023-24 budget process;
- (4) to approve a draw of £0.025m. from uncommitted Covid-19 reserves to meet additional projects costs as outlined in paragraph 4.2 of the report;
- (5) to note that a report seeking to implement the Service Concession Flexibility as outlined in paragraph 4.3 of the report, would be presented to Council in December 2022;

- (6) to approve the budget transfers as outlined in the Directorate financial performance reports at Appendix 1 and summarised in paragraph 4.1.10 of the report; and
- (7) to approve the new period 6 requested earmarking of resources to be carried forward to 2023/24, as summarised in paragraph 4.1.11 of the report.

**13. General Services Capital Programme 2022/23: Monitoring Report as at 30 September 2022.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Depute Chief Executive and Director of Housing, Operations and Development

- (1) providing an update on the actual capital expenditure and income, together with progress made on the General Services Capital Programme projects as at 30 September 2022 (Period 6), and
- (2) requesting changes to budgets in 2022/23, 2023/24 and 2024/25.

Following discussion on projects contained within the Capital Programme, namely Ainslie Park and the public toilets in Girvan, the Cabinet

**Decided:**

- (a) to note the progress made on the delivery of the General Services Capital Programme to 30 September, resulting in spend of £46,245,397 or 35.08%, as detailed in Appendix 1 of the report;
- (b) to approve the adjustments contained within Appendix 2 of the report; and
- (c) to approve the revised budget for 2022/23 at £99,646,883, 2023/24 at £99,511,811 and 2024/25 at £91,753,256, as highlighted in Appendix 2 of the report.

**14. Review of General Services Reserves.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Head of Finance, ICT and Procurement regarding a review of the various vomited balances currently held by the Council in General Services reserves and to recommend amounts for release back to uncommitted reserves.

Having considered the review of the General Services committed reserves position, the Cabinet

**Decided:** to approve the recommended release of £0.633m. of committed funds to uncommitted reserves.

**15. ICT Data Centre – Hosting and Delivery Model.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Head of Finance, ICT and Procurement

- (1) providing an update to Members on the strategy to move from an on-premises Data Centre Hosting and delivery model to an off-premises cloud hosted alternative; and
- (2) seeking approval to revert from a revenue to capital based payment model from 2023/24 onwards for all associated costs.

Having noted that the Chief Executive would take on board an issue relating to the Ayrshire Growth Deal at the next meeting of the Ayrshire Economic Joint Committee, the Cabinet

**Decided:**

- (a) to note that the initial Phase 1 implementation and migration costs would be met from current ICT revenue and capital investment programme resources during 2022/23; and
- (b) to approve the request to commence with Phase 2 on completion of Phase 1 and fund Phase 2 and all future year costs from within the ICT capital investment programme.

**16. ICT Support and Maintenance Contracts.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Head of Finance, ICT and Procurement requesting the review and agreement of the ongoing contractual obligations in respect of the support and maintenance of key ICT systems for the 2023/24 financial year.

The Cabinet

**Decided:** that in accordance with paragraph 22.1 of the Standing Orders relating to Contracts, to approve the annual renewal of the support and maintenance contracts for 2023/24 which were necessary to access support, maintenance and in some instances, system upgrades of ICT systems, as detailed in Appendix 1 of the report.

**17. Medium Term Financial Plan Update.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Head of Finance, ICT and Procurement seeking approval of the Council's updated Medium Term Financial Plan.

Following discussion on the current unpredictable economic climate, the Cabinet

**Decided:**

- (1) to approve the updated Medium Term Financial Plan (MTFP), as detailed in Appendix 1 of the report;

- (2) to note the potential cumulative three-year budget gap based on the updated assumptions contained in three possible scenarios identified, ranges from £28.7m. and £49.5m.; and
- (3) to note that the current budget strategy remained unchanged, as outlined in Appendix 1 of the report.

**18. 2022-25 Council Workforce Plan.**

There was submitted a report ([issued](#)) of 18 November 2022 by the Director of Strategic Change and Communities

- (1) presenting a range of workforce data and related information and
- (2) proposing a range of actions that would be taken forward to help ensure workforce planning was embedded corporately.

Following discussion on workforce planning and succession planning, the Cabinet

**Decided:**

- (1) to approve the Workforce Plan and associated Action Plan, as detailed in Appendix 1 of the report; and
- (2) to request a further report to a future meeting of the Service and Performance Panel providing an update on the Workforce Plan and Action Plan during the period 1 November 2022 to 31 October 2023.

**Finance, HR and ICT/ Buildings, Housing and Environment**

**19. Housing Capital Programme 2022/23: Monitoring Report as at 30 September 2022**

There was submitted a report ([issued](#)) of 18 November 2022 by the Depute Chief Executive and Director of Housing, Operations and Development

- (1) providing an update on the actual capital expenditure and income, together with progress made on the Housing Capital Programme projects as at 30 September 2022 (Period 6); and
- (2) proposing changes to budgets in 2022/23, 2023/24 and 2024/25.

The Cabinet

**Decided:**

- (a) to note the progress made on the delivery of the Housing Capital Programme to 30 June, resulting in spend of £8,759,124 or 13.60%, as detailed in Appendix 1 of the report;
- (b) to approve the adjustments, as contained in Appendix 2 of the report; and
- (c) to approve the revised budget for 2022/23 at £36,253,526, 2023/24 at £66,605,643 and 2024/25 at £37,805,124, as highlighted in Appendix 2 of the report.



**20. 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 during consideration of the remaining item of business on the grounds that it involved the likely disclosure of exempt information in terms of paragraph 9 of Part 1 of Schedule 7A of the Act.

**Buildings, Housing and Environment**

**21. Proposed Purchase of Industrial Premises, Ayr.**

There was submitted a report (Members only) of 23 November 2022 by the Depute Chief Executive and Director of Housing, Operations and Development seeking approval to obtain Cabinet authority for the purchase site A in Ayr.

The Cabinet

**Decided:** to grant authority

- (1) to withdraw from the proposed purchase of the land at Liberator Drive, as approved by the Leadership Panel on 22 January 2022;
- (2) to purchase site A, as described in Appendix 1 of the Addendum (Confidential) to this report and the other assets described in and on the terms contained within the Addendum (confidential) to this report;
- (3) to transfer the staff, set out in Appendix 2 of the Addendum (Confidential) to this report, from Company X to South Ayrshire Council under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE transfer); and
- (4) to grant authority to the Head of Legal and Regulatory Services to conclude this purchase on these and any other reasonable terms and conditions that are considered appropriate.

**22. Consideration of Disclosure of the above confidential report.**

**Decided:** to authorise the disclosure under Standing Order 32.4 of part of the following report and related addendum at the appropriate time following the completion of negotiations and the legal documentation for the transaction and subject always to any redaction required in terms of GDPR.

- Proposed Purchase of Industrial Premises, Ayr.

The meeting ended at 12.10 pm

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	08/03/2022	Strategic Review of Assets held in the Common Good Funds	["PLA"]	Burns, Tom	Updates to Ward Members as part of the strategic review including information on funding opportunities.	No	29/11/2022		Report to Panel outlining longer-term recommendations for each building or asset held in the Common Good Funds in February 2023. Agreed with PFH due to staff shortages this would be moved to February 2023	Davis, Ian; Kilbride, Martin
LP	08/03/2022	Strategic Review of Assets held in the Common Good Funds	["PLA"]	Burns, Tom	Review the current management arrangements for Common Good Fund land and building assets occupied by the Council	No	29/11/2022		Report to Panel outlining longer-term recommendations for each building or asset held in the Common Good Funds in February 2023. Agreed with PFH due to staff shortages this would be moved to February 2023	Dowey, Martin; Davis, Ian; Kilbride, Martin
LP	30/11/2021	Net Zero Carbon Retrofit	["PLA"]	Burns, Tom	Undertake estate rationalisation exercise	No	29/11/2022		A report will be submitted to the Cabinet regarding Transforming the Estate in January 2023	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	Notes (any date changes agreed with relevant PFH(s))	Portfolio Holder
LP	11/06/2019	Moving Towards Mainstreaming Participatory Budgeting	["PEO"]	Newall, Mike	Host an Elected Member session on mainstreaming PB	No	30/11/2022		A revised date of 11 March 2022 was agreed with the Council Leader for the Elected Members Briefing session on Participatory Budgeting. Further revised date agreed with PFH to end of Nov 22. revised date of 25/11/22 agreed at Cabinet meeting of 27/9/22 (previous date 1/9/22). revised date of 30/11/22 agreed at Cabinet meeting of 27/9/22 (previous date 11/3/22)	
LP	11/06/2019	Ayr Esplanade Review	["PLA"]	Burns, Tom	Terminate lease agreements for kiosks	No	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,.	Kilbride, Martin
LP	11/06/2019	Ayr Esplanade Review	["PLA"]	Burns, Tom	Install new kiosk facilities	No	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.	Kilbride, Martin

**Agenda Item No. 3(b)**

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	15/12/2022	Development Plan Scheme: Local Development Plan 2 and 3	["H, O and D"]	Iles, Craig	The DPS will be published on the Councilâ€™s website and made available to view at Council offices and libraries. A notice will be placed in local newspapers. Copies will also be sent to Scottish Ministers	No	31/12/2022	18/01/2023	Due to holidays and publishing deadlines this task cannot be completed until the 18/1/23	Pollock, Bob
SAC	15/12/2022	Local Development Plan 2 Action Programme	["H, O and D"]	Iles, Craig	The Action Programme will be published on the Councilâ€™s website and made available to view at Council offices and libraries. A notice will be placed in local newspapers. Copies will also be sent to Scottish Ministers	No	15/12/2022	18/01/2023	Due to holidays and publishing deadlines this task cannot be complete until 18/1/23	Pollock, Bob
CAB	01/11/2022	Developer Contributions Update relative to Planning Permissions (2021/2022)	["H, O and D"]	Iles, Craig	Initial briefing via the Membersâ€™ Bulletin providing an update on the previous 6 month period of Developer Contributions (Quarters 1 and 2 â€“ April to September 2022)	No	01/12/2022	31/01/2023		Pollock, Bob

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	29/06/2022	Levelling UpFund	["PLA"]	Reid, Louise	Further report to Cabinet on progress	No	31/12/2022	31/01/2023	Outcome of LUF bids not yet known.	Pollock, Bob;Dowey, Martin;Davis, Ian
SAC	29/06/2022	Local Development Plan 2, Supplementary Design Brief	["PLA"]	Iles, Craig	The preparation of a Supplementary Guidance Design Brief for South East Ayr, working with relevant landowners and stakeholders for consideration by Council	No	15/12/2022	01/03/2023	A Draft Supplementary Guidance Design Brief has been sent to all land owners for comment. Thereafter a revised document will be presented to Council for consideration prior to a formal public consultation. revised due date of 14/11/22 agreed at Cabinet on 27/9/22(previously 13/10/22) Cabinet on 29/11/22 agreed a new due date of 15/12/22 (previously 14/11/22)	Pollock, Bob
LP	08/03/2022	New Leisure Centre	["PLA"]	Yuille, Derek	Complete the purification of the conditions and thereafter the acquisition of land	No	23/12/2022	15/02/2023	Report to Cabinet 17 January 2023 with update on suspensive conditions for approval	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
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 required to amend foreword to Cllr Dowey. Foreword amended and publication date to be agreed with comms	No	30/11/2022	31/01/2023	Launch date of Monday 14 March 2022 proposed. Cabinet on 30/8/22 agreed revised due date of 82/9/22 (previously 19/8/22). revised due date of 31/10/22 agreed at Cabinet on 27/9/22(previously 2/9/22).	
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	23/12/2022	31/01/2023	Due to staff shortage this task has not been completed. It is intended to provide a briefing note by the end of the year. revised due date of 23/12/22 agreed at Cabinet on 27/9/22(previously 28/2/22).	Pollock, Bob

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s)	Portfolio Holder
LP	25/05/2021	Sale of South Lodge, Belleisle Park, Doonfoot Road, Ayr	["PLA"]	Briggs, Karen;Burns, Tom	Missives to be concluded	No	31/12/2022	31/03/2023	agreed revised due date of 31/10/22, to allow for discussions in relation to a pre-application for planning permission for the site and ARA requirements for parking. However Legal understand that this has not yet been resolved, and await further instructions. Suggest amended date of 31/12/22, but dependent on planning issue. Cabinet on 1/11/22 - agreed new due date of 31/12/22 (previously 31/10/22). No further update or instructions received by Legal since last Cabinet (as at 20.12.22) so have suggested another revision to due date of 31/3/23..	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s)	Portfolio Holder
LP	28/11/2017	Villages Implementation of 20mph speed restrictions across South Ayrshire	["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	30/11/2022	31/03/2023	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.  Dailly: Footway widening works now complete - this work was incorporated into the resurfacing works on the B741 to minimise disruption. Monkton: the traffic calming works are now complete. Dundonald: works programmed for early November, subject to confirmation of	



**Agenda Item No. 3(c)**

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	15/12/2022	Schedule of Meetings	["CEO"]	Carlaw, Wynne	Publish the meeting timetable	Yes	23/12/2022			Dowey, Martin
SAC	15/12/2022	Financial Regulations Review	["CEO"]	Baulk, Tim	Financial Regulations to be republished and	Yes	23/12/2022			Dowey, Martin
SAC	15/12/2022	Station Hotel Update	["H, O and D"]	Iles, Craig	Implement further actions required under Building (Scotland) Act 2003 in relation to the	Yes	31/12/2022			Pollock, Bob;Dowey, Martin;Kilbride, Martin
SAC	15/12/2022	South Ayrshire Council's Annual Performance Report 2021/22	["SC and C"]	Anderson, Kevin	Publish report on the Council's website	Yes	20/12/2022			Dowey, Martin
SAC	15/12/2022	Best Value Action Plan " Update	["SC and C"]	Anderson, Kevin	Adoption of the new Terms of Reference for the Best Value Member/ Officer Working Group	Yes	28/02/2023			Dowey, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	15/12/2022	New Leisure Centre Project	["SC and C"]	Yuille, Derek	agreed that the Council reject the revised Stage 2 submission from HubSW since it no longer meets the Specific Requirements and each of the Relevant Participant(s)' other requirements identified in the Stage 1 Approved Project and approved by Leadership Panel on 24 August 2021.	Yes	31/12/2022		Letter issued 19/12/22	Dowey, Martin; Connolly, Brian
SAC	15/12/2022	Notice of Motion - assistance to rural homeowners in regards to Cost of Energy crisis	["CEO"]	Howat, Eileen	to write to the UK and Scottish governments	Yes	31/01/2023		Letters sent 16 December 2022 following discussion with mover and seconder	
CAB	29/11/2022	Scottish Child Payment "Doubling of December 2022 Bridging Payment	["EDUC"]	Cockburn, Gavin	Ensure that the doubling of the final, 2022 Child Bridging Payment, to £260.00, is extended to lower income families in receipt of a qualifying benefit for school Clothing Grants	Yes	09/12/2022		All payments arranged for w/c 05/12/2022	Davis, Ian; Ferry, Stephen

Mtg	Mtg Date	Title of Report	Directorate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
CAB	29/11/2022	Annual Climate Change Duty Report 2021-22	["PLA"]	Dalrymple, Kenneth	Completed reporting template nationally to be made publicly available alongside reports of all other public bodies	Yes	30/11/2022			Kilbride, Martin
CAB	29/11/2022	Lighting of Wallace Tower/ Flag Flying	["CEO"]	Farrell, Gillian;Carlaw, Wynne	Publish updated Public Mourning Guidance	Yes	15/12/2022			Dowey, Martin
CAB	29/11/2022	Budget Management â€œ Revenue Budgetary Control 2022/23 â€œ Position at 30 September 2022	["CEO"]	Baulk, Tim	Action the budget transfers in the financial ledger as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1.10	Yes	20/12/2022			Davis, Ian
CAB	29/11/2022	Budget Management - Revenue Budgetary Control 2022/23 - Position at 30 September 2022	["CEO"]	Baulk, Tim	Record for future reporting purposes the requested earmarking for carry forward of resources to 2023/24 as outlined in 4.1.11	Yes	20/12/2022			Davis, Ian
CAB	29/11/2022	General Services Capital Programme 2022/23: Monitoring Report as at 30 September, 2022	["CEO"]	Bradley, Pauline	Process adjustments to the General Services Capital Programme	Yes	12/12/2022			Davis, Ian

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
CAB	29/11/2022	Review of General Services Reserves	["CEO"]	Baulk, Tim	Record for future reporting purposes the revised committed/ uncommitted resources position	Yes	31/12/2022			Davis, Ian
CAB	29/11/2022	ICT Support and Maintenance Contracts	["CEO"]	Mullen, Kevin	Request that Procurement and ICT officers ensure renewal of the contracts listed in Appendix 1 at each contractual renewal date	Yes	09/12/2022			Davis, Ian
CAB	29/11/2022	Medium Term Financial Plan Update	["CEO"]	Baulk, Tim	Publish on the Council's website	Yes	07/12/2022			Davis, Ian
CAB	29/11/2022	Housing Capital Programme 2022/23: Monitoring Report as at 30 September 2022	["CEO"]	Bradley, Pauline	Process adjustments to the Housing Capital Programme	Yes	30/12/2022			Davis, Ian; Kilbride, Martin
CAB	01/11/2022	Menopause at Work	["CEO"]	Wesson, Wendy	Upload the Guidance to The Core	Yes	30/11/2022			Davis, Ian

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
CAB	01/11/2022	Menopause at Work	["CEO"]	Wesson, Wendy	The guidance is communicated out to managers via the Communications team (Yammer) and separate communication from HR to Service Leads	Yes	30/11/2022			Davis, Ian
CAB	01/11/2022	Place Based Investment Programme 2022 to 2023 - Community Wellbeing Facilities Fund	["SC and C", "H, O and D"]	Tait, Jamie	to develop a Strategy to engage with the community and consider the funding as part of the Council participatory budgeting programme	Yes	31/12/2022			Ferry, Stephen
SAC	13/10/2022	Revision to Scheme of Delegation for Planning	["PLA"]	Iles, Craig	Implement the approved Scheme of Delegation	Yes	01/01/2023			Pollock, Bob

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
CAB	30/08/2022	UK Shared Prosperity Fund		Leijser, Theo	Provide an update to Members on the outcome of the Investment Plan submission once known	Yes	16/12/2022		No feedback or announcement on SPF has been received. UKG officials are unable to commit to a specific date for announcement on Investment Plans. On 16 November, the PFH agreed to move target date to 16 December 2022. Cabinet on 29/11/22 agreed revised due date of 16/12/22 (previously 1/11/22). Action complete. Briefing note issued to members.	Pollock, Bob
CAB	30/08/2022	Ayrshire Growth Deal - Prestwick Commercial Build	["PLA"]	Reid, Louise	Complete Grant Funding Agreement with Scottish Enterprise for the delivery of Opportunity A	Yes	30/11/2022		Awaiting feedback from SE. revised due date of 31/10/22 agreed at Cabinet on 27/9/22 (previously 30/9/22) Not yet concluded as at 15/11/22.	Pollock, Bob

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	29/06/2022	Ayr Station Hotel Update	["PLA"]	Iles, Craig	Further Update to Cabinet in August on matters outlined in this report	Yes	15/12/2022		Awaiting report from external consultants. revised due date of 1/11/22 agreed at Cabinet on 27/9/22 (previously 30/8/22) Report will be presented to Council on 15/12/22. Cabinet on 1/11/22 - agreed new due date of 15/12/22 (previously 1/11/22)	Dowey, Martin;Davis, Ian;Kilbride, Martin
SAC	29/06/2022	Ayrshire Growth Deal - Commercial Build	["PLA"]	Reid, Louise;Cav es, Catriona	Confirm and put in place arrangements with SAC and Scottish Enterprise on project governance and payment schedules	Yes	30/11/2022		Awaiting feedback from SE. revised due date of 31/10/22 agreed at Cabinet on 27/9/22(previously 31/8/22. Not yet concluded as at 15/11/22.	Pollock, Bob;Dowey, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
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	Yes	23/12/2022		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 and are awaiting delivery. A plan for staff returning to Council offices will be provided to the portfolio holder and Leader. revised due date of 23/12/22 agreed at Cabinet on 27/9/22 (previously 30/9/22)	Dowey, Martin; Davis, Ian



Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due 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.	Yes	30/12/2022		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 and are awaiting delivery. A plan for staff returning to Council offices will be provided to the portfolio holder and Leader. revised due date of 30/12/22 agreed at Cabinet on 27/9/22 (previously 30/9/22)	Dowey, Martin; Davis, Ian
LP	08/03/2022	New Leisure Centre	["PLA"]	Yuille, Derek	Execution of the contract documents	Yes	17/01/2023		Members approved rejection of revised Stage 2 submission at Council on 15 December 2022. Rejection letter issued and project now cancelled.	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
LP	01/03/2022	South Ayrshire Proposal to Support Unaccompanied and Asylum-Seeking Children	["HSCP"]	Inglis, Mark	Further update to be provided via the Membersâ€™ Bulletin.  A full briefing will be provided prior to recess.	Yes	30/12/2022		<p>members briefing produced prior to recess to clearly define to approach for Unaccompanied Asylum Seeking Children in South Ayrshire. Original date was 31/8/22. 30/6/22 agreed on 14 June 22</p> <p>11/08/2022 - on track - update being given to Cabinet at end of August.</p> <p>13/10/2022 -there will be a further briefing produced by the 30/12/22 on the progress made and approach to offering care and support to Unaccompanied Asylum Seeking children who come to South Ayrshire through the National Transfer</p>	Lyons, Lee

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Comp lete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
LP	15/02/2022	Station hotel Update	["PLA"]	Iles, Craig	Present a further report to Council with recommendations on permanent safety works.	Yes	15/12/2022		Awaiting consultants report. revised due date of 1/11/22 agreed at Cabinet on 27/9/22(previously 31/8/22) Report will be presented to Council on 15/12/22. Cabinet on 1/11/22 - agreed new due date of 15/12/22 (previously 1/11/22)	
LP	15/02/2022	Proposed Lease for Changing Pavilion at Victory Park, Girvan	["PLA"]	Burns, Tom;Briggs, Karen	Legal Services have been instructed to petition the Sheriff and where appropriate confirm a date for concluding the lease.	Yes	27/01/2023		Petition called in court on 27/10/22 and was granted by the Sheriff. Cabinet on 29/11/22 agreed new due date for completion of lease of 27/1/23 (previously 14/10/22). Lease completed on 20/12/22 and will be sent for registration.	Kilbride, Martin
LP	18/01/2022	ICT Data Centre "Hosting and Delivery Model	["CEO"]	Baulk, Tim	Migration Implementation Phase 1	Yes	29/11/2022		Update report to be presented to LP on 29th Nov 2022. Cabinet on 29/11/22 agreed revised due date of 29/11/22 (previously 28/10/22)	Davis, Ian

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due 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	Yes	30/12/2022		06.01.23 - report submitted with update - now complete	
LP	23/11/2021	Annual Climate Change Duty Reporting 2020-21	["PLA"]	Dalrymple, Kenneth	Prepare annual report for 2022	Yes	25/11/2022		The data gathering exercise is still ongoing. The approved report has to be submitted by 01 December 2022. revised date of 25/11/22 agreed at Cabinet meeting of 27/9/22 (previous date 1/9/22).	Kilbride, Martin

Mtg	Mtg Date	Title of Report	Director ate	Managed by	Implementation	Complete	Current Due Date	Revised Due Date	changes agreed with relevant PFH(s))	Portfolio Holder
SAC	02/09/2021	Standing Orders Relating to Meetings	["CEO", "PLA"]	lles, Craig;Cave s, Catriona	Report outlining changes to Standing Orders relating to planning processes to be submitted to Council	Yes	30/11/2022		Further revised date 03/03/22. Due to Planning Liaison Group not meeting in December and further consultation requirements for proposals, this has been deferred. This will be reviewed in November following changes to the management structure. revised date of 30/11/22 agreed at Cabinet meeting of 27/9/22 (previous date 1/7/22).	Pollock, Bob
SAC	24/06/2021	Ayrshire Roads Alliance Service Plan 2021/22 and Performance Report 2020/21	["PLA"]	Kevin Braidwood	Continue to submit reports to the Ayrshire Shared Service Joint Committee	Yes	31/03/2022		Now operating under 2022/23 with next update to Joint committee 10/03/23	
LP	15/06/2021	Sale of Land at Fernbank, Prestwick	["PLA"]	Briggs, Karen;Burns, Tom	Sale to be concluded	Yes	31/01/2023		Sale completed on 20 December 2022.	Kilbride, Martin

**South Ayrshire Council**

**Report by Depute Chief Executive and Director  
of Housing, Operations and Development  
to Cabinet  
of 17 January 2023**

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**Subject: South Ayrshire Parking Strategy 2020 - 2024 Update**

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**1. Purpose**

1.1 The purpose of this report is to update members on the current status of the parking strategy and the progress made on its stated objectives.

**2. Recommendations**

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

**2.1.1 notes the contents of the Ayr parking consultation report contained within [Appendix 1](#) and approves its recommendations;**

**2.1.2 approves proposals to re-engage the public in a second round of consultations on the town of Ayr parking proposals which takes account of previous feedback relating to the format of the questions and supporting documentation;**

**2.1.3 approves proposals to further engage the public in consultations for parking proposals relating to the towns of Prestwick and Troon; and**

**2.1.4 requests officers to update Cabinet, on completion of each consultation referred to in para 4.4 below, on the consultation results and further recommendations along with a commitment to progress all other parking strategy objectives.**

**3. Background**

3.1 The Leadership Panel of 15 September 2020 approved the [South Ayrshire Parking Strategy 2020 - 2024 \(south-ayrshire.gov.uk\)](#) which provides a framework for future changes to parking provision across South Ayrshire which is consistent in its application.

3.2 Progress on the various actions contained within the strategy commenced with the [Ayr Parking Consultation](#) which concentrated on the various topics related to parking issues within the town of Ayr. The consultation ran from 05 July 2021 to 16 August 2021 where stakeholders were invited to review proposals in relation to on-street and off-street parking provision, permit parking, charging periods and

proposals relating to the Esplanade and adjacent streets in the vicinity of the County Buildings.

- 3.3 The consultation posed nine questions which were broken down by topic and this generated 1,199 responses.
- 3.4 Consultees were signposted to the parking strategy for the background to the various topics discussed within the consultation. Having reviewed the feedback it can be deduced that the underpinning factors driving the need for change were not in many cases adequately explained within the consultation.
- 3.5 Feedback received would also suggest that the questions posed were too general in nature and there was some criticism received due to the fact that there were no free text boxes provided for consultees to further expand on their views. There were further issues relating to the quality of the supporting drawings provided for clarity around the subject matter.
- 3.6 A report detailing the results of the Ayr parking consultation was contained within a Members' Bulletin dated 28 October 2021 whereby officers were requested to hold in abeyance any further work on the strategy. Work on the strategy recommenced following the Head of Roads discussing the document with the Leader of the Council and Portfolio Holder for Ayrshire Roads Alliance.
- 3.7 The report submitted in October 2021 has been reviewed and refined in line with current external factors such as the impact of the Covid-19 pandemic on parking trends and the current cost of living crisis and it is contained within [Appendix 1](#).

#### **4. Proposals**

- 4.1 Members are requested to consider the contents of the Ayr Parking Consultation Report contained within [Appendix 1](#). The report details the outcomes of the consultation which forms the basis on which it is proposed to proceed. Members are asked to fully consider and approve its contents and recommendations.
- 4.2 A second consultation will enable a more refined breakdown and explanation of the subject matter presented along with clearer drawings and/ or maps.
- 4.3 The consultation questions will also be developed with previous feedback in mind where consultees will be given greater scope to expand upon their answers and give more detailed opinion.
- 4.4 Also due to the timeline slippage, it is proposed to bring forward plans to commence consultations for the towns of Prestwick and Troon. These consultations were initially planned to commence on completion of the reporting requirements and traffic order promotional work resulting from the Ayr consultations. It is now proposed to accelerate these consultations and overlap the various work streams in order to achieve the strategy objectives by 2024. This will also include all other objectives contained within the strategy.
- 4.5 The work involved in progressing these actions will be significant. Staff resources will be allocated accordingly and consideration will also be given to engaging external consultants to help progress matters within the lifetime of the strategy.

4.6 On completion of each consultation, a report will be submitted to Cabinet on the consultation findings and resultant recommendations for the promotion of the required traffic regulation orders which will underpin future parking provision.

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

5.1 There are no other legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

## **6 Financial Implications**

6.1 All associated costs for the progression of the various parking strategy workstreams will met from the existing Ayrshire Roads Alliance (ARA) revenue budget.

## **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 inability to achieve its long term objectives for improvements to parking provision across South Ayrshire which would be to the detriment of its communities.

## **9. Equalities**

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

9.2 Should any proposals be taken forward following the consultation process, further impact assessments shall be undertaken at that time.

## **10. Sustainable Development Implications**

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

## **11. Options Appraisal**

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



## 12. Link to Council Plan

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

## 13. Results of Consultation

13.1 There has been public consultation on some the contents of this report as referred to within.

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 Depute Chief Executive and Director of Housing, Operations and Development will ensure that all necessary steps are taken to ensure full implementation of the decisions 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>
Parking strategy consultations	30 November 2023	Head of Roads

**Background Papers**    **Report to Leadership Panel of 15 September 2020 - [South Ayrshire Council Parking Strategy 2020 - 2024](#)**

**Person to Contact**    **Kevin Braidwood, Head of Roads**  
**County Buildings, Wellington Square, Ayr KA7 1UT**  
**Phone: 01563 503164**  
**E-mail: [kevin.braidwood@ayrshireroadsalliance.org](mailto:kevin.braidwood@ayrshireroadsalliance.org)**

**Date: 4 January 2023**

**Appendix 1 – Ayr Parking Consultation Report**



**SOUTH AYRSHIRE COUNCIL PARKING STRATEGY 2020 – 2024**

**Ayr Parking Consultation 05/07/21 - 16/08/21**  
**Report and Recommendations**

## Document Control

Revision	Author	Description	Effective Date
0	BMcD	Draft for Elected Member consideration	28/10/21
1	BMcD	Updated to take account of current external factors and incorporating officer report.	01/11/22

## Introduction

The [Ayr Parking Consultation](#) took place between Monday 5 July 2021 and Monday 16 August 2021. The consultation covered all the various topics described within the [Parking Strategy](#) and there were nine general overview questions posed in relation to the following key areas -

- Pay and Display and Limited Waiting On-Street Parking
- Off Street Parking
- Permit Parking
- Parking Periods (When Charges Apply)
- Ayr Seafront and the Streets Leading off the Esplanade

Consultees were guided towards the Parking Strategy document for a detailed explanation of the background and rationale behind the various topics and recommendations contained therein. The consultation page was designed to give a brief summary and description of each of the topics up for discussion with appropriate questions posed against each. Details of the consultation and the results are as follows:

## Pay and Display and Limited Waiting On-Street Parking

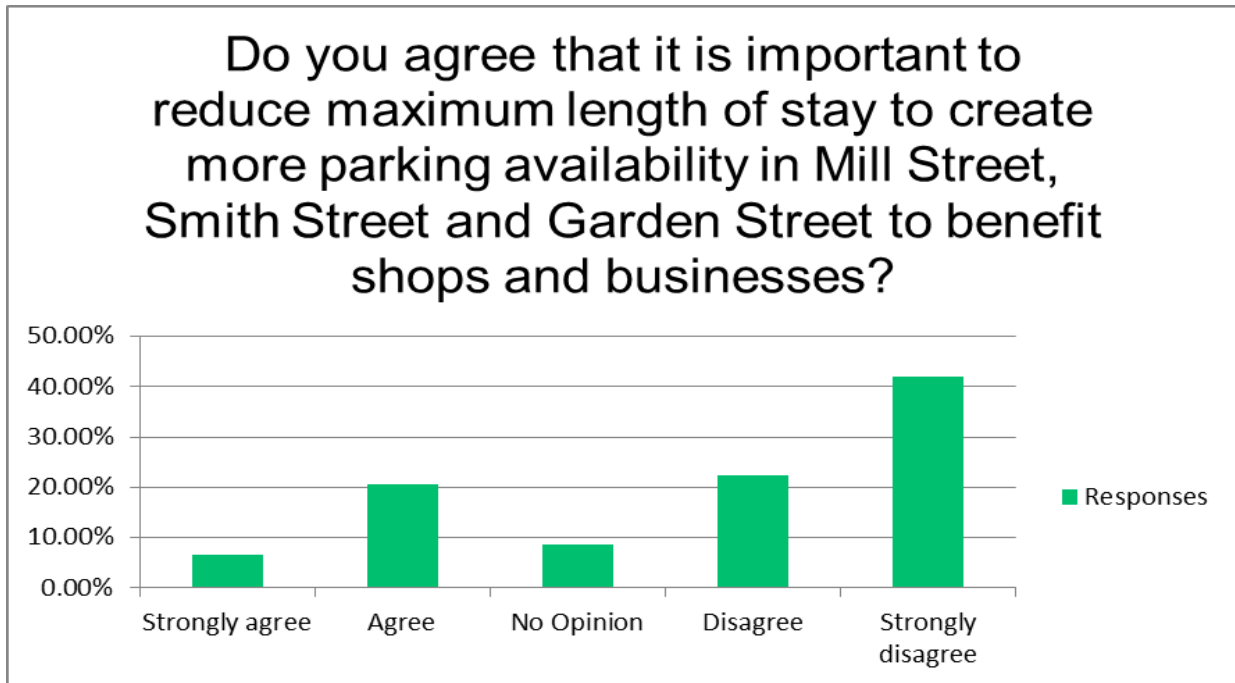
There is a mixture of Limited Waiting parking restrictions within streets located on the outskirts of the existing town centre controlled pay and display parking zone. The current arrangements were implemented many years ago when there were different demands for parking within the specific locations.

Mill Street and Smith Street are currently subject to 3 hours Limited Waiting. These restrictions were implemented prior to the construction of Ayr Central and were designed to create parking bay turnover through discouraging long term commuter parking associated with e.g. the nearby train station. The various shops and businesses concentrated within this end of the town are not adequately served by the current arrangements.

In Garden Street the existing Limited Waiting restriction is 1 hour. This is prohibitive compared with the 2 hour maximum stay applied within the busier town centre streets.

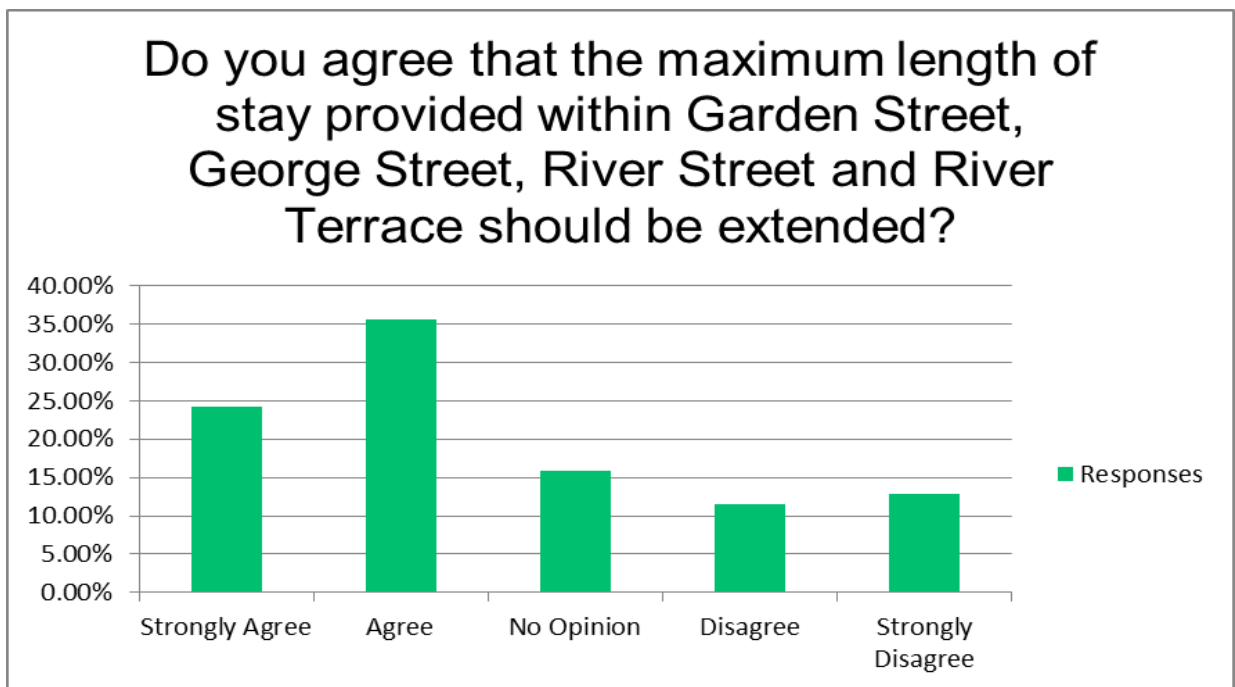
Nearby streets, namely George Street, River Street and River Terrace are subject to a maximum length of stay which is also out of alignment. The current 2 hour limit should be increased to 3 hours. As a result, the following three questions were posed and the results generated are shown in the associated graphs:-

Question 1



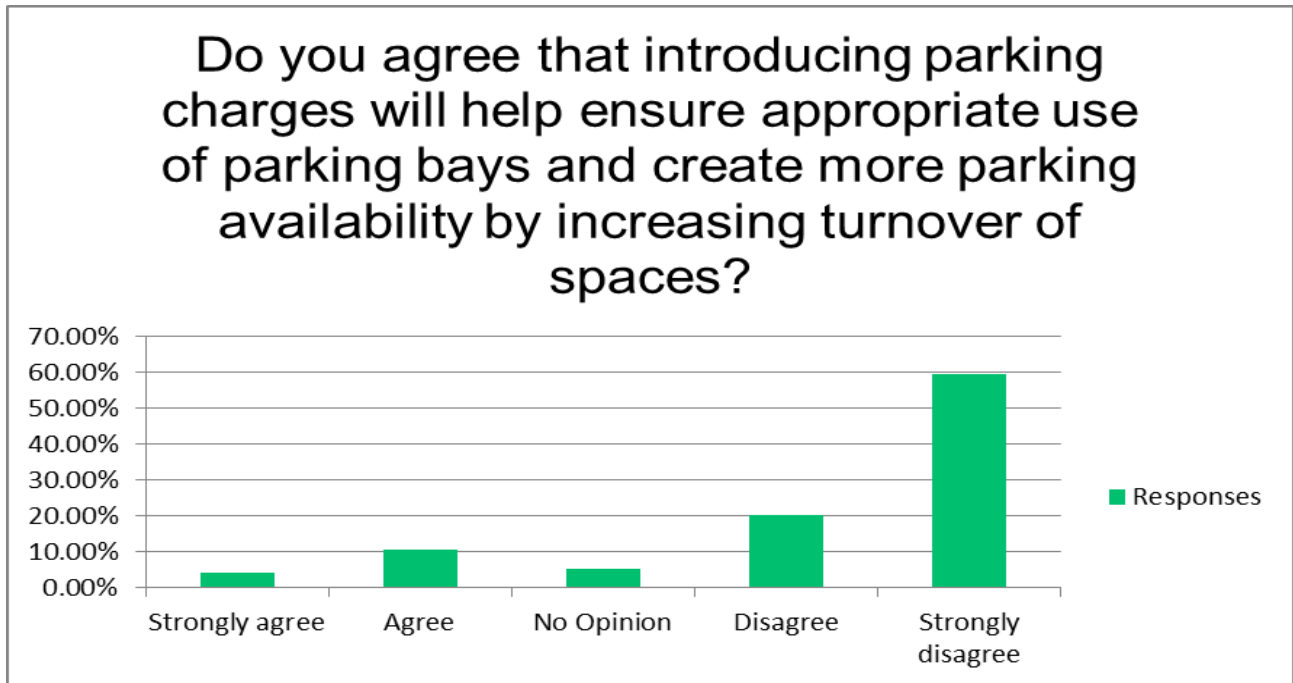
27.12% of responses received were positive whereas 64.37% were negative.

Question 2



59.76% of responses received were positive whereas 24.36% were negative.

### Question 3



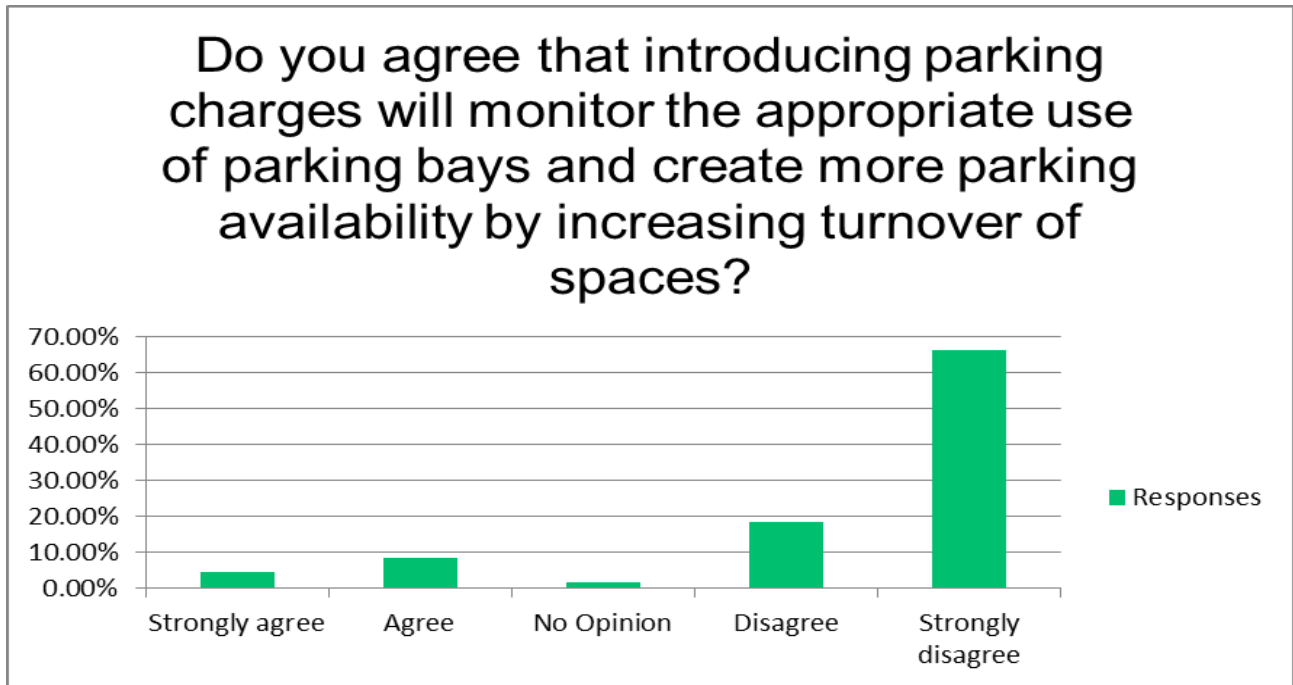
15.01% of responses received were positive whereas 79.56% were negative.

### Off Street Parking

There are currently three charging car parks within the town centre located at Kyle Street, Barns Crescent and Charlotte Street. All other existing Council car parks are free of charge. The Strategy recognises the need to better manage these facilities to encourage a greater turnover of spaces particularly during peak periods.

A more integrated approach to managing the Council’s car parks which takes account of seasonal and peak period demands which also ensures a consistent approach and the best use of the facilities on offer, all to the benefit of customers of the town centre businesses and amenities, needs to be developed. Only one question was posed in this regard as detailed below:

## Question 4



13.08% of responses received were positive whereas 85.03% were negative.

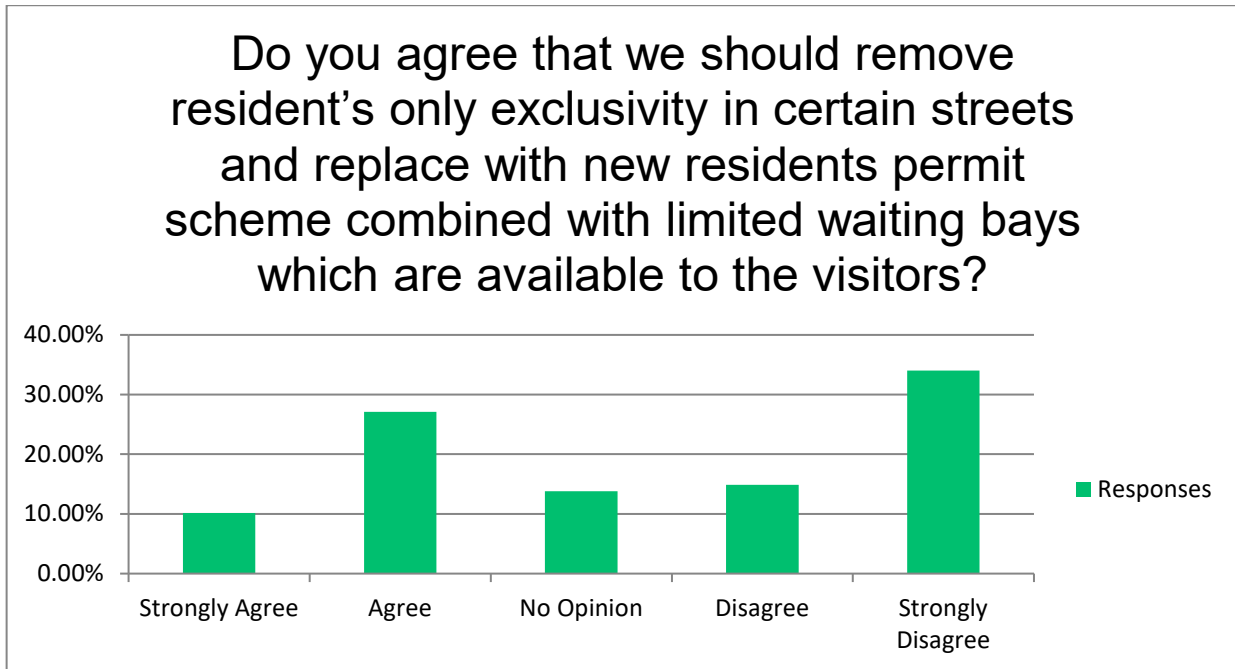
## Permit Parking

Again, as detailed in the Parking Strategy, the existing permit systems in operation within Ayr require modification and overhaul. There are numerous types of permit parking arrangements in operation which have been in place for many years and are no longer fit for purpose. There is an existing scheme which offers street exclusivity to residents at the nominal cost of £0.50. There is insufficient provision to support various groups such as tradespersons, window cleaners and carers and there are further historic issues caused by indiscriminate parking in streets close to the Ayrshire College campus.

Proposals put forward to resolve these issues include the removal of residents only exclusivity within certain streets, review of the existing residents permit zone and the period the permits apply along with the introduction of an equitable charging structure.

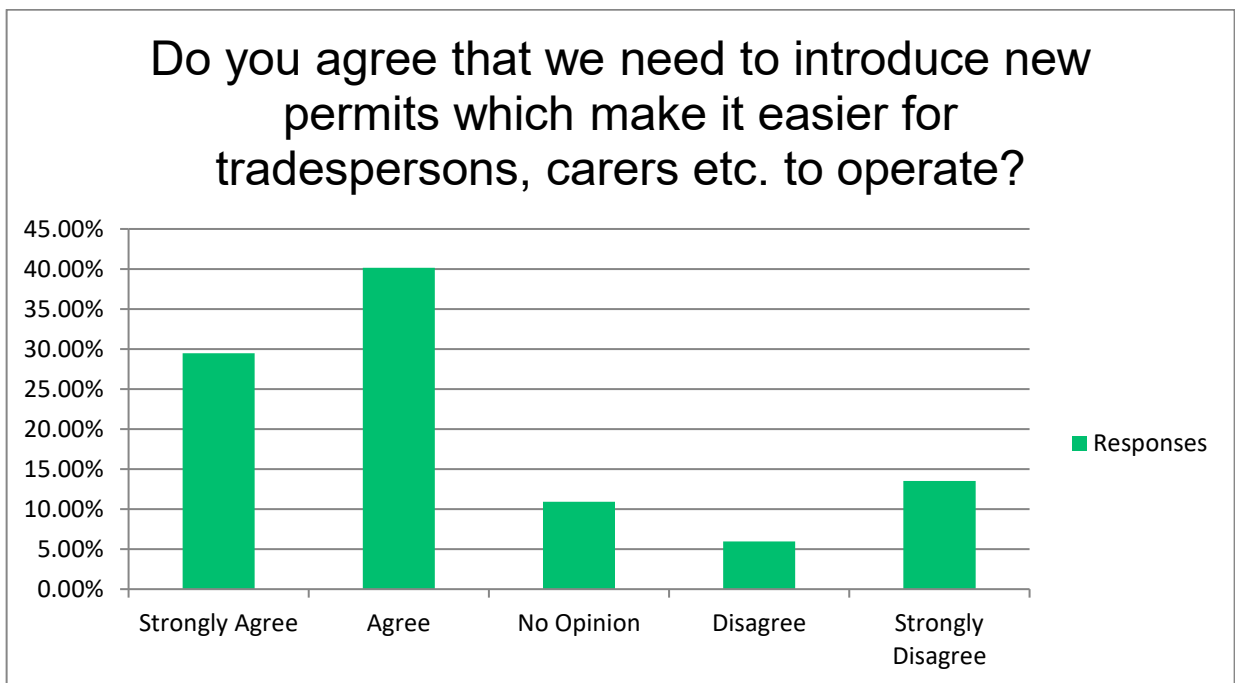
It is also proposed to introduce a permit system which accommodates the needs of visitors, tradespersons and others. The areas subject to these proposals were listed in the consultation pages and the following two questions were posed:

Question 5



**37.29% of responses received were positive whereas 48.91% were negative.**

Question 6



**69.62% of responses received were positive whereas 19.45% were negative.**



## Charging Periods

South Ayrshire Leadership Panel have previously reviewed the charging periods across the town's on and off street pay and display areas. The existing charging periods have been in place since 2012 and are based on established practise dating back to the mid-1990s. Charges currently apply as follows:

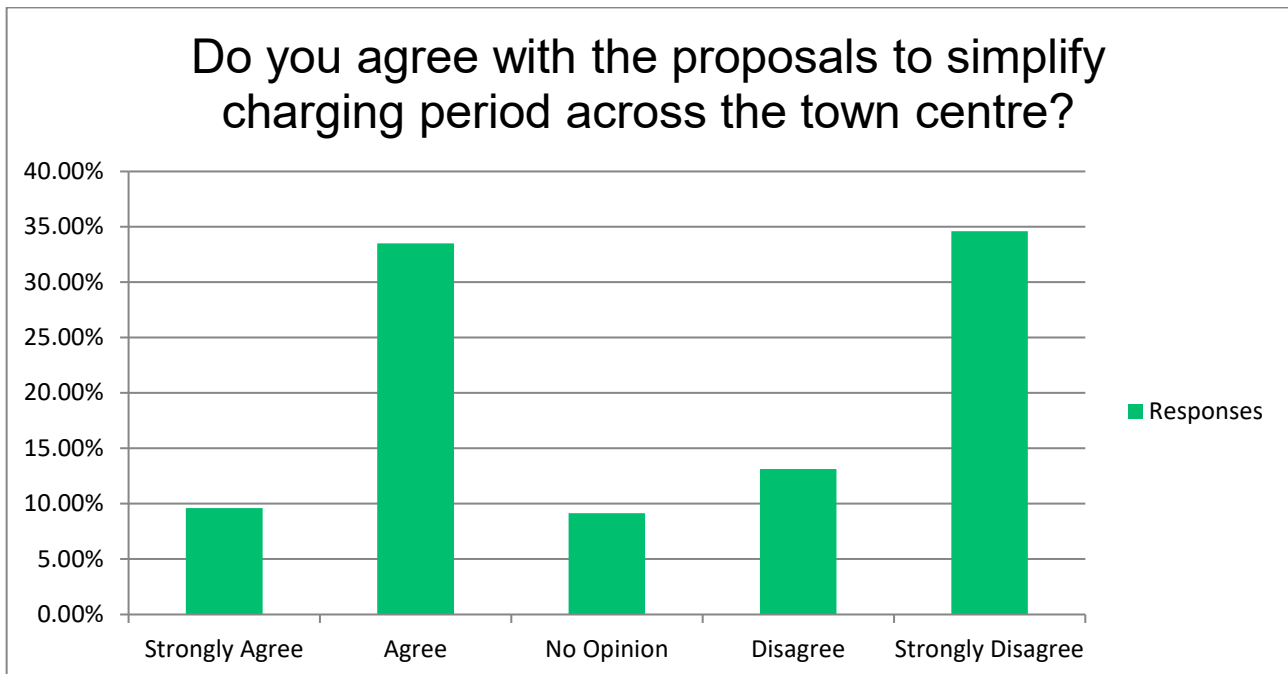
- On street parking Zone A - 8am - 6pm Mon - Fri, 8am - 1pm Sat
- On street parking Zone B - 9.30am - 5pm Mon - Fri, 9.30am - 1pm Sat
- Off street car parks - 24 hours 7 days per week

There is no practical basis to continue with the different charging periods and it is considered it would be beneficial to adopt a more consistent approach and the Leadership Panel have, therefore, proposed to adopt a new charging period of:-

- 11am - 6pm Monday - Saturday

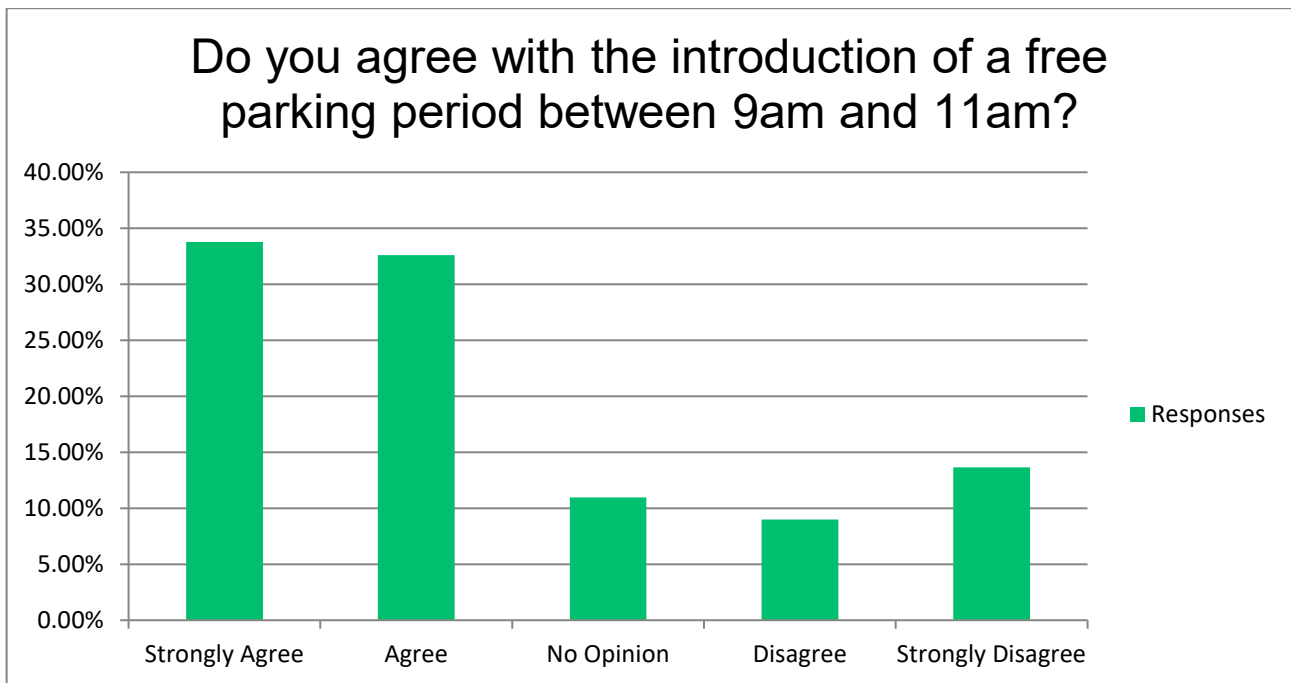
Therefore, the following two questions were posed:

### Question 7



43.11% of responses received were positive whereas 47.73% were negative.

## Question 8



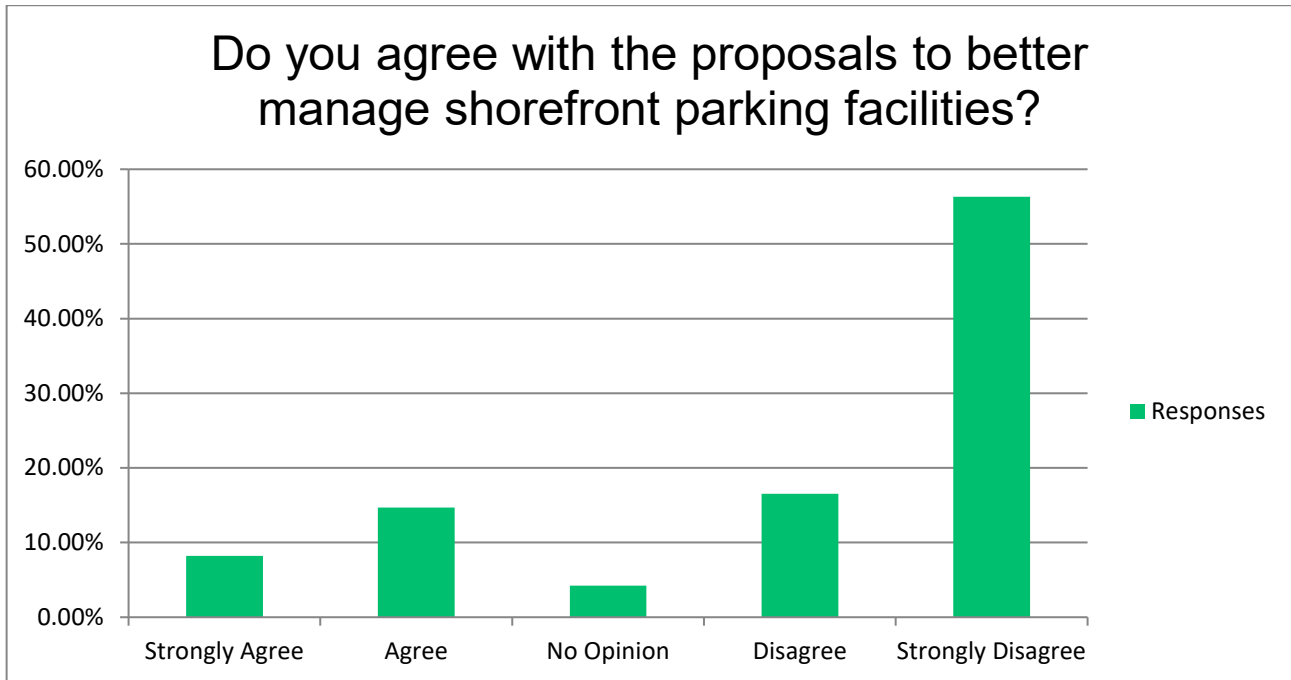
66.39% of responses received were positive whereas 22.64% were negative.

## Ayr Seafront and the County Buildings Area

During the peak season the Esplanade is regularly subject to unregulated parking over its entire length on both sides of the road. There is an opportunity to create further additional parking north of Bath Place (whilst still preserving the existing cycle route) and there are known issues within the streets in proximity to the County Buildings such as Bath Place, Pavilion Road and Cassillis Street where the existing restrictions impose a three hour limit of stay and fail to accommodate residential needs as there is no permit system currently available.

The proposals put forward to address these issues included the introduction of on street parking charges along the Esplanade and the replacement of existing limited waiting restrictions also with on street charges (and a permit system) and the following question was posed:

## Question 9



22.92% of responses received were positive whereas 72.84% were negative.

## Conclusions

### *Pay and Display and Limited Waiting On-Street Parking*

The results received to the questions posed in relation to these topics quite clearly indicate a resistance towards the imposition of new parking charges. Consultees are supportive of the proposals to increase the maximum length of stay where it is needed on-street but the parking industry established rationale put forward which outlines the belief that parking charges are a key lever to encouraging much needed parking space turnover is not accepted. The ability to monitor parking bays more effectively through the introduction of pay and display is also not commonly accepted.

The survey results also indicate that respondents do not accept the argument that Limited Waiting parking is more susceptible to abuse and more resource intensive to monitor and does not best serve the businesses they are designed to cater for. Parking Attendants have to patrol streets and record the details of every single vehicle during their first patrol. They then have to go back after the set period to repeat the process.

A more integrated approach to parking across the Council's car parking estate which takes account of seasonal and peak demands would benefit the business community. Pay and Display removes the reliance on physical recording of data to monitor compliance and establish whether the desired turnover is achieved. This in turn frees up valuable resource which could be deployed elsewhere such as schools or any future patrols undertaken in relation to pavement parking enforcement.

Income generated can be reinvested in modern technologies and the maintenance of existing parking infrastructure. In ensuring adequate parking turnover businesses will benefit from the fact that customers are able to find parking close to these businesses. People can and do pay for the convenience of being able to park as close as possible to their chosen destination.

However, as we continue to monitor the effects of the Covid pandemic and the cost of living crisis on parking trends and acknowledge the fact that the demand for spaces continues to be well below pre-Covid levels, the arguments put forward for the introduction of new charges continues to be undermined.

## *Permit Parking*

There were two questions posed to gauge the public's opinions around the required changes to the existing permit parking systems currently in operation. The two main aspirations set out in the Parking Strategy are for the replacement of the existing systems with modern fit for purpose systems and also for the provision of a system which adequately caters for the different types of visitor parking sessions which aren't currently provisioned e.g. tradespersons and carers.

The previous SAC Administration requested the introduction of an equitable charge for residents parking permits which applies across the town regardless of location. That is to say, the cost of a permit for a citizen residing within the town centre pay & display zone should be the same as a resident of a residential street out with the zone.

The existing cost within the streets currently subject to resident's only exclusivity such as Bellevue Crescent is currently £0.50 for the lifetime of the residency whereas a permit for a Fort Street resident is £50 per annum. There is no visitor permit option available under either system.

The proposals put forward, therefore, were for the removal of resident's only exclusive streets to be replaced by shared use bays (residents/visitors/limited waiting), the addition of various new streets to the existing residents permit zones and also the provision of a new visitor permit scheme catering for the various groups which aren't currently able to receive a permit.

The consultation responses to the two questions posed were not as polarised as the responses received in relation to parking charges. There was only an 11.62% difference between those for (37.29%) and those against (48.91%) the proposals for the removal of the resident's only exclusive streets. It is not possible to determine where these respondents reside. As for the question regarding the provision of a permit option for visitors, there is clear support for the introduction of such.

## *Charging Periods*

The previous SAC Administration requested a change to the on and off-street charging period to 11am - 6pm and this proposal was also put to the general public through the consultation. Further explanation around the reasons for simplifying the charging period across the town centre pay & display zone was also given, however, this has generated slightly conflicting responses.

In response to the question posed in relation to the simplification of the charging period across the town centre, there was, almost, a 50/50 split between those who were for and those who were against the proposal. It may be that the rationale put forward wasn't quite understood but despite the feedback received there is sufficient support for this initiative.

The feedback received in relation to the introduction of the free parking period between 9am and 11am was overwhelmingly in support of this proposal.

### *Ayr Seafront and the County Buildings Area*

Proposals were put forward for an integrated approach to parking along the seafront and adjacent streets which were designed to better manage the facilities on offer. These proposals attracted a lot of attention from consultees and the responses received were overwhelmingly against the proposals.

The type of issues raised were in relation to the perception that parking charges would have a negative impact on summer tourism and there were further concerns raised regarding the proposed changes to the existing cycle route and also how these proposals linked to future SAC plans to redevelop the Esplanade.

In contrast with the situation elsewhere within the town, observations indicated that parking demand along the Esplanade remained at pre-Covid levels and were perhaps more acute due to the trend towards stay at home vacations or day trips. However, it is recognised that it is prudent to link any further parking plans for the Esplanade to the aforementioned wider redevelopment plans.

This might not necessarily be true of the nearby streets around the County Buildings and surrounding areas which either adjoin or sit within close proximity with the Esplanade. These streets remain subject to Limited Waiting restrictions which may continue to prove prohibitive to workers located within the County Buildings and other businesses within the surrounding area.

Residents of these streets also continue to be at a disadvantage due to a lack of permit options. Therefore, it is proposed to separate these proposals from the Esplanade proposals and present these to the public again during the second phase consultation.

The various issues highlighted within each part of the consultation were clearly addressed within the Parking Strategy but perhaps they weren't adequately conveyed within the consultation pages. The questions posed may also have been too general or technical in their wording and the fact that there was no provision for consultees to submit their views within a free text box may have been counterproductive.

There were further issues with the quality of the mapping made available to review the proposals which we seek to address within the second phase consultation.

Having reviewed the responses and also feedback received independently of the consultation there is a clear resistance towards parking charges which are viewed as regressive or anti-business. It is, therefore, proposed to proceed with a further Ayr parking consultation based on the following revised proposals:

- **Pay & Display and Limited Waiting**

Proposals around the conversion of Limited Waiting parking bays to Pay and Display in Mill Street, Smith Street and Garden Street and the proposal to extend parking charges into the Council's free car parks shall be abandoned.

Proposals to increase the maximum length of Limited Waiting stay in Garden Street, George Street, River Street and River Terrace to 3 hours shall be promoted within the second phase consultation.

- **Permit Parking**

The further development of permit scheme proposals which take account of the feedback received shall be promoted within the second phase consultation.

- **Charging Periods**

The proposal to simplify the charging periods across the town shall be promoted within the second phase consultation. Whilst not subject to any further consultation at this stage, the proposal for a two hour free period between 9am and 11am shall be further examined and put to Members for further consideration at a later date.

- **Ayr Seafront and the County Buildings Area**

Proposals relating to the Esplanade shall be abandoned.

Proposals for the conversion of Limited Waiting restrictions to Pay & Display within the other streets within the vicinity of the County Buildings and the introduction of a residents permit system shall be refined and further promoted within the second phase of the consultation. These proposals will be linked to the proposals around permit parking in recognition of the shared use (residential/commuter) nature of these streets.

## Appendix 2 – Equalities Impact Assessment



### South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

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

#### 1. Policy details

Policy Title	SAC Parking Strategy Update
Lead Officer (Name/Position/Email)	Kevin Braidwood, Head of Roads - Kevin.Braidwood@ayrshireroadsalliance.org

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

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

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

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	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	-
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	-
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	No	-
Socio-economic Background – social class i.e. parent’s education, employment and income	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 identified. Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	No adverse impact identified. Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	No adverse impact identified. Low
Increase participation of particular communities or groups in public life	No adverse impact identified. Low
Improve the health and wellbeing of particular communities or groups	Positive impact on the local economy.
Promote the human rights of particular communities or groups	No adverse impact identified. Low
Tackle deprivation faced by particular communities or groups	No adverse impact identified. Low

**5. Summary Assessment**

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



**Signed :** Kevin Braidwood

**Head of Roads**

**Date:** 24 November 2022

**South Ayrshire Council**

**Report by Depute Chief Executive and Director  
of Housing, Operations and Development  
to Cabinet  
of 17 January 2023**

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**Subject: Troon Water Sports Club Community Asset Transfer  
Under Part 5 of the Community Empowerment  
(Scotland) Act 2015**

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**1. Purpose**

- 1.1 The purpose of this report is to present the Cabinet with the proposed Community Asset Transfer of land at Barassie shore (near Barassie public conveniences) by 50 year lease to Troon Water Sports Club (TWSC).

**2. Recommendation**

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

**2.1.1 approves the 50 year lease of land at Barassie shore (nr. Barassie public conveniences) as shown in the plan forming Appendix 1, under Part 5 of the Community Empowerment (Scotland) Act 2015 to Troon Water Sports Club SCIO for the initial sum of £100 (One Hundred Pounds) Sterling per annum for the first 5 years and subject to review thereafter for the reasons detailed in Appendix 2 and subject to the conditions detailed in Appendix 3;**

**2.1.2 requests that a Common Good consultation is carried out in terms of the Community Empowerment (Scotland) Act 2015 Section 104 on the proposed lease to Troon Water Sports Club SCIO; and**

**2.1.3 notes that, if there are no responses to the consultation or if the responses are neutral or wholly in favour of the proposals, the Head of Legal and Regulatory Services will thereafter petition the court under section 75(2) of the Local Government (Scotland) Act 1973 for authority to lease the ground to Troon Water Sports Club SCIO.**

**3. Background**

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

- 3.2 Troon Water Sports Centre SCIO SC047691 (TWSC) have requested a 50 year lease of the asset outlined in Appendix 1, located near to Barassie Public Conveniences, which is presently open/green space for the purposes of erecting a 'water sports hub'. TWSC have made this request through the Community Asset Transfer (CAT) process in accordance with the Act.
- 3.3 The proposed water sports hub building is for the purposes of: equipment storage; showers, WC, and changing facilities; café; education spaces; equipment wash down etc. Drawings are shown in Appendix 4 p27-28, p140-143 . Planning Permission was granted at South Ayrshire Council's Regulatory Panel of 15 September 2022 Appendix 4 p118.
- 3.4 TWSC is a Scottish Charitable Incorporated Organisation (SCIO) as required by Section 80 of the Act and an eligible community transfer body as defined in section 77 of the Act and a community-controlled body as defined in section 16 of the Act. In terms of their Constitution (Appendix 4, p76 clause 110), on winding up of TWSC, any surplus property or assets are to be transferred to charitable bodies or groups with purposes closely resembling the purposes of TWSC. TWSC has been a registered charity since 31 August 2017.
- 3.5 The site is owned by South Ayrshire Council.

#### **4. Proposals**

- 4.1 TWSC has submitted a formal community asset transfer request for a 50-year lease of the asset in accordance with the Act and the application form, business plan and supporting documentation submitted to support the application can be viewed on pages 3-43 in Appendix 4. The request was validated by the Council on 31<sup>st</sup> July 2022.
- 4.2 An independent valuation of the asset was undertaken on 26 August 2022 by Valuation Office Agency and the opinion of the valuer is that the market value of the requested asset is £9,500 (Nine Thousand Five Hundred Pounds) [page 54 of Appendix 4] and market rent £500 (Five Hundred Pounds) per annum. Whilst more than 6 months have elapsed since the valuation, given prevailing planning policy, the small scale of the site, the relatively low valuation, and the cost of commissioning a 2nd valuation, the Council is of the opinion that there is no need, nor would it represent best use of Council funds, to undertake a 2nd valuation.
- 4.3 TWSC have offered rent of £100 per annum (pa) (Appendix 4, p8) for the lease, which represents a £400 per annum discount from market rent. As the land has been valued at £9,500, it falls below the threshold (£10,000) for the application of the Disposal of Land by Local Authorities (Scotland) Regulations 2010. However, in terms of Best Value requirements, the Council is required to consider whether the discount requested is justified, reasonable and proportionate. Having regard to the likely benefits to economic development, public health and social well-being (see paragraph 4.6 below), the Community Asset Transfer Advisory Group recommend the Council offer the lease at £100 pa for the initial 5 years followed by a rent review at year 5, and every subsequent 5 years, to open market rent, and subject to conditions to protect the discount as detailed in conditions 3, 4, 5 6 and 8 contained in Appendix 3.

- 4.4 TWSC has also requested a right of access to the site as outlined in Appendix 1. A 'hard pack' 2 metre, wide publicly accessible, pedestrian path (Appendix 4, p27) meeting the all abilities standard as per the 'Countryside for All Good Practice Guide' compiled by the Fieldfare Trust. This path is to be made up and maintained by TWSC along the right of access. The general public will retain all existing rights of way and access to the existing paths crossed by this right of access. The foregoing forms condition 7 in Appendix 3.
- 4.5 TWSC's reasons for making the request and intended use are summarised below and further detail is provided in the request in pages 3-43 of Appendix 4.
- 4.5.1 To use the site to develop and run a 'water sports hub', drawings of which are shown in Appendix 4 p140-143 The building will be constructed from shipping containers in order to manage costs and expedite the construction process.
- 4.5.2 In acquiring and developing the facility, it is anticipated that TWSC will provide the following core facilities: Heated indoor changing facilities including WC, shower and sink; outdoor Pay as you Go Showers Equipment Storage area; beachside café; training facility/community space for hire; dog wash area; air compressor; electric bike charging and bicycle maintenance. Services provided, in conjunction with 3<sup>rd</sup> parties include: kitesurf, stand up paddle board, windsurf instruction and rental; team building; wetsuit rental; marine and environmental awareness; wellbeing activities; open water swimming sessions; water safety sessions.
- 4.5.3 TWSC propose a membership fee of £45 per year Appendix 4 p20. TWSC have recently delivered activities through Active Schools and Thriving Communities under the 'Get into Summer' campaign. Local young people from across South Ayrshire and Ukrainian refugees were involved in coastal rowing, stand up paddle boarding, rock climbing, land based kite instruction and rigging sessions as well as water safety lessons with the RNLI. TWSC have engaged Active Schools Outdoor Learning who wish to regularly use the Water Sports Hub to deliver outdoor education opportunities (Appendix 4 p148-153)..TWSC plan to work in partnership with The Outdoor Partnership (Ayrshire) who will help fund and organise activities and are a member of the South Ayrshire Sports Hub Network. Over the last two years TWSC have engaged with youth organisations in Ayr, Troon, Dundonald, Barassie, Symington and Prestwick and have worked with Thriving Communities to do so on themes of outdoor learning, beach and water based health and wellbeing. TWSC project a community benefit fund of £500 per month in year 1; £600 per month in year 2; and £700 per month in year 3 (Appendix 4 p29-31). These resources will be used by TWSC to provide activities to people and communities who may otherwise struggle to access outdoor activities (Appendix 4 p151)
- 4.6 TWSC has outlined how they consider the proposal will promote or improve the following:
- 4.6.1 Economic Development – the proposal would be likely to benefit the visitor economy and would be complementary to South Ayrshire Council Events and Tourism Strategy.

- 4.6.2 Public Health and Social Wellbeing – the facility will be likely to increase capacity and accessibility of water sports facilities to members and the general public thus improving participants health and wellbeing and offering social opportunities for participants.
- 4.7 TWSC have outlined evidence of community support in pages 33-43, 78-90 of Appendix 4.
- 4.8 In accordance with Regulation 7 of The Asset Transfer Request (Procedure) (Scotland) Regulations 2016 – publication of asset transfer requests, the asset transfer request and documents accompanying it were published on the Council’s website and a copy of the notice of the asset transfer request was put up at the site. The public consultation period was undertaken between 22 August 2022 and Friday 23 September 2022 (Appendix 4, p135). No representations were received.
- 4.9 In accordance with the Town and Country Planning (Scotland) Act 1959 Section 27 (2A) (as amended details of the proposed disposal by way of lease were published in local newspapers for two consecutive weeks (18 October 2022 to 1 November 2022) (Appendix 4, p136). No representations were received.
- 4.10 An assessment of Subsidy Control has been undertaken and any discount on market value would not constitute Subsidy Control as the proposal and its activities will serve only a distinct, very local market, with minimal possibility of intra-community trade and without competition, so is not considered to involve a subsidy which is capable of having an effect on competition or investment within the UK, or trade or investment between the UK and another country or territory.
- 4.11 The Council has investigated the title to the land and has obtained an Opinion from King’s Counsel that the land is considered to have Common Good status. It forms part of pre-1973 Burgh property, having been acquired by the Burgh of Troon in 1938. No evidence has been found to date that the land was acquired for a statutory purpose. The land is used as general open space for public recreation and for access to the beach. Although the property is not currently listed in the Common Good account, this is not determinative of Common Good status.
- 4.12 The Council would be required to carry out a public consultation on the proposed lease under section 104 of the Community Empowerment (Scotland) Act 2015 (Disposal and use of common good property: consultation). As a question could be said to arise under section 75 (2) of the Local Government (Scotland) Act 1973 as to the right of the Council to grant the lease, court authority would be required. These requirements have been included as conditions in Appendix 3.
- 4.13 Following on the consultation exercise, if objections are received to the proposed Lease, a further report will be brought back to Cabinet to allow Cabinet to consider the objections. If, however, there are no responses to the consultation or if the responses are neutral or wholly in favour of the proposals, the Head of Legal and Regulatory Services will petition the court under section 75(2) of the Local Government (Scotland) Act 1973 for authority to grant the lease.
- 4.14 There are title restrictions which require the Council to obtain the consent of the Trustees of the Duke of Portland to the development of the land. The sole Trustee, the Welbeck Estates Company (Title) Limited, has been contacted and has indicated it will consent to the proposals.

- 4.15 The Council's Community Asset Transfer Advisory Group has undertaken a robust evaluation of the request and recommended that the request be granted. The analysis is detailed in Appendix 5.
- 4.16 In accordance with best practice the Council undertakes a parallel analysis of possible 'alternative proposals' to the asset transfer. The Community Asset Transfer Advisory Group has undertaken a robust evaluation of alternative proposals and considers that TWSC's proposal is stronger than the alternatives. This assessment is detailed in Appendix 5 – Annex 1.
- 4.17 TWSC propose to fund the rental costs from their operating income and that the project will be self-sustaining from membership fees, facility lets, and café income. Appendix 4 p29-31
- 4.18 TWSC estimate full build costs at £150,000. TWSC have been awarded £45,000 by South Ayrshire Council under the 'Place Based Investment Programme' towards the project. TWSC have identified the following prospective funders: Robertson Trust, Big Lottery, Mikel Fund, Foundation Scotland, Henry Smith Foundation, Esmee Fairbairn Foundation (Appendix 4, p148).
- 4.19 TWSC are not eligible for, and have not requested, a capital grant from the Advancing Community Assets Fund.
- 4.20 It will be a condition of the lease that TWSC shall develop the subjects within 2 years of the date of entry and the Council shall have the option to terminate the lease should the subjects not be developed and in beneficial use within this timescale (condition 5 in Appendix 3). Once developed, TWSC shall be obliged to occupy and use the subjects for the approved community use during the period of the lease and should they fail to do so the Council will have the right to enforce the terms of the lease or to terminate the lease (condition 6 in Appendix 3). On winding up of TWSC, the Council will have the option of terminating the lease and resuming possession of the subjects, in terms of condition 8 in Appendix 3.

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

- 5.1 The recommendations in this report are consistent with legal requirements. If no responses are received to the Common Good consultation, or if the responses are neutral or wholly in favour of the proposals, the Head of Legal and Regulatory Services will petition the court under section 75(2) of the Local Government (Scotland) Act 1973 for authority to grant the lease. Thereafter if TWSC wish to proceed with the 50- year lease, they have a period of 12 months from the date of the decision notice within which to submit to the Council an offer to lease the property.
- 5.2 There are no procurement implications arising from this report.

## **6. Financial Implications**

- 6.1 A revenue receipt of £100 pa will be received by the Council's Troon Common Good account in the first five years of the lease, followed by 5 yearly rent reviews to open market rent.

## **7. Human Resources Implications**

7.1 Not applicable.

## **8. Risk**

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

8.1.1 The risk associated with adopting the recommendations is the risk of project failure, and/or of TWSC being wound up or dissolved. However, the development and use of the land as a water sports hub within 2 years of the date of entry will be a condition of the Lease and should this condition be breached, or if at any time during the currency of the lease, TWSC is to be wound up or dissolved, the Council would have the option to declare the lease to be at an end and recover possession of the subjects.

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

8.2.1 The risks of rejecting the recommendations emerge from the necessary adoption of an alternative proposal. Alternative proposals and the risks associated with each of these are outlined in Appendix 5 – Annex 1.

## **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 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 Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

## **13. Results of Consultation**

13.1 Consultation has taken place with Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and Environment, and the contents of this report reflect any feedback provided.



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

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

14.1 If the recommendations above are approved by Members, the Depute Chief Executive and Director of Housing, Operations and Development 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:

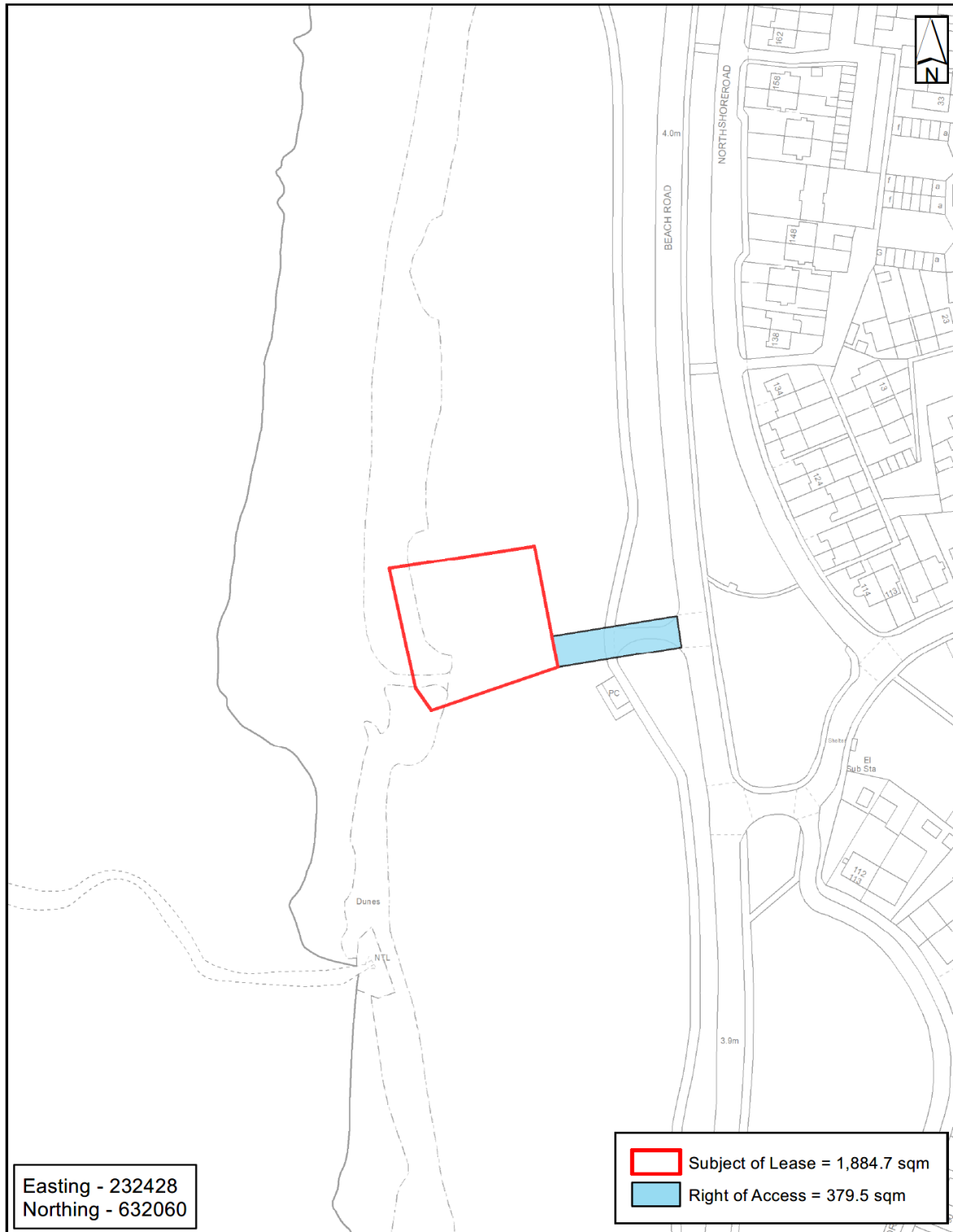
<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Issue Decision notice	28 January 2023	Head of Legal and Regulatory Services
Conclude the lease in the event of an offer being received and in accordance with the recommendations of the report	28 July 2024	Head of Legal and Regulatory Services/ Service Lead – Asset Management and Community Asset Transfer

**Background Papers**    **None**

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

**Date:** 5 January 2023





### Proposed Water Sports Hub, North Shore Road, Troon.

Scale 1:1500



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## Reasons for Agreeing to the Request

1. The proposal is likely to promote or improve public health, through the provision and greater accessibility of a sports facility; social well-being, through the provision of organised sporting and recreational activity facilities for the local community; and economic development, through benefitting the visitor economy; the proposal is likely to reduce inequalities of outcome through socio-economic disadvantage by way of the engagement of the Community Transfer Body (“CTB”) with schools and community bodies in disadvantaged areas.
2. The Council has no current proposals in relation to the site beyond its existing recreational use as public open space adjacent to Barassie foreshore and is not aware of any alternative proposals. The Council has considered the benefits that might arise from alternative proposals – continuation of the status quo - and compared them to the benefits of the CTB’s current proposals. The Council considers that the CTB’s proposals offer enhanced benefits for the community as outlined above and continuation of a recreational function corresponding to the existing general usage.
3. The CTB has identified community support for the proposal from Troon Together survey results and an online consultation survey. The local MP, councillors and Troon community council also support the proposal. The CTB’s planning application was granted subject to conditions 15<sup>th</sup> December 2022 and 168 representations have been received to the development proposals; 163 supporting the proposal, 2 neutral comments and 3 objections. Neither the Public Notice under Part 5 of the 2015 Community Empowerment (Scotland) Act nor the Public Notice under the Town and Country Planning (Scotland) Act 1959 S.27 (2A) received any representations of any kind.
4. The CTB has suitable governance structures in place for decision- making to manage the asset and deliver the project in terms of its Constitution. Projected income and expenditure have been identified along with potential sources of funding. The CTB has put forward an adequate business plan and cashflow forecast relative to the scale of the project and the risk involved.
5. The projected benefits will contribute to the Scottish Government’s National Outcomes on Health and Communities: “We are healthy and active”. They will also contribute to the Council’s local outcomes in terms of the Council Plan 2018-2022: “3.1 We will enhance collaborative working to maximise support and ensure all residents have the opportunity to be healthy, supported and safe.”; “5.2a Support local community-controlled organisations to develop thriving places by empowering them to make better use of local community assets.” and “6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations”. Finally, they will contribute to achieving the Council’s local outcomes in its South Ayrshire Physical Activity and Sport

Strategy, Strategic Goal 2: “There will be opportunities for everyone, at every life stage, to become involved, and remain involved, in sport and recreation.”.

6. The proposal will not have an adverse impact on the Council’s ability to deliver its functions.
7. There are obligations or restrictions which prevent, restrict or otherwise affect the ability of the Council to agree to the request. However, the Council considers that the relevant restrictions can be removed and therefore agrees to grant the request conditional on the removal of the restrictions as follows:
  - 7.1 The Council will require, under Section 104, Subsection 2, of the 2015 Community Empowerment (Scotland) Act, to publish details about the proposed disposal of Common Good property and have regard to any representations received. The Council will subsequently require to petition the court for authority to lease the Common Good property in terms of the Local Government (Scotland) Act 1973 Section 75(2).
  - 7.2 The Council will require the consent of the Duke of Portland’s Estate to the erection of buildings on the site, in terms of title conditions.
8. There are no reasonable grounds for refusing the request.

**Terms and Conditions**

1. The lease shall be for a period of 50 years.
2. The rent shall be £100 (ONE HUNDRED POUNDS STERLING) per annum for the first five years from the date of entry, followed by a rent review at year 5, and every subsequent 5 years, to open market rent.
3. The subjects shall be developed and used for community use by the Troon Water Sports Centre (SCIO) Ayr ( "TWSC"), for the advancement of public participation in sport through provision of a water sports hub facility for non-motorised water sports activities comprising changing rooms, showers (indoor and outdoor), toilets (all accessible/ parent/ child friendly), a training room/community space; an office; dry store; an ancillary community café (with kitchen and preparation area), all in accordance with planning permission granted under reference 22/00417/APP dated 22 September 2022 and any variations thereof to enhance communities, provide opportunities and increase participation in non-motorised water sports activities, as outlined in their asset transfer request and accompanying documentation lodged in support of the request. TWSC shall be permitted to host public events related to non-motorised water sports such as training days and water sports competitions. Any change in use will require the prior written consent of the Council which shall not be unreasonably withheld in the case of a proposed use which is consistent with the terms of the asset transfer request and accompanying documentation.
4. TWSC shall not assign the lease or sub-let to any third party without the prior written consent of the Council; Without prejudice to the generality of the foregoing, the Council consents to the sub-let or hiring of the community space to local groups and organisations.
5. If the proposed water sports hub has not been completed and in beneficial use within 2 years of the date of entry in the lease to TWSC, the Council will have the option (but no obligation) to terminate the lease agreement without compensation being due to or by either party by giving written notice of not less than 2 months to TWSC to that effect and to resume occupation of the subjects.
6. Once the subjects have been developed, TWSC shall occupy and use the subjects for the approved community use during the period of the lease and should they fail to do so, the Council will have the right to enforce the terms of the lease or to terminate the lease.
7. TWSC will make up and maintain a 'hard pack', 2 metre-wide footpath on the area of ground shown shaded blue on the plan forming Appendix 1, the footpath to be made up to the sight and reasonable satisfaction of the Council and to meet the 'all-abilities' standard detailed in the 'Countryside for All Good Practice Guide' compiled by the Fieldfare Trust; and members of the general public will retain all existing public rights of way and public access rights over the said footpath.

8. If at any time during the currency of the lease, TWSC is to be wound up or dissolved, the Council shall have the option in terms of the lease to declare the lease to be at an end and resume possession of the subjects on service of written notice to that effect on TWSC.
9. The grant of the Lease shall be subject to the following conditions precedent-(
  - i) a public consultation exercise shall be carried out by the Council on the proposed lease of Common Good property under the Community Empowerment (Scotland) Act 2015 section 104(2) and if objections are received, a report will be brought to the Cabinet of the Council for consideration; if no responses are received or if responses are neutral or wholly in favour of the proposals, the Council will proceed to petition the court as laid out in paragraph (ii) ;
  - ii) a successful petition made to the court for authority to lease the Common Good property under the Local Government (Scotland) Act 1972 section 75(2); and
  - iii) the grant of consent by the Duke of Portland's estate to the erection of buildings on the site, in compliance with title conditions.
10. Except where inconsistent with the above terms and conditions, the Lease will be granted subject to the terms of the Council's standard Ground lease.
11. The lease will be granted subject to such other terms and conditions as the Council's Head of Legal and Regulatory Services and Service Lead- Asset Management and Community Asset Transfer consider appropriate to protect the best interests of the Council.

# **Appendix 4**

## **TWSC Community Asset Transfer Request Binder**

**December 2022**

# **CAT Stage 2 Application**

## **Stage 2**

### **Community Asset Transfer (CAT) request**

#### **IMPORTANT NOTES:**

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

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

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

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

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

We also provide additional information on our website [www.south-ayrshire.gov.uk/community-asset-transfer](http://www.south-ayrshire.gov.uk/community-asset-transfer).

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

**Robin Jamieson, Community Asset Transfer Team Leader**  
**South Ayrshire Council**  
**E-mail: [robin.jamieson@south-ayrshire.gov.uk](mailto:robin.jamieson@south-ayrshire.gov.uk) Telephone: 01292 612 073**



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

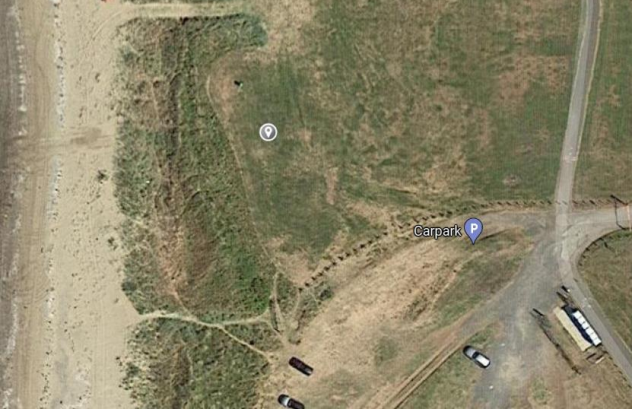
**SECTION 1: ORGANISATION INFORMATION**

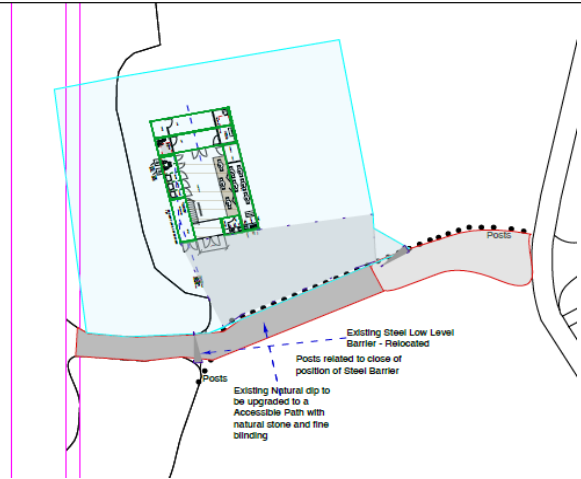
Please provide details of the Organisation making the request	
<b>1.1 Name of Organisation (Community controlled body):</b>	<b>Troon Water Sports Centre (TWSC) SCIO</b>
<b>1.2 Address of Organisation (this should be the registered address, if you have one):</b>	<b>2 Golf Place, Troon, KA10 6LA</b>
<b>1.3 Contact Name:</b>	<b>Mr Frazer Wood</b>
<b>1.4 Position in Organisation:</b>	<b>Trustee</b>
<b>1.5 Correspondence address:</b>	████████████████████
<b>1.6 Postcode:</b>	████████
<b>1.7 Telephone Number:</b>	████████ 5
<b>1.8 Email address:</b>	YES – ██████████
<b>Do you agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above?</b>	<i>You can ask South Ayrshire Council to stop sending correspondence by e-mail, or change the e-mail address, by telling us at any time, by giving 5 working days' notice.</i>
<b>1.9 Website address (if applicable):</b>	<b><a href="http://www.troonwsc.org.uk/">http://www.troonwsc.org.uk/</a></b>

1.10 Social media links e.g. Facebook, Twitter	<b>Facebook – <a href="https://www.facebook.com/TroonWSC/">https://www.facebook.com/TroonWSC/</a></b>  <b>Instagram - @troon_water_sports_hub</b>	
1.11 Please indicate what type of Organisation you are, along with the official number (if applicable): (see pages 11-15 of <a href="#">guidance</a> )	Company Limited by Guarantee and its company number is:	
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number is:	SCIO SC047691
	Community Benefit Society (BenCom) and its registered number is:	
	Voluntary or Unincorporated Organisation (no number)	
	Other:  Please specify:	
<b>1.12 Please indicate what type of Community controlled body you are (see pages 11-15 of <a href="#">guidance</a>)</b>  <b>Please tick only <u>one</u></b>		
Community Controlled Body (see pages 11-14 of <a href="#">guidance</a> )	<b>X</b>	
<b>Your Organisation is individually designated as a community controlled body by Scottish Ministers (see page 14-15 of <a href="#">guidance</a>)</b>  <b><i>If yes, please give the title and date of the designation order:</i></b>		
<b>Your Organisation falls within a class of bodies which has been designated as community transfer bodies by Scottish Ministers (See pages 14-15 of <a href="#">guidance</a>). If yes, what class of bodies does it fall within?</b>		

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

**SECTION 2: ASSET INFORMATION**

<p><b>2.1 Provide the name (if it has one), address and postcode of the asset:</b></p>	<p>N/A</p>
<p><b>2.2 Provide the name of the landlord or owner of the asset:</b></p>	<p><b><i>Troon Town Council – Title Deeds No 1753</i></b></p>
<p><b>2.3 Is the asset for a building or land or both?</b></p>	<p><b><i>Land</i></b></p>
<p><b>2.4 Provide the UPRN (Unique Property Reference Number) if known (<i>this will be given in the Council's register of land</i>)</b></p>	<p>N/A</p>
<p><b>2.5 Map Reference /Boundary Plan</b></p> <p><i>Provide a map or boundary plan – this could be a google street view with the land and/or property you wish to enquire about indicated. This is to ensure all parties are clear on the nature of the request.</i></p>	<p><b><i>OS Grid Ref: NS 3241 3207</i></b></p> <p><b><i>Lat/Long 55°33'12"N 4°39'30"W</i></b></p> 



**See Appendices A & B**

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

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

*Title Deeds have been obtained. The identified site was previously occupied by a Dinghy Sailing Club and Childcare facility in the 1980-90s.*

### SECTION 3: TYPE OF REQUEST, PAYMENT AND CONDITIONS

<p><b>3.1 Please indicate what type of request is being made (see pages 30-31 of <a href="#">guidance</a>):</b></p>	<p>For ownership (under section 79(2)(a)) go to section 3.2A below</p>	
	<p>For lease (under section 79(2)(b)(i)) go to section 3.2B below</p>	<p><b>X</b></p>
<p><b>3.2A – Request for ownership</b></p> <p><b>What price are you prepared to pay for the land and/or building requested (see parts 11 &amp; 12 of <a href="#">guidance</a>)</b></p> <p><i>Please attach a note setting out any other terms and conditions you wish to apply to the request with the application submission.</i></p> <p><b>Have you sought an independent financial assessment of the value for the land/property?</b></p> <p><i>If so, please identify the source and the estimated value</i></p>	<p>Proposed price: £</p> <p>Source:</p> <p>Estimated Value: £</p>	
<p><b>3.2B – Request for lease: What is the length of lease you are requesting?</b></p> <p><b>How much rent are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year (see parts 11 &amp; 12 of <a href="#">guidance</a>)</b></p> <p><i>Please attach a note setting out any other terms and conditions you wish to apply to the request with the application submission.</i></p>	<p><b>50 year lease at £100.00 per annum.</b></p> <p><b>As part of the Hub's operating model, we will require the Lease Heads of Terms to include the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Ability to hire the Community Space to local groups and organisations.</b></li> <li><b>2. Ability to lease or long term hire a small proportion of the facility to local water sports or well-being business to operate from, including the ability for those companies to sell services or products. This will assist with the financial sustainability of the project as well as increase footfall.</b></li> <li><b>3. The ability to host public events such as Training Days, and Water Sports competitions.</b></li> <li><b>4. Right of access utilising existing road structure</b></li> </ol>	

	<b><i>and across common good land from car park to site.</i></b>
<b>3.2C – Request for other rights: What are the rights you are requesting?</b>  <b>Do you propose to make any payment for these rights?</b>  <b>If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year.</b>  <i>Please attach a note setting out any other terms and conditions you wish to apply to the request with the application submission.</i>	No
	Proposed price: £

#### **SECTION 4: COMMUNITY PROPOSAL**

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

***This section should include:***

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

***Mission – Enhance Communities, Provide Opportunities, and Increase Participation***

***Vision - To collaborate with local groups to have a positive impact on the community’s physical and mental wellbeing through the provision of a community water sports hub providing a safe, inclusive, space for people to meet and use as a changing facility, youth and adult training base, a hub for health***

*and wellbeing activities and a social centre for community groups.*

### **Charitable Outcomes**

- *Build a financially sustainable facility accessible to all members of the public.*
- *Promote Physical and Mental well-being through outdoor physical activity.*
- *Youth Development and potential realisation through opportunity.*
- *Community coherence through social inclusion.*
- *Promote and enhance Troon's tourism potential.*
- *Compliment any local business and leisure facility.*

*Troon is an iconic town on the Ayrshire coast blessed with beautiful beaches and a micro-climate that makes it one of the best places for non-motorised water sports in Scotland. Although Troon and Barassie have vast shorefronts and are a haven for water sports enthusiasts they lack infrastructure to support such activities.*

*This area of Barassie Shorefront has been identified as the most suitable location for the following reasons:*

- *Large predominantly rock free sand beach*
- *Safe prevailing on shore wind conditions*
- *Relatively shallow depths at all tidal ranges*
- *Already popular greenspace with large footfall*
- *Existing transportation links and parking*
- *Lack of existing facilities and community hub*

*The target markets for the Hub are:*

- *Existing users of Barassie and Troon South Beaches*
- *Water sports enthusiasts and new starters within 1-2 hrs of South Ayrshire*
- *Local Community Groups*
- *Local and visiting users of the Sustrans Cycle Network*
- *Schools, and Disadvantaged Groups*
- *Tourists*

*Additionally, the Hub's training / community space and café will be open to the public and local community groups.*

*The Hub will provide the following facilities:*

- *Heated indoor changing facilities including WC, shower and sink*
- *Outdoor Pay as you Go Showers*

- **Equipment Storage area**
- **Beachside Community Café**
- **Training Facility / Community Space for hire**
- **Dog Wash area**
- **Air Compressor**
- **Electric Bike charging and Cycle Maintenance**

**These facilities in conjunction with 3rd parties will enable the Hub to provide the following services:**

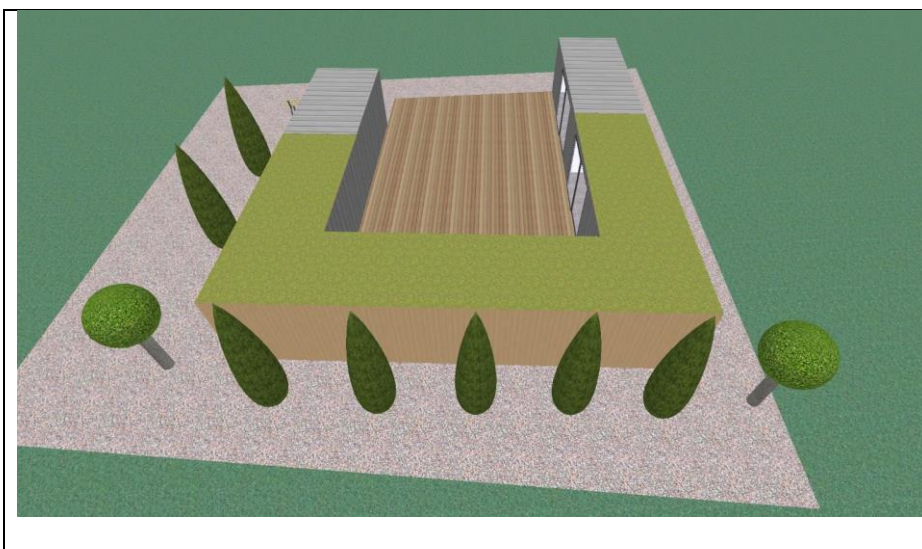
- **KiteSurf Instruction and Rental**
- **Stand Up Paddle Board Instruction and Rental**
- **Windsurf Instruction and Rental**
- **Team Building**
- **Wetsuit Rental**
- **Marine and Environmental Awareness**
- **Wellbeing Activities**
- **Open Water Swimming Sessions**
- **Water Safety Sessions**

### **Changes to Land and Building Development**

**Planning permission is being sought to construct a single-story facility made from metal shipping containers externally clad in Scottish Larch. Appropriate ground preparation and levelling of the natural mound on the southern edge of the plot will be required to allow pedestrian and vehicular access prior to installation of the facility. This will also require the relocation of some wooden posts that act as a boundary between the car park and grass area, as well as the low metal gate that was the old rescue vehicle access point. Further technical details will be available on request and are covered in the planning application. Example images below.**







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

***This section should include:***

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

*The asset (land) is currently part of the open space that borders the shorefront and the National Cycle Network Route 7. It is segregated from the car park to the South by wooden posts and appears to be used for general recreational activities such as dog walking etc.*

*The purpose of TWSC is the establishment of a new community beach hub that will be a well-used, high profile and connected facility that promotes **Community Cohesion, Inclusion and Togetherness**. Aligned with the **Physical Activity and Sport Strategy for South Ayrshire** a community hub that enables and facilitates local clubs and groups to encourage participation in outdoor sports and activities will have a positive impact on the community's physical and mental wellbeing.*

***Driving Down Inequality***

*As the hub matures and the financial backing is in place, one of the aims is to provide water sports lessons for members of the community who otherwise may not be able to afford such activities, therefore,*

*helping reduce inequalities of outcome which results from socio-economic disadvantage in the community.*

### **Scottish Index of Multiple Deprivation**

*According to the SIMD the proposed location ranks poorly for health, employment, and education. We feel that any form of community facility that may also provide local jobs, must contribute in a positive manner to the overall SIMD ranking. This is supported by the Pan European BlueHealth2020 survey into the links between blue spaces, climate and health.*

*Additionally, a study on **Benefits of Outdoor Sport for Society** published in the *Int. J. of Environmental Research and Public Health* by Eigenschenk et al, recently compiled an overview of the broad impacts of **Physical Activity in Nature** from 76 European studies. The study concluded that multiple benefits could be reached simultaneously in the six categories of physical health, mental health and wellbeing, education and life-long learning, active citizenship, **reduction in crime and anti-social behaviour as well as additional benefits.***

*The 2020 SIMD data is now the baseline which, along with further Community Surveys, will allow TWSC to monitor the positive impact the hub is having on the lives of the local community.*

### **Community Give Back and Wealth Building Venture**

*TWSC have a long term goal to give back to the local community by providing opportunities to all generations but specifically those from disadvantaged backgrounds. These opportunities will be in the form of water sports trials sessions, team building, and outdoor and environmental lessons. To enable provision of equipment and expertise required a proportion of café profits will be reinvested on a monthly basis.*

*The hub will also assist the South Ayrshire Council Community Wealth Building Venture by providing the opportunity to commercially rent areas of the hub to local businesses. Additionally, once cashflow allows there is an aspiration to establish several part time or permanent positions to provide local employment opportunities.*

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

#### ***This section should include:***

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

*This is unlike other asset transfers where an existing building or amenity that is already in use could be perceived as being withdrawn from public use. Where this can be divisive and create animosity, we*

*believe our project can only be an enhancement as we are providing extra facilities and amenities in an area that lacks anything of a similar nature. We aim to gather further public support through community engagement events.*

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

##### ***This section should include:***

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

##### ***TWSC Governance Structure***

***Chairperson – Mr Vincent McWhirter BA, has a BA in Business and Marketing and HND in Leisure Management. Vince worked for South Ayrshire Council fulfilling roles such as Community School Development Officer, and Duke of Edinburgh Awards Development Manager for over 40 years. Vince now works as the Outdoor Activity Development Officer for the Outdoor Partnership where he develops, promotes, and delivers sustainable outdoor activity programmes across Ayrshire. Additionally, Vince is a longstanding member of the RNLI crew in Troon.***

***Treasurer – Mr Harry Risk, a time served Engineer who joined the Merchant Navy prior to a 30-year career involved as an Inspection Engineer both onshore at major construction sites and offshore on contract to Major Oil and Gas companies. Retired for 14 years, Harry has been chairman of Troon Coastal Rowing Club for 9 years and was involved in the building of three rowing skiffs. Harry is currently involved in the building of two skiffs for Ayr Coastal Rowing Club and serves as Secretary and Treasurer of the proposed Troon Water Sports Hub.***

##### ***Additional Trustees –***

***Mr Frazer Wood BSC Hons RAF served 16 years as a Squadron Leader, senior manager and instructor fast jet pilot in the Royal Air Force and is now employed as a Commercial Airline Pilot. Frazer's time in the RAF regularly involved teamwork, instructional development, Operational and Strategic planning, and delivery of high-end projects such International Large Force Exercises. As a RAF Part Time Reservist, he now fulfils***

*the role of the Combat Air to Surface Weapons Requirements Manager coordinating capability upgrade programmes for the Ministry of Defence.*

**Mr Grant Clayton**, is a local professional Kitesurfer sponsored by SHINN WORLD, and Airush Kitesurfing. Holding International KiteSurf Organization (IKO) Level 3 Instructors qualifications, Grant has experience running and leading KiteSurf schools in St Lucia, Australia and Fuerteventura. Since returning to the UK Grant is now owner and senior instructor with KiteSurf Scotland Ltd, Scotland's leading KiteSurf, Wingfoil, and Hydrofoil school. He is licenced to instruct school children and is an advocate for Water Sports Youth Development.

**Mr David Ritson BSC Hons PGCE**, is a Teacher of Design Technology with an Honours Degree in International Product Design and PGCE degree in Secondary Teaching. David has a keen interest in Kite Surfing and youth development and has supported several Youth Development taster sessions held by the Outdoor Partnership and TWSC on Barassie Beach during Summer 2021.

### **Technical Consultant**

**Mr Iain Kirkpatrick MRICS**, is presently supporting a procurement exercise as a technical adviser for the Scottish Government's Fuel Poverty project, while applying his philanthropic professional support to this crucial project in Troon. Iain, a chartered surveyor with a wide range of experience in project delivery in both the private and public sector was, heavily involved with the successful procurement of the Warmer Homes Scotland Contract and advised the Welsh Government on their NEST and ARBED Fuel Poverty projects. Previous project and programme management delivery of strategic tourism facilities in Galloway and Lochaber for Forest Enterprise Scotland from where during COVID has become a PAS (Planning Aid Scotland) volunteer.

**Operational Structure** – The Organisational structure is yet to be finalised however it is anticipated that it will initially open with a volunteer workforce guided by the Committee Board. The Community Survey has shown a great amount of support with over 100 people indicating that they would be willing to volunteer to help run the facility from Administrative roles through to Instructor positions.

### **Key Positions:**

- Café and Facilities Manager
- Bookings Manager
- Maintenance Manager

**Third Party Organisations** – Any third parties who choose to operate or run events from the Hub will be responsible for ensuring they have relevant staff / instructor numbers and safety protocols in place.

## **SECTION 5: SUPPORT**

**5.1 Provide evidence of how you know that your proposals are supported by and meet the needs of the wider community and South Ayrshire. You should describe the level and nature of support for the**

asset transfer request from your community and, if relevant, from others (see page 33-34 of [guidance](#))

***This section should include:***

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

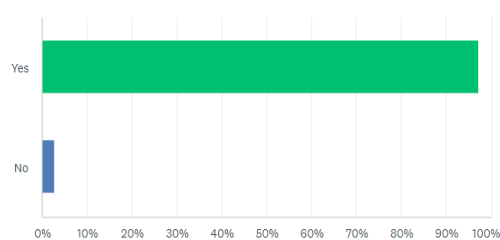
***Provide copies of the evidence of support with your application***

***TWSC have conducted extensive market research utilising public engagement seminars, results of the 2018 South Ayrshire Council backed Troon Together Community consultation, and more recently a very successful online Community Survey.***

***The Community Survey that was published across Facebook and Instagram had 1201 respondents and showed tremendous support for the project with 97% of returns indicating they would use the Hub and Community Café.***

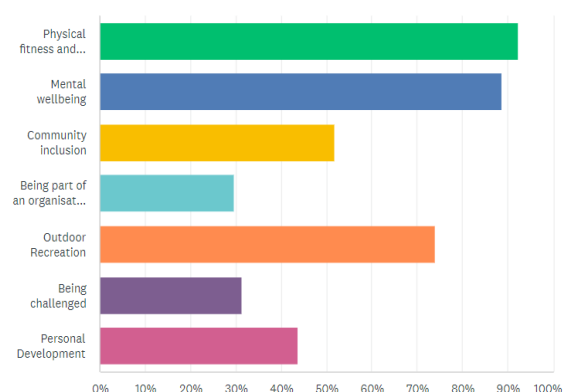
Would you use a Community Hub and Beach side Cafe on Troon's North Shore?

Answered: 1,179 Skipped: 2



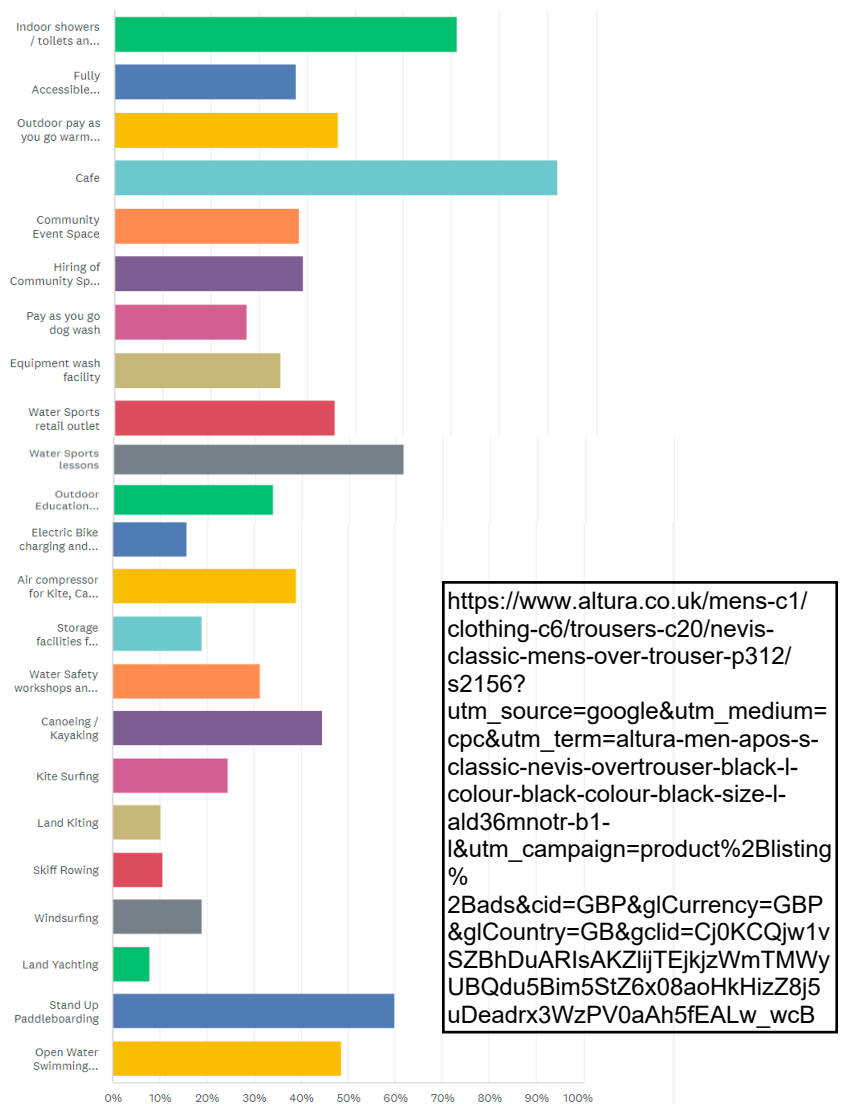
What health and wellbeing aims are important to you?

Answered: 1,168 Skipped: 13



The new Hub hopes to provide the following facilities and activities. If available please select one or more which you think you may use.

Answered: 1,162 Skipped: 19



**Full results of the Troon Together survey can be found at Appendix D, and the TWSC Community Survey at the following link:**

<https://www.surveymonkey.com/results/SM-83H73GZC9>

***TWSC have also held several on site meetings with local Councillors who have all shown a very positive commitment to ensuring the Hub project succeeds. SNP Councillor Craig MacKay has been extremely supportive and assisted with securing funding. Additionally, the TWSC Chairperson has recently briefed the Troon Community Council who have also shown great support for the project. A recommendation from the Committee is being submitted to the Council Common Good fund for the Hub project to be awarded £15,000.***



*During our application to the Coastal Communities Fund we gathered numerous letters of support from local groups and supporters including Dr Phillipa Whitford MP. The letters can be found at Appendix E.*

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

### ***This section should include:***

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

We have an initial proposed working arrangement with KiteSurf Scotland Ltd. They have shown an interest in running their lessons from the Hub. This would allow unlimited access to the internal changing and training facilities. Additionally, utilising the expertise of KiteSurf Scotland Ltd and their professional sponsors future Water Sports events would be organised and run from the Hub. This would increase visitor numbers to the town and solidify Troon position on the map as one of the UK's best KiteSurfing locations.

Through Community Engagement events, and local publicity of the Hub we have expressions of interest from Yoga 71, and the Wellbeing Revolution. Two local companies that really show that there is a desire for a coastal beach Hub that supports the local populations mental and physical wellbeing through activities other than Water Sports. Their letters of support are at Appendix E.

TWSC have also been engaged with Mr Rory Tait, the Active Schools Coordinator for Marr College and the Troon Cluster Primary Schools. He supports the project and has committed to using our Hub for the Active Schools activities. He has agreed to circulate our Youth Community Survey around the local schools.

## **SECTION 6 : FINANCIAL INFORMATION**

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

#### ***This section should include:***

- Your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, on-going maintenance and the costs of your activities.
- Provide an explanation how you have established the cost e.g. estimates, quotes etc.
- All proposed income and investment should be detailed, including volunteer hours and donations/fundraising activities.

- Are the sources of income sustainable, i.e. likely to persist over the next few years, or are short-term, or will there be a need for subsidy from another source for example public funds?
- If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants. Please indicate whether grant fund applications have been secured or are currently pending and the related dates.
- If your organisation has ever been investigated on the basis of poor financial management or failure to demonstrate good organisational governance please provide details.
- Any other information you consider relevant

*Funding from South Ayrshire Council as detailed in section 6.4 has provided initial funds for the development of a Business Plan, Planning Applications and Technical Consultant fees. Once the lease has been finalised this will unlock our potential to apply for further national grants and funds. A funding strategy is in place, and TWSC have identified relevant funds that are aligned with the projects aims. Additionally, South Ayrshire Council's Thriving Places and Place Based Investment Programme has identified the Hub as a suitable project and have approved a £35,000 grant subject to planning approvals.*

*Total Costs for the project are yet to be finalised however a Rough Order of Magnitude (ROM) cost is circa £150,000.00 including ground preparation, regulatory and planning costs, consultation fees and the build. Initial quotes totalling approx. £35000.00 for the shipping containers have been obtained and can be supplied on request*

*Once the Hub is established overheads such as ground lease, gas/electricity and insurance will be covered by the sustainable Café revenue, Annual Membership fees, and day visitor charges using the indoor changing and showers, or the outdoor coin/card operated showers. A full 3 year financial cashflow projection has been generated utilising the recent Community Survey Market Research. Full details are at Appendix C. The following summarises the 3 year period.*

	Year 1	Year 2	Year 3
<b>Cash Inflow</b>	- £49,326.00	£54,168.50	£59,465.35
<b>Cash Outflow*</b>	- £14,460.00	£16,506.00	£18,636.60
<b>Overheads</b>	- £22,300.00	£23,355.00	£24,462.75
<b>Closing Balance</b>	- £12,566.00	£26,873.50	£43,239.50 <sup>^</sup>

*\* includes Community Give Back fund to enable equipment and lessons to be provided.*

*<sup>^</sup> indicates possibility to generate paid employment opportunities meeting part of TWSC long term goals.*

### **Assumptions**

*When calculating income from individual services / aspects the number of survey respondents has been reduced by a risk factor of 33% to cater for those who responded but may not end up using the Hub.*

*Cafe Turnover is based purely on Coffee sales at an average price of £2.75 and aiming for a turnover of £100 per day with 30% operating costs for ingredients, spills etc. The following seasonal opening times for the Cafe, and all staff initially volunteers:*



- Jan - Mar = Fri/Sat/Sun/Mon = 17 days / month
- Apr - Sep = 7 days a week = 30 days / month
- Oct - Dec = Fri/Sat/Sun/Mon = 17 days / month

**Community Space Event / Club Hire @£20/hr**

- 454 people stated they would hire the space. Reduced by 33% this is 304.
- Assuming 2 x 2 hr birthday per month and 1 x 1hr weekly hire.

**Day Users Pay as You Go Indoor Changing/Showers**

- Risk Factored = 578 users each using the hub 3 times a year = Avg 144 uses/month with seasonal variation @50% over winter months and 75% spring/autumn and 150% during summer months.

**Pay as You Go Outdoor Shower**

- Risk Factored = 361 users = Avg 30/month with average seasonal variation @50% over winter months and 75% spring/autumn and 150% during summer months.

**Pay as You Go Dog Wash**

- Risk Factored = 214 = Avg / 17 users per month with 4 walks per month.

**Adult Annual Memberships**

- Risk Factored = 190 annual memberships @£45/yr

**Exemptions**

*In accordance with the Scottish Council for Voluntary Organisations (SCVO) as TWSC is a not for profit SCIO the hub may be eligible for Business Rates relief. Applications to SAC for discretionary rates relief will be progressed at an appropriate stage of the project.*

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

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

<b>Bank name:</b>	<b>Santander</b>
<b>Bank address:</b>	<b>99 High Street, Ayr, KA7 1NE</b>
<b>Sort code:</b>	<b>090129</b>
<b>Account number:</b>	<b>20537447</b>

**6.4 Is your organisation currently in receipt of funding from any public body, South Ayrshire Council, The National Lottery funding or similar organisations? If so, please list these here with the amounts awarded and dates (last three calendar years only)**

<b>Funder</b>	<b>Amount of award</b>	<b>Period of award</b>
<i>South Ayrshire Council</i>	<i>£10,000</i>	<i>2021-2022</i>
<i>South Ayrshire Council - Thriving Places and Place Based Investment Programme</i>	<i>£35,000</i>	<i>Award subject to planning approval</i>
<i>Troon Common Good Funds</i>	<i>£15,000</i>	<i>Requested by Councillor Saxton pending SAC approval.</i>

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

***This section should include:***

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

***See Section 6.1 and Appendix C***

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

***This section should include :***

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

*We have high confidence that the affordable pricing strategy of our showers, and changing facilities will provide sufficient usage to make the hub financially sustainable. Additionally, the Café is expected to provide a robust revenue as there is very little commercial competition on Barassie Shore. However, if the hub fails to generate the required cash-flow TWSC will explore several options such as applying for additional funding / grants, increase advertising and online promotion as well as the possibility of looking for private investors.*

*Should the TWSC Charity incur significant operational difficulties or cease trading then the modular design of the temporary structure means there is the ability to sell and transport the Hub off site should it become no longer viable. TWSC would then endeavour to return the land to its original state.*

**SECTION 7: ADVANCING COMMUNITY ASSETS FUND – CAPITAL GRANT REQUEST**

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

<b>7.1 Do you wish to apply for a capital grant?</b>	N
--	---

<b>7.2 How much capital grant are you applying for?</b>	£
---	---

<b>Item</b>	<b>Cost (£)</b>	<b>Have estimates/quotes been sought?</b>
<i>Provide a <u>detailed</u> cost breakdown itemising expected expenditure that you require the development grant for:</i>	<i>Please advise if each cost is inclusive or exclusive of VAT</i>	<i>If yes please submit copies with the application</i>
		Y/N

		Y/N
		Y/N
		Y/N
		Y/N
		Y/N
		Y/N
	<b>Total: £</b>	

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

## **SECTION 8: RISK/SOCIAL IMPACT**

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

***This section should include:***

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

*The negative social impact is deemed to be minimal. Within a 1 mile radius the only small business is the Barassie Chip Shop. The Cafe aspect of the Hub may have a small impact however with the Cafe focussing on coffee, cakes and light meals TWSC feel these appeal to a different target market in a more localised area.*

*As mentioned in Section 4 TWSC feel the positive social impact far out ways any negative aspects. If required TWSC will engage with local businesses to discuss how to minimise negative impact and put in place suitable mitigations such as mutual advertising.*

## **DECLARATION**

**We, the undersigned on behalf of the community controlled body as noted at section 1, make an asset transfer**

request as specified in this form.

We confirm that we have read and understood the [Scottish Government Guidance for Community Transfer Bodies under the Community Empowerment \(Scotland\) Act 2105](#).

We declare that the information provided in this form and any enclosed accompanying documents are correct.


I confirm that if there are any significant changes to the application or the proposal, South Ayrshire Council will be informed immediately.


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

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

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

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

<b>1<sup>st</sup> office bearer</b>	
<b>Name:</b>	<i>Mr Frazer James Wood</i>
<b>Address:</b>	
<b>Date:</b>	<i>17 Feb 22</i>
<b>Position:</b>	<i>Trustee</i>

<b>Signature:</b>	<i>&lt;signed electronically&gt;</i>
<b>2<sup>nd</sup> office bearer</b>	
<b>Name:</b>	<i>Mr Vincent McWhirter</i>
<b>Address:</b>	
<b>Date:</b>	<i>17 Feb 22</i>
<b>Position:</b>	<i>TWSC Chairperson</i>
<b>Signature:</b>	<i>&lt;signed electronically&gt;</i>

## CHECKLIST OF ACCOMPANYING DOCUMENTS

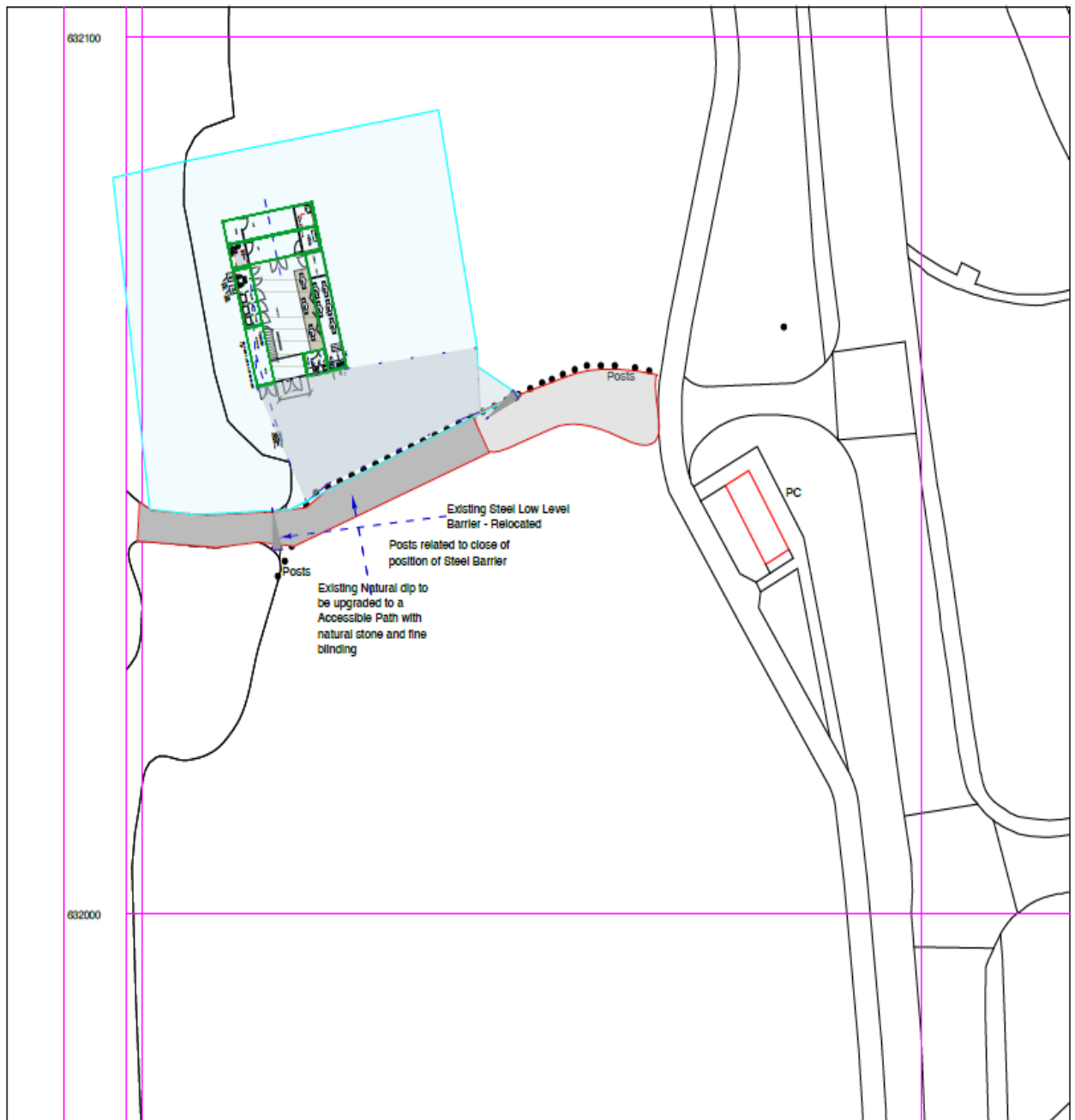
**Please provide details of all documents which you are including with your proposal. All documents submitted electronically should be named clearly referencing the name of your organisation e.g. ABCorg/Business Plan2020, ABCorg/Constitution etc**

<p><b>Section 1 Organisation information</b></p> <ul style="list-style-type: none"> <li>You must attach your organisation's current constitution, articles of association or registered rules</li> <li>Any other information you consider relevant</li> </ul>	<p>Title of document/s attached:</p>
<p><b>Section 2 Asset information</b></p> <ul style="list-style-type: none"> <li>Include any relevant maps, drawings or description of the land/building requested and any development or change you plan to do to the asset</li> <li>Any other information you consider relevant</li> </ul>	<p>Title of document/s attached</p>
<p><b>Section 3 Type of request, payment &amp; conditions</b></p> <ul style="list-style-type: none"> <li>Include specific details of any terms and conditions that you wish to be applied to the request</li> <li>Any other information you consider relevant</li> </ul>	<p>Title of document/s attached</p>
<p><b>Section 4 Community proposal</b></p> <ul style="list-style-type: none"> <li>Include any documentation such as market research and analysis, feasibility study, options appraisal etc.</li> <li>You may wish to include examples of previous projects that you have successfully delivered and/or letters of support from partner/s that you are/will be working with.</li> <li>Any other information you consider relevant</li> </ul>	<p>Title of document/s attached</p>
<p><b>Section 5 Support</b></p> <ul style="list-style-type: none"> <li>Include evidence of the level and nature of community support for the asset transfer, this may include letters of support, copies of surveys undertaken etc.</li> <li>Any other information you consider relevant</li> </ul>	<p>Title of document/s attached</p>
<p><b>Section 6 Financial information</b></p> <ul style="list-style-type: none"> <li>Provide a copy of the current business plan, copies of the last 3</li> </ul>	<p>Title of document/s attached</p>

## Appendix A – Site Block Plan

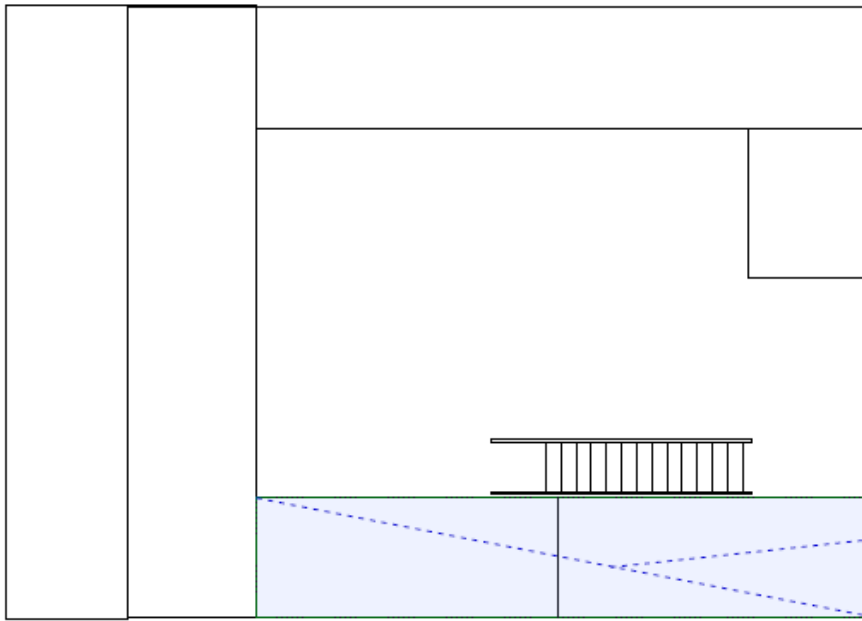
OS Grid Ref: NS 3241 3207

Lat/Long 55°33'12"N 4°39'30"W

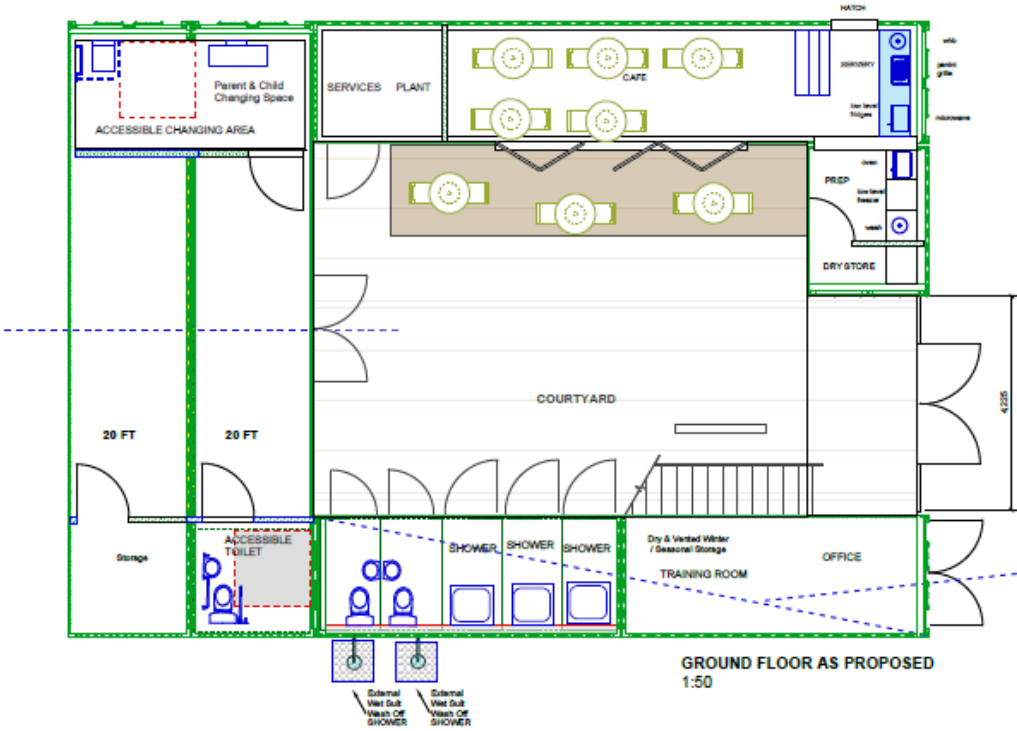




# Appendix B – Draft Hub Foot Print



ROOF PLAN AS PROPOSED  
1:50



GROUND FLOOR AS PROPOSED  
1:50

## Appendix C – 3 Year Cashflow Projection

### Year 1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	1,920.00
Café	1,700.00	1,700.00	1,700.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	1,700.00	1,700.00	1,700.00	28,200.00
Day Visitors @£5/day - survey users avg 3 times a year.	361.25	361.25	541.00	541.00	1,083.75	1,083.75	1,083.75	1,083.75	541.00	541.00	361.25	361.25	7,944.00
Dog Wash @ £1	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	852.00
Outdoor Showers @£2/shower	30.00	30.00	45.00	45.00	90.00	90.00	90.00	90.00	45.00	45.00	30.00	30.00	660.00
Annual Membership @ £3.75/month (£45 adult / yr)	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	8,550.00
<b>TOTAL CASH INFLOW</b>	£3,134.75	£3,134.75	£3,329.50	£4,629.50	£5,217.25	£5,217.25	£5,217.25	£5,217.25	£4,629.50	£3,329.50	£3,134.75	£3,134.75	<b>£ 49,326.00</b>
<b>CASH OUTFLOW</b>													
Café@30%	510.00	510.00	510.00	900.00	900.00	900.00	900.00	900.00	900.00	510.00	510.00	510.00	
Community Give Back	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	£ 1,010.00	£ 1,010.00	£ 1,010.00	£ 1,400.00	£ 1,400.00	£ 1,400.00	£ 1,400.00	£ 1,400.00	£ 1,400.00	£ 1,010.00	£ 1,010.00	£ 1,010.00	<b>£ 14,460.00</b>
<b>OverHeads</b>													
Salary	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Employer NI/WP Pension	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Telephone/Broadband/Wifi	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Electricity/Gas/Water	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Postage & Stationary	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	
Maintenance / Cleaning	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	
Insurance	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	
Permits / Licences	1,000.00												
Alarm System / Fire Extinguisher	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
General Expenses / Misc	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	£ 2,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	£ 1,775.00	<b>£ 22,300.00</b>
TOTAL CASH OUTFLOW	1,010.00	1,010.00	1,010.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,010.00	1,010.00	1,010.00	
OPENING BALANCE	-												
NET CASH MOVEMENT	- 650.25	349.75	544.50	1,454.50	2,042.25	2,042.25	2,042.25	2,042.25	1,454.50	544.50	349.75	349.75	
CLOSING BALANCE	-£ 650.25	-£ 300.50	£ 244.00	£ 1,698.50	£ 3,740.75	£ 5,783.00	£ 7,825.25	£ 9,867.50	£11,322.00	£11,866.50	£12,216.25	<b>£ 12,566.00</b>	



## Year 2

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	£ 2,112.00
Café	1,870.00	1,870.00	1,870.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	1,870.00	1,870.00	1,870.00	£ 31,020.00
Day Visitors @£5/day	397.38	397.38	595.10	595.10	1,192.13	1,192.13	1,192.13	1,192.13	595.10	595.10	397.38	397.38	£ 8,738.40
Dog Wash @ £1	78.10	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	£ 958.10
Outdoor Showers @£2/shower	33.00	34.00	50.00	50.00	100.00	100.00	100.00	100.00	50.00	50.00	34.00	34.00	£ 735.00
Annual Membership @ £3.75/month (£45 adult / yr)	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	£ 9,405.00
<b>TOTAL CASH INFLOW</b>	£3,438.23	£3,441.13	£3,654.85	£5,084.85	£5,731.88	£5,731.88	£5,731.88	£5,731.88	£5,084.85	£3,654.85	£3,441.13	£3,441.13	£ 54,168.50
<b>CASH OUTFLOW</b>													
Café@30%	561.00	561.00	561.00	990.00	990.00	990.00	990.00	990.00	990.00	561.00	561.00	561.00	
Community Give Back	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	£ 1,161.00	£ 1,161.00	£ 1,161.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,161.00	£ 1,161.00	£ 1,161.00	£ 16,506.00
<b>OverHeads</b>													
Salary	-	-	-	-	-	-	-	-	-	-	-	-	
Employer NI/WP Pension	-	-	-	-	-	-	-	-	-	-	-	-	
Telephone/Broadband/Wifi	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	
Electricity/Gas/Water	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	
Postage & Stationary	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	
Maintenance / Cleaning	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	
Insurance	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	
Permits / Licences	1,050.00	-	-	-	-	-	-	-	-	-	-	-	
Alarm System / Fire Extinguisher	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	
General Expenses / Misc	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	£ 2,908.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 23,355.00
TOTAL CASH OUTFLOW	1,161.00	1,161.00	1,161.00	1,590.00	1,590.00	1,590.00	1,590.00	1,590.00	1,590.00	1,161.00	1,161.00	1,161.00	
OPENING BALANCE	12,566.00												
NET CASH MOVEMENT	- 631.53	421.38	635.10	1,636.10	2,283.13	2,283.13	2,283.13	2,283.13	1,636.10	635.10	421.38	421.38	
CLOSING BALANCE	£11,934.48	£12,355.85	£12,990.95	£14,627.05	£16,910.18	£19,193.30	£ 21,476.43	£23,759.55	£25,395.65	£26,030.75	£ 26,452.13	£ 26,873.50	

### Year 3

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	£ 2,323.20
Café	2,057.00	2,057.00	2,057.00	3,630.00	3,630.00	3,630.00	3,630.00	3,630.00	3,630.00	2,057.00	2,057.00	2,057.00	£ 34,122.00
Day Visitors @£5/day	437.11	437.11	654.61	654.61	1,311.34	1,311.34	1,311.34	1,311.34	654.61	654.61	437.11	437.11	£ 9,612.24
Dog Wash @ £1	85.91	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	£ 1,053.91
Outdoor Showers @£2/shower	36.30	37.40	55.00	55.00	110.00	110.00	110.00	110.00	55.00	55.00	37.40	37.40	£ 808.50
Annual Membership @ £3.75/month (£45 adult / yr)	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	£ 10,345.50
<b>TOTAL CASH INFLOW</b>	£3,772.05	£3,775.24	£4,010.34	£5,583.34	£6,295.06	£6,295.06	£6,295.06	£6,295.06	£5,583.34	£4,010.34	£3,775.24	£3,775.24	£ 59,465.35
<b>CASH OUTFLOW</b>													
Café@30%	617.10	617.10	617.10	1,089.00	1,089.00	1,089.00	1,089.00	1,089.00	1,089.00	617.10	617.10	617.10	
Community Give Back	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	1,317.10	1,317.10	1,317.10	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,317.10	1,317.10	1,317.10	£ 18,636.60
<b>OverHeads</b>													
Salary	-	-	-	-	-	-	-	-	-	-	-	-	
Employer NI/WP Pension	-	-	-	-	-	-	-	-	-	-	-	-	
Telephone/Broadband/Wifi	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	
Electricity/Gas/Water	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	
Postage & Stationary	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	
Maintenance / Cleaning	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	
Insurance	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	
Permits / Licences	1,102.50	-	-	-	-	-	-	-	-	-	-	-	
Alarm System / Fire Extinguisher	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	
General Expenses / Misc	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	£ 3,049.19	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 24,462.75
TOTAL CASH OUTFLOW	1,317.10	1,317.10	1,317.10	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,317.10	1,317.10	1,317.10	
OPENING BALANCE	26,873.50												
NET CASH MOVEMENT	- 594.24	511.45	746.55	1,847.65	2,559.38	2,559.38	2,559.38	2,559.38	1,847.65	746.55	511.45	511.45	
CLOSING BALANCE	£ 26,279.26	£26,790.71	£27,537.26	£ 29,384.91	£ 31,944.28	£34,503.66	£ 37,063.03	£39,622.41	£ 41,470.05	£ 42,216.60	£42,728.05	£ 43,239.50	

## Appendix D – Troon Together Consultation Results

TROON TOGETHER	<p><b>OPEN DAY</b> Welcome to the TROON TOGETHER COMMUNITY EVENT.</p> <p>Over the last few months we have been carrying out community consultation to find out what people think of Troon and what should be done to make it a better place to live, work in and visit. This display reports on the findings so far.....</p> <p><b>COMMUNITY VIEWS SURVEY – find out the results today – it was a great response.</b> Survey forms were distributed to a quota sample of 1000 houses across the community and were also available online and promoted in Going Out and with the help of local groups, schools and businesses. 870 survey forms were returned which is a fantastic response. Thanks to a great team of volunteers for distributing and collecting back the survey forms from the houses. .... and thanks to everyone that took time to fill it in.....the return would not have been so good without you!</p> <p><b>STAKEHOLDER INTERVIEWS – see what they all said!</b> We have also been out listening to a wide range of views from different groups and interests within the community.</p> <p><b>WHAT ARE THE PRIORITIES – make your choice!</b> Today is a chance for the community to VOTE for our own priority projects and actions – and to confirm what needs to be done to make Troon a better place to live in, work in and visit over the next 5 years.</p> <p><b>COMMUNITY ACTION PLAN</b> The results of this Open Day, as well as the other consultation, will help us to prepare a 5 year Community Action Plan for Troon. The Action Plan will be used to help support the development and funding of priority projects and to make representation on behalf of our community.</p> <p><b>WORKING TOGETHER AND OUR SUPPORTERS</b> The Action Plan is being prepared by a steering group of local organisations. The Troon Together Steering Group includes representatives from Troon Community Council, Troon Development Trust, Troon Rotary Club, Troon Business Club, Troon Sports Hub, Troon Churches Together, Muirhead Tenants and Residents Association, and Troon and Villages Locality Planning Group</p> <p>Funding for our work has come from South Ayrshire Council and the Scottish Government.</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>
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## Appendix E – Letters of Support



**Dr Philippa Whitford**  
Member of Parliament for Central Ayrshire  
House of Commons, London SW1A 0AA  
Tel: 020 7219 8158

South Ayrshire Council,  
Coastal Communities Fund.

Our Reference PW/IW  
26 May, 2021

TO WHOM IT MAY CONCERN

Troon Water Sports Centre (TWSC) - SC047691

I am delighted to write in support of Troon Water Sports Centre, in their application to South Ayrshire Council for funding from the Coastal Communities Fund.

In 2016, I was first made aware of the proposal to build a Water Sports Centre in Troon and therefore attended the Public Consultation on 9 April, 2017. It was clear at that time, that the proposals were well considered and would provide Troon with a venue for water sports for locals and tourists alike. Troon is already attracting water sports enthusiasts and a purpose-built facility is urgently required to retain this interest and encourage local groups and individuals to participate.

The services to be provided would be of great benefit to users, including indoor and outdoor showers, equipment storage, launch site and, of course, the coffee shop would appeal to many local people. Equipment hire and instruction on Kite-Surfing, Paddle Boarding and Windsurfing would be exciting attractions and hopefully also enhance our town's tourism potential

With funding, I am certain the Centre will meet their objectives by providing affordable access to such activities for local young people, who are often excluded on the basis of cost and availability. This offers the opportunity to promote the development of young people, and help realise their potential, as well as promoting physical and mental health and well-being through outdoor physical activity.

I have no doubt that this project will increase physical activity, civic engagement and tourism as well as providing employment and I therefore wholeheartedly support Troon Water Sports Centre in their endeavour to obtain funding to progress this project.

I hope you will give serious consideration to their application which I trust will be successful.

Please do not hesitate to contact me if you require any further information.

Yours faithfully,

Dr Philippa Whitford  
Member for Central Ayrshire  
SNP Westminster Health Spokesperson  
SNP Westminster Spokesperson on Europe



**Councillor Craig Mackay**  
*Scottish National Party - Pàrtaidh Nàiseanta Na h-Alba*  
*Electoral Ward 1: Troon*

Office: County Buildings, Wellington Square, Ayr KA7 1DR  
Tel: (01292) 612174  
Email: craig.mackay@south-ayrshire.gov.uk

Web: [www.craigmackay.scot](http://www.craigmackay.scot) Facebook: MackaySNP



cm/1678 Date: 27th May 2021

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For the Attention of:

Coastal Community Fund  
County Buildings  
Wellington Square  
Ayr KA7 1DR

**Coastal Communities Funding Application – Troon Water Sports Centre Hub**

I fully support Troon Water Sports Centre project and wish to support this application for Coastal Communities funding.

I have since even before becoming an elected member supported the development of a water sports facility in the town, and would be keen to see this project come to fruition. I fully expect it to have tangible benefits to the health and wellbeing, economic and water safety of our community.

The public response from the Troon Together Consultation in 2019 has shown a big support for a community space for water sports and a general recreational hub. Barassie beach is an ideal natural location with perfect conditions for water sports and coastal recreation.

Troon's geographical coastal location on the Firth of Clyde combines a unique open grass space at Barassie, beautiful sandy beaches and a place for families and young people to enjoy organised, structured outdoor learning and training opportunities on the water and the coast. This facility will bring in much needed visitors to the area and revitalise our local community and town centre.

A Community Coastal Sports Hub is the favoured response from all local surveys of residents and visitors and this project will fulfil all that criteria.

Covid-19 has had a huge effect on people with illness and lockdowns as well as a dramatic increase on social isolation, mental health problems and increased stresses. The Scottish Index of Multiply Deprivation (SIMD) already shows that this area of Troon has a higher category of deprivation within the housing population with High Decile 1-3 families identified. The proposed water sports hub sits in a central location which can be best utilised to work towards reducing barriers to opportunity, skills development and improving health and wellbeing issues.

*Working with partners and communities to make life better*

**Councillor Philip Saxton**

Electoral Ward No 1 Troon 10 Earn Rd Troon KA10 7DS

Tel fax 01292 314729

Email [Philip.saxton@south-ayrshire.gov.uk](mailto:Philip.saxton@south-ayrshire.gov.uk)

Office County Buildings Wellington Sq Ayr KA7 1DR

Tel 01292 612177 or fax 01292 612387

27/05/2021

Ref Funding application Troon Water Sports Centre Hub

Supporting letter:

To:

Funding organisers for Coastal Communities:

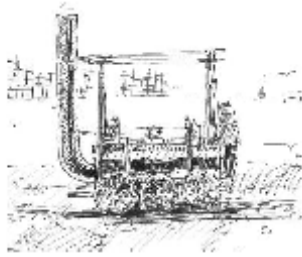
I would like to support the application from the above Water Sports Hub, I believe all Troon Councillors are very supportive, as members we have had discussions with the organisation over a few years, they have worked tirelessly and have showed us a fully robust business case and a development plan for this project, if this was to progress it would be beneficial to a number of people interested in water sports, it would assist Schools to programme events to get younger ones out and try something new, it would cater for people of all walks of life and be a positive step for the people of Troon, having two beaches but lack facilities in Troon this is something that would transform the Barassie beach and bring visitors to the Town, it would attract national events for water sports and increase the footfall in the Town Centre with much needed support for our small businesses.

The organisation is well represented with knowledge of the sport and the proposed development, I hope you will give this application your much-needed attention.

Kind regards Councillor Philip Saxton Ward 1 Troon







## TROON COMMUNITY COUNCIL

Chairperson: Mrs Helen Duff  
e-mail: [helen\\_duff@live.co.uk](mailto:helen_duff@live.co.uk)

Vice Chairperson: Mr Douglas Graham  
e-mail: [dougiekate@gmail.com](mailto:dougiekate@gmail.com)

27 May 2021

Coastal Community Fund  
County Buildings  
Wellington Square  
AYR KA7 1DR

### COASTAL COMMUNITIES FUNDING APPLICATION – TROON WATER SPORTS CENTRE HUB

We, as a committed community-based body, enthusiastically support Troon Water Sports Centre project and fully endorse this application for Coastal Communities funding.

The approval of the members of Troon Community Council for this project and funding application hopefully will assist in the support and development of a facility in Troon which will have tangible benefits to the health and wellbeing, economic and water safety of the area and general public.

Public response from the Troon Together Consultation in 2019 has shown a big support, one which we are happy to reinforce, for a community space for water sports and a general recreational hub.

Since 2019, COVID-19 has had a huge effect on people with illness and lockdowns, as well as a dramatic increase on social isolation, mental health problems and increased stresses. The Scottish Index of Multiple Deprivation (SIMD) already shows that this area of Troon has a higher category of deprivation within the housing population with High Decile 1-3 families identified. The proposed water sports hub sits in a central location which can be best utilised to work towards reducing barriers to opportunity, skills development and improving health and wellbeing issues.

Barassie beach is an ideal natural location with perfect conditions for water sports and coastal recreation. Troon's geographical coastal location on the Firth of Clyde combines a unique open grass space at Barassie, beautiful sandy beaches and a place for families and young people to enjoy organised, structured outdoor learning and training opportunities on the water and the coast.

This facility will bring in much needed visitors to the area and revitalise our local community and town centre.

A Community Coastal Sports Hub is the favoured response from all local surveys of residents and visitors, and this Project will fulfil all that criteria.

We, as TROON COMMUNITY COUNCIL, sincerely hope that our letter of endorsement will be regarded most favourably in support of the grant application intention to create an unique coastal space for Ayrshire and Troon.

**Helen Duff**  
Chairperson  
TROON COMMUNITY COUNCIL

Via email 31- May, 2021

Dear Vincent McQuirter,  
TWSC

**Troon Water Sports Centre Project**

Thank you for seeking my support over the previous months and I look forward to developing this project over future months with you and enjoying some water time too.

I have worked with the TWSC Group to review appraise and development a Mini-Project MasterPlan for the project which was a little at sea when I came onboard some four months ago to assist. AN intensive review of lessons learns across the sector in the UK focussing on market sector locations that are in Scotland in North Wales – PTS Surf School Rhyl – creates succinct Built and Business Plans models that are robust, resilient and in 8-years have proven sustainable.

These Conceptual Projects commence with a VW Van, surfers on the beach, moving into an empty Council Toilet Block and with 3-years progress to a mix of existing, new and annex facilities that are progressively connected to public services. The evolving facilities grow with the business – they are not provided, and the business expands into them – this mimics the Business Plan model and fosters security for the group, club or business; while continuing to sustain the kite surfing and coastal activity users along with their Key Stakeholder Users to create a Unified Community Facility that remains viable, vibrant and self-sustaining 8 years on.

The Community and Social Inclusive nature while embedded from the outset, indeed it is what creates the demand in the first instance, is nurtured and fostered through the early life as agencies, authorities work together to put in place the specialist training, certification and approvals in a professional, planned manner to blend into a Strategic Step-Up for the Local and wider Community.

I would therefore suggest that costings for this Conceptual Business Plan driven model are set out in broad scoping terms as:

Planning Consent and Building Warrant say £ 5000

Temporary – protected Connection to Public Services – Water and Drainage – Say £ 10,000  
Including Hire of Generator and Portaloo as required  
Acquisition and Setting Down of Two Second-hand Portacabins Say £ 10,000

Price procurement and Design contingency included within a narrow Post-Covid Setting.

[REDACTED]  
Troon  
[REDACTED]

28.5.21

Attn:  
Coastal Community Fund,  
c/o County Buildings,  
Wellington Square,  
Ayr, KA7 1DR

Coastal Communities Funding Application – Troon Water Sports Centre Hub

To whom it may concern,

I am writing as a resident of Troon since the early 1980s to express my support for the Troon Water Sports Centre project and the application for monies from the Coastal Communities fund.

I am a regular visitor to Troon's beaches both at North Shore and South Beach and have watched the numbers of wind- and kite-surfers (and now paddle-boarders and wild-swimmers) grow significantly over the years. A changing/storage facility for those using Troon's coastal waters is long overdue and I am delighted to see this initiative moving forward, particularly in the proposed location at Barassie which has for so long been a site crying out for development.

The Watersports Centre, combined with the natural beauty of the location, views from our shores, and the nearby town-centre facilities, will make Troon the destination of choice for these enthusiasts. Word spreads quickly amongst such tight communities of interest and I would be surprised and disappointed if this endeavour did not result in attracting many new visitors who in turn will contribute to the post-pandemic recovery of our town.

The Covid pandemic has impacted negatively on a great number of people as increases in social isolation and loneliness exacerbate mental health problems and magnify personal stress. My understanding – and experience – is that getting out and about and interacting with the environment around us does much to alleviate this effect; a Watersports Centre will provide a much-needed facility for those whose outdoors interests are focussed on the sea.

I can see no 'down-side' to this initiative and have no hesitation in giving it my whole-hearted support.

Yours faithfully,  
Jas. Cooper

For the Attention of:

Coastal Community Fund,  
County Buildings,  
Wellington Square,  
Ayr, KA7 1DR

**Troon Community Council**

Coastal Communities Funding Application – Troon Water Sports Centre Hub

My name is Grant Clayton and I am the owner of **Kitesurf Scotland** based here in Troon/ Barassie. Our school is the biggest Kitesurfing water-sports school in the country and we are in full support of the Troon Water Sports Centre Project and wish to endorse this application for Coastal Communities funding.

Having a water sport facility on Barassie North Shore is well and truly overdue. Troon/ Barassie is used by various water-sports users and is ranked by Red Bull as the 4th best Kitesurf location in the UK; this is due to the fact the wind is reliable, safe and not to also mention our very safe bay/shallow bay which make it great for learning ALL types of water-sports.

Since 2019, COVID-19 has had a huge effect on people with various illness. The multiple lockdowns have caused a dramatic increase in mental health problems and it has been proven through numerous studies that outdoor water-sports help mental well-being as they promote a healthy and positive lifestyle. All water-sports have seen a massive boom in development since ease of lockdown.

Our team at Kitesurf Scotland would greatly benefit from a water-sports centre. Our goal this year, and the foreseeable future, is to start incorporating engagement with the primary schools and high schools throughout South Ayrshire. Engaging and delivering beach style activities such as: trainer kite flying on the beach, kitesurfing lessons, wind winging lessons and also stand up paddle boarding. We would also like to have the return of the Scottish Windfest and also the British Kitesurfing Championships, all this is possible with the utilisation of a Hub.

We have a simply stunning coastline here in Troon which is extremely under developed with regards to a lack of facilities. If you were to travel to South Coast England, to the likes of Devon or Cornwall, all locations are thriving in water-sports - like Troon is - yet, all have fantastic facilities which are a huge asset to the area.

Barassie Beach is an ideal natural location with perfect conditions for water sports and coastal recreation. Troon's geographical coastal location on the Firth of Clyde provides large

Mr Peter D Yetton RN (Rtd)



Troon

South Ayrshire



25<sup>th</sup> May 2021

To whom it may concern,

**Reference – Water sports/Paddling Hub at Barrasie Beach – Grant application**

I am writing in support of the current grant application that has been submitted to South Ayrshire Coastal Communities Fund, for the funding, purchase and refit of shipping containers which will act as the Hub's headquarters and operational base.

As a Troon resident, Paddle-boarder and regular user of the Troon and Barassie coastal area this Hub is going to be transformational for not only the water sports community within the area, which extends beyond Stand Up Paddle-boarding (SUP) and into sea kayaking, Kite Surfing and Scuba clubs, to name just four. Given my full support of this application, I wish to provide you with more details on the positive impact that this grant will have.

The effect of COVID-19 and the lockdowns that were imposed, has been dramatic on all communities. Social isolation issues have risen, as have adults that have battled to cope with increasing stresses, leading to mental health issues that could be contributed in part to a breakdown in the feeling of a community. A lack of people on the streets and beaches, shops closed, community groups unable to meet indoors, relationship breakdowns, job losses, et al.

In spite of these challenges, the water sports and outward bound community has exploded in numbers as people search for a more balanced life. This has also been brought about by the realisation from employers that many people can in fact work from home effectively and productively and that a normal 9-5 hourly day wasn't always the only link to success – both in business and from a staff wellbeing perspective. Many people now have a varied working pattern and make their work operate around their own needs, in order to maintain the correct and healthy balance. In light of this, a Hub located where it is would be potentially be accessed and used throughout the working day and into the evening. The beauty of the area and the respect that the community has for the beach, seas and waterways, would allow the Hub to grow and become an integral part of the positive well-being and collaborative feeling within the local and wider community.

The SUP community on just one Social Media Facebook group itself, just since December 2020, has grown from 600 to over 1000 in 5 months. The age range of the SUP community is from 5 to 85, so this figure of 1000 + will be higher in reality given a good percentage of over 65's and children are not 100% active on social media outlets such as Facebook. I cannot talk with confidence in relation to the Kite Surfing community, but having been a resident in Troon I have personally seen the numbers of

62 Barassie Street  
Troon  
KA10 6LY



Contact – John Irvine, Chairman

07478507750

Troon Community Sport Hub fully support Troon Water Sports Centre with the development of a facility in the town. We have no doubt that it would be fully utilised by members of the Troon community and surrounding district.

As Chairman of the local community Sports Hub, I can speak confidently in support of our entire committee and members of our support for this initiative.

Troon and Barassie beach in particular is an ideal location for a water sports centre hub. A centre that can utilise the perfect conditions that exist naturally for water sports and coastal recreation. Very few locations exist on the Firth of Clyde combining, open grass space, winds, tides, sandy beaches, sheltered teaching areas for novices and young people and close to town centre location. The surfing and kiting community and general water and beach sport user groups have long advocated for a water sports facility to base activities and develop community maritime recreational opportunities.

The effect of COVID-19 and the lockdowns has seen a been dramatic increase on Social isolation mental health problems and increased stresses related issues.

Coastal Communities funding for this project will kick start this project and galvanise the strong experienced team behind it to fulfil their long ambition of creating a bespoke innovative community water sports facility.

Troon Sports Hub members will work in partnership with the project team to fully maximise the potential of a water sports Centre Hub.

I hope our letter of support will help with the grant application to create a unique community space for Troon and all of Ayrshire.

Best regards

A handwritten signature in blue ink, appearing to read "John Irvine".

John Irvine - Chairman



Melanie McLean  
The Wellbeing Revolution  
4 Burn O'Need Way  
Catrine  
Mauchline  
KA5 6EP

21 Jan 22

Attn:  
Mr Robin Jamieson,  
Team Leader Community Asset Transfer  
Asset Management  
c/o County Buildings,  
Wellington Square,  
Ayr, KA7 1DR

Troon Water Sports Hub and Community Cafe

Dear Sir,

I am writing to express my support for the Troon Water Sports Hub and Community Café project and the application for Community Asset Transfer.

I am a regular visitor to Troon's beaches both at North Shore and South Beach and have watched the numbers of wind- and kite-surfers (and now paddle-boarders and wild-swimmers) grow significantly over the years. A changing/storage facility for those using Troon's coastal waters is long overdue and I am delighted to see this initiative moving forward, particularly in the proposed location at Barassie which has for so long been a site crying out for development.

The Hub, combined with the natural beauty of the location, views from our shores, and the nearby town-centre facilities, will make Troon the destination of choice for these enthusiasts. Word spreads quickly amongst such tight communities of interest and I would be surprised and disappointed if this endeavour did not result in attracting many new visitors who in turn will contribute to the post-pandemic recovery of our town.

The Covid pandemic has impacted negatively on a great number of people as increases in social isolation and loneliness exacerbate mental health problems and magnify personal stress. My understanding – and experience – is that getting out and about and interacting with the environment around us does much to alleviate this effect; a Water Sports Hub with Community Café and event space will provide a much-needed facility for those whose outdoors interests are focussed on the sea.

This facility will be greatly welcomed by people with long term conditions and disabilities, who often find that a lack of changing/toilet and other facilities as described above, can be a barrier to them getting involved in something new that is positive for their wellbeing.



Ange Dickson  
Yoga71 with Ange  
124 Bank Street  
Irvine KA12 0NF  
[yogawithange@outlook.com](mailto:yogawithange@outlook.com)  
0781 4487281

19th January 2022

Attn:  
Mr Robin Jamieson,  
Team Leader Community Asset Transfer  
Asset Management  
c/o County Buildings,  
Wellington Square,  
Ayr, KA7 1DR

Troon Water Sports Hub and Community Cafe

Dear Sir,

I am writing to express my support for the Troon Water Sports Hub and Community Café project and the application for Community Asset Transfer.

This development opportunity would offer a wonderful community resource for local people. I am an established Yoga teacher in Troon and know that the potential community space at the proposed Water Sports Hub would be a haven for my existing and new students. It would be fantastic to be able to be part of the community using such a facility and I am confident I could bring people to the centre, not just for regular Yoga classes but to use the café and other activities on offer.

The Hub, combined with the natural beauty of the location, views from our shores, and the nearby town-centre facilities, will make Troon the destination of choice for these enthusiasts. Word spreads quickly amongst such tight communities of interest and I would be surprised and disappointed if this endeavour did not result in attracting many new visitors who in turn will contribute to the post-pandemic recovery of our town.

The Covid pandemic has impacted negatively on a great number of people as increases in social isolation and loneliness exacerbate mental health problems and magnify personal stress. My understanding – and experience – is that getting out and about and interacting with the environment around us does much to alleviate this effect; a Water Sports Hub with Community Café and event space will provide a much-needed facility for those whose outdoors interests are focussed on the sea.

Yours faithfully,

Ange Dickson



# Site Valuation



Valuation Office  
Agency

**DVS** Property Specialists  
for the Public Sector

Valuation Report for  
Land at North Shore  
Road,  
Troon  
KA10 6RA



Report for:  
Robin Jamieson  
South Ayrshire Council

Prepared by:  
Craig W Murray MRICS  
Senior Surveyor  
RICS Registered Valuer  
DVS

Tel: 03000 502 762

[craig.w.murray@voa.gov.uk](mailto:craig.w.murray@voa.gov.uk)

Case Number: 1801180

Client Reference: PON 5737538

Date: 26 August 2022

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## 1. Introduction

I refer to our correspondence dating from 28 April 2022 and my Terms of Engagement dated 22 July 2022.

I have inspected and valued the property and I am pleased to report to you as follows.

## 2. Valuation Parameters

### 2.1 Identification of Client

This report has been produced at the instruction of South Ayrshire Council.

### 2.2 Purpose of Valuation

The valuations are required to assist with either the creation of a lease or a proposed off market disposal. I understand that the interested party intend to develop a water sports hub on the site.

### 2.3 Subject of the Valuation

The property to be valued comprises an area of land at North Shore Road, Troon. It is outlined in red in the plan attached in the appendix.

### 2.4 Date of Valuation

The date of valuation is 26 August 2022.

Please note that values change over time and that a valuation given on a particular date may not be valid on an earlier or later date.

### 2.5 Confirmation of Standards

The valuation has been prepared in accordance with the professional standards of the Royal Institution of Chartered Surveyors: RICS Valuation – Global Standards and RICS UK National Supplement, commonly known together as the Red Book.

Compliance with the RICS professional standards and valuation practice statements gives assurance also of compliance with the International Valuations Standards (IVS).

Measurements stated are in accordance with the RICS Professional Statement '**RICS Property Measurement' (2<sup>nd</sup> Edition)** and, where relevant, the **RICS Code of Measuring Practice (6<sup>th</sup> Edition)**.

## 2.6 Agreed Departures from the RICS Professional Standards

There are no departures beyond those restrictions on the extent of investigations and survey, and the assumptions, stated below.

## 2.7 Basis of Value

The basis of value adopted is Market Value which is defined at VPS 4, para 4 as:

*'The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.'*

The basis of value adopted is Market Rent which is defined at VPS 4, para 5 as:

*'The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.'*

## 2.8 Special Assumptions

The following agreed special assumptions have been applied:

- The valuations assume that planning permission for the proposed use has been granted and that access and servicing is available.

## 2.9 Nature and Source of Information Relied Upon

In addition to relying upon VOA held records and information, I have assumed that all information provided by, or on behalf of you, in connection with this instruction is correct without further verification – for example, details of tenure, tenancies, planning consents, etc.

My advice is dependent upon the accuracy of this information and should it prove to be incorrect or inadequate, the accuracy of my valuation may be affected.

- Land disposition plan
- Troon Water Sports Centre Scheme Action Plan
- Scottish Water Consultation - Project Design Statement
- Hub Footprint Plans
- Draft Block Plan
- Roads Consultation – Project Design Statement

## 2.10 Date of Inspection

The property was inspected on 27 July 2022 in dry, sunny weather.

## 2.11 Extent of Investigations, Survey Restrictions and Assumptions

An assumption in this context is a limitation on the extent of the investigations or enquiries undertaken by the valuer. The following agreed assumptions have been applied in respect of your instruction, reflecting restrictions to the extent of our investigations.

- Such inspection of the property and investigations as the Valuer considered professionally adequate and possible in the particular circumstance was undertaken. This comprised undertaking a walk across the subject land.
- No detailed site survey, building survey or inspection of covered, unexposed or inaccessible parts of the property was undertaken. The Valuer has had regard to the apparent state of repair and condition and assumed that inspection of those parts not inspected would neither reveal defects nor cause material alteration to the valuation, unless aware of indication to the contrary. The building services have not been tested and it is assumed that they are in working order and free from defect. No responsibility can therefore be accepted for identification or notification of property or services' defects that would only be apparent following such a detailed survey, testing or inspection.
- It has been assumed that good title can be shown and that the property is not subject to any unusual or onerous restrictions, encumbrances or outgoing.
- It has been assumed that the property and its value are unaffected by any statutory notice or proposal or by any matters that would be revealed by a local search and replies to the usual enquiries, and that neither the construction of the property nor its condition, use or intended use was, is or will be unlawful or in breach of any covenant.
- Valuations include that plant that is usually considered to be an integral part of the building or structure and essential for its effective use (for example building services installations), but exclude all machinery and business assets that comprise process plant, machinery and equipment unless otherwise stated and required.
- It has been assumed that no deleterious or hazardous materials or techniques were used in the construction of the property or have since been incorporated. However where an inspection was made and obvious signs of such materials or techniques were observed, this will be drawn to your attention and captured in this report.
- No access audit has been undertaken to ascertain compliance with the Equality Act 2010 and it has been assumed that the premises are compliant unless stated otherwise in this report.
- No environmental assessment of the property (including its site) and neighbouring properties has been provided to or by the VOA, nor is the VOA instructed to arrange consultants to investigate any matters with regard to flooding, contamination or the presence of radon gas or other hazardous substances. No search of contaminated land registers has been made.

However, where an inspection was made and obvious signs of contamination or other adverse environmental impact were visible this will have been advised to you, further instructions requested, and the observations captured in the report. Where such signs were not evident during any inspection made, it has been assumed that the property (including its site) and neighbouring properties are not contaminated and are free of radon gas, hazardous substances and other adverse environmental impacts. Where a risk of flooding is identified during any inspection made, or from knowledge of the locality, this will be reported to you. The absence of any such indication should not be taken as implying a guarantee that flooding can never occur.

### **3. Property Information**

#### **3.1 Location**

Troon is a South Ayrshire town situated on the west coast of Scotland. It is approximately eight miles north of Ayr and three miles north west of Prestwick Airport. It is approximately thirty five miles south of Glasgow with the M77 providing motorway access to the wider central belt. The subjects are situated in the Barassie area to the north of Troon town centre. This is a predominantly residential area and is very close to the train station and local amenities that the town provides.

#### **3.2 Description**

The subjects comprise an area of sand dunes and landscaping/amenity land situated between the foreshore and Beach Road.

Adjacent to the subject land there is a vehicle access from Beach Road which has a two-metre height barrier. There is a gravel road/track which allows car parking on part of the site. An area of sand dune is included however the majority of the site is flat and grass covered. There are a number of wooden posts spread across the width of the site which separate the parking area from the grass land. There is a metal barrier at the edge of the dune which I assume, in the past, has provided access to the beach. However, the dune behind this barrier is covered in vegetation and there is no obvious pathway for pedestrians or vehicles.

#### **3.3 Tenure**

Owner's heritable interest with vacant possession.

#### **3.4 Title Restrictions**

I have not been informed of any title restrictions affecting the property.

#### **3.5 Site Area**

In the absence of a confirmed site area in the instruction I have measured the site using an Ordnance Survey based digital mapping tool and have calculated that the area extends to approximately 1,900m<sup>2</sup> (0.4695 acres).

### 3.6 Services

As agreed I have assumed that the usual services of water, drainage, gas and electricity are available at the subject site.

### 3.7 Access and Highways

As agreed I have assumed access is available to the site and I have assumed the responsibility for maintenance of relevant roads and footpaths lies with the local authority.

### 3.8 Planning

The South Ayrshire Local Development Plan adopted by the Council in 2014 has zoned the subject land as open space.

The policy states that the Council may accept development that provides facilities on recreational open space, and which is related to that open space if it meets the following conditions.

- a. Where its scale, use and design is appropriate to the existing character of the open space and there is no individual or cumulative effect on the amenity or recreational value of that site.
- b. If development would result in the loss of a facility associated with the open space, the developer must replace it with a facility or facilities of a suitable type, quantity and quality, which is accessible and in a suitable location.
- c. Any replacement facility must be within the same catchment area as the existing open space, unless we decide otherwise.

As agreed, for the purposes of the valuation I have assumed that the proposed water sports hub development would be permitted.

### 3.9 Mineral Stability

The property is not in an underground mining area and a Mining Subsidence Report has not been obtained.

### 3.10 Environmental Factors Observed or Identified

Within the limited scope of inspection, information provided and subject to the statement regarding the limitations on the extent of our investigations, survey restrictions and assumptions, as expressed at 2.11 above, we are unable to comment on the presence or risk of the following environmental factors. We have assumed that for the purposes of valuation, the site is not at risk of such factors that could impact on value such as: flooding, abnormal ground conditions; historic mining; quarrying; landfill; proximity to high voltage equipment / cables / pylons / telecommunications; pipelines; invasive vegetation; presence of contamination on site [e.g. absorption by property of poisons or pollutants requiring invasive treatment works or presence of Radon gas etc.]; presence on site of hazardous or deleterious materials.



## 4. Valuation

### 4.1 Valuation Methodology / Approach and Reasoning

I have considered the value of this land on a comparable basis whilst reflecting the particular characteristics of the subject property. Sites for community/recreational use are rarely advertised for sale or let largely because their planning status prevents the development of a use which will allow substantial financial gain. Where sales are available it can be very difficult to establish the background behind them, with there often being special circumstances which are not always immediately apparent. Details of lease agreements are very rarely available in the public domain.

#### Market Value:

Historically sales of land for community/recreation/leisure use have ranged from £20,000 - £60,000 per acre with the upper end of that range achieved for developments by commercial, profit generating businesses.

Sales of land restricted to community /recreational use are very limited but a sale of interest, which is now dated, occurred back in July 2019 when a site of 0.25 acres in a residential area of Stevenston was sold by North Ayrshire Council for £15,000. This was a cleared and vacant site in a residential area which had previously been occupied by a community centre before it fell out of use.

In November 2019 planning permission was obtained for the development of lock-up garages for domestic use and storage. The sale price equates to £60,000 per acre and while this rate reflects the alternative development potential of the site it suggests that perhaps a lower rate would apply if there was a restriction to community use.

Another transaction which dates back to August 2016 is the sale of a 0.5 acre site in Scone. It sold at auction for £20,000 reflecting a rate of £40,000 per acre. The land comprises an area of grass land at the centre of a residential cul-de-sac. Planning permission for residential development had been refused on previous occasions due to the presence of mature Oak Trees with Tree Preservation Orders. The land has since been subject to an application for Community Right to Buy with the local residents looking to maintain it as a green space.

There is evidence of areas of verge, woodland and landscaping which appear to have very limited development potential selling in the region of £2,000 to £10,000 per acre.

In Livingston, West Lothian a very narrow 0.3 acre strip of vacant, wooded amenity land located between two areas of residential development sold at auction in May 2021 for £3,500 equating to approximately £11,500 per acre. The size and shape of the site probably offers no prospect of development.

In Renton, West Dunbartonshire a long narrow stretch of land stretching along the banks of the River Leven and comprising 1.44 acres sold in March 2020 for £4,000 equating to approximately £2,750 per acre. Again, the shape of this site along a river bank suggests there is very limited prospect of development.

In Paisley, Renfrewshire 0.6 acres of amenity land and trees, screening a residential estate from a main road sold at auction in February 2020 for £2,000. This equates to approximately £3,300 per acre.

In Linlithgow, West Lothian a 5.38 acre site sold for £35,000 in September 2016 and £45,000 in September 2018 equating to approximately £6,500 per acre and £8,500 per acre respectively. This land acts as a green barrier between a residential cul-de-sac and a nursing home with a footpath running through the site.

The subject land is designated as open space in the local development plan and on that basis I would have applied a rate in the region of £10,000 per acre. However, as agreed I have assumed planning permission would be obtained for the proposed recreational use and to reflect this I have applied a rate of £20,000 per acre which equates to a value of approximately £9,500.

#### Market Rent:

Proposed ventures such as the Water Sports Hub often involve local authorities. In general, they are loss making operations, often let to trusts, clubs and community groups at low or peppercorn rents to reflect the fact that running and maintenance costs are very high in relation to income.

There are cleared brownfield sites in locations across the central belt advertised for let at prices ranging from £1,500 per acre per annum - £15,000 per acre per annum. These tend to be situated in industrial or commercial locations and would be attractive for businesses or individuals looking for areas of open storage. The asking price appears to be determined by the quality of the access, ground surface, boundary fencing and future development potential of the sites.

Sites of open space suitable for storage are of superior commercial value to the subjects and I would argue the rate applied to the subjects should be below this range.

The most direct comparison can be drawn with coastal ground let to the north of Turnberry by South Ayrshire Council to the Carrick Coastal Rowing Club on a similar 25 year ground lease. The area let extends to only 200m<sup>2</sup> (0.049 acres), smaller than the subjects, and I understand it comprises the footprint of a boathouse constructed by the Club. The rent paid is £75 p.a. which equates to approximately £1,500 per acre p.a.

Another notable comparison is 30 acres of recreational playing fields at a park on the south side of Glasgow which is occupied on a lease which is due to expire in the early 2030's. The passing rent is currently £25,000 p.a. which equates to £833 per acre p.a.

Applying a rate of £1,000 per acre p.a. sits comfortably with the evidence above and produces a rent of approximately £500 p.a. for the subjects.

#### 4.2 Opinion of Value

I am of the opinion that the Market Value of the owner's heritable interest in the Land at North Shore Road, Troon with vacant possession is **£9,500 (Nine Thousand Five Hundred Pounds)** as at 26 August 2022.

I am of the opinion that the Market Rent of the owner's heritable interest subject to a 25 year ground lease in the Land at North Shore Road, Troon with vacant possession is **£500 (Five Hundred Pounds)** per annum as at 26 August 2022.

#### 4.3 Currency

All prices or values are stated in pounds sterling.

#### 4.4 VAT

I understand that VAT does not apply to this transaction and my opinion of value reflects this. In the event that my understanding is found to be inaccurate, my valuation should be referred back for reconsideration.

#### 4.5 Costs of Sale or Acquisition and Taxation

I have assumed that each party to any proposed transaction would bear their own proper legal costs and surveyor's fees.

### 5. **General Information**

#### 5.1 Status of Valuer

It is confirmed that the valuation has been carried out by Craig Murray, a RICS Registered Valuer, acting in the capacity of an external valuer, who has the appropriate knowledge and skills and understanding necessary to undertake the valuation competently, and is in a position to provide an objective and unbiased valuation. The valuation and report have been reviewed by Frances Hay MRICS in her role as Principal Surveyor.

#### 5.2 Conflict of Interest

Checks have been undertaken in accordance with the requirements of the RICS standards and have revealed no conflict of interest. DVS has had no previous material involvement with the property.

#### 5.3 Restrictions on Disclosure and Publication

The client will neither make available to any third party or reproduce the whole or any part of the report, nor make reference to it, in any publication without our prior written approval of the form and context in which such disclosure may be made.

You may wish to consider whether this report contains Exempt Information within the terms of paragraph 9 of Schedule 7A to the Local Government (Scotland) Act 1973 (see section 2 and Part II of Schedule 1 to the Local Government (Access to Information Act 1985) and your Council can treat it accordingly.

#### 5.4 Limits or Exclusions of Liability

Our valuation is provided for your benefit alone and solely for the purposes of the instruction to which it relates. Our valuation may not, without our specific written consent, be used or relied upon by any third party, even if that third party pays all or part of our fees, directly or indirectly, or is permitted to see a copy of our valuation report. If we do provide written consent to a third party relying on our valuation, any such third party is deemed to have accepted the terms of our engagement.

None of our employees individually has a contract with you or owes you a duty of care or personal responsibility. You agree that you will not bring any claim against any such individuals personally in connection with our services.

#### 5.5 Validity

This report remains valid for 3 (three) months from its date unless market circumstances change or further or better information comes to light, which would cause me to revise my opinion.

I trust that the above report is satisfactory for your purposes. However, should you require clarification of any point do not hesitate to contact me further.



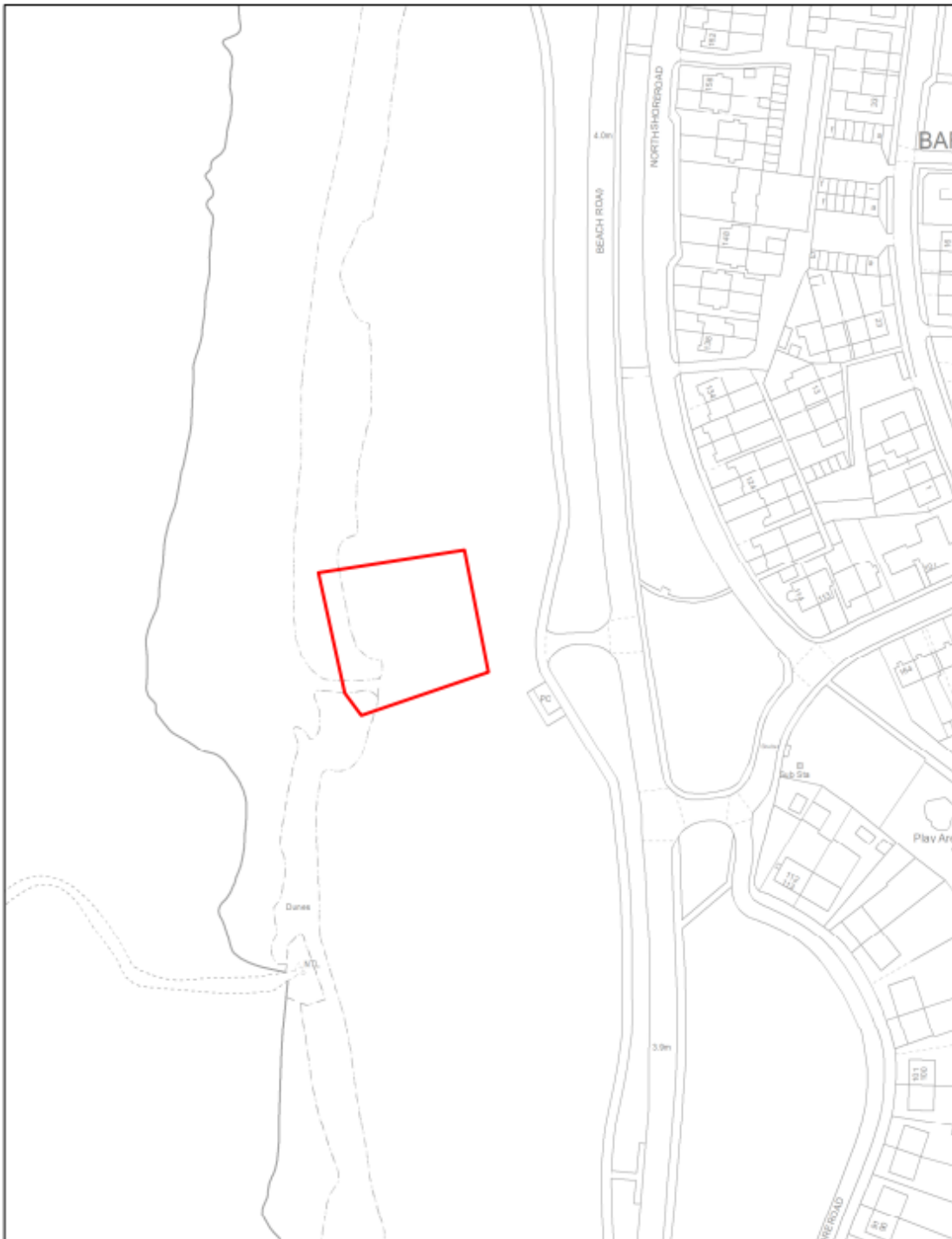
Craig Murray MRICS  
Senior Surveyor  
RICS Registered Valuer  
DVS

## 6. Appendices

### 6.1 Photographs



6.2 Plan



Proposed Water Sports Hub, North Shore Road, Troon.

Scale 1:1500



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# **TWSC Constitution**



# CONSTITUTION OF Troon Water Sports Centre (SCIO)

Amended 31.07.2022

## CONSTITUTION

of

### Troon Water Sports Centre (SCIO)

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## **GENERAL**

### **Type of organisation**

1 The organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).

TWSC is a SCIO since 31st August 2017

### **Scottish principal office**

2 The principal office of the organisation will be in Scotland (and must remain in Scotland).

### **Name**

3 The name of the organisation is Troon Water Sports Centre (SCIO).

### **Purposes**

4 To establish and oversee the management of a community based water sports centre

4.1 The advancement of public participation in sports through provision of a Water Sports Hub located on Barassie North Shore to promote, encourage and facilitate water sports.

4.2 To advance education by facilitating the provision of training, enabling participants to develop their skills and knowledge.

4.3 To promote, sustain and develop the activities of existing not for profit member organisations. e.g. Troon Coastal Rowing Club, Ayr & District Sea Cadets, all uniform organisations, youth organisations and schools. Encourage and support new clubs to develop e.g. Wind Surfing, Kiting, canoeing and dinghy sailing clubs.

4.4 The advancement of health. To promote regular outdoor participation by all cohorts of the community in water sports activities throughout the year.

4.5 The saving of lives through seamanship and water skill courses in partnership with the RYA and RNLI waters safety programme.

4.6 The advancement of citizenship and Community Development. To promote participation and open community involvement in the development of this community project and its subsequent management and usage.

4.7 The provision of recreational facilities with the object of improving the conditions of life for the persons for whom the facilities are intended.

4.8 The promotion of equality and diversity. To advance equal opportunities for all members of the community by reaching out to minority groups.

4.9 The advancement of environmental protection or improvement. The advancement and education of local marine ecology and protection.

4.10 The organisation has been formed to benefit the community of Troon and the wider area of South Ayrshire.

4.11 Minimum membership will be 20. In the event that the number of members falls below 20 the Board may conduct only essential business other than taking steps to ensure the admission of sufficient Ordinary Members to achieve the minimum number.

## **Powers**

5 The organisation has power to purchase, take on lease, hire or otherwise acquire any property suitable for the organisation.

5.1 Employ and pay any person or persons to supervise, organise and carry out the work of the organisation.

5.2 Enter into contracts with and pay fees to outside parties such as lawyers, accountants or other professional services providers; technical consultants; contractors or other trades-people as necessary to carry out work for the organisation.

5.3 Bring together and work with representatives of voluntary organisations, government departments, local and other statutory authorities and individuals.

5.4 Take out membership of such organisations as are considered to be in the interests of, and compatible with, the objectives of the organisation.

5.5 Arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, training classes, seminars and any other relevant events.

6 No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the members - either in the course of the organisation's existence or on dissolution - except where this is done in direct furtherance of the organisation's charitable purposes.

## **Liability of members**

7 The members of the organisation have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the members will not be held responsible.

8 The members and charity trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 7 does not exclude (or limit) any personal liabilities they might incur if

they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.

## **General structure**

9 The structure of the organisation consists of:-

9.1 The Individual MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;

9.2 The BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

10 The people serving on the board are referred to in this constitution as CHARITY TRUSTEES.

## **MEMBERS**

### **Qualifications for membership**

11 Individual Membership is open to individuals of 16 years and over who  
Individual Membership is open to individuals who have shown themselves to be sympathetic to and are interested in furthering the work of the Troon Water Sports Centre.

11.1 Associate Membership may be granted to organisations that are sympathetic to and are interested in furthering the work of the Troon Water Sports Centre. Associate Membership does not include voting rights at meetings of the organisation.

11.2 The secretary of the organisation to the CHARITY TRUST shall be responsible for setting up and keeping a list of current members of the organisation.

12 Employees of the organisation are not eligible for membership, unless by express approval of the Charity trust.

### **Application for membership**

13 Any person or organisation who wishes to become a member must sign a written application for membership; the application will then be considered by the board at its next board meeting.

14 The Charity Trustees shall consider applications for membership promptly. The Charity Trustees shall assess each application to determine whether the applicant meets the criteria for becoming an Individual Member or a Junior Member..

15 The board must notify each applicant promptly (in writing or by e-mail) of its decision on whether or not to admit him/her/them to membership.

## **Membership subscription**

16 Individual (voting) and Associate members shall be required to pay annual membership subscriptions. The amounts of the subscriptions shall be set, and reviewed from time to time, by the board. Junior and Family membership will be available and the Junior rate will be reduced up to the age of 18. Associate subscription rate may be linked to the size of the Associate. The amounts of the subscriptions shall be set and reviewed from time to time, by the board. The Associate organisation subscription rate may be linked to the size of the Associate organisation.

16.1 The annual membership subscription shall be payable on or before 1<sup>st</sup> March in each year.

16.2 If the membership subscription payable by any member remains outstanding more than 8 weeks after the date on which it fell due and providing he/she/they has been given at least one written reminder the board may by resolution to that effect expel him/her from membership.

16.3 Individuals aged between 12 and 15 who are members of the Community ("Junior Members") (such Members not being eligible to serve as Charity Trustees).

16.4 If an individual or group ceases to fulfil the criteria within clause 9.1 or 9.2 that individual or group must inform the Organisation, The Organisation may choose to reclassify a Junior Member as an Ordinary Member.

## **Register of members**

17 The board must keep a register of members, setting out

17.1 for each current member:

17.1.1 his/her full name and address; and

17.1.2 the date on which he/she was registered as a member of the organisation;

17.2 for each former member - for at least six years from the date on he/she ceased to be a member:

17.2.1 his/her name; and

17.2.2 the date on which he/she ceased to be a member.

18 The board must ensure that the register of members is updated within 28 days of any change:

18.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or

18.2 which is notified to the organisation.

19 If a member or charity trustee of the organisation requests a copy of the register of members, the board must ensure that a copy is supplied to him/her within 28 days, providing the request is reasonable; if the request is made by a member (rather than a charity trustee), the board may provide a copy which has the addresses blanked out.

### **Withdrawal from membership**

20 Any person who wants to withdraw from membership must give a written notice of withdrawal to the organisation, signed by him/her; he/she will cease to be a member as from the time when the notice is received by the organisation.

### **Transfer of membership**

21 Membership of the organisation may not be transferred by a member.

### **Re-registration of members**

22 The board may, at any time, issue notices to the members requiring them to confirm that they wish to remain as members of the organisation, and allowing them a period of 28 days (running from the date of issue of the notice) to provide that confirmation to the board.

23 If a member fails to provide confirmation to the board (in writing or by e-mail) that he/she wishes to remain as a member of the organisation before the expiry of the 28-day period referred to in clause 22, the board may expel him/her from membership.

24 A notice under clause 22 will not be valid unless it refers specifically to the consequences (under clause 23) of failing to provide confirmation within the 28-day period.

### **Expulsion from membership**

25 Any person may be expelled from membership by way of a resolution passed by not less than two thirds of those present and voting at a members' meeting, providing the following procedures have been observed:-

25.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;

25.2 the member concerned will be entitled to be heard on the resolution at the members' meeting at which the resolution is proposed.

## **Termination**

26 Individual Membership of the organisation will terminate on death.

## **DECISION-MAKING BY THE MEMBERS**

### **Members' meetings**

27 The board must arrange a meeting of members (an annual general meeting or "AGM") in each calendar year.

28 The gap between one AGM and the next must not be longer than 15 months.

29 Notwithstanding clause 27, an AGM does not need to be held during the calendar year in which the organisation is formed; but the first AGM must still be held within 15 months of the date on which the organisation is formed.

30 The business of each AGM must include:-

30.1 a report by the chair on the activities of the organisation;

30.2 consideration of the annual accounts of the organisation;

30.3 the election/re-election of charity trustees, as referred to in clauses 59 to 62.

31 The board may arrange a special members' meeting at any time.

### **Power to request the board to arrange a special members' meeting**

32 The board must arrange a special members' meeting if they are requested to do so by a notice (which may take the form of two or more documents in the same terms, each signed by one or more members) by members who amount to 5% or more of the total membership of the organisation at the time, providing:

32.1 the notice states the purposes for which the meeting is to be held; and

32.2 those purposes are not inconsistent with the terms of this constitution, the Charities and Trustee (Investment) Scotland Act 2005 or any other statutory provision.

33 If the board receive a notice under clause 32, the date for the meeting which they arrange in accordance with the notice must not be later than 28 days from the date on which they received the notice.

### **Notice of members' meetings**

34 At least 14 clear days' notice must be given of any AGM or any special members' meeting.

35 The notice calling a members' meeting must specify in general terms what business is to be dealt with at the meeting; and

35.1 in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); or

35.2 in the case of any other resolution falling within clause 45 (requirement for two-thirds majority) must set out the exact terms of the resolution.

36 The reference to "clear days" in clause 34 shall be taken to mean that, in calculating the period of notice,

36.1 the day after the notices are posted (or sent by e-mail) should be excluded; and

36.2 the day of the meeting itself should also be excluded.

37 Notice of every members' meeting must be given to all the members of the organisation, and to all the charity trustees; but the accidental omission to give notice to one or more members will not invalidate the proceedings at the meeting.

38 Any notice which requires to be given to a member under this constitution must be: -

38.1 sent by post to the member, at the address last notified by him/her to the organisation; *or*

38.2 sent by e-mail to the member, at the e-mail address last notified by him/her to the organisation.

### **Procedure at members' meetings**

39 No valid decisions can be taken at any members' meeting unless a quorum is present.

40 Quorum for Board Meetings should not be less than 50% of whom are Elected Trustees. No business shall be dealt with at a Board Meeting unless a quorum is present.

41 If a quorum is not present within 15 minutes after the time at which a members' meeting was due to start - or if a quorum ceases to be present during a members' meeting - the meeting cannot proceed; and fresh notices of meeting will require to be sent out, to deal with the business (or remaining business) which was intended to be conducted.

42 The chair of the organisation should act as chairperson of each members' meeting.

43 If the chair of the organisation is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as

chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.

### **Voting at members' meetings**

44 Every individual member has one vote, which must be given personally.

45 All decisions at members' meetings will be made by majority vote - with the exception of the types of resolution listed in clause 46.

46 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting (or if passed by way of a written resolution under clause 50):

46.1 a resolution amending the constitution;

46.2 a resolution expelling a person from membership under clause 25;

46.3 a resolution directing the board to take any particular step (or directing the board not to take any particular step);

46.4 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation.

46.5 a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);

46.6 a resolution for the winding up or dissolution of the organisation.

47 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.

48 A resolution put to the vote at a members' meeting will be decided on a show of hands - unless the chairperson (or at least two other members present at the meeting) ask for a secret ballot.

49 The chairperson will decide how any secret ballot is to be conducted, and he/she will declare the result of the ballot at the meeting.

### **Written resolutions by members**

50 A resolution agreed to in writing (or by e-mail) by all the members will be as valid as if it had been passed at a members' meeting; the date of the resolution will be taken to be the date on which the last member agreed to it.

### **Minutes**



51 The board must ensure that proper minutes are kept in relation to all members' meetings.

52 Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.

53 The board shall make available copies of the minutes referred to in clause 51 to any member of the public requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 99.

## **BOARD**

### **Number of charity trustees**

54 The maximum number of charity trustees is ten; out of that:

54.1 no more than six shall be charity trustees who were elected/appointed under clauses 59 and 60 (or deemed to have been appointed under clause 58); and

54.2 no more than four shall be charity trustees who were co-opted under the provisions of clauses 63 and 64.

54.3 A majority of charity trustees must always be individual members.

55 The minimum number of charity trustees is four.

### **Eligibility**

56 A person shall not be eligible for election/appointment to the board under clauses 58 to 61 unless he/she is a member of the organisation; a person appointed to the board under clause 63 need not, however, be a member of the organisation.

57 A person will not be eligible for election or appointment to the board if he/she is: -

57.1 disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or

57.2 an employee of the organisation.

### **Initial charity trustees**

58 The individuals who signed the charity trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as charity trustees with effect from the date of incorporation of the organisation.

## **Election, retirement, re-election**

59 At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 57) to be a charity trustee.

60 The board may at any time appoint any member (unless he/she is debarred from membership under clause 57) to be a charity trustee.

61 At each AGM, all of the charity trustees elected/appointed under clauses 59 and 60 (and, in the case of the first AGM, those deemed to have been appointed under clause 58) shall retire from office – but shall then be eligible for re-election under clause 59.

62 A charity trustee retiring at an AGM will be deemed to have been re-elected unless: -

62.1 he/she advises the board prior to the conclusion of the AGM that he/she does not wish to be re-appointed as a charity trustee; or

62.2 an election process was held at the AGM and he/she was not among those elected/re-elected through that process; or

62.3 a resolution for the re-election of that charity trustee was put to the AGM and was not carried.

## **Appointment/re-appointment of co-opted charity trustees**

63 In addition to their powers under clause 60, the board may at any time appoint any non-member of the organisation to be a charity trustee (subject to clause 54, and providing he/she is not debarred from membership under clause 57) either on the basis that he/she has been nominated by *a body with which the organisation has close contact in the course of its activities* or on the basis that he/she has specialist experience and/or skills which could be of assistance to the board.

64 At each AGM, all of the charity trustees appointed under clause 63 shall retire from office – but shall then be eligible for re-appointment under that clause.

## **Termination of office**

65 A charity trustee will automatically cease to hold office if: -

65.1 he/she becomes disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005;

65.2 he/she becomes incapable for medical reasons of carrying out his/her duties as a charity trustee - but only if that has continued (or is expected to continue) for a period of more than six months;

65.3 (in the case of a charity trustee elected/appointed under

clauses 58 to 62) he/she ceases to be a member of the organisation;

65.4 he/she becomes an employee of the organisation;

65.5 he/she gives the organisation a notice of resignation, signed by him/her;

65.6 he/she is absent (without good reason, in the opinion of the board) from more than three consecutive meetings of the board - but only if the board resolves to remove him/her from office;

65.7 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have committed a material breach of the code of conduct for charity trustees (as referred to in clause 82);

65.8 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have been in serious or persistent breach of his/her duties under section 66(1) or (2) of the Charities and Trustee Investment (Scotland) Act 2005; or

65.9 he/she is removed from office by a resolution of the members passed at a members' meeting.

66 A resolution under paragraph 65.7, 65.8 or 65.9 shall be valid only if: -

66.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for his/her removal is to be proposed;

66.2 the charity trustee concerned is given the opportunity to address the meeting at which the resolution is proposed, prior to the resolution being put to the vote; and

66.3 (in the case of a resolution under paragraph 65.7 or 65.8) at least two thirds (to the nearest round number) of the charity trustees then in office vote in favour of the resolution.

### **Register of charity trustees**

67 The board must keep a register of charity trustees, setting out

67.1 for each current charity trustee:

67.1.1 his/her full name and address;

67.1.2 the date on which he/she was appointed as a charity trustee; and

67.1.3 any office held by him/her in the organisation;

67.2 for each former charity trustee - for at least 6 years from the date on which he/she ceased to be a charity trustee:

67.2.1 the name of the charity trustee;

67.2.2 any office held by him/her in the organisation; and

67.2.3 the date on which he/she ceased to be a charity trustee.

68 The board must ensure that the register of charity trustees is updated within 28 days of any change:

68.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or

68.2 which is notified to the organisation.

69 If any person requests a copy of the register of charity trustees, the board must ensure that a copy is supplied to him/her within 28 days, providing the request is reasonable; if the request is made by a person who is not a charity trustee of the organisation, the board may provide a copy which has the addresses blanked out - if the SCIO is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.

### **Office-bearers**

70 Election of the Chair- The Chairperson and Vice Chairperson must be Ordinary/Individual Members so as to ensure a majority and control by your community where a casting vote at a meeting of the Board is relevant.

71 In addition to the office-bearers required under clause 70, the charity trustees may elect (from among themselves) further office-bearers if they consider that appropriate.

72 All of the office-bearers will cease to hold office at the conclusion of each AGM, but may then be re-elected under clause 70 or 71.

73 A person elected to any office will automatically cease to hold that office: -

73.1 if he/she ceases to be a charity trustee; *or*

73.2 if he/she gives to the organisation a notice of resignation from that office, signed by him/her.

### **Powers of board**

74 Except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may

exercise all the powers of the organisation.

75 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.

76 The members may, by way of a resolution passed in compliance with clause 46 (requirement for two-thirds majority), direct the board to take any particular step or direct the board not to take any particular step; and the board shall give effect to any such direction accordingly.

### **Charity trustees - general duties**

77 Each of the charity trustees has a duty, in exercising functions as a charity trustee, to act in the interests of the organisation; and, in particular, must:-

77.1 seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;

77.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;

77.3 in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party:

77.3.1 put the interests of the organisation before that of the other party;

77.3.2 where any other duty prevents him/her from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other charity trustees with regard to the matter in question;

77.4 ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.

78 In addition to the duties outlined in clause 77, all of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring: -

78.1 that any breach of any of those duties by a charity trustee is corrected by the charity trustee concerned and not repeated;  
and

78.2 that any trustee who has been in serious and persistent breach of those duties is removed as a trustee.

79 Provided he/she has declared his/her interest - and has not voted on the question of whether or not the organisation should enter into the arrangement - a charity trustee will not be debarred from entering into an arrangement with the organisation in which he/she has a personal

interest; and (subject to clause 80 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), he/she may retain any personal benefit which arises from that arrangement.

80 No charity trustee may serve as an employee (full time or part time) of the organisation; and no charity trustee may be given any remuneration by the organisation for carrying out his/her duties as a charity trustee.

81 The charity trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.

### **Code of conduct for charity trustees**

82 Each of the charity trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the board from time to time.

83 The code of conduct referred to in clause 82 shall be supplemental to the provisions relating to the conduct of charity trustees contained in this constitution and the duties imposed on charity trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and applied in accordance with the provisions of the code of conduct in force from time to time

## **DECISION-MAKING BY THE CHARITY TRUSTEES**

### **Notice of board meetings**

84 Any charity trustee may call a meeting of the board *or* ask the secretary to call a meeting of the board.

85 At least 7 days' notice must be given of each board meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.

### **Procedure at board meetings**

86 No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is 50% charity trustees, present in person.

87 If at any time the number of charity trustees in office falls below the number stated as the quorum in clause 86, the remaining charity trustee(s) will have power to fill the vacancies or call a members' meeting - but will not be able to take any other valid decisions.

88 The chair of the organisation should act as chairperson of each board meeting.

89 If the chair is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.

90 Every charity trustee has one vote, which must be given personally. 91

All decisions at board meetings will be made by majority vote.

92 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.

93 The board may, at its discretion, allow any person to attend and speak at a board meeting notwithstanding that he/she is not a charity trustee - but on the basis that he/she must not participate in decision-making.

94 A charity trustee must not vote at a board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which he/she has a personal interest or duty which conflicts (or may conflict) with the interests of the organisation; he/she must withdraw from the meeting while an item of that nature is being dealt with.

95 For the purposes of clause 94: -

95.1 an interest held by an individual who is "connected" with the charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act 2005 (husband/wife, partner, child, parent, brother/sister etc) shall be deemed to be held by that charity trustee;

95.2 a charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which he/she is an employee, director, member of the management committee, officer or elected representative has an interest in that matter.

## **Minutes**

96 The board must ensure that proper minutes are kept in relation to all board meetings and meetings of sub-committees.

97 The minutes to be kept under clause 96 must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.

98 The board shall (subject to clause 99) make available copies of the minutes referred to in clause 96 to any member of the public requesting them.

99 The board may exclude from any copy minutes made available to a member of the public under clause 98 any material which the board considers ought properly to be kept confidential - on the grounds that allowing access to such material could cause significant prejudice to the interests of the organisation or on the basis that the material contains reference to employee or other matters which it would be inappropriate to divulge.

## **ADMINISTRATION**

### **Delegation to sub-committees**

- 100 The board may delegate any of their powers to sub-committees; a sub-committee must include at least one charity trustee, but other members of a sub-committee need not be charity trustees.
- 101 The board may also delegate to the chair of the organisation (or the holder of any other post) such of their powers as they may consider appropriate.
- 102 When delegating powers under clause 100 or 101, the board must set out appropriate conditions (which must include an obligation to report regularly to the board).
- 103 Any delegation of powers under clause 100 or 101 may be revoked or altered by the board at any time.
- 104 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

### **Operation of accounts**

- 105 Subject to clause 106, the signatures of two out of three signatories appointed by the board will be required in relation to all operations (other than the lodging of funds) on the bank and building society accounts held by the organisation; at least one out of the two signatures must be the signature of a charity trustee.
- 106 Where the organisation uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in clause 105.

### **Accounting records and annual accounts**

- 107 The board must ensure that proper accounting records are kept, in accordance with all applicable statutory requirements.
- 108 The board must prepare annual accounts, complying with all relevant statutory requirements; if an audit is required under any statutory provisions (or if the board consider that an audit would be appropriate for some other reason), the board should ensure that an audit of the accounts is carried out by a qualified auditor.

## **MISCELLANEOUS**

### **Winding-up**

- 109 If the organisation is to be wound up or dissolved, the winding-up or



dissolution process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005.

110 Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution.

### **Alterations to the constitution**

111 This constitution may (subject to clause 112) be altered by resolution of the members passed at a members' meeting (subject to achieving the two thirds majority referred to in clause 46) or by way of a written resolution of the members.

112 The Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of the Office of the Scottish Charity Regulator (OSCR).

### **Interpretation**

113 References in this constitution to the Charities and Trustee Investment (Scotland) Act 2005 should be taken to include: -

113.1 any statutory provision which adds to, modifies or replaces that Act; and

113.2 any statutory instrument issued in pursuance of that Act or in pursuance of any statutory provision falling under paragraph 113.1 above.

114 In this constitution: -

114.1 "charity" means a body which is either a "Scottish charity" within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005 or a "charity" within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;

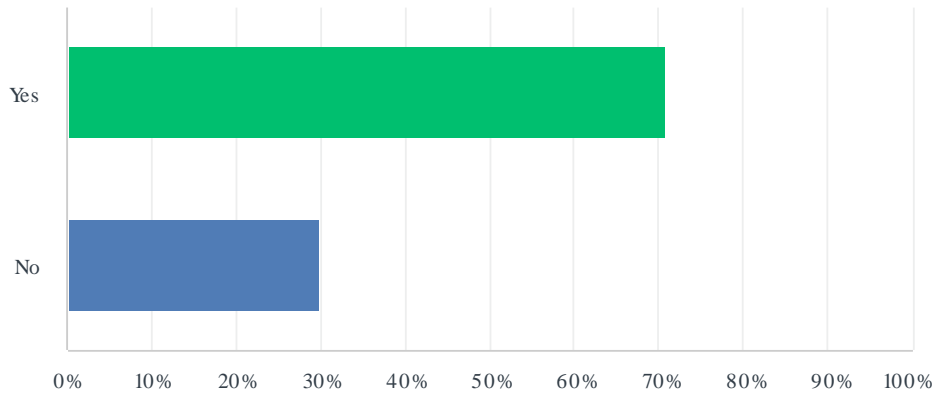
114.2 "charitable purpose" means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.



# **TWSC Consultation (online)**

# Q1 Have you heard about the proposed Troon Community Water Sports Hub?

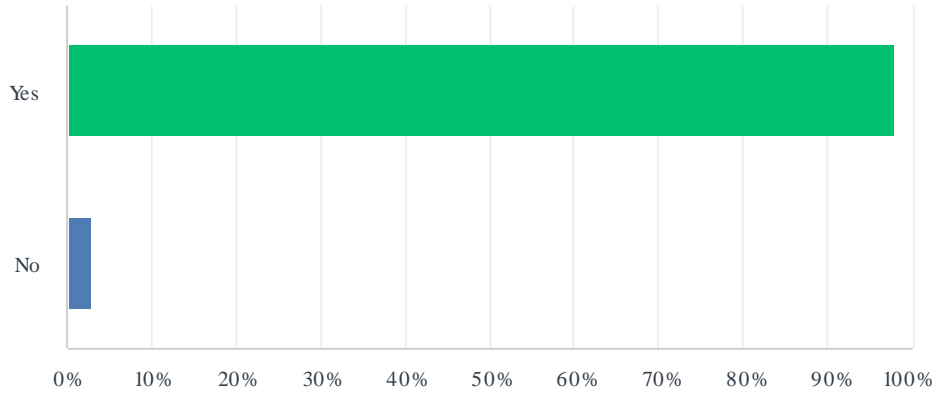
Answered: 1,097 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	70.37%	772
No	29.63%	325
TOTAL		1,097

## Q2 Would you use a Community Hub and Beach side Cafe on Troon's North Shore?

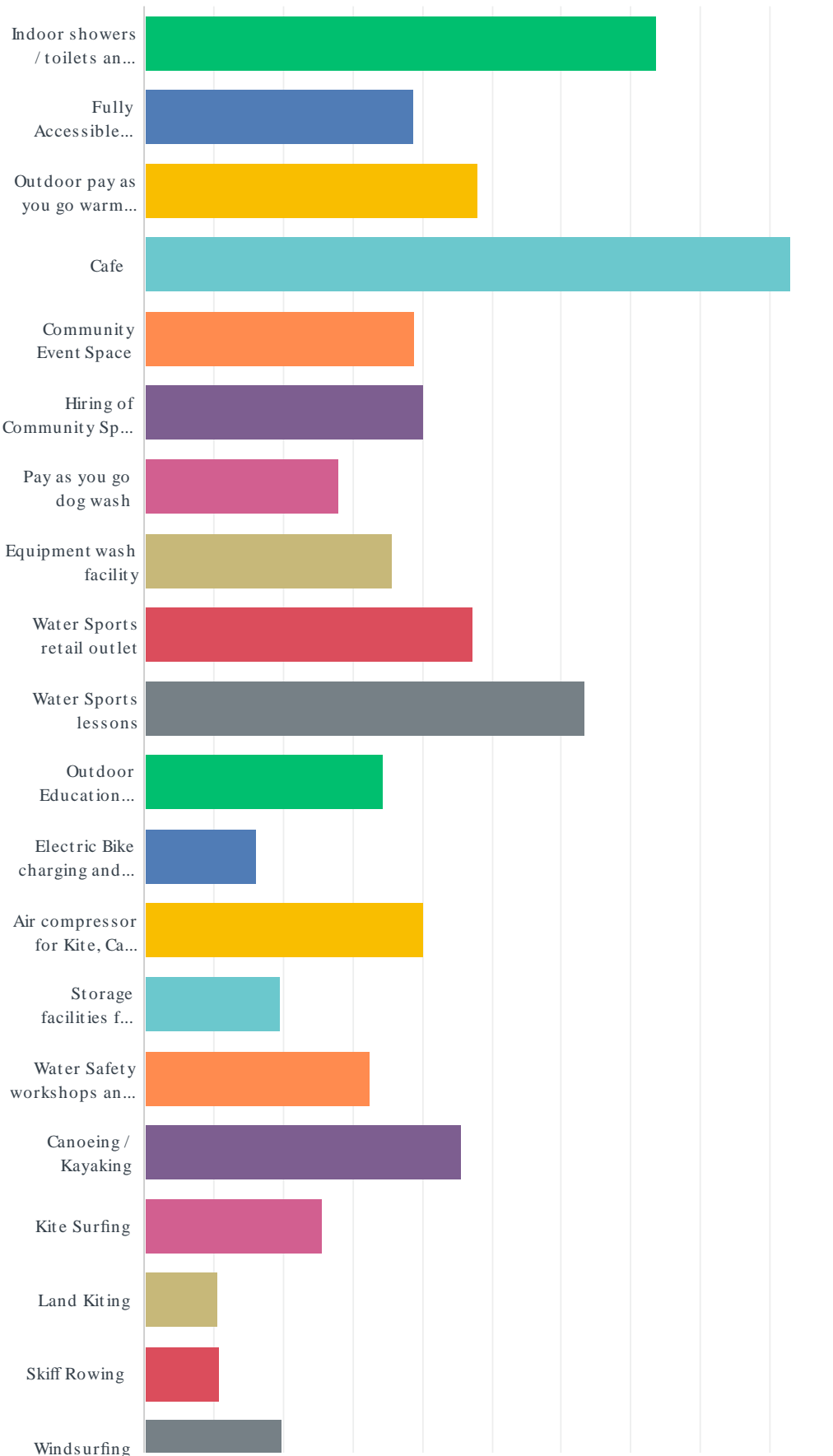
Answered: 1,098 Skipped: 2

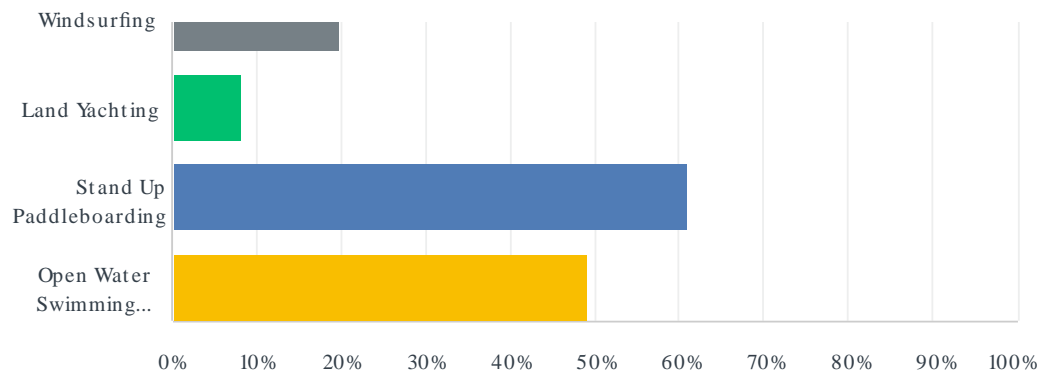


ANSWER CHOICES	RESPONSES	
Yes	97.27%	1,068
No	2.73%	30
<b>TOTAL</b>		<b>1,098</b>

Q3 The new Hub hopes to provide the following facilities and activities. If available please select one or more which you think you may use.

Answered: 1,082 Skipped: 18

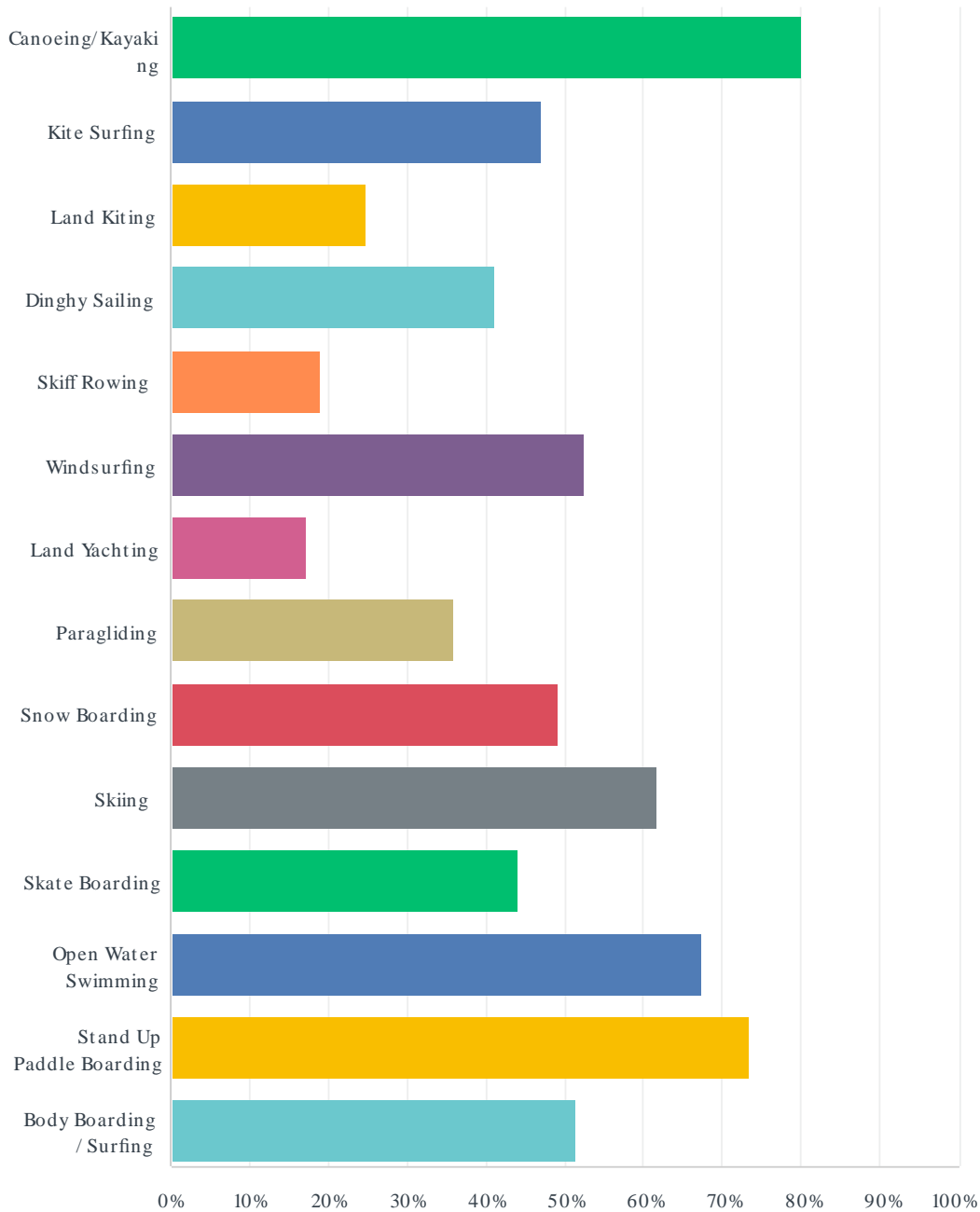




ANSWER CHOICES	RESPONSES
Indoor showers / toilets and changing facilities	73.11% 791
Fully Accessible changing places	38.35% 415
Outdoor pay as you go warm showers	47.60% 515
Cafe	92.42% 1,000
Community Event Space	38.54% 417
Hiring of Community Space for Birthdays, Parent & Child groups, Outdoor Nursery meeting point, Club meetings etc	39.93% 432
Pay as you go dog wash	27.63% 299
Equipment wash facility	35.30% 382
Water Sports retail outlet	46.86% 507
Water Sports lessons	62.94% 681
Outdoor Education lessons	34.10% 369
Electric Bike charging and basic maintenance facilities	15.90% 172
Air compressor for Kite, Canoe and SUP inflating	39.93% 432
Storage facilities for sports equipment	19.41% 210
Water Safety workshops and talks	32.26% 349
Canoeing / Kayaking	45.19% 489
Kite Surfing	25.32% 274
Land Kiting	10.44% 113
Skiff Rowing	10.63% 115
Windsurfing	19.69% 213
Land Yachting	8.13% 88
Stand Up Paddleboarding	60.54% 655
Open Water Swimming sessions	48.80% 528
Total Respondents: 1,082	

# Q4 Have you ever heard of or participated in the following sports/activities?

Answered: 1,026 Skipped: 74

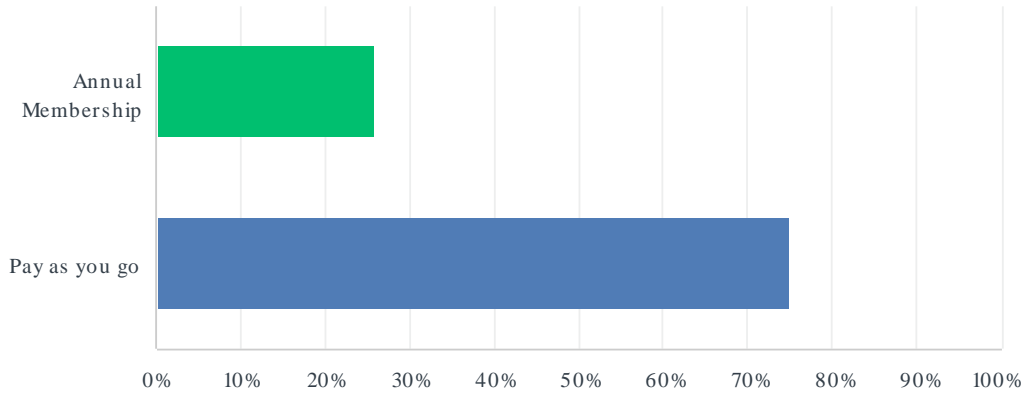




ANSWER CHOICES	RESPONSES	
Canoeing/Kayaking	79.63%	817
Kite Surfing	46.78%	480
Land Kiting	24.56%	252
Dinghy Sailing	40.64%	417
Skiff Rowing	18.71%	192
Windsurfing	52.05%	534
Land Yachting	16.96%	174
Paragliding	35.67%	366
Snow Boarding	48.83%	501
Skiing	61.21%	628
Skate Boarding	43.66%	448
Open Water Swimming	67.06%	688
Stand Up Paddle Boarding	73.00%	749
Body Boarding / Surfing	50.88%	522
Total Respondents: 1,026		

# Q5 Would you prefer an annual membership scheme that includes access to all services such as indoor changing or would you prefer pay as you go access for more infrequent use?

Answered: 1,071 Skipped: 29

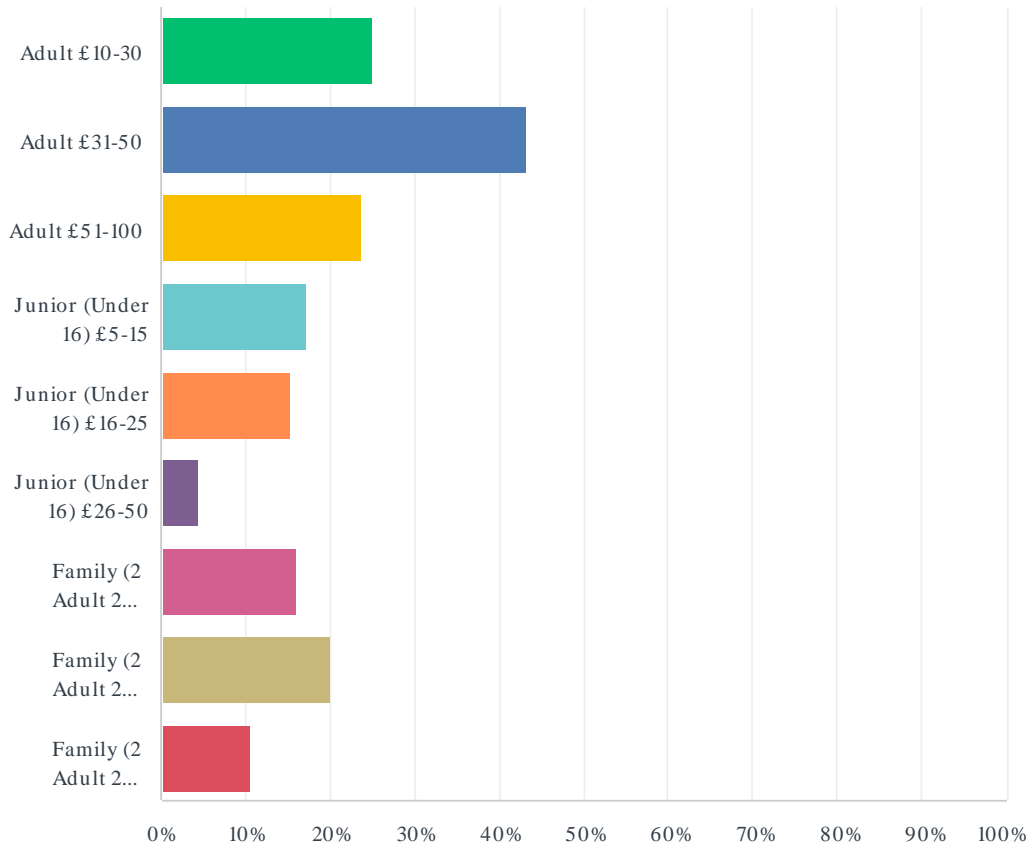


ANSWER CHOICES	RESPONSES	
Annual Membership	25.49%	273
Pay as you go	74.51%	798
TOTAL		1,071

Q6

How much would you expect to pay for the following Annual Membership that would provide unlimited access to indoor hot showers and changing facilities, and possible discounts on food/drinks and other services.

Answered: 1,003 Skipped: 97

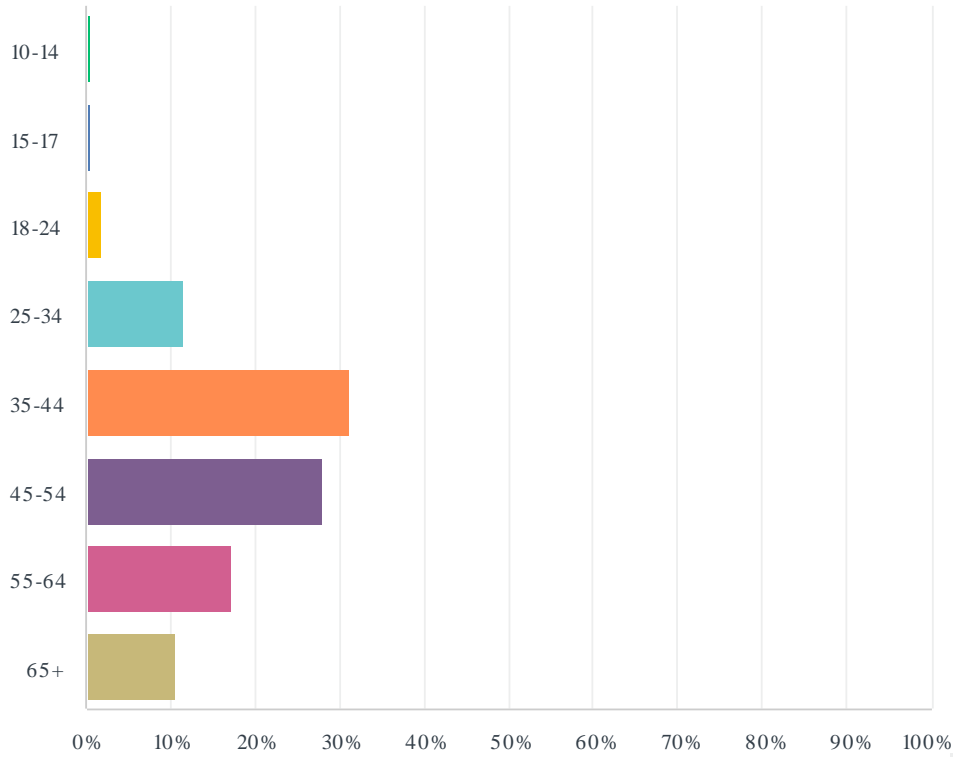


ANSWER CHOICES	RESPONSES	Count
Adult £10-30	42.77%	429
Adult £31-50	23.43%	235
Adult £51-100	17.05%	171
Junior (Under 16) £5-15	15.05%	151
Junior (Under 16) £16-25	4.19%	42
Junior (Under 16) £26-50	15.85%	159
Family (2 Adult 2 Children) £25-60	19.84%	199
Family (2 Adult 2 Children) £61-90	10.47%	105
Family (2 Adult 2 Children) £91-120		

Total Respondents: 1,003

# Q7 What age are you?

Answered: 1,091 Skipped: 9

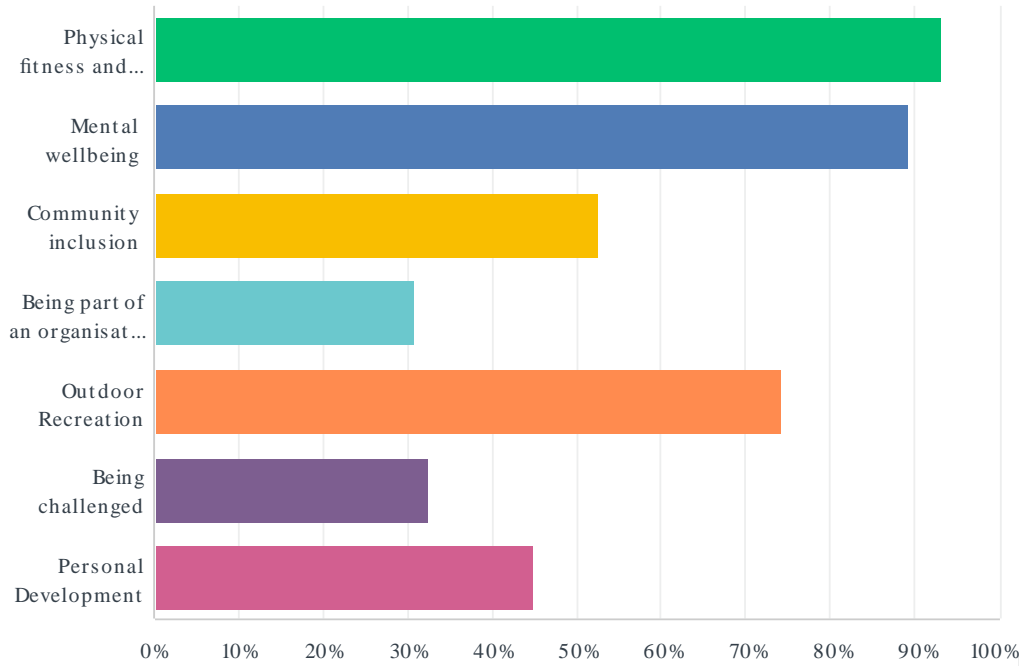


ANSWER CHOICES	PERCENTAGE	RESPONSES
10-14	0.46%	5
15-17	1.74%	19
18-24	11.27%	123
25-34	30.89%	337
35-44	27.68%	302
45-54	17.05%	186
55-64	10.54%	115
65+		
<b>TOTAL</b>		<b>1,091</b>

# Q8

## What health and wellbeing aims are important to you?

Answered: 1,088 Skipped: 12



ANSWER CHOICES	PERCENTAGE	RESPONSES
Physical fitness and wellbeing	88.69%	965
Mental wellbeing	52.30%	569
Community inclusion	30.42%	331
Being part of an organisation or team	73.81%	803
Outdoor Recreation	32.26%	351
Being challenged	44.58%	485

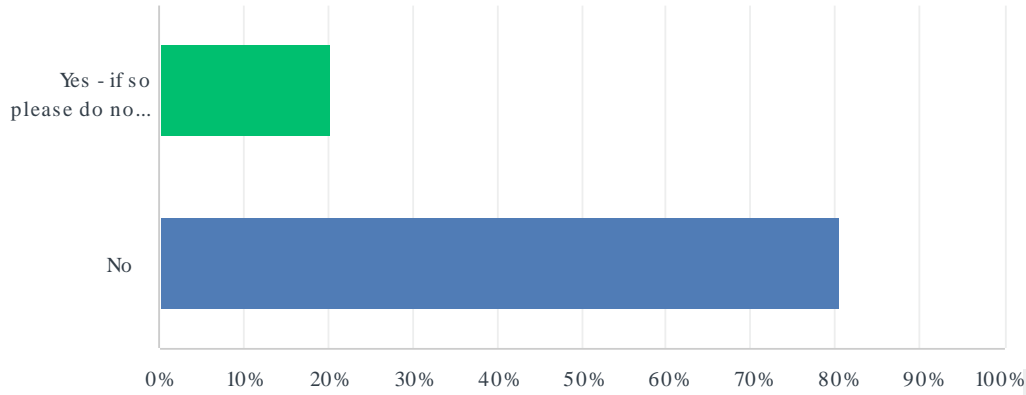
Personal Development

Total Respondents: 1,088

### Q9

Are you a member of a club or organisation that would be interested in using a community space on Troon's North Shorefront?

Answered: 1,063 Skipped: 37



**ANSWER CHOICES**

**RESPONSES** 213

Yes - if so please do not hesitate to get in touch via our facebook page.

79.96% 850

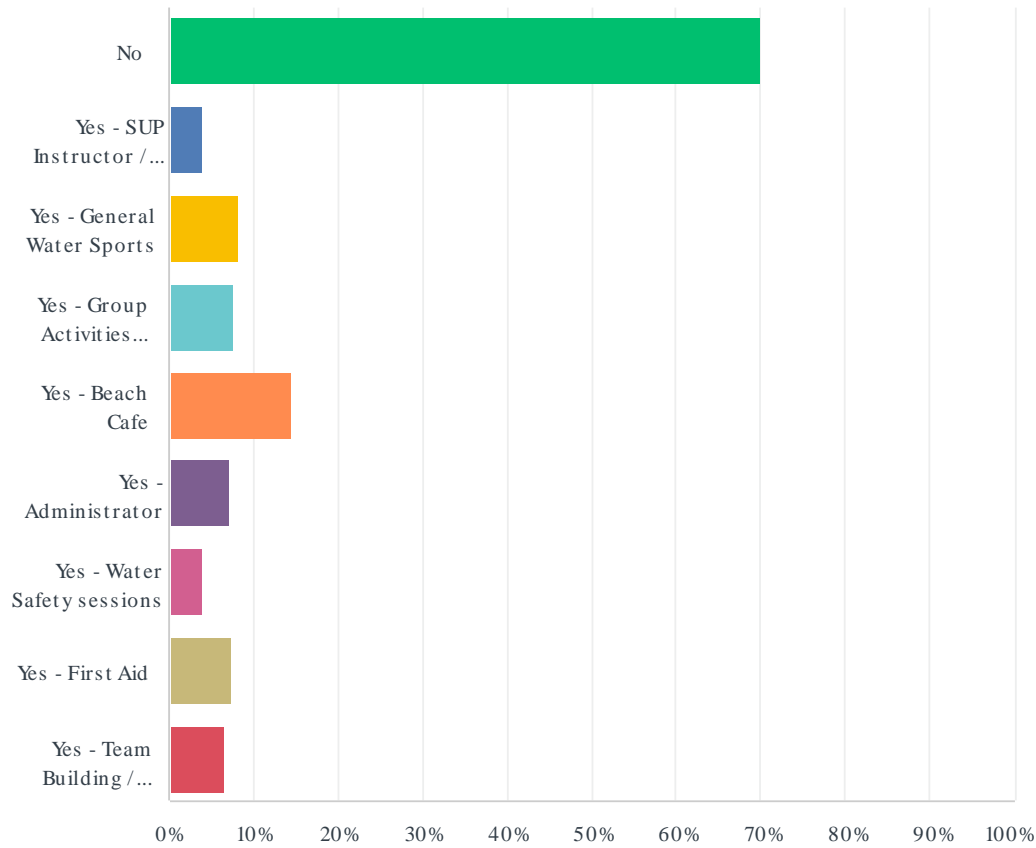
No

TOTAL

1,063

# Q10 Would you be interested in volunteering to support the Water Sports Hub?

Answered: 990 Skipped: 110



ANSWER CHOICES	RESPONSES	
No	69.60%	689
Yes - SUP Instructor / Assistant	3.94%	39
Yes - General Water Sports	8.18%	81
Yes - Group Activities Support	7.47%	74
Yes - Beach Cafe	14.24%	141
Yes - Administrator	7.07%	70
Yes - Water Safety sessions	3.74%	37
Yes - First Aid	7.17%	71
Yes - Team Building / Games	6.36%	63
Total Respondents: 990		

# **TWSC Business Plan**



# TROON WATER SPORTS HUB

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**MARCH 20, 2022**

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## **Business Plan**

**Authored by: Frazer Wood**

**Troon Water Sports Centre (SCIO) SC047691**



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# Version Control

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Changes</b>
<b>V0.1</b>	<b>18 Feb 21</b>	<b>FW</b>	<b>Initial Document</b>
<b>V0.2</b>	<b>10 Jun 21</b>	<b>FW</b>	<b>Organisational Structure Removal of Income/Expenditure</b>
<b>V1.0</b>	<b>17 Feb 22</b>	<b>FW</b>	<b>Name Change Funding Update Inclusion of Market Research, LoS. Inclusion of Income/Expenditure. Operating Model update.</b>
<b>V1.1</b>	<b>7 Mar 22</b>	<b>FW</b>	<b>Social Impact and Cashflow updates</b>

# Executive Summary

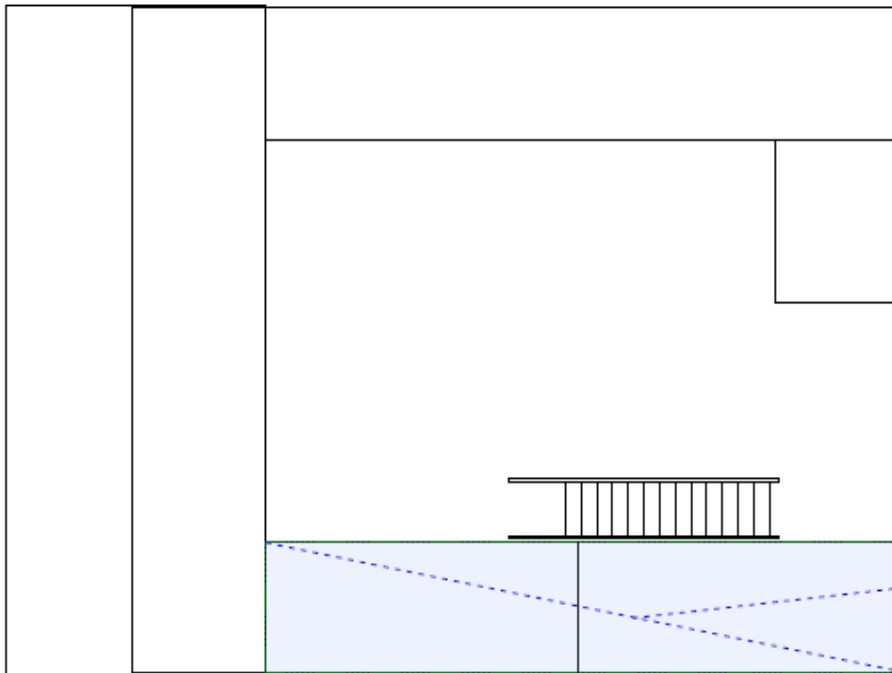
Troon Water Sports Centre (TWSC) is a locally based, not-for-profit SCIO Charity formed in September 2017 and has 5 local residents on its Trustee Board. The purpose of TWSC is the establishment of a new **community beach hub** that will be a well-used, high profile and connected facility that promotes **Community Cohesion, Inclusion and Togetherness** as well as supporting activities that have a **positive impact on physical and mental wellbeing**.

Troon is an iconic town on the Ayrshire coast blessed with beautiful beaches and a micro-climate that makes it one of the best places for non-motorised water sports in Scotland. Although Troon and Barassie have vast shorefronts and are a haven for water sports enthusiasts they lack infrastructure to support such activities.

A **community hub** that enables and facilitates local clubs and groups to encourage participation in outdoor sports and activities will have a positive impact on the **community's physical and mental wellbeing**. The Beach Hub long term strategic goal is to provide a safe, inclusive, space for people to meet and use as a changing facility, youth and adult training base, a hub for health and wellbeing activities and a social centre for community groups.

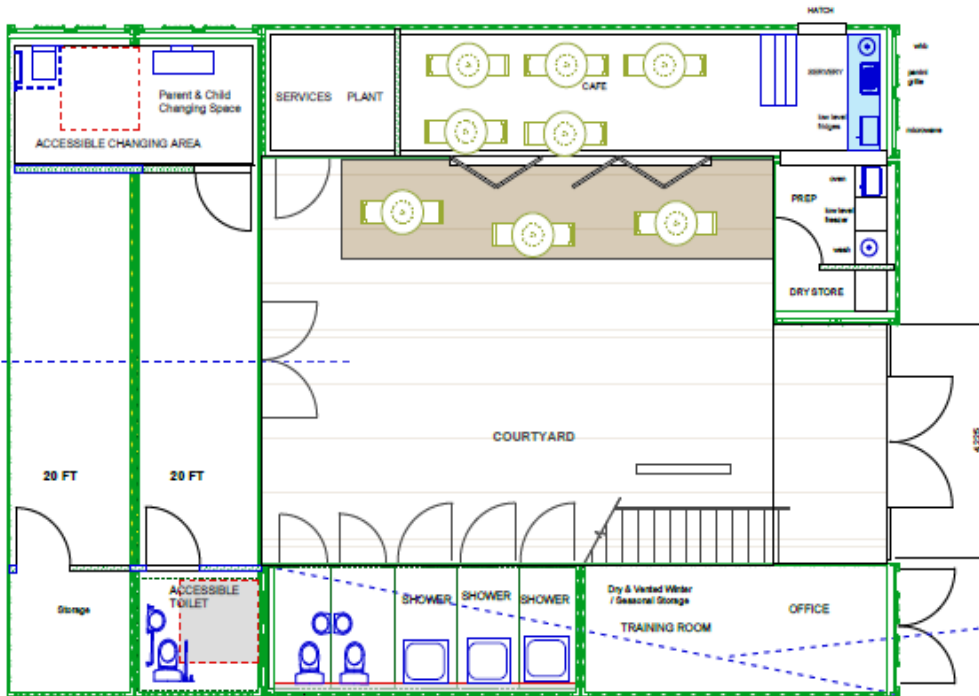
When implemented this community hub will help **impede the trending decline within the SIMD**, as evidenced from the Barassie SIMD data zones reported in 2012, 2016 and 2020.

This three-year business plan has been prepared to ensure that the awarded funds towards the new facilities build are supported with a robust plan including services, staff, marketing, and income / expenditure.



Open Access Viewing Platform with perimeter metal safety barriers and ultra rope safety "handrails"

ROOF PLAN AS PROPOSED  
1:50



The open access viewing platform will be a floor of metal containers welded to concrete floor with ultra safety cables in perimeter for protection from above.

GROUND FLOOR AS PROPOSED  
1:50

External Wash Out Wash Of SHOWER  
External Wash Out Wash Of SHOWER

## **Business Details**

**This Business Plan has been prepared to assist the Hub progress and develop into a viable and sustainable asset to Troon and the surrounding area.**

### **Funding**

**TWSC have been awarded a South Ayrshire Council (SAC) Grant of £10,000 to provide initial funding for the generation of a Business Plan and associated works as well as £35,000 from the Thriving Places and Place Based Investment Programme.**

**Additionally, TWSC have received £1000 from the Arnold Clark Community fund as well as submitted funding applications to numerous other funds such as COOP and Poundland Communities Funds, SAC Coastal Communities Fund and Bank of Scotland Fund.**

**Following finalisation of a ground lease TWSC will be able to apply for additional funding through voluntary donations and larger funds, grants and foundations such as Sport Scotland, and Awards for All.**

**Continued sustainability is a critical component of the business model and will be achieved through an on-site Community Hub Café and rental of the community space to local groups and for training and social events. Several local businesses and individuals have submitted expressions of interest and support; indicating they want to utilise the Hub on a long-term basis therefore increasing the financial sustainability of the project.**

### **Facilities and Services**

**The Hub will be a facility for the whole of Troon, Barassie and the surrounding Ayrshire Council areas. A location at Barassie Shorefront has been identified as the most suitable location for the following reasons:**

- **Large predominantly rock free sand beach**

- **Safe prevailing on shore wind conditions**
- **Relatively shallow depths at all tidal ranges**
- **Already popular greenspace with large footfall**
- **Existing transportation links and parking**
- **Lack of existing facilities and community hub**

**The Hub will provide the following facilities:**

- **Heated indoor changing facilities including WC, shower and sink**
- **Outdoor Pay as you Go Showers**
- **Equipment Storage area**
- **Beachside Community Café**
- **Training Facility / Community Space for let**

**These facilities in conjunction with 3<sup>rd</sup> parties will enable the Hub to provide the following services:**

- **KiteSurf Instruction and Rental**
- **Stand Up Paddle Board Instruction and Rental**
- **Windsurf Instruction and Rental**
- **Team Building**
- **BloKarts**
- **Wetsuit Rental**
- **Equipment Storage**
- **Marine and Environmental Awareness**
- **Wellbeing Activities**
- **Electric Bike charging**
- **Water Safety Sessions**



# Mission

**Increase** participation

**Enhance** communities

**Provide** opportunity

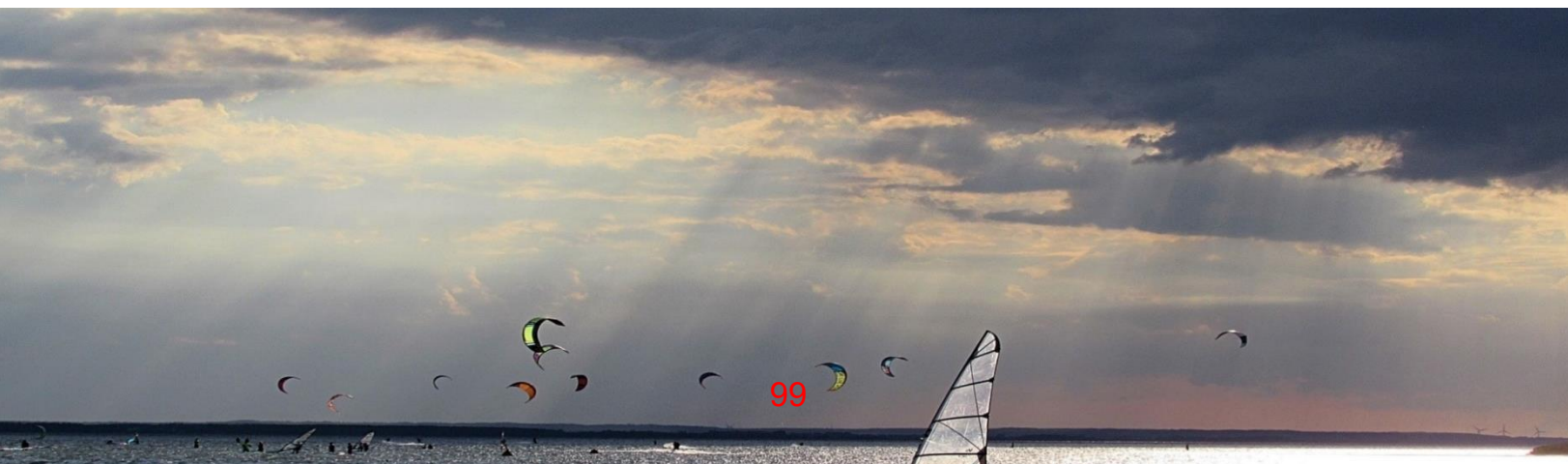
# Vision

To collaborate with local groups to have a positive impact on the community's physical and mental wellbeing through the provision of a community water sports hub providing a safe, inclusive, space for people to meet and use as a changing facility, youth and adult training base, a hub for health and wellbeing activities and a social centre for community groups.

# Core Values

- Proactive and Professional
- Open and Honest
- Inclusive and Diverse
- Trustworthy and Responsible
- Collaborative and Innovative

The principle by which we operate and carry out our business will be driven by a desire to do what is best for the community.





# Social Impact

TWSC was registered as a Scottish Charitable Incorporated Organisation (SCIO) in September 2017 with 5 trustees. The Trustees are all members of the local community and everyone lives, works or plays a part in the community. They are best placed to deliver this project as they live, have roots and solid firm foundations (family) in the community.

## Charitable Outcomes

- Build a financially sustainable facility accessible to all members of the public.
- Promote Physical and Mental well-being through outdoor physical activity.
- Youth Development and potential realisation through opportunity.
- Community coherence through social inclusion.
- Promote and enhance Troon's tourism potential.
- Compliment any local business and leisure facility.

Figure 1 details the 2020 SIMD rankings for Barassie S01012559 datazone. Since 2016 the Barassie shorefront area is reported to be Decile 1 (549) which places it in one of

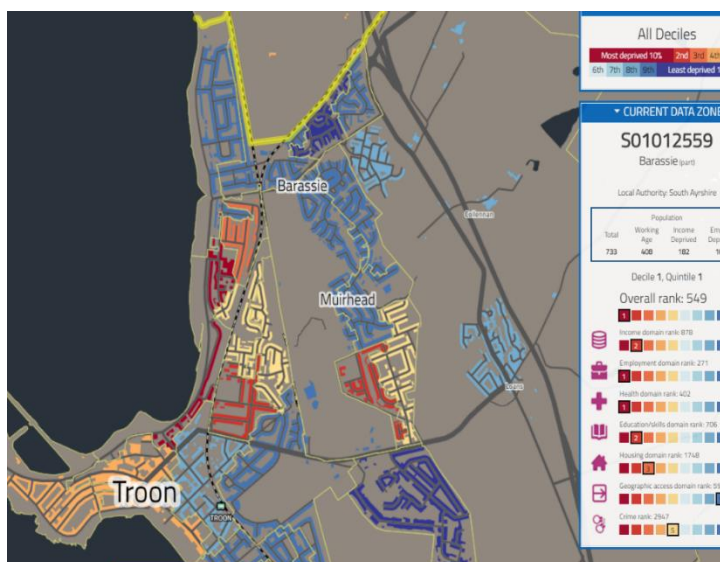


Figure 1 - 2020 SIMD Data Barassie

the 10% most deprived areas of Scotland. Table 1 depicts the SIMD domains and ranking - notably poor are Health, Employment and Education.

Domain Ranks	Barassie
Income	1
Employment	1
Health	1
Education	2
Housing	3
Geographical Access	9
Crime Rank	5

*Table 1 - 2020 SIMD Domain Rankings*

A study on Benefits of Outdoor Sport for Society published in the Int. J. of Environmental Research and Public Health by Eigenschenk et al, recently compiled an overview of the broad impacts of ***Physical Activity in Nature<sup>1</sup>*** from 76 European studies. The study concluded that ***multiple benefits*** could be reached simultaneously in the six categories of ***physical health, mental health and wellbeing, education and life-long learning, active citizenship, reduction in crime-reduction and anti-social behavior*** as well as additional benefits.

The 2020 SIMD data is now a baseline allowing TWSC to monitor the positive impact on the lives of the local community.

## Community Give Back and Wealth Building Venture

TWSC have a long term goal to give back to the local community by providing opportunities to all generations but specifically those from disadvantaged backgrounds. These opportunities will be in the form of water sports trials sessions, team building, and outdoor and environmental lessons. To enable provision of equipment and expertise required a proportion of café profits will be reinvested on a monthly basis.

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<sup>1</sup> Activities such as Canoeing/Kayaking, Rowing, Sailing, (Wind)Surfing, and Kite surfing.

**The hub will also assist the South Ayrshire Council Community Wealth Building Venture by providing the opportunity to commercially rent areas of the hub to local businesses. Additionally, once cashflow allows there is an aspiration to establish several part time or permanent positions to provide local employment opportunities.**

# Environmental Impact

The Hub will be designed to current Building Standards utilising new or upcycled shipping containers designed to withstand a harsh maritime environment. An environmentally sympathetic design will be incorporated to minimise visual disturbance within the shorefront area.

In support of this approach, included within the proposals is an array of eco-friendly energy sources including photovoltaic panels which form part of the building's sustainable strategy and compliance with energy standards. Robust fittings are proposed throughout the design, maximising the lifetime performance of the building through seeking to reduce future maintenance and repairs.

The Hub will support local business as much as possible and the café will source its produce locally.

As the Hub is located adjacent to the Sustrans Cycle Network we aim to provide a charging and maintenance point for electric and conventional bicycles.



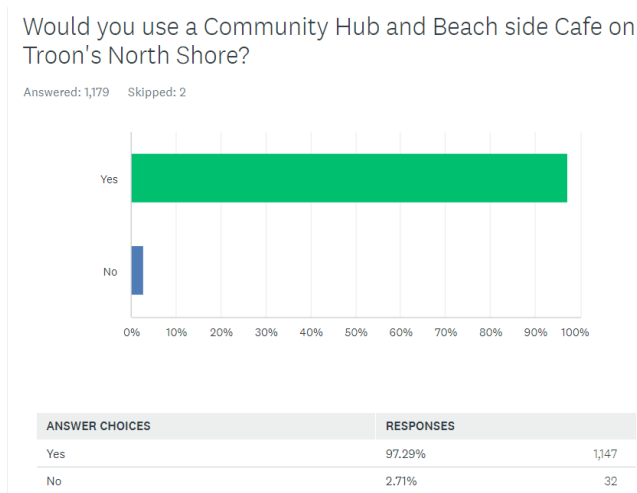
# Market Research

TWSC have conducted extensive market research utilising public engagement seminars, results of the 2018 Council backed Troon Together Community consultation, and more recently a very successful online Community Survey.

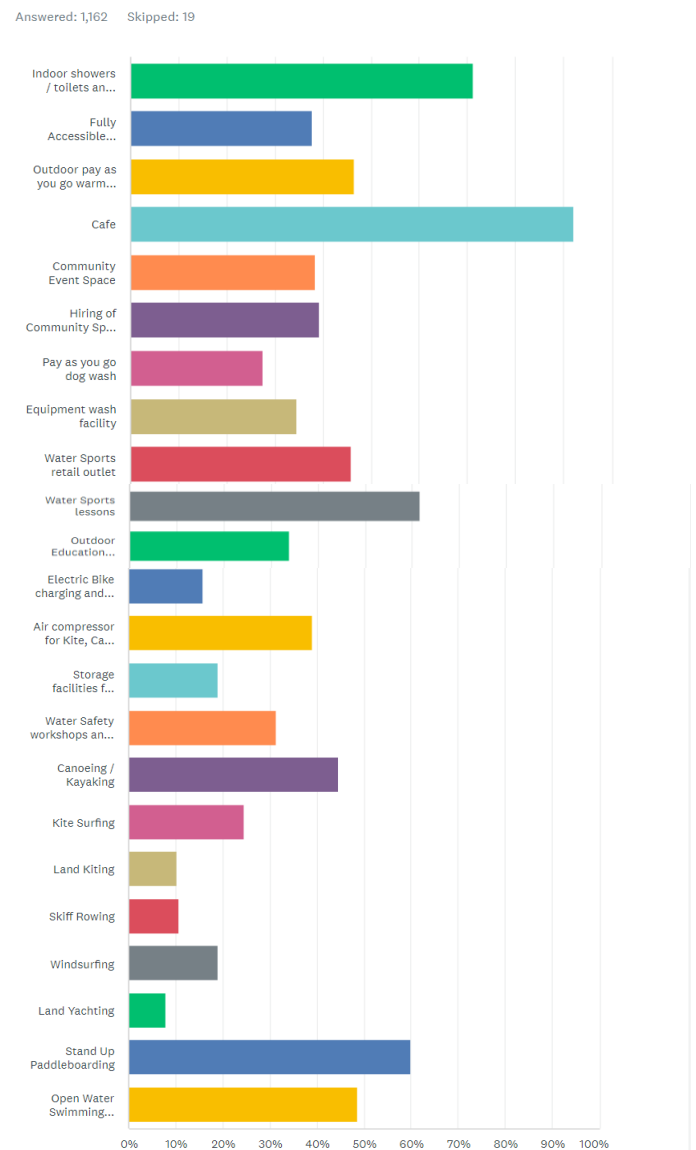
The **Community Survey** that was published across Facebook and Instagram had **1201 respondents** and show **tremendous support** for the project with **97% of returns indicating they would use the Hub and Community Café.**

Full results of the survey can be found at the following link:

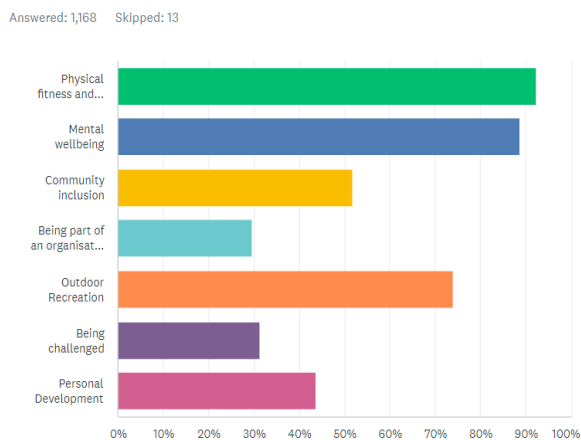
<https://www.surveymonkey.com/results/SM-83H73GZC9>



The new Hub hopes to provide the following facilities and activities. If available please select one or more which you think you may use.



What health and wellbeing aims are important to you?



*TWSC have also held several on site meetings with local Councillors who have all shown a very positive commitment to ensuring the Hub project succeeds. SNP Councillor Craig MacKay has been extremely supportive and assisted with securing funding. Additionally, the TWSC Chairperson has recently briefed the Troon Community Council who have also shown great support for the project. A recommendation from the Committee is being submitted to the Council Common Good fund for the Hub project to be awarded £15,000.*

# Cashflow Projection

*Total Costs for the project are yet to be finalised however a Rough Order of Magnitude (ROM) cost is circa £150,000.00 including ground preparation, regulatory and planning costs, consultation fees and the build. Initial quotes totaling approx. £35000.00 for the shipping containers have been obtained and can be supplied on request*

*Once the Hub is established overheads such as ground lease, gas/electricity and insurance will be covered by the sustainable Café revenue, Annual Membership fees, and day visitor charges using the indoor changing and showers, or the outdoor coin/card operated showers. A full 3 year financial cashflow projection has been generated utilising the recent Community Survey Market Research. Full details are at Appendix C. The following summarises the 3 year period.*

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
<b>Cash Inflow</b>	- <b>£49,326.00</b>	<b>£54,168.50</b>	<b>£59,465.35</b>
<b>Cash Outflow*</b>	- <b>£14,460.00</b>	<b>£16,506.00</b>	<b>£18,636.60</b>
<b>Overheads</b>	- <b>£22,300.00</b>	<b>£23,355.00</b>	<b>£24,462.75</b>
<b>Closing Balance</b>	- <b>£12,566.00</b>	<b>£26,873.50</b>	<b>£43,239.50</b>

*\*includes Community Give Back fund to enable equipment and lessons to be provided.*

## Assumptions

*When calculating income from individual services / aspects the number of survey respondents has been reduced by a risk factor of 33% to cater for those who responded but may not end up using the Hub.*

*Cafe Turnover is based purely on Coffee sales at an average price of £2.75 and aiming for a turnover of £100 per day with 30% operating costs for ingredients, spills etc. The following seasonal opening times for the Cafe, and all staff initially volunteers:*

- Jan - Mar = Fri/Sat/Sun/Mon = 17 days / month*
- Apr - Sep = 7 days a week = 30 days / month*



*- Oct - Dec = Fri/Sat/Sun/Mon = 17 days / month*

*Community Space Event / Club Hire @£20/hr*

*- 454 people stated they would hire the space. Reduced by 33% this is 304.*

*Assuming 2 x 2 hr birthday per month and 1 x 1hr weekly hire.*

*Day Users Pay as You Go Indoor Changing/Showers*

*- Risk Factored = 578 users each using the hub 3 times a year = Avg 144 uses/month with seasonal variation @50% over winter months and 75% spring/autumn and 150% during summer months.*

*Pay as You Go Outdoor Shower*

*- Risk Factored = 361 users = Avg 30/month with average seasonal variation @50% over winter months and 75% spring/autumn and 150% during summer months.*

*Pay as You Go Dog Wash*

*- Risk Factored = 214 = Avg / 17 users per month with 4 walks per month.*

*Adult Annual Memberships*

*- Risk Factored = 190 annual memberships @£45/yr*

## ***Exemptions***

*In accordance with the Scottish Council for Voluntary Organisations (SCVO) as TWSC is a not for profit SCIO the hub may be eligible for Business Rates relief. Applications to SAC for discretionary rates relief will be progressed at an appropriate stage of the project.*



# Delivery

## Target Market

The target markets for the Hub are:

- Existing users of Barassie and Troon South Beaches
- Water sports enthusiasts and new starters within 1-2 hrs of South Ayrshire
- Local and visiting users of the Sustrans Cycle Network
- Schools, and Disadvantaged Groups
- Tourists

Additionally, the Hub's training / community space and café will be open to the general public and local community groups.

## Services

- KiteSurf Instruction and Rental
- Stand Up Paddle Board Instruction and Rental
- Windsurf Instruction and Rental
- Dinghy Sailing
- BloKarts
- Wetsuit Rental
- Equipment Storage
- Marine and Environmental Awareness
- Wellbeing Activities
- Electric Bike charging
- Water Safety Sessions

## Operation

The Hub will operate all year round with seasonal opening times initially staffed by a small team of volunteers and paid instructors. This will protect existing jobs and

promote local employment opportunities as well as bolstering community spirit and cohesion through volunteering opportunities.

## **Promotion and Advertising**

TWSC place a great importance on communication with the community using both traditional and non-traditional methods. This will include local media outlets such as Troon Going Out and our current Facebook Page as well as a new website.

We will always encourage opinion, views and ideas from the wider community, and we do this by both formal and informal means i.e. open public meetings and online Community surveys or face-to-face discussions within the Hub.

There will be a robust data collection process in that all visitors will be asked for address, mobile, home number and e-mail address which will be recorded. This will develop the TWSC main marketing strategy assisted with editorial in the local press, social media and radio. Paid advertising will be used only when it benefits the TWSC.

Every event we host will be widely promoted using the new Hub web site, social media, and mailing lists as well as advertising in local newspapers when appropriate. Social media is utilised at present to advertise any upcoming events and it is envisioned that this will continue when the new Hub is complete.

The TWSC Facebook page presently has 860 followers and the trustees also share important posts from this page with the local 'Troon....the small town with the big heart' Facebook group which has 10.5k members.

# SWOT Analysis

- Capabilities
- Assets – People
- Infrastructure
- Experience
- Price, value, quality
- Support
- Location
- Community



- Gap in Capability
- Cash Flow
- Suppliers
- Experience
- Areas to improve
- Competition

- Competitor Weakness
- New Products
- New Partnerships
- Expansion
- New innovations

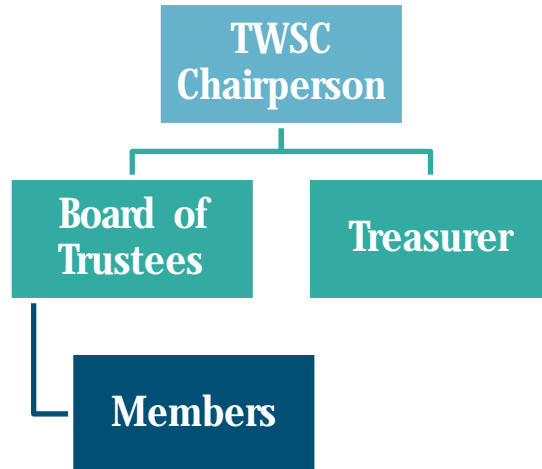
- Economic Climate
- Competition
- Political Impact
- Environmental effects
- Loss of Key Personnel
- Market Demand
- Funding
- SAC Policy Changes

## Risk

Place holder for Risk Register.

# Structure

## Governance



## Operational



# Appendix 1 – Cashflow Projection

## Year 1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	1,920.00
Café	1,700.00	1,700.00	1,700.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	1,700.00	1,700.00	1,700.00	28,200.00
Day Visitors @£5/day - survey users avg 3 times a year.	361.25	361.25	541.00	541.00	1,083.75	1,083.75	1,083.75	1,083.75	541.00	541.00	361.25	361.25	7,944.00
Dog Wash @ £1	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	852.00
Outdoor Showers @£2/shower	30.00	30.00	45.00	45.00	90.00	90.00	90.00	90.00	45.00	45.00	30.00	30.00	660.00
Annual Membership @ £3.75/month (£45 adult / yr)	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	712.50	8,550.00
<b>TOTAL CASH INFLOW</b>	<b>£3,134.75</b>	<b>£3,134.75</b>	<b>£3,329.50</b>	<b>£4,629.50</b>	<b>£5,217.25</b>	<b>£5,217.25</b>	<b>£5,217.25</b>	<b>£5,217.25</b>	<b>£4,629.50</b>	<b>£3,329.50</b>	<b>£3,134.75</b>	<b>£3,134.75</b>	<b>£ 49,326.00</b>
<b>CASH OUTFLOW</b>													
Café@30%	510.00	510.00	510.00	900.00	900.00	900.00	900.00	900.00	900.00	510.00	510.00	510.00	
Community Give Back	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	<b>£ 1,010.00</b>	<b>£ 1,010.00</b>	<b>£ 1,010.00</b>	<b>£ 1,400.00</b>	<b>£ 1,400.00</b>	<b>£ 1,400.00</b>	<b>£ 1,400.00</b>	<b>£ 1,400.00</b>	<b>£ 1,400.00</b>	<b>£ 1,010.00</b>	<b>£ 1,010.00</b>	<b>£ 1,010.00</b>	<b>£ 14,460.00</b>
<b>OverHeads</b>													
Salary	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Employer NI/WP Pension	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Telephone/Broadband/Wifi	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Electricity/Gas/Water	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Postage & Stationary	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	
Maintenance / Cleaning	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	
Insurance	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	
Permits / Licences	1,000.00												
Alarm System / Fire Extinguisher	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
General Expenses / Misc	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	<b>£ 2,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 1,775.00</b>	<b>£ 22,300.00</b>
TOTAL CASH OUTFLOW	1,010.00	1,010.00	1,010.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,010.00	1,010.00	1,010.00	
OPENING BALANCE	-												
NET CASH MOVEMENT	- 650.25	349.75	544.50	1,454.50	2,042.25	2,042.25	2,042.25	2,042.25	1,454.50	544.50	349.75	349.75	
CLOSING BALANCE	-£ 650.25	-£ 300.50	£ 244.00	£ 1,698.50	£ 3,740.75	£ 5,783.00	£ 7,825.25	£ 9,867.50	£11,322.00	£11,866.50	£12,216.25	<b>£ 12,566.00</b>	

## Year 2

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00	£ 2,112.00
Café	1,870.00	1,870.00	1,870.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	1,870.00	1,870.00	1,870.00	£ 31,020.00
Day Visitors @£5/day	397.38	397.38	595.10	595.10	1,192.13	1,192.13	1,192.13	1,192.13	595.10	595.10	397.38	397.38	£ 8,738.40
Dog Wash @ £1	78.10	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	£ 958.10
Outdoor Showers @£2/shower	33.00	34.00	50.00	50.00	100.00	100.00	100.00	100.00	50.00	50.00	34.00	34.00	£ 735.00
Annual Membership @ £3.75/month (£45 adult / yr)	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	783.75	£ 9,405.00
<b>TOTAL CASH INFLOW</b>	£3,438.23	£3,441.13	£3,654.85	£5,084.85	£5,731.88	£5,731.88	£5,731.88	£5,731.88	£5,084.85	£3,654.85	£3,441.13	£3,441.13	£ 54,168.50
<b>CASH OUTFLOW</b>													
Café@30%	561.00	561.00	561.00	990.00	990.00	990.00	990.00	990.00	990.00	561.00	561.00	561.00	
Community Give Back	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	£ 1,161.00	£ 1,161.00	£ 1,161.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,590.00	£ 1,161.00	£ 1,161.00	£ 1,161.00	£ 16,506.00
<b>OverHeads</b>													
Salary	-	-	-	-	-	-	-	-	-	-	-	-	
Employer NI/WP Pension	-	-	-	-	-	-	-	-	-	-	-	-	
Telephone/Broadband/Wifi	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	
Electricity/Gas/Water	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	
Postage & Stationary	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	15.75	
Maintenance / Cleaning	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	
Insurance	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	
Permits / Licences	1,050.00	-	-	-	-	-	-	-	-	-	-	-	
Alarm System / Fire Extinguisher	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50	
General Expenses / Misc	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	52.50	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	£ 2,908.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 1,858.75	£ 23,355.00
<b>TOTAL CASH OUTFLOW</b>	1,161.00	1,161.00	1,161.00	1,590.00	1,590.00	1,590.00	1,590.00	1,590.00	1,590.00	1,161.00	1,161.00	1,161.00	
OPENING BALANCE	12,566.00												
NET CASH MOVEMENT	- 631.53	421.38	635.10	1,636.10	2,283.13	2,283.13	2,283.13	2,283.13	1,636.10	635.10	421.38	421.38	
CLOSING BALANCE	£11,934.48	£12,355.85	£12,990.95	£14,627.05	£16,910.18	£19,193.30	£ 21,476.43	£23,759.55	£25,395.65	£26,030.75	£ 26,452.13	£ 26,873.50	

## Year 3

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>Projected Turnover</b>													
KiteSurf Scotland Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Community Hub Hire £20/hr	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	193.60	£ 2,323.20
Café	2,057.00	2,057.00	2,057.00	3,630.00	3,630.00	3,630.00	3,630.00	3,630.00	3,630.00	2,057.00	2,057.00	2,057.00	£ 34,122.00
Day Visitors @£5/day	437.11	437.11	654.61	654.61	1,311.34	1,311.34	1,311.34	1,311.34	654.61	654.61	437.11	437.11	£ 9,612.24
Dog Wash @ £1	85.91	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	£ 1,053.91
Outdoor Showers @£2/shower	36.30	37.40	55.00	55.00	110.00	110.00	110.00	110.00	55.00	55.00	37.40	37.40	£ 808.50
Annual Membership @ £3.75/month (£45 adult / yr)	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	862.13	£ 10,345.50
<b>TOTAL CASH INFLOW</b>	£3,772.05	£3,775.24	£4,010.34	£5,583.34	£6,295.06	£6,295.06	£6,295.06	£6,295.06	£5,583.34	£4,010.34	£3,775.24	£3,775.24	£ 59,465.35
<b>CASH OUTFLOW</b>													
Café@30%	617.10	617.10	617.10	1,089.00	1,089.00	1,089.00	1,089.00	1,089.00	1,089.00	617.10	617.10	617.10	
Community Give Back	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	
	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL CASH OUTFLOW</b>	1,317.10	1,317.10	1,317.10	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,317.10	1,317.10	1,317.10	£ 18,636.60
<b>OverHeads</b>													
Salary	-	-	-	-	-	-	-	-	-	-	-	-	
Employer NI/WP Pension	-	-	-	-	-	-	-	-	-	-	-	-	
Telephone/Broadband/Wifi	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	
Electricity/Gas/Water	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	661.50	
Council Lease / Rates TBC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
Refuse Collection	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	110.25	
Postage & Stationary	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	16.54	
Maintenance / Cleaning	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	551.25	
Insurance	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	330.75	
Permits / Licences	1,102.50	-	-	-	-	-	-	-	-	-	-	-	
Alarm System / Fire Extinguisher	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	11.03	
General Expenses / Misc	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	55.13	
Overheads VAT													
<b>TOTAL OVERHEADS</b>	£ 3,049.19	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 1,946.69	£ 24,462.75
TOTAL CASH OUTFLOW	1,317.10	1,317.10	1,317.10	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,789.00	1,317.10	1,317.10	1,317.10	
OPENING BALANCE	26,873.50												
NET CASH MOVEMENT	- 594.24	511.45	746.55	1,847.65	2,559.38	2,559.38	2,559.38	2,559.38	1,847.65	746.55	511.45	511.45	
CLOSING BALANCE	£ 26,279.26	£26,790.71	£27,537.26	£ 29,384.91	£ 31,944.28	£34,503.66	£ 37,063.03	£39,622.41	£ 41,470.05	£ 42,216.60	£42,728.05	£ 43,239.50	

# Planning Documents



REGULATORY PANEL: 15 SEPTEMBER 2022

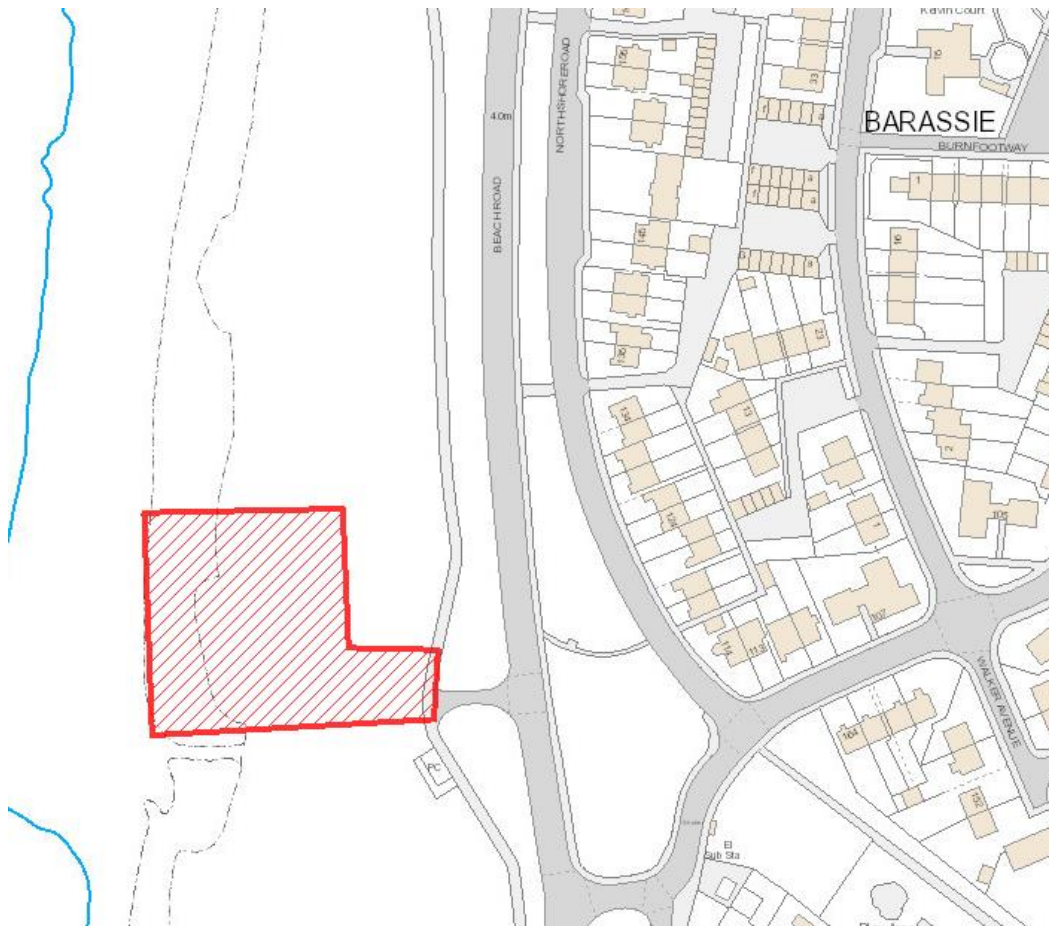
REPORT BY PLACE DIRECTORATE

22/00417/APP

LAND ADJACENT TO NORTH SHORE ROAD TROON SOUTH AYRSHIRE

Location Plan

APPLICATION SITE 



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**Summary**

The application site is Council owned land and comprises an area of 1.7ha of grassed/ sand covered open space at North Shore Road, Troon. Part of the site was previously the former Troon Sailing Club. Planning permission is sought by the Troon Water Sports Centre Committee, (a Scottish Charitable Incorporated Organisation), for the erection of a water sports hub facility. The proposal incorporates a 'U shape' single storey building formed from shipping containers which reaches a height of approximately 2.6 metres with a low- profile, almost flat roof (slightly angled for rainwater run-off) and shall have a footprint of 204sqm (12 metres wide by 17 metres length). The main entrance to the building is shown on the southern elevation, with the building predominantly having an aspect to the south. The finishing material proposed for the building is larch timber cladding. The galvanised steel entrance gates are also proposed to be clad in larch timber to match the building. An internal courtyard from where access will be taken is proposed within the centre of the 'U' shaped building; a staircase within the courtyard leads to a proposed viewing deck on the roof of the west facing 'wing' of the building with views out towards the beach and Firth of Clyde.

The facility comprises changing rooms, showers (indoor and outdoor), toilets (all accessible/ parent/ child friendly), a training room/community space; an office; dry store; an ancillary community café (with kitchen and preparation area).

The principle of the proposed development complies with the development plan. The proposal is considered to have an acceptable relationship to surrounding land and buildings, with minimal impact on the locality. The consultation responses do not raise any issues of over-riding concern that cannot be addressed by condition. Equally, the points raised in the letters of objection have been fully considered, but do not raise any issues that would merit a recommendation of refusal of the application. Overall, there are no policy objections and it is considered that the resultant development will not have an adverse impact on the character, appearance or amenity of the locality or the environment. On this basis, it is recommended that the application be approved subject to conditions.

168 representations have been received to the development proposals; 163 supporting the proposal, 2 neutral comments and 3 objections.

The application requires to be reported to the Council's Regulatory Panel, in accordance with the Council's approved procedures for handling planning applications and Scheme of Delegation, as the Council has a financial and ownership interest in the site, and more than one competent written objection has been received.

**REPORT BY PLACE DIRECTORATE**

**REGULATORY PANEL: 15 SEPTEMBER 2022**

<b>SUBJECT:</b>	<b>PLANNING APPLICATION REPORT</b>
<b>APPLICATION REF:</b>	<b>22/00417/APP</b>
<b>SITE ADDRESS:</b>	<b>LAND ADJACENT TO NORTH SHORE ROAD TROON SOUTH AYRSHIRE</b>
<b>DESCRIPTION:</b>	<b>ERECTION OF WATER SPORTS HUB</b>
<b>RECOMMENDATION:</b>	<b>APPROVAL WITH CONDITIONS</b>

**APPLICATION REPORT**

This report fulfils the requirements of Regulation 16, Schedule 2, paragraphs 3 (c) and 4 of The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013. The application is considered in accordance with the Council's Scheme of Delegation as well as the Procedures for the Handling of Planning Applications.

**1. Proposal:**

The application site comprises an area of 1.7ha of grassed/ sand covered open space at North Shore Road, Troon. The site, which is generally flat, is under the ownership of the Council, and is utilised as public amenity open space. The application site forms part of the former Troon Sailing Club premises and is part of a much larger strip of public open space which extends along a large portion of the coastline at the locale. The site is mainly bound by grassed/ sand covered open space and sand dunes/ beach to the west. Also, in close proximity to the site, are public conveniences, public car parks, a cycle path/ footpath and an existing vehicular access from the B746 is located to the east of the site.

Planning permission is sought by the Troon Water Sports Centre Committee, (a Scottish Charitable Incorporated Organisation (SCIO) SC047691), for the erection of a water sports hub facility. The proposal incorporates a 'U shape' single storey building which reaches a height of approximately 2.6 metres with a low - profile flat roof (slightly angled for rainwater run-off) and shall have a total footprint of 204sqm (12 metres wide by 17 metres length). The building will sit between 100mm to 250mm above ground level. The main entrance to the building is shown on the southern elevation, with the building predominantly having an aspect to the south. The main structure of the building comprises steel shipping containers which shall be fully clad with locally sourced timber larch and galvanised steel entrance gates, which are also to be clad with larch. The proposed upper floor viewing balcony on the west wing of the building shall have a 0.9m slim wire balustrade and an internal courtyard area shall also comprise larch decking boards.

The facility comprises changing rooms, showers (indoor and outdoor), toilets (all accessible/ parent/ child friendly), a training room/community space; an office; dry store; an ancillary community café (with kitchen and preparation area); and an internal courtyard area with upper floor viewing deck.

It is intended that the hub shall offer:

- KiteSurf instruction and rental;
- Stand Up Paddle Board Instruction and Rental;
- Windsurf Instruction and Rental;
- Team Building opportunities;
- BloKarts;

- Wetsuit Rental;
- Equipment Storage;
- Marine and Environmental Awareness;
- Wellbeing Activities; and
- Electric Bike charging.

It is indicated that the hub will operate Spring to Autumn 7-days a week, 10am to 4pm on weekdays and 10am to 6pm at weekends. In the Winter season; it is anticipated that the facility will operate Wednesday to Sunday 9:30am / 10:00 am to 3pm. It is further indicated through the proposal that there will be no less than 3 staff/ volunteers at core times.

The application requires to be reported to the Council's Regulatory Panel, in accordance with the Council's approved procedures for handling planning applications and Scheme of Delegation, as the Council has a financial and ownership interest in the site, and one or more written objections have been received.

## **2. Consultations:**

**The Ayrshire Roads Alliance** - offer no objection to the development proposals from a traffic and transportation perspective and advise that 'the proposed development is located immediately adjacent to an existing public parking facility, is well served by existing pedestrian and cycling linkages in the immediate vicinity and is easily accessible by public transport with regular bus services operating on the B746 North Shore Road.

The Ayrshire Roads Alliance, acting as the Flood Risk Management Authority on behalf of South Ayrshire Council have reviewed the Evans River and Coastal, Flood Risk Assessment Reference No 2841/RE/12-21/01 which was submitted in support of the application and have no objection to this development on the grounds of flooding, providing that all the coastal flood risk mitigation and evacuation measures detailed in the Flood Risk Assessment are designed into the development including, the following:

- Water entry strategy established up to the 1 in 200 year + climate change flood extent + 600mm freeboard;
- Development of a Business Flood Plan including actions required in the event of a flood warning

A condition is recommended to ensure the above measures are implemented and to ensure compliance with SEPA's standing Land Use Vulnerability Guidance.

**Scottish Environment Protection Agency** - advises that the proposal is a 'water compatible use' as per SEPA [Land Use Vulnerability Guidance](#). As such, it does not meet the flood risk trigger for consultation set out in the SEPA [Triage Framework](#). SEPA Standing Advice for developers is available online.

**NatureScot** - advise that the development does not meet the criteria for consultation. Standing Advice for developers is available online;

**West Of Scotland Archaeology Service** - advise that the proposals raise no substantive archaeological issues.

**Scottish Water** - offer no objections

**Environmental Health** - offer no objections to the proposal and have suggested a general condition regarding noise levels and advisory notes, that the premises require to fully comply with the Health and Safety at Work etc Act 1974 and the Food Safety Act 1990 and any Regulations and requirements therein and thereto.

**Property & Asset Management** - offer no response.

**Sustainable Development (Biodiversity)** - offer no objections.

### 3. Submitted Assessments/Reports:

In assessing and reporting on a planning application the Council is required to provide details of any report or assessment submitted as set out in Regulation 16, Schedule 2, para. 4 (c) (i) to (iv) of the Development Management Regulations.

The following documents accompany the application submission:-

**Flood Risk Assessment (FRA);** A FRA concludes that the site is classified as 'least vulnerable' (SEPA Flood Risk and Land Use Vulnerability Guidance dated 2018). The SEPA Flood Map shows that the site is defined within Low, Medium and High Likelihood of coastal flooding and surface water flooding; and the site is located within Little or No Risk Areas (i.e. <0.1% AP) when considering river flooding from Darley Burn. The FRA recommends flood risk mitigation and evacuation measures; a water entry strategy and a warning and evacuation strategy.

**Preliminary Ecological Assessment (PEA);** The PEA concludes that the area of the application site is of low ecological value, with no species/habitats of designated value being present. However, recommends some mitigation measures be considered, such as fixing bat boxes to the proposed structure, and notes that the proposed finishing materials (larch cladding) could potentially increase the ecological value of the site by attracting arthropods and small bats.

**Supporting Statement;** A statement by the applicants' agent also accompanies the submission and outlines the background of the project, aims and objectives, the application site including its history, flood risk, climate change, accessibility, and considers the proposed buildings finishing materials, design ethos and relevant applicable national and local planning policies.

**Troon Water Sports Centre Business Plan;** The business plan outlines the applicant, TWSC, who a locally based not-for-profit SCIO Charity, comprising a Board of Trustees who are 5 local residents. The premise of the charity is to enhance the community facilities in Troon. The plan outlines the funding for the proposals, its intended operation, the benefits to the local community and environmental impact of the development.

### 4. S75 Obligations:

None.

### 5. Scottish Ministers Directions:

None.

### 6. Representations:

168 representations have been received in total; 163 supporting the proposal, 2 neutral comments and 3 objections to the proposed development. All representations can be viewed online at [www.south-ayrshire.gov.uk/planning](http://www.south-ayrshire.gov.uk/planning)

The objections raised by Representees can be summarised as follows.

- Increased traffic to the area/ car parking could be impeded;
- Concerns with overcrowding and noise from the facility;
- Concerns with the proposed siting, design, construction and finishing materials and deterioration;
- Concerns with flooding;
- Other brownfield sites nearby could have been chosen;
- The area has wildlife could be impacted by the development;

The supporting comments are summarised, below:

- Great tourist attraction which enhances the area;
- Promotes physical and mental wellbeing;
- The area lacks facilities;
- Promotes water sports which are popular in the area;
- The facility will encourage visitors to the area which will benefit the local economy/ town centre;
- Other coastal areas in Scotland have such facilities and this raised Troon's profile as a destination;

- Great for dog walkers and local residents;
- Great location which is easily accessible;
- Long awaited asset to our coast;
- The facility will encourage people to engage with water sports, as it offers a safe environment to learn;
- Great resource for local groups/ associations;

A response to these representations is included within the assessment section of this report.

In accordance with the Council's procedures for the handling of planning applications the opportunity exists for Representees to make further submissions upon the issue of this Panel Report, either by addressing the Panel directly or by making a further written submission. Members can view any further written submissions in advance of the Panel meeting at [www.south-ayrshire.gov.uk/planning](http://www.south-ayrshire.gov.uk/planning).

## **7. Assessment:**

The material considerations in the assessment of this planning application are the provisions of the development plan, other policy considerations (including government guidance), objector concerns and the impact of the proposal on the amenity of the locality.

### (i) Development Plan

Section 25 of the Town and Country Planning (Scotland) Act 1997 (as amended) indicates that in making any determination under the Planning Acts, regard is to be had to the development plan; the determination shall be made in accordance with the plan unless material considerations indicate otherwise.

The statutory Local Development Plan for the area currently comprises the South Ayrshire Local Development Plan 2 (LDP2) adopted on 31<sup>st</sup> August 2022 and its associated Supplementary Guidance.

The following provisions of the development plan are considered relevant to the consideration of this application:

- Core Principle B1 sustainable economic development;
- Core Principle B2 community focused development;
- Core Principle C1 promotes the sustainable use of natural, built and cultural heritage resources;
- Strategic Policy 1; Sustainable Development;
- Strategic Policy 2; Development Management;
- Open Space;
- The Coast;
- Land Use and Transport;
- Tourism;
- Flooding and Development;
- Town Centre First Principle;
- Leisure Development.

The provisions of the Adopted South Ayrshire Local Development Plan 2 must be read and applied as a whole, and as such, no single policy should be read in isolation. The application has been considered in this context.

LDP Core Principle B1 states that the Council will prioritise sustainable travel and development, direct development to settlements and prioritise brownfield over greenfield sites. LDP Core Principle B2 states that the Council will support community focused development which support community- based projects provided they have no significant adverse environmental impact; facilitate the development of sports and leisure facilities and safeguard existing community facilities. LDP Core Principle C1 states the council will promote the sustainable use of natural resources by ensuring development safeguards these resources and protects and enhances existing green networks.

Strategic Policy 1: Sustainable Development and Strategic Policy 2: Development Management seek to ensure that development is appropriate in terms of its impacts on local amenity and that its layout, scale, massing, design and materials are acceptable in relation to its surroundings. In addition, development should be suitable in terms of its bearing on residential amenity, infrastructure implications and contribute to the efficient use of public services and facilities.



The development proposal is sited within the settlement of Troon, on previously developed land (Troon Sailing Club) and offers the opportunity to sensitively improve the scenic and environmental quality of the area, whilst protecting the foreshore. The development proposal is considered appropriate to the local area in terms of its appearance, character and amenity impact. The proposed layout, scale, massing, design and materials are considered acceptable in relation to its surroundings, and importantly, by being appropriate to the local area in terms of road safety and effect on the transport network. Furthermore, the proposal is a community lead project which is considered to enhance the existing sport and leisure facilities at the locale without any significant impact on the environmental quality of the area. In this regard, the proposal is considered to accord with the principle policies of LDP2.

The site is designated as Open Space within the Local Development Plan. This policy requires consideration of the value of open spaces, in order that locally significant green spaces which are valued and valuable to the wider environment are afforded appropriate safeguarding. As such, consideration is required of the individual site-specific factors relating to this site, and the area in which it is set. Development proposals also require to be considered based on the merits of the proposal and any individual site-specific circumstances arising. The application has been considered in this context, and the following is noted;

Part of the key value and function of this open space is its visual amenity and contribution to the coastal character of Troon. In quantitative terms, the open space which would be lost as a result of the proposal represents a very small proportion of land in the context of the wider open space and shore area, and under the proposals a significant portion of open space will be retained immediately adjacent to the site. In this context, the area of open space to be lost is relatively small in size. More importantly, it is considered that its loss will not undermine the integrity of or alter the established character of the wider area of adjacent public open space. It is proposed to erect a modestly scaled building for the purposes of providing and enhancing community facilities at the locale; There is a locational need for the building as its primary purpose is to encourage and enhance the existing water sports activity within the area.

Given the location of the site, the provisions of the coastal policy are also considered to be relevant in the consideration of the proposal. The LDP coastal policy requires development within the coastal areas to be in accordance with the coastal strategy, and to protect or improve the scenic and environmental quality of the area. The coastal strategy map defines the coastal area to the north of Troon as being 'partly developed' and characterised by unobtrusive formal visitor activities and informal recreation. In this context, the site is considered to be typical of the partly developed landscape referred to in the coastal strategy. The Local Development Plan (Appendix B) presumes in favour of very small-scale developments which integrate well with existing land uses and which complement the surrounding environment. The term 'very small scale' is taken to mean facilities that would not require substantial building works. In this instance, a new modestly sized building comprising mainly of timber clad shipping containers is proposed. It is also noted that the building works, which are considered minimal, are concentrated on the built envelope of the site which comprised the former Troon Sailing Club site. Therefore, as a consequence represents previously developed land. As such, the principle of the erection of a new building is considered to be broadly in accordance with the provisions of the coastal strategy. The proposed buildings are single storey in height and have a simple design and form so as to retain the generally open characteristics of the wider area and which are considered to complement the existing land uses.

LDP Land Use and Transport policy requires for development to provide parking which reflects the role of the development and which keeps any negative effects of road traffic on the environment to a minimum. The Ayrshire Roads Alliance has offered no objection to the development proposal from a traffic and transportation perspective. It is recognised that the proposed development is located immediately adjacent to an existing public parking facility, is well served by existing pedestrian and cycling linkages, and is easily accessible by public transport with regular bus services operating on the B746 North Shore Road. On this basis, it is considered that the proposal can satisfy the requirements of the LDP policy in relation to land use and transport.

The LDP Tourism policy states that the council will look favourable on proposals that will provide or improve tourism or leisure services in South Ayrshire. The council states it will allow new sites and accommodation to be developed providing that the new development is intended for holiday use only and the proposed development has suitable screening and is appropriate in terms of landscape setting, scale and design. It is noted that the proposed water sports facility will enhance facilities for tourists visiting the locale, as well as the locale community. The proposed building is also considered small-scale and, although shall be sited in a prominent locale, shall integrate well with existing land uses and which complements the surrounding environment. Therefore, the proposal is considered to align with the LDP Tourism policy.

LDP Flooding and Development; advises that development should avoid areas which are likely to be affected by flooding or if the development would increase flooding elsewhere. In terms of the nature of the proposed development, it is noted that it requires to be sited in reasonable proximity to the shore. A Flood Risk Assessment accompanies the application submission which recommends mitigation measures for the development. Additionally, the Ayrshire Roads Alliance, acting as the Flood Risk Management Authority, on behalf of South Ayrshire Council do not object to the proposal, subject to a condition with regards to the mitigation measures as set out in the FRA are adhered to. This aspect of the proposal is conditioned accordingly. On this basis, the development is considered to accord with the provisions of the LDP policy Flooding and Development.

LDP Town Centre First Principle states that the Council will put the health of town centres at the forefront of decision making and will encourage public and private development proposals and investments to the town centre and promote a 'sequential approach' to ensure all appropriate uses are directed to town centres. LDP Leisure Development also refers to a 'sequential approach' when choosing locations for all leisure uses. While it is recognised that the proposal is not located in a town centre, it is sited in close proximity to the town centre and has a locational need which requires access to the waterfront. Furthermore, the proposal includes a café which is considered ancillary to and complements the proposed primary function of the building as a water sports facility. The indicative opening hours of the sports hub (including café) are; Spring to Autumn 7-days a week, 10am to 4pm on weekdays and 10am to 6pm at weekends. In the Winter season; Wednesday to Sunday 9:30am / 10:00 am to 3pm) The cafe will primarily serve patrons of the water sports hub but will also benefit the wider community utilising the locale, such as dog walkers and cyclists, for example. On this basis, the ancillary small -scale nature of the café operating a day-time economy is such that it will not have an adverse impact on the viability or vitality of Troon town centre and therefore raises no policy concerns.

(ii) Other Policy Considerations (including Government Guidance)

- **Scottish Planning Policy (SPP);**

The policy principles of the SPP seek to create high quality places by taking a holistic design-led approach which responds to and enhances the existing place while balancing the costs and benefits of potential opportunities over the longer term. This means considering the relationships between; a successful sustainable place, a natural resilient place, a connected place and a low carbon place.

SPP also emphasises the need to make efficient use of existing buildings, land and infrastructure. The protection and enhancement of landscapes and the environment, and linkages to infrastructure are also key considerations.

SPP advises that Planning Authorities should support, protect and enhance open space and opportunities for sport and recreation.

SPP sets out the policy position for managing flood risk and drainage. The overarching policy principles state that the planning system should promote a precautionary approach to flood risk from all sources, flood avoidance, flood reduction and avoidance of increased surface water flooding. To achieve this, the planning system should prevent development which would have a significant probability of being affected by flooding or would increase the probability of flooding elsewhere.

It is considered that the proposals align with SPP for the reasons captured in part (i) above.

- **South Ayrshire Open Space Strategy 2012;**

The Council has an Open Space Strategy. The Strategy, which is based on a quantitative and qualitative audit of open space in South Ayrshire, sets out a vision for the provision, management and maintenance of open spaces within the Council's area. It is intended to improve the quality, management, accessibility and usage of parks and other open spaces and identify the need for new or improved facilities where there are deficits in provision. The Open Space Strategy estimates the provision of Council owned open space within the ward in which the application site is set to be approximately 236 ha. A large amount of this open space provision is formed by the areas of open space which extend along the coastline to the north and south of the town. Whilst generally seeking to protect and improve open spaces, the Strategy does not preclude them from being developed. However, development proposals also require to be considered based on the provisions of the development plan, merits of the proposal and any individual site -specific circumstances arising.



The development proposal seeks to enhance the facilities within the area, ensures the continued leisure and recreational use of the site by the wider community; is within the settlement of Troon where various modes of transport (bus, cycling and walking) are available, and large areas of open space remains at the locality. Accordingly, and considering part (i) above, the development proposal, as conditioned, is considered to be in accordance with the aims of the Open Space Strategy.

(iii) Planning History of the Site;

There is no relevant planning history in the assessment of the application.

(iii) Objector Concerns

- **Concerns with increased traffic/ car parking;**

The Ayrshire Roads Alliance has offered no objections to the proposal. It is therefore considered that sufficient public car parking at the locale shall continue to serve the anticipated needs of both members of the public, and patrons of the proposed facility. Additionally, it is noted that the area is well served by existing pedestrian and cycling linkages in the immediate vicinity; and is easily accessible by public transport with regular bus services operating on the B746 North Shore Road.

- **Concerns with overcrowding and noise;**

The area currently attracts visitors and local residents due to its beach location, accessible footpaths, cycle paths, bus routes and close proximity to the town centre. Therefore, although the proposed facility shall enhance and encourage the use of the existing facilities within the area, it is not considered that it will become a 'destination' and attract significant crowds to that currently experienced or which would adversely impact or change the character of the area. Furthermore, It is considered that the facility has been positioned a sufficient separation distance from the closest residential properties sited in North Shore Road which sit further to the east of the site. The indicative hours of operation of the sports hub are noted in Section 1 of this report and are considered reasonable in the context. The Council's Environmental Health Service has been consulted on the proposals and offers no objections with regards to the facility subject to a condition with regards to noise levels however noise nuisance, should it occur, is a matter for the Council's Environmental Health Service or Police Scotland.

- **Concerns with the proposed design, construction, finishing materials, deterioration and siting;**

It is not considered that the proposed building shall detract from the current character or appearance of the area. It is recognised that the building will be sited close to the former Troon Sailing Club site within a prominent area and will be open to wider public views. However, the proposed building is of a modest scale, single storey in height, and of a simple design and finish and can be absorbed within the context of the large area of open space in which it is to be sited. Therefore, it is not considered that the proposed building or its use would be so injurious to the character and landscape of the area to merit a refusal of planning permission in this instance.

Furthermore, the submitted supporting statement asserts the use of shipping containers to be robust and stand up to the elements of the coastal marine location. The shipping containers shall be fully clad with locally sourced larch, a natural material so as to provide a natural aesthetic appearance which complements the area. Therefore, the siting, scale, massing and finishing materials of the proposed building is considered appropriate in this instance.

The upkeep, repair and maintenance of the proposed building is not a material planning consideration and the responsibility of the building lies with the applicant(s).

- **Concerns with the area flooding;**

The Ayrshire Roads Alliance, acting as the Flood Risk Management Authority, on behalf of South Ayrshire Council has offered no objections to the development, subject to a condition, with regards to mitigation measures, as set out in the submitted Flood Risk Assessment. Therefore, a condition is attached to the permission in this regard.

- **Other Brownfield sites could have been chosen;**

The Council has a duty to consider a planning application as submitted. Notwithstanding, the submitted supporting statement and a Site Options Plan demonstrates the alternative sites considered by the applicants. It is also recognised that the site was previously occupied the Troon Sailing Club, so development previously existed at the site.

- **Concerns that wildlife could be impacted by the proposals;**

The application site has no environmental designations. As set out elsewhere within the report, a Preliminary Ecological Assessment (PEA) accompanies the submission and concludes that the area of the application site is of low ecological value, with no species/habitats of designated value, present. However, recommends some mitigation measures are considered by the applicant, such as bat boxes being fixed to the proposed building and some landscaping features so as to encourage wildlife.

The application was also subject to consultation with biodiversity colleagues who offered no objections to the proposals. It is also noted that the existing/ established pathways and accesses at the locale shall be utilised for the facility.

Although, the application proposals do not meet the criteria for consultation with NatureScot., an advisory note can be attached to the permission which reminds the applicant of the need to comply with the legislative requirements set out in the Wildlife and Natural Environment (Scotland) Act 2011. On this basis, it is not considered that any natural heritage features or wildlife shall be significantly impacted as a consequence of the small-scale development proposals.

(iv) Impact on the Locality

In terms of the loss of public open space, it is considered that the area of open space to be lost is relatively small in size and its loss will not undermine the integrity or compromise the appearance/ setting or alter the established character of the wider area of adjacent public open space. Notwithstanding the loss of a small area of open space, it is considered that a significant area of public open space remains at the locale.

As mentioned elsewhere in the report, the proposed facility shall not detract from the current character or appearance of the area and can be successfully integrated. While it is recognised that the proposed building will be sited within a prominent area and will be open to public view, it is of a modest scale, single storey in height, of a simple design and finish, and can be absorbed within the context of the larger area of open space in which it is to be sited.

Additionally, the proposed building is to be a suitably sited in close proximity to the beach due to its locational need; is located immediately adjacent to existing public parking; is well served by existing pedestrian and cycling linkages in the immediate vicinity; and is easily accessible by public transport with regular bus services operating on the B746 North Shore Road.

It is not considered that any neighbouring properties would be adversely impacted by the proposed development given the location and orientation of the building; and the separation distance to the closest residential properties; the proposed days/ hours of operation and small-scale nature of the proposals. On this basis, it is considered that the development will not give rise to any adverse residential amenity concerns. A condition is proposed to ensure that the operating hours of the facility are confirmed and acceptable with regards neighbouring amenity.

Furthermore, the principal use of the building as a water sports hub is apparent from the submitted drawings. The café element of the proposals is small scale, complementary and an ancillary use that will primarily serve users of the facility and will also be open to the local community. It is not considered that the ancillary café will have any adverse impact on the vitality and viability of Troon town centre.

Overall, the principle of the proposed development broadly complies with the development plan. The proposal is considered to have an acceptable relationship to surrounding land and buildings, and an acceptable impact on the locality. The consultation responses do not raise any issues of over-riding concern that cannot be addressed by suitable conditions. Equally, the points raised in the letters of objection have been fully considered, but do not raise any issues that would merit a recommendation of refusal of the application.

## **8. Conclusion:**

There are no policy objections and following the above assessment, it is considered that the proposal will not have an adverse impact on character or appearance of the area or on the amenity of the locality. The proposal will provide opportunities for water sport recreational activities which will be of local community benefit. Given the above assessment of the proposal and having balanced the applicant's rights against the general interest, it is recommended that the application be approved subject to conditions.

## **9. Recommendation:**

It is recommended that the application is approved subject to conditions:

- (1) That the development hereby granted shall be implemented in accordance with the approved plan(s) as listed below and as forming part of this permission unless a variation required by a condition of the permission or a non-material variation has been agreed in writing by the Planning Authority.
- (2) That all coastal flood risk mitigation and evacuation measures detailed in the Evans River and Coastal, Flood Risk Assessment Reference No 2841/RE/12-21/01 are incorporated within design proposals and implemented prior to operation of the development. These measures shall include, but not be limited to, the following:
  - o Water entry strategy established up to the 1 in 200 year + climate change flood extent + 600mm freeboard;
  - o Development of a Business Flood Plan including actions required in the event of a flood warning.
- (3) Notwithstanding the plans hereby approved, the proposed building and galvanised steel gates shall be fully clad with larch within one calendar month of the siting of the building on site to the satisfaction of the Planning Authority.
- (4) That before the development hereby permitted is brought into use, details of the operational days and hours of the sports hub and ancillary community café shall be submitted for the approval in writing of the Planning Authority. Thereafter the sports hub and ancillary community café shall operate within the days and hours agreed under the terms of this condition, unless otherwise agreed in writing.

## **Reasons:**

- (1) To ensure that the development is carried out in accordance with the approved plans unless otherwise agreed.
- (2) In order to ensure the development is protected against flooding in an acceptable manner.
- (3) In the interests of visual amenity.
- (4) In the interests of residential amenity.

## **Advisory Notes:**

- (1) The premises require to fully comply with the Health and Safety at Work etc Act 1974 and the Food Safety Act 1990 and any Regulations and requirements therein and thereto.
- (2) Please note that work should be undertaken in compliance with legislation and guidance relating to NatureScot <https://www.nature.scot/professional-advice/protected-areas-and-species/licensing>

## **List of Determined Plans:**

Drawing - Reference No (or Description): LOCATION PLAN  
Drawing - Reference No (or Description): EXTERNAL ELEVATIONS  
Drawing - Reference No (or Description): PROPOSED ELEVATIONS (MONTAGE)  
Drawing - Reference No (or Description): SITE PLAN SERVICES  
Drawing - Reference No (or Description): PROPOSED GROUND UPPER FLOOR VIEWING PLATFORM  
Drawing - Reference No (or Description): SITE SURVEY 01

**Regulatory Panel (Planning): 15 September 2022**

Report by Place Directorate (Ref: 22/00417/APP)

Other - Reference No (or Description): WATER SPORTS FLOOD RISK ASSESSMENT  
Other - Reference No (or Description): TROON WATER SPORTS BUSINESS PLAN  
Other - Reference No (or Description): WILDLIFE ASSESSMENT TROON HUB REPORT  
Other - Reference No (or Description): SUPPORTING STATEMENT  
Drawing - Reference No (or Description): 01 LOCATION PLAN  
Drawing - Reference No (or Description): HUB BLOCK PLAN  
Drawing - Reference No (or Description): PROPOSED GROUND AND UPPER FLOOR PLAN  
Other - Reference No (or Description): FURTHER SUPPORTING INFORMATION/ DETAILS

**Reason for Decision (where approved):**

The siting and design of the development hereby approved is considered to accord with the provisions of the development plan and there is no significant adverse impact on the amenity of neighbouring land and buildings.

The explanation for reaching this view is set out in the Report of Handling and which forms a part of the Planning Register.

**Background Papers:**

1. Planning application form, plans and supporting information;
2. Adopted South Ayrshire Local Development Plan (LDP2);
3. Representations;
4. Consultation Responses;
5. Scottish Planning Policy
6. South Ayrshire Open Space Strategy 2012

**Equalities Impact Assessment:**

An Equalities Impact Assessment is not required because the proposed development is not considered to give rise to any differential impacts on those with protected characteristics.

**Person to Contact:**

Ms Dianne Lewis, Planner - Place Planning - Telephone 01292 616 175

SOUTH AYRSHIRE COUNCIL

TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED)

TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT) (SCOTLAND) ORDERS

To: Troon Water Sports Committee  
per Iain Kirkpatrick Associates Limited  
Iain Kirkpatrick Mrics  
Mabie House  
1 Ashgrove  
Maybole  
KA19 8BG

With reference to your **Application for Planning Permission** dated **27th May 2022**, under the aforementioned Regulations, for the following development, viz:-

**Erection of water sports hub**

at: **New Public Convenience North Shore Road Troon South Ayrshire**

South Ayrshire Council in exercise of their powers under the aforementioned Regulations hereby **approve** the Application for Planning Permission for the said development in accordance with the following conditions as relative hereto and the particulars given in the application. The approved drawings and other documents, where relevant, can be accessed from the [Council's website](#) by using the application reference number noted above and these represent the approved scheme.

**The following condition(s) which relates to this permission are:**

- (1) That the development hereby granted shall be implemented in accordance with the approved plan(s) as listed below and as forming part of this permission unless a variation required by a condition of the permission or a non-material variation has been agreed in writing by the Planning Authority.
- (2) That all coastal flood risk mitigation and evacuation measures detailed in the Evans River and Coastal, Flood Risk Assessment Reference No 2841/RE/12-21/01 are incorporated within design proposals and implemented prior to operation of the development. These measures shall include, but not be limited to, the following:
  - Water entry strategy established up to the 1 in 200 year + climate change flood extent + 600mm freeboard;
  - Development of a Business Flood Plan including actions required in the event of a flood warning.
- (3) Notwithstanding the plans hereby approved, the proposed building and galvanised steel gates shall be fully clad with larch within one calendar month of the siting of the building on site to the satisfaction of the Planning Authority.
- (4) That before the development hereby permitted is brought into use, details of the operational days and hours of the sports hub and ancillary community café shall be submitted for the approval in writing of the Planning Authority. Thereafter the sports hub and ancillary community café shall operate within the days and hours agreed under the terms of this condition, unless otherwise agreed in writing.

- (5) That notwithstanding the plans hereby approved, precise details of electric bicycle charging points and bicycle storage racks to serve the development shall be submitted to and agreed in writing by the Planning Authority prior to occupation of the development. Thereafter, and unless otherwise agreed in writing by the Planning Authority, the agreed electric bicycle charging points and bicycle storage racks shall be implemented before the occupation of the development and shall be maintained and retained for the lifetime of the development to the satisfaction of the Planning Authority.

**Reasons:**

- (1) To ensure that the development is carried out in accordance with the approved plans unless otherwise agreed.
- (2) In order to ensure the development is protected against flooding in an acceptable manner.
- (3) In the interests of visual amenity.
- (4) In the interests of residential amenity.
- (5) In the interests of sustainable modes of transport.

**List of Approved Plans:**

Drawing - Reference No (or Description): PROPOSED ELEVATIONS (MONTAGE)

Drawing - Reference No (or Description): SITE PLAN SERVICES

Drawing - Reference No (or Description): PROPOSED GROUND UPPER FLOOR VIEWING PLATFORM

Drawing - Reference No (or Description): SITE SURVEY 01

Other - Reference No (or Description): WATER SPORTS FLOOD RISK ASSESSMENT

Other - Reference No (or Description): TROON WATER SPORTS BUSINESS PLAN

Other - Reference No (or Description): WILDLIFE ASSESSMENT TROON HUB REPORT

Other - Reference No (or Description): SUPPORTING STATEMENT

Other - Reference No (or Description): ADDITIONAL SUPPORTING STATEMENT/ DETAILS

Drawing - Reference No (or Description): 01 LOCATION PLAN 1:2500

Drawing - Reference No (or Description): HUB BLOCK PLAN

Drawing - Reference No (or Description): PROPOSED GROUND AND UPPER FLOOR PLAN

**Advisory Notes:**

- (1) In accordance with Section 58 of The Town and Country Planning (Scotland) Act 1997 (as amended), this Planning permission lapses on the expiration of a period of 3 years beginning with the date on which the permission is granted unless development to which the permission relates is begun before that expiration.
- (2) A site notice to be displayed in accordance with Section 27C (1) of The Town and Country Planning (Scotland) Act 1997 and Regulation 38 and Schedule 7 of The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 shall be completed, printed on durable material, and be displayed in a prominent place (readily visible to members of the public) at or in the vicinity of the site while the development hereby approved is in progress. This requirement is in order to ensure that members of the public are made aware of the background to the development in progress and have access to the necessary contact details. A copy of the Notice can be found on the Council's website entitled '[Development in Progress Notice](#)'.
- (3) The person who intends to carry out the development hereby approved shall, as soon as practicable after deciding on a date on which to initiate the development, complete the form entitled '[Notification of Initiation of Development](#)' and submit it to the Planning Authority before commencement of the development. For the avoidance of doubt, failure to submit the required notice would constitute a breach of Planning control under Section 123 (1) of The Town and Country Planning (Scotland) Act 1997 (as amended). This notification is required to ensure compliance with the requirements of Planning Legislation as contained in Section 27A of The Town and Country Planning (Scotland) Act 1997 (as amended).
- (4) The developer is required in carrying out the development hereby approved to submit to the Planning Authority a formal written '[Notification of Completion of Development](#)' as soon as practicable after the development has been completed. This notification shall include the reference number of the Planning permission, the site address and the date of completion. This requirement is to ensure compliance with the requirements of Planning Legislation as contained in Section 27B (1) of The Town and Country Planning (Scotland) Act 1997 (as amended).
- (5) The developer is required in carrying out the development hereby approved to submit to the Planning Authority a formal written Notification of Completion of Phases of Development as soon as practicable after completion of each phase of the development and subsequently a '[Notification of Completion of Development](#)' as soon as practicable after the whole development has been completed. These notifications shall include the reference number of the Planning permission, the site address and the date of completion of the relevant phase. This requirement is to ensure compliance with the requirements of Planning Legislation as contained in Section 27B (1) and Section 27B (2) of The Town and Country Planning (Scotland) Act 1997 (as amended).
- (6) The premises require to fully comply with the Health and Safety at Work etc Act 1974 and the Food Safety Act 1990 and any Regulations and requirements therein and thereto.
- (7) Please note that work should be undertaken in compliance with legislation and guidance relating to NatureScot <https://www.nature.scot/professional-advice/protected-areas-and-species/licensing>



**Reason for Decision:**

It should be understood that this permission does not carry with it any necessary consent or approval to the proposed development under other statutory enactments.

**Dated: 22nd September 2022**

.....  
**Craig Iles**  
**Service Lead – Planning and Building Standards**

**COUNTY BUILDINGS, WELLINGTON SQUARE, AYR, KA7 1DR**

**Note:**  
In addition to this approval and before proceeding with the development the applicant may require a Building Warrant under the Building (Scotland) Act 2003 as amended or a Road Opening Permit or Construction Consent under the Roads (Scotland) Act 1984 Legislation.



# **Elected member support**

**Archived:** 05 October 2022 13:26:48

**From:** Pollock, Bob

**Sent:** Fri, 26 Aug 2022 11:20:40

**To:** Jamieson, Robin; Bell, Kenneth; Mackay, Craig; Saxton, Philip; Kilbride, Martin

**Subject:** RE: Part 5 Community Asset Transfer Request - Troon Water Sports Centre

**Sensitivity:** Normal

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Robin,

Thanks for the update and as you are probably aware the Troon Ward Councillors are all supportive of a Water Sports Centre being developed, and the project has certainly previously had the support of the Troon Community Council.

Regards

Bob

---

**From:** Jamieson, Robin <Robin.Jamieson@south-ayrshire.gov.uk>

**Sent:** 25 August 2022 16:12

**To:** Bell, Kenneth <Kenneth.Bell@south-ayrshire.gov.uk>; Mackay, Craig <Craig.Mackay@south-ayrshire.gov.uk>; Pollock, Bob <Bob.Pollock@south-ayrshire.gov.uk>; Saxton, Philip <Philip.Saxton@south-ayrshire.gov.uk>; Kilbride, Martin <Martin.Kilbride@south-ayrshire.gov.uk>

**Subject:** Part 5 Community Asset Transfer Request - Troon Water Sports Centre

Good afternoon Councillors,

I would like to inform you that Troon Water Sports Centre have submitted a Community Asset Transfer request under Part 5 of the 2015 Community Empowerment (Scotland) Act.

The public notice period is now underway and details can be found here: <https://www.south-ayrshire.gov.uk/article/46787/Site-at-Barassie>. The request is for a 50 year lease.

The request was validated 31<sup>st</sup> July 2022 which means we should reach a decision by 31<sup>st</sup> January 2023.

I am happy to provide further information as required.

Regards,

Robin

**Robin Jamieson** Coordinator – Asset Management | Asset Management | Place Directorate | [robin.jamieson@south-ayrshire.gov.uk](mailto:robin.jamieson@south-ayrshire.gov.uk) | Direct Line: 01292 612 073 | South Ayrshire Council | County Buildings | Wellington Square | Ayr | KA7 1DR | [www.south-ayrshire.gov.uk](http://www.south-ayrshire.gov.uk)

# **Public Notices**

ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

## NOTICE OF ASSET TRANSFER REQUEST

An asset transfer request has been made to **South Ayrshire Council** under Part 5 of the Community Empowerment (Scotland) Act 2015.

The request has been made by **Troon Water Sports Centre (SCIO), SC047691** and relates to **SITE IDENTIFIED AT OS GRID REF: NS 3241 3207 LAT/LONG 55°33'12"N 4°39'30"W NR. BARASSIE, TROON NORTH BEACH** a site plan for which can be seen below – hereafter ‘the site’.

The request is for **50 year lease** of the **site described above and outlined below**.

The proposed use of **the site** is: **To develop and run a community water sports hub containing changing facilities, storage space, multiuse space and a café.**

The documents relating to this request can be viewed online at <https://www.south-ayrshire.gov.uk/article/26258/Current-Asset-Transfer-Requests> or by contacting [robin.jamieson@south-ayrshire.gov.uk](mailto:robin.jamieson@south-ayrshire.gov.uk), 01292 612 073.

Anyone may make representations about this request to **South Ayrshire Council**. Representations must be in writing and include the name and address of the person making it. A copy of the representation will be provided to the organisation making the request for comment.

A redacted copy of any representations and comments received will be published online at <https://www.south-ayrshire.gov.uk/article/26258/Current-Asset-Transfer-Requests>. Please note that all representations and comments are reviewed by Council officers before they are published on the Council's web pages. This is to ensure that all comments made are neither offensive nor libellous and that their publication also complies with the Data Protection Act.

Representations must be made by no later than **4.45pm on Friday 23rd September 2022**. They should be sent for the attention of Robin Jamieson, Community Asset Transfer, Asset Management, Place Directorate, County Buildings, Wellington Square, Ayr, KA7 1DR or emailed to [cat@south-ayrshire.gov.uk](mailto:cat@south-ayrshire.gov.uk)

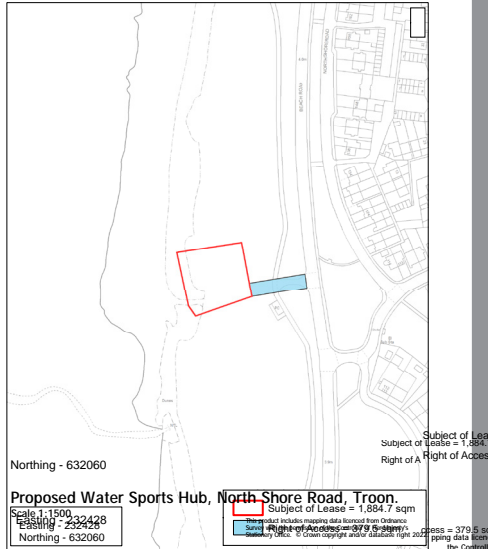
General information about the asset transfer scheme is available at <https://www.gov.scot/policies/community-empowerment/asset-transfer/>

Town and Country Planning (Scotland) Act 1959 Proposed Disposal (by way of lease) of LAND Nr. NEW PUBLIC CONVENIENCE NORTH SHORE ROAD TROON as shown in the plan below.

Notice is hereby given in terms of the Town and Country Planning (Scotland) Act 1959 S.27 (2A) (as amended) that South Ayrshire Council proposes to dispose by way of lease land known as LAND Nr. NEW PUBLIC CONVENIENCE NORTH SHORE ROAD TROON extending to 1,884.7 sqm or thereby forming part of an open space and with attendant Right of Access extending 379.5 sqm or thereby. The proposal is that the land is disposed by way of lease for 50 years to 'Troon Water Sports Centre', Scottish Charitable Incorporated Organisation (SCIO), SC047691. The prospective leasee intends to erect a 'water sports hub' building in order to provide the following facilities: Heated indoor changing facilities including WC, shower and sink; Outdoor Pay as you Go Showers; Equipment Storage area; Café; Training Facility / Community Space for hire; Dog Wash area; Air Compressor; Electric Bike charging and Cycle Maintenance.

A copy of the plan showing the land the Council proposes to dispose by way of lease may be downloaded from <https://www.south-ayrshire.gov.uk/consultations/> or requested by telephone on 01292 612 073 or by email to [CAT@south-ayrshire.gov.uk](mailto:CAT@south-ayrshire.gov.uk). A plan of the areas concerned may also be viewed b

etween 9am and 3:55pm by contacting 01292 612 073 or by email to [CAT@south-ayrshire.gov.uk](mailto:CAT@south-ayrshire.gov.uk) in advance. Anyone wishing to comment on the proposal should do so by appointment only Monday to Thursday between 9am and 4.45pm and Friday between 10am and 3.55pm by contacting 01292 612 073 or by email to [CAT@south-ayrshire.gov.uk](mailto:CAT@south-ayrshire.gov.uk).



make representation, or object to this proposal should do so by emailing [CAT@south-ayrshire.gov.uk](mailto:CAT@south-ayrshire.gov.uk) and state the grounds on which they are made. Any objections or representations received will be considered by the Council's Planning Committee. The Council's Planning Committee will report to the Council's Cabinet.

**Proposed Water Sports Hub, North Shore Road, Troon.**  
 Scale 1:1500  
 Easting - 232428  
 Northing - 632060  
 Subject of Lease = 1,884.7 sqm  
 Right of Access = 379.5 sqm  
 Stationery Office. © Crown copyright and/or database right 2022.  
 This product includes mapping data licensed from Ordnance Survey. All other rights reserved. Licence number 100020197. Ordnance Survey is a registered trademark of Her Majesty's Stationery Office. © Crown copyright and/or database right 2022.  
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**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (AS AMENDED), PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) (SCOTLAND) ACT 1997 (AS AMENDED), THE PLANNING (LISTED BUILDING CONSENT AND CONSERVATION AREA CONSENT PROCEDURE) (SCOTLAND) REGULATIONS 2015**

These applications, associated plans and supporting documents can be viewed online on the South Ayrshire Council website at: <https://bit.ly/3Djg3S1>.

**CONSERVATION AREA**

**Ref: 22/00622/APP**, Installation of replacement windows at 6 Citadel Pl, Ayr, KA7 1JN. **Ref: 22/00818/APP**, Alterations to existing garage and replacement of gates at 26 Victoria Dr, Troon, KA10 6JF. **Ref: 22/00811/APP**, Alterations and Installation of replacement windows at 9 Ailsa Pl, Ayr, KA7 1JG.

**LISTED BUILDING**

**Ref: 22/00629/LBC**, Alterations and extension to listed building to form dwellinghouse at St Johns Cottage, C46 From Kirkmichael Rd Maybole To B7045 Junction At Harkiston Smithy, Maybole KA19 7LN.

**LISTED BUILDING IN CONSERVATION AREA**

**Ref: 22/00833/LBC**, Alterations to and erection of fence to listed building at 19 Racecourse Rd, Ayr, KA7 2TD.

Comments may be submitted online, in writing, or at [planning.development@south-ayrshire.gov.uk](mailto:planning.development@south-ayrshire.gov.uk) by **08/11/22**.

**TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (SCOTLAND) REGULATIONS 2013**

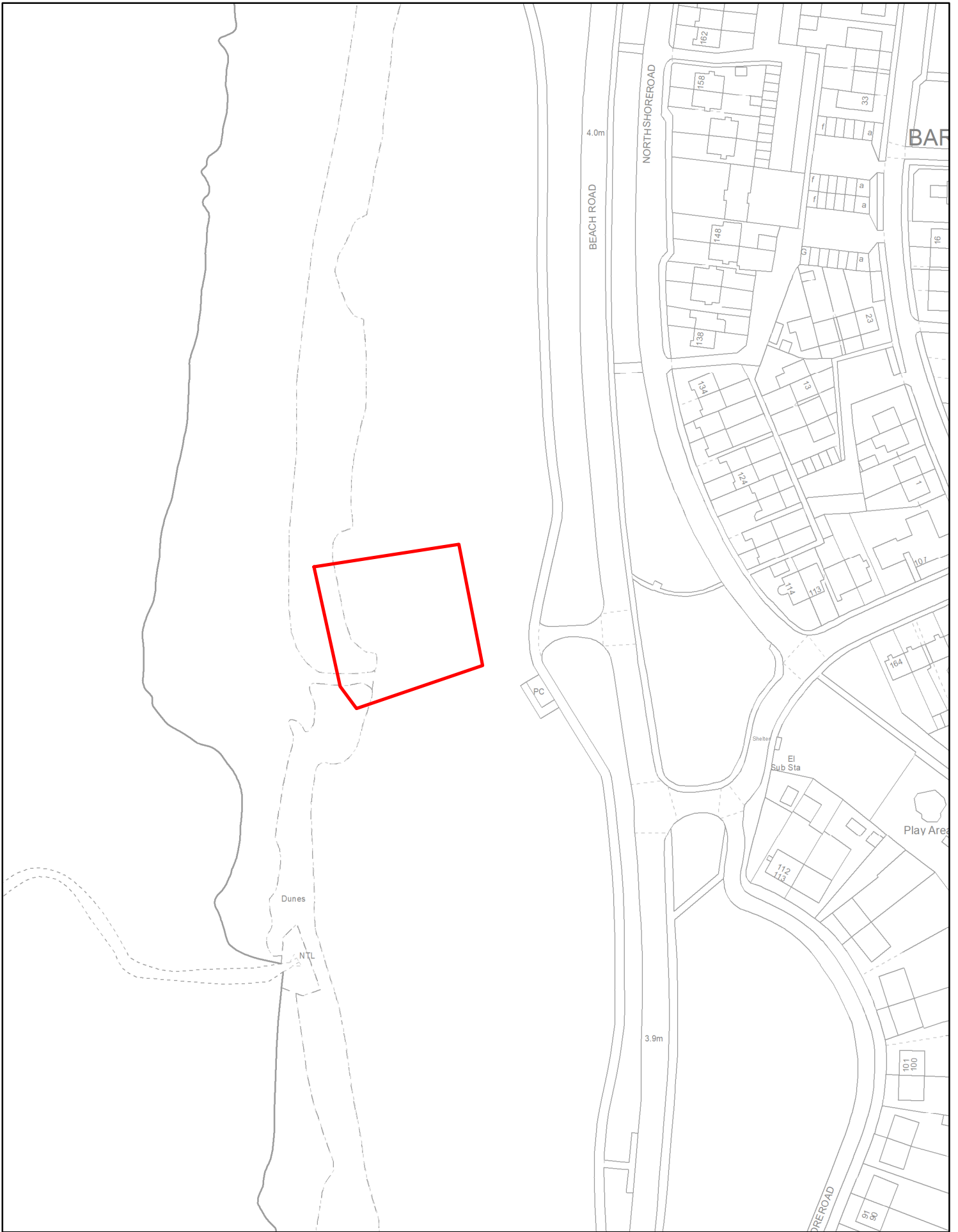
**Ref: 22/00806/APP**, Alterations and extension to existing hospital at I B H Carrick Glen Hospital, A713 From A77T Bankfield Roundabout South East Past Ailsa Hospital To Council Boundary, Ayr, KA6 6PG. **Ref: 22/00820/APP**, Installation of 2 No. 8m high floodlight columns at existing MUGA at Multi User Games Area, Linden Ave, Girvan.

Comments may be submitted (as above) by **08/11/22**.

Further information on how we will process and publish your personal information can be found in our Privacy Policy [south-ayrshire.gov.uk/planning/privacy.aspx](https://www.south-ayrshire.gov.uk/planning/privacy.aspx)



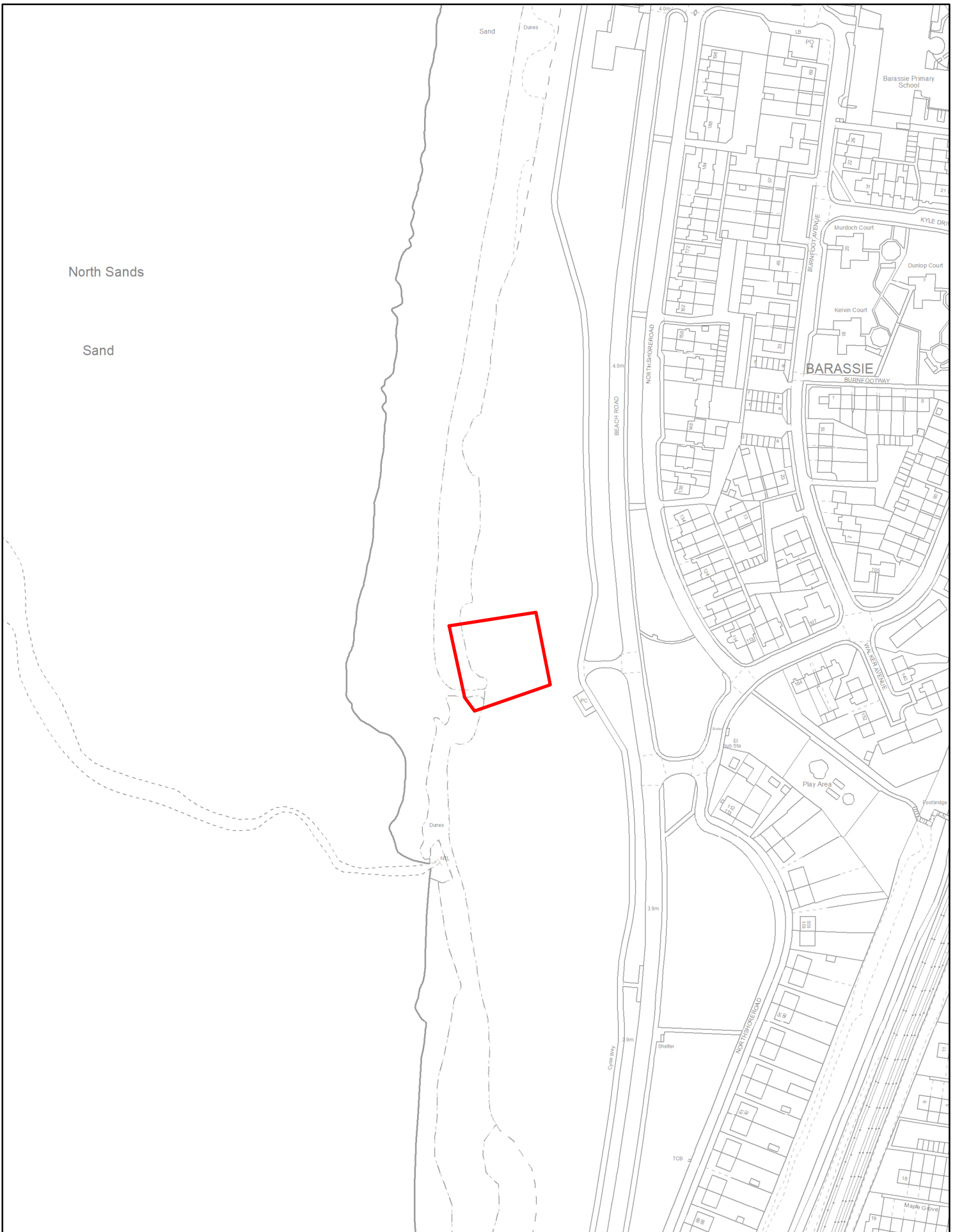
## **Site plans and visualisations**



# Proposed Water Sports Hub, North Shore Road, Troon.

Scale 1:1500



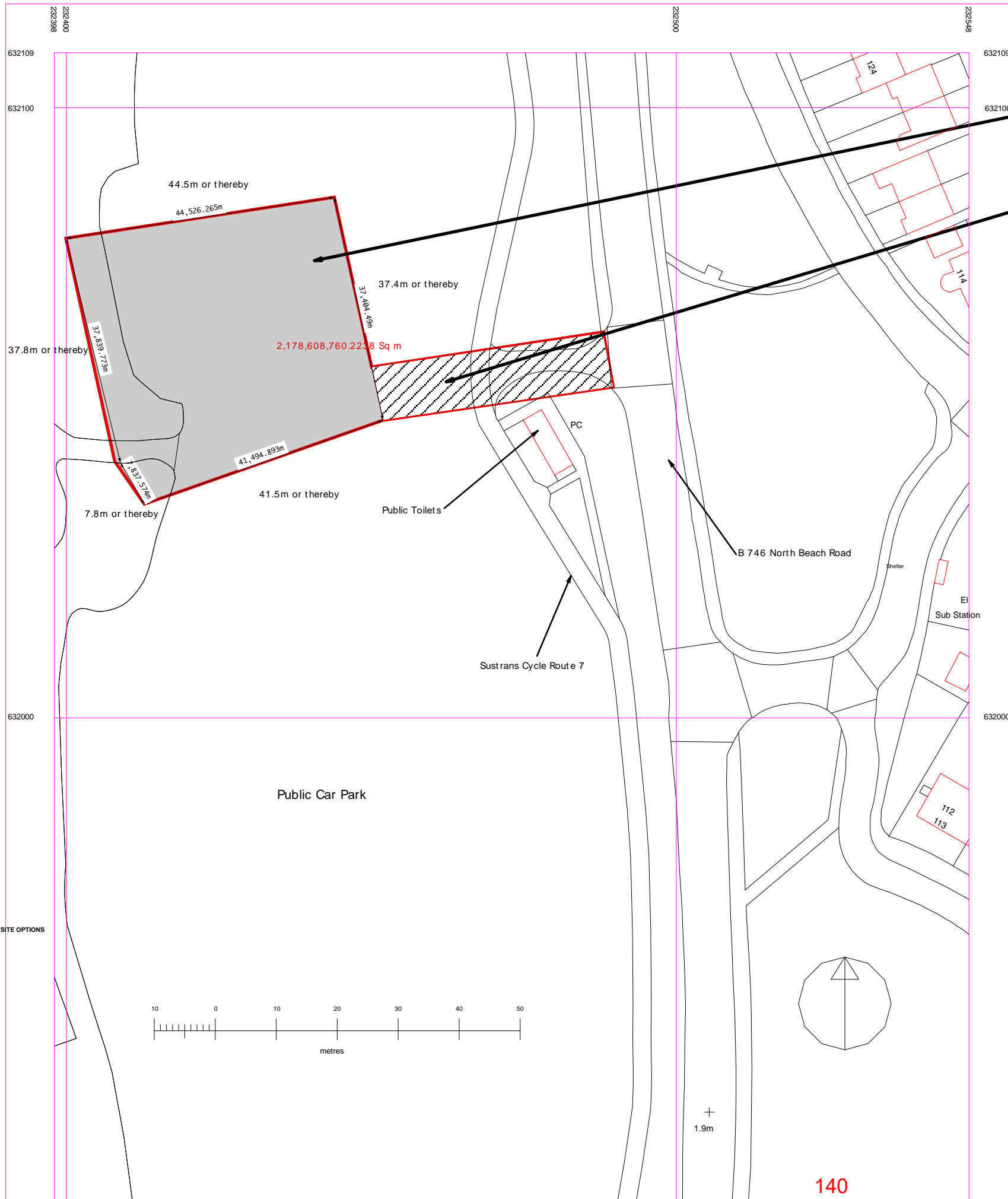


# Proposed Water Sports Hub, North Shore Road, Troon.

Scale 1:2500







Red Line Area of Proposed Troon Water Sports Centre - Hub

Hatched Area Is the Access Zone which, will be required to gain access into the location.

The site is located off North Shore Road, Troon, Barassie, South Ayrshire.  
The approximate Ordnance Survey (OS) grid reference for the site is 232425 632077

Red Line Area of Proposed Troon Water Sports Centre - Hub

Hatched Area Is the Access Zone which, will be required to gain access into the location. This will be defined in further detail with South Ayrshire Council Estates and Community Asset Transfer Teams.

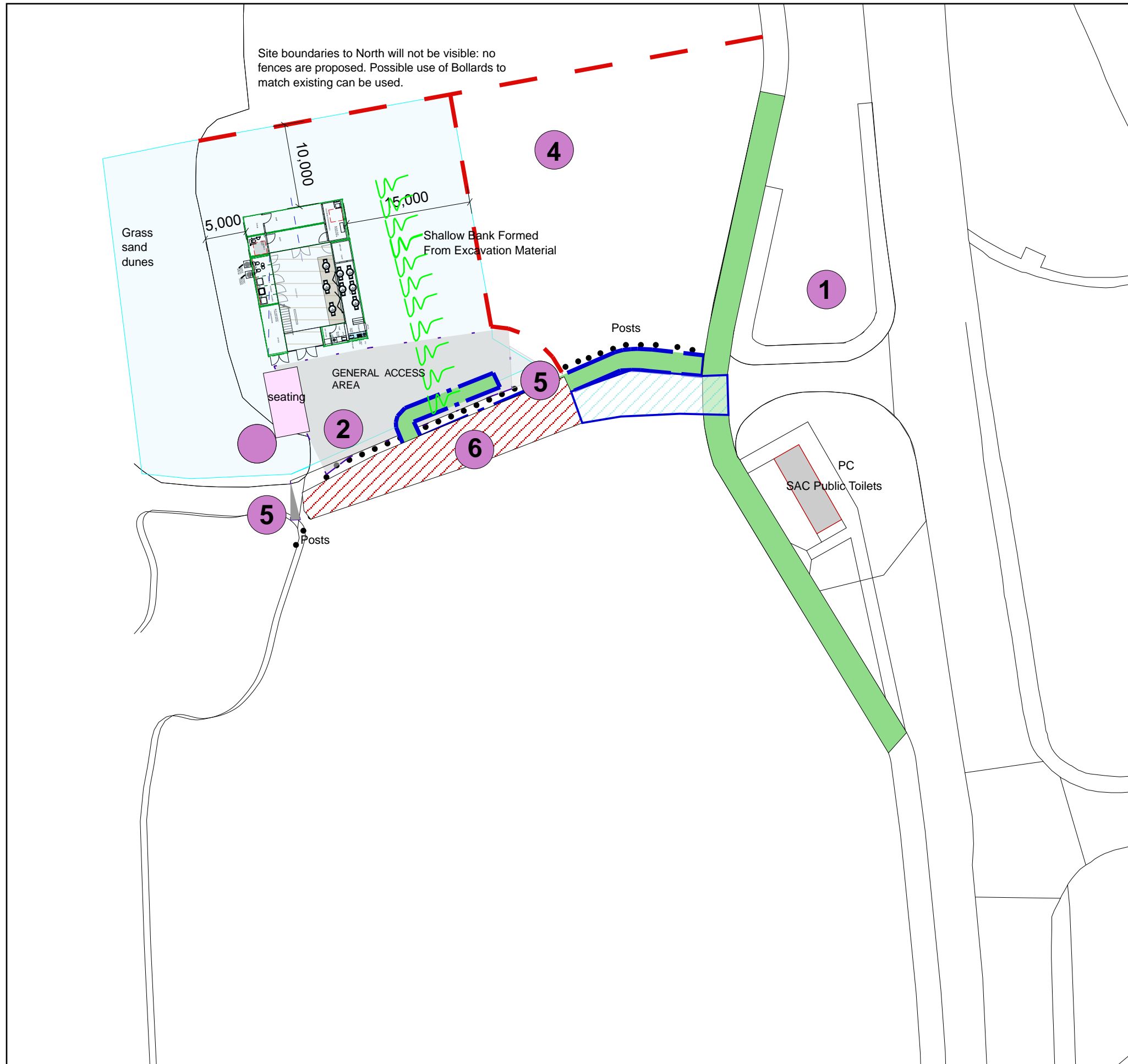
The hatched area is shown here for clarity and completeness as is required under Planning Application requirements.




Client	TROON WATER SPORTS COMMITTEE - HUB		
Project	NORTH BEACH TROON		
Title	SITE BOUNDARY		
Job No.			
Dwg No.	TWSCH - 002 SITE LOCATION		
Date	MAY 08 2022	Scale	1:500 @ A3
Drawn by	Iain Kirkpatrick MRICS	Checked	-

IAINKIRKPATRICK  
ASSOCIATES

Maple House  
1 Ashgrove  
Mayfield  
Ayrshire  
KA19 8BG

T: 01856 883366  
M: 0777 056 3380



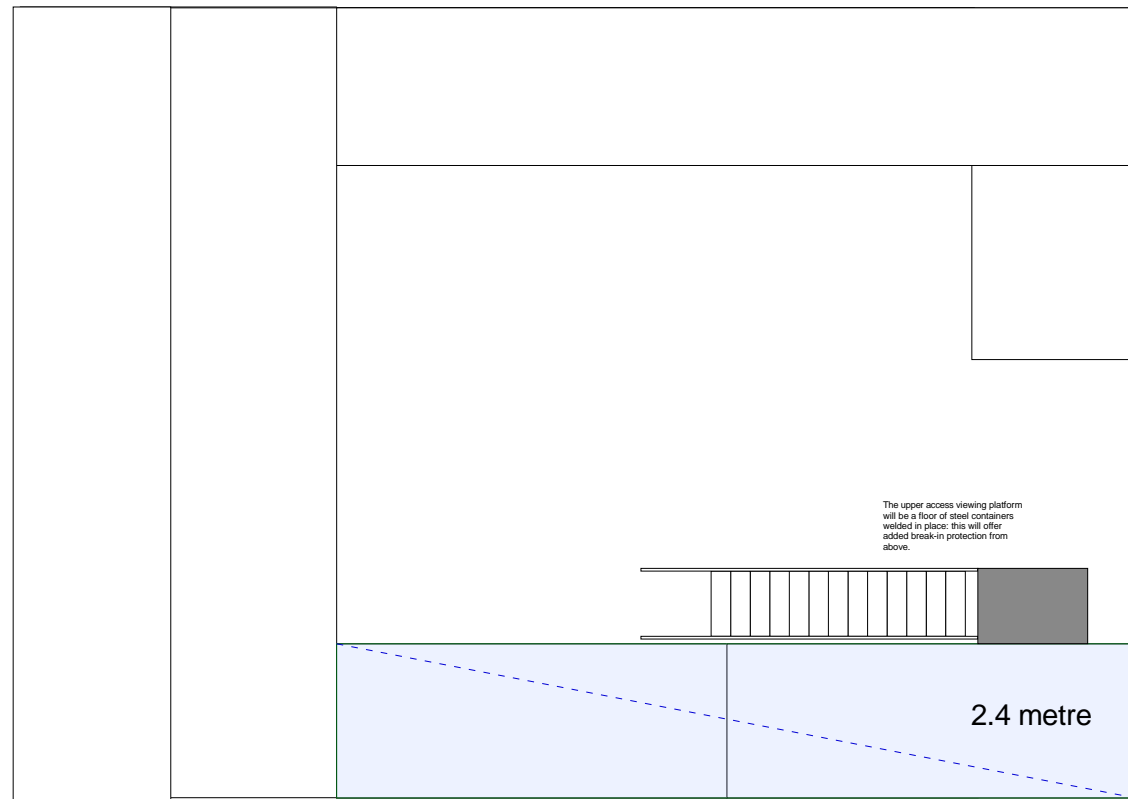
LEGEND	
1	Arrival artwork
2	Hub nature artwork
3	Hub natural seating & Wildlife artwork
4	Amenity area for events
	Safe Access ZONE
	Bike Access & sustrans route
	Pedestrian access to beach
5	Swap Over Existing Steel Barrier With Timber Bollards
6	Existing Shallow Swale Formed Into Accessible Access Path To Beach - No Vehicles

Client	TROON WATER SPORTS - HUB		
Project	NORTH BEACH TROON		
Title	SITE ACCESS		
Job No.			
Dwg No.	TWSCH - 003 SITE ACCESS		
Date	08 May 2022	Scale	1:500 @ A3
Drawn by	Iain Kirkpatrick MRICS	Checked	-

**IAIN KIRKPATRICK ASSOCIATES**

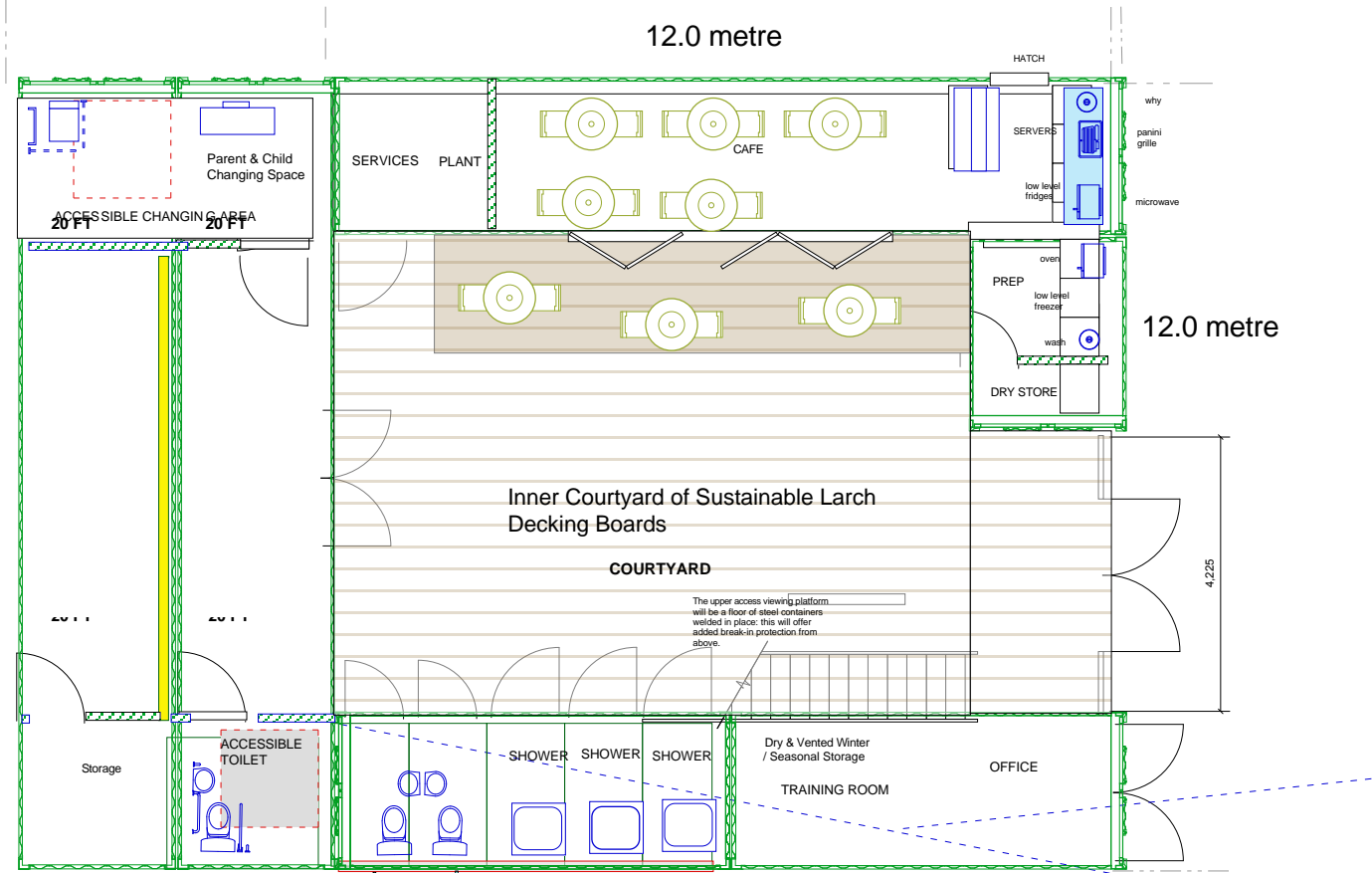
Mable House  
1 Ashgrove  
Maybole  
Ayrshire  
KA19 8BG

T: 01655 883356  
M: 0777 056 3080

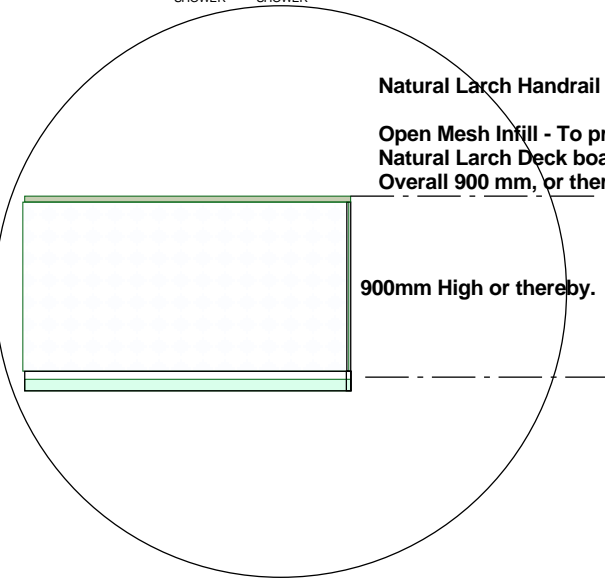
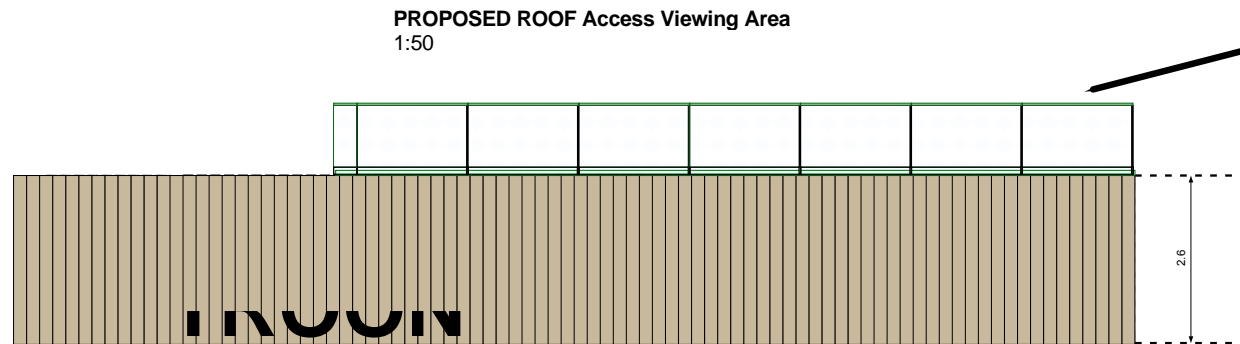


17.0 metre

PROPOSED ROOF Access Viewing Area  
1:50



GROUND FLOOR AS PROPOSED  
1:50



REV A- 29/03/21 - UPPER CONTAINER DELETED

Client	Troon Water Sports Committee - Hub		
Title	Proposed Ground & Upper Viewing Platform		
Job No.	-		
Dwg No.	TWSCH - 020 Proposed Ground & Upper Viewing Platform		
Date	May 2022	Scale	1:50 @ A3
Drawn by	Iain Kirkpatrick MRICS	Checked	-

**IAIN KIRKPATRICK ASSOCIATES**

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1 Ashgrove  
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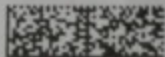




# Accounts

19523 001746 0007 E 30700

TROON WATER SPORTS CENTRE (SCIO)  
2 GOLF PLACE  
TROON  
KA10 6LA



308



For all Business Banking enquiries call 0800 731 6666

To help us maintain and improve our customer service we may contact you by phone or email.

For the hard of hearing or hearing impaired, Text Relay service is available on 18001 0800 731 6666



Online Banking service is available at [www.santander.co.uk](http://www.santander.co.uk)



Santander, Customer Services, 100 Victoria Road, Merseyside, L30 4GB

## Your account summary for 3 November 2020 to 2 March 2021

Account name: TROON WATER SPORTS CENTRE (SCIO)  
Account number: 20537447 Sort Code 090129  
BIC: ABBYGB2LXXX IBAN: GB35ABBY09012920537447  
Statement number: 001/2021

Page 1 of 3

Balance brought forward from 2nd November:	£142.31
Total credits	£375.69
Total debits	-£0.00
<b>Your balance at close of business 2 March 2021</b>	<b>£518.00</b>

Credit interest rate: No credit interest is paid on this account.

## News and updates

The below message is for Business Banking customers

Changes for business accounts

We're changing the terms and conditions for business savings accounts. We encourage you to take time to read the important information about these changes to your accounts and savings.

**TROON WATER SPORTS CENTRE ACCOUNTS TO YEAR END 28.2.21**

**Troon Water Sports Centre SC047691  
Receipts and Payments Account  
For Year to 28<sup>th</sup> February 2021  
2020/21**

**£0.00      Opening balance 28.2.2020**

**£0.00      Income**

**£0.00      Expenditure**

**£0.00      Net Surplus for year to 28.2.21**

**£0.00      Closing balance 28.2.21**

**£0.00      Cash in Bank.**

**H M RISK**

**Treasurer 27.09.21**



## **Additional Information requested by SAC**

From: Frazer Wood [REDACTED] >  
Sent: 10 November 2022 14:17  
To: Jamieson, Robin  
Cc: Vincent McWhirter; Iain Kirkpatrick; Grant Clayton; Harry Risk; Annie McIndoe  
Subject: Troon Water Sports Hub

Afternoon Robin, The following details should hopefully answer your questions. Grant applications – Robertson Trust, Big??

Afternoon Robin,

The following details should hopefully answer your questions.

Grant applications –

\* Robertson Trust, Big Lottery, Mikel Fund, Foundation Scotland, Henry Smith Foundation, Esmee Fairbairn Foundation, local grants, Coastal Communities, Sponsorship from local business, council grants etc

\* Regular Water Sports Hub income generation from activities, Café / coffee shop income

We do not have any correspondence as such due to the above funds only really being open to projects with existing leases etc. as previously mentioned we do meet the criteria for a lot of these funds but our lack of planning and or ground lease have prevented us applying.

Example membership costs are covered in the Business Plan, and we will definitely explore reduced schemes for the more deprived areas if possible. This could be worked on a post code radius and any reductions in membership would be offset through cafe profit etc.

Active outreach with deprived areas. -

- \* We have been working with Community Learning and Development (CLD) for the last few year delivering to local youth clubs and targeted areas. This Summer we worked with Active Schools, CLD, ESOL - Ukrainian families etc.
- \* We haven't charged for anything so far as we had grant funding to pay our suppliers. Targeted groups and disadvantaged groups / families will get discounted or full funded opportunities.
- \* Continued co-operative working with South Ayrshire Sports Hub network who we are members of and continued close work with Active Schools and Thriving Communities / CLD .
- \* Duncan Sturgeon who oversees Outdoor Learning section who attended our last meeting has confirmed Active Schools and outdoor learning wish to regularly use the Water Sports Hub.
- \* I am meeting this week with East Ayrshire Active Schools to outline our project. No East Ayrshire groups do coastal activities which I am trying to encourage them to use the coast.
- \* Water Sports activities which require payment will be booked using Eventbrite.
- \* Continued partnership working with The Outdoor Partnership, Ayrshire (TOP) who will help fund and organise activities.

Additionally, during our Committee's preparatory work we contacted the Welbeck Trust's agent in Scotland - Anson MacAuslan - to seek their approval for our proposed use within the context of the original Feu Charter and later transfer to Troon Council. We and Anson agreed that our continuing modern day use of the ground below and above the high water mark was entirely consistent with the original burdens of the feu disposition. The emphasis here is that the Welbeck Trust retain legal ownership of the solum below the Low water mark and are content that the joined-up uses we propose to undertake by way of our OSCR Charitable purposes are wholly and cardinally compatible with those of the Duke of Portland's transfer. Most importantly, the TWSC Charity is open to all comers by way of

membership and becoming a trustee, within the OSCR charities compliance provision. In our view the TWSC Facility will continue to be a Community Facility: the legal entity that will receive the CAT - Community Asset Transfer - is vested in Community Ownership.

Regards

Frazer Wood  
iPhone

\*\*\*\*\*

Received 12.12.2022

 External email >

 Contains topics of a financial nature >

Morning Robin,

I'll try and give you a bell this afternoon for an update.

In the meantime hopefully the information below will assist with the Cabinet prep.

**1. You have previously told me that TWSC have delivered activities with local youth bodies: Which bodies and what activities – please list and be specific**

**- TWSC in association with Troon Coastal Rowing Club, Adventure Carrick, KiteSurf Scotland, The Outdoor Partnership and Above Adventure, have hosted taster sessions to the local public but also local youth clubs, and Ukrainian Refugee groups. These were part of the “Get Into Summer” campaign. Activities have included coastal rowing, Stand Up Paddle Boarding, Rock Climbing, land based kite instruction and rigging sessions as well as water safety lessons with the RNLI**

**2. TWSC have told me that you have targeted specific communities - which communities are**

these -e.g. are they neighbourhoods, communities of interest. Please list specifics.

- As part of the local engagement strategy TWSC have held community awareness sessions in Troon's Walker Hall individually, and as a part of the SAC sponsored Troon Together Community survey. The results of which are included in the CAT application. All sessions provided a very positive result and community support has grown over the years.

Additionally, an online SurveyMonkey Market Research questionnaire was posted on Troon Town local Facebook pages as well as other social media platforms. This returned over 1000 supportive responses and provided essential marketing data that was pivotal to the development of TWSH Business Plan and overall strategy.

Local groups have also been approached and letters of supportive have been included as part of the CAT application. Several local groups have also shown an interest in operating from the hub. These include KiteSurf Scotland, The Well-being Revolution, Yoga71 with Ange, and Open Water with Elaine. More recently we have been engaging with SAC Thriving Communities and Outdoor Learning who have shown great interest in using the Hub as a base for their activities.

**3. The Community Benefits of 500, 600 and 700 per month – I understand that these will be to provide free/discounted activities provided by TWSC/partners to specific communities – e.g. young people, deprived communities etc. If you know what these might be please indicate and confirm**

- Our aim, as a not for profit charity, is to reinvest any profit back into the hub to eventually be able to provide opportunities to those in the local communities who would other wise be unable to part take in outdoor activities.

However, it is vital that we do not over stretch and over promise in the early stages. It is essential

**in today's economic climate that the financial sustainability of the hub will be the number one priority in our initial phases. A robust management and business plan shows that the beachside cafe will provide significant profits but it is essential that we raise capital to secure a financial basis that will allow the facility to thrive. Once we have this security we will begin to move into phase 2 which will develop strategies to deliver activities outlined in the business plan to the local communities.**

**Cheers**

**Frazer Wood  
iPhone**

**\*\*\*\***

**Received 12.12.2022**

**Robin,**

**Further details on targeted groups as discussed. We are hoping to receive the evaluation forms which will give valuable feedback.**

**The Water Sports Hub team have worked closely with Community Learning and Development (CLD) and Thriving Communities to target groups and offer Outdoor Learning, beach and water based Health and Wellbeing opportunities.**

**Opportunities to engage in water sports over the last few years have been offered and undertaken with specific community engagement with:**

- Troon, Dundonald, Barassie, Muirhead, Symington and Prestwick Youth Clubs**
- Targeted Lower Decil 1-3 families and children**
- English for Speakers of other languages (ESOL) - Ukrainian Families**
- Family Engagement team**
- Social Work**
- Employability and skills**
- Welfare Officers**
- Active school network**
- Domain Youth Centre**
- ASN Groups**

**The Water Sports Hub team and partners have targeted parents and families in Scottish Index of Multiple Deprivation in Decile 1-3.**

**Key outcomes and benefits have been:**

- **Regular Lunch provided to all participants by CLD / Thriving Communities**
- **Every Session a has had a Water Safety input from the RNLI Water Safety Team**
- **Health and wellbeing improvement observed**
- **Understanding and appreciation of natural environment and coastal hazards**

**Cheers**

**Frazer Wood**

**iPhone**



## **Appendix 5**

### **COMMUNITY ASSET TRANSFER REQUEST- ASSESSMENT**

#### **INTRODUCTION**

##### **Purpose**

The Leadership Panel, at its meeting on 27<sup>th</sup> November 2018, adopted a process for dealing with Community Asset Transfer Requests under the Community Empowerment (Scotland) Act 2015. The purpose of the assessment by the Community Asset Transfer Advisory Group (CATAG) is to make recommendations to the Leadership Panel based on the conclusions of the assessment.

##### **Evidence**

The assessment will take into consideration evidence submitted in support of the request, representations received and comments on representations. Where necessary, further information will be requested from the applicants. The evidence required by the CATAG will be appropriate to the scale and nature of the project. More detailed information and assurances will be required if a request is for the transfer of ownership for example, than if it is for a lease or for the transfer of other, lesser rights.

##### **Structure of Assessment**

The structure of the assessment will consist of the following key areas:

1. Proposal;
2. Community Benefit;
3. Community Support;
4. Ability to Deliver;
5. Local Authority Functions, Local and National Outcomes.

A separate assessment will be made of evidence under each of the key headings to provide an overall rating. Ratings vary from very strong to weak.



A summary of the evidence required to achieve each rating is outlined below:

<b>Evidence</b>	<b>Overview</b>
Very Strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrate questionable value for money.

<b>NAME OF COMMUNITY TRANSFER BODY (CTB)</b>	<b>Troon Water Sports Centre SCIO</b>
<b>ASSET REQUESTED</b>	<b>Land at Barassie Beach</b>
<b>WARD</b>	<b>1, Troon</b>
<b>MARKET VALUE</b>	<b>£9,500 market value or £500 pa market rent</b>
<b>VALUE OF OFFER</b>	<b>£100 pa for 50 years</b>
<b>PROPOSED DISCOUNT</b>	<b>£400 pa</b>
<b>DATE OF APPLICATION VALIDATION</b>	<b>31<sup>st</sup> July 2022</b>
<b>DATE OF CAT ADVISORY GROUP MEETING</b>	<b>12.10.2022</b>
<b>DATE OF CABINET</b>	<b>TBC</b>

	<b>Assessment under Section 82 of the Community Asset Transfer (Scotland) Act 2015</b>	<b>Page numbers refer to the TWSC CATAG document. Summary notes are included</b>		
	<b>Assessment Criteria</b>	<b>Evidence from CTB</b>	<b>Additional Evidence/Information</b>	<b>Assessment Rating</b>
<b>1.</b>	<u>Proposal</u>			
<b>1.1</b>	Are the aims and objectives of the proposal clearly defined?	The aim of the proposal is to create a water sports hub to encompass changing and shower facilities, café, training rooms and storage areas to support non-motorised water sports activity in the area. The proposal is volunteer led and delivered in the initial stages.. The location is near Barassie public		Very Strong

		conveniences. The site was formerly used by Troon sailing club until the late 1970s.		
<b>1.2</b>	Are the services to be delivered clearly described and has the CTB explained why the services are required?	<p>The services are described as above and the group have identified a lack of capacity for these currently.</p> <p>The services are as follows</p> <ul style="list-style-type: none"> <li>- Cafe</li> <li>- KiteSurf instruction and rental;</li> <li>- Stand Up Paddle Board Instruction and Rental;</li> <li>- Windsurf Instruction and Rental;</li> <li>- Team Building opportunities;</li> <li>- BloKarts;</li> <li>- Wetsuit Rental;</li> <li>- Equipment Storage;</li> <li>- Marine and Environmental Awareness;</li> <li>- Wellbeing Activities; and</li> <li>- Electric Bike charging</li> </ul>		Very Strong
<b>1.3</b>	Has the CTB explained the reasons for requesting the asset and what difference this will make to the delivery of services in the area?	The group suggest that providing these services will improve health and wellbeing, community participation, and tourism as well as offering volunteering and personal development and education opportunities to members and the wider community.		Very Strong
<b>1.4</b>	Would there be potential revenue savings to the Council arising from the proposed asset transfer?	None of significance although a offered rental income of £100 would provide modest benefit to the Council/Troon Common Good (if determined as such).		Moderate

1.5	Would there be displacement of similar services in the area if the Council agrees to the request? If so, what would be the feasibility and cost of relocating the services elsewhere? What might be the impact on those who use the services in terms of accessibility, cost, travel etc. if the services are relocated elsewhere?	No SAC services would be displaced. The space is currently used for general green space recreation e.g. dog walking, ball games, picnics etc. The area of ground on which the structure will be built will be lost to this use. However, the wider area features extensive open and green space – the distance is approximately 1 mile north to south leaving ample space for existing use.		Strong
	<u>Summary Assessment of Proposal:</u>			Very Strong
2.	<u>Community Benefit</u>			
2.1	Would agreeing to the request be likely to promote or improve- (i) Economic development; (ii) Regeneration; (iii) Public health; (iv) Social wellbeing; or (v) Environmental wellbeing?	The group identify economic, public health and social wellbeing benefits.	There is potential to engage the users in environmental wellbeing through greater understanding/awareness of biodiversity.	Very Strong
2.2	Would agreeing to the request be likely to reduce inequality resulting from socio-economic disadvantage?	Yes, through the provision of sporting and outdoor activities and education to young people and a Community Give Back fund see also above. The Business Plan outlines that “opportunities will be in the form of water sports trials sessions, team building, and outdoor and environmental lessons. To enable provision of equipment and expertise required a		Strong

		<p><i>proportion of café profits will be reinvested on a monthly basis.</i>” In terms of the Cashflow Projections Financial contributions to the community in the form of the Community Benefit Give Back fund are priced at £500[600] per month in year 1; £600 per month in year 2; and £700 per month in year 3</p> <p>A letter from a disability/long term conditions organisation suggests that changing and toilet facilities will be a benefit for that community.</p>		
2.3	Are there any other benefits that might arise from a grant of the request?	The proposal would be a benefit to the visitor economy and would be complimentary to South Ayrshire Council Events and Tourism Strategy.		Strong
2.4	What benefits might arise if the Council adopted an alternative proposal in relation to the asset? <i>Note: In order to assess this, the CATAG should carry out a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been identified for disposal, sale on the open market could be an alternative proposal.</i>	See alternative proposal Annex 1		NA

2.5	How would any benefits identified under paragraphs 2.1 and 2.3 above compare to the benefits of an alternative proposal?	The alternative proposal is the status quo – a non-developed site.		Very Strong
	<u>Summary Assessment of Benefits:</u>			Strong
3	<u>Community Support</u>			
3.1	Has the CTB demonstrated that there is sufficient demand for the proposal in the local community?	The group provide evidence of support in the form of Troon Together results and 11 letters of support. The letters of support include letters from Dr Philippa Whitford MP, Councillor Craig McKay , Councillor Philip Saxton and Troon Community Council. In addition, Councillor Bob Pollock has issued an email confirming that the Troon Ward councillors are all supportive of the proposal . The group have provided an online consultation survey to evidence demand. There is reference to extensive market research and public engagement seminars, and it is understood this is in reference to the ‘Troon Together’ activity linked adjacent. During the planning application stage the group received 163 supporting representations, 2 neutral and 3 objections. The Part 5 Public Notice was erected at the site on the 22 <sup>nd</sup> August 2022 and available online until Friday 23 <sup>rd</sup> September 2022. No responses were received..	Troon Together documents <a href="#">here</a> : and <a href="#">here</a>	Strong

3.2	<p>Has the CTB demonstrated that there is sufficient support from the local community for the proposal?</p> <p>Has the CTB followed the National Standards for Community Engagement- <a href="https://www.scdc.org.uk/what/national-standards">https://www.scdc.org.uk/what/national-standards</a> to show their engagement has been effective and inclusive?</p> <p><i>Note: Evidence should be provided of widespread consultation with the local community, local stakeholders and community partners. Details should be provided of who was consulted, how the consultation was done and the responses received. If the CTB represents a community of interest such as an equality group or a sports club, evidence should be provided of how the CTB has engaged with local residents who are not part of the community of interest. If the proposal has attracted substantial opposition and has caused division in the community, it may be detrimental to community cohesion or resilience and may not have a net benefit.</i></p>	<p>See above for the outputs.</p> <p>TWSC have not explicitly referenced the National Standards for Community Engagement (NSfCE).</p> <p>TWSC's market research described in 3.1 received over 1000 responses which suggests a level of interest and support in the community. There is likely to be elements of self-selection (i.e. those with a specific interest in water sports/the project may have been more included to participate than the general 'lay' public) therefore the findings should be interpreted with this in mind. This work may be regarded as part community engagement part market research.</p> <p>However, the Troon Together exercise which demonstrated a robust engagement strategy compatible with the NSfCE identified water sport provision as a community priority.</p> <p>The broader community have been able to input into 2 consultation processes thus far under the Part 5 Public Notice and through their planning application.</p>		Strong

		It is highly likely that there is significant community support for these proposals and minimal opposition.		
<b>3.3</b>	Has the CTB provided details of any partnership arrangements required to deliver the proposal?	No formal partnership agreement is required to deliver the proposal. However, TWSC have engaged with SAC Active Schools (and have an ongoing relationship with KiteSurf Scotland). They also suggest a willingness to contribute towards community wealth building efforts.		Strong
<b>3.4</b>	Has the CTB demonstrated how it will take account of the different needs of the community? Does the proposal demonstrate that the proposal may reduce inequality?	The proposer suggests they will work with a range of different organisations including Kitesurf Scotland, Troon Community Sport Hub, a yoga business and Marr College and the Troon Cluster Primary Schools/Active School to support activities. Cashflow forecasts indicate a community give-back of £500-700 per month and fees are modest at £3.75 per month.		Strong
	<u>Summary Assessment of Community Support</u>			Strong
<b>4</b>	<u>Ability to Deliver</u>			
<b>4.1</b>	Do members of the CTB have appropriate skills, experience and qualifications to run and manage the asset, and deliver the project? If not, does the CTB have plans to engage people who do?	Skills are outlined and suggest relevant expertise of the trustees to deliver such a project. The trustees/project team have knowledge and skills in terms of water sports, community development, outdoor activities, engineering, surveying, education and operational management. They are a high capacity community		Strong



		organisation and are therefore likely to have the capability to deliver the proposals.		
<b>4.2</b>	Has the CTB demonstrated that it has a clear understanding as to what will be required to manage the asset? For example, has it taken into consideration issues such as insurance and maintenance of the building, utilities, firefighting equipment, energy performance certificate etc.?	A cashflow forecast is provided which itemises income and outgoings showing their level of understanding regards asset control.		Strong
<b>4.3</b>	Does the CTB have suitable governance arrangements in place for decision- making to manage the asset and deliver the project, taking into account the scale and nature of the project?	A draft structure organisational structure is given , although it is anticipated that the project will open with a volunteer workforce guided by the Committee Board. Reference is made in the Business Plan to a “small team of paid and voluntary staff” . This appears to be a longer-term aspiration and salaries for the first three years are nil in terms of the Cashflow Projections. Individuals are identified as above and as TWSC are constituted as a SCIO. TWSC’s constitution outlines the requirements of trustees and details of decision-making which are appropriate for the scale and nature of the project. TWSC have indicated (via email update) that they intend to introduce paid members of staff to the organisational as early as is feasible beginning with part time/sessional/freelance staff during year 1.		Strong

<p>4.4</p>	<p>Where relevant, does the CTB have succession plans in place for recruiting new Board members or Trustees in the future?</p>	<p>The TWSC constitution states at 4.11 that if the number of members falls below the minimum number of 20, the Board may conduct only essential business other than taking steps to ensure the admission of sufficient Ordinary Members to achieve the minimum number. It would be prudent for the group to put succession plans in place to avoid the numbers falling below 20.</p>		<p>Weak</p>
<p>4.5</p>	<p>Has the CTB provided details of its projected income and expenditure and cash flow forecasts? Has the CTB demonstrated there is sufficient projected cash flow to establish that the project is financially viable?</p>	<p>A cashflow forecast is provided The café provides a regular income to the project and it is underpinned by membership fees. Cash inflow sources are identified as</p> <ul style="list-style-type: none"> <li>• Café revenue</li> <li>• Annual Membership fees</li> <li>• day visitor charges using the indoor changing and showers, or the outdoor coin/card operated showers.</li> </ul> <p>Membership level is factored at 190 year 1, 209 year 2, 229 year 3.</p> <p>Workings showing how income projections have been calculated are shown in the application. These projections are based on TWSC's market research with risk factoring.</p> <p>The group anticipates running a profit which suggests some margin for poorer than anticipated returns. The</p>	<p>Regards paid staff TWSC could attempt to attract project development officer funding to provide additional staffing resource.</p>	<p>Moderate</p>

		<p>proposal is entirely volunteer led which is a benefit in that it reduces overheads but can lead to volatility should suitable volunteers not be forthcoming. Over time it may be more appropriate that the organisation takes on paid staff in order to lessen the burden on volunteers and lessen the risk of trustee burnout. TWSC have indicated (via email update) that they intend to introduce paid members of staff to the organisational as early as is feasible beginning with part time/sessional/freelance staff during year 1. It should however be noted that based on the cashflow projected TWSC should have a closing balance of £12,566.00 at the end of year one. Should the assumptions made be accurate this would allow for only a small paid staff resource to be available. Overall, it would be prudent to consider this primarily a volunteer led effort in the short term-medium term and risk assessed on that basis.</p> <p>It is possible that over the longer term a successful project will be more able to offer payment for staff services.</p>		
<b>4.6</b>	<p>Has the CTB identified all the resources required to deliver the benefit? The following should be considered:</p>	<p>Prospective funding is identified in the application (n.b. PBIP is now £45k). The enterprise once established aims to be self-sustaining. As above delivery is</p>		Moderate

	<ul style="list-style-type: none"> <li>• Funding obtained;</li> <li>• Funding and support required from the Council;</li> <li>• Other sources of funding, such as external grant funding;</li> <li>• Number of employees or volunteers available to maintain the asset and run the project.</li> </ul>	<p>volunteer led in the first instance which has its strengths and drawbacks. The group anticipate full costs at £150,000 although this may now have increased. SAC PBIP support is likely to be an important anchor funder. The group anticipate that once the 50-year lease is in place, they will be able to apply for further national grants and funds..</p>		
4.7	Does the CTB have a viable business plan for any proposed commercial activities, including timescales and targets for delivery of benefits?	A cashflow forecast is provided and a business plan is provided.. South Ayrshire Council's Head of Finance has considered the business plan and considers it adequate relative to the risks involved.		Moderate
4.8	Where relevant, has the CTB identified how the proposals will be funded in the longer term? Are these proposals credible and has evidence been provided?	The project is intended to be self-funding over the longer term and volunteer led in the early stages to promote sustainable growth and development.		Moderate
4.9	Has the CTB provided details of the monitoring arrangements to be put in place to ensure the project delivers its key objectives and the timescales in which they will be delivered?	<p>Timescales not specified at present although the cashflow and business plan suggests that operations will be underway from year 1 and delivering benefit in that year.</p> <p>TWSC indicate (via email) full operational timescales of late summer 2023 as the earliest start. The outline the following contingency plans:</p> <p><i>"As a Ground we have already started an Escalation Action Plan that sees various Starter Options including a Temporary</i></p>		Weak

		<i>Single Cabin On Site Operation: as we have two Cabin Secured already via our Community Benefits Engagement with SMEs.”</i>		
	<u>Summary assessment of Ability to Deliver</u>			Moderate
<b>5</b>	<u>Local Authority Functions, Local and National Outcomes</u>			
<b>5.1</b>	Would agreeing to the request have an adverse effect on the Council’s ability to deliver any of its statutory functions? For example, would the community activities physically interfere with the Council carrying out its functions, or require the Council to put alternative arrangements in place that would substantially increase costs? Do the CTB’s proposals conflict with any Council policy? Would the cost of agreeing to the request affect the Council’s budget to the extent that it would reduce the Council’s ability to deliver its functions, even after taking account of the benefits?	As per the below, SAC will require resources for legal work to understand and address Common Good/Petition/Title Conditions. However, these are no of significant impact to the Council’s budget.		Very Strong
<b>5.2</b>	Are there any obligations that may prevent, restrict or otherwise affect the ability of		There are potential legal restrictions which could	Moderate

	<p>the Council to agree to the request, whether arising from legislation or otherwise? For example, if the asset forms part of the Common Good, court authority may be required to dispose of the asset; there may be title or planning restrictions which state that the asset may only be used for certain specified purposes. Removal of such restrictions may involve additional costs- should these costs be met by the CTB?</p>		<p>prevent or restrict the ability of the Council to agree to the request. However, there are options to seek to remove the restrictions, which will involve additional costs. The group have been made aware of the potential restrictions and wish to proceed.</p> <p>The potential restrictions are:</p> <ol style="list-style-type: none"> <li>1. A question may arise as to whether the ground is Common Good. If it is, a common good consultation would be required before a formal decision could be taken to lease the land; and a petition to the sheriff court would be needed</li> </ol>	
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			<p>to obtain authority to grant the lease.</p> <p>2. There are restrictive title conditions relating to the erection of buildings on the land. The former superiors, the Trustees of the Duke of Portland, have confirmed they do not have any objection to the proposals and would be prepared to issue formal consent. However, there could be potential third-party enforcement rights.</p> <p>Counsel's Opinion is being obtained on the above issues and a note of costs for the Opinion is awaited. The estimated costs of petitioning the court if the case is unopposed and is dealt with by SAC</p>	
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			<p>Legal Services would be approximately £500, including expenses. Details are being obtained of the fees that would be charged by the Duke of Portland's estate for issuing a formal consent, if required.</p> <p>The CATAG is required to consider the benefits of the disposal first. If recommending approval, this would have to be conditional on (1) the outcome of a common good consultation; (2) on any petition to the court being successful-in both cases, if Counsel's Opinion is that the land is Common Good, (3) on the title issues being</p>	
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			<p>satisfactorily resolved; and (4) on the outcome of the open space consultation mentioned below.</p> <p>The CATAG will require to consider whether the costs of removing the potential restrictions should be paid by SAC or passed on to TWSC.</p> <p>As the land affected is open space, there is a requirement to advertise the proposed lease under the Town and Country Planning (Scotland) Act 1959 section 27 (2A).</p> <p>Crown Estate Scotland have been contacted as the land is located adjacent to the foreshore and they have confirmed they do not</p>	
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			<p>have any objection to the proposals.</p> <p>A right of access will require negotiation with the group. A right of access will need to be established to the site by the group and appropriate key holding arrangements put in place for the height restriction barrier. These matters could be dealt with in terms of the lease.</p>	
<b>5.3</b>	Will the proposed benefits contribute to achieving the Council's local outcomes and the Scottish Government's National Outcomes?	<p>The proposed benefits contribute to the following:</p> <p>Council Plan 2018-2022</p> <p>3.1 We will enhance collaborative working to maximise support and ensure all residents have the opportunity to be healthy, supported and safe.</p>		Very Strong

		<p>5.2a Support local community-controlled organisations to develop thriving places by empowering them to make better use of local community assets.</p> <p>6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations</p> <p>South Ayrshire Physical Activity and Sport Strategy</p> <p>Strategic Goal 2: There will be opportunities for everyone, at every life stage, to become involved, and remain involved, in sport and recreation.</p> <p>The proposal is consistent with SAC's Events and Tourism</p> <p>National Outcomes</p> <p>We are healthy and active</p>		
	<p><u>Summary Assessment of Local Authority Functions, Local and National Outcomes</u></p>			<p>Strong</p>

	<p><b><u>Final Assessment/ Recommendation:</u></b></p>			<p>Approval subject to conditions;</p>
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**Note:** If recommending approval of the request, the CATAG will also require to consider:

(i) Where the CTB has offered a price that is below market value, an assessment will be required following the process in the Disposal of Land by Local Authorities (Scotland) Regulations 2010 as to whether the asset should be transferred to the CTB at the price requested; and

(ii) The Subsidy Control rules (formerly the EU State Aid rules)- <https://www.gov.scot/publications/scottish-public-finance-manual/subsidy-control/subsidy-control/>; and

(iv) The conditions that will apply to the disposal, taking account of the conditions requested by the applicants. If the recommendation is for a disposal for less than market value, consider if conditions to protect the discount should be applied.

## Annex 1: Alternative Proposal

### COMMUNITY ASSET TRANSFER REQUEST- ASSESSMENT

#### ALTERNATIVE PROPOSAL

#### INTRODUCTION

##### Purpose

The Leadership Panel, at its meeting on 27<sup>th</sup> November 2018, adopted a process for dealing with Community Asset Transfer Requests under the Community Empowerment (Scotland) Act 2015. The purpose of the assessment by the Community Asset Transfer Advisory Group (CATAG) is to make recommendations to the Leadership Panel based on the conclusions of the assessment.

The Council makes 2 assessments – an assessment of the community proposal and an assessment of an ‘alternative proposal’. This form deals with the latter and represents a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been identified for disposal, sale on the open market could be an alternative proposal. The alternative proposals may be under active or formal consideration or may be hypothetical. In this case the alternative proposals are hypothetical.

##### Evidence

The assessment of the community proposals will take into consideration evidence submitted in support of the request, representations received and comments on representations. Where necessary, further information will be requested from the applicants. The evidence required by the CATAG will be appropriate to the scale and nature of the project. More detailed information and assurances will be required if a request is for the transfer of ownership for example, than if it is for a lease or for the transfer of other, lesser rights. In the case of the alternative proposal evidence will be gathered from relevant parties where an active or formal consideration is underway. Where the proposals are hypothetical evidence will be gathered from relevant parties to the extent possible.

##### Structure of Assessment

The structure of the assessment will consist of the following key areas:

- 6. Proposal;
- 7. Community Benefit;
- 8. Community Support;
- 9. Ability to Deliver;
- 10. Local Authority Functions, Local and National Outcomes.

A separate assessment will be made of evidence under each of the key headings to provide an overall rating. Ratings vary from very strong to weak.

A summary of the evidence required to achieve each rating is outlined below:

<b>Evidence</b>	<b>Overview</b>
Very Strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrate questionable value for money.

The 'Alternative Proposal' for the site at Barassie Beach is that the site remains in its current condition and use. No other proposals have been made from SAC or other parties.

<b>NAME OF COMMUNITY TRANSFER BODY (CTB)</b>	<b>Troon Water Sports Centre SCIO</b>
<b>ASSET REQUESTED</b>	<b>Land at Barassie Beach</b>
<b>WARD</b>	<b>1, Troon</b>
<b>MARKET VALUE</b>	<b>£9,500 market value or £500 pa market rent</b>
<b>VALUE OF OFFER</b>	<b>£100 pa for 50 years</b>
<b>PROPOSED DISCOUNT</b>	<b>£400 pa</b>
<b>DATE OF APPLICATION VALIDATION</b>	<b>31<sup>st</sup> July 2022</b>
<b>DATE OF CAT ADVISORY GROUP MEETING</b>	<b>12.10.2022</b>
<b>DATE OF LEADERSHIP PANEL</b>	<b>TBC</b>

	<b>Assessment of an alternative proposal under Section 82 of the Community Asset Transfer (Scotland) Act 2015</b>			
	<b>Assessment Criteria</b>	<b>Evidence from SAC</b>	<b>Additional Evidence/Information</b>	<b>Assessment Rating of the alternative proposal</b>
<b>1.</b>	<u>Alternative Proposal</u>			

**Appendix 5**

<b>1.1</b>	Are the aims and objectives of the alternative proposal clearly defined?	The alternative proposal is that the land remains in its present usage and is therefore clear.		Moderate
<b>1.2</b>	Are the services to be delivered clearly described and has SAC explained why the services are required?	n/a no services delivered		n/a
<b>1.3</b>	Has SAC explained the reasons for the alternative proposals for the asset and what difference this will make to the delivery of services in the area?	The alternative proposal will make no improvement to services.		Weak
<b>1.4</b>	Would there be potential revenue savings to the Council arising from the alternative proposals?	There would no revenue savings for the council in the alternative proposal. The land will still be maintained by SAC and therefore be a modest cost to SAC.		Weak
<b>1.5</b>	Would there be displacement of similar services in the area if the Council adopts an alternative proposal? If so, what would be the feasibility and cost of relocating the services elsewhere? What might be the impact on those who use the services in terms of accessibility, cost, travel etc. if the services are relocated elsewhere?	No displacement of services		n/a
	<u>Summary Assessment of Alternative Proposal:</u>			Weak
<b>2.</b>	<u>Community Benefit</u>			
<b>2.1</b>	Would adopting an alternative proposal be likely to promote or improve- (vi) Economic development;	The alternative proposal contributes to social and		Moderate



	<ul style="list-style-type: none"> <li>(vii) Regeneration;</li> <li>(viii) Public health;</li> <li>(ix) Social wellbeing; or</li> <li>(x) Environmental wellbeing?</li> </ul>	<p>environmental wellbeing by being an open green space. However, this area also features extensive open green space so the impact of the alternative proposal is low.</p> <p>It is possible that the alternative proposal will bring lower traffic/congestion/vehicle use than compared to the TWSC proposal.</p>		
<b>2.2</b>	Would the alternative proposal be likely to reduce inequality resulting from socio-economic disadvantage?	The alternative proposal would not reduce inequality resulting from socio-economic disadvantage.		Weak
<b>2.3</b>	Are there any other benefits that might arise from the alternative proposal?	Some may regard non-development as an aesthetic benefit		Weak
<b>2.4</b>	n/a for alternative proposal  What benefits might arise if the Council adopted an alternative proposal in relation to the asset? <i>Note: In order to assess this, the CATAG should carry</i>	n/a		n/a

	<i>out a separate assessment of the benefits of an alternative proposal, including non-financial benefits. An alternative proposal may be another asset transfer request, or another proposal made by the Council. Continuation of the existing use would be an alternative proposal, or, if the asset has been identified for disposal, sale on the open market could be an alternative proposal.</i>			
<b>2.5</b>	How would any alternative proposal benefits identified under paragraphs 2.1 and 2.3 above compare to the benefits of the TWSC proposal	The TWSC proposal offers the provision of sports and social facilities, encourage tourism and provide economic benefits. Negative impacts of this may be increased vehicle traffic and development of open/green space. The alternative proposal would leave the site untouched resulting in a continuation of the status quo with none of the advantages and drawbacks.		weak
	<u>Summary Assessment of Benefits:</u>			Weak
<b>3</b>	<u>Community Support</u>			
<b>3.1</b>	Would the alternative proposals be likely to have sufficient demand for the alternative proposal in the local community?	The TWSC proposal appears to have significant support from the community as evidenced by support for their planning		Weak

		<p>application, citation of water sports development in Troon Together and TWSC consultation activity.</p> <p>Support for the alternative proposal has not been tested – however given the level of support for the TWSC proposal it is likely that the alternative proposal would have less support.</p>		
<b>3.2</b>	<p>n/a for alternative proposal</p> <p>Has the CTB demonstrated that there is sufficient support from the local community for the proposal? Has the CTB followed the National Standards for Community Engagement- <a href="https://www.scdc.org.uk/what/national-standards">https://www.scdc.org.uk/what/national-standards</a> to show their engagement has been effective and inclusive?</p> <p><i>Note: Evidence should be provided of widespread consultation with the local community, local stakeholders and community partners. Details should be provided of who was consulted, how the consultation was done and the responses received. If the CTB represents a community of interest such as an equality group or a sports club, evidence should be provided of how the CTB has engaged with local residents who are not part of the community of interest.</i></p>		<p>As the alternative proposals are hypothetical no community engagement has been carried out.</p>	n/a

	<i>If the proposal has attracted substantial opposition and has caused division in the community, it may be detrimental to community cohesion or resilience and may not have a net benefit.</i>			
3.3	Does the alternative proposal require any partnership arrangements required to deliver the alternative proposal?	None		Moderate
3.4	Will the alternative proposals take account of the different needs of the community? Does the alternative proposal demonstrate that the proposal may reduce inequality?	The alternative proposal would be unlikely to reduce inequality		Weak
	<u>Summary Assessment of Community Support</u>			Weak
4	<u>Ability to Deliver</u>			
4.1	Does SAC have appropriate skills, experience and qualifications to run and manage the asset, and deliver the alternative proposals? If not, does the SAC have plans to engage people who do?	SAC manage the site at present		Very Strong
4.2	Has the SAC demonstrated that it has a clear understanding as to what will be required to manage the asset? For example, has it taken into consideration issues such as insurance and maintenance of the building, utilities, firefighting equipment, energy performance certificate etc.?	As above		Very Strong
4.3	Does SAC have suitable governance arrangements in place for decision-making to manage the asset and deliver the project, taking into account the scale and nature of the project?	As above		Very Strong
4.4	N/A for alternative proposal	n/a		n/a

	Where relevant, does the CTB have succession plans in place for recruiting new Board members or Trustees in the future?			
<b>4.5</b>	n/a for alternative proposal  Has the CTB provided details of its projected income and expenditure and cash flow forecasts? Has the CTB demonstrated there is sufficient projected cash flow to establish that the project is financially viable?	n/a		n/a
<b>4.6</b>	Has the SAC identified all the resources required to deliver the benefit? The following should be considered: <ul style="list-style-type: none"> <li>• Funding obtained;</li> <li>• Funding and support required from the Council;</li> <li>• Other sources of funding, such as external grant funding;</li> <li>• Number of employees or volunteers available to maintain the asset and run the project.</li> </ul>	As 4.3		Very Strong
<b>4.7</b>	Does the SAC have a viable business plan for any proposed commercial activities, including timescales and targets for delivery of benefits?	As 4.3		Very Strong
<b>4.8</b>	Where relevant, has SAC identified how the alternative proposals will be funded in the longer term? Are these proposals credible and has evidence been provided?	The alternative proposal would not bring additional income into SAC		Moderate
<b>4.9</b>	Has SAC provided details of the monitoring arrangements to be put in place to ensure the alternative proposal delivers its key objectives and the timescales in which they will be delivered?	n/a		n/a

	<u>Summary assessment of Ability to Deliver</u>			Very Strong
<b>5</b>	<u>Local Authority Functions, Local and National Outcomes</u>			
<b>5.1</b>	<p>Would agreeing to the alternative proposals have an adverse effect on the Council's ability to deliver any of its statutory functions?                      For example, would the alternative proposals physically interfere with the Council carrying out its functions, or require the Council to put alternative arrangements in place that would substantially increase costs? Do the alternative proposals conflict with any Council policy? Would the cost of agreeing the alternative proposals affect the Council's budget to the extent that it would reduce the Council's ability to deliver its functions, even after taking account of the benefits?</p>	No impact		Very Strong
<b>5.2</b>	<p>Are there any obligations that may prevent, restrict or otherwise affect the ability of the Council to agreeing to the alternative proposal, whether arising from legislation or otherwise? For example, if the asset forms part of the Common Good, court authority may be required to dispose of the asset; there may be title or planning restrictions which state that the asset may only be used for certain specified purposes. Removal of such restrictions may involve additional costs- should these costs be met by the CTB?</p>	None		Very strong
<b>5.3</b>	<p>Will the proposed benefits contribute to achieving the Council's local outcomes and the Scottish Government's National Outcomes?</p>	<p>Council Plan 2018-2022</p> <p>6.1 We will create a greener, healthier South Ayrshire and enhance it for future generations</p>		Moderate

		National Outcomes  We are healthy and active		
	<u>Summary Assessment of Local Authority Functions, Local and National Outcomes</u>			Strong
	<b><u>Final Assessment/ Recommendation:</u></b>	The alternative proposal offers no service improvements and offers a comparatively modest benefit to the community given the scale and expanse of green space in the wider locale. The key benefit of the alternative proposal as a relative reduction in vehicle traffic compared to the TWSC proposal and the maintenance of a view (although the immediate area hosts a car park and public toilet). Adopting the alternative proposal would not reduce inequality, would not improve health and wellbeing, and would not support the development of a vibrant local economy.		Reject the alternative proposal

**Note:** *If recommending approval of the request, the CATAG will also require to consider:*

*(i) Where the CTB has offered a price that is below market value, an assessment will be required following the process in the Disposal of Land by Local Authorities (Scotland) Regulations 2010 as to whether the asset should be transferred to the CTB at the price requested; and*

*(ii) The Subsidy Control rules (formerly the EU State Aid rules)- <https://www.gov.scot/publications/scottish-public-finance-manual/subsidy-control/subsidy-control/>; and*

*(iv) The conditions that will apply to the disposal, taking account of the conditions requested by the applicants. If the recommendation is for a disposal for less than market value, consider if conditions to protect the discount should be applied.*



**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	Community Asset Transfer Troon Water Sports Centre
Lead Officer (Name/Position/Email)	Tom Burns, Service Lead – Asset Management and Community Asset Transfer – tom.burns@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – (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)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	Low
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	Low
<b>Foster good relations</b> between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

**5. Summary Assessment**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<del>YES</del>
	<b>NO</b>
<b>Rationale for decision:</b>	

**This report advises the Cabinet of 1 November 2022. Their decision on this has no specific equality implications**

**Signed :** Tom Burns

**Service Lead**

**Date:** 21<sup>st</sup> December 2022

**South Ayrshire Council**

**Report by Director of Strategic Change and Communities  
to Cabinet  
of 17 January 2023**

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**Subject: South Ayrshire Food Network - Update**

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**1. Purpose**

- 1.1 The purpose of this report is to provide Cabinet with an update on South Ayrshire Food Network and to recognise the ongoing work of Thriving Communities Officers supporting local 3<sup>rd</sup> Sector partners and the Food Network.

**2. Recommendations**

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

- 2.1.1 recognises the work of the Food Network and the support provided by Thriving Communities officers;**
- 2.1.2 approves that the work of Food Network should continue to be reported through the Community Planning Partnership – Financial Inclusion (SDP); and**
- 2.1.3 approves updates on progress of the Food Network and ongoing response to addressing food insecurity is reported through the Cost of Living Member/ Officer Working Group.**

**3. Background**

- 3.1 A motion was agreed at Council on 3 March 2022 requesting that a report should be submitted to Leadership Panel detailing proposals on how South Ayrshire Council can support local food pantries going forward.
- 3.2 During the Covid-19 response South Ayrshire Council Officers established the South Ayrshire Food Network alongside 3<sup>rd</sup> sector partners.
- 3.3 South Ayrshire Food Network is chaired by Voluntary Action South Ayrshire (VASA) and is reported to the Community Planning Partnership - Financial Inclusion (SDP) who receive updates on progress.
- 3.4 The Thriving Communities Service Lead and Senior Communities Officers support the coordination of food provision across South Ayrshire. This support includes food provision across South Ayrshire during the school holidays, support for local foodbanks and financial support for local food pantries.

- 3.5 In 2020/21 three local food pantries were established in Ayr, Maybole and Girvan. Utilising South Ayrshire's Scottish Government funding allocation - *Addressing Future Needs funding*, financial support was provided to establish these local pantries.
- 3.6 Girvan Food Pantry is located in Girvan Primary School and is managed by Children's 1<sup>st</sup>. There are currently 333 members, which equates to 152 families accessing this service. The demand for the service has resulted in the pantry now opening four days per week.
- 3.7 Ayr Food Pantry is located in Ayr Town Centre and is managed by VASA. There is currently over 800 members with approximately 170 under 18s accessing this service, with a further 515 older people who are retired. A recent review of membership estimated that over 500 people are using the service weekly, fortnightly or monthly.
- 3.8 Maybole Food Pantry is located within The Carrick Centre and is managed by staff from the Centre. There is currently just under 500 members accessing this service. Maybole Food Pantry is now complimented by the recently established Heat and Eat Initiative based in the centre as part of the Cosy Spaces Initiative.
- 3.9 £117,664 of funding was allocated from the Scottish Government - *Addressing Future Needs Funding* to support the three food pantries during 2022/23 – Children's 1<sup>st</sup> £25,000, Carrick Centre £25,000 and VASA £67,664.
- 3.10 As part of Thriving Communities - Employability, the Long Term Unemployed Programme – Evolve, two adults completed a six month work experience placement with another adult currently on placement. These placements have helped VASA resource the pantry in Ayr.
- 3.11 In addition to the three established Food Pantries Thriving Communities Officers continue to support Food Network groups/organisations to establish other food pantries or initiatives across South Ayrshire.
- 3.12 £100,000 was allocated to groups and organisations through LACER Empowering Communities Funding in response to the Cost-of-Living crisis. This funding has been used to support various initiatives.

***Lacer Funding – Empowering Communities – Cost of Living Crisis***

<b>Groups Awarded Funding</b>	<b>Amount</b>
North Ayr The Gither	£9,000
Dundonald Community Project	£10,000
Harbour Ayrshire	£6,000
Newton Primary Parent Council	£9,000
Annbank Church	£7,000
Ayr Housing Aid	£10,000
VIC's In The Community	£8,000
The Carrick Centre	£9,000

<b>Groups Awarded Funding</b>	<b>Amount</b>
Night Before Christmas Campaign	£9,000
Aberlour Children’s Charity	£10,000
Dailly Community Council	£6,000
Glendoune Community Association	£1,000
Ayrshire Women’s Hub	£6,000
<b>Total</b>	<b>£100,000</b>

3.13 An evaluation of the funded projects will be collated in April 2023 by Thriving Communities Officers.

#### **4 Proposals**

4.1 It is proposed South Ayrshire Council’s Thriving Communities Officers submit a £10,000 funding application to Lintel Trust to support the Food Pantries.

4.2 Thriving Communities Officers including, External Grants Officer, continue to support the 3<sup>rd</sup> Sector to explore opportunities for funding to support the Food Network and associated food insecurity provision.

4.3 Progress of the Food Network continues to be reported through the Community Planning Partnership – Financial Inclusion (SDP).

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

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

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

6.1. There are no financial implications at this stage.

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

7.1 Not applicable.

#### **8. Risk**

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

8.1.1 There are no risks associated with approving the recommendations noted.

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

8.2.1 The implications of rejecting the recommendations could have an impact on people affected by food insecurity in South Ayrshire.

## 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 this report.

## 12. Link to the 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 A Consultation has not been carried out.
- 13.2 Consultation has taken place with Councillor Martin Dowey, 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 Director of Strategic Change and Communities will ensure 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 Panel Decision Log' at each of its meetings until such time as the decision is fully implemented:

<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Submit Annual Report to Cabinet	May 2023	Service Lead – Thriving Communities

Background Papers [South Ayrshire Council – 3 March 2022 - Minutes](#) - Item 9.2, Page 3

Person to Contact **Jamie Tait, Service Lead – Thriving Communities**  
County Buildings, Wellington Square, Ayr, KA7 1DR  
Phone 01292 559398  
E-mail [jamie.tait@south-ayrshire.gov.uk](mailto:jamie.tait@south-ayrshire.gov.uk)

Date: 4 January 2023

## 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 Food Network - Update
Lead Officer (Name/Position/Email)	Jamie Tait, Service Lead – Thriving Communities – jamie.tait@south-ayrshire.gov.uk

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

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – (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)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	Low
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	Low
<b>Foster good relations</b> between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

## 5. Summary Assessment

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<del>YES</del> <b>NO</b>
<b>Rationale for decision:</b>  <b>The proposal does not have a significant negative or positive impact on any particular group</b>	
<b>Signed :</b> Jamie Tait	<b>Service Lead</b>
<b>Date:</b> 13 December 2022	

**South Ayrshire Council**

**Report by Chief Executive  
to Cabinet  
of 17 January 2023**

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**Subject: King's Coronation – Public Holiday**

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**1. Purpose**

- 1.1 The purpose of this report is to advise the Cabinet of the decision and recommendation of the UK and Scottish Governments regarding public holidays in May 2023 to mark the King's Coronation.

**2. Recommendation**

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

- 2.1.1 approves the additional public holiday on Monday 8 May 2023; and**
- 2.1.2 approves that the required funds are drawn from employee cost contingencies held in Miscellaneous Services.**

**3. Background**

- 3.1 The UK government announced that there will be an additional public holiday on Monday 8 May 2023 to mark the King's Coronation.
- 3.2 South Ayrshire, like most other Councils, has published school holidays for 2023. If the additional public holiday is agreed, the Service Lead – Education Support Services will progress an exceptional closure request from the Scottish Government.

**4. Proposals**

**4.1 It is proposed that the Cabinet:**

- 4.1.1 approves the additional public holiday on Monday 8 May 2023; and**
- 4.1.2 requests that the Service Lead – Education Support Services progresses the exceptional closure request from the Scottish Government.**

**5. Legal and Procurement Implications**

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

## **6. Financial Implications**

6.1 The cost of the additional public holiday on 8 May 2023 will be approximately £90,500 and will be met from employee cost contingencies held in Miscellaneous Services.

## **7. Human Resources Implications**

7.1 Not applicable.

## **8. Risk**

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

8.1.1 There are no risks associated with adopting the recommendations.

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

8.2.1 There are no risks associated with rejecting the recommendations.

## **9. Equalities**

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

## **10. Sustainable Development Implications**

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

## **11. Options Appraisal**

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

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

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

## **13. Results of Consultation**

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

13.2 Consultation has taken place with Councillor Martin Dowey, Portfolio Holder for Corporate and Strategic, and Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

#### 14. Next Steps for Decision Tracking

- 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 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>
Make the necessary arrangements to communicate and implement the additional public holiday and any change to the public holiday on 8 May 2023	January 2023	Chief HR Adviser

**Background Papers**    **None**

**Person to Contact**    **Wendy Wesson, Chief HR Adviser**  
**County Buildings, Wellington Square, Ayr, KA7 1DR**  
**Phone 01292 612556**  
**Email [wendy.wesson@south-ayrshire.gov.uk](mailto:wendy.wesson@south-ayrshire.gov.uk)**

**Date:**    **9 January 2023**

## 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	King's Coronation – Public Holiday
Lead Officer (Name/Position/Email)	Wendy Wesson, Chief HR Adviser – wendy.wesson@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	-	-

Community or Groups of People	Negative Impacts	Positive impacts
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)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	Low
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	Low
<b>Foster good relations</b> between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

## 5. Summary Assessment

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<del>YES</del> <b>NO</b>
<b>Rationale for decision:</b>  <b>This report impacts on a small number of staff in a positive way. The requested decision on this has no specific equality implications</b>	
<b>Signed :</b> Wendy Wesson <b>Service Lead</b> <b>Date:</b> 17 December 2022	



**South Ayrshire Council**

**Report by Chief Social Work Officer  
to Cabinet  
of 17 January 2023**

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**Subject: Chief Social Work Officer Annual Report**

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**1. Purpose**

- 1.1 The purpose of this report is to update the Cabinet on the performance of statutory social work services for 2021 – 2022.

**2. Recommendation**

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

**2.1.1 considers the performance of statutory social work services; and**

**2.1.2 requests that the Annual Report 2021-2022 is submitted to the Office of the Chief Social Work Adviser.**

**3. Background**

- 3.1 Every local authority must have a professionally qualified Chief Social Work Officer (CSWO) as per Section 45 of the Local Government etc. (Scotland) Act 1994. The role of the CSWO is to ensure the provision of appropriate professional advice in the discharge of a local authority's statutory functions as described in Section 5 (1B) of the Social Work (Scotland) Act 1968.

- 3.2 The role covers the full range of a local authority's social work functions to provide a focus for professional leadership and governance. The role provides strategic and professional leadership in the delivery of social work services.

- 3.3 The Public Bodies (Joint Working) (Scotland) Act 2014 provides for the delegation of certain social work functions by a local authority to an integration authority – for example, a Health and Social Care Partnership.

- 3.4 The Scottish Government requires the CSWO to produce an annual report of service quality and performance, key challenges, and for this particular year, the initial impact of COVID-19. The report requires to be submitted to the Scottish Government via the Office of the Chief Social Work Adviser.

**4. Proposals**

- 4.1 The CSWO annual report (Appendix 1) highlights areas of performance across statutory Social Work services. The CSWO would wish to draw attention to the following key points within the report:

- 4.1.1 The impact of Covid in the reporting year on the model of service delivery and of the flexibility of our practitioners to respond to these challenges to ensure delivery of Social Work Services.
- 4.1.2 The range of transformational work within Children's Health and Justice Services leading to more children remaining at home and within their community.
- 4.1.3 The developments in relation to Justice and Public Protection that we have achieved in the past year.
- 4.1.4 The development of our Workforce Plan that seeks to address the retention and recruitment issues within the profession.
- 4.1.5 The transformation of Adult Services based on our learning review that aims to deliver early intervention and prevention and the right care at the right time.

4.2 Alongside these key issues, the CSWO would wish to publicly recognise and acknowledge the skills and compassion shown by our practitioners, managers and partners every day to provide services to our community.

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

5.1 There are no legal implications arising from this report beyond those contextualised within the body of the annual report.

5.2 There are no procurement implications arising from this report.

## **6. Financial Implications**

6.1 There are no financial implications arising from this report beyond those contextualised within the body of the annual report.

## **7. Human Resources Implications**

7.1 There are no human resource implications arising from this report beyond those contextualised within the body of the annual report

## **8. Risk**

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

8.1.1 There are no risks associated with this report beyond those contextualised within the body of the annual report.

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

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

## **9. Equalities**

9.1 The proposals in this report allow scrutiny of performance. The report does not involve proposals for policies, strategies, procedures, processes, financial decisions and activities (including service delivery), both new and at review, that

affect the Council's communities and employees, therefore an equality impact assessment is not required.

## 10. Sustainable Development Implications

- 10.1 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 Lee Lyons, Portfolio Holder for Health and Social Care, and the contents of this report reflect any feedback provided.
- 13.3 The contents of this report have been reported through other structures attended by Cabinet/ Portfolio Holders. The CSWO has regular meetings with Cabinet/ Portfolio Holders to brief them on developments and progress with Social Work and Social Care services.

## 14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Chief Social Work Officer 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>
Not applicable	Not applicable	Not applicable

**Background Papers**    None

**Person to Contact**    **Gary Hoey, Chief Social Work Officer**  
Elgin House, Ailsa Hospital, Dalmellington Road, Ayr, KA6  
6AB  
Phone 01292 617426  
E-mail [gary.hoey@south-ayrshire.gov.uk](mailto:gary.hoey@south-ayrshire.gov.uk)

**Date:** 4 January 2023

# Chief Social Work Officer Annual Report 2021 – 2022

October 2022

RESPECT



# Contents

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## Acknowledgement

South Ayrshire Health and Social Care Partnership, South Ayrshire Council and South Ayrshire Integrated Joint Board would like to acknowledge the dedication, industry and wisdom of Professor Paul Martin and Scott Hunter.

Professor Martin relinquished his role as Independent Chair of our Child Protection Committee and Adult Support Protection Committee. Paul brought a depth of analysis and reflection that was always given with clarity and kindness. Through his leadership the Partnership, CPC and APC have grown and developed.

We were pleased to appoint, Jim Kerr, as Paul's successor. Jim brings a with him a wealth of knowledge from various roles throughout our community. Jim is well known in South Ayrshire having represented Police Scotland at both the Adult and Child Protection Committees

Scott Hunter served as South Ayrshire's first standalone Chief Social Work Officer until December 2022. He laid the foundations to enable the roles and responsibilities of this office. Scott's work in setting the future direction of services through the adult social work review is a legacy to deliver care in the right place and at the right time for the people we serve.

We wish them all every success in the future.

# Foreword

I am pleased to present the Chief Social Work Officer's (CSWO) annual report for South Ayrshire Council for 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022. This report provides an overview of key Social Work and Social Care activity provided by South Ayrshire Health and Social Care Partnership to ensure that the people we fulfil our ambition to Start Well, Live Well and Age Well.

The last year has seen the continuation of the evolving story of how Social Work and Social Care has risen to the challenge of the pandemic and the new dawn that we emerge into. We have transformed and continue to deliver Social Work and Social Care to children, adults and families ensuring their safety and security. From 'crisis comes opportunity' and throughout the pandemic we have seen innovation and creativity to allow us to carry out our statutory responsibilities to those we serve.

Our practitioners and managers have strengthened connections, shown how adaptable they can be and worked in collaboration to make a difference in the lives of individuals and families needing support, advice and guidance. Closely working alongside our colleagues across South Ayrshire Council, NHS Ayrshire and Arran, the Third Sector and Voluntary Organisations has ensured the sum of our response to Covid was far greater than our individual parts could ever have been.

My own personal reflection is that we have seen a shift in our practice paradigm. Moving towards an approach more underpinned by commitment to working in partnership with, and listening closely to, people who use services, carers, families and communities. In the face of fighting the common enemy of Covid the timbre of our conversation changed to identifying what we could do to provide the greatest support, assistance and help. An approach based on promoting rights, dignity and respect while also identifying the strengths and abilities of those we serve. These are the core principals of Social Work.

I recognise the toll the pandemic has taken, and continues to take, on all our Social Work and Social Care workforce. The toll, both personal and professional, will take time to heal. Many have lost. During this fight we worked tirelessly. We must be mindful to take care of ourselves so we may continue to practice with emotional kindness, care and compassion.

The past year has also seen the growth and maturity of our plans in relation to the future provision of support and services. Some of which are outlined in this report,

Social Work and Social Care profession is vital in our communities and throughout South Ayrshire. While we aspire to establish the 'paradise' that Edwin Morgan describes in 'Brothers and Keepers' we will continue strive for a decency of society, that helps those who cannot help themselves.

Gary James Hoey  
CSWO  
October 2021

# 1. Introduction

The Chief Social Work Officer (CSWO) provides professional leadership and promotes values and standards of professional practice, ensuring that only Registered Social Workers undertake those functions reserved in legislation and meet the requirements of their regulatory body and the SSSC Codes of Practice. Any social worker or social care professional may approach the CSWO for advice.

The CSWO has a “stand-alone” function across Social Work Services and reports directly to the Chief Executive of South Ayrshire Council. The CSWO also reports directly to the Director of South Ayrshire Health and Social Partnership on operational matters across the service. Social Work provides a variety of services to protect and support people and in South Ayrshire; this is split across three distinct services:



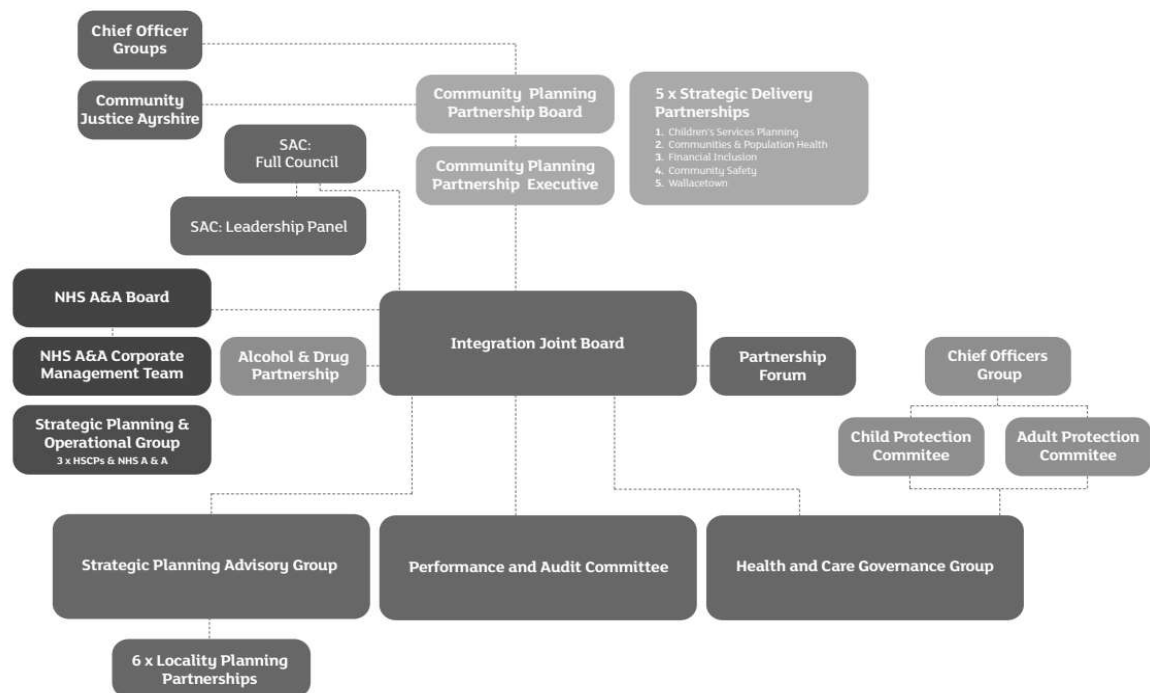
## 2. Governance and Accountability

The CSWO is responsible for professional and specialist advice on the provision of social work services to strategic governance and accountability structures within South Ayrshire. These are shown in diagram 1.

The scope and responsibilities of the CSWO is outlined here: [“The Role of the Chief Social Work Officer: Guidance for local authorities regarding the role of the Chief Social Work Officer”](#) In summary they are:

- Values and standards
- Decision Making
- Leadership
- Reporting

The Governance structure for SAHSCP is shown below.



The CSWO sits on a number of these structures including:

- Integrated Joint Board
- Chief Officers Group
- Adult Protection Committee
- Child Protection Committee
- Strategic Planning Advisory Group
- Performance and Audit Committee
- Health and Care Governance Group.



In addition to this the CSWO is an integral member of the SAHSCP's Directorate Management Team and is therefore involved in key aspects of planning, budgeting, service development and implementation.

The role also involves responding to enquiries, providing support and information and reflection and direction to elected members, relevant Cabinet members and attendance at relevant Council and Leadership Panel meetings, where required

The CSWO is currently the Chair of South Ayrshire Alcohol and Drugs Partnership and the Social Work Governance Board. Participation in short life working groups and service specific governance such as Community Service Oversight Group, and other working groups is integral to the core tasks of the CSWO.

In addition to this there are a small number of areas of decision-making where legislation confers functions directly on the CSWO by name. These areas relate primarily to the curtailment of individual freedom and the protection of both individuals and the public. Such decisions must be made either by the CSWO or by a professionally qualified social worker, at an appropriate level of seniority, to whom the responsibility has been formally delegated and set out within local authority arrangements. Even where responsibility has been delegated, the CSWO retains overall responsibility for ensuring quality and oversight of the decisions.

These areas include:

- deciding whether to implement a secure accommodation authorisation in relation to a child (with the consent of a head of the secure accommodation), reviewing such placements and removing a child from secure accommodation if appropriate;
- the transfer of a child subject to a Supervision Order in cases of urgent necessity;
- acting as guardian to an adult with incapacity where the guardianship functions relate to the personal welfare of the adult and no other suitable individual has consented to be appointed.
- decisions associated with the management of drug treatment and testing orders
- carrying out functions as the appropriate authority in relation to a breach of a supervised release order, or to appoint someone to carry out these functions.

Additionally, the CSWO assumes the role of Agency Decision Maker performing an essential role in making decisions about the best plans for children, their carers and adopters. The Adoption and Children (Scotland) Act 2007 provides the framework for this role.

## 3. Service Quality and Performance

For the purposes of the annual report, we will focus on the following key areas of service quality performance. The report aims to describe our journey and achievements over the past year but also to identify the next steps we must take to excellence.

- Children Services
  - Child Protection
  - Looked After Children
- Adult Services
  - Adult Support and Protection
  - Adult Care and Support
- Mental Health Services
- Justice Services
  - MAPPA
  - Prevent
  - MARAC
- External Scrutiny

# Childrens Services

## Child Protection

Children are placed on the child protection register when a child is deemed at risk of significant harm. Children on the register will be reviewed by the team around the child at core group meetings on a frequent basis. (4 weeks) Families and children will also experience more supportive visits to ensure the progression of the child's protection plan.

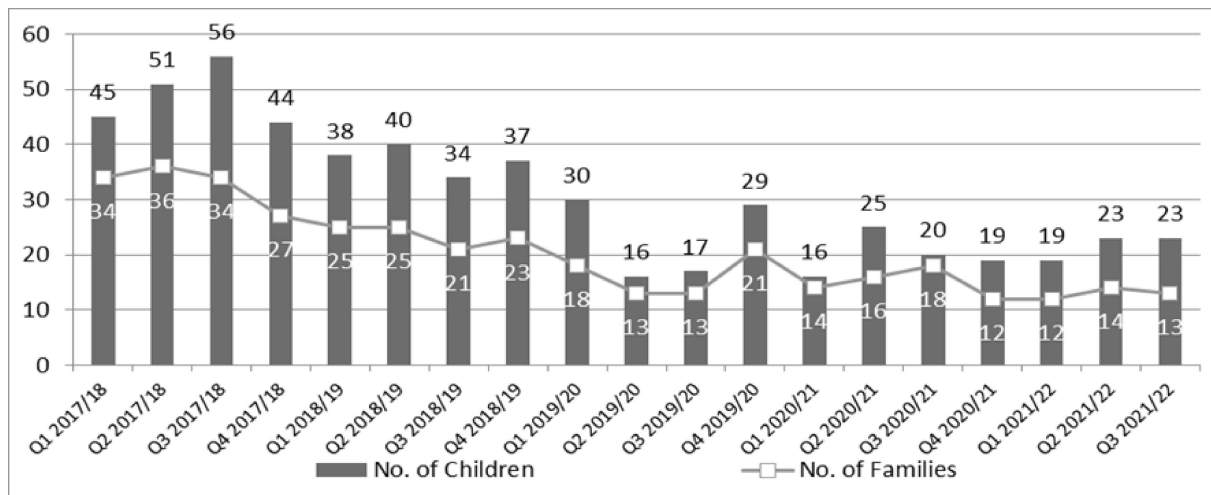


Table 1 – Children and Family Groups placed on the Child Protection Register

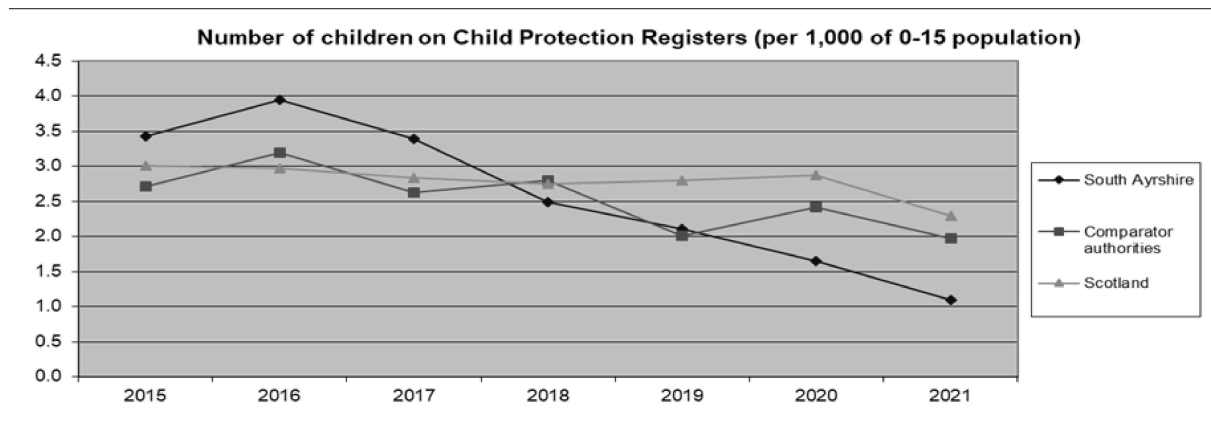


Table 2 - Number of Children on Child Protection Register by Year.

As of April 2022, the number of children placed upon the child protection register was 23 children from 13 families within South Ayrshire. This has been consistent for the past two and a half years. Referencing Table 2, South Ayrshire has shown a downward trend over the past five years in the number of children placed on the register.

<b>Local Authority Benchmark comparators</b>	<b>Rate per 1,000 children</b>
<b>South Ayrshire</b>	<b>1.1</b>
Angus	1.3
Dumfries and Galloway	1.5
Scottish Borders	1.8
Highland	2.5
Argyll and Bute	2.5
Comparator average	2.0
Scottish average	2.3
<b>Local Comparators LA</b>	
East Ayrshire (for local context)	3.4
North Ayrshire (for local context)	5.2
<b>Signs of Safety Local Authorities</b>	
East Ren (Signs of Safety LA)	0.4
East Lothian (Signs of Safety LA)	1.5
D & G (Signs of Safety LA & LGBF)	1.5

Table 3 Children on Child Protection Register by Benchmarked and Comparator authorities.

Table 3 highlights the number of children on the register per 1000 children is lower than neighbouring authorities. However, it is within the range of our comparator authorities. Of note also is the range of those authorities who have embraced the signs of Safety Approach into Practice. All notably fall below the Scottish Average.

The main reasons for registration for children on the are:

- Neglect
- Parental Mental Health Problems
- Parental Alcohol Use.

Working with our Practice Development Team, our Child Protection Committee and our partners we will ensure that we have a workforce that has the confidence and skills to identify prevent, intervene and support.

The Child Protection Committee reports to the Chief Officers Group (COG) through the Independent Chair.

In the past year, both committees have continued to discharge their responsibilities and function with regards to

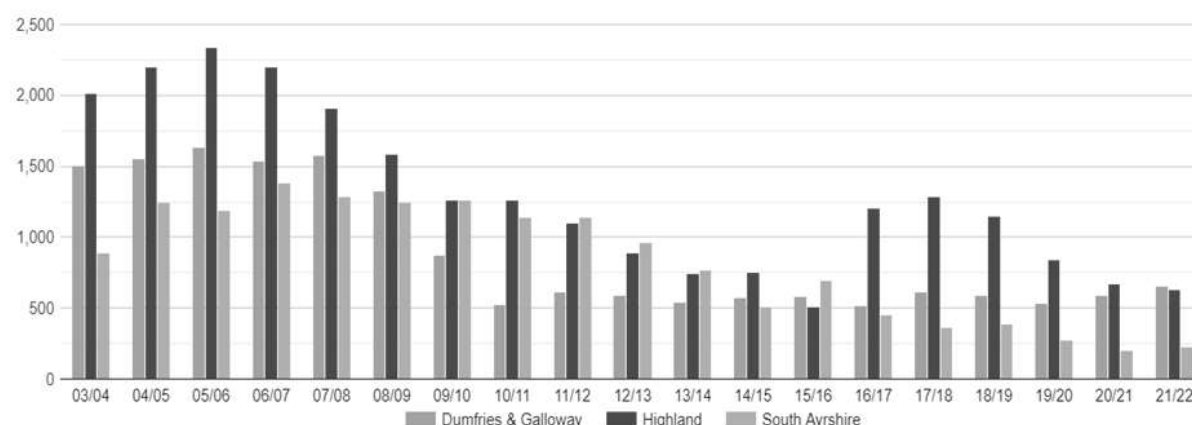
- Continuous improvement
- Public information, engagement and participation
- Strategic planning and connections
- Annual reporting.
- Quality assurance / self-evaluation / performance / improvement
- Learning / development / training

Over the next year we will continue to progress the ambitions of our Child Protection and Adult Protection Committees Business Plans with a particular focus.

- The implementation of revised and new guidance relating to Child Protection and Adult Support and Protection. New Guidance
- Restructuring of the sub committees –
  - Policy and Performance
  - Practice Development
  - Communications.
- Development of auditing activity across adult and children's services

## Looked After Children

South Ayrshire Health and Social Care Partnership also carry out their statutory function in relation to children and families who may require more focussed support. These children and families will have been referred to the Scottish Childrens Reporter Administration. (SCRA) that may evoke the use of statutory orders to promote their welfare.



Graph 4 – Referrals to SCRA by comparator authorities.

Graph 4 Highlights an ongoing downward trend in relation to children who are referred to SCRA.

This trend is reflected in the numbers of children who are subject to orders highlighted in Table 5 below.

Summary As At 01/04/2021		Summary As At 01/04/2022	
At Home with Parents	40	At Home with Parents	35
Fostering provided by Local Authority	88	Fostering provided by Local Authority	82
Fostering purchased by Local Authority	22	Fostering purchased by Local Authority	15
Hospital	1	LA Childrens Home	10
LA Childrens Home	10	Other Residential	3
Other Residential	3	Residential School	7
Residential School	12	Voluntary Childrens Home	1
With Friends/Relatives	59	With Friends/Relatives	35
With Prospective Adopters	12	With Prospective Adopters	2
<b>Sum:</b>	<b>247</b>	<b>Sum:</b>	<b>190</b>

Table 5 – Placement Breakdown of Children on Statutory Orders.

The rationale for this downward trend may point to the investment that Children's Health and Justice Services have placed in Early Intervention and Prevention Work with reference to:

- Kinship Care
- Signs of Safety Approach
- Belmont Family First
- Small Steps to Wellbeing Service.
- Carrick Family Wellbeing Service

Children's Health and Justice Services are committed to continuing to work on a preventative basis applying the Christie Commission four P's of Prevention, People, Performance and Partnership.

Looking ahead, children services will look to the learning from the transformational projects that have shown efficiency and improved service delivery over the past three years. Namely the Belmont Family First project, the implementation of the Signs of Safety and the Cunningham Place extended throughcare model.

These transformation projects have evidenced financial efficiencies over and above targets as well as delivered improved service user experience. This creates an opportunity to continue to invest in transformational work to further enhance early intervention and preventative approaches.

The team will focus on developing further proposals to:

- Roll out to other schools a Family First Schools project, learning from the Small Steps to Wellbeing project and expanding on the Belmont First model;
- Transform and modernise the children with disability team;
- Create neurodevelopmental support within Ayr North/ Wallacetown;
- Redesign current Young Persons Support and Transition Team#
- Develop trauma informed therapeutic services for children looked after in Foster and Kinship Care, including the employment of a Play Therapist and enhanced training to reduce the number of family care break downs
- Enhance our support to families applied the principles of the Promise family support, through our Intensive Family Support Service, and Functional Family Therapy
- Learn from the work of Horizons Research commissioned by the Children Services Planning Group, to develop a whole family approach offer in South Ayrshire that is informed and reflects the whole Community Planning Partnership contribution through the Children's Service Planning Group.
- To deliver on the Promise and change the "whole system" and how we care for Children who are in care or Care Experienced.
- To deliver on the Parenting Promise and our objective of loving our Care Experienced Children and young people in word and in action.

The strategic ambition of Children and Family services is to continue to build on the strengths of families and ensure that our children Start Well, Grow Well and Live Well. The downward trend in both looked after and children on statutory orders is to be welcomed as we shift from the servicing of statutory work to the provision of preventative and early intervention services.



# Adult Services

## Adult Support and Protection

In the year 2020-2021 there had been 796 Adult Support and Protection (ASP) referrals received. This was a reduction of 31% from the previous year. This reduction was partly due to the impact of COVID-19 restrictions but mainly due to the introduction of a revised “Adult Concern/Vulnerable Adult” escalation procedure. In 2021-2022 (the first full year of the implementation of the revised procedure) the reduction in ASP referrals continued, with a total of 315 ASP referrals. This change in practice has resulted in the pattern of ASP referrals in South Ayrshire now being more aligned with those in neighbouring East and North Ayrshire.

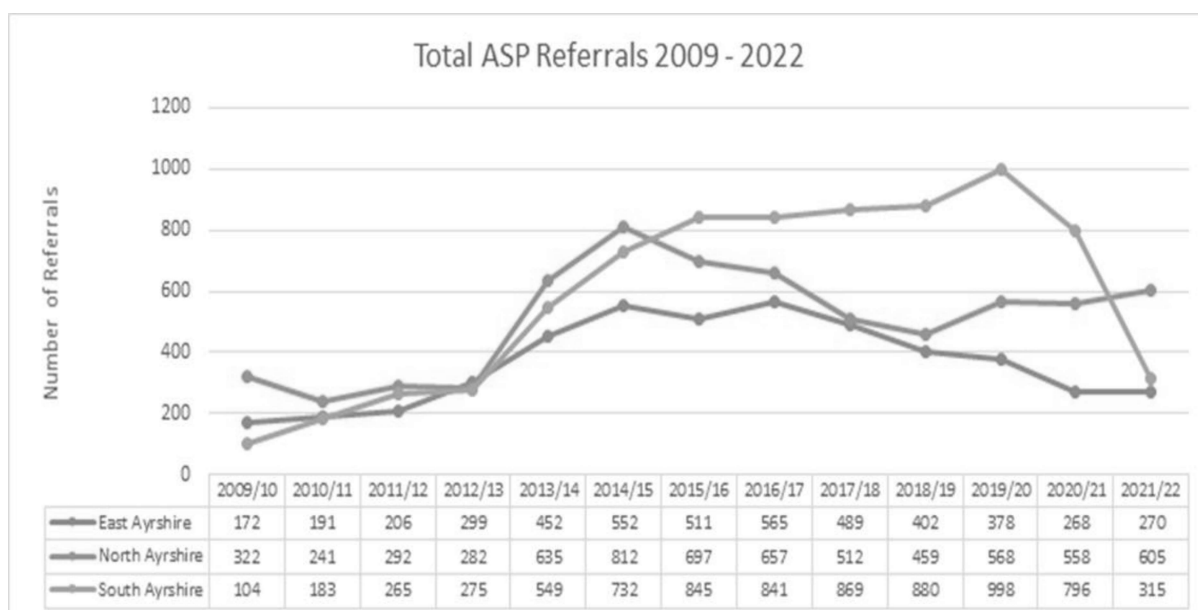


Table 6 – Total ASP Referrals 2009 - 2022.

This procedure was introduced following an audit of ASP referrals which showed that a large number of “Adult Concern/Vulnerable Adult” referrals were being escalated to be dealt with under ASP procedures without the subjects’ circumstances having met the “three-point-test”. Further analysis concluded that the existing “Adult Concern/Vulnerable Adult” escalation trigger did not sufficiently take account of the risk of harm or the principle of adopting the “least restrictive” option. Discussion with partners in the West of Scotland Adult Support and Protection Consortium showed that other partnership areas had previously revised their own “Adult Concern/Vulnerable Adult” escalation procedures, based on similar experiences as those in South Ayrshire. Consequently, the Adult Protection Committee agreed that the escalation trigger be revised from three “Adult Concern/Vulnerable Adult” within twelve months to three “Adult Concern/Vulnerable Adult” referrals within three months. Additionally, the agreed escalation response was that the responsible Social Work Team Leader was required to consider whether to convene a multi-agency meeting to share information and assess the risks involved, with the addition of a case-note clearly outlining the rationale for convening (or not convening) such a meeting. (These changes reflected the practice across the majority of partners in the Consortium). This revised procedure resulted in fewer cases of vulnerable adults being unnecessarily escalated to ASP.

There has been ongoing monitoring of the impact of the revised escalation procedure. This has shown that while there was initially a proportionate reduction in the number of ASP Investigations carried out, this has settled, with recent figures indicating an increase in the number of Investigations.

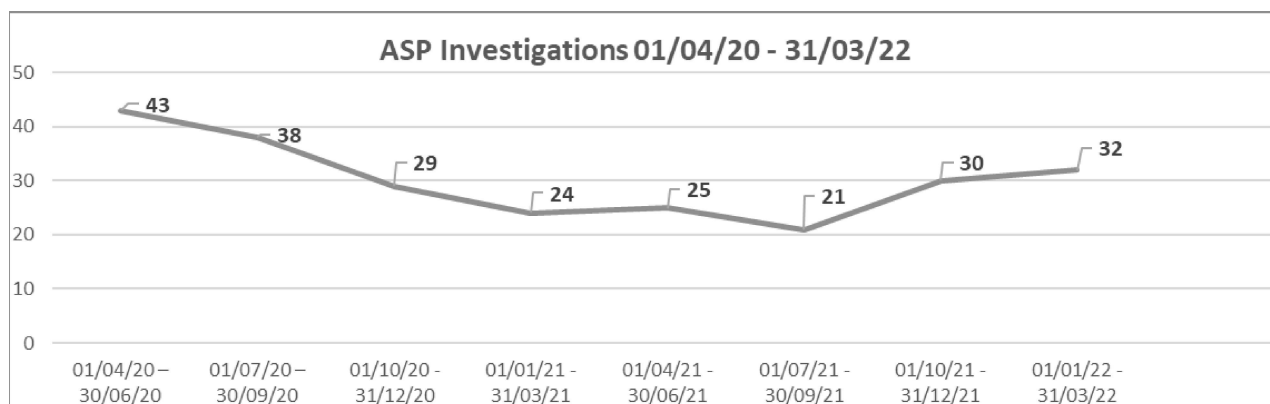


Table 7 – ASP investigations 01/04/20 – 31/03/2022.

Historically, South Ayrshire has had significantly fewer such referrals than partners in East and North Ayrshire but each partnership area has seen significant increases in the number of these referrals.

# Adult Services

Within the reporting period the Community Health and Care Service published the Adult Social Work Learning Review a culmination of work to transform the delivery of integrated leadership, management and service delivery arrangements relating to Adult Services. The culmination of a 12-month project seeking the views of those we serve, collaboratively working with partners across agencies, academics, researchers and third sector and commissioned services to establish the key outputs of:

- Design and enable easy access to modern wellbeing hubs for the general public
- Co-located services to reduce bureaucracy and duplication for those accessing the hub.
- Individuals receive the right help at the right time in the right way
- Locality services become more joined up and embedded in communities and delivered in a way to meet the needs of the community

We are now able to begin to implement our proposed new model and enter the implementation phase. At the heart of our new model is integrated leadership and improving the outcomes for individuals and carers who access our services. The revised mode will also contribute to how we will deliver of our 'Wellbeing Pledge'

To promote the professional identity of the social work role we developed an Ethics of Care Framework based around five ethics of care: responsibility, competence, responsiveness and integrity of care. This was developed alongside frontline staff and with input from individuals with lived experience.

As a result of this work, the Community Health and Care Service is being restructured to improve both access to, and delivery of, social work through a new multi-disciplinary team locality 'front door' providing a single point of access to both community-based and more normal services. Our Team Around the Locality work is a priority within our Service Improvement Plans.

Our approach to the assessment of individuals and carers is person-centred and underpinned by the Talking Points outcome framework. A strength-based person / carer centred throughout informs our practice and planning.

We gather feedback through reviews on experience measures to evaluate our performance. Over the last 12 months (August 2021 to August 2022) 1957 individual support plans have

been completed and during a review of these plans the experience measures demonstrated very positive feedback.

- 81 %of respondents felt more confident about managing their health.
- 90 % of respondents stated that they have been fully supported in relation to SDS options.
- 86 % stated that they have been provided with information and advice about a range of community based services.
- 92% stated they had a say in how their care was provided.

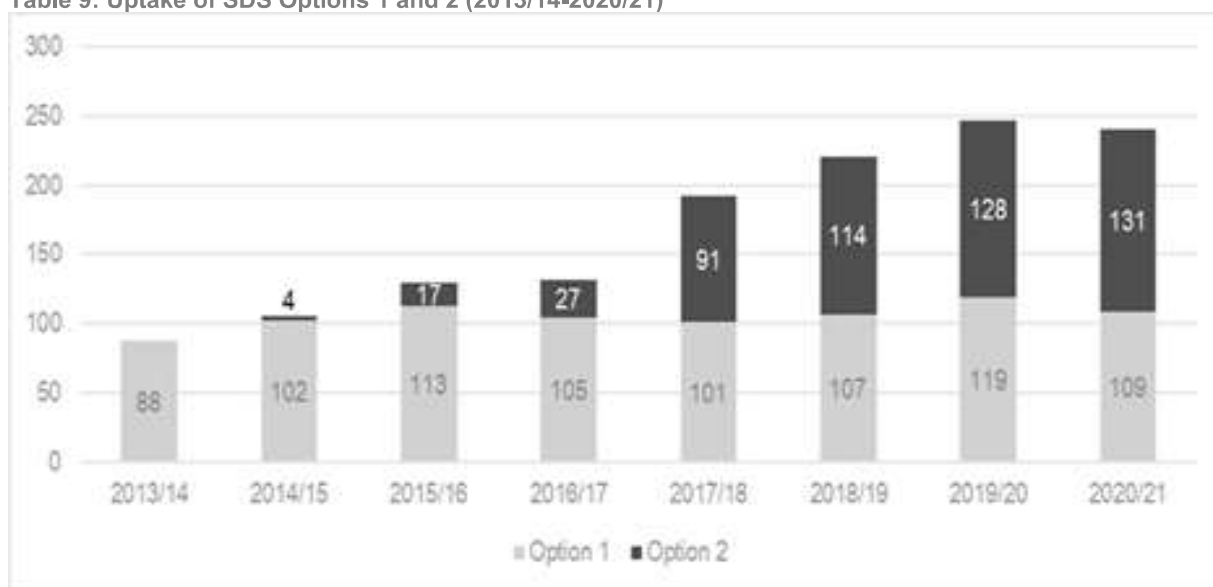
As a result of our multiagency assessment, planning and support 81% of respondents identified that they feel more confident about managing their health and wellbeing.

### Self-Directed Support

Choice and control are core to the delivery, of person-centred health and social care and we utilise Self-Directed Support (SDS) to deliver this across all our services. Staff carry out their statutory role to offer SDS at each assessment and review (as evidenced by our audit of support plans) and information on SDS is available on this [website](#).

The uptake of SDS options 1 and 2 has increased by 71% from 192 in 2017/18 to 328 in 2021/22. Option 1 uptake increased by 40% from 101 to 142, and Option 2 increased by 104% from 91 in 2017/18 to 186 in 2021/22. Although we have seen a steady increase in SDS uptake, through benchmarking, we are aware that other partnerships perform better in this area. We are continuing to focus our improvement efforts on SDS in 2022/23 - this priority piece of work is being monitored through the Community Health and Care Driving Change Group.

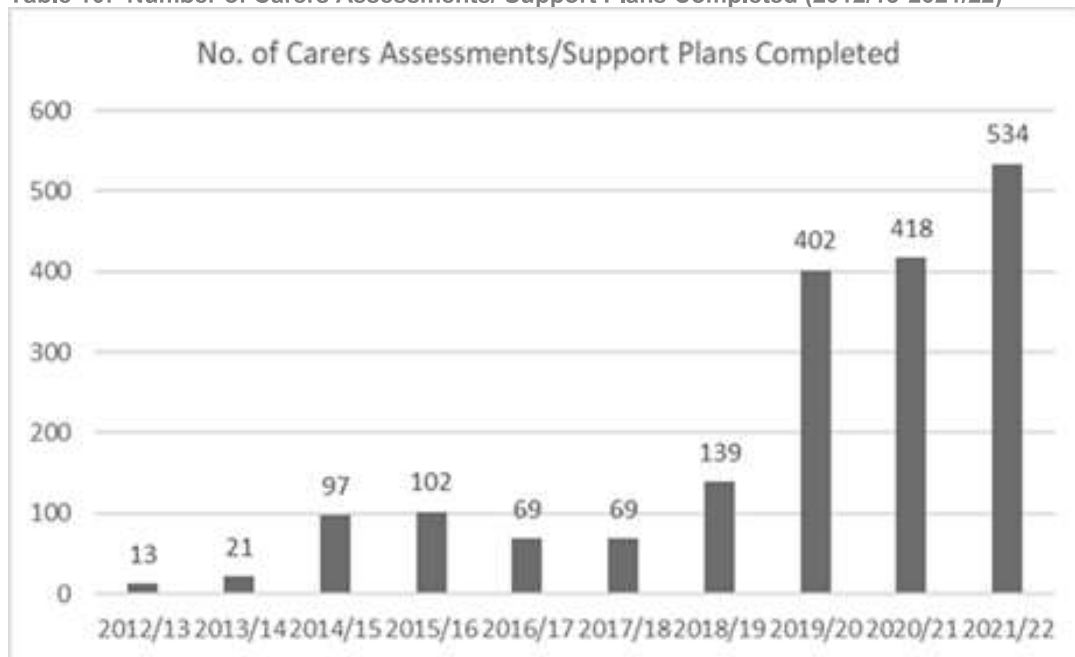
Table 9: Uptake of SDS Options 1 and 2 (2013/14-2020/21)



## Carers Support Plans

An audit of the current Adult Carer Support Plan (ACSP) documentation focused on the quality of completed plans and how they evidenced an improvement in the quality of life for carers. Despite the challenges of the pandemic, there has been a 28% increase in the number of Carer’s Support Plans/ Assessments completed in 2021/22 compared with those completed in 2020/21. 418 in 2020/21 rising to 534 in 2021/22.

Table 10: Number of Carers Assessments/ Support Plans Completed (2012/13-2021/22)



The Public Health Scotland Core Suite of Integration Indicators (20/09/22 Release) evidences that for people with caring responsibilities in South Ayrshire in 2021/22, 33.8% of carers feel supported to continue caring (national average = 29.7%).

The Health and Care Experience Survey 2022 evidences that in South Ayrshire:

- 65% of people with caring responsibilities feel they have a good balance between caring and other things in their life. (National average = 63%)
- 52% of people with caring responsibilities feel they have a say in services provided to those they have caring responsibilities for. (National average = 39%)
- 32% of people with caring responsibilities feel local services are well coordinated for those they have caring responsibilities for. (National average = 29%)

## Delayed Transfers of Care.

With the pressures throughout the system created by the pandemic and its continued impact on the health of our people and our workforce delayed transfers of care has become a focus of attention. The Community Health and Care Services governance group and the Directorate Management Team maintained oversight of plans across an array of services to meet this challenge, acknowledging the factors unique to South Ayrshire and the pressures on interdependent services that create a significant demand.

From April 2021- March 2022 our delayed discharges figure doubled from 37 to 76 largely due to issues in accessing care packages and the impacts and effects of the pandemic.

Community Health and Care Services have continued to pursue and implement strategies to create capacity and efficiency across the system.

These include:

- The continuing roll out of the CM2000 Care Management System enabling real-time care monitoring, scheduling, outcome's measurement, digital care management and business intelligence reporting
- Implement our 'Hospital at Home' Initiative
- Building capacity into the reablement team to facilitate delayed transfers of care relating to care at home;
- Implement a test of change within the responder team to reduce admissions to hospital and enable return home from hospital out of hours;
- Further imbed moving and handling process and procedures through training practices to reduce the need for double carers providing additional care at home capacity;
- Enhanced intermediate care screening of GP calls and schedule appointment to the Combined Assessment Unit to reduce the number of GP admissions to hospital
- Identify and implement digital solution to delivery prompts and supports where applicable
- Delegate decision making to enable the quicker approval and volume of care packages.
- Implementation of Near Me in Social Work Services.
- Review and streamlined our guardianship process.
- Focussed work to promote recruitment and retention in care at home.

## Community Services Oversight Group

While the impact of Covid has been felt across society it has disproportionately affected our older adult residents and our front-line practitioners who provide compassionate care and support daily. During the reporting year the Community Services Oversight Group (CHOG) broadened their remit of oversight and monitoring across services to enable our people to experience the right care in the right place. Working with private providers, commissioned services and colleagues in the Care Inspectorate, the CSOG maintained an oversight of the impact of covid and enabled the supports and assistance we could provide to providers and services during lockdown and our transition post-pandemic. Our Community Services Oversight Group (CSOG) is chaired by Head of Service for Community Health and Care Services continued to report on the status of our provision.

## Learning Disability Strategy

In the past 12 months we have published our Learning Disability Strategy. A summary of this can be found [here](#): Instrumental to this was our League of Champions group who through their lived experience supported us to develop and coproduce the strategy. This group will continue to be the vanguard of assisting us to grow and develop.

## Community Supports

We transformed our community supports in the Girvan and Ayr areas and developed a new building-base to enable those with a learning disability to meet up with friends in safe spaces, participate in themed groups and develop life skills. The service provides a front door for advice and support.

## Core and Cluster

Core and Cluster is very much part of the housing options offered within South Ayrshire for our residents who have a Learning Disability. We are due to open our 3<sup>rd</sup> Core and Cluster site. This new model is allowing us to have a true core and cluster model to deliver the vision of our new Learning Disability strategy which is “Live your best life in the way you choose. “

## Next Steps:

Moving forward there are a number of areas of improvement that we will continue to deliver these are:

- Build practice knowledge and competence around SDS leading to empowerment for those who use our services.
- Continued development with the third sector on the use of micro enterprises to support the social care landscape to increase choice.
- Improve performance management dashboard and develop methods to collect qualitative data (service user and carer survey, provider survey, roll out Care Opinion).

- Continue to invest in locally tailored, prevention and early intervention initiatives and microenterprises through Participatory Budgets
- Development and provision of easy-to-understand information and service directories to help people to self-manage and find the support they need.
- Embed team around the locality approach within each of the six localities to Improve access for people and their carers for early intervention, assessment and support using learning from new initiatives to reshape our approach.
- Promote and support the early identification of Power of Attorney to ensure those who cannot offer their views have a voice through their appointed person.
- Development of advocacy strategy.
- Further improve visibility of Partnership improvement work within the NHS and Council, building on current work to celebrate success locally, nationally and internally.



# Mental Health

The past year has seen significant development and improvement in relation to our capacity and resource to safeguard and promote the rights of those who experience mental health issues. South Ayrshire have invested in a dedicated team of Mental Health Officers who are registered social workers required by law to have undertaken specialist training and hold an additional qualification in mental health. All local authorities are required to employ sufficient MHOs to undertake their statutory functions. MHO duties include:

- protecting health, safety, welfare, finances and property
- safeguarding of rights and freedom
- duties to the court
- public protection in relation to mentally ill offenders.

MHOs are involved in the assessment of individuals experiencing mental disorder who may need compulsory measures of care, treatment and in some cases, detention. The MHO role carries considerable autonomy and responsibility and involves working alongside medical and legal professionals.

The new MHO service was developed after recommendations by an independent Mental Health Consultant who was commissioned to support the partnership to develop an improvement plan and agenda in this area.

Significantly the partnership recognised the need to put more MHO support at the front door of the hospital to actively work with those presenting. We also considered the Scott report in relation to supported decision making and autonomous decision-making and want to ensure our residents are not in hospital any longer than is necessary for medical treatment due to capacity issues. AWI procedures and raising the standards and processes for AWI meeting across the HSCP. The service will be promoting the national agenda for change in working on supported decision making and other aspects of the Scott review alongside colleagues from the MWC.

The new MHO statutory team has been up and running for the past five months. A clear strategy is in place for the team which is very much linked to the operational demands for the team and has begun to make significant inroads into improve the MHO service. There is a five-point plan to implement the team and progress change, new recording systems, improved professional standards and the promotion of the mental health officer service through training, mentoring and forums.

## Next steps

The team are currently identifying our key performance data set that we can use to drive change and improvement. We are baselining the these to inform our next step in our improvement journey. The team and service will work on improving knowledge and competence in the field of Mental Health through training and awareness.

# Justice Services

This last year has been challenging for Justice Service as many parts of the criminal justice system have been coming back online and trying to deal with backlogs resulting from the pandemic. Courts are back to operating at full capacity, however within Ayr Sheriff the custody court continues to operate remotely from Saltcoats Police Office. This is now part of a test of change for a national rollout. This has caused difficulty in supporting some of the most vulnerable people in police custody with the supports that were available within the Court building. Many workarounds have had to be adapted. There are social work staff based within Ayr Sheriff Court to support sentencers and other court users, where applicable.

Community Payback Orders had been managed in line with Government guidance the previous year and this year was no different, with monitoring continuing, along with support and welfare concerns being addressed through supervision requirements. Unpaid work requirements were more difficult to manage due to physical distancing, etc. However, during periods of lockdown, home craft kits were given out for completion. These kits were then given to charities to sell for their own funds. The main beneficiary was Whiteley's Retreat. A new workshop is currently being constructed which will allow more creativity in the delivery of unpaid work.

Justice Services also supervise people released from prison sentences when they have statutory throughcare release licences or post custodial supervision imposed by Courts. These are usually the higher risk individuals and require robust risk management plans.

Covid funding received was used to support the wellbeing of service users and also increase the staffing compliment to assist with backlogs of orders. The Third Sector also received additional funding to assistance with this and peer mentors were employed to support service users involved with substance use.

**Table 10: Number of Carers Assessments/ Support Plans Completed (2012/13-2021/22)**

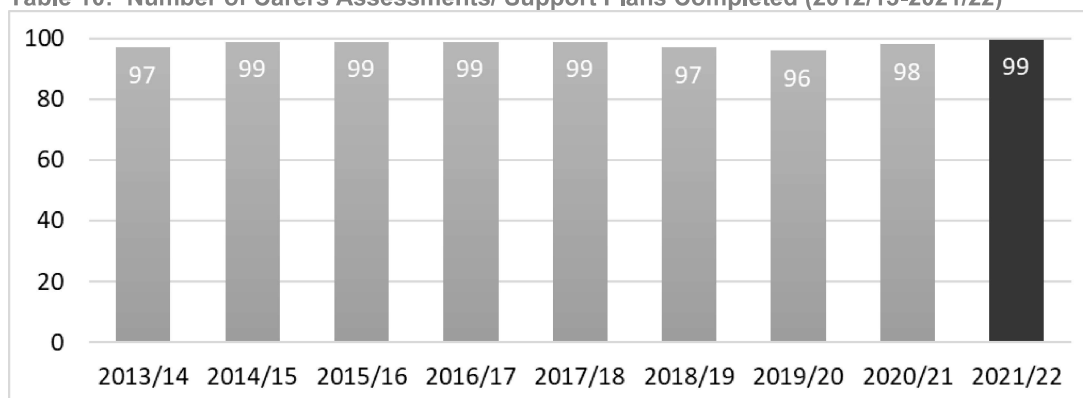


Table 10 highlights strong performance in the provision of Criminal Justice Social Work Reports submitted to Court on time.

## Multi Agency Public Protection Arrangements (MAPPA)

Multi Agency Public Protection Arrangements is the framework which joins up the agencies who manage offenders. The fundamental purpose of MAPPA is public safety and the reduction of serious harm and places a statutory function on police, local authorities, and the Scottish Prison Service (the responsible authorities) to establish joint arrangements for assessing the risk from sex offenders including the effective sharing of information. Health Services are included in relation to Mentally Disordered Restricted Patients.

The 3 management levels in MAPPA are:

- Level 1: Routine Risk Management.
- Level 2: Multi-Agency Risk Management.
- Level 3: Multi Agency Public Protection Panels (MAPPP).
- Category 3: other dangerous offenders, at risk of causing serious harm

For MAPPA purposes the imminence and likelihood of risk of serious harm is classified as follows:

- Very High: there is an imminent risk of serious harm. The potential event is more likely than not to happen imminently, and the impact would be serious;
- High: there are identifiable indicators of risk of serious harm. The potential event could happen at any time and the impact would be serious.
- Medium: there are identifiable indicators of serious harm. The offender has the potential to cause such harm, but is unlikely to do so unless there is a change in circumstances, for example failure to take medication, loss of accommodation, relationship breakdown, drug or alcohol misuse; and
- Low: current evidence does not indicate likelihood of causing serious harm.

South Ayrshire Social Work Justice Service is responsible for managing these offenders as the lead agency alongside the Police: Sex Offender Policing Unit (SOPU). The agencies provide robust risk assessments and manage as per this identified risk.

<b>MAPPA cases in South Ayrshire 20-21 / 21/22</b>						
	2020-2021			2021 - 2022		
	Number	Comm.	Prison	Number	Comm.	Prison
<b>Level 1</b>	127	107	20	64	44	20
<b>Level 2</b>	3	1	2	3	3	0
<b>Level 3</b>	0	0	0	2	2	2
<b>Total</b>	130			69		

Table 12: The number of MAPPA cases and MAPPA levels in 2021-22 with Justice as lead agency.

Of the 69 cases managed over the year, nine cases came to an end completing orders and registration requirements and one case transferred out with South Ayrshire, one person died during period and one order was revoked due to breach. There were two orders breached within the year.

## Partnership Delivery Team

The Partnership Delivery Team (PDT) is part of the three Ayrshire Justice Services: East, North and South. It has a pan Ayrshire remit and is responsible for delivery of specific services which offer an economy of scale. It is jointly funded and strategically managed by the three Ayrshires. North Ayrshire are the host authority. The services delivered by PDT are Caledonian System (domestic abuse), Moving Forward Making Changes (sex offending), Drug Treatment and Testing Orders, Women's Service, Bail Supervision, Structured Deferred Sentence and Diversion from Prosecution.

During this year, PDT have managed on behalf of South Ayrshire:

- *Structured Deferred Sentence: 11 imposed*
- *Drug Treatment & Testing Orders: 10 imposed*
- *Caledonian requirements: 56 currently being supervised, 29 imposed in 2021/22*
- *MFMC: 20 being supervised, 14 imposed in 2021/22*
- *Bail Supervision: 17 cases commenced*
- *Diversion: 64 assessments undertaken; 48 cases commenced*

## Multi Agency Risk Assessment Conference

In the reporting year we worked collaboratively to established Multi Agency Risk Assessment Conferences, procedure and governance on a pan Ayrshire basis. The MARAC process provides a structured response to the highest risk cases of domestic abuse and gender-based violence (GBV) and is embedded within the Scottish Government's Equally Safe Delivery Plan. It is an ambition of all Violence against Women Partnerships in Ayrshire to support those most at risk of serious harm.

A Multi-Agency Risk Assessment Conference (MARAC) is a local meeting where representatives from statutory and non-statutory agencies meet to discuss individuals at high risk of serious harm or murder as a result of domestic abuse. The meeting provides a safe environment for agencies to share relevant and proportionate information about current risk, after which the Chair will summarise risks and ask agencies to volunteer actions to reduce risk and increase safety. Information is shared that is relevant and proportionate about the identified risks faced by those victims, any protective factors currently in place and the risks posed by the perpetrators of domestic abuse. Following this the actions needed to create a multi-agency risk management plan and the resources available locally to do so are agreed.

## PREVENT

Prevent is an early intervention programme, mobilised locally by a range of partners, which protects individuals targeted by terrorist influences by providing local, multi-agency safeguarding support. The type of support available is wide-ranging, and can include help with education or careers advice, dealing with mental or emotional health issues, or digital

safety training for parents; it all depends on the individual's needs. During the reporting period the arrangements to establish PREVENT meetings and oversight have been established.

# External Scrutiny

## Adult Support and Protection.

The Joint Inspection of Adult Support and protection in South Ayrshire took place between August 2021 and November 2021. The Inspection was led by the Care Inspectorate and was carried in collaboration with Healthcare Improvement Scotland and Her Majesty's Inspectorate of Constabulary in Scotland. In response to the subsequent report an Adult Support and Protection Improvement Plan was developed, with the Adult Protection Committee and Chief Officers' Group maintaining oversight of its implementation.

## Child Protection

There have been no external inspection activity in relation to Child Protection.

## Fostering and Adoption Services

There have been no external inspection activity in relation to Child Protection.

## Childrens Houses

There have been no external inspection activity relating to Childrens Houses.

## Care Homes

As of 31 March 2021 there are currently 39 services registered within the partnership. The overall grade determined by the Care Inspectorate is based on the following scale. Services have continued to engage positively with the HSCP. A strengthened approach has emerged over the last couple of years following the implementation of Community Services Oversight Groups, resulting in effective intervention and support being identified with a range of professionals.

Grade	Evaluation	Description
6	Excellent	Outstanding or sector leading
5	Very good	Major strengths
4	Good	Important strengths, with some areas for improvement
3	Adequate	Strengths just outweigh weaknesses
2	Weak	Important weaknesses – priority action required
1	Unsatisfactory	Major weaknesses – urgent remedial action required

Service	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
Older People	0	0	15	5	3	0
Children and Young People	0	0	1	4	1	0
Learning Disability	0	0	1	4	1	0
Total	0	0	17	13	5	0

## Learning Reviews

Learning Reviews are significant in that they deliver learning recommendations relevant at a national level. The decision to proceed to a Significant Learning Review (SLR) is taken at the Initial Learning Review to review circumstances and decide if progression to SCR is required.

Within the reporting period the Adult Protection Committee have overseen the final stages of the implementation of the action plan of one adult services SLR. The report and the recommendation of this is available here. [Significant Case Review MJ](#)

In the area of children services three SLR's have been undertaken. Publication of circumstances relating to Child H can be accessed via this link. [Significant Care Review Child H](#). One SLR into matters relating to Child F was held in abeyance as some areas of inquiry fell sub judice. The completion of this SCR relating to Child P was nearing completion in last quarter of the reporting period with the COG maintaining oversight of support to those impacted publication and communications.

In a further four Initial Learning Reviews progression to a SLR was not required.

Additional to this this the COG provided oversight on professional discussions relating to the safeguarding and protection of children because of our duties under the Child Death Oversight Protocol (CDOP) and Death of Looked after Children (DLAC) review and reporting mechanism. Within the period one child was notified reported to the Care Inspectorate with the outcome no need to move toward a learning review.

## Large Scale Investigations

An Adult Support and Protection Large-scale Investigation in respect of a private care-home was initiated in September 2021. This followed a number of concerns, raised by both the Care Inspectorate and the South Ayrshire HSCP Care Home Review Team, regarding practices around tissue viability, the fabric and cleanliness of the physical environment and access to hot water. The LSI Team was a broad multi-agency team, with representatives from the South Ayrshire and North Ayrshire HSCPs, the Care Inspectorate, Independent Advocacy and Scottish Care and was Chaired by the HSCP Head of Health and Community Care Services. The care and support plans for individual residents were reviewed and contacts established with the individual residents' families/legal proxies. The management and owners of the care home were co-operative and engaged with the LSI team to address the identified concerns and the HSCP provided significant staffing support to assist (in light of significant staffing issues that were impacting on the care home's ability to meet the needs of its residents). An improvement plan was drawn up, which the LSI team had regular oversight of. The APC and COG were kept updated on the progress of the LSI. There were no individual ASP referrals made in this case.

## Care Home Moratorium

Within the reporting period 2 Care homes and 2 care at home providers were subject to local moratoria. These were instigated by the feedback and reporting of her Care Home Review Team, Care Home Oversight Group and the Care Inspectorate.

Working with providers we were able to offer leadership guidance and support to ensure that the necessary improvement plans were implemented and people using those services continued to experience a high standard of care.



## 3. Resources

Financial information is part of the performance management framework with regular reporting of financial performance to the IJB. This included an integrated approach to financial monitoring, reporting on progress with savings delivery, financial risks and any variations and changes to the delegated budget. This year additional reports were presented detailing the financial cost in responding to the Covid Pandemic. Our Winter Investment Plan was approved representing how the additional recurring investment in health and social care would be spent to alleviate the pressures emerging in the sector, this included investment in Multi-Disciplinary working, care at home capacity, early intervention and prevention approaches including technology enabled care.

The overall financial performance against budget for the financial year 2021-22 was an underspend of £25.025m. This position reflects additional non-recurring funding received from the Scottish Government to support the ongoing financial costs in responding to the pandemic in 2022-23. A total of £25.025m has been allocated to reserves for use in future financial years. The reserves balance includes £11.713m earmarked for the continued financial response to the Covid pandemic, £2.020m earmarked to support the Primary Care activities, £1.917m earmarked for Mental Health investment, £0.502m earmarked for ADP support and £0.410m earmarked for the Community Living Fund to redesign services for people with complex needs. The IJB have approved earmarking of £5.118m for specific areas of spend that were delayed due to the pandemic and invested into services to help immediate response to current health and social care pressures. A further £1.518m has been committed to specific change fund activity this includes creation of specific posts to lead on service improvement. This leaves a balance remaining of £5.506m for further investment and to meet any financial challenges in the future. Proposals for approval will be prioritised to ensure future financial sustainability.

The main financial variances during 2021-22 are noted below:

**Community Care and Health** underspend of £3.196m mainly due to additional funding to alleviate pressures in the health and social care system. Expected outcome from investment was an increase in care at home capacity and interim care placements to reduce delayed transfers of care. The ability to recruit and commit the full allocation during the winter period was unattainable and the funding has been earmarked for use in 2022-23.

**Mental Health Services** – underspend of £1.530m mainly due to underspends in funding allocations received for Alcohol and Drugs Partnership, the Community Living Fund and Mental Health staffing.

**Children and Justice Services** – underspend of £1.284m mainly due to less than anticipated internal foster care placements and underspend in adoption orders due to court backlogs.

**Support Services** – underspend of £3.119m included in this underspend is specific funding for Hospital at Home and unscheduled care programme to be earmarked for use in 2022-23. Delays in recruitment and staff turnover also resulted in an underspend.

**Covid-19 Expenditure** – underspend of £11.707m additional funding of £12.731m was received from the Scottish Government at the end of the financial year to earmark into 2022-23 to meet the costs of recovery and renewal from the pandemic.

**Lead Partnership** – mainly due to additional funding for Primary Care and Mental Health Recovery and Renewal to be earmarked into 2022-23.

It is essential that the IJB operates within the delegated budget and commissions services from the Council and Health Board on that basis. Significant progress has been made during 2021-22 to ensure the ongoing financial sustainability of the IJB. This work will continue and be built upon moving into 2022-23.

Key successes for 2021-22 include:

- Repayment of £1.092m, being the annual instalment of outstanding debt to the Council, leaving a balance of £0.802m to be paid next year;
- Overall reported surplus allows for the earmarking and protection of ring-fenced funding for Scottish Government priorities and continued Covid-19 recovery and renewal;
- Savings totalling £3.960m were delivered in-year, against an approved savings plan of £3.960m, £0.151m savings were delayed due to Covid-19 and will be met or reviewed in 2022-23;
- Reduction in need for foster and kinship carers, this will be monitored closely in line with the transformation plans;
- Increased capacity within the reablement team has helped reduce demand on mainstream services;
- Investment in services based on information and data gathered following various service reviews.

Strong financial leadership will continue to be required to ensure that future spend is contained within the budget resources available, and the IJB moved into 2022-23 with an approved balanced budget

## Financial Reporting

Financial monitoring reports were presented to the Integration Joint Board throughout the year. A full analysis of the financial performance for 2021-22 is detailed in the Year End Outturn report. The chart highlights the spend by service this year, including Covid expenditure of £5.549m.

The financial funding made available from NHS Ayrshire and Arran and South Ayrshire Council to the IJB to deliver services and the costs associated with delivering these services over the last 5 years is detailed in the table below from 2017/18 to 2021/22.

## Best Value

NHS Ayrshire and Arran and South Ayrshire Council delegate functions and budgets to the IJB in accordance with the provision of the Integration Scheme.

The IJB decides how to use these resources to achieve the objectives set out in the Strategic Plan. The IJB then directs NHS Ayrshire and Arran and South Ayrshire Council to deliver services in line with the objectives and programme set out in its Plan.

The governance framework sets out the rules and practices by which the IJB ensures that decision making is accountable, transparent and carried out with integrity. The IJB has legal responsibilities and obligations to its stakeholders and residents of South Ayrshire. The IJB also has a duty under the Local Government in Scotland Act 2003 to make arrangements to secure Best Value, through continuous improvement in the way in which its functions are exercised, having regard to economy, efficiency, effectiveness, the need to meet the equal opportunity requirements and contributing to the achievement of sustainable development.

The budget for 2021-22 approved transformation investment to increase capacity in kinship and foster carers support this reduces the need for expensive out with authority placements. Investment was made into reablement and rehabilitation community services to reduce delayed transfers of care and demand on care homes. The IJB also approved further investment to front line resources to increase capacity in the community to provide early intervention support as well as mainstream care in the community.

The Wellbeing pledge approved as part of the Strategic Plan provided investment to community groups to enable them to provide valuable services in the community to benefit mental health and well-being of citizens.

During the pandemic, services had to respond to delivering care and support in different ways, often with the use of technology. This has provided opportunity to review how we deliver services and make use of technology where possible to enhance service users experience. Technology has been vital in engaging with various stakeholders during the year to create a new Learning Disability Strategy.

## 4. Workforce

Work commenced during 21/22 in the development of the [SAHSCP 2022-25 Workforce Plan](#). This, the Partnership's second workforce plan, focused on the following key themes set by the Scottish Government -

- PLAN - 'supporting evidence based- workforce planning'
- ATTRACT - 'using domestic and ethical international recruitment to attract the best staff into health and care employment in Scotland'
- TRAIN - 'supporting staff through education and training to equip them with the skills required to deliver the best quality of care'
- EMPLOY - 'making health and social care organisations "employers of choice" by ensuring staff are, and feel, valued and rewarded'
- NURTURE - 'creating a workforce and leadership culture focusing on the health and wellbeing of all staff'

A detailed Action Plan has been developed and updates will be reported annually to the Integrated Joint Board and Scottish Government Workforce Planning Unit. A 'Staff Governance' group has been established to progress the actions and ensure clear outcomes. Input from social worker employees and managers, alongside a variety of workforce related data (such as vacancies, recruitment, turnover, absence, staff surveys) helped inform the plan.

There is recognition that a range of factors continue to take a heavy toll, and there has been a strong focus on methods to support the health and wellbeing of our colleagues. This focus has been a key priority for the Directorate Management Team and the Partnership will continue to develop a range of support from emotional support to practical activities.

A Social Worker 'grow our own' programme has been implemented as a means of supporting the career development of existing employees through the opportunity to train as Social Workers and support existing recruitment and retention difficulties in Social Work. The approach to this has been inclusive and open across the Partnership and we have successfully enrolled 4 candidates onto the Open University Post Graduate Route and 6 Candidates onto the Open University Undergraduate programme. We have agreed ongoing commitment to this programme dedicating £250, 000 over the next 4 years. Future thinking and planning will consider how we can strengthen this programme through a workforce planning and pathway approach.

### Ayrshire College and University West of Scotland

We have established strong links with the University of the West of Scotland and Ayrshire College to identify opportunities for collaborative working, to offer placements, part time, structured learning opportunities and flexible contracts.

## Social Media

Our investment in a dedicated communications lead has resulted in an increase profile both in print and electronic media. We aim to continue to promote the South Ayrshire Health and Social Care Partnership to increase this profile to augment our recruitment.

## Ayrshire College and University West of Scotland

We have established strong links with the University of the West of Scotland and Ayrshire College to identify opportunities for collaborative working, to offer placements, part time, structured learning opportunities and flexible contracts.

## Social Media

Our investment in a dedicated communications lead-officer has resulted in an increased profile both in print and electronic media. We aim to continue to promote the South Ayrshire Health and Social Care Partnership and the support and services we can

## Practice Development Team.

The Practice Development Team support the role and function of the Chief Social Work Officer. The team drive performance, development and improvement ensuring that we have a skilled and competent workforce who practice with the ethics and values of Social Work at their heart. The development of the “Growing our Own Leaders Programme” will enhance professional leadership and create succession from within. In early 2022 the team established an audit calendar to provide overview of performance in certain practice areas and drive improvement.

Our ability to deliver face to face training was severely impacted due to the Covid Pandemic during 2020/21. Where possible the team embraced and promoted online learning to continue to deliver training to enable the safe care of our people during lockdown and beyond. Significantly the team were also able to establish a central training base consisting of two training rooms and dedicated moving and handling suite.

Training Delivered in 21/22 is detailed below.

- Moving and Handling
- Food Hygiene
- Chronology and Case Recording Practice Sessions
- Moving and Handling Observations
- Food Hygiene
- MAPPA
- Dangerous Difficult Evasive
- Working with Epilepsy
- Parental Mental Health/Impact on the Child
- ASP Level 1 Hearing
- 2 Day Child Protection
- Leadership and Management Programme

- Intro to Leadership Growing our own leaders
- Childhood Trauma
- Child Sexual Exploitation
- Gender Based Violence , this is recovering to the levels expected.
- Self-Directed Support
- Signs of Safety
- UNCRC

The Covid Pandemic also had a significant impact on the ability for SVQ work to continue. However, this is recovering to the levels expected.

- 33 Staff Members Registered and undertaking SVQ Level 2
- 20 Staff Members Registered and undertaking SVQ Level 3
- 8 Staff members Registered and undertaking SVQ Level 4
- 4 Staff Members undertaking the CSLM Certificate

## Practice Teaching

South Ayrshire Health and Social Care Partnership has continued to facilitate its practice learning programme whilst managing to navigate the challenges that the COVID-19 pandemic.

The Partnership has continued to work with the Learning Network West and Universities to meet its full allocation of social work students. This was achieved through the commitment and creativity of South Ayrshire's Practice Teachers and Link Workers and services who were committed to ensure that social work students were well supported with all students being successful in completion of their placement.

Practice Teaching staffing numbers in South Ayrshire remain steady with good uptake on the Professional Development Award in Practice Learning although this will need to be maintained and promoted to maximise capacity for student opportunities across all services.

South Ayrshire Council

Report by Director of Strategic Change and Communities  
to Cabinet  
of 17 January 2023

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**Subject: Trauma Informed and Responsive South Ayrshire - Update**

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**1. Purpose**

- 1.1 The purpose of this report is to provide Members with an update on South Ayrshire's progress toward becoming Trauma Informed and Responsive and to seek approval of the purchase of an organisational training package.

**2. Recommendation**

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

- 2.1.1 notes the contents of the update report and provides feedback to officers ([Appendix 1](#)); and
- 2.1.2 agrees to the organisational training proposal at a cost of £21,500 as detailed in [Appendix 1](#).

**3. Background**

- 3.1 In the Scottish Government's programme for Scotland 2019-2020 it laid out a vision *'to achieve a trauma-informed nation capable of recognising where people are affected by trauma and adversity, capable of responding in ways that prevents further harm and which supports recovery, and in ways which addresses inequalities and improves life chances'*.

- 3.2 To help realise this vision, a National Trauma Training Strategy has been developed by NHS Education Scotland (NES). [Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce](#) is designed to support organisations to ensure they have the knowledge and skills to meet the needs of people affected by trauma while seeking to ensure services can:

- recognise that trauma is common;
- realise that these experiences might have a range of impacts that affect how services are delivered;
- respond safely and effectively; and
- resist re-traumatisation.

3.3 At a meeting of South Ayrshire Council in September 2021, a Motion relating to trauma was unanimously agreed by Elected Members. The Motion requested officers to develop proposals which deliver on the following objectives:

- to become a trauma-informed organisation that recognises the impact trauma can have on people's lives;
- to deliver services in a way that responds to individuals' needs by creating nurturing and supportive environments where people feel valued;
- adopt the trauma informed principles of safety, choice, collaboration, empowerment, and trust in our approach to service delivery; and
- to support our partner organisations in adopting a trauma-informed approach as part of a Trauma Informed South Ayrshire.

3.4 A strategic action plan, highlighting nine high-level implementation domains, was agreed by Leadership Panel in October 2021. The domains are:

- Governance and Leadership;
- Organisational and Service-Level Policies;
- Physical and Emotional Environment;
- Engagement and Involvement;
- Training and Workforce Development;
- Service Planning/ Provision;
- Monitoring and Quality Assurance;
- Financing; and
- Evaluation.

3.5 Leadership Panel also agreed to the creation of a Member/ Officer Working Group to provide strategic direction and governance to the project and this group first met in June 2022.

## **4. Proposals**

4.1 Epione Training and Consultancy are a private training organisation who work in partnership with a number of public and 3<sup>rd</sup> sector organisation to deliver on the Scottish Government's vision of creating a trauma informed and responsive Scotland. All training delivered by Epione is in line with the National Trauma Training Programme (NTTP) developed by NHS Education Scotland. They focus on 5 key areas:

- Leadership;
- Staff well-being;
- Workforce development;
- Ongoing sustainability; and
- Experts by experience.



4.2 They offer a transformational package that consists of senior and middle management training sessions, staff training, train the trainer, and provide ongoing consultation and evaluation throughout the process.

4.3 It is proposed that the Council purchases the 'Transformational package' at a cost of £15,500 and supplement this with an additional 'train the trainer' package at a cost of £6,000. This will provide the project with 8 trainers for a total cost of £21,500.

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

5.1 There are no legal implications arising from this report.

5.2 As the training costs fall below the £50,000 procurement threshold, Route Zero of the procurement journey will be utilised.

## **6. Financial Implications**

6.1 £92,315 has been allocated from Covid 19 Recovery funding to employ a dedicated officer for 23 months. The Trauma Informed Practice Officer started in January 2022.

6.2 The Council has been allocated £50,000 in 2021/22 and 2022/23 by the Scottish Government to assist with becoming a trauma informed and responsive organisation. This money is ring fenced and will be carried forward to meet the organisational objectives agreed by Members, including the costs associated with training.

## **7. Human Resources Implications**

7.1 The Trauma Informed Practice Officer started in January 2022. The post is currently funded until December 2023.

## **8. Risk**

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

8.1.1 There are no risks associated with adopting the recommendations.

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

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

## **9. Equalities**

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

## **10. Sustainable Development Implications**

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

## 11. Options Appraisal

11.1 Market research and professional networks were used to identify a suitable training provider.

## 12. Link to Council Plan

12.1 The matters referred to in this report contribute to delivery of all of the Council's strategic objectives and all of the strategic outcomes.

## 13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Lee Lyons, Portfolio Holder for Health and Social Care, and Councillors Julie Dettbarn and Brian McGinley (as Trauma Champions and proposer and seconder of the Motion) and the contents of this report reflect any feedback provided.

13.3 Consultation has taken place with the Member/ Officer Working Group and The South Ayrshire Trauma Network, and the contents of this report reflect any feedback provided.

## 14. Next Steps for Decision Tracking Purposes

14.1 If the recommendations above are approved by Members, the Director of Strategic Change and Communities 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
Update Elected Members on progress via the Members' Bulletin	December 2023	Service Lead – Policy, Performance and Community Planning

**Background Papers** [Covid-19 Programme of Recovery Activity 2021/22 to 2022/2023](#)

[Report to Leadership Panel \(Special\) of 30 November 2021 – Trauma Informed and Responsive South Ayrshire](#)

[9 Domains High Level Implementation Plan](#)

[Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce](#)

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**Date: 4 January 2023**

# Trauma Informed and Responsive South Ayrshire Update and Training Proposal

## Progress update

### **Recruitment**

The Trauma Informed Practice Officer (Angi Pinkerton) was recruited into post in January 2022 and has focused on building connections locally, nationally, and internationally and raise the profile of South Ayrshire Council's development of trauma informed systems. Angi is a member of several internal and external working groups where she actively influences policy and practice, encouraging partners and services to apply a trauma informed lens to all aspects of their business.

### **Strategic Actions Plan**

The strategic action plan, highlighting nine high-level implementation domains, was agreed by Leadership Panel in October 2021. The domains are:

- Governance and Leadership
- Organisational and Service-Level Policies
- Physical & Emotional Environment
- Engagement & Involvement
- Training & Workforce Development
- Service Planning/Provision
- Monitoring & Quality Assurance
- Financing
- Evaluation.

A Member/Officer Working Group was established to provide strategic direction and governance to the project, the membership of which includes:

- Cllr Kenneth Bell – Conservative Councillor
- Cllr Julie Dettbarn – Trauma Champion – SNP (Chair)
- Cllr Stephen Ferry - - Conservative Councillor
- Cllr Brian McGinley – Trauma Champion – Labour
- Kevin Anderson – Service Lead: Policy, Performance and Community Planning
- Emma Douglas – Team Co-ordinator – Housing, Policy & Strategy
- Gillian Farrell – Service Lead - Organisational Development
- Mark Inglis - Head of Children's Health, Care and Justice Service (HSCP)
- Lisa McAlpine – Service Manager – Adult Services
- Scott Mulholland - Quality Improvement Manager – ASN Educational Services

Officers and other speakers will be invited along from time to time depending on the items under discussion.

The group first met in June 2022 and agreed that the initial focus should be on Governance and Leadership, Organisational and Service Level Policies and Training & Workforce Development. The group has met three times in total.

## South Ayrshire Trauma Network and Working Group Representation

The South Ayrshire Trauma Network has also been established. This is a lived experience led group that consists of people with both personal and professional experience of trauma, across the Council, voluntary sector, and partners. Their role is to share good practice and resources; develop partnership working, challenge silo working; and collaborate, co-design, and co-produce- systems and services, across South Ayrshire, in a trauma informed manner.

The Trauma Informed Practice Officer also sits within various strategic groups across the organisation including Children Services Planning, Child and Adult Protection committees, Alcohol and Drug Partnership (ADP), the Violence Against Women and Girls Partnership and the Equality and Diversity Forum. The officer is also a 'benefit holder' in The Promise and co-chair of the ADP trauma sub-group. Moreover, the officer has been involved with the Health and Social Care Partnership and Council workforce plans and with policy review such as the Sexual Exploitation Strategy and Maximising Attendance Framework.

Due to building the reputation of South Ayrshire Council's trauma informed agenda, officers have been asked to present at national conferences and speak to a growing number of local authorities who are looking to follow our lead in this area. Recently South Ayrshire was mentioned in the Holyrood chamber as an example of good practice with our approach to trauma informed practice (see link below).

[https://www.scottishparliament.tv/meeting/ministerial-statement-suicide-prevention-strategy-and-action-plan-october-26-2022?clip\\_start=17:26:14&clip\\_end=17:28:32](https://www.scottishparliament.tv/meeting/ministerial-statement-suicide-prevention-strategy-and-action-plan-october-26-2022?clip_start=17:26:14&clip_end=17:28:32)

## South Ayrshire Training Plan

With training and workforce development a key priority of the Member/Officer Working Group, a comprehensive training plan has been developed, with proposals to purchase a training package from Epione Training and Consultancy that will meet the needs of existing and new staff across the organisation.

Epione Training and Consultancy are a private training organisation that is working in partnership with a number of public and 3<sup>rd</sup> sector organisation to deliver on the Scottish Government's vision of creating a trauma informed and responsive Scotland. All training delivered by Epione is in line with the National Trauma Training Programme (NTTP) developed by NHS Education Scotland. They focus on 5 key areas:

- Leadership
- Staff well-being
- Workforce development
- Ongoing sustainability
- Experts by experience.

Epione offer a transformational package that consists of senior and middle management training sessions, staff training, train the trainer, and provide ongoing consultation and evaluation throughout the process (see table 1 for various pricings).

Training Provider	Course	Time	Capacity	Cost
Epione	Train the Trainer		Online – 4	£8,400
Epione	Trauma Leadership Courses	1 day	Online - 20	£100 pp
Epione	Vicarious Trauma for staff	1 day	Online - 25	£100 pp
Epione	Vicarious Trauma for managers	1 day	Online - 25	£100 pp
Epione	Enhanced Level 3	2 days	Online 20	£200 pp
Epione	Transformational package (6 modules)	n/a	n/a	£15,500

Table 1: Epione Training and Consultancy: Courses and Costings

It is proposed that the Council purchase the 'Transformational package' at a cost of £15, 500 and supplement this with an additional train the trainer course at a cost of £6, 000. This will provide the project with 8 trainers for a total cost of £21, 500. The Member/Officer Working Felt that having 8 trainers would provide better capacity to deliver training with as little disruption to ongoing service delivery as possible while completing the training in around 2 years. The cost of this package will be met by the trauma informed budget derived from ring fenced grant funding provided by the Scottish Government.

A training needs analysis (see figure 1) has been completed and the projected levels of training required are detailed below:

- Level 1 (Trauma Informed) Training to 5539 employees across all directorates and in a range of services. This will be delivered to all staff, available on Coast, and will become part of the corporate induction training. A link will be issued to all existing staff for completion.
- Level 2 (Trauma Skilled) Training to 3443 people, across all directorates and in a range of services. This will be delivered using a blended model of face to face and online training and will utilise both NHS Education Scotland modules available on TURAS and train the trainers certified through Epione Training and Consultancy. Initial reviews will be completed by the trauma informed practice officer and in time will be incorporated into trauma informed supervision and/or PDRs.
- Level 3 (Trauma Enhanced) Training is required for 409 members of staff and will be delivered via trainers certified by Epione Training and Consultancy. This module will require refresher training and a review to evaluate impact on practice. Initial reviews will be completed by the trauma informed practice officer and in time will be incorporated into trauma informed supervision and/or PDRs.
- Level 4 (Trauma Specialist) Training is required for 42 members of staff (mainly psychologists). However, these courses will be delivered as part of the psychologists continued professional development as the training needs to be delivered by a clinical psychologist.
- To ensure full engagement and ongoing sustainability, key leaders and managers would be provided with the opportunity to attend Scottish Trauma Informed Leadership Training (STILT) which will be provided by NHS Education Scotland.
- To ensure full engagement and ongoing sustainability, senior leaders and those with line managing responsibility, would be provided with the opportunity to attend 'Trauma Walkthrough Lens' workshops, which will be facilitated by the Trauma Informed Practice Officer.
- Psychological first aid courses will be available on Coast.
- Vicarious Trauma for staff and managers will provided to front-facing staff.

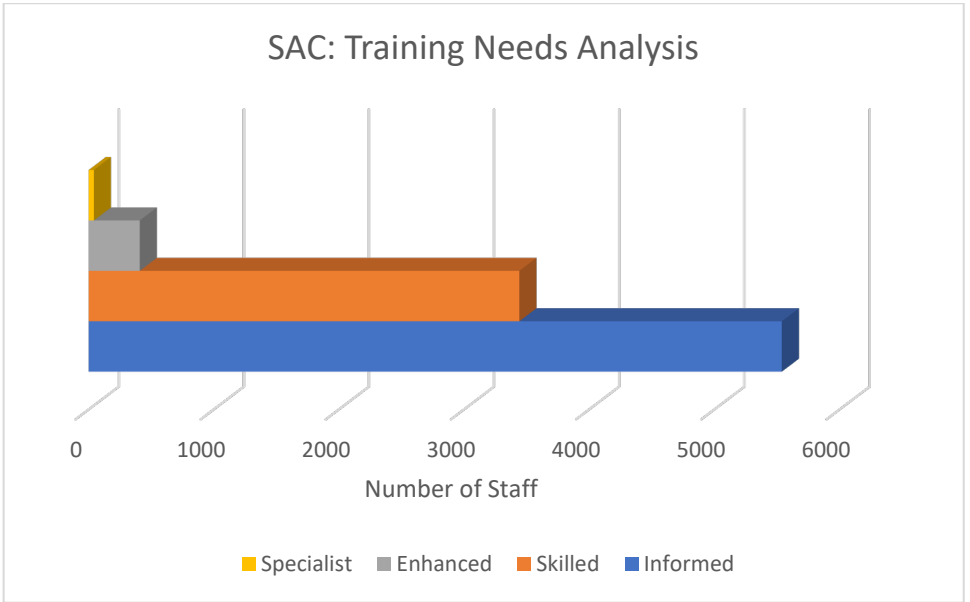


Figure 1: Illustration of SAC Training Needs Analysis

While these figures give an indication of training needs, Service Leads and Coordinators understand their services best and will be able to work with employees to access the most appropriate training level.

We are aware many employees are unable to access online training so the Trauma Informed Practice Officer will work with Service Leads to find the most appropriate training method for all staff.

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

**Section One: Policy Details\***

Name of Policy	<b>Trauma Informed and Responsive South Ayrshire</b>
Lead Officer (Name/Position)	Angi Pinkerton – Trauma Informed Practice Officer
Support Team (Names/Positions) including Critical Friend	Kevin Anderson – Service Lead Emma Douglas – Coordinator (Housing Policy)

\*The term Policy is used throughout the assessment to embrace the full range of policies, procedures, strategies, projects, applications for funding or financial decisions.

What are the main <b>aims</b> of the policy?	To develop a Trauma-Informed Training Plan which ensures that all services have an awareness and understanding of trauma, that is felt within the staff experience, and that all customers receive trauma-informed services.
What are the intended <b>outcomes</b> of the policy?	<ul style="list-style-type: none"> <li>• To become a trauma-informed organisation delivers trauma informed practice throughout the organisation.</li> <li>• To raise awareness and understanding of trauma, recognise the prevalence and identify the impacts.</li> <li>• To deliver services in a way that responds to individuals' needs by creating nurturing and supportive environments where people feel valued.</li> <li>• Adopt the trauma informed principles of safety, choice, collaboration, empowerment, and trust in our approach to service delivery.</li> <li>• To support our partner organisations in adopting a trauma-informed approach as part of a Trauma Informed South Ayrshire.</li> </ul>

**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)	<p>Trauma Informed Practice will have a potential impact on specific groups and communities throughout South Ayrshire, who access services provided by South Ayrshire Council and wider partners.</p> <p>Trauma Informed Practice will have a positive impact on individuals and communities as it will ensure that services recognise trauma, the impacts of trauma, respond safely and</p>
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	effectively to those experiencing or surviving trauma and reduce re-traumatisation and vicarious trauma.
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**Considering the following Protected Characteristics and themes, what likely impacts or issues does the policy have for the group or community?**

**List any likely positive and/or negative impacts.**

<b>Protected Characteristics</b>	<b>Positive and/or Negative Impacts</b>
<p><b>Age:</b> Issues relating to different age groups e.g. older people or children and young people</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice which allows services and partners to work together more effectively to both understand the widespread nature of trauma, which a person can experience at any age.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services, no matter their age.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Disability:</b> Issues relating to disabled people</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's disability.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Gender Reassignment – Trans/Transgender:</b> Issues relating to people who have proposed, started or completed a process to change his or her sex</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's gender.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for</p>

	<p>those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Marriage and Civil Partnership:</b> Issues relating to people who are married or are in a civil partnership</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a marital status.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Pregnancy and Maternity:</b> Issues relating to women who are pregnant and/or on maternity leave</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, in respect of women who are pregnant or on maternity leave.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Race:</b> Issues relating to people from different racial groups,(BME) ethnic minorities, including Gypsy/Travellers</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's race.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Religion or Belief:</b> Issues relating to a person's religion or belief (including non-belief)</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's religion or belief.</p>

	<p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Sex:</b> Gender identity: Issues specific to women and men/or girls and boys</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's gender identity.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>
<p><b>Sexual Orientation:</b> Issues relating to a person's sexual orientation i.e. LGBT+, heterosexual/straight</p>	<p><b>Positive:</b> Training is essential in developing a whole system approach to Trauma Informed Practice allows services and partners to work together more effectively to both understand the widespread nature of trauma, irrespective of a person's sexual orientation.</p> <p>Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing or surviving trauma when they are accessing services.</p> <p>Trauma Informed Practice allows the whole organisation to recognise the valuable contribution all services make to improve both access to services and long-term outcomes for those individuals experiencing or surviving trauma along with those delivering Trauma Informed Services.</p>

Equality and Diversity Themes Relevant to South Ayrshire Council	Positive and/or Negative Impacts
<p><b>Health</b> Issues and impacts affecting people's health</p>	<p>Trauma Informed Practice may positively impact on health issues by improving the health and wellbeing of individuals where a lack of understanding of their trauma/circumstances, has previously created barriers for engagement with appropriate services.</p>
<p><b>Human Rights:</b> Issues and impacts affecting people's human rights such as being treated with dignity and respect, the right to education, the right to respect for private and family life, and the right to free elections.</p>	<p>Trauma Informed Practice may positively impact on human rights as being a trauma informed organisation recognises where people are affected by trauma and adversity and responds in ways that prevents further harm. It also supports recovery and in ways which addresses inequalities and improves life chances.</p>

Socio-Economic Disadvantage	Positive and/or Negative Impacts
<b>Low Income/Income Poverty:</b> Issues: cannot afford to maintain regular payments such as bills, food and clothing.	Positive: Trauma Informed Practice is an important element in people's social and economic inclusion. By incorporating trauma-awareness, principles, and values both in relation to culture and practices, services will work collaboratively in a person-centred way.
<b>Low and/or no wealth:</b> Issues: enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	Positive: Trauma Informed Practice is an important element in people's social and economic inclusion. By incorporating trauma-awareness, principles, and values both in relation to culture and practices, services will work collaboratively in a person-centred way.
<b>Material Deprivation:</b> Issues: being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	Positive: Trauma Informed Practice is an important element in people's social and economic inclusion. By incorporating trauma-awareness, principles, and values both in relation to culture and practices, services will work collaboratively in a person-centred way.
<b>Area Deprivation:</b> Issues: where you live (rural areas), where you work (accessibility of transport)	Positive: Trauma Informed Practice is an important element in people's social and economic inclusion. We will take into consideration issues around accessibility of transport e.g. and ensure services will work collaboratively in a person-centred way to meet their needs.

### Section Three: Evidence Used in Developing the Policy

<p><b>Involvement and Consultation</b> In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? <b>Who</b> did you involve, <b>when</b> and <b>how</b>?</p>	<p>South Ayrshire Council Officers have been involved in developing Trauma Informed Practice following the Scottish Governments commitment to develop a National Trauma Training Strategy.</p> <p>Involvement in National Steering Group on Trauma Training meetings held with the Scottish Government.</p> <p>Partners such as the Alcohol &amp; Drug Partnership, NHS Ayrshire &amp; Arran, NHS Education Scotland, the Violence Reduction Unit and wider partners.</p> <p>Ongoing consultation with South Ayrshire Council's Elected Member Trauma Champions – Councillors Julie Dettbarn and Brian McGinley, the Member Officer Working Group and The South Ayrshire Trauma Network.</p>
<p><b>Data and Research</b> In assessing the impact set out above what evidence has been collected from research or other data. Please specify <b>what</b> research was carried out or data collected, <b>when</b> and <b>how</b> this was done.</p>	<p>Evidence based on the National Trauma Training Strategy, NHS Education Scotland (NES) were commissioned by the Scottish Government to develop '<i>Transforming Psychological trauma: A Knowledge and Skills Framework for the Scottish Workforce</i>'</p> <p>Research undertaken and continually ongoing based on the impact of Trauma, trauma informed services, ACE's.</p> <p>Pilot project undertaken in 2019 with South Ayrshire Council's Housing Options &amp; Support team to evaluate trauma informed knowledge and skills before and after Trauma Informed Practice training.</p> <p>Various awareness raising sessions have been held in relation to Trauma, the most recent being presented to the Community Planning Partnership Board in Oct 2021.</p>

	Training needs analysis and asset mapping was carried out by the trauma informed practice officer.
<p><b>Partners data and research</b> In assessing the impact(s) set out in Section 2 what evidence has been provided by partners?  Please specify partners</p>	<p>In understanding Trauma Informed Practice various partners have been involved sharing data and research such as SAC, HSCP, Police Scotland, NHS, NES, Scottish Government, The Improvement Service, COSLA, the third sector and wider partners.</p> <p>All Council services and wider partners have the potential to encounter those experiencing trauma, whether this has been disclosed or not. Many services are engaging with disadvantaged groups which highlights the important of Trauma Informed Practice as emerging evidence suggests that ‘trauma-informed’ practice leads to better outcomes.</p> <p>A Trauma Informed Sub-Group was established which will contribute to the ADP Implementation Plan as well as develop and maintain working links with other strategic planning groups. This includes the CPP Communities and Population Health Strategic Delivery Partnership and the Members Officer Working Group. The Trauma Informed Sub-Group will develop a collaborative approach to delivering trauma informed services and share information and good practice.</p> <p>There is now a Member Officer Working Group and a lived experience led, South Ayrshire Trauma Network</p>
<p><b>Gaps and Uncertainties</b> Have you identified any gaps or uncertainties in your understanding of the issues or impacts that need to be explored further?</p>	Further consultations with senior leaders is required to develop a training calendar that suits all services individual training plans. Staff are required to undertake train the trainer, with as little disruption to service delivery as possible.

**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	Trauma Informed Practice Officer will work alongside senior leaders to develop a training plan that suits all involved.	Kevin Anderson Angi Pinkerton	December 2023
2	Staff, that meet the training criteria pathway, to undertake train the trainers, will be identified	Kevin Anderson Angi Pinkerton	January 2023
3		Angi Pinkerton	December 2022

	Communications plan will be identified to raise awareness among staff of the additional training requirements		
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?	December 2022
When will the policy be reviewed?	TBC
Which Panel will have oversight of the policy?	Full Council

**Summary Equality Impact Assessment Implications & Mitigating Actions**

**Name of Policy:** ..... **Trauma Informed and Responsive South Ayrshire Training Plan.....**

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

<p><b>Eliminate discrimination</b></p> <p>Raising awareness of trauma and it’s impacts will support the embedding of Trauma Informed Practice across services to develop a fully Trauma Informed and Responsive South Ayrshire we will assist in eliminating discrimination. Recognising the pervasiveness of trauma in the lives of individuals and expressing a commitment to reducing re-traumatisation and promoting well-being and recovery to everyone.</p>
<p><b>Advance equality of opportunity</b></p> <p>Raising awareness of trauma and it’s impacts will ensure equality of access to training, knowledge and skills to services across all protected characteristics. Trauma Informed Practice seeks to address the barriers that can be experienced by those experiencing trauma when they are accessing service.</p>
<p><b>Foster good relations</b></p> <p>Trauma Informed Practice fosters good relations between South Ayrshire Council and partners but also with individuals and communities accessing services across South Ayrshire. Working collaboratively in a person-centred way utilising a strengths-based approach highlighting the importance of safety and stabilisation skills to empower individuals.</p>
<p><b>Consider Socio-Economic Disadvantage (Fairer Scotland Duty)</b></p> <p>South Ayrshire Council will seek to develop a shared understanding of trauma with partner organisations ensuring services are culturally appropriate and reflect trauma-informed practice principles. Working collaboratively in a person-centred way utilising a strengths-based approach highlighting the importance of safety and stabilisation skills to empower individuals.</p>

<b>Summary of Key Action to Mitigate Negative Impacts</b>	
<b>Actions</b>	<b>Timescale</b>
Trauma Informed Practice Officer will work alongside senior leaders to develop a training plan that suits all involved.	December 2023
Staff, that meet the training criteria pathway, to undertake train the trainers, will be identified	January 2023
Communications plan will be identified to raise awareness among staff of the additional training requirements	December 2022

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**Signed: ....Kevin Anderson .....Service Lead**

**Date: ....10/11/22.....**



**South Ayrshire Council**

**Report by Chief Internal Auditor  
to Cabinet  
of 17 January 2023**

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**Subject: 2022/23 National Fraud Initiative**

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**1. Purpose**

- 1.1 The purpose of this report is to provide Members with notice of the 2022/23 National Fraud Initiative (NFI) exercise and seek agreement to the proposed approach for investigating NFI matches.

**2. Recommendation**

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

**2.1.1 agrees that the Council participates in the 2022/23 National Fraud Initiative; and**

**2.1.2 agrees the proposed approach for the 2022/23 National Fraud Initiative to investigate high risk, high quality matches and consider medium risk matches if resources permit.**

**3. Background**

- 3.1 The NFI is a counter-fraud exercise whereby data is taken from Councils, other public bodies and Companies House and cross matched to identify the potential for fraud. Audit Scotland has responsibility for co-ordinating the exercise across Scotland. Internal Audit and Corporate Fraud is responsible for co-ordinating the exercise within South Ayrshire Council and the Corporate Fraud Team also contribute to the completion of investigations resulting from the exercise.

- 3.2 The 2022/23 NFI exercise has commenced and, in compliance with the mandatory requirements of the exercise, data sets as at 30 September 2022 were uploaded to the NFI website by the due date. Full details of the areas included in the 2022/23 exercise and the purpose of the matches are in [Appendix 1](#) for information and include:

- payroll;
- housing tenants and waiting lists;
- blue badges;
- trade creditors;
- taxi drivers;

- council tax single person's discount;
- electoral register;
- council tax reduction scheme; and
- Small Business Rate Relief recipients.

#### **4. Proposals**

- 4.1 Councils will be informed of the matches resulting from the data match by the end of January 2023 and are responsible for investigating a proportion of these matches using a risk based approach. It is proposed that, subject to the total number of matches received, South Ayrshire Council investigates all high risk, high quality matches. Medium priority actions may also be reviewed if resources permit. This is consistent with the agreed approach for the previous NFI exercise in 2020/21.
- 4.3 Progress against the 2022/23 NFI exercise will be reported to the Audit and Governance Panel through the six-monthly Corporate Fraud update reports. A Members Information Bulletin will also be issued at the conclusion of the exercise, after Audit Scotland publish their final report which is likely to be around July 2024.

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

- 5.1 The processing of data by Audit Scotland in the NFI data matching exercise is carried out under the powers in Part 2A of the Public Finance and Accountability (Scotland) Act 2000 which allows them to carry out data matching exercises for the purpose of assisting in the prevention and detection of fraud or other crime and in the apprehension and prosecution of offenders (the 'permitted purposes'). It does not require the consent of the individuals concerned under the Data Protection Act 2018. South Ayrshire Council sets out how we use and share personal information in our Privacy Policies which are available on the Council Website at [www.south-ayrshire.gov.uk/privacy-notice](http://www.south-ayrshire.gov.uk/privacy-notice).
- 5.2 There are no procurement implications arising from this report.

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

- 6.1 There are no financial implications arising from this report. The Council will take steps to recover all fraudulent or erroneous payments identified through this exercise.

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

- 7.1 The investigation into the NFI matches will be carried out using existing staff resources within Internal Audit and Corporate Fraud and other Council services as required.

#### **8. Risk**

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

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

8.2/

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

8.2.1 Rejecting the recommendation increases the risk that ongoing fraud is not identified and stopped and that potential savings to the Council are not recovered.

## 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 at [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 paper.

13.2 Consultation has taken place with Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

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

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

<b>Implementation</b>	<b>Due date</b>	<b>Managed by</b>
Put measures in place to ensure submission of information by required date(s) in accordance with Audit Scotland timetable	30 April 2023	Chief Internal Auditor

**Background Papers** Report to Leadership Panel of 16 March 2021 - [National Fraud Initiative 2020/21](#)

[Audit Scotland report: National Fraud Initiative in Scotland 2022 – August 2022](#)

**Members' Bulletin – September 2022** - [National Fraud Initiative In Scotland 2022](#)

**Person to Contact** Cecilia McGhee, Chief Internal Auditor  
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Phone 01292 612432  
E-mail [Cecilia.McGhee2@south-ayrshire.gov.uk](mailto:Cecilia.McGhee2@south-ayrshire.gov.uk)

**Date:** 4 January 2023

## National Fraud Initiative match areas 2022-23

Match area	Match between	Purpose of Match/Fraud risk
Housing Benefits (HB) <i>(HB Datasets provided by DWP)</i>	HB to Student Loans	To identify individuals claiming benefits, whose student loan eligibility results in them being ineligible for those benefits.
	HB to HB (within SAC and between other authorities)	To identify an individual that is claiming housing benefit from more than one local authority at the same time.
	HB to Rents(within SAC and between other authorities)	To identify possible tenancy fraud and/or housing benefit fraud where an individual appears to be resident at two different addresses.
	HB to taxi drivers (within SAC and between bodies)	To identify where housing benefit claimants have failed to declare income that may remove entitlement to benefit or reduce benefit payable.
	HB to CTRS	To identify anyone claiming housing benefit and council tax reduction from one or more local authority at the same time.
	HB to Waiting List	To identify where an individual appears to be resident at two different addresses as the address on the waiting list application is different to the address on the benefit system
Council Tax Reduction Scheme (CTRS)	CTRS to Payroll (within SAC and between other bodies)	To identify where CTRS claimants have failed to declare income that may remove entitlement to benefit or reduce benefit payable.
	CTRS to pensions	To identify where CTRS claimants have failed to declare pension income that might remove entitlement to benefit or reduce benefit payable.
	CTRS to CTRS (within SAC and between other authorities)	To identify an individual claiming CTRS from one or more local authority.
	CTRS to HB (within SAC and between other authorities)	To identify where an individual is in receipt of council tax reduction and housing benefit from one or more local authority simultaneously that may remove or reduce entitlement to the reduction.
	CTRS to Housing Tenants (within SAC and between other authorities)	To identify possible cases of tenancy fraud and/or CTRS fraud where an individual appears to be resident at two different addresses.
	CTRS to taxi drivers(within SAC and between bodies)	To identify where CTRS claimants have failed to declare income that may remove entitlement to benefit or reduce benefit payable.
	CTR Scheme to DWP deceased	To identify where a person has passed away but may be in receipt of CTR after the date of death

Match area	Match between	Purpose of Match/Fraud risk
Payroll	Payroll to payroll (within SAC and between bodies)	To identify individuals who may be committing employment fraud by failing to work their contracted hours because they are employed elsewhere or are taking long-term sickness absence from one employer and working for another employer at the same time.  To identify leavers who are continuing to be paid
	Payroll to Creditors	To identify employees who are also creditors where there may be a conflict of interests or corruption.
	Payroll to Pensions	To identify employees who have gone back into employment after drawing a pension that could result in an abatement of pension.
Housing Tenants (HT)	HT (within SAC and between bodies)	To identify where an individual appears to be resident at two different addresses suggesting possible cases of subletting or dual tenancies.
	HT to HB	To identify possible cases of tenancy fraud and/or housing benefit fraud, where an individual appears to be resident at two different addresses.
	HT to CTR Scheme	To identify possible causes of tenancy fraud and/or incorrect claims for CTR where an individual appears to be resident at two different addresses.
	HT to State Benefits	To identify possible cases of tenancy fraud against the organisation i.e. where an individual appears to be resident at two different addresses.
	HT to DWP Deceased	To identify where the tenant has died, but the DWP has not been informed.
	Housing Tenants to Waiting Lists	To identify where an individual appears to be resident at two different addresses as the address on the waiting list application is different to the address on the rents system
Waiting Lists	Housing Waiting Lists to Housing Tenants (within SAC and between bodies)	To identify where an individual appears to have registered on the waiting list using a different address to the one on the housing rents system suggesting possible undisclosed changes in circumstances or that false information has been provided.
	Housing Waiting List to Housing Waiting List (within SAC and between bodies)	To identify where an individual appears to have registered on the waiting list using two different addresses.
	Housing Waiting Lists to Housing Benefit Claimants (within SAC and between bodies)	To identify where an individual appears to have registered on the waiting list using a different address to the one on the housing benefit system.
	Waiting List to DWP deceased	To identify an applicant who has died but is still shown on the waiting list
Blue Badges	Blue badge to blue badge	To identify individuals who hold more than one Blue Badge
	Blue badge to DWP deceased person	To identify cases where a badge holder has died, but the local authority may not have been notified so the badge has not been cancelled.

Match area	Match between	Purpose of Match/Fraud risk
Procurement	Procurement – payroll to Companies House (Director)	To identify potential undeclared interests that have given a pecuniary advantage.
Creditors	Duplicate creditors by Duplicate creditor payments and details	To identify instances where the same supplier has been recorded against more than one reference number on the system thus increasing the potential for creditors to obscure fraudulent activity.  To identify potential duplicate payments.
	VAT overpaid	To identify instances where VAT may have been overpaid.
Council Tax Single Person Discount ( <i>Note 1</i> )	Council Tax to Electoral register	To identify individuals who have declared they are living alone but have not declared they are living with a partner or non- dependant in the household.
Non Domestic Rates ( <i>Note 2</i> )	Small Business Rates Relief (SBRR) to Small Business Rates relief (within SAC and between bodies) and SBRR to data from Companies House	To identify those fraudulently in receipt of Small Business Rates Relief (SBRR) within and between authorities

*Note 1: Single Person Discount and electoral register data upload takes place in the same year as the core NFI data but the upload of this data takes place after the other datasets. This data can be uploaded from 28th November 2022 for the current exercise.*

*Note 2: NDR data will be included in the 2022/23 NFI exercise However, due to the rating revaluation due to take place in Scotland in 2023, the NDR data will not be required until after that has taken place. Councils will be notified of the submission deadline which will be in Spring 2024.*

**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	Approach to 2022/23 National Fraud Initiative exercise
Lead Officer (Name/Position/Email)	Cecilia McGhee, Chief Internal Auditor

**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
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	Low	Low
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	Low	Low
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	Low	Low
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	Low	Low
Socio-economic Background – social class i.e. parent’s education, employment and income	Low	Low

**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)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	No
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	No
<b>Foster good relations</b> 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
Increase participation of particular communities or groups in public life	No
Improve the health and wellbeing of particular communities or groups	No
Promote the human rights of particular communities or groups	No
Tackle deprivation faced by particular communities or groups	No

**5. Summary Assessment**

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<b>YES</b> <input type="checkbox"/> <input checked="" type="checkbox"/>
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	<b>NO</b>
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**Rationale for decision:**

The National Fraud Initiative is a counter-fraud exercise and participation is mandatory for Scottish Councils. This report is to provide Members with notice of the 2022/23 National Fraud Initiative exercise and to obtain approval of the proposed approach to carrying out investigations. Their decision on this has no specific equality implications.

**Signed :** Cecilia McGhee, Chief Internal Auditor

**Date:** 2 November 2022

**South Ayrshire Council**

**Report by Head of Finance, ICT and Procurement  
to Cabinet  
of 17 January 2023**

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**Subject: Treasury Management and Investment Strategy Mid-Year Report 2022/23**

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**1. Purpose**

- 1.1 The purpose of this report is to provide Members with a mid-year treasury management update for the financial year 2022/23.

**2. Recommendation**

- 2.1 It is recommended that the Cabinet approves the contents of this report.**

**3. Background**

***Treasury Management***

- 3.1 The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned to meet expenditure commitments but also to invest surplus monies in low-risk counterparties (organisations with which the Council has a financial relationship in terms of borrowings or investments), providing adequate liquidity initially before considering optimising investment return.
- 3.2 The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer-term cash will involve arranging long or short-term loans or using longer term cash flow surpluses. In addition, in certain interest rate environments debt previously drawn may be restructured to meet Council risk or cost objectives.
- 3.3 This report has been written in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2017).
- 3.4 The Audit and Governance Panel of 7 December 2022 considered the mid-year treasury management update and agreed that it be remitted to the Cabinet for approval.

## 4. Proposals

4.1 This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and provides an update on activity in [Appendix 1](#) and [Appendix 2](#) on the following:

### 4.1.1 [Appendix 1](#) – *Economic Update and Interest rates*

Section	Description
1	Economics and Interest Rates
2	Interest Rates Forecast and Commentary Borrowing Strategy for 2022/23;

### 4.1.2 [Appendix 2](#) – *Treasury Activity*

Section	Description
1.1 to 1.2	The Council's Capital Expenditure plans and Capital Financing Requirement (CFR);
2.1	Borrowing Strategy for 2022/23;
3.1 to 3.2	Review of Investment Strategy and Performance
4.1	Review of compliance with Treasury and Prudential Limits for 2022/23;
5.1	Borrowing in advance; and
6.1	Debt Re-scheduling.
7.1 to 7.3	Other

4.2 The Cabinet is requested to approve the contents of this report in accordance with the requirements of the CIPFA Code.

## 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** - the Council budgeted for investment income of £0.114m in 2022/23, based on an estimate of the average revenue balances held during the year. Budgeted at achieving an assumed interest rate return of 0.50% on these balances.

At September 2022 (Qtr2) the full year budgeted income is projected at £0.573m, a surplus of £0.459m.

6.1.2 **Capital Financing Costs** - the budget for loan charges in 2022/23 is £12.748m, comprising £5.870m for loan principal, £6.700m for interest costs and £0.178m for loans fund expenses.

The current projection for loans charges to the General Fund is an over-spend of £0.366m in interest and expenses. This is due to Bank of England base rate increasing at a rate higher than originally forecast and as a result external borrowing has had to be taken at a higher rate than previously projected. Full advantage is being taken of any dips in the market to achieve borrowing at the best rate possible and this will be monitored as the year progresses. Note that the counter side of this is that investments are performing better than anticipated as shown in point 6.1.1.

## 6.2 **Housing Revenue Account (HRA)**

6.2.1 **Interest on Revenue Balances** - the HRA budgeted for investment income of £0.050m in 2022/23, based on an estimate of the average revenue balances held during the year. Budgeted at achieving an assumed interest rate return of 0.50% on these balances.

At September 2022 (Qtr2) the full year estimate for investment income earned is £0.128m resulting in a surplus of £0.078m.

6.2.2 **Capital Financing Costs** - the budget for HRA loan charges in 2022/23 is £3.918m, comprising £1.356m for loan principal, £2.496m for interest costs and £0.066m for loans fund expenses.

The current projection for HRA loan charges is an under spend of £0.395m in interest and expenses.

## 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 Should the recommendations be rejected, then the Council will not be in compliance with the CIPFA Code of Practice on Treasury Management.

## 9. **Equalities**

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

## 10. **Sustainable Development Implications**

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

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

## 11. Options Appraisal

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

## 12. Link to Council Plan

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

## 13. Results of Consultation

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

13.2 Consultation has taken place with Councillor Ian Davis, Portfolio Holder for Finance, Human Resources and ICT, and the contents of this report reflect any feedback provided.

## 14. Next Steps for Decision Tracking Purposes

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

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
No further action required	Not applicable	Not applicable

**Background Papers**    **CIPFA Code of Practice for Treasury Management in the Public Services**

**Report to South Ayrshire Council of 3 March 2022 – [Treasury and Investment Strategy 2022/23](#)**

**Report to Audit and Governance Panel of 7 December 2022 - [Treasury Management and Investment Strategy Mid-Year Report 2022/23](#)**

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**Date:** 4 January 2023

## 1. Economic and Interest Rates

### 1. Economic Update and commentary

- The second quarter of 2022/23 saw:
  - GDP (Gross Domestic Product) revised upwards in Q1 2022/23 to +0.2% q/q from -0.1%, which means the UK economy has avoided recession for the time being.
  - Signs of economic activity losing momentum as production fell due to rising energy prices.
  - CPI (Consumer price Index) inflation ease to 9.9% y/y in August, having been 9.0% in April, but domestic price pressures showing little sign of abating in the near-term.
  - The unemployment rate fall to a 48-year low of 3.6% due to a large shortfall in labour supply.
  - Bank Rate rise by 100bps over the quarter, taking Bank Rate to 2.25% with further rises to come.
  - Gilt yields surge and sterling fall following the “fiscal event” of the new Prime Minister and Chancellor on 23<sup>rd</sup> September (with further change to Chancellor on 14<sup>th</sup> October).
- The UK economy grew by 0.2% q/q in Q1 2022/23, though revisions to historic data left it below pre-pandemic levels.
- There are signs of higher energy prices creating more persistent downward effects in economic activity. Both industrial production (-0.3% m/m) and construction output (-0.8% m/m) fell in July 2022 for a second month in a row. Although some of this was probably due to the heat wave at the time, manufacturing output fell in some of the most energy intensive sectors (e.g., chemicals), pointing to signs of higher energy prices weighing on production. With the drag on real activity from high inflation having grown in recent months, GDP is at risk of contracting through the autumn and winter months.
- The fall in the composite PMI from 49.6 in August to a 20-month low preliminary reading of 48.4 in September points to a fall in GDP of around 0.2% q/q in Q3 and consumer confidence is at a record low. Retail sales volumes fell by 1.6% m/m in August, which was the ninth fall in 10 months. That left sales volumes in August just 0.5% above their pre-Covid level and 3.3% below their level at the start of the year. There are also signs that households are spending their excess savings in response to high prices. Indeed, cash in households’ bank accounts rose by £3.2bn in August, which was below the £3.9bn rise in July and much smaller than the 2019 average monthly rate of £4.6bn.
- The labour market remained exceptionally tight. Data for July and August provided further evidence that the weaker economy is leading to a reduction in labour demand. Labour Force Survey (LFS) employment rose by 40,000 in the three months to July (the smallest rise since February). But a renewed rise in inactivity of 154,000 over the same period meant that the unemployment rate fell from 3.8% in June to a new 48-year low of 3.6%. The single-month data showed that inactivity rose by 354,000 in July itself and there are now 904,000 more inactive people aged 16+ compared to before the pandemic in February 2020. The number of vacancies has started to level off from recent record highs but there have been few signs of a slowing in the upward momentum on wage growth. Indeed, in July, the 3my/y rate of average earnings growth rose from 5.2% in June to 5.5%.

- CPI inflation eased from 10.1% in July to 9.9% in August, though inflation has not peaked yet. The easing in August was mainly due to a decline in fuel prices reducing fuel inflation from 43.7% to 32.1%. And with the oil price now just below \$90pb, we would expect to see fuel prices fall further in the coming months.
- However, utility price inflation is expected to add 0.7% to CPI inflation in October when the Ofgem unit price cap increases to, typically, £2,500 per household (prior to any benefit payments). But, as the government has frozen utility prices at that level for two years, energy price inflation will fall sharply after October and have a big downward influence on CPI inflation.
- Nonetheless, the rise in services CPI inflation from 5.7% y/y in July to a 30-year high of 5.9% y/y in August suggests that domestic price pressures are showing little sign of abating. A lot of that is being driven by the tight labour market and strong wage growth. CPI inflation is expected to peak close to 10.4% in November and, with the supply of workers set to remain unusually low, the tight labour market will keep underlying inflationary pressures strong until early next year.
- During 2022, there has been a change of both Prime Minister and Chancellor. The new Prime Minister and Chancellor (Liz Truss and Kwasi Kwarteng) made steps to change government policy. The government's huge fiscal loosening from its proposed significant tax cuts would add to existing domestic inflationary pressures and would potentially leave a legacy of higher interest rates and public debt. Whilst the government's utility price freeze, which could cost up to £150bn (5.7% of GDP) over 2 years, will reduce peak inflation from 14.5% in January next year to 10.4% in November this year, the long list of tax measures announced at the "fiscal event" adds up to a loosening in fiscal policy relative to the previous government's plans of £44.8bn (1.8% of GDP) by 2026/27. These included the reversal of April's national insurance tax on 6<sup>th</sup> November, the cut in the basic rate of income tax from 20p to 19p in April 2023, the cancellation of next April's corporation tax rise, the cut to stamp duty and the removal of the 45p tax rate, although with Chancellor Kwasi Kwarteng being replaced by Jeremy Hunt these announcements have already been reversed. With the further resignation of Liz Truss as Prime Minister and the appointment of Rishi Sunak the market has settled slightly but the forecast still holds a number of economic challenges.
- Fears that the government had no fiscal anchor on the back of the announcements by Liz Truss, meant the pound weakened again, adding further upward pressure to interest rates. Whilst the pound fell to a record low of \$1.035 on the Monday following the government's "fiscal event", it has since recovered to around \$1.12. That is due to hopes that the Bank of England will deliver a very big rise in interest rates at the policy meeting on 3<sup>rd</sup> November and the government will lay out a credible medium-term plan in the near term. Nevertheless, with concerns over a global recession growing, there are downside risks to the pound.
- The MPC has now increased interest rates seven times in as many meetings in 2022 and has raised rates to their highest level since the Global Financial Crisis. Even so, coming after the Fed (Federal Reserve) and ECB (European Central Bank) raised rates by 75 basis points (bps) in their most recent meetings, the Bank of England's latest 50 basis points hike looks relatively low. However, the UK's status as a large importer of commodities, which have jumped in price, means that households in the UK are now facing a much larger drain on their real incomes.
- Since the fiscal event on 23<sup>rd</sup> September, we now expect the Monetary Policy Committee (MPC) to increase interest rates further and faster, from 2.25% currently to a peak of 5.00% in February 2023. The combination of the government's fiscal loosening, the tight labour market and sticky inflation expectations means we expect the MPC to raise interest rates by 100bps at the policy meetings in November (to 3.25%) and 75 basis points in December (to 4%) followed by further 50 basis point increases in February and



March (to 5.00%). Market expectations for what the MPC will do are volatile. If Bank Rate climbs to these levels the housing market looks very vulnerable, which is one reason why the peak in our forecast is lower than the peak of 5.50% - 5.75% priced into the financial markets at present.

- Throughout 2022/23, gilt yields have been on an upward trend. They were initially caught up in the global surge in bond yields triggered by the surprisingly strong rise in CPI inflation in the US in May. The rises in two-year gilt yields (to a peak of 2.37% on 21<sup>st</sup> June) and 10-year yields (to a peak of 2.62%) took them to their highest level since 2008 and 2014 respectively. However, the upward trend was exceptionally sharply at the end of September as investors demanded a higher risk premium and expected faster and higher interest rate rises to offset the government's extraordinary fiscal stimulus plans. The 30-year gilt yield rose from 3.60% to 5.10% following the "fiscal event", which threatened financial stability by forcing pension funds to sell assets into a falling market to meet cash collateral requirements. In response, the Bank did two things. First, it postponed its plans to start selling some of its quantitative easing (QE) gilt holdings until 31<sup>st</sup> October. Second, it committed to buy up to £65bn of long-term gilts to "restore orderly market conditions" until 14<sup>th</sup> October. In other words, the Bank is restarting QE, although for financial stability reasons rather than monetary policy reasons.
- Since the Bank's announcement on 28<sup>th</sup> September, the 30-year gilt yield has fallen back from 5.10% to 3.83%. The 2-year gilt yield dropped from 4.70% to 4.30% and the 10-year yield fell back from 4.55% to 4.09%.
- There is a possibility that the Bank continues with QE at the long end beyond 14<sup>th</sup> October or it decides to delay quantitative tightening beyond 31<sup>st</sup> October, even as it raises interest rates. So far at least, investors seem to have taken the Bank at its word that this is not a change in the direction of monetary policy nor a step towards monetary financing of the government's deficit. But instead, that it is a temporary intervention with financial stability in mind.
- After an uncertain start to the year, the S&P 500 and FTSE 100 climbed in the first half of Q2 2022/23 before falling to their lowest levels since November 2020 and July 2021 respectively. The S&P 500 is 7.2% below its level at the start of the quarter, whilst the FTSE 100 is 5.2% below it as the fall in the pound has boosted the value of overseas earnings in the index. The decline has, in part, been driven by the rise in global real yields and the resulting downward pressure on equity valuations as well as concerns over economic growth leading to a deterioration in investor risk appetite.

## **2. Interest Rates Forecast and Commentary**

- 2.1 The Council has appointed Link Group as its treasury advisors and part of their service is to assist the Council to formulate a view on interest rates. The PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20 bps) which has been accessible to most authorities since 1st November 2012.

The latest forecast on 27th September sets out a view that both short and long-dated interest rates will be elevated for some little while, as the Bank of England seeks to squeeze inflation out of the economy, whilst the government is providing a package of fiscal loosening to try and protect households and businesses from the ravages of ultra-high wholesale gas and electricity prices.

The increase in PWLB rates reflects a broad sell-off in sovereign bonds internationally but more so the disaffection investors have with the position of the UK public finances after September's "fiscal event". To that end, the MPC has tightened

short-term interest rates with a view to trying to slow the economy sufficiently to keep the secondary effects of inflation – as measured by wage rises – under control, but its job is that much harder now.

Our PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20 bps, calculated as gilts plus 80bps).

Link Group Interest Rate View 27.09.22												
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
<b>BANK RATE</b>	4.00	5.00	5.00	5.00	4.50	4.00	3.75	3.25	3.00	2.75	2.75	2.50
3 month ave earnings	4.50	5.00	5.00	5.00	4.50	4.00	3.80	3.30	3.00	2.80	2.80	2.50
6 month ave earnings	4.70	5.20	5.10	5.00	4.60	4.10	3.90	3.40	3.10	3.00	2.90	2.60
12 month ave earnings	5.30	5.30	5.20	5.00	4.70	4.20	4.00	3.50	3.20	3.10	3.00	2.70
5 yr PWLB	5.00	4.90	4.70	4.50	4.20	3.90	3.70	3.50	3.40	3.30	3.20	3.20
10 yr PWLB	4.90	4.70	4.60	4.30	4.10	3.80	3.60	3.50	3.40	3.30	3.20	3.20
25 yr PWLB	5.10	4.90	4.80	4.50	4.30	4.10	3.90	3.70	3.60	3.60	3.50	3.40
50 yr PWLB	4.80	4.60	4.50	4.20	4.00	3.80	3.60	3.40	3.30	3.30	3.20	3.10

## 1.1 *The Council's Capital Expenditure and Prudential Indicators*

- (1) The following section provides the information relating to the 2022/23 capital position and prudential indicators.
- The Council's capital expenditure plans.
  - How these plans are being financed.
  - The impact of the capital expenditure plans on the prudential indicators and the underlying need to borrow.
  - Compliance with the limits in place for borrowing activity.
- (2) The tables below draw together the main movement in terms of the capital expenditure plans compared to the original plan, highlighting the original supported and unsupported elements of the capital programme, and the expected financing arrangements for capital expenditure. The borrowing element of Table 1 for both General Services and HRA below revises the underlying indebtedness of the Council by way of the Capital Financing Requirement (CFR).

**Table 1**

	<b>2022/23 Original Estimate £'000</b>	<b>2022/23 Latest Estimate £'000</b>
<b>Prudential Indicator – General Services</b>		
Capital Expenditure	<b>131,329</b>	<b>99,647</b>
<b>General Services - Financed By</b>		
General and Specific Grant	9,000	9,371
Capital Receipts/Other	13,910	7,712
Borrowing	108,419	82,564
	<b>131,329</b>	<b>99,647</b>

<b>Prudential Indicator – HRA</b>		
Capital Expenditure	<b>66,153</b>	<b>36,254</b>
<b>HRA - Financed By</b>		
Borrowing	55,668	15,403
CFCR, Draw on surplus	8,905	11,606
Other Receipts/ Grants	1,580	9,245
	<b>66,153</b>	<b>36,254</b>

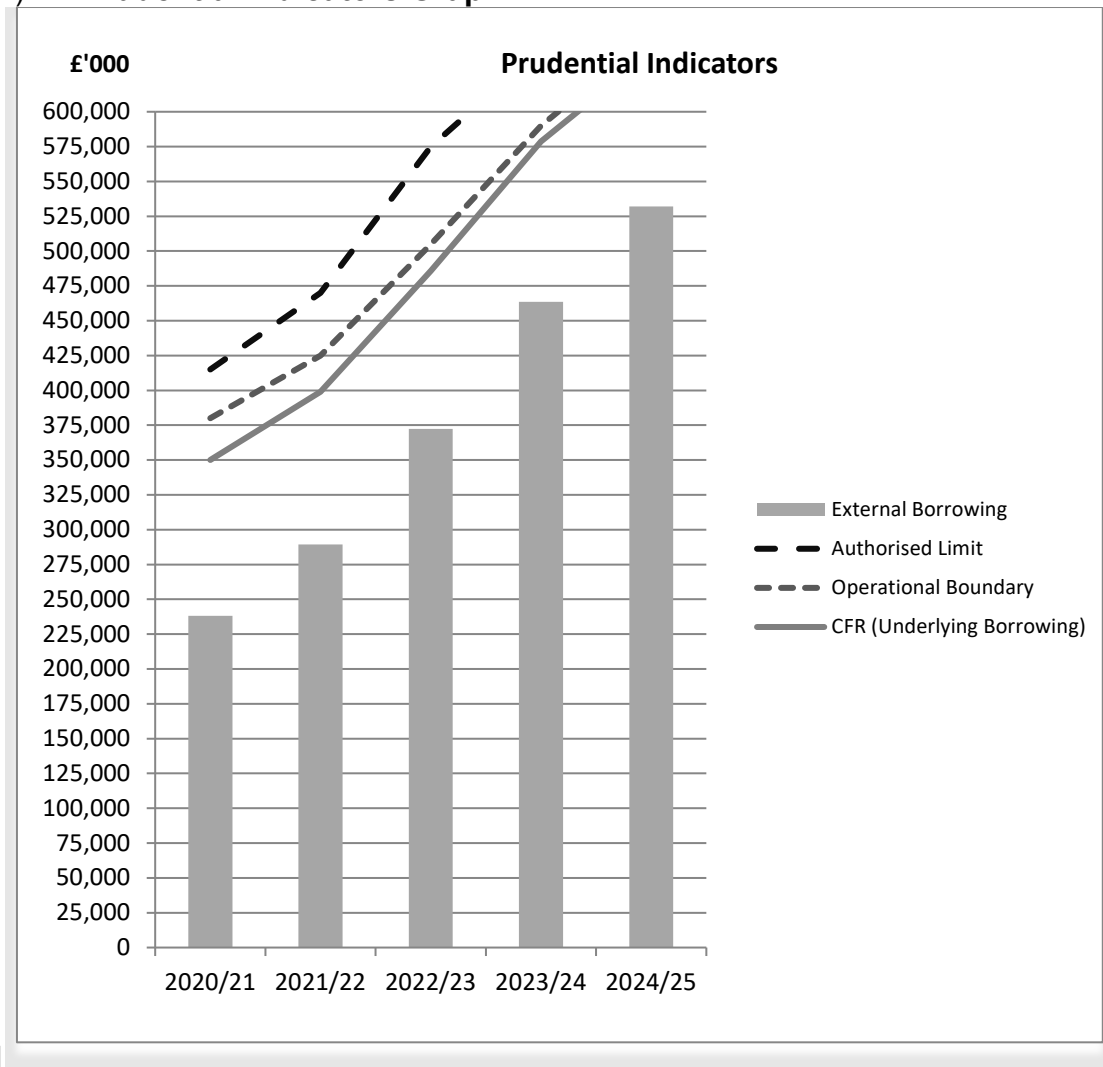
1.2 **Capital Financing Requirement, Debt Position and Operational Boundary Indicators**

(1) Table 2 shows the CFR, which is the underlying need to incur borrowing for a capital purpose.

**Table 2**

<b>Prudential Indicator – CFR</b>	<b>2022/23 Original Estimate £'000</b>	<b>2022/23 Updated Estimate £'000</b>
Capital Financing Requirement – GS	420,374	396,818
Capital Financing Requirement – HRA	130,155	88,978
<b>Total Capital Financing Requirement</b>	<b>550,529</b>	<b>485,796</b>

(2) **Prudential Indicators Graph**



1

The graph shown at (2) above shows estimated key prudential indicators in graph format:

1. **External Borrowing** – shows significant increase in the next two years as the Council utilises borrowing to fund capital investment
2. **Capital Financing Requirement** – shows increases in CFR in line with external debt. The Council ended 2021/22 in an under borrowed position (CFR compared with external debt) of £13,678m. The current strategy will be to reflect an under-borrowed position in the short/medium term as reflected in the graph.
3. **Operational Boundary** – this indicator is higher than external debt and CFR as it includes provision for other long term financing liabilities such as PPP and Finance leases, and short term cash flow variations.
4. **Authorised Limit** – the limit which cannot be exceeded in terms of the Council’s debt position. This indicator is higher than the operational limit as provision is made for other cash flow variation and potential borrowing in advance.

**Table 3**

<i>Prudential Indicators – Debt</i>	<i>2022/23 Original £'000</i>	<i>2022/23 Updated £'000</i>
Authorised Limit	606,000	575,000
Operational Limit	564,000	505,000
External Debt	432,385	372,385

1. ***Borrowing Strategy 2022/23 (Update)***

- (1) The Council’s capital financing requirement (CFR) estimate for 2022/23 has been revised to £485,796 based on the revised capital spend projections, as shown at 1.1, (2) Table 1. The CFR denotes the Council’s underlying need to borrow for capital purposes. To fund the CFR the Council may borrow from the PWLB or the market (external borrowing) or fund from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions and availability of internal cash resources.
- (2) The original borrowing requirement for 2022/23 was set at £164.08m but has been revised to £97.9m. This drop is attributed to supply shortages and rising costs caused by the current economic environment and War in Ukraine. This then resulted in the slippage in current year of the capital programme.
- (3) This has resulted in revising the external borrowing requirement from the original £147.0m to £85.0m which reflects the under-spend in loan charges outlined in the financial implications at Section 6 – Financial Implications.
- (4) The current strategy is to consider long term external borrowing in Qtr3 of £15.0m and Qtr. 4 of £40.0m of PWLB borrowing. To date in Qtr. 1 and 2 £20.0m long term borrowing has been taken from PWLB securing low interest rates being offered. A further £10.0m of medium to long term borrowing was secured in Qtr. 1 from the other local authority market, again taking advantage of low interest rates being offered.

A pragmatic approach however is being taken in terms of the timing of new long term external borrowing given the current market uncertainties due to a number of factors such as change in government personnel and new Prime Minister, war in Ukraine and interest rate fluctuations along with the pace of the spend in the Council's capital programme.

- (5) The table at 2.2.1 below shows the high and low rates available from the PWLB during the period April 22 – Aug 22.

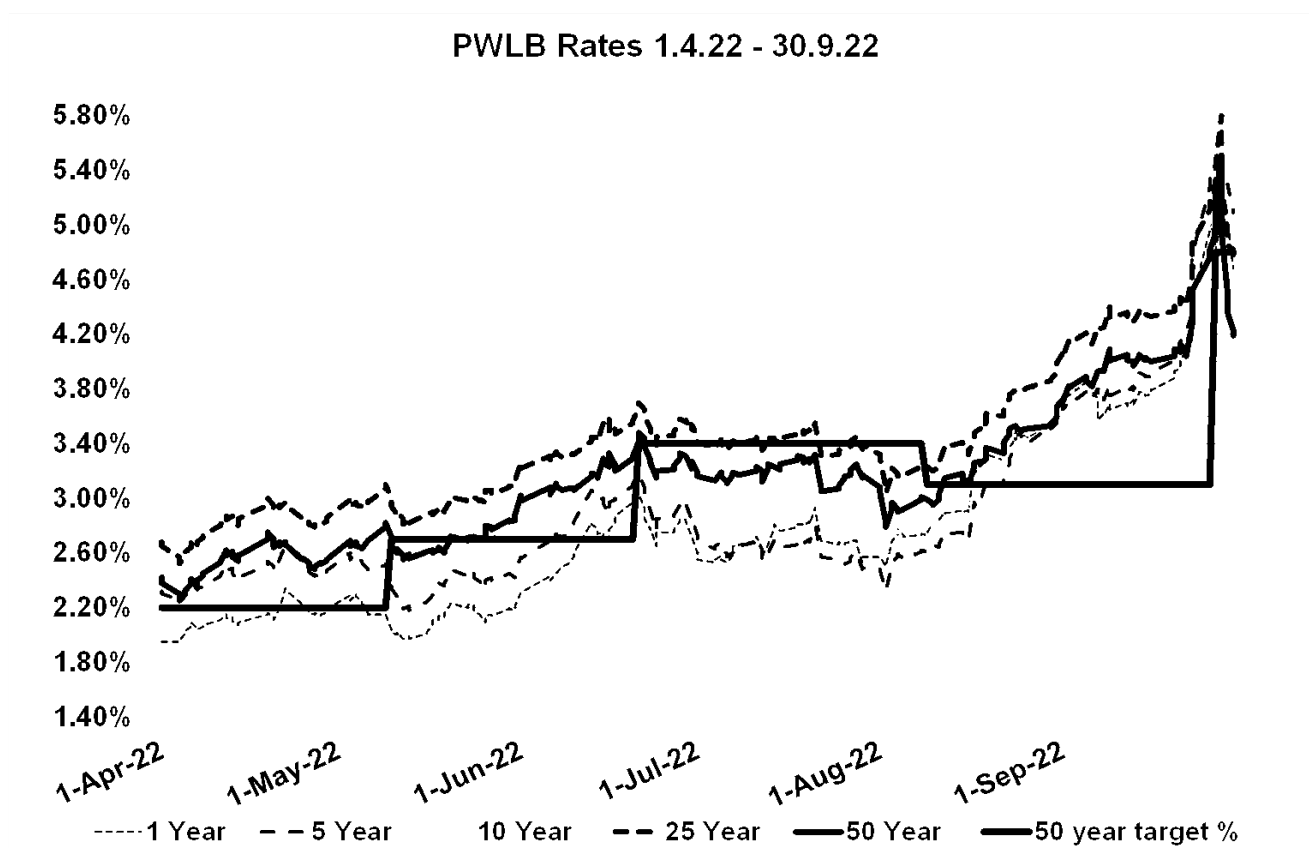
1. The current PWLB rates are set as margins over gilt yields as follows: -.

1. **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
2. **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
3. **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

### 2.2.1 PWLB certainty rates 1 April 2022 to 30 September 2022

	1 Year	5 Year	10 Year	25 Year	50 Year
<b>Low</b>	1.95%	2.18%	2.36%	2.52%	2.25%
<b>Date</b>	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
<b>High</b>	5.11%	5.44%	5.35%	5.80%	5.51%
<b>Date</b>	28/09/2022	28/09/2022	28/09/2022	28/09/2022	28/09/2022
<b>Average</b>	2.81%	2.92%	3.13%	3.44%	3.17%
<b>Spread</b>	3.16%	3.26%	2.99%	3.28%	3.26%

### 2.2.2 PWLB Interest Rates – Apr 22 – Sep 22



### 3.1 Investment Strategy

The Treasury Management Strategy Statement (TMSS) for 2022/23, which includes the Annual Investment Strategy, was approved by the Council on 3rd March 2022. In accordance with the CIPFA Treasury Management Code of Practice, it sets out the Council's investment priorities as being:

- security of capital;
  - liquidity; and
  - yield
- (2) The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with the Council's risk appetite. In the current economic climate, it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months with high credit rated financial institutions, using the Link suggested creditworthiness.

### 3.2 **Investment Performance 2022/23**

- (1) The Council's average level of funds available for investment purposes in the first half of the year 2022/23 was **£76.3m**. These funds are available on a temporary basis and are dependent on several factors including cash flows, reserve balances, borrowing strategy, etc. As these funds are linked to Council reserves earmarked for specific purposes, they are not available to spend on additional services and represent the current 'cash' position.
- (2) LIBOR and LIBID rates ceased from the end of 2021. LIBOR has been replaced with a rate based on SONIA (Sterling Overnight Index Average). On advice received from the Council's consultants, Link Group, the replacement benchmark to be used is the 90-day backward SONIA compounded rate. Below table 5 shows the rates for quarter ended 30<sup>th</sup> September 2022.

**Table 5**

QUARTER ENDED 30/9/2022							
	Bank Rate	SONIA	7 day	30 day	90 day	180 day	365 day
High	2.25	2.19	2.19	1.82	1.55	1.22	0.73
High Date	22/09/2022	30/09/2022	30/09/2022	30/09/2022	30/09/2022	30/09/2022	30/09/2022
Low	0.75	0.69	0.69	0.57	0.39	0.23	0.14
Low Date	01/04/2022	28/04/2022	29/04/2022	01/04/2022	01/04/2022	01/04/2022	01/04/2022
Average	1.28	1.22	1.19	1.11	0.91	0.67	0.37
Spread	1.50	1.50	1.50	1.26	1.16	0.99	0.58

- (3) The Council's average performance rate for Quarter ended 30<sup>th</sup> September 2022 was **0.955%**. This exceeds the benchmark average return of 0.91% as shown in above table, exceeds the low mark of 0.39% but does not quite exceed the high rate of 1.55%. Investments will continue to be monitored in the current climate of changing interest rates.
- (4) The Head of Finance and ICT confirms that the approved investment strategy was not breached in the first half of the financial year 2022/23.
- (5) The Council continues to lend to other local authorities in order to diversify



its investment portfolio and to provide the highest level of security in delivering the objectives of security, liquidity and yield in its investment portfolio. Interest rates in the recent climate are very volatile and after a long period of extremely low rates is rising at a quick pace. This makes borrowing more expensive but on the counter side the council is achieving a greater rate of interest on investments than previously forecast, because of this some forward planning has been undertaken to try and secure the best rates available. Also, to ensure some form of liquidity advantage has been taken of short-term investments (up to 6 months) with other banking authorities such as Lloyds Bank, Santander, and Standard Chartered Bank.

The following table summarises the Council's investments as of 30 September 2022.

**Table 6**

Counterparty	Type	Principal £'000	Interest Rate	Maturity	Colour Code (Based on credit information)
Bank of Scotland	Liquidity	7,850	2.20%	N/a	Orange
Santander Bank Plc	Maturity	10,000	3.00%	20/03/2023	Red
Money Market Fund – Federated (Prime Rate Class3)	Liquidity	3,000	1.7297%	N/A	AAA
London Borough of Croydon	Maturity	5,000	2.30%	29/09/2023	N/A
Rotherham Metropolitan Borough Council	Maturity	5,000	0.90%	10/10/2022	N/A
Liverpool City Council	Maturity	5,000	0.25%	24/01/2023	N/A
Cornwall Council	Maturity	5,000	1.50%	14/11/2022	N/A
Thurrock Council	Maturity	5,000	0.75%	09/01/2023	N/A
Thurrock Council	Maturity	5,000	0.75%	31/01/2023	N/A
Slough Borough Council	Maturity	5,000	2.25%	29/08/2023	N/A
London Borough of Croydon	Maturity	5,000	2.30%	04/09/2023	N/A
Slough Borough Council	Maturity	5,000	2.20%	14/08/2023	N/A
Standard Chartered Bank	Maturity	5,000	1.46%	07/10/2022	Red
Standard Chartered Bank	Maturity	5,000	2.51%	09/02/2023	Red
Lloyds Bank Corporate Markets	Maturity	5,000	2.61%	09/02/2023	Red
<b>Total Investment</b>		<b>80,850</b>	<b>1.8721%</b>		

#### 4.1 Review of Compliance with Treasury and Prudential Limits for 2022/23

1. The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose. Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the



estimates of any additional CFR for 2022/23 and next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.

Table 7 below shows that the 2022/23-year end projected total debt position of £393,211 is below the projected CFR of £411,362 which indicates that external borrowing is only being used for capital purpose.

**Table 7**

	<b>2021/22 Actual £'000</b>	<b>2022/23 Borrowing as @ 30/9/22 £'000</b>	<b>2022/23 Projection £'000</b>
Long Term Borrowing – PWLB	178,234	197,429	251,185
Long Term Borrowing - LOBO	41,200	41,200	41,200
Long Term Borrowing - Market	8,000	18,000	18,000
Short Term Borrowing – Market	62,000	70,000	62,000
<b>External Debt</b>	<b>289,434</b>	<b>326,629</b>	<b>372,385</b>
Other Long-Term Liabilities	95,777	91,951	91,951
<b>Total Debt</b>	<b>385,211</b>	<b>418,580</b>	<b>464,336</b>
<b>Capital Financing Requirement (CFR)</b>	398,889	485,796	485,796
<b>(Under) Over borrowed</b>	<b>(13,678)</b>	<b>(67,216)</b>	<b>(21,460)</b>

- (2) A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government in Scotland Act 2003.

Table 8 below shows the authorised limit amended from the original 2022/23 indicator.

**Table 8**

<b>Prudential Indicator – Authorised Limit for External Debt</b>	<b>2022/23 Original Indicator £'000</b>	<b>2022/23 Revised Indicator £'000</b>
Borrowing	474,000	435,000
Other Long-Term Liabilities	132,000	140,000

<b>Authorised Limit</b>	<b>606,000</b>	<b>575,000</b>
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#### 5.1 ***Borrowing in Advance of Need***

The Local Government Investment Regulations (Scotland) 2010 requires the Council to set out its strategy and approach to borrowing in advance of need, which is defined as any borrowing undertaken which will result in the total external debt exceeding the CFR for the following twelve-month period. The Council has not borrowed in advance of need during the six months to 30 September 2022.

#### 6.1 ***Debt Rescheduling***

Debt rescheduling opportunities have been very limited in the current economic climate and following the various increases in the margins added to gilt yields which have impacted PWLB new borrowing rates since October 2010. No debt rescheduling has therefore been undertaken to date in the current financial year. However, now that the whole of the yield curve has shifted higher there may be better opportunities in the future, although only prudent and affordable debt rescheduling will be considered.

#### 7.1 **Other Current Issues**

##### **Sources of Borrowing – regarding ESG (Environmental, Social and Governance)**

While the prime considerations when investing surplus funds are security liquidity and yield, it is recognised that consideration must be given to other factors such as climate change, environmental, social, and good governance (ESG), to support a policy of sustainability. For these considerations to work effectively any policy should be derived on a corporate level, at which point the finance team can implement for treasury investing. Most highly rated lenders will have an ESG policy in place, which can be reviewed periodically and form part of the counterparty selection process for treasury investments.

## 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 and Investment Strategy Mid-year Report 2022/23
Lead Officer (Name/Position/Email)	Denise Love, Senior Accountant Treasury/ Capital – denise.love2@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)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	Low
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	Low
<b>Foster good relations</b> between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

## 5. Summary Assessment

<b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<del>YES</del> <b>NO</b>
<b>Rationale for decision:</b>  <b>The strategy outlines the approach to be taken in managing the Council's cash flow and capital funding arrangements and is a mechanism for ensuring that budget targets are achieved: a full EQIA is, therefore, not required</b>	
<b>Signed :</b> Tim Baulk	<b>Head of Service</b>
<b>Date:</b> 4 November 2022	

**South Ayrshire Council**

**Report by Head of Finance, ICT and Procurement  
to Cabinet  
of 17 January 2023**

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**Subject: Procurement Strategy Update 2023/24**

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**1. Purpose**

- 1.1 The purpose of this report is to seek approval for the adoption of minor updates to the Council's Procurement Strategy covering 2023/24.

**2. Recommendation**

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

- 2.1.1 approves the updated Procurement Strategy for 2023/24 attached as Appendix 1; and**
- 2.1.2 agrees to publishing the Procurement Strategy for 2023/24 on the South Ayrshire Council website and that a copy is sent to the Scottish Government.**

**3. Background**

- 3.1 The Council's Procurement Strategy was first published in 2011 with the last revision taking place, and approved by Council in March 2018. The March 2018 revision aligned the Procurement Strategy with the South Ayrshire Council Plan and with procurement legislative reform. Due to pressures during the pandemic updates to the Procurement Strategy were paused between 2019 and 2021.
- 3.2 A public body, which expects to have procurement expenditure of £5 million or more in the next financial year, must, before the start of that year, either publish a strategy, where one does not exist, or review an existing strategy making such revisions to it as the body considers appropriate and publish its revised strategy.
- 3.3 Section 19 of the Procurement Reform (Scotland) Act 2014 requires a public body to notify the Scottish Ministers once it has published a new or updated strategy. Public bodies are now required to review the Procurement Strategy annually.

**4. Proposals**

- 4.1 Only minor updates, as proposed below, are required to the Procurement Strategy to ensure a continued integrated approach and achievement of Best Value in the delivery of services. As well as updates to references to recent policy documents

such as Standing Orders relating to Contracts and Financial Regulations these updates also include amendments as below:

- **Page 8 Appendix 1, Key Objective 3:** To support Inclusive Growth by working more closely with ‘anchor’ organisations within Ayrshire such as East Ayrshire Council, North Ayrshire Council, NHS, Police Scotland, Fire Scotland, Scottish Enterprise, Colleges and third sector businesses by harnessing our spending power in terms of buying from local and or socially progressive businesses within the supply chain.
- **Page 8 Appendix 1, Key Objective 3:** Engage and liaise with these organisations regarding the wider Community Wealth Building (CWB) pledges including employment opportunities, use of land and property assets, support and encourage environmentally sustainable supply chains etc. to benefit the local economy.
- **Page 8 Appendix 1, Key Objective 3:** To actively support local businesses to take advantage of procurement, and to support the local economy.
- **Page 9 Appendix 1 Key Objective 4:** To introduce a new collaborative method of collating an identified list of priority projects which can be delivered through Community Benefits. (Community Benefit portal that Community Groups can feed into)

4.2 It is proposed that any revisions required to the Procurement Strategy, following the next annual review and any consultations which inform it, will be brought back to Cabinet for approval, prior to the end of the 2023/24 financial year.

4.3 It is proposed that the Cabinet approves the Procurement Strategy 2023/24 and agrees that it is sent to the Scottish Government in January 2023 and published on the Council’s own website.

## 5. Legal and Procurement Implications

5.1 Legal implications arising from this report are that the Council must prepare an annual procurement strategy that complies with Section 19 of the 2014 Act which states a public body must notify the Scottish Ministers once it has published a new or updated strategy.

5.2 Procurement Implications arising from this report are that the Council’s Procurement Service have prepared the Council’s Procurement Strategy 2023/24 and are satisfied that the updated procurement strategy meets all of the requirements of [Section 15 of the Procurement Reform \(Scotland\) Act 2014](#).

## 6. Financial Implications

6.1 Not applicable.

## 7. Human Resources Implications

7.1 Not applicable.

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 Rejecting the recommendation may limit the Council's ability to achieve Best Value, impact on the reputation of the Council and/ or may give rise to breach of statute, legal challenge or Council liability.

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

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

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



<b><i>Implementation</i></b>	<b><i>Due date</i></b>	<b><i>Managed by</i></b>
Publication of Procurement Strategy 2023/24	17 January 2023	Service Lead - Procurement

**Background Papers**    **None**

**Person to Contact**    **David Alexander, Service Lead - Procurement**  
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**Date:**    **4 January 2023**

# Procurement Strategy



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## Section 1 – Introduction

This Procurement Strategy sets out the Procurement Vision and objectives of South Ayrshire Council for financial year 2023-2024.

The Procurement Reform (Scotland) Act 2014 requires that any public organisation which has an estimated regulated spend of £5 million or more (excluding VAT) in a financial year develops and reviews its procurement strategy annually before the start of the next financial year.

The Council's Key Procurement Objectives reflect both national and local policies and our aim is to build on the centralised procurement model, already in place within the Council, through our dedication to continuous improvement and a focus on:

- procurement capability development;
- maximising efficiencies through procurement;
- development of collaborative opportunities; and
- fulfilment of sustainable procurement duties.

This focus will directly impact on our ambition to improve the community we serve, by ensuring that sustainability in our procurement remains a priority and that all procurement activities contribute to the carrying out of the Council's functions and realisation of its purposes, while achieving Best Value and complying with statutory and regulatory duties.

The achievement of Best Value is reliant on a clear Procurement Strategy, aligned to the delivery of services which promotes an integrated approach across the organisation.

In order to deliver the required outcomes of this Strategy there remains a need to implement changes and improvements to our ways of working and ensure that close partnerships exist within the Council and beyond.

Commitment and communication of this Strategy are key steps on the road to embracing best practice, achieving procurement effectiveness and delivering improved outcomes for the residents and wider community of South Ayrshire.

This strategy has been informed by the Scottish Government statutory guidance, will be subject to an annual review.

## Section 2 – Procurement Vision

This Procurement Strategy has been prepared in alignment with the current Council Plan objectives to support the Council’s ambitions and to highlight the commitment to continuous improvement in procurement, the following Procurement Vision has been established. Following publication of the new Council plan scheduled for March 2023, a mid-year review will be undertaken to ensure the Procurement strategy objectives continue to align with the new Council plan:

### **Procurement Vision**

‘To continue to grow the Procurement Service’s influence across the Council, realising our ambitions for a centralised procurement model, while maintaining an excellent procurement service, as set out in our Strategy, which contributes to the transformation of South Ayrshire within available resources.’

## Section 3 - Strategy Rationale and Context

The purpose of the Procurement Strategy is to set out the procurement vision for the Council, and with this, provide an understanding of The Procurement Service's aims and objectives and how these will be achieved.

The Strategy enables the Council to understand how procurement contributes towards the Council's vision and provides focus and direction for procurement activities, ensuring a long-term perspective is in place within a framework of policies, procedures, standards, collaboration and improvement planning.

The Council's previous Procurement Strategy, 2019, was closely aligned with the overarching objectives of the Council and the requirements of the Scottish Government, delivering many improvements over the period it covered (April 2019 – March 2020). These improvements included:

- An increase in regard to local SME spend
- Use of a standardised process to monitor Community Benefits delivered by Suppliers throughout the contract lifetime
- Adopting a Contract & Supplier Management process for the Health and Social Care Partnership
- Reduction in paper invoices
- Reduction in number of invoices received with no corresponding purchase order
- Sustainability updates including a reduction in available single use plastic items for purchase via e-procurement systems

Although improvements have been delivered, the Council still faces a significant test over the coming years and achievement of the Council's Strategic Objectives will be challenging. As well as learning from our responses to the pandemic increasing demands for services are balanced against reducing budgets and resources. In recent years, funding for Local Government has been subject to real-terms reductions, with the exception of Covid-19 funding streams. With inflation in late 2022 at its highest level for a generation, these funding pressures are expected to continue in the short to medium term.

## Section 4 - Strategic Aims and Objectives

In order to support delivery of the Council's Plan, the Procurement Strategy includes 4 Key Objectives:

1. Procurement Capability Development;
2. Maximising Efficiencies Through Procurement;
3. Development of Collaborative Opportunities; and
4. Fulfilment of Sustainable Procurement Duties.

These Key Objectives are expanded on below with an explanation of how these will be met and the outcomes expected from achievement of these ambitions.

### Key Objective 1 - Procurement Capability Development

#### ***Ambitions***

To use the knowledge and skills of our staff, in order to embed a more strategic and commercial approach into all of the Council's functions and purposes.

To ensure that all procurement activities are undertaken in a consistent, robust, transparent and accountable manner, in accordance with all relevant governance.

To keep the Council up to date with the latest developments in the wider procurement environment and maintain an awareness of current cross-functional procurement practices.

#### ***How ambitions will be met***

By delivering appropriate training to staff where required, while nurturing and developing opportunities for integration and partnership between The Procurement Service and other Services.

To implement the statutory and legislative requirements derived from The Procurement Reform (Scotland) Act 2014 and The Public Contracts (Scotland) Regulations 2015.

By working together with the Council's Legal Services in adapting our internal procedures, processes and documentation to reflect any changes in procurement legislation.

By working collaboratively with Scottish Procurement, Scotland Excel, the Crown Commercial Service and other local authorities or Public Sector organisations, to share knowledge and benchmark our performance.

Ensure that procurement activities reflect and support the Council's core values, corporate aims and objectives.

#### ***Outcomes expected***

Added value in all new procurement exercises and additional benefits through better management of existing contracts.

Compliance with statutory and regulatory requirements and mitigation of the risk of legal challenge.

The Procurement Service are able to offer innovative procurement solutions and South Ayrshire Council is recognised as a leading authority in Public Sector Procurement.

## **Key Objective 2 - Maximising Efficiencies Through Procurement**

### ***Ambitions***

To ensure that appropriate contracts are in place for all of the Council's requirements and that these deliver Best Value.

To facilitate the modernisation of business processes across the Council through the review, implementation and development of electronic procurement solutions.

To utilise Management Information (MI) effectively ensuring that procurement operates according to our core set of indicators and measures for best practice.

To support Services in the identification and delivery of cost savings.

To realise financial and efficiency savings in the successful procurement of contracts, through proactive Contract and Supplier Management.

### ***How ambitions will be met***

Through the continued proactive integration and influence of The Procurement Service, throughout all Directorates and Services, allowing for a strategic analysis of all relevant considerations to be made, when client requirements are met and contracts are put in place or renewed.

Through the use of new and existing electronic procurement systems in both the advertisement of opportunities and throughout the purchase process in the delivery of services.

Through the maintenance and publication of information, from various performance management systems, to monitor progress against targets on efficiency, capability, collaboration, compliance and savings.

Through the ongoing development of contract strategies in advance of procurement activities, to identify where savings can be made through;

- the early engagement of all stakeholders to aid in the re-design of services and the investigation into more innovative sourcing solutions and effective commercial evaluation models with a focus on process efficiency and cost reduction,
- consulting with Services on defining the criteria required to be able to determine the most economically advantageous tender, using an appropriate combination of cost and quality elements,
- the identification and benchmarking of relevant collaborative agreements to determine the Best Value procurement route;



Through continual engagement with contracted suppliers and a formalised system of monitoring performance against contractual requirements, to ensure the successful delivery of services and allow for a focus on the development of initiatives and innovations to help improve the procurement of these services in the future.

***Outcomes expected***

Compliance with the Council's Standing Orders Relating to Contracts and Procurement Journey resulting in a reduction in non-contracted or 'maverick' spend.

Achievement of targeted procurement cost savings.

Measurable and demonstrable improvements in the correct use of the electronic procurement systems available to the Council.

Delivery of Contract and Supplier Management driven value added services.

**Key Objective 3 - Development of Collaborative Opportunities**

***Ambitions***

To support Inclusive Growth by working more closely with 'anchor' organisations within Ayrshire such as East Ayrshire Council, North Ayrshire Council, NHS, Police Scotland, Fire Scotland, Scottish Enterprise, Colleges and third sector businesses by harnessing our spending power in terms of buying from local and or socially progressive businesses within the supply chain.

Engage and liaise with these organisations regarding the wider Community Wealth Building (CWB) pledges including employment opportunities, use of land and property assets, support and encourage environmentally sustainable supply chains etc. to benefit the local economy.

To actively participate in all appropriate collaborations and proactively support other local authorities, procurement organisations and wider Public Sector partners.

To actively support local businesses to take advantage of procurement, and to support the local economy.

To expand on established customer feedback mechanisms and increase customer satisfaction in procurement activities.

To improve on the level and methods of communication with all internal and external stakeholders.

To continue to contribute to the development of national Contract and Supplier Management processes.

***How ambitions will be met***

Through early identification of opportunities to aggregate spend and requirements, an increase in cooperation with neighbouring authorities and a proactive involvement with national procurement groups and forums.

Through an increase in engagement with Services, local suppliers, residents and community groups during the development stage of projects, ensuring that all opinion and feedback is recorded and considered during contract execution.

By continually reviewing what, how and when we report on our procurement activities to Services, corporate management, elected members, suppliers and the wider public, while ensuring that all necessary information is published to help support Procurement Strategy objectives.

Through continued engagement with the Scottish Government and Scotland Excel, the Centre of Procurement Expertise for Scotland's local government sector, to develop tools and processes for national collaboration on Contract and Supplier Management.

### ***Outcomes expected***

Achievement of mutually beneficial results with our collaborative partners including economies of scale, a reduction in administration and the sharing of procurement best practices and innovations.

Continuous improvement in the Council's procurement processes and practices, influenced by the impartial, independent advice and feedback received.

A procurement strategy that is fully aligned with the Council's overall ambition and vision that can be implemented as intended.

Increased opportunities for collaborative Contract and Supplier Management.

## **Key Objective 4 – Fulfilment of Sustainable Procurement Duties**

### ***Ambitions***

Focus on sustainable procurement including the more innovative use of Community Benefits Clauses (CBCs), Community Wealth Building and targeting supplier's corporate social responsibility policies

To achieve improved standards of sustainable procurement throughout the Council, in accordance with the duties set out within the Procurement Reform (Scotland Act) 2014.

To introduce a new collaborative method of collating an identified list of priority projects which can be delivered through Community Benefits . (Community Benefit portal that Community Groups can feed into)

Develop a consistent method to give community organisations/groups the opportunity to submit requests for specific support through the Council's procurement processes.

An increased focus, with support from colleagues in Community Wealth Building, on the support provided to improve access to procurement opportunities for SMEs, including local businesses, Third Sector Bodies and Supported Businesses.

To work in partnership with all Services, in line with the Council Plan, to ensure that we improve the way that we work as a Council in delivering services which benefit the area and communities we operate in, with a focus on reducing inequality.

### ***How ambitions will be met***

Continuing to follow the Scottish Government's Sustainable Procurement Action Plan, in conjunction with statutory guidance, while updating our progress against sustainability targets using the Flexible Framework self-assessment tool (FFSAT).

Through Procurement's influence over Services to suggest how bespoke and relevant Community Benefits can be achieved in all procurement exercises over £50,000 for goods and services contracts and over £2,000,000 for works contracts, while ensuring that any regulated procurement with a value equal to or greater than £4,000,000 includes Community Benefit requirements.

An increased focus, with the support of colleagues in Community Engagement, on the recording and management of Community Benefits delivered using our Community Benefits register to promote and publicise benefits received as a result of procurement activity. The use of voluntary Community Benefits will also form part of ongoing Contract and Supplier Management processes.

Through early consideration, either at contract strategy stage or through our knowledge of forthcoming collaborative opportunities (local or national), on how SMEs, local businesses, Third Sector Bodies and Supported Businesses can be made aware of public procurement activity, while promoting established business support initiatives such as the Supplier Development Programme.

### ***Outcomes expected***

Compliance with the Sustainable Procurement Duty of the Procurement Reform (Scotland) Act 2014, which requires that the Council, before it buys anything, must think about how it can improve the social, environmental and economic wellbeing of the area in which it operates, with a particular focus on reducing inequality.

Measurable and demonstrable social, economic and environmental benefits to South Ayrshire communities from the effect of sustainable procurement activity.

Increased awareness and ability for SMEs, Third Sector Bodies and Supported Businesses to take advantage of business opportunities within South Ayrshire or the wider Public Sector.

## Section 5 –Procedures, Policies and Procurement Tools

The delivery of this Procurement Strategy will ensure that the Council's regulated procurements adhere to the mandatory requirements as set out in Section 15(5) of the Procurement Reform (Scotland) Act 2014.

In adhering to these mandatory requirements the Council relies on the following Procedures, Policies and Procurement Tools being in place to support its procurement activities:

### Procedures

As a contracting authority, South Ayrshire Council is responsible for establishing arrangements for ensuring the proper conduct of organisational business, including conformance to standards of good governance and accountability with regard to procurement.

To ensure Procurement Strategy Key Objectives are delivered effectively, there will remain a continuing need to recognise the requirement for and execution of an appropriate Council governance framework.

The presence of this framework will enable Key Objectives to be achieved through a decision making process which ensures required authorisation and appropriate delegations and approvals are in place.

In adhering to this governance framework, the Council ensures that, in line with this Procurement Strategy, **Key Objective 1 - Procurement Capability Development**, its regulated procurements are carried out in compliance with its duty to treat relevant economic operators equally and without discrimination and that these procurements will be undertaken in compliance with its duty to act in a transparent and proportionate manner.

In maintaining this governance framework, the Council will ensure that a continuing focus remains in relation to updating, and appropriately applying the following procedural governance documents;

### Standing Orders Relating to Contracts

The Council's Standing Orders Relating to Contracts set out how contracts for all goods, services and works will be made by the Council and are reviewed annually.

*South Ayrshire Council Standing Orders Relating to Contracts:*

[Standing Orders Relating to Contracts \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk)

The purpose of these Standing Orders is to ensure that contracts are appropriate for their purpose, provide the right balance between price and quality, and are procured in an open way that demonstrates probity and compliance with the Council's policies.

All Council employees are instructed to always treat tenderers equally and without discrimination and act in a transparent and proportionate manner.

The Standing Orders also set out the Council's obligations in ensuring that the suppliers and service providers it contracts with comply with all statutory requirements in respect of ensuring equal opportunity in employment, under the provisions of the Equality Act 2010 and with all current Health and Safety legislation and approved Codes of Practice (e.g. Health and Safety

at Work Act), as may be applicable to the contract. Promotion of this compliance is in line with the requirements of the Procurement Reform (Scotland Act) 2014.

### **Financial Regulations**

The Council's Financial Regulations set out the financial policies and the framework for managing the Council's financial affairs.

They seek to ensure that the Council conducts its affairs in a way that complies with specific statutory provisions, generally accepted accounting procedures and professional good practice.

The Council's Financial Regulations apply to every member and employee of the Council or anyone acting on its behalf. All members and employees have a general responsibility for taking reasonable action to provide for the security of assets under their control, and for ensuring that the use of these resources is legal, properly authorised, and provides Best Value.

*South Ayrshire Council Financial Regulations:*

[Financial Regulations \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk/financial-regulations)

### **Scheme of Delegation**

The Scheme of Delegation is intended to facilitate the effective undertaking of Council business by clearly setting out the nature and extent of the powers delegated to officers by the Council, in order to ensure an efficient running of day to day operations and to allow the Council to carry out its functions and achieve its Strategic Objectives.

The Council's approach to delegation has been influenced by its commitment to facilitate community participation in the decision making process and to delegate to Chief Officers. The result is that the Council has reserved very few powers to itself and has agreed extensive delegations to officers.

*South Ayrshire Council Scheme of Delegation:*

[Scheme of Delegation \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk/scheme-of-delegation)

## **Policies**

The Council has clear Strategic Objectives set out within the Council Plan and a strong focus on monitoring and reporting performance.

To further ensure that the Council's regulated procurements contribute to the carrying out of its functions and the achievement of its purposes, this Procurement Strategy, in line with its Key Objectives, will be delivered in accordance with the Council Plan and a set of national and local policies and strategies. These are embedded within existing procurement processes with outcomes measured against the Council's core set of indicators and measures for best practice:

[https://southayrshiregovuk.sharepoint.com/sites/committee/committeepapers2018/South Ayrshire Council/1 March 2018/SAC01031814 Council Plan 2018-22-App1.pdf](https://southayrshiregovuk.sharepoint.com/sites/committee/committeepapers2018/South%20Ayrshire%20Council/1%20March%202018/SAC01031814%20Council%20Plan%202018-22-App1.pdf)

### **Statutory Guidance**

**Sustainable Procurement Duty** - The Council's approach to sustainable procurement, coupled with the sustainability tools at the Council's disposal, outlined below, are rooted within the procurement process to promote a commitment to sustainability and achievement of Best Value for the Council.

In an ongoing effort to embed sustainability issues in procurement exercises, three strands of sustainability are explored at the contract strategy stage; environmental, social and economic factors along with a consideration on how the Council can facilitate the involvement of SMEs, third sector bodies and supported businesses in procurement exercises, as well as a promotion of innovation in the design and delivery of services.

This approach is in line with the Council's Procurement Strategy **Key Objective 4; Development of Collaborative Opportunities and Fulfilment of Sustainable Procurement Duties** and ensures that the Council complies with its Sustainable Procurement Duties, which is a mandatory requirement under the Procurement Reform (Scotland Act) 2014.

**Community Benefit Requirements** – The Council will adhere to all statutory guidance and legislation on the use of Community Benefits, ensuring that all regulated procurements with a value greater than or equal to £4,000,000 include Community Benefits clauses. The Council's Procurement Strategy **Key Objective 4; Fulfilment of Sustainable Procurement Duties**, outlines when Community Benefits should be considered, the aim of including these in procurement exercises and how they will be implemented and monitored.

**Consulting and Engaging with Stakeholders** – The Council continues to consult and engage with those affected by our procurement activities through the development of contract strategies, in advance of the procurement exercise and through our focus on identifying opportunities for collaborative Contract and Supplier Management. In line with the Council's Procurement Strategy **Key Objective 3; Development of Collaborative Opportunities - Engagement with Services**, suppliers, local businesses, tenants and community groups during the development stage of projects, while ensuring that all opinion and feedback is recorded and considered when resulting agreements are implemented and executed, ensures continuous improvement in the delivery of services and allows the Council to understand the needs of the area we serve and understand the impact of our procurement activity.

**Fair Work Practices & Payment of a Living Wage** – The Council will comply with the Statutory Guidance on the Selection of Tenderers and Award of Contracts – Addressing Fair Work Practices, including the Living Wage, in Procurement, in line with the our Procurement Strategy's **Key Objective 1; Procurement Capability Development**. The Council follows the lead of the Scottish Government by promoting the payment of the Living Wage to persons involved in fulfilling procurement requirements by considering, where relevant and proportionate, when Fair Working Practices should be addressed in contracting opportunities.

Our consideration of Fair Work will allow us to explore practices in respect of recruitment, retention and the types of employment contracts in use. This also aligns to the aspiration to run our construction contracts in a manner that is consistent with the Construction Charter, and we will work with the relevant services, Professional Design Services, Asset Management and Special Property projects, to advance this agenda. We also acknowledge existing national agreements in place in the construction sector and will strive to work only with contractors exhibiting high standards in respect of workforce practices.

**Procurement of Fairly and Ethically Traded Goods and Services** – In line with the Council's Procurement Strategy **Key Objective 4; Fulfilment of Sustainable Procurement Duties** and where ethically traded goods and services are available, the Council will work with all relevant stakeholders and take a Best Value approach when applying fair and ethically

trading principles in procurement activities. South Ayrshire Council also works closely with Fairtrade partnerships to promote Fairtrade products and explore the differences that choices on the procurement of these ethically traded goods can make to the lives of others.

**Community Health and Wellbeing and Animal Welfare in the Procurement of Food** – The Council recognises the requirement to find practical ways to supply healthy, fresh, seasonal, and sustainably grown food which represents Best Value whilst improving the health, wellbeing and education of communities in our area. Through The Procurement Service's collaboration with our internal stakeholders and with Scotland Excel, the Centre of Procurement Expertise for Scotland's local government sector, we will work to put in place affordable contracts which meet the nutritional requirements for food, for all users of our catering services, whilst promoting the highest standards of animal welfare, in accordance with all statutory guidance and legislation.

### Procurement Tools

Key tools that the Council has embedded into the procurement process, which help contribute to compliance with the mandatory requirements under the Procurement Reform (Scotland) Act 2014, are detailed below.

These tools are considered at the contract strategy stage of any contract, influencing the procurement where relevant and proportionate and, along with the procedures and policies outlined above, ensures that the Council's regulated procurements deliver value for money.



## **Procurement Guidance Tools**

The Scottish Government's Procurement Journey - supports all levels of procurement activity and helps to manage the expectations of stakeholders and facilitate best practice and consistency across the Scottish Public Sector.

South Ayrshire Council Procurement Journey – The Council's version of the Scottish Government Procurement Journey with additional guidance on lower value procurements.

## **Sustainability Tools**

The Council shall comply with the Sustainable Procurement Duty To ensure compliance with this duty, the Council will consider the environmental, social and economic issues relating to all regulated procurement activity. All regulated procurements are subject to the development of a commodity strategy and sustainable options are deliberated and summarised e.g. how the procurement activity can facilitate involvement of SME's, third sector, charity and voluntary organisations, inclusion of community benefits, promotion of innovative techniques and technologies, environmentally friendly products etc

<http://www.gov.scot/Topics/Government/Procurement/policy/corporate-responsibility/Sustainability/ScottishProcess/SustainableProcurementTools/SustainabilityTest>

## **Community Benefit Tools**

The Scottish Government's Community Benefits in Public Procurement policy assists Procurement Officers in our on-going ambition to embed Community Benefits into the procurement process where relevant and proportionate.

The Council are developing a consistent method of engaging with Community Groups to collate potential projects that could be delivered via Community Benefits.

In addition, the Council has an established method of evaluation and recording Community Benefits in contracts.

## **Contract and Supplier Management Tools**

Contract Risk Cards – The Council's method of determining the categorisation of contracts as either; Transactional, Operational or Strategic.

In addition, the Council's has an established Process regarding Contract and Supplier Management (CSM) which provides a consistent approach to CSM to further engage with suppliers to drive efficiencies and compliance in contracts. This is achieved via the issue of Balanced Score Cards through the Public Contracts Scotland Tender system.



## Section 6 – Considerations and Future Developments

### Considerations

#### Contracts Register

The main consideration affecting the delivery of this Procurement Strategy is the current Work Plan for The Procurement Service during the next financial year (2023-2024) and the available resource allocated to this.

The online Contracts Register is a record of all regulated procurement activity undertaken by the Council. Along with consideration of any new ad-hoc or reactive projects in development, from the expiry dates recorded for each agreement on the Contracts Register, The Procurement Service are able to understand the forthcoming requirement for contract renewal.

*South Ayrshire Council Contracts Register:*

[Corporate Procurement - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://south-ayrshire.gov.uk)

#### **Contract Delivery**

The Procurement Service's [Annual Report](#) provides more detailed information on anticipated regulated procurements required in 2022-2024, excluding reactive supplies, services or works. It also provides more detailed information on each individual regulated procurement completed during the period that the previous Procurement Strategy covered, financial year 2022-23.

However, it should be noted that along with the regulated procurement exercises completed, the Procurement Service also delivers additional contract awards for requirements below the regulated GPA Procurement thresholds for goods, services and works.

#### **Contract and Supplier Management (CSM)**

Coupled to these requirements for contract development and renewal is the on-going need for the contract and supplier management of current contracts categorised as either Strategic, Operational or Transactional.

The Council's Health and Social Care Partnership (HSCP) is an additional consideration affecting procurement resource for forthcoming CSM activities. The Procurement Service and the HSCP are currently undertaking a project to better align the Council's established CSM process to social care requirements.

Details of CSM activity can be found with the latest Procurement Annual Report.

<b>Future Developments</b>
----------------------------

**CAP Team Development**

The Council's integrated Procurement, Finance and Payroll system (ORACLE Fusion) is scheduled for implementation to be completed by April 2023. Work will be undertaken in financial year 2023-24 to enhance the Council's Purchase to Pay process with the following areas targeted for improvement:

- Improved maintenance of all Oracle active supplier records
- An increase in the amount of Purchase Orders raised in Oracle
- A reduction in the percentage of invoice mis-matches and non-catalogue ordering
- Supporting recent achievements in ensuring that the percentage of invoices paid on time remains in the high nineties

In improving maintenance of live supplier records The Procurement Service can control levels of 'maverick' non-contracted spend by insisting that only suppliers with formal contracts in place can be used.

By limiting use of suppliers to those who have live records on Oracle, The Procurement Service are helping to ensure that Council Services are able to raise Purchase Orders.

By establishing appropriate, electronic product and service catalogues in Oracle, The Procurement Service can ensure that the correct products are bought from the correct suppliers at agreed prices.

This project is aligned to **Key Objectives 1 and 2** of the Procurement Strategy, **Procurement Capability Development** and **Maximising Efficiencies Through Procurement**.

**Electronic 'Punch Out' Systems**

With Electronic Punch Out ordering, there is reduced risk of invoice mismatching. This is because the ordering process takes place through Oracle which is then directly linked through to a supplier's website and online marketplace.

Implementation of this methodology will allow The Procurement Service to add or remove products to an Oracle without the need for the revision and uploading of static, Excel e-Catalogues.

This proposal is also aligned to **Key Objective 2** of the Procurement Strategy, **Maximising Efficiencies Through Procurement** and contributes to the modernisation of business processes across the Council, through the implementation and development of electronic procurement solutions.

## Section 7 – Monitoring, Reviewing and Reporting on the Strategy

A variety of internal and external measures will be used to monitor, review and report on the targeted outcomes of each Key Objective outlined in this Procurement Strategy.

### Council Plan

This Procurement Strategy has been developed to reflect improvement actions set out within the current Council Plan. The Council plan is scheduled to be updated in March 2023. A mid-year review will be undertaken to ensure all Procurement improvement actions are still relevant and take into account any updates regarding the new Council Plan Performance is collated quarterly for some statistics i.e., number of contracts awarded that contained a community benefit clause or the number of contracts which had a CSM balanced scorecard issued and annually for others like % of local spend.

Progress is updated through the Council's Performance Management system, Pentana and scrutinised by the Council's Service & Performance Panel.

The Procurement team also collect monthly Key Performance Indicators. These KPIs are clearly linked to the Key Objectives outlined in this Procurement Strategy and monitoring them continually ensures that they remain in alignment, with any shortfalls or negative trends reported and acted upon. This includes but is not limited to monthly contract awards, number of invoices received per month, number of "Quick Quotes" published and number of local SME's invited to quote.

### Annual Report

Duties under The [Procurement Reform \(Scotland\) Act 2014](#) require the Council to develop and review this Procurement Strategy annually. In addition to this mandatory Procurement Strategy and to meet regulatory requirements, the Council must also prepare and publish an [Annual Procurement Report](#) disclosing how its procurement activity has complied with its published procurement strategy.

The [Procurement Reform \(Scotland\) 2014 Act](#) lists the minimum requirements that an Annual Procurement Report should contain and advises that the report must include;

- A summary of the regulated procurements for the financial year and of the regulated procurements the authority expects to commence in the next two financial years;
- A review of whether procurements have complied with the contracting authority's procurement strategy;
- A summary of any community benefit requirements imposed as part of a regulated procurement and any steps taken to facilitate the involvement of supported businesses in regulated procurements.

## Section 8 – Spend / Finance

### Financial Context

In line with this Procurement Strategy **Key Objective 2 - Maximising Efficiencies Through Procurement**, The Procurement Service's assistance in maximising the impact of the Council's funding is a priority, to ensure that every pound spent makes a difference to the people and communities of South Ayrshire.

### Procurement Savings

Procurement will consider more effective commercial evaluation models within the tender process to encourage innovation, benefits and savings. Procurement will also work in partnership with Service Departments to identify Purchase to Pay improvements, efficiencies and potential cost savings.

### Annual Spend

The Council's annual procurement spend in 2021/22 was around £213 million and comprises purchases of a wide variety of goods, services and works.

Tables 1 and 2 below outline this expenditure, split by Council Directorate and by commodity.

### Prompt Payment

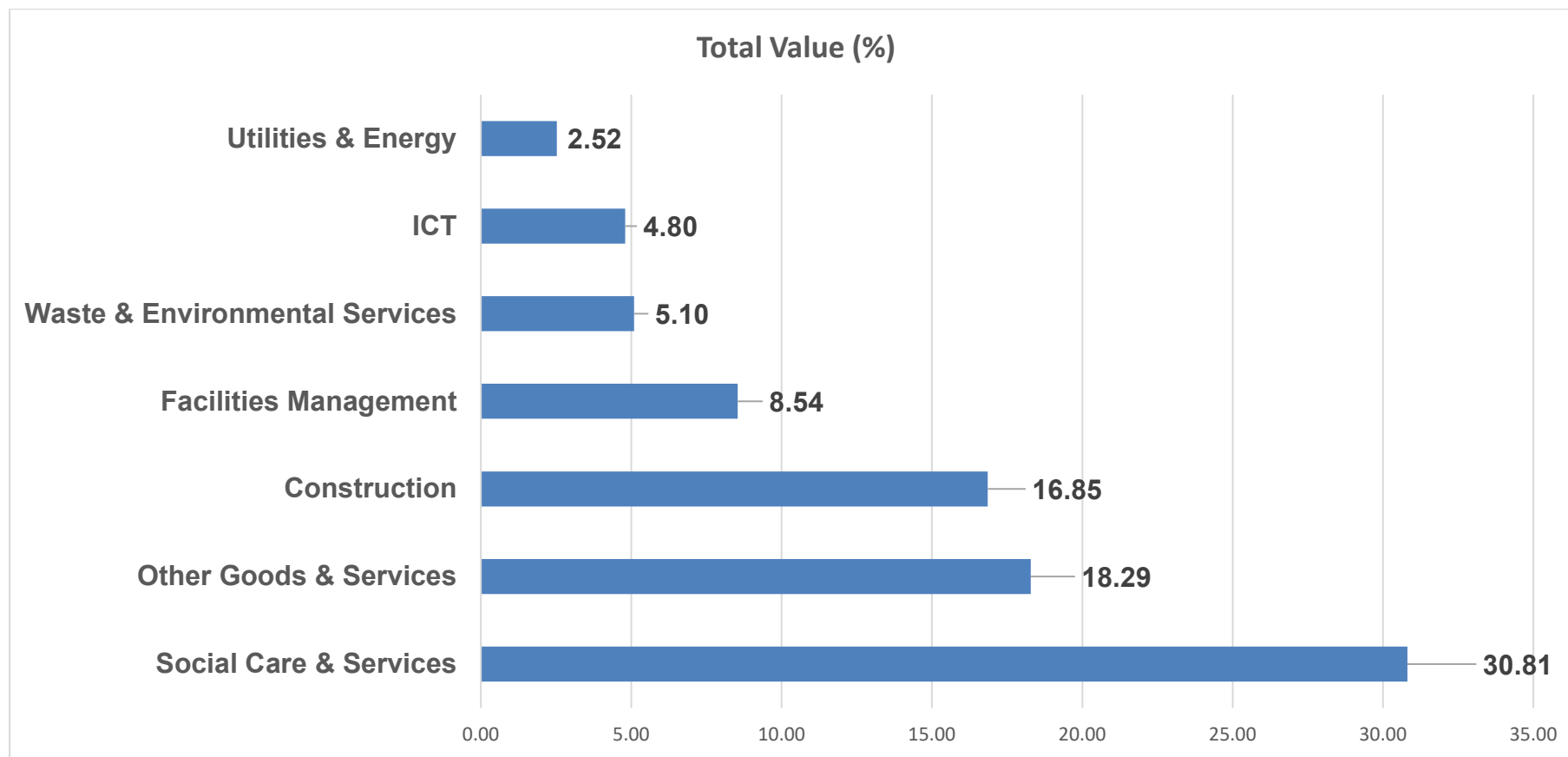
In line with this Procurement Strategy's **Key Objective 4 - Fulfilment of Sustainable Procurement Duties** and under the requirements of the Procurement Reform (Scotland Act) 2014, the Council has an obligation to employ fair trade and ethical sourcing practices including fair pricing policies and a commitment to prompt payment of suppliers.

Prompt payment clauses requiring a 30 day payment term are included within the Council's standard terms and conditions for goods and services and the Council also publishes details of its annual prompt payment performance. In 2021/22 95.38% of invoices received in were paid on time.

**Table 1 – 2021-22 Spend by Directorate**

Description	Net Aggregate Spend
Health and Social Care Partnership	£69,480,407.64
Capital Projects	£69,469,363.97
Former Directorate of People	£35,251,097.82
Former Directorate of Place	£34,714,429.21
Chief Executive's Department	£2,795,405.71
Miscellaneous Services	£2,211,772.10

**Table 2 Total Spend % by Commodity 2021/22**



## Section 9 – Glossary

Term or abbreviation	Explanation
<b>Best Value</b>	The duty of Best Value in Public Services places a statutory duty on local authorities to: Make arrangements to secure continuous improvement in performance whilst maintaining an appropriate balance between quality and cost; and in making those arrangements and securing that balance, have regard to economy, efficiency, effectiveness, the equal opportunities requirements, and to contribute to the achievement of sustainable development.
<b>Commodity</b>	Taxonomy (classification) for the entire Council, to give the Council the ability to accurately describe the primary business activities of their suppliers.
<b>Community Benefits</b>	Community Benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social-economic and or environmental. Benefits.
<b>Contract and Supplier Management (CSM)</b>	Contract and Supplier Management is the management of post award activities and can be divided into three areas: service delivery management; relationship management; and contract administration.
<b>Flexible Framework Self-Assessment Tool (FFSAT)</b>	The tool will help organisations to assess where their current level of performance lies and the actions required improving their performance. The SSAP recommends that organisations carry out initial and periodic self-assessments against the FFAT. This enables measurement against various aspects of sustainable procurement.
<b>Light Touch Regime (LTR)</b>	A set of principles for the commissioning of Care and Support services which acknowledges a balance between human rights, outcomes for the individual, best value and procurement regulations
<b>Pentana</b>	An electronic Performance Management System which helps to ensure that objectives are delivered in line within the standards and timescales anticipated.
<b>Procurement and Commercial Improvement Programme</b>	Procurement and Commercial Improvement Programme (PCIP) is part of the Scottish Governments public procurement reform agenda and guides how local authorities undertake procurement of goods and services
<b>Punch Out</b>	A <b>Punch Out</b> system is a method for a buying organisation to order directly from a supplier's website from within the buyer's own procurement application or hosted e-procurement system (for example, Oracle).

Term or abbreviation	Explanation
<b>Quick Quote</b>	Quick Quote is an online request for quotation facility used on Public Contracts Scotland (the single electronic portal where suppliers can bid for public service contracts). It is used to obtain competitive quotes for low value/low risk procurement exercises or procurement mini competitions within framework agreements from suppliers who are registered on the website.
<b>SAC</b>	South Ayrshire Council
<b>Scheme of Delegation</b>	South Ayrshire Councils Scheme of Delegation details the decision making structure and operational requirements of the Council.
<b>Scotland Excel</b>	The Centre of Procurement Expertise for Scotland's local government sector.
<b>Self-Directed Support Services (SDS)</b>	Self-Directed Support empowers people to direct their own care and support and to make informed choices about how their support is provided. Regardless of the care setting, services can be tailored to become more suited to individuals' choices and preferences.
<b>SDP</b>	Supplier Development Programme. The SDP is a partnership of Local Authorities, the Scottish Government and other public bodies working together to offer business support in all aspects of tendering. SDP assists businesses to become tender ready for public procurement and all of their support is free of charge. <a href="http://www.sdpscotland.co.uk">www.sdpscotland.co.uk</a>
<b>SME's</b>	Small and medium-sized enterprises (SMEs) are businesses whose personnel numbers fall below certain limits
<b>Standing Orders</b>	Standing Orders are the written rules which regulate the proceedings of the Council.
<b>Sustainable Procurement</b>	A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.
<b>RPA</b>	A Request for Procurement Action, sent to The Procurement Service confirming that budget is available to undertake a procurement exercise, authorised by the relevant Principal Accountant and Head of Service.
<b>Work Plan</b>	A list of upcoming procurement activity including re-tenders, extensions, and new activity.



## Section 10 – Strategy Ownership and Contact Details

**David Alexander**

**Service Lead - Procurement**

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**01292 612959**

## 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	Procurement Strategy Update 2023/24
Lead Officer (Name/Position/Email)	David Alexander, Service Lead – Procurement – david.alexander3@south-ayrshire.gov.uk

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

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

Community or Groups of People	Negative Impacts	Positive impacts
Thematic Groups: Health, Human Rights & Children's Rights	n/a	n/a

**3. What likely impact will this policy have on people experiencing different kinds of social disadvantage 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	n/a	n/a
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	n/a	n/a
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	n/a	n/a
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	n/a	n/a
Socio-economic Background – social class i.e. parent's education, employment and income	n/a	n/a

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

General Duty and other Equality Themes Consider the 'Three Key Needs' of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
<b>Eliminate unlawful discrimination, harassment and victimisation</b>	Low impact
<b>Advance equality of opportunity</b> between people who share a protected characteristic and those who do not	Low impact
<b>Foster good relations</b> 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"/> <b>YES</b>
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(A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b> )	<b>NO</b>
<b>Rationale for decision:</b>  <b>This report proposes approval of an annual procurement report relating to delivery of the Council's Procurement Strategy. This has no specific equality implications</b>	
<b>Signed :</b> David Alexander	<b>Service Lead</b>
<b>Date:</b> 1 December 2022	