



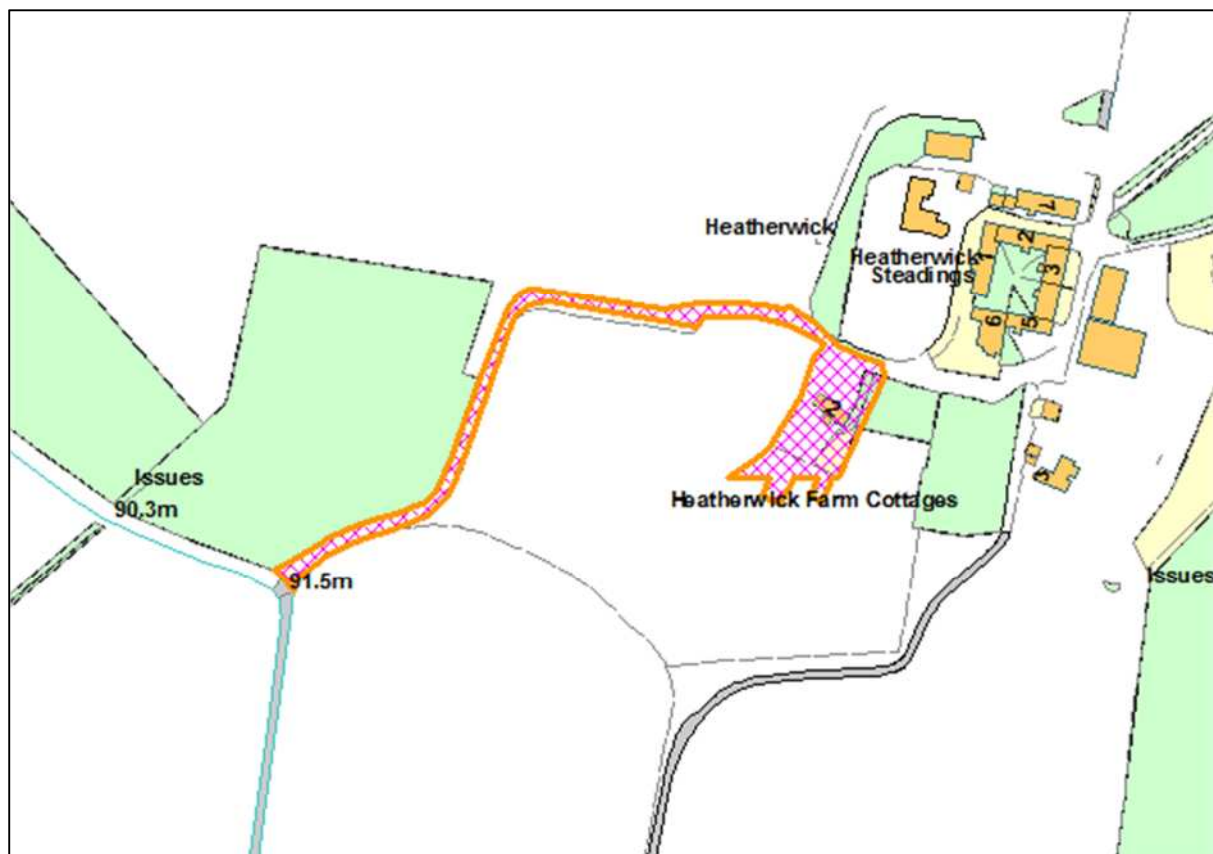
arioch Area Committee Report – 8 May 2018

Reference No: APP/2018/0617

Description: Full Planning Permission for Erection of Replacement Dwellinghouse and Garage and Change of Use from Agricultural to Domestic Garden Ground at 2 Heatherwick Farm Cottages, Kintore, Aberdeenshire, AB51 0UQ

Applicant: Mr and Mrs Ian Aitken and Mr and Mrs Derek Duguid
Agent: Morris Tait Architectural Design

Grid Ref:	E:380638 N:818859
Ward No. and Name:	W11 – Inverurie and District
Application Type:	Full Planning Permission
Representations:	10
Consultations:	6
Relevant Proposals Map	Countryside, Aberdeen Housing Market Area (AHMA)
Designations:	(AHMA)
Complies with Development Plans:	Yes
Main Recommendation:	Grant subject to conditions



NOT TO SCALE

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1. Reason for Report

- 1.1 The Committee is able to consider and take a decision on this item in terms of Section B.9.1 of Part 2A List of Committee Powers and Section C.3.1f of Part 2C Planning Delegations of the Scheme of Governance as there have been valid objections from six or more individuals or bodies with separate postal addresses or premises.
- 1.2 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and had no comments to make and are satisfied that the report complies with the Scheme of Governance and relevant legislation.

2. Background and Proposal

- 2.1 Full planning permission is sought for the erection of a replacement dwellinghouse and garage and change of use from agricultural to domestic garden ground at 2 Heatherwick Farm Cottage, Kintore.
- 2.2 The site lies approximately 3km north of Kintore and is accessed by a private road which serves a number of properties. The site comprises a single storey, stonework building with a timber framed extension on the southwest and northwest elevations with a footprint of approximately 93sqm.
- 2.3 The proposed house is 1½ storeys with the principal elevation to the south west. The footprint of the proposed house is approximately 309sqm. Proposed materials include 'essno' white dry dash, white timber windows and doors, white painted timber fascias and soffits, mock chimney with fireclay cans.
- 2.4 A detached garage which could accommodate four cars is proposed to the north west of the site and would adjoin the neighbouring garage to the west. The site could accommodate six vehicles overall and includes a 4m wide wrought iron gate.
- 2.5 The proposed replacement house would be connected to the public water supply which currently serves the existing house. Foul drainage is to be via a septic tank with secondary discharge via a soakaway. Surface water drainage is proposed to the south of the site.
- 2.6 The proposal also includes the change of use from agricultural ground to domestic to the east and south of the proposed house which extends to approximately 545sqm.
- 2.7 A post and wire fence is proposed to surround the site to a height of 1.4m with the exception of an area of 1.2m timber fencing which would provide separation from the closest neighbouring property to the west.
- 2.8 There is no planning history for the site. Pre-application advice was provided over a period of time under reference ENQ/2017/1177. This concluded that the principle of a replacement dwellinghouse appeared acceptable subject to suitable justification (including a structural survey), confirmation of the amount of additional garden ground required and ensuring high quality materials.

2.9 Supporting information provided with this application includes:

- Certificate for proposed foul water sub-surface soakaways (Oliver & MacLeod Consulting Engineers, March 2017);
- Certificate for proposed stormwater soakaway (Oliver & MacLeod Consulting Engineers, March 2017);
- Bat Survey Report (Countrywise, September 2017);
- Structural Report (Fairhurst, July 2017);
- Planning and Design Supporting Statement (March 2018).

3. Representations

3.1 A total of 10 valid representations (10 objections) have been received as defined in the Scheme of Governance. This does not include multiple representations from the same household which equate to 12 letters in total. All issues raised have been considered. The letters raise the following material issues:

- Does not comply with Policy R2 Housing and employment development elsewhere in the countryside;
- Cottage is of a traditional character and should be retained, modernised, extended;
- Replacement house is inappropriate in scale, design and finishes in relation to surrounding area;
- Does not comply with Policy P1 Layout, siting and design;
- Planning history;
- Additional land taken into curtilage unnecessary;
- Garage of an unacceptable scale;
- Landscaping should retain trees and include stone dyke to match surrounding area.

4. Consultations

4.1 **Business Services (Developer Obligations)** has no requirement for contributions in this case as the proposal is for a replacement dwellinghouse which has been inhabited within the past 5 years and there is anticipated to be no additional impact on infrastructure.

4.2 **Infrastructure Services (Archaeology)** has no objection to the proposal subject to the requirement for a standing building survey to be undertaken prior to demolition or any other works.

4.3 **Infrastructure Services (Natural Heritage)** is content with the details provided in the bat survey and has no further comment.

4.4 **Infrastructure Services (Roads Development)** has no comment on the proposal.

4.5 **National Grid** has not replied at the time of writing.

4.6 **Scottish Water** has confirmed that there is currently sufficient capacity at Invercarnie Treatment Works, however, the applicant should be aware that a

formal connection application is required if planning permission is granted. It is noted that the connection point is 1.3km from the site.

5. Relevant Planning Policies

5.1 Scottish Planning Policy

The aim of the Scottish Planning Policies is to ensure that development and changes in land use occur in suitable locations and are sustainable. The planning system must also provide protection from inappropriate development. Its primary objectives are:

- to set the land use framework for promoting sustainable economic development;
- to encourage and support regeneration; and
- to maintain and enhance the quality of the natural heritage and built environment.

Development and conservation are not mutually exclusive objectives; the aim is to resolve conflicts between the objectives set out above and to manage change. Planning policies and decisions should not prevent or inhibit development unless there are sound reasons for doing so. The planning system guides the future development and use of land in cities, towns and rural areas in the long term public interest. The goal is a prosperous and socially just Scotland with a strong economy, homes, jobs and a good living environment for everyone.

5.2 Aberdeen City and Shire Strategic Development Plan 2014

The purpose of this Plan is to set a clear direction for the future development of the North East. It promotes a spatial strategy. All parts of the Strategic Development Plan area will fall within either a strategic growth area or a local growth and diversification area. Some areas are also identified as regeneration priority areas. There are also general objectives identified. In summary, these cover promoting economic growth, promoting sustainable economic development which will reduce carbon dioxide production, adapt to the effects of climate change and limit the amount of non-renewable resources used, encouraging population growth, maintaining and improving the region's built, natural and cultural assets, promoting sustainable communities and improving accessibility in developments.

5.3 Aberdeenshire Local Development Plan 2017

Policy R2: Housing and employment development elsewhere in the countryside

Policy P1: Layout, siting and design

Policy E1: Natural heritage

Policy RD1: Providing suitable services

Policy RD2: Developers' obligations

5.4 Other Material Considerations

None.

6. Discussion

- 6.1 The key issues in the consideration of this application are the principle of development; layout, siting and design; and access and servicing.

Principle of development

- 6.2 The site lies in the Aberdeen Housing Market Area, therefore the key policy in determining the principle of this application is Policy R2: Housing and employment development elsewhere in the countryside. This policy supports development when it meets one of several criteria including where:
- It would be appropriate in the greenbelt; or
 - It would involve the refurbishment or replacement, on the same site, of an existing house or disused building; or
 - It would involve remediation of redundant brownfield land opportunities; or
 - It is for small-scale growth of settlements where a particular need has been identified; or
 - It is for retirement succession of a viable farm holding.
- 6.3 In all cases, siting and design of any new development will be a primary consideration. The retention and refurbishment of vernacular buildings and the reuse of brownfield land will always be preferred and the character of these buildings should be retained. Where development relates to a building with vernacular architectural merit, physical replacement will only be supported in exceptional circumstances. In such cases, retention, redevelopment and re-modelling should be undertaken.
- 6.4 It is acknowledged that there is some vernacular architectural merit to the existing dwellinghouse due to the traditional features and that its retention, redevelopment or re-modelling would be a perfectly reasonable and potentially preferable solution. However, the building is not listed and has no greater status or merit than hundreds of other similar structures in Aberdeenshire. A structural survey has been provided in support of the application which details various points of concern with the structure of the building following a non-intrusive survey. This includes 'bulging' of external walls indicating shallow foundations, damp potentially as a result of the external ground levels, areas of the roof which were not watertight and excessive damp in areas of flooring. Recommendations within the report suggest that various works would be required to bring the building up to current habitable standards and that 'the existing structure is beyond economic repair'. The limitations of the report are acknowledged, however, the findings and status of the building are considered to be sufficient justification for the replacement of the existing house. As such the principle of development complies with the criteria set out in Policy R2, above.
- 6.5 With regards to the proposed change of use of agricultural ground to residential use, the extent of land subject of the change of use measures approximately 360sqm to the south with a strip of land of approximately 185sqm to the north east of the original curtilage. The plot boundary of the neighbouring house is also to be amended at the northwest corner of the plot through the re-alignment of the existing post and wire fence. It is acknowledged that this extends the site boundary beyond the curtilage of the existing house, however, the site itself lies within the original curtilage. The additional land to the south of the site would join with the boundary to the

neighbouring house to the west by taking in a triangular section of land, resulting in a plot size similar to that of the neighbouring property, albeit of a fairly large scale. This addition is discussed further below but is considered acceptable in this case.

- 6.6 Overall, the proposed replacement of the building has been justified through evidence provided in the structural survey and confirmed by the site inspection and is considered to comply with Policy R2: Housing and employment development in the countryside. The comments raised in representations are noted and have been considered, however, the principle of the application is considered acceptable for the reasons outlined above.

Layout, siting and design

- 6.7 Policy P1 Layout, siting and design only supports development designs that demonstrate the six qualities of successful places, which includes that it is distinctive; safe and pleasant; welcoming; adaptable; efficient and well connected.
- 6.8 The proposed house is a 1½ storey property with an H-footprint of a relatively large scale. Internally, the proposed house includes accommodation on both levels with a total of six bedrooms. The supporting statement accompanying the application demonstrates that consideration has been given to the six qualities of successful places as outlined above. An 'emphasis on traditional themes' is suggested with this evidenced in treatment of elevations, gables, symmetry and roof to wall ratios. It is suggested that it relates particularly well to the neighbouring property (Laginda) and will have a lower ridgeline than it. And also that the materials used in the design will be in keeping with the other buildings in the vicinity and the building being replaced.
- 6.9 The Planning Service accepts a number of the assertions in the supporting statement. The proposed dwellinghouse is not considered to be a traditional design but is a modern interpretation that does incorporate some traditional features and materials, including the roof angle and slate finish, timber detailing, chimney cans and vertical emphasis sash and case windows. The materials are considered acceptable with details to be confirmed for the windows and French doors which are shown to be painted white. It is proposed to condition these to ensure timber is used.
- 6.10 It is acknowledged that the proposed house does not reflect the scale of the existing property it is to replace, however, it does lie on the footprint of the existing house and there is no restriction on scale of replacement housing set out in policy. The supporting statement advises that part of the rationale for development is to allow for the parents of one of the applicants to live in the same property as their needs increase; they currently live in the neighbouring property, Laginda. The scale of the dwellinghouse and amount of garden ground is therefore perhaps slightly larger than would otherwise have been necessary. Notwithstanding this and whilst the ancillary accommodation and justification is a material consideration, the Planning Service is satisfied with the proposal without putting any weight on this matter. However, an Equality Impact Assessment has been prepared and is included as Appendix 1.
- 6.11 Although the dwelling house is not in keeping with the majority of the properties within the Heatherwick complex, it is very similar to the closest neighbouring property to the west, Laginda. As such, it is considered on

balance to be acceptable in this case. The proposed garage again is of a large scale and measures 13m x 6.5m with an adjoining shed of 3.5m x 5.2m which connects to the neighbouring garage. The proposed garage is considered acceptable in relation to the proposed house and in terms of proposed finishes.

- 6.12 Sufficient private garden ground is proposed to the south of the dwelling which would maintain an acceptable ratio of built to unbuilt land. The proposed site, including the change of use from agricultural ground would result in a plot of approximately 3,275sqm. This is considered to be of a relatively large scale for single house however, there are examples of similar plot sizes within the surrounding area most notably the house immediately to the west of the site, Laginda, which is of a larger scale than that proposed and the property directly to the north. In terms of the resulting layout of the plot, considering the relationship with the neighbouring properties, this is considered acceptable.
- 6.13 The proposal would not result in any loss of amenity to the surrounding area as a result of either overshadowing or overlooking due to the distance from the closest neighbouring properties. Specifically, the closest property to the west, Laginda, lies at a distance of approximately 10.5m at the nearest point.
- 6.14 Concerns have been raised in a number of letters of objection regarding the scale and design of the proposed replacement house which is not considered to be in keeping with the traditional vernacular of the existing house or surrounding properties. For the reasons given above, the Planning Service considers on balance that the proposed dwellinghouse is acceptable and does comply with the relevant policies of the local development plan.
- 6.15 Overall, the proposal is considered acceptable in terms of layout, siting and design and complies with Policy P1.

Access and servicing

- 6.16 The proposed replacement house is to be accessed from an existing shared private track which currently serves various properties. Infrastructure Services (Roads Development) has raised no concerns with the use of the existing junction with the public road. The proposed car parking spaces are considered sufficient for the scale of the house.
- 6.17 The proposed replacement house is to be connected to the existing public water supply. Scottish Water has no objection to this proposal. Foul and surface water drainage is to be provided through a septic tank and soakaway and a rainwater soakaway respectively. These are considered acceptable.
- 6.18 In light of the above, it is considered that the proposal complies with Policy RD 1 Providing suitable services.

Letters of representation

- 6.19 Key points raised in the majority of letters of objection relate to the principle of replacing the dwellinghouse and the proposed design being considered unacceptable in terms of scale and the relationship with the surrounding area. These concerns have been discussed above.

- 6.20 Other concerns which were raised but are not material planning considerations included the ownership and potential occupants of the dwellinghouse and speculation of potential future uses.

Summary

- 6.21 The principle of the proposal is considered acceptable in this case due to the submission of a structural survey which justifies the principle of replacing the existing dwellinghouse in line with Policy R2: Housing and employment development elsewhere in the countryside. The existing building, although attractive, is not unique and would appear to require substantial work and alteration to make it fit for modern family living. In this case, although the retention and re-use of the building may be preferable, it is not considered a practical option nor sufficient reason for refusal.
- 6.22 Several letters of objection have been submitted which raise material planning considerations which have been considered, however, on balance the proposal is considered acceptable in terms of layout, siting and design and can be adequately serviced. The proposal therefore complies with the relevant policies of the Local Development Plan 2017 and there are no material considerations which indicate that permission should be refused.

7. Area Implications

- 7.1 In the specific circumstances of this application there is no direct connection with the currently specified objectives and identified actions of the Local Community Plan.

8. Implications and Risk

- 8.1 An equality impact assessment has been carried out as part of the development of the proposals set out above. It is included as Appendix 1 and a positive impact has been identified if the application is granted and negative impact if it is refused.
- 8.2 There are no staffing and financial implications.
- 8.3 There are no risks identified in respect of this matter in terms of the Corporate and Directorate Risk Registers as the Committee is considering the application as the planning authority in a quasi-judicial role and must determine the application on its own merits in accordance with the Development Plan unless material considerations justify a departure.

9. Sustainability Implications

- 9.1 No separate consideration of the current proposal's degree of sustainability is required as the concept is implicit to and wholly integral with the planning process against the policies of which it has been measured.

10. Departures, Notifications and Referrals

- 10.1 Strategic Development Plan Departures

None

10.2 Local Development Plan Departures

None

10.3 The application is not a Departure from the Local Development Plan or the Strategic Development Plan and no departure procedures apply.

10.4 The application does not fall within any of the categories contained in the Schedule of the Town and Country Planning (Notification of Applications) (Scotland) Direction 2009 and the application is not required to be notified to the Scottish Ministers prior to determination.

10.5 The application would not have to be referred to Infrastructure Services Committee in the event of the Area Committee wishing to grant permission for the application.

11. Recommendation

11.1 **GRANT Full Planning Permission subject to the following conditions:-**

1. No demolition or any other works in connection with the development hereby approved shall commence unless a photographic survey of the existing buildings and structures on the application site has been submitted to and approved in writing by the planning authority. All external and internal elevations of the buildings and structures together with the setting of the buildings and structures and any unusual features of the existing buildings and structures shall be photographed. The photographic viewpoints must be clearly annotated on a plan to accompany the survey. The photographs and plan must be in a digital format and must be clearly marked with the planning reference number.

Reason: To ensure that a historic record of the building is made for inclusion in the National Monuments Record for Scotland and in the local Sites and Monuments Record.

2. No works in connection with the development hereby approved shall commence unless details of the materials of the windows and French doors to be used in the external finish for the approved development have been submitted to and approved in writing by the planning authority. The dwellinghouse shall not be occupied unless the external finish has been applied in accordance with the approved details.

Reason: In the interests of the appearance of the development and the visual amenities of the area.

3. No works in connection with the development hereby approved shall commence unless a scheme of hard and soft landscaping works has been submitted to and approved in writing by the planning authority.

Details of the scheme shall include:

- Existing landscape features and vegetation to be retained.
- Protection measures for the landscape features to be retained.
- Existing and proposed finished levels.
- The location of any new trees, shrubs, hedges, grassed areas and water features.
- A schedule of planting to comprise species, plant sizes and proposed numbers and density.
- An indication of existing trees, shrubs and hedges to be removed.

All soft and hard landscaping proposals shall be carried out in accordance with the approved planting scheme and management programme. Any planting which, within a period of 5 years from the completion of the development, in the opinion of the planning authority is dying, being severely damaged or becoming seriously diseased, shall be replaced by plants of similar size and species to those originally required to be planted. Once provided, all hard landscaping works shall thereafter be permanently retained.

Reason: To ensure the implementation and management of a satisfactory scheme of landscaping which will help to integrate the proposed development into the local landscape in the interests of the visual amenity of the area.

4. The dwellinghouse hereby approved shall be erected unless an Energy Statement applicable to that dwellinghouse has been submitted to and approved in writing by the planning authority. The Energy Statement shall include the following items:
 - a) Full details of the proposed energy efficiency measures and/or renewable technologies to be incorporated into the development;
 - b) Calculations using the SAP or SBEM methods, which demonstrate that the reduction in carbon dioxide emissions rates for the development, arising from the measures proposed, will enable the development to comply with Policy C1 of the Aberdeenshire Local Development Plan 2017.

The development shall not be occupied unless it has been constructed in full accordance with the approved details in the Energy Statement. The carbon reduction measures shall be retained in place and fully operational thereafter.

Reason: To ensure this development complies with the on-site carbon reductions required in Scottish Planning Policy and Policy C1 of the Aberdeenshire Local Development Plan 2017.

5. The dwellinghouse hereby approved shall not be occupied unless the means of enclosure have been erected in accordance with the approved details. Once erected, the means of enclosure shall thereafter be permanently retained in accordance with the approved details.

Reason: In the interests of the residential amenities of the occupants of the approved development and the visual amenities of the area.

6. The dwellinghouse hereby approved shall not be occupied unless its driveway, turning and parking area has been provided and surfaced in accordance with the details shown on the approved plans. Once provided, all parking and turning areas shall thereafter be permanently retained as such.

Reason: To ensure the timely completion of the driveway to an adequate standard to prevent the carriage of loose driveway material on to the public road in the interests of road safety.

7. The dwellinghouse hereby approved shall not be occupied unless the refuse bin uplift store area has been provided and surfaced in accordance with the details shown on the approved plan. Once provided, the refuse bin uplift store area shall thereafter be permanently retained as such.

Reason: To ensure the provision of an appropriate means of servicing in the interests of road safety.

8. The dwellinghouse hereby approved shall not be occupied unless the proposed foul and surface water drainage systems have been provided in accordance with the approved plans and the Infiltration and percolation test report. The foul and surface water drainage systems shall be permanently retained thereafter in accordance with the approved maintenance scheme.

Reason: In order to ensure that adequate drainage facilities are provided, and retained, in the interests of the amenity of the area.

9. The proposed development shall be connected to the public water supply as indicated in the submitted application and shall not be connected to a private water supply without the separate express grant of planning permission by the planning authority.

Reason: To ensure the long term sustainability of the development and the safety and welfare of the occupants and visitors to the site.

10. The garage hereby approved shall be used only for purposes incidental to the enjoyment of the dwellinghouse and shall be used for no other purpose without the express grant of planning permission from the planning authority.

Reason: To enable the planning authority to consider the implications of any subsequent change of use on the amenities of the area.

11.2 Reason for Decision

The proposed development accords with the development plan and there are no material considerations which indicate that permission should be refused.

Stephen Archer

Director of Infrastructure Services
Author: Fiona Rendall (Planner)
Date: 20 April 2018

Appendix 1 - EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Infrastructure Services
Section	Development Management
Title of the activity etc.	APP/2018/0617 Erection of Replacement Dwellinghouse and Garage and Change of Use from Agricultural to Domestic Garden Ground
Aims of the activity	The proposal involves the replacement of an existing dwellinghouse with a replacement. The development proposes to provide accommodation for parents to live with their daughter as they get older, which will allow them to be cared for at home if necessary.
Author(s) & Title(s)	Fiona Rendall (Planner)

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Not applicable
Internal consultation with staff and other services affected.	Not applicable
External consultation (partner organisations, community groups, and councils).	Not applicable, although the application has been subject to statutory consultation as part of the planning process. This has resulted in 10 representations (objections) to the proposal.
External data (census, available statistics).	Not applicable

<p>Other (general information as appropriate).</p>	<p>The application was subject to pre-application advice and the applicant has submitted a Planning and Design Supporting Statement. At both these stages, it was made clear that the development involved accommodation for parents.</p>
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Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger			Y	
Age – Older	Y if application granted	N if application refused		
Disability			Y	
Race – (includes Gypsy Travellers)			Y	
Religion or Belief			Y	
Gender – male/female			Y	
Pregnancy and maternity			Y	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Y	
Gender reassignment – (includes Transgender)			Y	
Marriage and Civil Partnership			Y	

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	If the application is granted, there are likely to be positive impacts on the older parents within the family. These may be longer term impacts, but include the ability to access family support and care within a home environment.	If the application is refused, there are likely to be negative impacts on the older parents within the family. These may be longer term impacts, but may reduce the level of family support and care available depending on where that support is located.

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	No

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale
	There is no mitigation necessary by Aberdeenshire Council.	N/A

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	Not applicable.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?
<p>The proposal would help to meet the accommodation needs of older people.</p>

Stage 11: What equality monitoring arrangements will be put in place?	
These should be included in any action plan (for example customer satisfaction questionnaires).	None

Stage 12: What is the outcome of the Assessment?		
Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	Granting the application would have a positive impact on the applicants.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	Refusal of the application would have a negative impact on the applicants as the desired accommodation needs would not be met and support would need to be reconsidered.	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen
	N/A	

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.
<p>The application is recommended for approval so there should be no negative impacts.</p>

Stage 14: Sign off and authorisation.				
Sign off and authorisation.	1) Service and Team	Infrastructure Services		
	2) Title of Policy/Activity	Alternative Delivery Model Culture and Sport		
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: Fiona Rendall Position: Planner Date: 20/4/18 Signature:	Name: Bruce Strachan Position: Senior Planner Date: 25/4/18 Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: Mairi Stewart Date: 25/4/18		
	5) Authorisation by Director or Head of Service	Name: Robert Gray Position: Head of Planning and Building Standards Date: 25/4/18	Name: Position: Date:	
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.	Date: 25/4/18		
7) EIA author sends a copy of the finalised form to: equalities@aberdeenshire.gov.uk	Date: 27/4/18			
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:	