

**South Ayrshire Council**

**Report by Chief Executive  
to South Ayrshire Council  
of 19 May 2022**

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**Subject: Review of Political Decision Making Structure and  
Appointments to Panels**

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**1. Purpose**

1.1 The purpose of this report is to seek consideration of any changes to the Political Decision Making Structure and appointments to Panels.

**2. Recommendation**

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

**2.1.1 considers the contents of this report;**

**2.1.2 confirms any amendments to the Political Decision Making Structure;**

**2.1.3 confirms the appointments to Panels; and**

**2.1.4 requests that the Chief Executive arranges publication of the revised Scheme of Delegation incorporating any proposed amendments.**

**3. Background**

3.1 A new decision-making structure was approved by the Policy and Resources Committee of 4 April 2007, and this included allocation of specific Portfolio areas of responsibility to the individual members of the Leadership Panel. The current Political Decision Making Structure is detailed at [Appendix 1](#) and the responsibilities of Portfolio Holders and terms of reference and remits of panels are outlined in sections 2, 3 and 4 of the Scheme of Delegation.

**4. Proposals**

4.1 It is proposed that Elected Members consider the current Political Decision Making Structure and advise of any proposed amendments.

4.2 Elected Members are also requested to appoint members to approved Panels. The current configuration is listed at [Appendix 2](#).

4.3 Revisions to the Scheme of Delegation will require to be made to reflect any proposed changes

## **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 In addition to the Leader of the Council and the Civic Head, each local authority may have a maximum number of Senior Councillors, and a total budget for paying them. The maximum set for South Ayrshire Council is 14 Senior Councillors within a budget of £342,524 for 2022/23.

6.2 Prior to the May 2022 election, the Council approved 12 Senior Councillors – 6 members of Leadership Panel at £25,038 and 6 other members (Panel Chairs) at £22,561 – a total of £285,594.

## **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 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 consultation on the contents of this report.

### 14. Next Steps for Decision Tracking Purposes

14.1 If the recommendations above are approved by Members, the Chief Executive will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Publish details of membership of Panels, etc	27 May 2022	Service Lead – Democratic Governance
Updated Scheme of Delegation to be published and notified to employees	27 May 2022	Chief Executive

**Background Papers**    **Report to Policy and Resources Committee of 4 April 2007 – Council Decision-Making Structures**

[Scheme of Delegation](#)

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

**Date: 12 May 2022**



# Political Decision Making Structure

## Other Decision-Making Panels

**Regulatory Panel**  
(Chair)  
(Vice-Chair)

**Local Review Body**  
(Chair)  
(Vice-Chair)

**Appeals Panel (Various)**  
(Chair)  
(Vice-Chair)

**Chief Officers Appointments/  
Appraisal Panel**  
(Chair)

**Licensing Board**  
(Chair)

The Council's representatives on the undernoted are as follows:

**Ayrshire Shared Services  
Joint Committee**

**South Ayrshire Integration  
Joint Board**

Proxies:

## Council (28 Members)

**Provost (Chair)**

(meets 8 week cycle)

### Leadership Panel

**Adults' Health and Social Care  
Portfolio**

**Corporate Portfolio**

**Children and Young People  
Portfolio**

**Housing and Community  
Wellbeing Portfolio**

**Economy and Culture Portfolio**

**Environment Portfolio**

**Resources and Performance  
Portfolio**

### Portfolio Holders

Reflecting Council's Strategic Vision, corporate aims and objectives set out in the Council Plan and Community Plan

**Audit and Governance  
Panel**  
(Chair)  
(Vice-Chair)

**Partnerships Panel**  
(Chair)  
(Vice-Chair)

**Service and Performance  
Panel**  
(Chair)  
(Vice-Chair)

## Panels

### Leadership Panel (7 members – quorum 3)

Corporate Portfolio	
Adults' Health and Social Care Portfolio	
Children and Young People Portfolio	
Economy and Culture Portfolio	
Environment Portfolio	
Housing and Community Wellbeing Portfolio	
Resources and Performance Portfolio	

Augmented by the following when meeting as the Education Authority

<i>Church of Scotland representative</i> Rev David Gemmell	<i>Roman Catholic Church representative</i> Phil Davey
<i>Church representative</i> Ian Gall	<i>Teacher representative</i> Tom Robinson
<i>Parent Council representative</i> Euan Terras	<i>Pupil Council representative</i> Isla McCann/ Daisey Hoey

### Audit and Governance Panel (8 members – quorum 3)

(Chair)	
(Vice-Chair)	

### Partnerships Panel (6 members – quorum 3)

(Chair)	
(Vice-Chair)	

**Service and Performance Panel**  
**(8 members – quorum 3)**

(Chair)	
(Vice-Chair)	

**Appeals Panel (Various)**  
**(6 members – quorum 3)**

(Chair)	
(Vice-Chair)	

**Chief Officers' Appointments/ Appraisal Panel**  
**(5 members – quorum 3)**

(Chair)	
(Vice-Chair)	

**Regulatory Panel**  
**(9 members – quorum 3)**

(Chair)	
(Vice-Chair)	

**Local Review Body**  
(9 members – quorum 3)

(Chair)	
(Vice-Chair)	

**Licensing Board**  
(9 members – quorum 4)

(Chair)	
(Vice-Chair)	

The Council's representatives on the undernoted are as follows:

**Ayrshire Shared Service Joint Committee**  
(4 members)


**South Ayrshire Integration Joint Board**  
(4 members and 2 proxies)

(Chair/Vice-Chair)	
(Proxy)	(Proxy)

## 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	Review of Political Decision Making Structure and Appointments to Panels
Lead Officer (Name/Position/Email)	Eileen Howat, Chief Executive – eileen.howat@south-ayrshire.gov.uk

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

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



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

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

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

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

**5. Summary Assessment**

<p><b>Is a full Equality Impact Assessment required?</b> (A full Equality Impact Assessment must be carried out if impacts identified as <b>Medium and/or High</b>)</p>	<p>_____ <b>YES</b></p> <p><b>NO</b></p>
<p><b>Rationale for decision:</b></p> <p><b>This report seeks Council approval of Portfolio Holder responsibilities. Their decision on this has no specific equality implications</b></p>	
<p><b>Signed :</b> Eileen Howat <b>Chief Executive</b></p> <p><b>Date:</b> 9 May 2022</p>	