

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

12 May 2022

Dear Councillor

SOUTH AYRSHIRE COUNCIL

You are requested to participate in a meeting of South Ayrshire Council to be held **on Thursday 19 May 2022 at 10.00 a.m.** for the purpose of considering the undernoted business.

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

Yours sincerely

CATRIONA CAVES
Head of Legal, HR and Regulatory Services

B U S I N E S S

1. Chief Executive.
2. Sederunt and Declarations of Interest.
3. Results of South Ayrshire Council Election – Submit report by Chief Executive (copy herewith).
4. Appointments
 - (a) Provost
 - (b) Depute Provost
 - (c) Leader.
 - (d) Depute Leader.
5. Review of Political Decision Making Structure and Appointments to Panels – Submit report by Chief Executive (copy herewith).
6. Appointments to Convention of Scottish Local Authorities - Submit report by Head of Legal, HR and Regulatory Services (copy herewith).
7. Members' Remuneration – Submit report by Head of Legal, HR and Regulatory Services (copy herewith).
- 8./

8. Representation on Working Groups etc – Submit report by Head of Legal, HR and Regulatory Services (copy herewith).
9. Representation on Outside Bodies – Submit report by Head of Legal, HR and Regulatory Services (copy herewith).
10. Schedule of Meetings – Submit report by Head of Legal, HR and Regulatory Services (copy herewith).
11. Formal Questions.

For more information on any of the items on this agenda, please telephone Janice McClure,
Committee Services on at 01292 612169, at Wellington Square, Ayr or
e-mail: janice.mcclure@south-ayrshire.gov.uk
www.south-ayrshire.gov.uk

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

Subject: Results of the South Ayrshire Council Election

1. Purpose

1.1 The purpose of this report is to record the results of the South Ayrshire Council Election which took place on 5 May 2022.

2. Recommendation

2.1 It is recommended that the Council records the results of the Election held on 5 May 2022.

3. Background

3.1 The ordinary election to South Ayrshire Council took place on 5 May 2022 using the Single Transferable Voting system.

4. Proposals

4.1 The result of each electoral ward is contained in [Appendix 1](#).

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

6.1 Not applicable.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 **Risk Implications of Rejecting the Recommendations**

8.2.1 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 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 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>
Report for noting only – no further action	Not applicable	Not applicable

Background Papers [Local Government Election 2022 Results](#)

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

Date: 12 May 2022

South Ayrshire Council Election

Thursday 5 May 2022

Ward 1 – Troon

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Bell	Kenneth	Scottish Conservative and Unionist	8
Mackay	Craig	Scottish National Party (SNP)	1
Pollock	Bob	Scottish Conservative and Unionist	6
Saxton	Philip	Scottish Labour Party	3

Turnout: 54.6%

Ward 2 – Prestwick

<i>Surname</i>	<i>First Name</i>	<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Cochrane	Ian	Scottish National Party (SNP)	1
Hunter	Hugh	Independent	1
Kilbride	Martin	Scottish Conservative and Unionist	6
Ramsay	Cameron	Scottish Labour Party	8

Turnout: 54.0%

Ward 3 – Ayr North

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Brennan-Whitefield	Laura	Scottish National Party (SNP)	1
Cavana	Ian	Scottish Labour Party	1
Davis	Ian	Scottish Conservative and Unionist	7
Dixon	Mark	Scottish National Party (SNP)	2

Turnout: 39.2%

Ward 4 – Ayr East

<i>Surname</i>	<i>First Name</i>	<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Cullen	Chris	Scottish National Party (SNP)	1
Kilpatrick	Mary	Scottish Conservative and Unionist	7
McGinley	Brian	Scottish Labour Party	9

Turnout: 49.0%

Ward 5 – Ayr West

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Dowey	Martin	Scottish Conservative and Unionist	1
Lyons	Lee	Scottish Conservative and Unionist	9
Shields	Bob	Independent	1
Weir	George	Scottish National Party (SNP)	7

Turnout: 58.5%

Ward 6 – Kyle

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Dettbarn	Julie	Scottish National Party (SNP)	1
Ferry	Stephen	Scottish Conservative and Unionist	6
Townson	Duncan	Scottish Labour Party	2

Turnout: 45.9%

Ward 7 – Maybole, North Carrick and Coylton

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Campbell	Iain	Scottish Conservative and Unionist	4
Connolly	Brian	Independent	6
Grant	William James	Scottish National Party (SNP)	1

Turnout: 46.8%

Ward 8 – Girvan and South Carrick

<i>Candidate Name</i>		<i>Affiliation</i>	<i>Stage at which Candidate was Elected</i>
Clark	Alec	Independent	1
Henderson	Peter	Scottish National Party (SNP)	2
Scott	Gavin	Scottish Conservative and Unionist	7

Turnout: 46.7%

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	Results of South Ayrshire Council Election
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>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>_____ YES</p> <p>NO</p>
<p>Rationale for decision:</p> <p>This report asks the Council to record the results of the South Ayrshire Council election on 5 May 2022. The decision on this has no specific equality implications</p>	
<p>Signed : Eileen Howat Chief Executive</p> <p>Date: 5 May 2022</p>	

South Ayrshire Council

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

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

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**

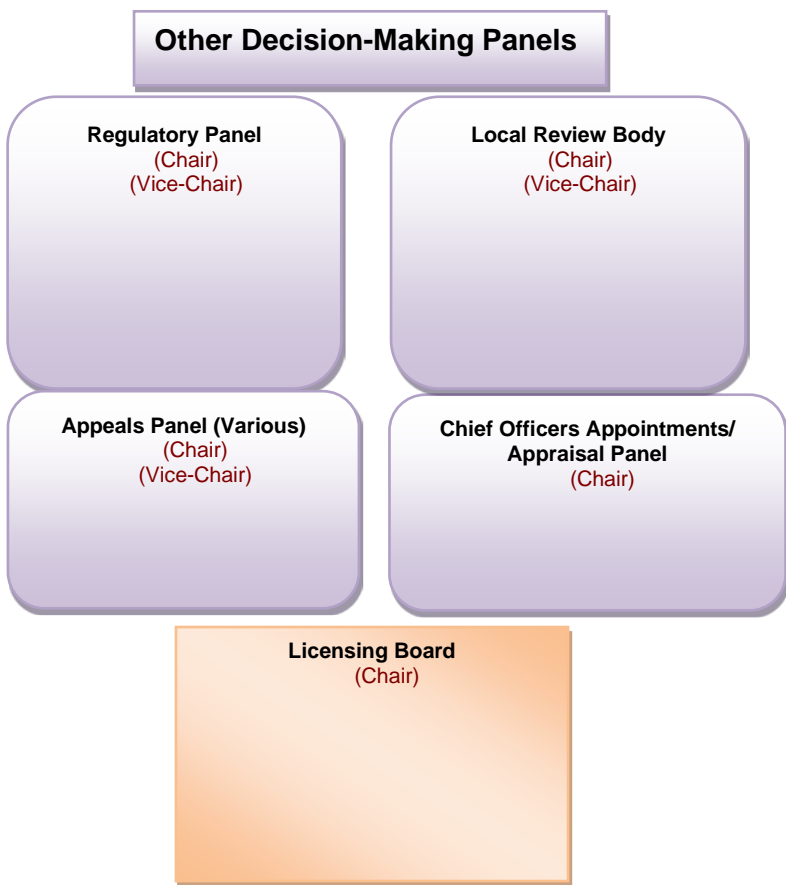
[Scheme of Delegation](#)

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

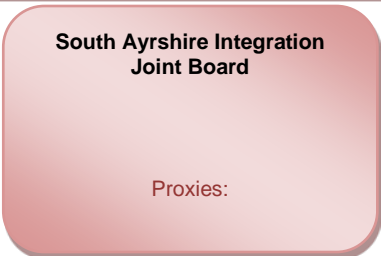
Date: 12 May 2022



Political Decision Making Structure



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



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

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

South Ayrshire Council

Report by Head of Legal, HR and Regulatory Services to South Ayrshire Council of 19 May 2022

Subject: Appointments to Convention of Scottish Local Authorities

1. Purpose

- 1.1 The purpose of this report is to seek the Council's approval to appoint a delegation to COSLA's Convention following the outcome of the South Ayrshire Council election on 5 May 2022.

2. Recommendation

2.1 It is recommended that the Council:

2.1.1 considers and approves membership (including named substitutes) of the COSLA Convention; and

2.1.2 requests the Head of Legal, HR and Regulatory Services to submit a further report to a future meeting of the Council in relation to appointments to the COSLA Policy Boards.

3. Background

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

- 3.2 The COSLA Constitution makes provision for the appointments process.

- 3.3 The COSLA Constitution **requires** that delegations reflect the balance of party political representation within the Council.

- 3.4 Election of the Presidential team will take place at first meeting of the Convention on 17 June 2022. Convention delegates will nominate for these posts and, to participate fully in the election of the Presidential team, Convention delegates must be appointed no later than 27 May 2022 in order to give them the opportunity to meet the deadline for nominations for the posts of President and Vice President of COSLA, which posts must now be gender balanced.

- 3.5 COSLA cannot appoint any Spokespersons until the political balance of the Convention is established which is dependent on receipt of delegations for Convention. Once the political balance on the Convention is clear, the Groups (via Political group Leaders) on COSLA will be advised of any Spokesperson vacancies

available to them and invited to agree the division of portfolios and agree nominations for Spokespersons. This also has to be gender balanced.

- 3.6 Once the political posts of President, Vice-President and Spokespersons have been arrived at, COSLA will write asking each Council to make an appointment to their four Policy Boards. They will write to each Council formally after the Convention meeting in June and it is unlikely that the Boards will start meeting until late August/early September. COSLA have advised that the vast majority of outside appointments COSLA makes will be dealt with at the Boards although a small number will be handled at the June Convention meeting.

4. Proposals

- 4.1 It would be appropriate for the Council to approve its delegation to the Convention noting that the COSLA Constitution requires that delegations reflect the balance of party political representation within the Council.
- 4.2 It is proposed that the Head of Legal, HR and Regulatory Services be requested to submit a further report to a future meeting of the Council in relation to appointments to the COSLA Policy Boards.

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 Minimal costs for attending meetings, etc, can be met from existing 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 will result in the Council not being represented on COSLA.

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 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 Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Notify COSLA of the Council's appointed delegation to Convention	27 May 2022	Service Lead – Democratic Governance

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk**

Date: **12 May 2022**

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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1. Policy details

Policy Title	Appointments to Convention of Scottish Local Authorities
Lead Officer (Name/Position/Email)	Catriona Caves, Head of Legal, HR and Regulatory Services – catriona.caves@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>Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>_____ YES</p> <p>NO</p>
<p>Rationale for decision:</p> <p>This report seeks the Council’s approval to appoint a delegation to COSLA’s Convention. Their decision on this has no specific equality implications</p>	
<p>Signed : Catriona Caves Head of Service</p> <p>Date: 28 April 2022</p>	

South Ayrshire Council

Report by Head of Legal, HR and Regulatory Services to South Ayrshire Council of 19 May 2022

Subject: Members' Remuneration

1. Purpose

- 1.1 The purpose of this report is to advise Members of the salaries which are payable under the current regulations and seek approval of the remuneration for the Civic Head and other Senior Councillors.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 **notes the provisions for remuneration for Councillors, the Civic Head and the Council Leader in terms of The Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2022;**
- 2.1.2 **agrees the remuneration to be paid to the Civic Head; and**
- 2.1.3 **agrees the numbers of and remuneration levels for Senior Councillors.**

3. Background

- 3.1 The Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2022 came into force from 1 April 2022. Mileage rates are set nationally.

4. Proposals

- 4.1 For the purposes of the salary, allowance and expenses arrangements, there are 4 levels of payment (depending on the responsibilities of the Councillor), defined in the guidance as follows:
- 4.1.1 **'Leader of the Council'** (that is, the Convener or such other Councillor the authority decides should be termed as 'Leader of the Council' for remuneration purposes).
- 4.1.2 **'Civic Head'** (that is, the councillor who holds this title for remuneration purposes at the Council's discretion. This is generally the Provost).
- 4.1.3 **'Senior Councillor'** (that is, a Councillor who holds a **significant** position of responsibility in the Council's political management structure – for

example, a Convener of a major Committee, the Leader of a significant opposition group, etc. This would include Portfolio Holders.).

- 4.1.4 **'Councillor'** (that is, a Councillor who is likely to hold no significant position of responsibility in the Council's political management structure, and who will receive the basic salary).
- 4.2 Each local authority has been banded (Bands A to D) for the purposes of payment of remuneration to Councillors. South Ayrshire Council is in Band B.
- 4.3 All Councillors will receive a basic remuneration of £19,571 (with effect from 5 May). Councils are **not** able to vary this remuneration level. The Guidance provides that any councillor, regardless of level of payment, will be able to renounce receipt of all or any part of his or her salary if he or she so chooses to do so.
- 4.4 Each local authority will have **one** Leader of the Council to whom it will pay an annual remuneration dependent on the band at which each Council has been set. The Leader of South Ayrshire Council will be paid £39,148 (including basic remuneration of £19,571).
- 4.5 Each local authority may have **one** Civic Head post, and will have scope to determine the level of salary paid to that Civic Head up to a maximum of 75 per cent of the remuneration paid to the Leader of the Council – ie a maximum of £29,361 (including basic remuneration of £19,571).
- 4.6 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. The Guidance provides that Senior Councillors should be paid according to the level of responsibility they hold and this may result in different councillors being paid different levels of salary.
- 4.7 The salaries of any Senior Councillors serving on Boards established by the Council – for example, Licensing Boards – must be met from the maximum number and the overall budget available.
- 4.8 There are 3 restrictions that need to be considered when allocating salaries to Senior Councillors:
 - 4.8.1 the limit on the number of Senior Councillors that each Council may have (14);
 - 4.8.2 the total budget for paying Senior Councillors (ie £342,524); and
 - 4.8.3 that Councils cannot pay any Senior Councillor more than 75 per cent of the remuneration paid to the Leader of the Council (ie £29,361).
- 4.9 It is proposed that Council determines the remuneration to be paid to the Civic Head and to the other Senior Councillors, in accordance with the regulations and guidance as outlined above.
- 4.10 The Council's guide to Councillors' Remuneration will thereafter be updated and published in the Elected Members Area on Rewired.

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 costs will be contained within existing budgets.

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 could result in a failure to comply with the Regulations and Guidance.

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 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 Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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 arrangements for payment of salaries to reflect decision	27 May 2022	Service Lead – Democratic Governance
Update and publish in the Elected Members Area on Rewired the guide to Members' Remuneration	27 May 2022	Service Lead – Democratic Governance

Background Papers [The Local Governance \(Scotland\) Act 2004 \(Remuneration\) Amendment Regulations 2022 SSI No 18](#)

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk

Date: 12 May 2022

South Ayrshire Council Equality Impact Assessment Scoping Template

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

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

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

1. Policy details

Policy Title	Members' Remuneration
Lead Officer (Name/Position/Email)	Catriona Caves, Head of Legal, HR and Regulatory Services – catriona.caves@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

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision: This report advises Members of the salaries that are payable under current regulations. Their decision on this has no specific equality implications	
Signed : Catriona Caves	Head of Service
Date: 28 April 2022	

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to South Ayrshire Council
of 19 May 2022**

Subject: Representation on Working Groups, Etc

1. Purpose

- 1.1 The purpose of this report is to seek the Council's approval to appoint or nominate representatives to the List of Working Groups following the outcome of the South Ayrshire Council election on 5 May 2022.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 reviews the List of Working Groups as shown on the list contained in [Appendix 1](#) and appoints Members as considered appropriate; and**
- 2.1.2 agrees that the City Status Bid Member/ Officer Group be removed from the List of Working Groups.**

3. Background

- 3.1 The Council is currently represented on a number of external Working Groups and has previously agreed to the formation of a number of internal Member/ Officer Working Groups, as detailed in [Appendix 1](#).

4. Proposals

- 4.1 It would be appropriate for the Council to consider appointing Members onto those Working Groups identified as still current, being those listed in [Appendix 1](#).

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 Minimal costs for attending meetings, etc, can be met from existing 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 in some cases hinder the efficient operation of Council business and in some cases failing to appoint members would result in the Council being unrepresented on a key external Working Group.

9. Equalities

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

10. Sustainable Development Implications

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

11. Options Appraisal

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

12. Link to Council Plan

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

13. Results of Consultation

13.1 There has been no 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 Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Notification of appointments to all relevant external groups and officers	27 May 2022	Service Lead – Democratic Governance

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk**

Date: **12 May 2022**

Working Groups

Outside Body	Current Members	Nos	Representative(s)	Officer(s)
1st Tier Joint Consultative Committee	Iain Campbell, Martin Dowey, William Grant, Peter Henderson and Brian McGinley	5		
Active Travel Forum				
Best Value Member/ Officer Working	Iain Campbell, Brian Connolly, Peter Henderson and Brian McGinley	4		Eileen Howat, Kevin Carr, Mike Newall, Kevin Anderson
Community Planning Board	Martin Dowey, Peter Henderson and Brian McGinley	3		
Community Safety Partnership	Chris Cullen, Ian Davis and Philip Saxton	3		
Community Wealth Building Member/ Officer Working Group	Chris Cullen, Peter Henderson, Lee Lyons, Julie Dettbarn and Brian McGinley	4		Louise Reid, Kevin Carr, Theo Leijser, David Alexander
Equality and Diversity Forum	Laura Brennan-Whitefield, Ian Davis, Hugh Hunter and Helen Moonie	4		
External Risk Member/ Officer Working Group	Douglas Campbell, Alec Clark, Peter Henderson, Hugh Hunter and Brian McGinley	5		Catriona Caves, Mike Newall, Theo Leijser
Golf Strategy Member/ Officer Working Group	Brian Connolly, Chris Cullen, Bob Pollock and Philip Saxton	4		Jane Bradley, Bruce Harris, Kieron Gallagher
Gypsy/ Traveller Member/ Officer Working Group	Ian Cochrane, Brian Connolly, Julie Dettbarn, Martin Dowey, William Grant and Philip Saxton (Sub: Hugh Hunter for Martin Dowey)	6	Sub:	Kevin Carr, Michael Alexander
Lifelong Learning Partnership	Ian Cavana, William Grant and Lee Lyons	3		
Multi-Agency Partnership to Tackle Violence Against Women and Children	Laura Brennan-Whitefield, Ian Cavana and Ian Davis	3		

Outside Body	Current Members	Nos	Representative(s)	Officer(s)
Planning Liaison Group	Iain Campbell, Alec Clark, Ian Cochrane, Brian Connolly, Craig Mackay, Brian McGinley and Philip Saxton	7		Louise Reid, Craig Iles
Rural Forum				
Significant Capital Projects Member/ Officer Working Group	Ian Cochrane, Brian Connolly, Lee Lyons and Helen Moonie (plus vacancy for Siobhian Brown)	5		Donald Gillies Louise Reid, Derek Yuille
Sounding Board for Ayr Town Centre	Peter Henderson (Leader), Derek McCabe and Brian McGinley (Depute Leader) (plus vacancy for Siobhian Brown)	4		Eileen Howat
South Ayrshire Cycling Forum	Craig MacKay, Philip Saxton and Arthur Spurling	3		
South Ayrshire Local Access Forum	Andy Campbell, Ian Davis and Craig MacKay	3		
Sustainable Development and Climate Change Member/ Officer Working Group	Douglas Campbell, Alec Clark, Ian Cochrane, Peter Convery, Peter Henderson and Helen Moonie	6		Eileen Howat, Kevin Carr, Louise Reid, Tom Burns, Kenny Dalrymple
Sustainability Forum	Ian Cochrane, Peter Convery and Brian McGinley	3		
Trauma Informed Member/Officer Working Group	Julie Dettbarn, Brian McGinley (Trauma Informed Champions), Conservative and Independent	4		

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	Representation on Working Groups, Etc
Lead Officer (Name/Position/Email)	Catriona Caves, Head of Legal, HR and Regulatory Services – catriona.caves@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

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	_____ YES NO
Rationale for decision: This report seeks the Council’s approval to appoint or nominate representatives to the List of Working Groups, etc. Their decision on this has no specific equality implications	
Signed : Catriona Caves	Head of Service
Date: 28 April 2022	

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to South Ayrshire Council
of 19 May 2022**

Subject: Representation on Outside Bodies

1. Purpose

- 1.1 The purpose of this report is to seek the Council's approval to appoint or nominate representatives to the List of Outside Bodies following the outcome of the South Ayrshire Council election on 5 May 2022.

2. Recommendation

- 2.1 **It is recommended that the Council appoints or nominates representatives to the organisations listed in [Appendix 1](#).**

3. Background

- 3.1 The Council is currently represented on a number of external organisations.

4. Proposals

- 4.1 It would be appropriate for the Council to nominate or appoint representatives to the organisations listed in [Appendix 1](#).

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 Minimal costs for attending meetings, etc, can be met from existing 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 In some cases failing to nominate or appoint Members would result in the Council being unrepresented on key outside bodies/ organisations.

9. **Equalities**

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

10. **Sustainable Development Implications**

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

11. **Options Appraisal**

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

12. **Link to Council Plan**

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

13. **Results of Consultation**

13.1 There has been no 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 Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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>
Notification of nominations/ appointments to all relevant outside bodies	27 May 2022	Service Lead – Democratic Governance

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk

Date: **12 May 2022**

Outside Bodies

Outside Body	Current	Nos	Member Representative(s)	Officer Representative(s)
Armed Forces and Veterans Champion	Helen Moonie	1		
Ayr Gaiety Partnership Board	Brian Connolly	1	(as Director)	
Ayr Renaissance Board	Siobhian Brown, Douglas Campbell, Martin Dowey, Philip Saxton	4	(as Directors)	Chief Executive(as Director)
Ayr United Football Academy Limited	Brian Connolly	1		
Ayrshire and Arran Health Board (subject to Ministerial approval)	Laura Brennan-Whitefield	1	(as Director)	
Ayrshire Area Support Team/ Children's Hearings Scotland	William Grant	1		
Ayrshire Educational Trust	William Grant (Vice-Chair), Julie Dettbarn, Mary Kilpatrick, Philip Saxton and Margaret Toner (as Trustees)	5	(Vice-Chair) (as Trustees)	
Ayrshire Engineering Alliance	Peter Henderson	1	(as an Observer)	
Ayrshire Flood Steering Group	Ian Cochrane	1		
Ayrshire Regional Economic Joint Committee	Siobhian Brown, Brian Connolly and Peter Henderson	3		
Ayrshire Regional Economic Partnership	Siobhian Brown, Brian Connolly and Peter Henderson	3		
Ayrshire Valuation Joint Board (South Ayrshire – Chair)	Andy Campbell, Iain Campbell, Chris Cullen, Martin Dowey and William Grant	5		Clerk: Service Lead – Democratic Governance Treasurer: Head of Finance and ICT

Outside Body	Current	Nos	Member Representative(s)	Officer Representative(s)
Bill Barr South Ayrshire Enterprise Award Trust	Ian Cochrane (as a Trustee)	1	(as a Trustee)	
British Red Cross Disaster Fund Appeal (The Council's Disaster Fund)	Douglas Campbell, Martin Dowey, Peter Henderson and Helen Moonie (as Provost)	4 (including Provost)	(as Provost)	
Business Loans Scotland	Peter Henderson Proxy: Brian McGinley	1 (plus Proxy)	Proxy:	Consider proxy being an officer
CK Marr Educational Trust	Peter Convery, Craig Mackay, Bob Pollock and Philip Saxton	4		Assistant Director – People (Mike Newall)
Clyde Marine Planning Partnership	Ian Cochrane	1		Strategic Planner
Community Justice Ayrshire Board	Julie Dettbarn Substitute: Lee Lyons	1 (plus Substitute)	Substitute:	
Culzean Country Park Joint Committee	Alec Clark, Ian Fitzsimmons, Peter Henderson and Helen Moonie (as Provost)	4 (including Provost)	(as Provost)	
David Elder Edward's Trust	Siobhian Brown (as Portfolio Holder), Helen Moonie (as Provost)	2 (including Portfolio Holder and Provost)		Assistant Director – People (Jane Bradley)
Energy Agency – South Ayrshire	Ian Cochrane (Chair), Peter Convery and Philip Saxton (as Directors)	3	(Chair) (as Directors)	
Fairtrade	Ian Cochrane	1		
Freeport (Scotland) Ltd	n/a	0		Director – Place, Service Lead – Economy and Regeneration (as Directors)
Galloway and Southern Ayrshire Biosphere Scottish Charitable Incorporated Organisation (Partnership Board)	Alec Clark Substitute: Andy Campbell	1 (plus Substitute)	Substitute:	
Glasgow Prestwick International Airport Consultative Committee	Ian Cochrane and Philip Saxton	2		Director – Place

Outside Body	Current	Nos	Member Representative(s)	Officer Representative(s)
Industrial Communities Alliance	Brian McGinley and Peter Henderson	2		
Lowland Reserve Forces' and Cadets' Association	Helen Moonie (as Provost)	1 (Provost)	(as Provost)	
Maclaurin Bequest	Mary Kilpatrick, Brian McGinley, Helen Moonie (as Provost) and Margaret Toner (as Curators)	4 (including Provost)	(as Provost) (as Curators)	
McKechnie Institute Trust, Girvan	Alec Clark, Ian Fitzsimmons, Peter Henderson (as Members of Ward 8)	3	(as Members of Ward 8)	
SAC (LLP Nominees) Limited	Peter Henderson (as Director)	1	(as Director)	Chief Executive (as Director)
Scotland Excel	Peter Henderson Substitute: Philip Saxton	1 (plus Substitute)	Substitute:	
Scottish Council Committee on Radioactive Substances	Ian Cochrane	1		Team Leader (Trading Standards and Environmental Health) (Gordon Lauder)
Skypath Aerospace Training Community Interest Company (CIC)		n/a	n/a	Co-ordinator, Economy and Regeneration (as Board Member)
South Ayrshire Crime Prevention Panel (formerly known as Carrick Crime Prevention)	Ian Fitzsimmons	1		
South Ayrshire Sports Council Executive	Ian Cavana and Derek McCabe	2		
South Ayrshire Waste and Environment Trust	Ian Cochrane	1		
South West Scotland Community Rail Partnership Limited	Peter Henderson	1		
Strathclyde Concessionary Travel Scheme Joint Committee	Ian Cochrane	1		

Outside Body	Current	Nos	Member Representative(s)	Officer Representative(s)
Strathclyde Partnership for Transport	Ian Cochrane Depute: Lee Lyons	1 (plus Depute)	Depute:	
Strathclyde Pension Fund – Pension Board Employer Representative				
Supplier Development Programme Board	Peter Henderson	1		
Thomas Davidson Trust	Alec Clark, Ian Fitzsimmons, Peter Henderson (as Members of Ward 8)	3	(as Members of Ward 8)	Head of Legal, HR and Regulatory Services
Town Twinning Forum	Helen Moonie Depute: William Grant	1 (plus Depute)	Depute:	
West of Scotland Archaeological Service Joint Committee	Brian McGinley	1		
West of Scotland European Forum	Peter Henderson Substitute: Brian McGinley	1 (plus Substitute)	Substitute:	
West of Scotland Road Safety Forum	Ian Cochrane	1		Manager, Neighbourhood Services
Youth Champion	William Grant	1		

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	Representation on Outside Bodies
Lead Officer (Name/Position/Email)	Catriona Caves, Head of Legal, HR and Regulatory Services – catriona.caves@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

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<p style="text-align: center;">YES</p> <p style="text-align: center;">NO</p>
Rationale for decision:	
<p>This report seeks the Council’s approval to appoint or nominate representatives to the list of Outside Bodies. Their decision on this has no specific equality implications</p>	
Signed : Catriona Caves	Head of Service
Date: 28 April 2022	

South Ayrshire Council

**Report by Head of Legal, HR and Regulatory Services
to South Ayrshire Council
of 19 May 2022**

Subject: Schedule of Meetings

1. Purpose

- 1.1 The purpose of this report is to submit for approval a proposed timetable of Panel meetings for June 2022 and for August 2022 to June 2023.

2. Recommendation

2.1 It is recommended that the Council:

2.1.1 **approves the timetable of Council and Panel meetings for June 2022 as detailed in [Appendix 1](#) and the timetable of Council and Panel meetings for August 2022 to June 2023 as detailed in [Appendix 2](#); and**

2.1.2 **requests the Head of Legal, HR and Regulatory Services to submit a timetable of meetings from August 2023 onwards to a future meeting of the Council.**

3. Background

- 3.1 The Council is required to set a timetable of meetings for itself and its Panels.

4. Proposals

- 4.1 The Council is asked to consider for approval the proposed timetables of meetings contained in [Appendix 1](#) and [Appendix 2](#). These have been prepared in accordance with the current Scheme of Delegation, previous practice in relation to frequency of meetings, and taking account of school holidays where appropriate.

5. Legal and Procurement Implications

- 5.1 The contents of this report are in compliance with the provision of the Local Government (Scotland) Act 1973, as amended.

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

6. Financial Implications

- 6.1 Minimal costs for attending meetings, etc, can be met from existing 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 In the absence of an approved timetable, the Council will be unable to undertake its business efficiently.

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 Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the 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 the meeting timetables	27 May 2022	Service Lead – Democratic Governance

Background Papers [Scheme of Delegation](#)

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services**
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk

Date: 12 May 2022

Proposed Schedule of Meetings

June 2022

2022			
Week 1			
Tuesday 14 June	10.00 am	Leadership Panel (Education)	
Wednesday 15 June	10.00 am	Licensing Board	
Thursday 16 June	10.00 am	Regulatory Panel - Licensing	
Week 2			
Tuesday 21 June	10.00 am	Appeals Panel	
Tuesday 21 June	2.00 pm	Local Review Body	
Wednesday 22 June	10.00 am	Audit and Governance Panel	
Wednesday 22 June	2.00 pm	Service and Performance Panel	
Thursday 23 June	10.00 am	Regulatory Panel - Planning	
Week 3			
Tuesday 28 June	10.00 am	Partnerships Panel	
Tuesday 28 June	2.00pm	Audit and Governance Panel (Special)	
Wednesday 29 June	10.00am	South Ayrshire Council	
Recess			
<p><i>Schools close on Wednesday 29 June 2022</i></p> <p><i>and re-open on Thursday 18 August and Friday 19 2022 (in-service days)</i></p> <p><i>and Monday 22 August 2022 (pupils)</i></p>			

Schedule of Meetings – August 2022 to June 2023

2022			
Week 1			
Tuesday 23 August	10.00 am	Service and Performance Panel	
Tuesday 23 August	2.00 pm	Local Review Body	
Thursday 25 August	10.00 am	Licensing Board	
Week 2			
Tuesday 30 August	10.00 am	Leadership Panel	
Thursday 1 September	10.00 am	Regulatory Panel – Licensing	
Week 3			
Wednesday 7 September	10.00 am	Audit and Governance Panel	
Week 4			
Tuesday 13 September	2.00 pm	Local Review Body	
Wednesday 14 September	10.00 am	Appeals Panel	
Thursday 15 September	10.00 am	Regulatory Panel - Planning	
Friday 16 and Monday 19 September 2022 - Public Holidays			
Week 5			
Tuesday 20 September	10.00 am	Service and Performance Panel	
Wednesday 21 September	10.00 am	Partnerships Panel	
Thursday 22 September	10.00 am	Licensing Board	
Week 6			
Tuesday 27 September	10.00 am	Leadership Panel (Education)	
Thursday 29 September	10.00 am	Regulatory Panel – Licensing	
Week 7			
Tuesday 4 October	2.00 pm	Local Review Body	
Wednesday 5 October	10.00 am	Audit and Governance Panel	
Week 8			
Tuesday 11 October	10.00 am	Appeals Panel	
Wednesday 12 October	10.00 am	Regulatory Panel - Planning	
Thursday 13 October	10.00 am	South Ayrshire Council	
Recess - Schools Close on Friday 14 October 2022 and re-open on Monday 24 October 2022 (in-service day) and Tuesday 25 October 2022 (pupils)			

2022			
Week 1			
Tuesday 25 October	10.00 am	Service and Performance Panel	
Tuesday 25 October	2.00 pm	Local Review Body	
Thursday 27 October	10.00 am	Licensing Board	
Week 2			
Tuesday 1 November	10.00 am	Leadership Panel	
Thursday 3 November	10.00 am	Regulatory Panel – Licensing	
Week 3			
Wednesday 9 November	10.00 am	Audit and Governance Panel	
Week 4			
Tuesday 15 November	2.00 pm	Local Review Body	
Wednesday 16 November	10.00 am	Appeals Panel	
Thursday 17 November	10.00 am	Regulatory Panel - Planning	
Week 5			
Tuesday 22 November	10.00 am	Service and Performance Panel	
Wednesday 23 November	10.00 am	Partnerships Panel	
Thursday 24 November	10.00 am	Licensing Board	
Week 6			
Tuesday 29 November	10.00 am	Leadership Panel (Education)	
Thursday 1 December	10.00 am	Regulatory Panel – Licensing	
Week 7			
Tuesday 6 December	2.00 pm	Local Review Body	
Wednesday 7 December	10.00 am	Audit and Governance Panel	
Week 8			
Tuesday 13 December	10.00 am	Appeals Panel	
Wednesday 14 December	10.00 am	Regulatory Panel - Planning	
Thursday 15 December	10.00 am	South Ayrshire Council	
<p>Recess - Schools Close on Friday 23 December 2022 and re-open on Monday 9 January 2023</p>			

2023			
Week 1			
Tuesday 10 January	10.00 am	Service and Performance Panel	
Tuesday 10 January	2.00 pm	Local Review Body	
Thursday 12 January	10.00 am	Licensing Board	
Week 2			
Tuesday 17 January	10.00 am	Leadership Panel	
Thursday 19 January	10.00 am	Regulatory Panel – Licensing	
Week 3			
Wednesday 25 January	10.00 am	Audit and Governance Panel	
Week 4			
Tuesday 31 January	2.00 pm	Local Review Body	
Wednesday 1 February	10.00 am	Appeals Panel	
Thursday 2 February	10.00 am	Regulatory Panel - Planning	
Week 5			
Tuesday 7 February	10.00 am	Service and Performance Panel	
Wednesday 8 February	10.00 am	Partnerships Panel	
Thursday 9 February	10.00 am	Licensing Board	
<p><i>Schools Close on Thursday 9 February 2023 and re-open on Tuesday 14 February 2023 (in-service day) Wednesday 15 February 2023 (pupils return)</i></p>			
Week 6			
Wednesday 15 February	10.00 am	Leadership Panel (Education)	
Thursday 16 February	10.00 am	Regulatory Panel - Licensing	
Week 7			
Tuesday 21 February	2.00 pm	Local Review Body	
Wednesday 22 February	10.00 am	Audit and Governance Panel	
Week 8			
Tuesday 28 February	10.00 am	Appeals Panel	
Wednesday 1 March	10.00 am	Regulatory Panel - Planning	
Thursday 2 March	10.00 am	South Ayrshire Council	
Week 1			
Tuesday 7 March	10.00 am	Service and Performance Panel	
Thursday 9 March	10.00 am	Licensing Board	

2023			
Week 2			
Tuesday 14 March	10.00 am	Leadership Panel	
Tuesday 14 March	2.00 pm	Local Review Body	
Thursday 16 March	10.00 am	Regulatory Panel – Licensing	
Week 3			
Wednesday 22 March	10.00 am	Audit and Governance Panel	
Week 4			
Wednesday 29 March	10.00 am	Appeals Panel	
Thursday 30 March	10.00 am	Regulatory Panel - Planning	
Recess - Schools close on Friday 31 March 2023 and re-open on Monday 17 April 2023			
Friday 7 April 2023 – Public Holiday			
Monday 10 April 2023 – Public Holiday			
Week 5			
Tuesday 18 April	10.00 am	Service and Performance Panel	
Tuesday 18 April	2.00 pm	Local Review Body	
Wednesday 19 April	10.00 am	Partnerships Panel	
Thursday 20 April	10.00 am	Licensing Board	
Week 6			
Tuesday 25 April	10.00 am	Leadership Panel (Education)	
Thursday 27 April	10.00 am	Regulatory Panel - Licensing	
Monday 1 May 2023 – Public Holiday			
Week 7			
Wednesday 3 May	10.00 am	Audit and Governance Panel	
Week 8			
Tuesday 9 May	2.00 pm	Local Review Body	
Wednesday 10 May	10.00 am	Appeals Panel	
Thursday 11 May	10.00 am	Regulatory Panel - Planning	
Week 1			
Tuesday 16 May	10.00 am	Service and Performance Panel	
Thursday 18 May	10.00 am	Licensing Board	
Week 2			
Tuesday 23 May	10.00 am	Leadership Panel	
Thursday 25 May	10.00 am	Regulatory Panel - Licensing	
Monday 29 May 2023 – Public Holiday			

2023			
Week 3			
Tuesday 30 May	2.00 pm	Local Review Body	
Wednesday 31 May	10.00 am	Audit and Governance Panel	
Week 4			
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<p>Recess</p> <p><i>Schools close on Friday 30 June 2023 and re-open on Thursday 17 August and Friday 18 August 2023 (in-service days) and Monday 21 August 2023 (pupils)</i></p>			

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1. Policy details

Policy Title	Schedule of Meetings
Lead Officer (Name/Position/Email)	Wynne Carlaw, Service Lead – Democratic Governance – wynne.carlaw@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
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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.

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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)	-	-
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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)
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Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision: This report submits for approval a timetable of Council and Panel meetings for June 2022 and from August 2022 to June 2023. Members’ decision on this has no specific equality implications	
Signed : Catriona Caves	Head of Service
Date: 28 April 2022	