



# Planning Enforcement Charter

A guide to Planning enforcement in Fife





## Foreword

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Pam Ewen

Head of Planning Service

The Fife Enforcement Charter sets out the Council's standards in considering planning enforcement matters. The Charter explains what we can do to best ensure that any complaints in respect of the potential unauthorised use of land and buildings and the discharge of conditions on a planning permission are investigated. Unlike a Building Warrant, a developer does not require to obtain a planning completion certificate. Therefore, the Council is often only aware of a potential enforcement issue when an enquiry or complaint is received. We want the public to have confidence in the planning system.

The Planning etc. (Scotland) Act 2006 requires Councils to publish an Enforcement Charter every 2 years. This Charter explains what planning enforcement is, what the Council can and cannot do, sets out our service standards, and the stages involved if enforcement action is to be taken. Enforcement is a discretionary power; even if there is a breach of planning control the Council is not bound to act. The role of planning enforcement is not to punish individuals or stop businesses operating. The Council will investigate and consider what is proportionate to the level of harm evidenced. The Council will take action where it is reasonable, expedient, and proportionate where there is a high level of harm caused.

If you need further information on enforcement matters or you wish to check on a particular site or building, then please contact us using our [Enquiry form](#).

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## **The Planning Enforcement Charter contains the following information:**

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This Charter sets out the current powers available to Fife Council as planning authority. These powers are set out in the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006.

## Overview

Planning permission is required for all development that takes place in Fife. However, some developers, householders, or landowners undertake work without planning permission, fail to keep to the permission they have been given, or do not comply with the conditions imposed by Fife Council.

Fife Council has powers to enforce planning controls in such cases, if it considers that there is sufficient harm and if it is reasonable, expedient, proportionate, and in the public interest to do so. There is a crucial role for the public in alerting the Council to any problems they become aware of.

This Charter explains how the enforcement process works, the role of the Council and the service standards it sets itself. It also explains what happens at each stage of what can, in some cases, be a lengthy and complicated process.

Enforcement is one of the most complex parts of the planning system. The aim of this Charter is to ensure that adopted procedures are fair and reasonable, and that interested parties are kept informed and are made aware of what is required.

Enforcement is an issue that concerns many members of the public. It is hoped you will find this Charter useful and will let the Planning Service know if you think there are further improvements which could be made to the enforcement service in Fife.



### SERVICE STANDARD

**The Enforcement Charter is available to view and download from the Council's website**

## A guide to Planning enforcement

The Council will consider all alleged breaches of planning control which can include:

- Work being carried out without planning permission.
- An unauthorised change of use to a piece of land or to a building.
- Non-compliance with conditions imposed by a planning approval.
- Non-compliance with plans approved by the council.

### SERVICE STANDARD

In providing planning enforcement the Council aims to carry out its duties in accordance with the following key values:

**Independence** - Making decisions based on a fair, impartial and objective assessment of what is in the public interest and what level of harm has been able to be established.

**Integrity** - Being open in its dealings with the public and other interested parties while preserving the confidentiality of complainants.

**Sensitivity** - Recognising that the needs of the public, councillors, community councils etc. can be different.

**Professionalism** - Investigating, recording and presenting cases thoroughly, critically and accurately.

The public can, and do, play a vital role in reporting such incidents. When you contact the Council, you will need to provide the following details:

- The address of the property concerned.
- Details of the suspected breach of planning control, (with times and dates)
- Any photographs you have of said breach.
- What harm the alleged breach is causing you.
- Your contact details

**Please note that anonymous enquiries will not be investigated.**

Full details about the investigation process can be found on page 9. The primary purpose of planning enforcement is to resolve the problem, rather than to punish the mistake. Fife Council will always take effective and proportionate action against owners and developers where it is considered necessary. Appropriate action can involve negotiating a solution, asking for a retrospective planning application to be made (see page 12), or taking more formal action such as the issuing of an Enforcement Notice, a Breach of Condition Notice or a Stop Notice.

Enforcement officers have delegated powers to take enforcement action in most circumstances (See Fife Councils [List of Officer Powers](#)). On occasion a planning committee may direct the enforcement team to take enforcement action; this may occur where an application recommended for approval may be refused at committee. The subsequent action may include serving an Enforcement Notice on the relevant people spelling out clearly the action they are required to take.

This Notice can be challenged through an appeal to the Department of Planning & Environmental Appeals. If so, enforcement action is suspended until a decision is issued. Failure to comply with an Enforcement Notice can result in prosecution.

In some cases, the Council may be time-barred from taking action. Generally, physical work carried out more than four years ago or a change of use that took place more than 10 years ago is considered lawful and immune from action.

It is not always possible to anticipate how a particular case will develop, nor how long it will take. The Council will endeavour to keep interested parties informed of progress. Fife Council has set down the procedures, its service standards, and contact details in this Planning Enforcement Charter.

Additional copies are available online at [www.fife.gov.uk/planning](http://www.fife.gov.uk/planning)

## Key Points on Planning Enforcement

**A breach of Planning control is not a criminal offence (The courts decide this, not the Council) except in cases where there are unauthorised alterations to or demolition of a listed building or unauthorised works/felling of a tree(s) subject to a Tree Preservation Order (TPO). The purpose of planning enforcement, however, remains the solution of the problem rather than to punish the mistake. In addition, any action taken must be appropriate and proportionate to the scale of the breach.**

Fife Council has statutory powers to investigate breaches of planning control and the conditions attached to planning permissions, and to take formal action where a satisfactory outcome cannot be achieved by negotiation. However, enforcement is a discretionary power, and this means that, even where there is a breach of planning control, the Council has to consider if it is in the public interest to take enforcement action. The Council is not required to take any particular action on a specific breach of planning control and can decide that no action is the most appropriate outcome in the public interest having assessed all the relevant circumstances of a specific case.

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More detailed information on the use of the enforcement powers can be found in the Scottish Government's Planning Circular 10/2009: [Planning Enforcement](#)

<http://www.scotland.gov.uk/publications>

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Planning enforcement also covers the physical display of advertisements such as signs and advertisement hoardings, although slightly different procedures apply. These are set out in a separate section at the end of the document (see page 18). The actual content of an advertisement is not covered by planning control. Any complaints about the content of a particular sign should be made to the Advertising Standards Authority.

## Identifying Possible Breaches of Planning Control

### SERVICE STANDARD

By publishing our standards, the Council aims to improve our enforcement service and make it responsive to the needs of our customers.

Possible breaches of planning control can include:

- Work being carried out without planning permission or consent.
- An unauthorised change of use.
- Failure to comply with conditions attached to a permission or consent.
- Departures from approved plans or a decision notice.

Members of the public and local organisations such as community councils and local councillors have a vital role to play in reporting breaches of planning control and any concerns should be raised with the Council for investigation. You can make preliminary enquiries by telephone or email but these **must** be followed up by completing an online [enquiry form](#).

When you report a suspected breach of planning control the following information is essential:

- The address of the property concerned
- Details of the suspected breach of planning control, with times and dates if relevant
- Your name, telephone number and address
- An e-mail address if you have one
- Information on the level of harm caused by the breach to you
- whether the enquiry is to be treated confidentially.
- Any photographic or statistical evidence you have with dates and times, including the names and addresses of any additional witnesses.

While the Council will do its best to honour requests for confidentiality, it is subject to the requirements of the Freedom of Information (Scotland) Act 2002. A degree of confidentiality will be given to the complainant until such time as formal proceedings reach an appeal process. Requests for total confidentiality may limit the ability of the Council to take formal action and cannot be guaranteed if the case leads to court proceedings.

Information may also be withheld from publication if doing so would prejudice future legal action.

Fife Council reserves the right to remove any inappropriate or defamatory statements contained in any report prior to its publication.

Members of the public and local groups also have an important role in monitoring the conditions placed on certain planning permissions. Details of the conditions are included within the decision notice attached to the permission. Monitoring is undertaken by the Council's enforcement and planning officers supported by colleagues where appropriate, for example in Public Protection. However, there are a large number of permissions granted each year and it is not practical, nor is it expected, that the Council monitor all conditions at all times.

**The responsibility for complying with conditions and carrying out the development in accordance with the approved plans lies with the owner/developer.**

Your involvement is invaluable in providing information where it is believed that conditions attached to the permission are not being complied with or have not been implemented in a satisfactory way. Breaches of conditions are investigated in the same way as breaches of planning control.

Information received by the Council's Enforcement Officers about alleged breaches is checked to ensure that it involves a possible breach of control and includes all the detail required for a possible investigation.



Some enquiries, such as neighbour disputes over boundaries, and other matters which are private legal issues relate to matters over which Fife Council has no control and cannot therefore be investigated. Some letters we receive may refer to legislation administered by another Service or organisation, and these will be forwarded for a response, e.g. noise, nuisance and vandalism, Scottish Water, SEPA, the police.

## Investigating Possible Breaches of Planning Control

A priority system is used for investigating possible breaches based on matters such as the effect/harm of the breach, the significance of the site and if it is in the public interest to do so. The Council will prioritise responses and address complaints and deal with queries based on the following examples set out in Table 1 below. This table does not cover all types of cases but seeks to give an indication as to how the Council as Planning Authority prioritises cases. As part of the enforcement process the Council will identify which category a case is considered to be in.

In prioritising alleged breaches, the Council will consider the potential harm caused by the unauthorised works. The following selected breaches have been categorized into Significant, Medium and Low harm to give **examples** of how the Council would prioritise breaches.

**Significant harm-** Full or partial demolition or significant alteration of a listed building, unauthorised works to a Scheduled Ancient Monument, unauthorised works in statutory designations (SSSI's), unauthorised large scale engineering operations, unauthorised felling/ works to trees subject to a Tree Protection Order.

**Medium harm** – Any unauthorised development/activity which causes clear, immediate and continuous harm to the locality including the living conditions of adjoining residents and including a serious breach

of conditions, new buildings of medium scale.

**Low harm** - Minor or small-scale developments and breaches of condition that result in a non-serious harm to the amenity of a neighbourhood or property.

### Breach Priority

Type of Case	Priority
Advertisements (on non-listed buildings)	Low
Fences/trellis fencing	Low
Small garden sheds	Low

Type of Case	Priority
Unauthorised works to listed buildings/scheduled ancient monuments or statutory designation (SSSI for example)	High
Non-compliance with approved plans/conditions	Medium
Minor unauthorised works in conservation areas	Medium
Minor works out with conservation areas	Low
Unauthorised felling/lopping to a tree covered by a TPO	High
Unauthorised change of use of building	Medium
Large scale engineering operations	High

Once the Council has investigated the enquiry, the enquirer will be informed of what action, if any, is proposed. In some cases, additional investigations may be needed. When required the Council will also issue a letter to the individual or organisation alleged to have breached planning legislation giving 28 days to respond to the allegation of the breach.

## SERVICE STANDARD

The Council will provide a formal response or update to your enquiry within 60 working days of receipt. You will also be advised of the proposed action to be taken. This may include the need for additional investigation prior to deciding on a course of action. You will be advised if no action is to be taken and the reason for the decision. The detail of information the Council releases will also need to take into consideration whether doing so would prejudice any future enforcement or legal action.



The length of time required to resolve a case or take action can be affected by a number of factors. Progress can be delayed due to the need to gather further evidence, to allow negotiations to take place or for formal procedures to be concluded. Similarly, an application to regularise the breach of control or an appeal against a decision of the planning authority can also delay resolution of the case.

The Council recognises that delays can be a source of considerable frustration to those submitting information, particularly if they consider their amenity is affected.

## Acting on Breaches of Planning Control

In some cases, action may not be appropriate, even though planning controls have been breached. As stated previously, the purpose of planning enforcement is to resolve problems, not punish mistakes. The planning authority has to consider each case on its merits and decide on the best solution. The Council is unlikely to take formal action, for example, over developments which, in planning terms, are seen as acceptable. It may be more appropriate, in some cases, to seek the submission of a retrospective planning application.

Only a relatively small number of cases require formal enforcement action. This may be either a Notice requiring a retrospective planning application to be made, an Enforcement Notice or a Breach of Condition Notice (see definitions on page 14) being served on those involved in the development. Enforcement and Breaches of Conditions Notices include the following information:

- A description of the breach of control which has taken place.
- The steps that should be taken to remedy the breach.
- The timescale for taking these steps.
- The consequences of failure to comply with the Notice.
- Where appropriate, any rights of appeal the recipient has and how to lodge an appeal.

Appeals against Enforcement Notices are considered by Scottish Ministers and dealt with, in most cases, by Reporters from the Directorate for Planning and Environmental Appeals (DPEA).

Anyone who has submitted information on a breach of planning control is advised of the appeal.

There is no right of appeal against a Breach of Condition Notice.

### **SERVICE STANDARD**

Where a planning breach cannot be resolved and action is justified, a formal Notice will be served. This will be either, a Notice requiring a retrospective planning application, an Enforcement Notice, or a Breach of Condition Notice. The

Council will write to the recipient of the Notice to explain what is required, the timescales involved and the available options to resolve the issue.

Failure to comply with a Notice may result in the planning authority taking further action. This can include a range of possible options including:

- Referring the case to the Procurator Fiscal for possible prosecution.
- Carrying out any work required by an Enforcement Notice and charging the person for the costs involved.
- Seeking a Court interdict to stop or prevent a breach of planning controls.

For more detail, see the Enforcement Powers section in this Charter.

Details of Notices requiring retrospective planning permission, Enforcement Notices, Breach of Condition Notices, Temporary Stop Notices and Stop Notices are entered into an Enforcement Register. You can inspect these documents on our [Online Planning System](#).

The Planning Authority has powers to enter land to:

- Establish if there has been a breach of planning control.
- Check if there has been compliance with a formal notice.
- Check if a breach has been satisfactorily resolved.
- Take direct action.

## SERVICE STANDARD

Where the terms of any formal Notice are not complied with, every effort will be made to resolve the case to the satisfaction of the Council. Options include:

In the case of an Enforcement Notice, direct action by the Planning Authority

For either an Enforcement Notice or a Breach of Condition Notice, the matter being referred to the Procurator Fiscal for possible prosecution, or alternatively offering the opportunity to pay a fixed penalty (issue of a fixed penalty notice).

This power applies to any land and may involve officials entering land adjacent to the site of the breach or alleged breach.

Enforcement action has to be taken within strict time limits.

- A four-year limit - this applies to “unauthorised operational development” (the carrying out of building, engineering, mining or other operations in, on, over or under land) and change of use to a single dwellinghouse. After four years

following the breach of planning control, the development becomes lawful, and no enforcement action can be taken.

- A ten-year limit - this applies to all other development including change of use (other than to a single dwellinghouse) and breaches of condition. After ten years, the development becomes lawful if no enforcement action has begun. There is no time limit with regard to enforcement action being taken against unauthorised works on a listed building.

## Making a Customer Suggestion or Customer Complaint

Fife Council hopes you will be satisfied with the planning enforcement service provided across Fife. However, if you have any suggestions, concerns or difficulties, the Council wants to hear from you. The Council is committed to improving our service and dealing promptly with any failures.

The Council will consider all complaints made about the way an enforcement enquiry was dealt with. Some people may disagree with the outcome of an investigation but that is not a ground for complaint. As noted above there is a separate appeals procedure for a recipient of an Enforcement Notice.

Information on how we deal with enquiries can be found [on our Customer Charter](#). Enquiries can be made online at [fife.gov.uk](http://fife.gov.uk)

## Enforcement Powers

The planning enforcement powers available to the Council are set out in the Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc. (Scotland) Act 2006, and for Listed Buildings, the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997. The Planning Acts can be viewed online at [Legislation.gov.uk](http://Legislation.gov.uk)

Government policy on planning enforcement is set out in [Planning Circular 10/2009, "Planning Enforcement"](#).

## Types of Notices

### **Breach of Condition Notice**

This is used to enforce the conditions applied to any planning permission. It comes into effect 28 days after being served. It may be used as an alternative to an Enforcement Notice and is served on any person carrying out the development and/or any person having control of the land. There is no right of appeal. Contravening a Breach of Condition Notice can result in the Council deciding to prosecute, with a fine of up to £1,000.

### **Enforcement Notice**

This is generally used to deal with unauthorised development but can also apply to a breach of planning conditions. There are similar Notices and powers to deal with listed buildings, and advertisements. An Enforcement Notice will specify:

- A notification period before it comes into effect (a minimum of 28 days).
- The steps that must be taken to remedy the breach.
- A further period (known as the compliance period) which is set by Fife Council and gives the recipient time to carry out any work required to comply with the notice. There is no minimum or maximum period, so long as the amount of time allowed is reasonable and reflects the amount of work that may need to be undertaken.

There are limited rights of appeal against an Enforcement Notice and, if an appeal is made the terms of the Notice are suspended until a decision is reached. Failure to comply with an Enforcement Notice within the time specified is an offence and may lead to a fine of up to £20,000 in the Sheriff Court. Failure to comply may also result in the Council taking Direct Action to correct the breach (see other powers on page 17).

### **Listed Building Enforcement Notice**

This must be served on the current owner, occupier and anyone else with an interest in the property.

The procedures are similar to those outlined above. The Notice must specify the steps to be taken to remedy the breach and a final date for compliance. Failure to meet the terms of the Notice by the date specified is an offence. There is a right of appeal to Scottish Ministers against the Notice. Breaches of listed building control are a serious matter. It is a criminal offence to undertake unauthorised works to demolish, significantly alter, or extend a listed building. In certain circumstances, this can lead either to an unlimited fine or imprisonment.

## **Stop Notice**

This is used in urgent or serious cases where unauthorised activity must be stopped, usually on grounds of public safety. When a Stop Notice is served, the Council must also issue an Enforcement Notice. There is no right of appeal against a Stop Notice and failure to comply is an offence.

An appeal can be made against the accompanying Enforcement Notice. If a Stop Notice is served without due cause, or an appeal against the Enforcement Notice is successful, the Stop Notice may be quashed, and the Council may face claims for compensation. Therefore, the use of Stop Notices needs to be carefully assessed by the Council.

## **Temporary Stop Notice (TSN)**

This is used to require the immediate halt of an activity which breaches planning control. The provisions make an exception in that a TSN cannot prohibit use of a building or a caravan as a dwellinghouse.

TSNs are enforceable for 28 days, after which time they expire. They may be followed by further enforcement action such as an Enforcement Notice and Stop Notice. There is no provision to appeal against a TSN.

## **Fixed Penalty Notice (FPN)**

This provides planning authorities with an alternative process, in addition to the option to seek prosecution, to address situations where a person has failed to comply with the requirements of an enforcement notice (EN) or a breach of condition notice (BCN). By paying the penalty imposed by the FPN, the person will discharge any liability for prosecution for the offence. They will not discharge the obligation to comply with the terms of the EN or BCN and the planning authority will retain the power to take direct action to remedy the breach and recover the costs of such work from that person. The planning authority is not required to offer the option of paying a fixed penalty. Any decision to do so would be dependent on considerations such as the scale of the breach and its impact on local amenity.

## **Notice Requiring Application for Planning Permission for Development Already Carried out**

Where the planning authority considers that a development which does not have planning permission may be acceptable (i.e. they consider that it might be granted planning permission) they may issue a notice requiring the landowner or developer to submit a retrospective planning application. This application will be considered on its planning merits and handled in the same way as any other planning application. Issuing such a notice does not guarantee that permission will be granted; the planning authority may, on consideration of the application, decide instead to refuse permission, or to grant permission subject to conditions or alterations to make the development acceptable.

## **Notification of Initiation and Completion of Development (NID/NCD) and Display of Notices While Development is Carried Out**

While not in themselves planning enforcement powers, these notices are intended to improve the delivery of planning enforcement by requiring positive confirmation that development has commenced and been completed, and, in the case of on-site notices, to raise community awareness of developments in the local area. Planning authorities will be made aware of active development in their areas, enabling them to prioritise resources with a view to monitoring development.

For any development for which planning permission has been granted, a NID has to be submitted to inform the planning authority of the date on which development will commence. It is to be submitted after planning permission has been granted and before development has commenced. Initiating development without submitting a NID is a breach of planning control and the planning authority may consider enforcement action. The NCD requires a developer to submit a further notice as soon as practicable after development has been completed.

Depending on the nature or scale of a development, the developer may also be required to display on-site notices while development is taking place. These notices contain basic information about the site and the development. They also provide contact details where members of the public may find out more information or report alleged breaches of planning control. It is a breach of planning control to fail to display such a notice when required to do so.

The Planning Service offers a [Completion Notice service](#) whereby we check the development and formally confirm if the development is in accordance with the approved plans and if all conditions have been complied with. There is a [charge](#) for this service. You may find this service particularly useful if you are looking to sell your property.

## **Other Notices**

These are other legal powers available if a historic building is under threat of unauthorised alteration or demolition. These include:

- A Dangerous Buildings Notice under Building Standards legislation
- Serving a Repairs Notice for urgent works for the preservation of Listed Buildings. (Scottish Ministers can issue a Direction to Fife Council for unauthorised building in a Conservation Area).
- Serving of a Building Preservation Notice (BPN) to temporarily list a building where Historic Scotland considers it should be Listed.

## Other enforcement powers

### **Planning Contravention Notice**

This is used to obtain information about activities on land where a breach of planning control is suspected. It is served on the owner or occupier, or a person with any other interest in the land or who is carrying out operations on the land. They are required to provide information about operations being carried out on the land and any conditions or limitations applying to any planning permission already granted. Failure to comply with the Notice within 21 days of it being served is an offence and can lead to a fine in the Courts.

### **Notice under Section 272 of the Town and Country Planning (Scotland) Act 1997**

This provides limited powers to obtain information on interests in land and the use of land. Failure to provide the information required is an offence.

### **Notice under Section 179 of the Town and Country Planning (Scotland) Act 1997**

This allows planning authorities to serve a Notice on the owner, lessee or occupier of land which is adversely affecting the amenity of the area. This is also known as an 'Amenity Notice' and sets out the action that needs to be taken to resolve the problem within a specified period.

### **Interdict and Interim Interdict**

An interdict is imposed by the courts and is used to stop or prevent a breach of planning control. Court proceedings can prove costly and Councils normally only seek interdicts in serious cases or where Enforcement Notices have been ignored in the past. However, the Council can seek an interdict in relation to any breach without having to use other powers first. Breaching an interdict is treated as a contempt of court and carries heavy penalties.

### **Direct Action**

Failure to comply with the terms of an Enforcement Notice within the time specified can result in the Council carrying out the specified work. The Council will look to recover any costs it incurs from the landowner.

## Enforcement and Advertising

The display of advertisements is covered by the Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984.

Many advertisements are displayed with what is called 'deemed consent' which means they do

not require express advertisement consent if they meet the criteria and conditions set out in the regulations. One of these conditions is that the landowner has given permission for the advertisement to be displayed on their land.

Displaying an advertisement in contravention of the regulations is an offence and, if convicted in court, an offender can be fined. The court can impose further fines for each day the breach of the regulations continues.

The Council has the power to serve an Enforcement Notice. This specifies a time period (normally 28 days) for compliance with the Notice. However, this period can be reduced to 7 days if the Council believes there is an urgent need for the advertisement to be removed or altered in the interests of public safety, or if the advertisement can be removed without any other work being required.

An Enforcement Notice can also require that a particular piece of land should not be used to display advertisements. This remains in force even if the original advertisement is removed. Any subsequent advertising on this site would amount to a breach of the Notice.

The Council also has powers to remove, destroy or obliterate placards and posters that do not have advertisement consent. If the person who put up the poster can be identified, they have to be given at least two days' notice that the Council intends to take the poster down. If they cannot be readily identified, then the advert can be removed immediately.

Council officials can enter unoccupied land, if necessary, to remove an advertisement. However, they have no powers to remove advertisements displayed within a building to which there is no public access.



## Council Contacts

Should you have an enforcement, planning (including trees) or building standards enquiry, please contact:

Planning Services

Web: [www.fife.gov.uk/planning](http://www.fife.gov.uk/planning)

email: [development.central@fife.gov.uk](mailto:development.central@fife.gov.uk)

Telephone 03451 55 11 22

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Fife House  
North Street  
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## Other Enforcement Controls and Related Topics

This Charter focuses on the enforcement of planning legislation, development and planning conditions. There are other Fife Council Services that deal with other aspects of enforcement and monitoring. The main ones are listed below:

### **Dangerous and Dilapidated Buildings**

Building Standards and Safety

Tel: 03451 55 11 22

[www.fife.gov.uk/buildingstandards](http://www.fife.gov.uk/buildingstandards)

### **Abandoned Vehicles**

Report it on 03541 550022

[www.fife.gov.uk/services/report-it-online](http://www.fife.gov.uk/services/report-it-online)

### **Graffiti and Vandalism**

To report graffiti or vandalism, please contact 03451 550022

### **Rights of Way**

To check a route is a right of way, please contact

[outdooraccess@fife.gov.uk](mailto:outdooraccess@fife.gov.uk)

### **Illegal Dumping (fly tipping)**

03451 550022

[www.fife.gov.uk/services/report-it-online](http://www.fife.gov.uk/services/report-it-online)

### **Neighbour Problems**

03451 550022

[www.fife.gov.uk/communitysafety](http://www.fife.gov.uk/communitysafety)

### **Illegal Dumping**

Tel: 03451 550022

[www.fife.gov.uk/services/report-it-online](http://www.fife.gov.uk/services/report-it-online)

## **Other Useful Contacts**

### **Local Government and Communities Directorate**

Planning and Architecture Division Victoria Quay Edinburgh EH6 6QQ

Tel: 0131 244 7528

[Reforming the Planning System](#)

### **PAS (Planning Aid for Scotland)**

125 Princes Street, Edinburgh, EH2 4AD

Tel: 0131 220 9730

[office@pas.org.uk](mailto:office@pas.org.uk)

### **Public Services Ombudsman**

Scottish Public Services Ombudsman

Bridgeside House

99 McDonald Road

Edinburgh

EH7 4NS

Tel: 0800 377 7330

[ask@spsso.org.uk](mailto:ask@spsso.org.uk)

### **Directorate for Planning and Environmental Appeals**

Planning and Environmental Appeals Division

Hadrian House, Callendar Business Park ,

Callendar Road, Falkirk FK1 1XR

Tel: 0300 244 6668

[DPEA@gov.scot](mailto:DPEA@gov.scot)

### **Health and Safety Executive (Edinburgh Office)**

Queen Elizabeth House, 1 Sibbald Walk, Edinburgh EH8 8FT

[www.hse.gov.uk/scotland](http://www.hse.gov.uk/scotland)

### **Advertising Standards Authority**

Mid City Place, 71 High Holborn, London WC1V 6QT

Tel: 020 7492 2222

[www.asa.org.uk](http://www.asa.org.uk)

Information about Fife Council can be made available in large print, braille, audio CD and tape on request by calling **03451 55 55 00**

Deaf Customers can use the Text Phone Service on - **18001 01383 44 11 77**. You must register for the service by SMS (Deaf people only) 07985 761908.

BSL users can now contact the council using the Contact SCOTLAND-BSL app. To find out more about the service and how to register visit [contactscotland-bsl.org](https://www.contactsotland-bsl.org)

## Language Lines

Language	Number
Arabic	03451 55 55 77
Bengali	03451 55 55 99
Chinese	03451 55 55 88
Polish	03451 55 55 44
Urdu/Punjabi	03451 55 55 66