

AGENDA

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1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minutes of meeting of the North East Fife Area Committee:
  - (a) 27 August 2025; and 5 – 9
  - (b) 10 September 2025 10
4. **PETITION - WEIGHT RESTRICTION OF HGVs TRAVELLING THROUGH FREUCHIE**
  - (a) **PETITION** – Submitted by Nigel Reynolds, Secretary of Freuchie Community Council, on behalf of the local community, containing in excess of the required 21 signatures, requesting that the Council introduce a weight restriction on HGVs travelling through the village, addressing the issue of the wear and tear on the road; and 11 – 14
  - (b) **Preliminary Service Response to Petition** – Report by the Head of Roads and Transportation Services. 15 – 17
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6. **LUTHRIE – PROPOSED 20MPH SPEED LIMIT** – Report by the Head of Roads and Transportation Services. 20 – 22
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**Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.**

Lindsay Thomson  
 Head of Legal and Democratic Services  
 Finance and Corporate Services

Fife House  
 North Street  
 Glenrothes  
 Fife, KY7 5LT

22 October 2024

If telephoning, please ask for:  
 Diane Barnet, Committee Officer, Fife House 06 ( Main Building )  
 Telephone: 03451 555555, ext. 442334; email: Diane.Barnet@fife.gov.uk

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

## **BLENDED MEETING NOTICE**

This is a formal meeting of the Committee and the required standards of behaviour and discussion are the same as in a face to face meeting. Unless otherwise agreed, Standing Orders will apply to the proceedings and the terms of the Councillors' Code of Conduct will apply in the normal way

For those members who have joined the meeting remotely, if they need to leave the meeting for any reason, they should use the Meeting Chat to advise of this. If a member loses their connection during the meeting, they should make every effort to rejoin the meeting but, if this is not possible, the Committee Officer will note their absence for the remainder of the meeting. If a member must leave the meeting due to a declaration of interest, they should remain out of the meeting until invited back in by the Committee Officer.

If a member wishes to ask a question, speak on any item or move a motion or amendment, they should indicate this by raising their hand at the appropriate time and will then be invited to speak. Those joining remotely should use the "Raise hand" function in Teams.

All decisions taken during this meeting, will be done so by means of a Roll Call vote.

Where items are for noting or where there has been no dissent or contrary view expressed during any debate, either verbally or by the member indicating they wish to speak, the Convener will assume the matter has been agreed.

There will be a short break in proceedings after approximately 90 minutes.

Members joining remotely are reminded to have cameras switched on during meetings and mute microphones when not speaking. During any breaks or adjournments please switch cameras off.

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**THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE – BLENDED MEETING**

**JP Court Room, County Buildings, Cupar**

**27 August 2025**

**9.30 am – 11:10 am**

**PRESENT:** Councillors Jonny Tepp (Convener), Al Clark, Alycia Hayes, Stefan Hoggan, Margaret Kennedy, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

**ATTENDING:** Andy Paterson, Lead Consultant, Car Parking Strategy and Operations, Phil Clarke, Lead Consultant, Levenmouth Reconnect Programme, Steven Sellars, Lead Consultant, Road Safety and Travel Planning, Nigel Hampton, Technician Engineer, Traffic Management, Roads and Transportation Services; Kirstie Freeman, Community Manager (North East Fife), Louise Whyte, Capital Projects Manager, Community Projects Team, Communities and Neighbourhood Services; Joan Lamie, Service Manager (Housing Estates and Safer Communities), Housing Services; Michael O’Gorman, Service Manager (Estates and Asset Management), Property Services; Diane Barnet, Committee Officer, Legal and Democratic Service.

**ALSO ATTENDING:** Lynn Walker, Chairperson; George Brown, Vice-Chair; and Jane Houston, Secretary, Strathkinness Community Council (for the Petition).

**APOLOGIES FOR ABSENCE:** Councillors John Caffrey, Fiona Corps, Sean Dillon and Gary Holt.

**240. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 22.

**241. MINUTE**

The committee considered the minute of meeting of the North East Fife Area Committee of 18 June 2025.

**Decision**

The committee approved the minute.

**242. PETITION RE SPEED LIMIT ON THE B939, STRATHKINNESS LOW ROAD CROSSROADS**

In terms of Standing Order No. 13.0, the committee considered a petition submitted by Jane Houston, Secretary of Strathkinness Community Council (on behalf of the local community), containing 820 no. signatures, the terms of the petition being – ‘seeking to improve safety on the B939 at Strathkinness Low Road crossroads by reducing the speed limit from 50mph to 40mph.

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The Convener thereafter invited the lead petitioner to present the petition, following which members were invited to ask questions. The Convener then invited the Service to present their response to the petition, following which members were invited to ask questions.

### **Decision**

The committee:-

- (1) noted the measures that were previously proposed following prior community engagement;
- (2) noted the accident statistics and their causes;
- (3) agreed that Roads and Transportation officers would carry out a review of the location with the intention of introducing a 40mph speed limit; and
- (4) should officers find cause to not introduce a 40mph speed limit, that a report detailing the reasons be submitted to this committee for its consideration.

### **243. DRUMOIG – SPEED LIMIT AMENDMENTS**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of a 20mph speed limit extension on Pickletillum Avenue, Drumoig.

### **Decision**

In the interests of traffic management and road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_66 (Appendices 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

### **244. PROPOSED WAITING PROHIBITION: MAIN STREET, COLINSBURGH**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to introduce a further 'No Waiting At Any Time' restriction in Main Street, Colinsburgh.

### **Decision**

In the interests of traffic management and road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_68 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**245. PROPOSED WAITING PROHIBITION: LOVERS LANE, CUPAR**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to introduce 'No Waiting At Any Time' restrictions at Lovers Lane, Cupar.

**Decision**

In the interests of traffic management and road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_71 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**246. PROPOSED WAITING RESTRICTIONS – ADDITION TO EAST BASIN CAR PARK, ANSTRUTHER**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to extend the area of parking restrictions at the East Basin Car Park, Anstruther. The proposed extension would encompass an area that was not currently designated as part of the existing car park. As such, the implementation of these restrictions required the initiation of a Traffic Regulation Order (TRO).

**Decision**

In the interests of accessibility and road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend the restrictions as detailed in drawing no. TRO25\_70 with all ancillary procedures;
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections; and
- (3) agreed that the temporary car parking area was to be monitored throughout the Royal National Lifeboat Institution (RNLI) construction project to inform consideration of making the additional spaces permanent based on demand, usage, and community feedback.

**247. CHARGES FOR THE CLEANING OF COMMUNAL AREAS IN LOW/MID-RISE BLOCKS**

The committee considered a report by the Head of Housing Services relating to a consistent charging procedure where the Council cleaned the stairwells and other communal areas on behalf of its tenants. This would address the current inequity and help recover the costs to the Council of providing the service.

**Decision**

The committee agreed to the proposal to harmonise charges applied to all tenants who receive the service, resulting in reduced pressure on the Housing Revenue Account from 2026/27 onwards through a two-year implementation programme.

**248. PROPOSED ST ANDREWS TO GUARDBRIDGE CYCLE PATH UPGRADE (NCN1 AT EDENSIDE)**

The committee considered a report by the Head of Roads and Transportation Services relating to options for the potential upgrade of the St Andrews to Guardbridge cycle path (National Cycle Network Route 1) at Edenside.

**Decision**

The committee:-

- (1) noted the content of the St Andrews to Guardbridge cycle path upgrade (NCN1) feasibility study contained within Appendix 2 of the report; and
- (2) agreed that the preferred option stated in the study (Option 4) should be investigated further by officers.

**249. NON-SETTLEMENT TRUST – GRAVES DRESSINGS - CRAIL CEMETERY - MURAL MONUMENTS XIX & XVI**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £15,000 from the Graves Dressing fund to Crail Preservation Trust as a contribution to the Mural Monuments XIX & XVI Conservation project.

**Decision**

The committee agreed to an allocation of funding of £15,000 from the Graves Dressing fund (non-settlement trust) to Crail Preservation Trust as a contribution to the Mural Monuments XIX and XVI conservation project.

**250. APPLICATION FOR FUNDING FROM ST ANDREWS COMMON GOOD FUND – FISHERMAN'S STORES ROOF MAINTENANCE**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £8,316 from the St Andrews Common Good Fund toward the cost of roof maintenance at the Fisherman's Stores.

**Decision**

The committee agreed to an allocation of £8,316 from the St Andrews Common Good Fund toward the cost of roof maintenance at the Fisherman's Stores.

**251. PLAY STRATEGY IMPLEMENTATION – NORTH EAST FIFE AREA**

The committee considered a report by the Head of Communities and Neighbourhood Services providing an update on progress relating to the implementation of the Play Strategy in the North East Fife area.

**Decision**

The committee:-

- (1) noted the contents of the report; and
- (2) acknowledged that any queries pertaining to specific wards or sites could be directed to the appropriate officer.

**252. DEVOLVED PARKING INITIATIVES IN NORTH EAST FIFE**

The committee considered a report by the Head of Roads and Transportation Services relating to the budget available for devolved parking initiatives in North East Fife.

**Decision**

The committee noted the budget available for devolved parking initiatives in North East Fife for 2025/26.

**253. DELEGATED PROPERTY TRANSACTIONS**

The committee considered a report by the Head of Property Services relating to the List of Officer Powers, which formed part of the Councils governance scheme, providing Officers with delegated authority to undertake certain property transactions, with details of the use of those powers to be reported subsequently to the appropriate Area Committee for information.

The report set out a variety of transactions within the North East Fife area covering the period 2017 to March 2025 which may not have previously been reported to committee.

**Decision**

The committee noted the transactions set out in the report and noted the future reporting proposals as outlined.

**254. PROPERTY TRANSACTIONS**

The committee considered a report by the Head of Property Services relating to action taken using the List of Officer Powers in relation to property transactions.

**Decision**

The committee noted the contents of the report.

**255. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN**

The committee considered a report by the Executive Director, Finance and Corporate Services relating to the workplan for future meetings of the committee.

**Decision**

The committee noted the draft workplan.

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**THE FIFE COUNCIL – SPECIAL MEETING OF NORTH EAST FIFE AREA COMMITTEE  
– BLENDED MEETING**

**JP Court Room, County Buildings, Cupar**

**10 September 2025**

**3.00 pm – 3.10 pm**

**PRESENT:** Councillors Jonny Tepp (Convener), Al Clark, Alycia Hayes, Stefan Hoggan, Gary Holt, Louise Kennedy-Dalby, Allan Knox, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

**ATTENDING:** Ross Tulloch, Service Manager (Asset and Programme Management), Roads and Transportation Services; Kirstie Freeman, Community Manager - North East Fife, Communities and Neighbourhood Services; and Diane Barnet, Committee Officer, Legal and Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillors John Caffrey, Sean Dillon, Margaret Kennedy and Robin Lawson.

**256. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 22.

**257. AREA ROADS PROGRAMME 2025-26 AMENDMENT**

The committee considered a report by the Head of Roads and Transportation Services seeking approval to include two additional carriageway surfacing schemes in the 2025/26 Area Roads Programme for the North East Fife area due to the deferral of three high value schemes.

**Decision**

The committee approved the inclusion of two high priority carriageway surfacing schemes in the 2025/26 Area Roads Programme, avoiding a £1.3 million underspend.

**258. APPLICATION FOR FUNDING FROM ST MONANS COMMON GOOD FUND – ST MONANS 1875 MEMORIAL GARDEN, PHASE 1**

The committee considered a report by the Head of Communities and Neighbourhood Services seeking approval for a contribution from the St Monans Common Good Fund.

**Decision**

The committee approved a grant award of £15,000 to St Monans and Abercrombie Community Council toward the costs of creating a memorial garden in St Monans - to commemorate the 150th anniversary of the 1875 fishing disaster off the coast of East Anglia, in remembrance of 21 fishermen from St Monans who perished in the disaster.



## PETITION SUBMISSION FORM

If you wish to submit a petition for consideration by Fife Council, please complete this form. For guidance, further information or advice on the submission of a petition please see separate Petitions Guidance or contact Legal and Democratic Services by email at [enquiry.petitions@fife.gov.uk](mailto:enquiry.petitions@fife.gov.uk)

Details of Lead Petitioner	
Please enter your name and the organisation you represent (if applicable). Include a contact address to which correspondence may be sent, a contact telephone number and e-mail address if available so that we can contact you with any queries.	
<b>Name:</b>	Nigel Reynolds – Secretary Freuchie Community Council
<b>Address:</b>	16 Freuchie Mill
	Freuchie
	Fife
<b>Postcode:</b>	KY15 7JL
<b>Telephone No:</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]

Title of Petition and Petition Statement	
Please enter the title of the petition and a statement covering the main subject of the petition or the action you would like the Council to take. *	
<b>Title:</b>	Weight restriction of HGV's travelling through Freuchie
<b>Petition Statement:</b> (no more than 250 words)	
<p>In 2023 Freuchie Community Council (FCC) hand delivered a community survey form to every household in the village as well as publishing an online version on our CC website. The outcomes of the survey together with face-to-face meetings with targeted groups and with all the community organisations in the village forms the basis of the Freuchie Community Action Plan 2024-2028 which directs the work of the Community Council.</p> <p>The key issues highlighted by residents were the speed of the traffic travelling through the village and the state of the road surfaces exacerbated by too many large lorries and tractors driving through the village and damaging the roads. The Community Action Plan identifies a number of actions to address residents' concerns including traffic calming measures which FCC is progressing through Transportation, setting up of a community speed watch which has been achieved and exploring the feasibility of weight restrictions of lorries travelling through Freuchie which is the subject of this petition.</p> <p>HGV lorries travel at speed through the village enroute to Kettle Produce from early morning. Drivers opt to turn right onto the B936 travelling through two 20mph villages rather than continuing on the A912 to the A92. Both routes take 7 minutes travelling at maximum speed limits and are 2.5 miles and 3.8 miles respectively.</p>	

Freuchie Community Council are reaching out to the community to petition Fife Council to introduce a weight restriction on HGV's speeding through the village and to address the issue of the wear and tear of our roads.

**Further information.**

Before a petition is submitted, petitioners are expected to have taken reasonable steps in attempting to resolve the issues.

Please enter below any measures already taken, or persons/organisations approached to attempt to resolve the issues, including copies of any relevant correspondence. This information will be made available when the petition is considered

Freuchie Community Council have previously written to Kettle Produce requesting that their vehicles take an alternative route to work. The main sub-contractor has also been contacted by FCC and by residents to no avail. More recently our local MSP intervened on the Community Council's behalf which has resulted in a positive response from the company, but it is unclear whether the sub-contractor will adhere to our request.

Please find attached 2 letters of correspondence in this regard. The response from Kettle Produce is encouraging but the Glendinning response seems unhelpful and unless restrictions are put in place the company will continue to use Freuchie Village as a thoroughfare.

Please indicate the following to the best of your knowledge.

Are the issue(s) raised in the petition currently being handled or been submitted in the past as a formal complaint to Fife Council?	<b>No</b>
Are the issue(s) raised in the petition currently subject to any other formal processes in the council e.g. appeal or planning process	<b>No</b>

Are the issue(s) raised in the petition currently subject to any other legal proceedings, e.g. information contained within the petition is not subject to interdict or court order? **No**

**Petitions considered at Committee**

The convener of the appropriate committee who hears the petition will invite the lead petitioner to appear before the meeting to speak in support of the petition. This is useful in assisting elected members to consider the petition.

Please indicate below whether you wish to submit a request to make a brief statement to the committee when it is considering your petition.

**\*I DO wish to make a brief statement at the meeting**


\*tick as appropriate

**Signature of Lead Petitioner**

When satisfied that the petition meets all the criteria outlined in the Petitions Guidance, the lead petitioner should sign and date the form in the box below.

Any additional sheets of signatures should be attached to the form.

Signature .....  ..... Date 26/9/2025 .....

Name of signatory in block capitals  .....

**Number of people who have signed the petition: 100**

Please send petitions to:

Legal and Democratic Service  
Fife House  
Glenrothes  
KY7 5LT

or email:  
[enquiry.petitions@fife.gov.uk](mailto:enquiry.petitions@fife.gov.uk)

29 October 2025

Agenda Item No. 4 (b)

## Briefing report - Petition to restrict HGV traffic through Freuchie

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**Report by:** John Mitchell, Head of Roads & Transportation Services

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**Wards Affected:** Ward 16 – Howe of Fife

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### Purpose

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This briefing report has been requested by the North East Fife Area Committee, under the terms of the Petitions Procedure agreed at the Executive Committee on 10 September 2013, by way of background information to allow the committee to hear a petition for the provision of weight restrictions on HGVs travelling through the village of Freuchie.

### Recommendation(s)

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It is recommended that Committee:

- (i) Notes the concerns raised in the petition and acknowledges the perceived impact of HGV traffic in the village.
- (ii) Notes that no action is recommended at this stage to implement weight restrictions.

### Resource Implications

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There are no known resource implications.

### Legal & Risk Implications

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Weight restrictions can only be imposed where there is a demonstrable requirement, such as physical limitations for example a weak bridge where a heavy vehicle could damage the structure or the road environment is unsuitable e.g. it is particularly narrow. These conditions do not apply to the B936 through Freuchie. Implementing restrictions without sufficient justification may expose the Council to legal challenge and users of the road to operational disruption.

## Impact Assessment

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No impact assessment is required for this briefing report.

## Consultation

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No consultation has been undertaken or was considered necessary for the preparation of this briefing report.

## 1.0 Background

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- 1.1 A petition was submitted by Freuchie Community Council on behalf of residents, requesting weight restrictions on Heavy Goods Vehicles (HGVs) travelling through the village.
- 1.2 The petition cites concerns regarding the deterioration of road surfaces due to HGV traffic and the speeds at which HGVs are travelling through the village.
- 1.3 The road is the B936, which is noted as being used by HGVs accessing Kettle Produce.
- 1.4 It is suggested that the A92 and A914 are available as alternative routes, and the reasons for HGVs choosing the B936 are not currently known.
- 1.5 There may be seasonal variations in traffic volumes, particularly related to agricultural logistics.

## 2.0 Issues and Options

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- 2.1 Fife Council has the authority to impose weight restrictions on roads where justified by road geometry, structural limitations, or safety concerns.
- 2.2 At present, there is no evidence of structural or geometric issues on the B936 that would warrant such restrictions.
- 2.3 It would not be possible to prevent HGVs taking legitimate access which is difficult to detect and enforce.
- 2.4 The concerns raised in the petition, road damage and excessive speed, could be better addressed through ongoing maintenance and speed enforcement rather than weight restrictions.
- 2.5 Preventing HGVs from using the B936 will divert them onto other local roads in the area.
- 2.6 Imposing restrictions without clear justification could result in unintended consequences, such as traffic displacement or legal challenge.

## 3.0 Conclusions

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- 3.1 While the concerns raised by residents are acknowledged, there is no engineering reason to support the implementation of weight restrictions preventing HGVs from travelling through Freuchie. Further investigation into vehicle volumes and speeds can be undertaken to assess the situation, but no immediate action is recommended.

### List of Appendices

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1. Petition submission form

### Background Papers

None

### Report Contact

Steve Sellars  
Lead Consultant, Traffic Management (North)  
Roads and Transportation Services  
Bankhead Central, Glenrothes  
03451 55 55 55 + VOIP Number 450449  
[steven.sellars@fife.gov.uk](mailto:steven.sellars@fife.gov.uk)

Sara Wilson  
Service Manager, Roads Network Management  
Roads & Transportation Services  
Bankhead Central, Glenrothes  
03451 55 55 55 + VOIP Number 453348  
[sara.wilson@fife.gov.uk](mailto:sara.wilson@fife.gov.uk)

29 October 2025

Agenda Item No. 5

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## Appointment to External Organisation – St Andrews Harbour Trust

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Report by: Lindsay Thomson, Head of Legal and Democratic Services

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Wards Affected: 16 - 20

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### Purpose

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The purpose of this report is to ask the Area Committee to agree member representation on the St Andrews Harbour Trust.

### Recommendations

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The Committee is asked to:

- (1) agree to the re-appointment of Councillor Robin Lawson to the St Andrews Harbour Trust for a second term (maximum three terms); and
- (2) appoint a second elected member representative of Fife Council.

### Resource Implications

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There are no direct resource implications arising from this report.

### Legal & Risk Implications

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External organisations have their own governance structures and members should seek advice from the Head of Legal and Democratic Services on any concerns they have on membership of the organisations. In particular, members may be subject to other legislation such as the Companies Acts (directors' responsibilities) and charity law.

Failure to make such appointments may mean the external organisation cannot function effectively or secure a quorum at meetings.

### Impact Assessment

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An EqIA is not required because the report does not propose a change or revision to existing policies and practices.

## Consultation

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During a review carried out by Legal and Democratic Services, feedback was sought from organisations, officers and elected members previously appointed to ascertain if member appointment was still required.

## 1.0 Background

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- 1.1 Following a review of member appointments to external organisations, the Council, at its meeting on 9 June 2022, agreed to nominate members to a number of external organisations, where Council representation is required. It also delegated appointment of those members to either the Cabinet Committee or relevant Area Committee. (*Previous Minute Reference – para. 20 of 2022 FC 34 – Fife Council of 9 June 2022 – refers*).

## 2.0 Current position

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- 2.1 Members are asked to consider nominating and agreeing to appoint two members to the St Andrews Harbour Trust – an organisation whose aim is to improve and promote St Andrews Harbour and its surrounding area to the benefit of residents, visitors and the local community.
- 2.2 The Constitution of the St Andrews Harbour Trust does not specify a ward but asks that board members are familiar with the area served by the port.
- 2.3 Each appointment is time-limited to a three year period, however, representatives may be re-appointed for up to three consecutive terms.

## List of Appendices

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None.

## Background Papers

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

None.

## Report Contact

Diane Barnet  
Committee Officer  
Legal and Democratic Services  
Fife House  
Glenrothes  
Telephone: 03451 555555 Ext. 442334  
Email – [diane.barnet@fife.gov.uk](mailto:diane.barnet@fife.gov.uk)

29 October 2025

Agenda Item No. 6

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## Luthrie – Proposed 20mph speed limit

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**Report by:** John Mitchell, Head of Roads and Transportation Services

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**Wards Affected:** Ward 16 – Howe of Fife and Tay Coast

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### Purpose

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The purpose of this report is to allow the Area Committee to consider proposals to lower the 30mph speed limit in Luthrie to a 20mph speed limit.

### Recommendation(s)

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It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_93 with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

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The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £4,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

### Consultation

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The local Ward Councillors, Police Scotland and the Community Council have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

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- 1.1 Roads and Transportation Services has begun implementing new 20mph speed limits in line with the Scottish Government's proposals for the reduction of 30mph speed limits to 20mph speed limit.
- 1.2 The 30mph speed limit in Luthrie has been identified as one of the areas set to be reduced to 20mph due to its proximity to residential properties.
- 1.3 Speed survey results showed an average speed of 21mph northbound and an average speed of 20mph southbound, confirming the majority of vehicles are currently travelling at speeds that would generally be recorded within a 20mph limit.

## 2.0 Issues and Options

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- 2.1 It is proposed to implement a 20mph speed limit across the entire section currently subject to a 30mph limit, with slight extensions on each approach to Luthrie, as illustrated in the accompanying drawing.
- 2.2 No vertical traffic calming measures are proposed in conjunction with the speed limit reduction. However, the streets will be clearly signed, and vehicle speeds will be monitored post-implementation through a follow-up speed survey.

## 3.0 Conclusions

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- 3.1 It is considered, in the interests of traffic management and road safety, that the 20mph speed limits is promoted.

### List of Appendices

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1. Drawing No. TRO25\_93

### Report Contacts

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29 October 2025

Agenda Item No. 7

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## Brunton – Proposed 20mph speed limit

---

**Report by:** John Mitchell, Head of Roads and Transportation Services

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**Wards Affected:** Ward 16 – Howe of Fife and Tay Coast

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### Purpose

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The purpose of this report is to allow the Area Committee to consider proposals to lower the 30mph speed limit in Brunton to a 20mph speed limit.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_94 with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £4,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

### Consultation

---

The local Ward Councillors, Police Scotland and the Community Council have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

---

- 1.1 Roads and Transportation Services has begun implementing new 20mph speed limits in line with the Scottish Government's proposals for the reduction of 30mph speed limits to 20mph speed limit.
- 1.2 The 30mph speed limit in Brunton has been identified as one of the areas set to be reduced to 20mph.

## 2.0 Issues and Options

---

- 2.1 It is proposed to implement the 20mph speed limit to entire stretch of the current 30mph.
- 2.2 No vertical traffic calming measures are proposed in conjunction with the speed limit reduction. However, the streets will be clearly signed, and vehicle speeds will be monitored post-implementation through a follow-up speed survey.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that the 20mph speed limits is promoted.

### List of Appendices

---

1. Drawing No. TRO25\_94

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29 October 2025

Agenda Item No. 8

---

## New Gilston – Speed Limit Amendments

---

**Report by:** John Mitchell, Head of Roads and Transportation Services

---

**Wards Affected:** Ward 19 – East Neuk and Landward

---

### Purpose

---

The purpose of this report is to allow the Area Committee to consider proposals for the introduction of a 20mph speed limit on Main Street, New Gilston with the introduction of appropriate 40mph speed limits on the C60 approaches. Also included in the proposed 20mph speed limit is a short section of the U078.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_83a, TRO25\_83b and TRO25\_83c (Appendices 1 - 3) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £4,000 which covers Roads and Transportation Services' and Legal Services' staff costs and advertising, which will be met from approved Service budgets and delivery of the new infrastructure which will be met by Transport Scotland on behalf of the Scottish Government.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

### Consultation

---

The local Ward Councillors, Police Scotland and Largo Community Council have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

---

- 1.1 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities, and villages to 20 mph to help make these roads safer for all road users.
- 1.2 Roads and Transportation Services has been implementing new 20mph speed limits in line with the Scottish Government's 20mph strategy to address calls for reduced speed limits and improved road safety in many communities around Fife.
- 1.3 Concerns have been raised by members of the community and ward members regarding the speed limit and road safety in New Gilston.

## 2.0 Issues and Options

---

- 2.1 It is proposed to implement 20mph speed limits on Main Street and the U078 to the extents indicated on the attached plans.
- 2.2 40mph buffer speed limits will be provided on the C60 approaches to the extents shown on the attached plans.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that both the 20mph and the 40mph speed limits should be promoted.

### List of Appendices

---

1. Drawing No. TRO25\_83a – Proposed 40mph speed limit
2. Drawing No. TRO25\_83b – Proposed 20mph speed limit
3. Drawing No. TRO25\_83c – Proposed 40mph speed limit

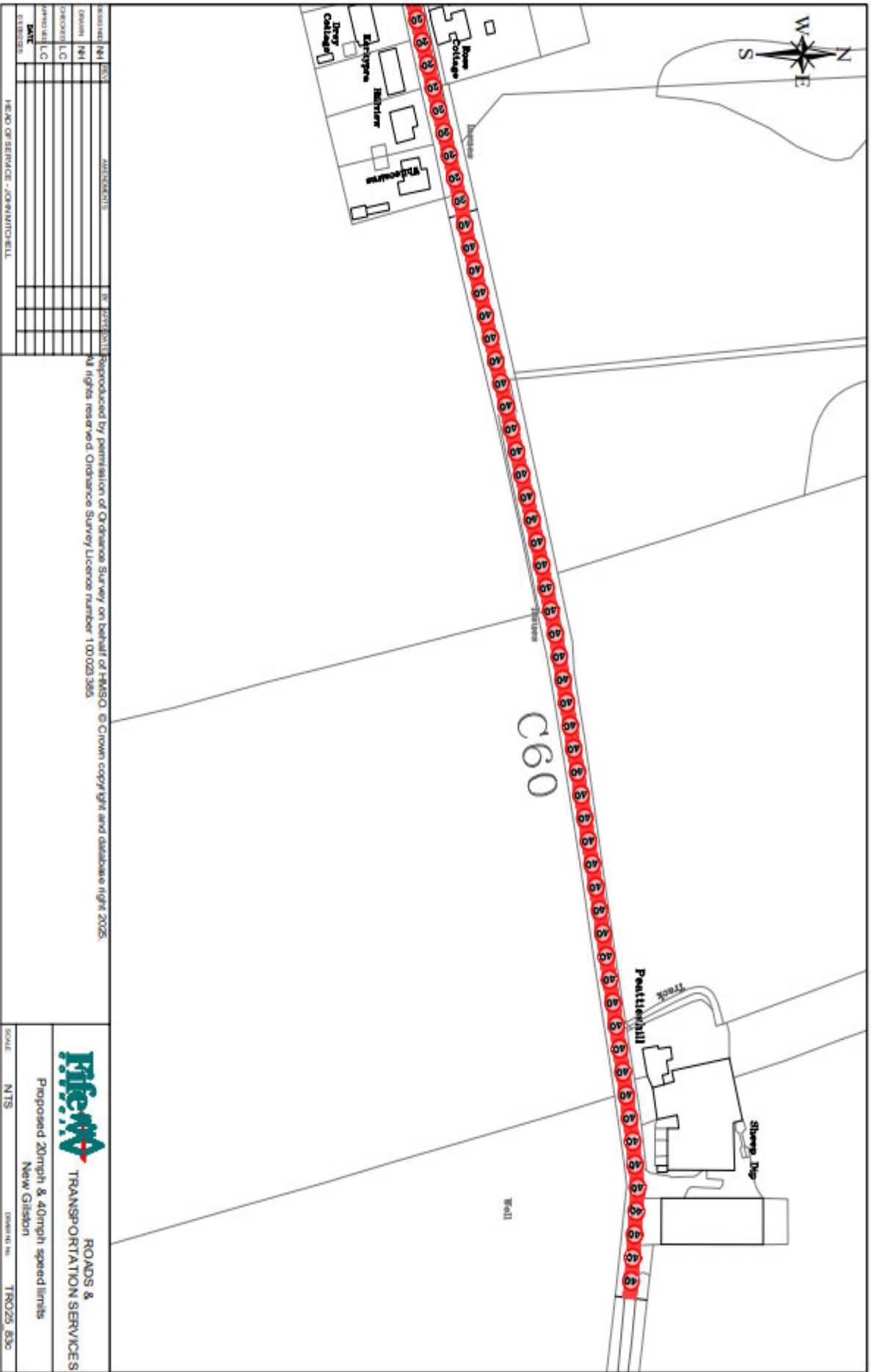
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ISSUED	NO	REVISIONS
01/01/2025	01	Issue for comment
01/01/2025	02	Issue for comment
01/01/2025	03	Issue for comment
01/01/2025	04	Issue for comment
01/01/2025	05	Issue for comment
01/01/2025	06	Issue for comment
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01/01/2025	100	Issue for comment

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**Highway** TRANSPORTATION SERVICES  
 Proposed 20mph & 40mph speed limits  
 New Glisburn

ROADS & TRANSPORTATION SERVICES  
 Proposed 20mph & 40mph speed limits  
 New Glisburn

SCALE: NTS DRAWN TO: TRO25 80c

29 October 2025

Agenda Item No. 9

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## Largoward – Speed Limit Amendments

---

**Report by:** John Mitchell, Head of Roads and Transportation Services

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**Wards Affected:** Ward 19 – East Neuk and Landward

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### Purpose

---

The purpose of this report is to allow the Area Committee to consider proposals for the introduction of a 20mph speed limit on St Andrews Road, Largoward. Also included in the proposal is a 20mph speed limit order for Durham Place (where there is no existing speed limit order) and a short section of Cupar Road.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_84a, TRO25\_84b and TRO25\_84c (Appendices 1 - 3) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £4,000 which covers Roads and Transportation Services' and Legal Services' staff costs and advertising, which will be met from approved Service budgets and delivery of the new infrastructure which will be met by Transport Scotland on behalf of the Scottish Government.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

### Consultation

---

The local Ward Councillors, Police Scotland and Largoward Community Council have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

---

- 1.1 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities, and villages to 20 mph to help make these roads safer for all road users.
- 1.2 Roads and Transportation Services has been implementing new 20mph speed limits in line with the Scottish Government's 20mph strategy to address calls for reduced speed limits and improved road safety in many communities around Fife.
- 1.3 Concerns have been raised by members of the community and ward members regarding the speed limit and road safety in Largoward.

## 2.0 Issues and Options

---

- 2.1 It is proposed to implement 20mph speed limits on St Andrews Road, Durham Place and Cupar Road to the extents indicated on the attached plans.
- 2.2 The existing part-time 20mph speed limit order for St Andrews Road at Largoward Primary School will be revoked and the electronic signs removed.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that the 20mph speed limits should be promoted.

### List of Appendices

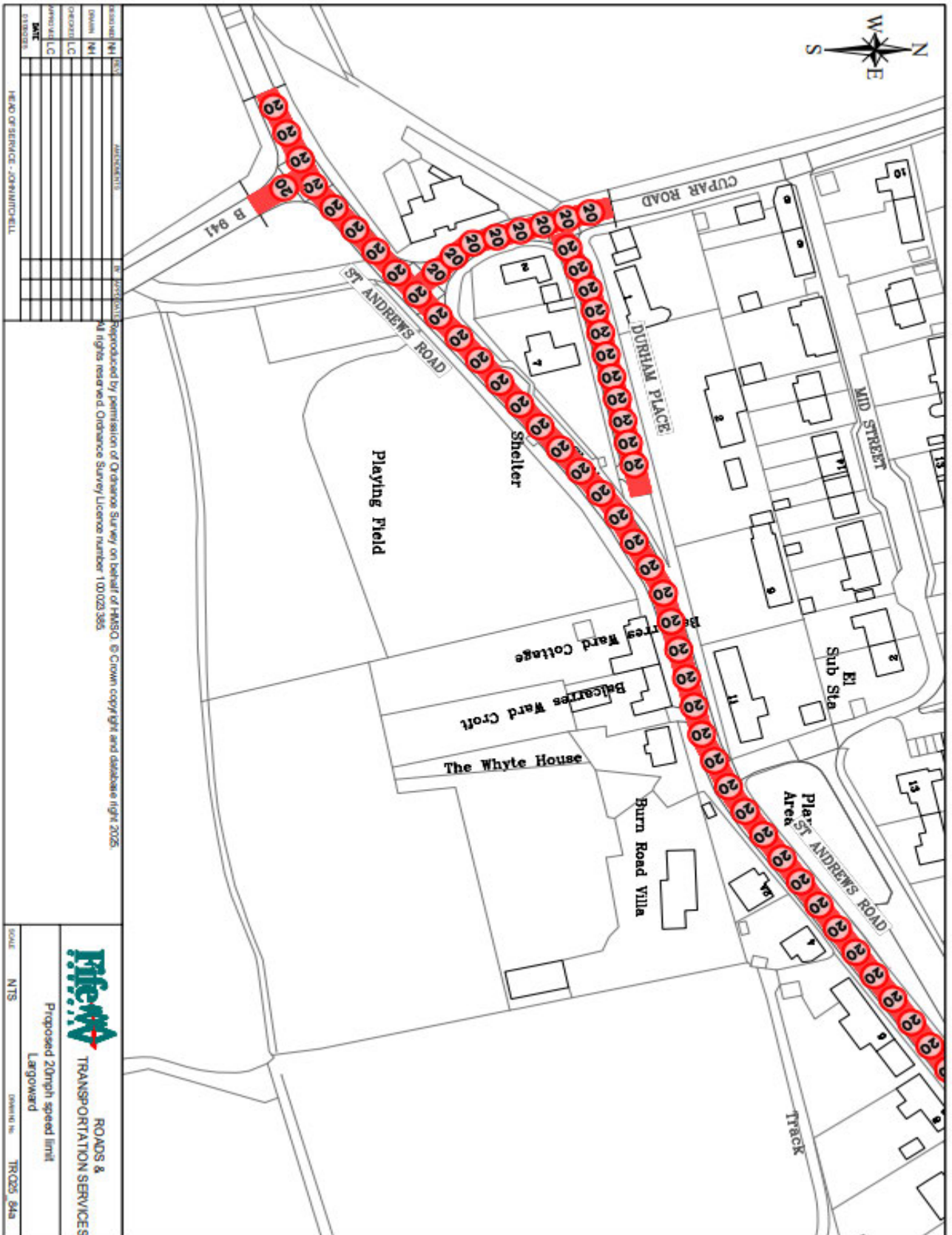
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1. Drawing No. TRO25\_84a
2. Drawing No. TRO25\_84b
3. Drawing No. TRO25\_84c

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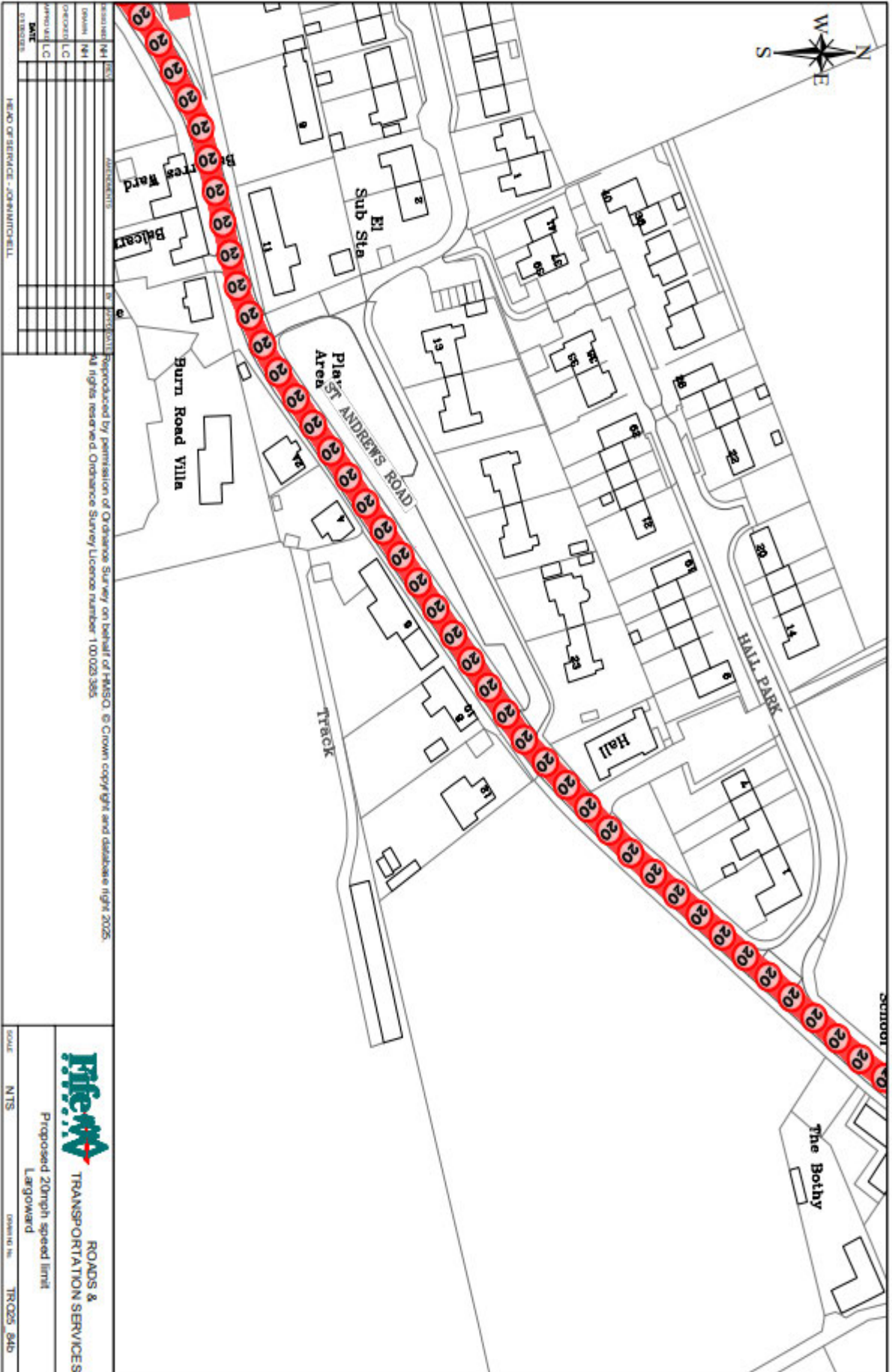
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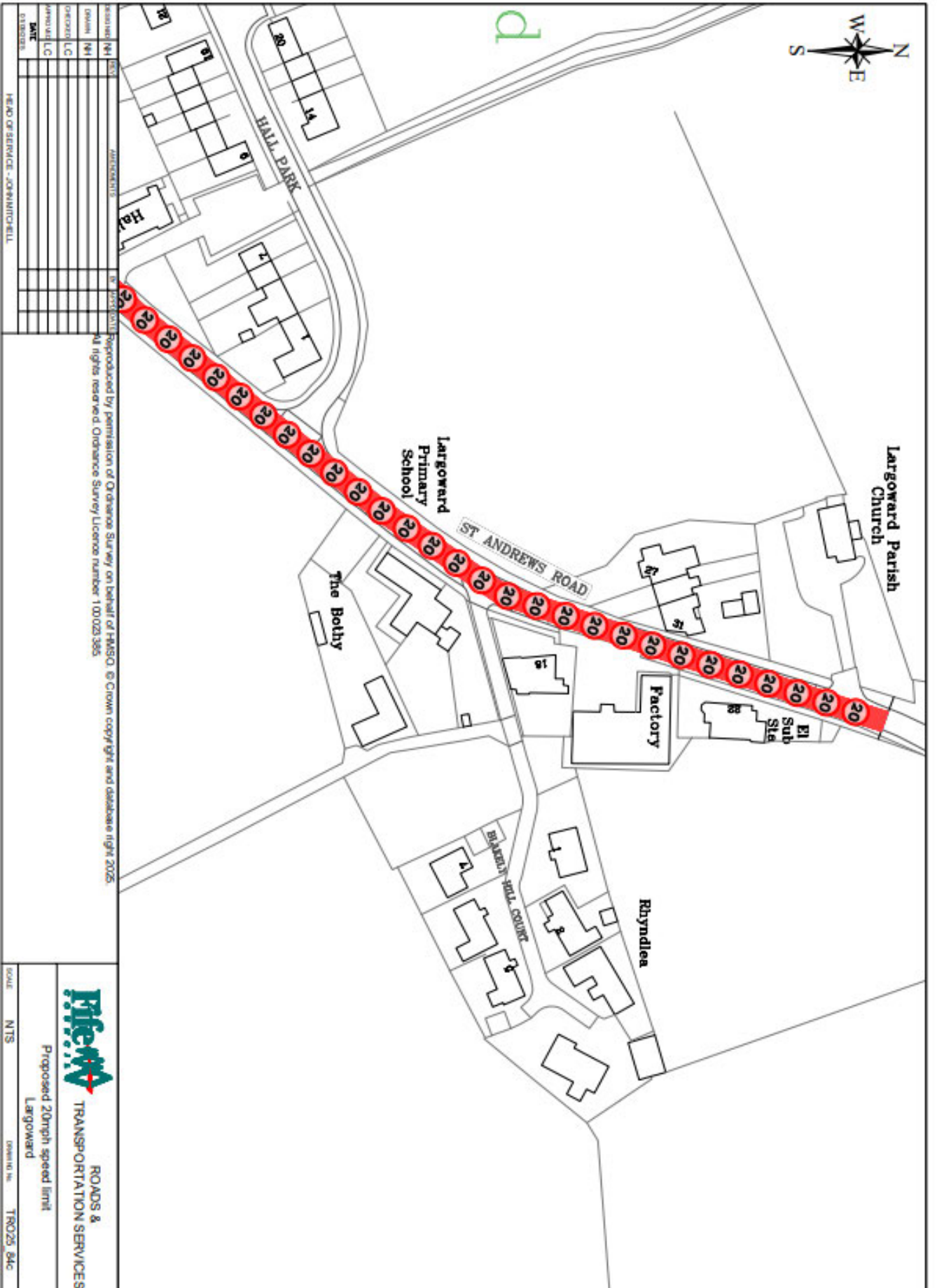
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**FRYDEN** ROADS & TRANSPORTATION SERVICES

Proposed 20mph speed limit  
Largoward



Appendix 3



29 October 2025

Agenda Item No. 10

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## B939 Strathkinness – Speed Limit Amendments

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**Report by:** John Mitchell, Head of Roads and Transportation Services

---

**Wards Affected:** Ward 18 – St Andrews

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### Purpose

---

The purpose of this report is to allow the Area Committee to consider a proposal for the introduction of a 40mph speed limit on the B939 at Strathkinness. Also included in the proposal is a 40mph speed limit for the C4 and Main Street for 80m to the north and south of the B939 junction.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing TRO25\_85 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £3,000 which covers Roads and Transportation Services' and Legal Services' staff costs and advertising, which will be met from approved Service budgets.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

### Consultation

---

Prior consultation has been carried out with the local Ward Councillors and Strathkinness Community Council.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

---

- 1.1 A 50mph speed limit was implemented on the B939 in 2022 following concerns from the community regarding vehicle speeds and collisions at the crossroads.
- 1.2 Since 2022 various intervention measures have been implemented and further are planned.
- 1.3 A petition was considered at the 27<sup>th</sup> August North East Fife Area Committee requesting a reduction in the speed limit to 40mph. We would draw the committee's attention to the contents of our report submitted in response to the petition.

## 2.0 Issues and Options

---

- 2.1 It is probable that a reduction in speed limit from 50mph to 40mph will not have a significant effect on the incidence of collisions, as none so far recorded have speed cited as a cause or contributory factor. However, we recognise that the lower speed limit may reduce the severity of collisions.
- 2.2 We accept the continuing concerns of the community and road users in the area and would therefore now seek the committee's approval to promote the order to reduce the speed limit.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that the 40mph speed limit should be promoted.

### List of Appendices

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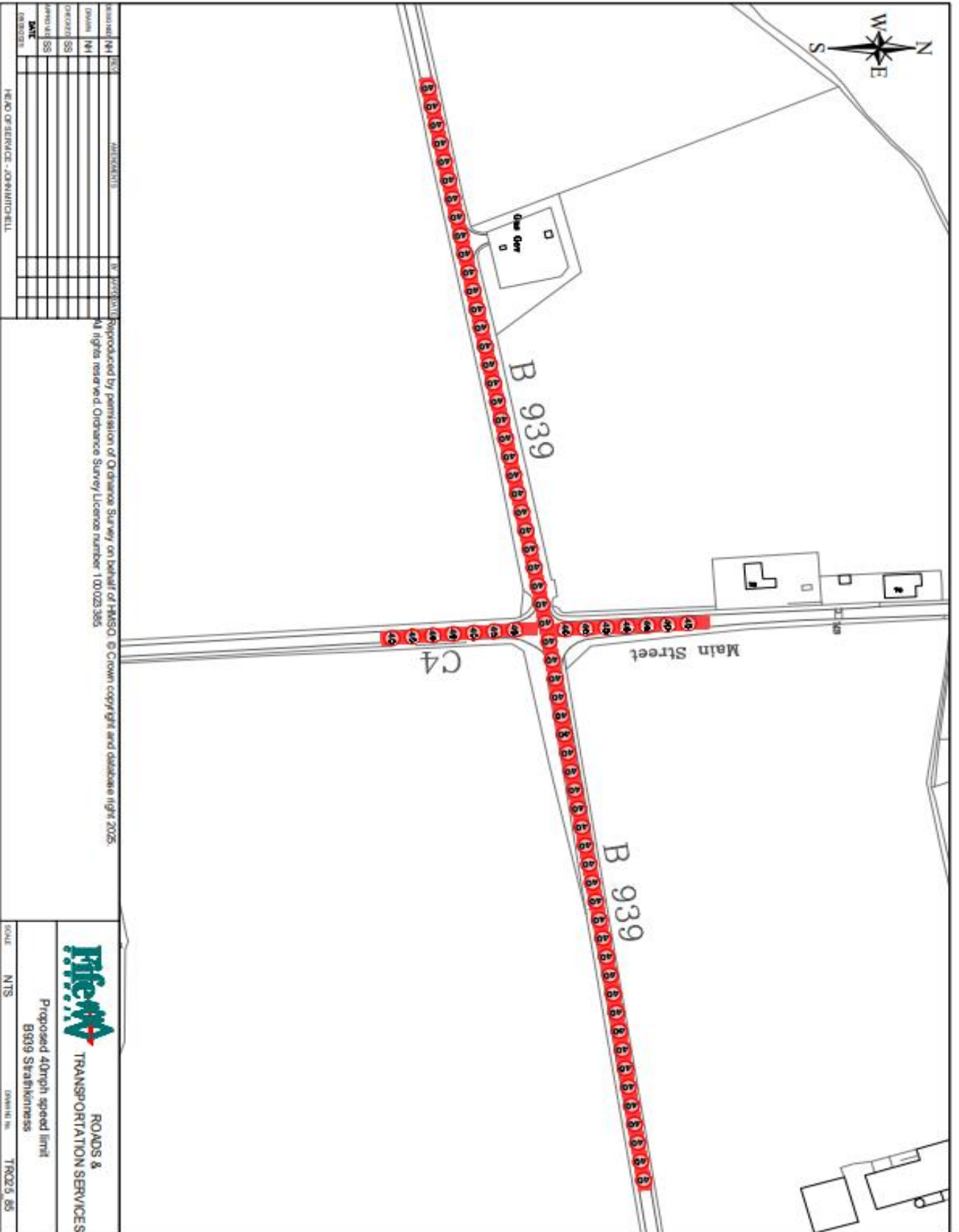
1. Drawing No. TRO25\_85

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Appendix 1



29 October 2025

Agenda Item No. 11

---

## Proposed Waiting Prohibition: Wadeslea, Elie

---

**Report by:** John Mitchell – Head of Roads and Transportation Services

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**Wards Affected:** Ward No. 19 – East Neuk and Landward

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### Purpose

---

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce 'No Waiting At Any Time' restrictions at Wadeslea, Elie.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings no's TRO25\_91 and TRO25\_91a (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this TRO will be approximately £2,500, which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form have been completed. No negative impacts have been identified.

### Consultation

---

The local Ward Councillors, Elie and Earlsferry Community Council, Parking Management team and Police Scotland have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available on Fife Council's website.

## 1.0 Background

---

- 1.1 Wadeslea is residential road from which access is taken to the Ruby Bay car parks and is the main route to and from these and the A917. All of the properties which take access off Wadeslea have off-street parking available.
- 1.2 It includes two adopted cul-de-sacs.

## 2.0 Issues and Options

---

- 2.1 The road is frequently obstructing by parked vehicles, leaving insufficient width for the passage of emergency services vehicles and difficulties for other road users. The obstruction is particularly prevalent when the Ruby Bay car parks are full and visitors seek the closest on-street parking.
- 2.2 Residents have reported significant difficulties with obstructive parking in the cul-de-sac to no's 3-12 and at the 90-degree bend outside and opposite no's 14 and 15. Photographic evidence has been supplied.
- 2.3 The Ruby Bay car parks and associated access road are not maintained or managed by Roads and Transportation Services.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

### List of Appendices

---

1. Drawings no's TRO25\_91 and TRO25\_91a

### Report Contacts

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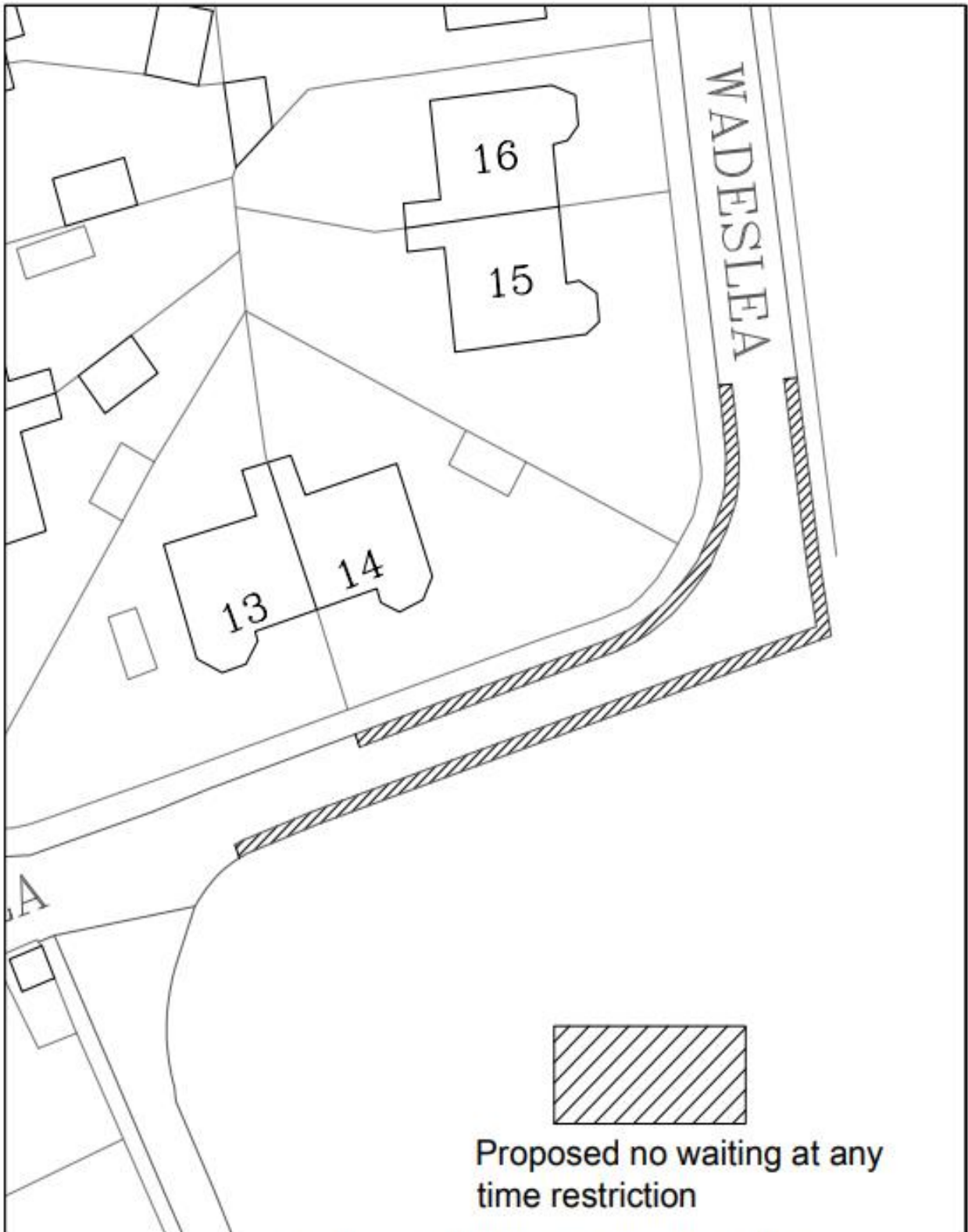
REF	AMENDMENTS				BY	APP'D	DATE	
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								04/08/2025
HEAD OF SERVICE - JOHN MITCHELL								



ROADS &  
 TRANSPORTATION

Proposed no waiting at any time  
 restriction  
 Wadeslea cul-de-sac, Elie

SCALE NTS DRAWING No. TRO25\_91



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REF	AMENDMENTS	BY	APPROV	DATE



ROADS &  
TRANSPORTATION

Proposed no waiting at any time restriction  
Wadeslea, Elie

DESIGNED	NH	DRAWN	NH	CHECKED	SS	APPROVED	SS	DATE
								14/08/2025

HEAD OF SERVICE - JOHN MITCHELL

SCALE NTS

DRAWING No.

TRO25\_91a

29 October 2025

Agenda Item No. 12

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## Proposed Waiting Prohibition: Abbotsford Crescent, St Andrews

---

**Report by:** John Mitchell – Head of Roads and Transportation Services

---

**Wards Affected:** Ward No. 18 – St Andrews

---

### Purpose

---

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a 'No Waiting At Any Time' restriction at Abbotsford Crescent, St Andrews.

### Recommendation(s)

---

It is recommended, in the interests of traffic management and road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_81 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this TRO will be approximately £2,500, which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

### Legal and Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

The general duties section of the impact assessment and the summary form have been completed. No negative impacts have been identified.

### Consultation

---

The local Ward Councillors, Royal Burgh of St Andrews Community Council, Parking Management team and Police Scotland have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available on Fife Council's website.

## 1.0 Background

---

- 1.1 Abbotsford Crescent is within the St Andrews town centre area and experiences a high demand for on-street parking.
- 1.2 Most of the adjoining property consists of St Andrews University buildings, but two private residencies take vehicular access for garages.

## 2.0 Issues and Options

---

- 2.1 One of the residencies with a vehicular access in Abbotsford Crescent has a short section of existing no waiting at any time restriction in place to address previous obstruction issues.
- 2.2 We would now seek approval for a traffic regulation order for a second similar restriction at the other vehicular access concerned. This follows a resident's enquiries and photographic evidence supplied of inconsiderate parking completely obstructing the access concerned.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

### List of Appendices

---

1. Drawing no. TRO25\_81

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29 October 2025

Agenda Item No. 13

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## **Application for Funding From St Andrews Common Good Fund – Fisherman’s Stores Roof Replacement**

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Report by: Paul Vaughan, Head of Communities & Neighbourhoods

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Wards Affected: Ward 18

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### **Purpose**

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To seek approval from the Area Committee for a contribution from the St Andrews Common Good Fund

### **Recommendation(s)**

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The Area Committee is asked to agree an allocation of £63,364.20 for cost of full roof replacement at the Fisherman’s Stores.

### **Resource Implications**

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There is sufficient funding available in the St Andrews Common Good Maintenance Fund for 2025-26 should this contribution be agreed

### **Legal & Risk Implications**

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None.

### **Impact Assessment**

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An EqIA has not been completed and is not necessary as the report does not propose a change or revision to existing policies and practices.

### **Consultation**

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A report was approved previously by the committee on 27<sup>th</sup> August 2025. Ward 18 members are aware of the further request for funding.

## 1.0 Background

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- 1.1 The criteria for spend from the Common Good Fund requires authorisation from the Area Committee before amounts over £5,000 can be committed.
- 1.2 This report is to seek agreement from this Area Committee for a contribution from the St Andrews Common Good Fund to cover the costs of repairs to a Common Good asset.

## 2.0 Details

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- 2.1 The Fisherman's Stores at St Andrews Harbour are a Common Good asset, which is currently tenanted by several parties, resulting in an annual income of approximately £4,468 to the Common Good fund for St Andrews.
- 2.2 The building is B listed and situated in a conservation area. Following roof repair works carried out in January 2025 to units 1 to 4, further damage has occurred as a result of inclement weather, leaving 1 unit unable to be let due to water ingress and the risk of the existing 8 leases being terminated as a result of the damage. The condition of the roof is critical and requires urgent attention.
- 2.3 A report was brought to this committee on 27<sup>th</sup> August 2025 seeking approval for £8,316 to cover the costs of repairs to the roof, however upon commissioning these works after approval, it was noted that there had been a misinterpretation of the quote provided and in fact a full roof replacement is required as well as repairs to the main building structure.
- 2.4 Costs have been obtained for a complete roof replacement and the other works required to the fabric of the building, along with scaffolding and contingency, bringing the total cost to £63,364.20. Contractors were invited to tender for the works, however only one submission was received.
- 2.5 A new roofing framework will be in place from 17<sup>th</sup> December 2025, at which point the works will be re-tendered. It is anticipated that the new framework will offer a greater tendering pool which may result in a more competitive quote being obtained, however agreement is being sought to commit funds up to the value requested in order that preparatory work can commence to obtain the necessary consents and building warrants which will enable the works to commence as soon as possible.
- 2.5 100% of the repair costs are being sought from St Andrews Common Good fund and there are sufficient monies in the maintenance fund to cover the required works.

## 3.0 Conclusions

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- 3.1 The application is eligible for Common Good funding for the purposes of maintenance of Common Good assets.

## List of Appendices:

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- 1 Common Good Maintenance Business Case

### Report Contact

Kirstie Freeman  
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County Buildings, Cupar  
Tel: 03451 55555 ext 446149  
Email: [Kirstie.Freeman@fife.gov.uk](mailto:Kirstie.Freeman@fife.gov.uk)

**COMMON GOOD MAINTENANCE BUSINESS CASE**

Amount requested	<input type="text" value="£63,364.20"/>
Asset	<input type="text" value="Fishermans Stores, The Shore, St Andrews"/>
Service requesting funding	<input type="text" value="Estates"/>
Is this service the holding service for the asset Y/N	<input type="text" value="N - Held on Common Good"/>
Contact name	<input type="text"/>
Description of maintenance required	<input type="text" value="Required roof repairs to stores to make them fully wind and water tight."/> <input type="text" value="The cost includes: Roofworks, Stone/Skew works and repair, scaffolding costs and contingency."/>
What other funding options have been explored? Please provide short explanation for Common Good funding request.	<input type="text" value="Stores are held on Common Good and maintenance for these comes from the CG budget."/>
Total cost of project	<input type="text" value="£63,364.20"/>
Service contribution	<input type="text" value="£63,364.20"/>
% of project to be funded from Common Good	<input type="text" value="100%"/>

**5. Financial Monitoring Information (to be completed by Finance)**

	£
Funds Available	
IN YEAR ESTIMATE 25/26	87,789
APPLICATIONS PENDING APPROVAL	3,000
<b>IN YEAR ESTIMATE 25/26 REMAINING</b>	<b>84,789</b>
<b>BALANCES</b>	
REVENUE BALANCES - GRANTS	65,725
RVENUE BALANCES - MAINTENANCE	65,723
<b>TOTAL REVENUE BALANCES</b>	<b>169,578</b>

**6. Finance Comments**

This would use a significant amount of the in year surplus available

Prepared By	J. Duncan	Date	09/09/2025
Approved By (Finance)	Ehodgson	Date	10/06/2025
Approved By Community Manager		Date	
Approved By Committee for applications over £5k		Date	
Financial Code if approved	<input type="text"/>		

29 October 2025

Agenda Item No. 14

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## Area Housing Plan and Area Lettings Plan review 2025-26

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Report by: John Mills, Head of Housing Services

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Wards Affected: Ward 16 – Howe of Fife, Ward 17 – Tay Bridgehead, Ward 18 – St Andrews, Ward 19 – East Neuk and Landward, Ward 20 - Cupar

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### Purpose

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The report seeks area committee approval for a revised area housing plan which sets out area performance, service delivery and highlights key housing issues following consultation with key stakeholders. Previous plan was approved by Area Committee on 23rd October 2024.

### Recommendation

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Members are asked to consider and approve,

- the revised NEF Area Housing plan for 2025-2026
- the revised NEF Lettings Plan for 2025-2026
- the Community Lettings Initiative for Strathkinness and Newburgh

### Resource Implications

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Work is taking place within agreed HRA local and capital budgets.

### Legal and Risk Implications

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There are no legal / risk implications arising from this report.

### Impact Assessment

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An EqlA (Equality Impact Assessment) Checklist is not required because the report does not propose a change or revision to existing policies and practices.

## 1.0 Background

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- 1.1 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices, and have a sense of control so that they can reach their full potential and where all children are safe, happy, and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives.
- 1.2 The Area Housing Team in North East Fife also needs to contribute to the management of the Housing Emergency by focussing on optimising temporary accommodation and permanent accommodation occupancy. The reduction in voids in the Council's housing stock is a priority in line with the Voids Improvement Plan agreed by the People and Community Scrutiny Committee.
- 1.3 The area plan shows how we work with partners and local communities to improve housing services in the Area. Tenant and residents have told us their concerns and issues where they live, and together we have identified what needs done. We have looked at how well we are doing managing our homes to prioritise which services we need to improve.
- 1.4 The plan links into different policies and strategies across Fife including the Plan 4 Fife, Local Housing Strategy, Area Lettings Plan, NEF Community plan, Local Letting plan and pathway to improvement (Annual Return on the Social Housing Charter).

## 2.0 Development of the Area Housing Plan

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- 2.1 The previous Area Housing Plan covered the period 2024-25. Since then, we have developed a new annual Area Housing Plan focusing on key performance areas in line with discussions with the Area Committee Conveners and Vice-Conveners across Fife.
- 2.2 Tenant participation is a key part of our housing strategy. Being part of organised groups gives our tenants and residents a greater voice when talking about local issues. We work closely with Tenant and Resident Associations and carry out area walkabouts with representatives and partner services to identify areas of concern, creating action plans and reporting on progress.
- 2.3 The Area Housing Plan highlights performance, and states tenants in NEF are 81.75% (increase from 79.8%) satisfied with the overall service provided. 86.31% (slight decrease from 91.9%) of tenants are satisfied with the management of their neighbourhoods.
- 2.4 In NEF over the most recent years, the Council has delivered Affordable Housing in Springfield and Guardbridge with new developments nearing completion in Strathkinness and Newburgh. Currently, there is an acute need for more council new build properties in this Area. We have linked in our

Strategic Housing Investment Plan (SHIP) to give Members the opportunity to explore the planned new builds sites across the NEF Area.

- 2.5 We have highlighted the role of our housing investment programme and our intention to continue to invest in our homes. Investments include kitchens, central heating, bathrooms, roofs, rewiring, smoke detectors, secure door entry systems, structural works, electrical testing, and external walls.

### **3.0 Local Housing Action Plan**

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- 3.1 It is recognised that there is a need for more affordable housing in North East Fife, we will provide an update to the area committee with planned new build projects in the area, the number of properties purchased through our Property Acquisitions Policy and identify unused land for feasibility to develop affordable housing.
- 3.2 In North East Fife, the Council has delivered 162 affordable homes in Cupar, Ladybank, Springfield and Guardbridge and Kingsbarns, with further developments nearing completion in Newburgh and Strathkinness providing the area with 62 additional properties.

In addition to the new build properties, we have purchased from the open market an additional 6 properties.

- 3.3 Lack of family housing and specific needs housing was recognised as a key housing issue in NEF. We will provide feedback on the number of tenants who have downsized using the Tenant Incentive Scheme, we will build larger family homes, we will ensure 30% of the affordable housing programme is for specific needs customers including 5% for wheelchair housing, we will carry out adaptations to existing homes to keep tenants at home and we will consider vacant properties for conversion.
- 3.4 We are committed to several projects throughout the area which will see improvements to the communal areas of some of our flatted properties. We have also committed to carrying out more estate walkabouts so that we can work together with the tenants and residents to identify further issues that they feel are important to address.

Condition of estates was identified as a key housing issue. We will carry out garden inspections promptly when they are below standard, we will regularly inspect for choked gutters, vegetation, and maintenance issues, we will provide regular maintenance of trees, shrubs, weeds, and grass on housing land, we will develop a maintenance programme to refurbish lock ups in need of modernisation. We will carry out regular estate walkabouts with key stakeholders to identify any issues affecting the community and address them promptly.

- 3.5 We will continue to work in partnership with Safer Communities and take robust action against perpetrators of anti-social behaviour. We will utilise allocation discretion where appropriate and aim to increase the number of "Housing First" tenancies within the area.

## 4.0 Area Lettings Plan

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- 4.1 The Area Lettings Plan (appendix 2) provides contextual information in relation to Housing provision across North East Fife, as well as information in relation to our allocations and current waiting lists.
- 4.2 There are more people looking for rehousing in the North East Fife area than we have housing becoming available. There is a lack of larger properties and adapted accommodation within the area coupled with low turnover of properties across many of the lettings areas. In addition, there is low demand for specific property types across the North East Fife area. We will actively promote Retirement Housing and Housing for Older People, and where required advertise long term vacancies on Fife Housing Register Website. We are committed to identifying areas for development to include larger family homes.
- 4.3 We continue to offer housing options advice which provides applicants with information on all tenure types which are available, maximising their opportunities for re-housing.
- 4.4 The Home Swap scheme continues to see increased number of households registering their interest in moving to more suitable properties with 26 completed exchanges taking place last year.

## 5.0 Conclusions

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- 5.1 Through the Area Housing Plan, we have identified local issues through engagement with local communities and elected member and create action plans to address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes.
- 5.2 The Area Lettings Plan sets out the stock profile, identifying where there is housing need and how we intend to improve the lack of larger family homes, as well as a plan to create balanced community.

### List of Appendices

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- 1. North East Fife Area Housing Plan 2025 - 2026
  - 1.1 North East Fife Area Housing Action Plan 2025 – 2026
- 2. NEF Area Community Lettings Plan 2025-2026
- 3. NEF Area Community Lettings Initiative 2025-2026

### Background Papers

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:

### Report Contact

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# North East Fife Area Housing Plan 2025/26



## North East Fife Area Housing Plan 2025-2026

### Introduction

The Fife Housing Partnership supports the [Scottish Governments Housing to 2040](#) vision for everyone in Scotland to have a safe, high-quality home that is affordable and meets their needs in the place they want to be. [The Fife Housing Partnership Local Housing Strategy 2022-2027](#) is the strategic plan in which the key areas of focus are outlined:

1. Ending Homelessness
2. More Homes in the Right Places
3. A Suitable Home
4. A Quality Home
5. A Warm Low Carbon Home

Whilst the Local Housing Strategy sets out the strategic plan for Fife, the area housing team are responsible for the delivery of local plans for and with local people. This Area Housing Plan aims to illustrate how the North East Fife area housing team works with our partners and local communities to improve how we deliver housing services in the local area.

The area housing plan is our commitment to the ongoing work required on:

- New Homes,
- Letting Empty Houses,
- Improving Property,
- Looking after tenancies.

Working in partnership with tenants, residents and elected members we have identified the key areas of focus for improvement, which have been described within the content of this Area Housing Plan. The North East Fife Area Housing Plan was previously approved by North East Fife Committee on 23/10/2024.

This plan supports Fife Council wider strategies, policies and plans. The below infographic demonstrates the link between this area housing plan and the wider strategies, policies and plans that it supports:-



North East Fife area is comprised of both the Cupar and North West and St. Andrews and North East Housing Market Areas and includes the electoral wards of:

Ward 16 – Howe of Fife

Ward 17 - Taybridgehead

Ward 18 – St Andrews

Ward 19 – East Neuk and Landward

Ward 20 - Cupar

Through the [Fife Housing Register webpage](#), you can now view our [new interactive map](#) which shows where all housing partners have properties. This will help you make an informed decision about your preferred areas of choice if you want to submit a Fife Housing Register application.

### Evaluation of North East Fife Area Housing Plan 2024/25

The North East Fife Area Housing Plan 2024/25 outlined key actions that would support our commitment to new build delivery, managing the area lettings plan, improving property condition and looking after tenancies. An evaluation of our progress has been summarised below.

North East Fife Area Housing Action Plan 2024/25 Progress Summary	
Area of Focus	Progress Report
Stock Improvements	In the past year, as part of our stock improvements works: <ul style="list-style-type: none"> <li>▪ 113 Homes received bathroom upgrades.</li> <li>▪ 64 homes received heating upgrades.</li> <li>▪ 71 homes received kitchen upgrades.</li> <li>▪ 15 homes received rewiring works.</li> <li>▪ 35 homes received roof replacement.</li> <li>▪ 11 homes were improved from roughcasting works.</li> <li>▪ 148 homes received window and door upgrades.</li> </ul>
Tenancy Management	Transfer Incentive scheme assisted 11 tenants to move to a more suitable home in the year reporting year.
Voids (vacant properties)	North East Fife area has reduced average days to turnaround empty properties from 39.96 to 34.27 days. Percentage of void rent lost due to empty homes has reduced from 1.38% to 0.92% (at time of reporting)
Rent Collection Rates	Rent collection rates have decreased slightly from 100.92% to 100.65% in the North East Fife area, we continue to collect current rent due and recover arrears

### Performance Information

Fife Council is the largest landlord in the North East Fife area. The stock profile below shows that we are responsible for the management of 3,885 homes.

**3,885**  
**TOTAL HOMES**

Stock by type		Fife	Stock by size		Fife
Sheltered	323	1295	Bedsit	48	256
Flat/Maisonette	427	1502	1 bed	1145	7431
4 in a block	845	8177	2 bed	1841	14738
Flat/Tenement	304	4452	3 bed	727	7584
High rise flat	0	712	4+ bed	124	1241
House	1986	15113			

North East Fife area contains 12.43% of all Fife Council stock, of which 99.66% is lettable. This means that we have 3,872 properties that are available to let as tenancies. Stock that is not available for let is due to housing regeneration and stock improvements or the properties being used for other purposes such as temporary accommodation. Our stock profile is mostly consistent with the overall stock profile of Fife; however we do not high-rise dwellings within the area

When properties become void (vacant), we need to ensure this time is kept to a minimum. Rental loss for the void period affects the income to the council, in the previous year we lost 1.38% of rental income due to 278 properties being void, our average turnaround time was 38.82 days from the property becoming vacant to a new tenant moving in.

Every year in the North East Fife area more people apply for housing than what becomes available. Our annual Letting Plan sets out the profile of properties we expect to become available in the following year and how we intend to distribute those properties between the different groups of applicants:

- Urgent Housing
- Transfer list
- Housing List

Allocations play a key role in ensuring that we make best use of housing stock, and we have committed to allocate properties fairly across all applicant categories. For our full allocations information please see the North East Fife area Lettings Plan 2025-2026.

The Fife Housing Register waiting list shows that 1,835 applicants have North East Fife area as their first area of choice, this accounts for 13.5% of all applicants. In the previous year we made 425 offers of housing of which 80.42% were accepted.



Alongside our Letting Plan we also have Community Lettings Initiatives, or CLIs. CLI's allow a more flexible use of the allocations policy to address local need and demand and are developed in partnership with the local community. [For further information on any current CLI's, please see appendix 3.](#)

The North East Fife area housing team work hard to meet a range of housing needs. The cost-of-living crisis and economic uncertainty is making it difficult for some households to pay basic bills or access benefits.

100.41% all  
Fife Rent  
Collected

100.46%  
North East Fife  
Rent Collected

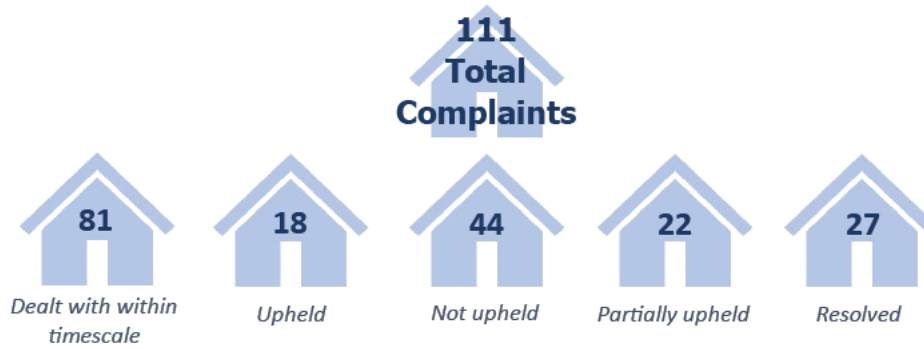
We can provide support with money advice, please speak with your housing management officer if you would like further information.

In our introduction, we confirmed that we support the Scottish Government Housing to 2040 strategy, and this includes addressing fuel poverty. It is estimated that 24% of Fife households are living in fuel poverty, through a partnership approach we continue to work towards reducing fuel poverty across Fife for all tenants and residents.

Every year, a customer satisfaction survey is carried out providing you the opportunity to tell us how you think we are performing as your landlord. The satisfaction survey is also used to report the annual return on the charter. The most recent satisfaction survey showed us that:

	North East Fife	Fife
% satisfied with overall service provided by Fife Council	81.74%	84.03%
% who think we are good at keeping you informed about our services and decisions	81.33%	84.41%
% satisfied with the opportunities we give you to participate in our decision-making process	80.08%	80.89%
% satisfied with the quality of their home	81.33%	86.94%
% satisfied with the repair service we provide	82.29%	86.92%
% satisfied with our contribution to the management of your neighbourhood	86.31%	86.84%
% that think their rent is good value for money	79.67%	81.59%

The customer satisfaction results help us to identify areas we need to improve. Alongside our customer satisfaction survey, housing complaints are also a valuable source of information that help to identifying recurring or underlying problems.



The top 5 reasons for complaints in North East Fife area in the last year are as follows:

Complaint Reasons	Total
Poor communications including lack of notice, consultation and engagement	13
Poor Condition / Standard of Housing	12
Unsatisfactory response to previous complaint / request for service / enquiry / reported fault	11
Delays in Start / Completion	9
Quality of Workmanship including mess/damage, unsatisfactory completion, quality of products etc	8

### Annual Area Housing Budget

Housing Services activities are taking place within agreed Housing Revenue Account (HRA) budget. The HRA Capital Investment Plan for 2025-29 was approved at full committee on the 20<sup>th</sup> February 2025 and remains the approved capital investment plan for the HRA.

The area housing budget that was approved for North East Fife area by elected members was £453,468 for this financial year. The area housing budget is used for local projects, and to date we have spent £166,358 on local projects in North East Fife area. These projects include: -

- Improvements to garden area at Mears Court, Retirement Housing
- Painting of railings at Granary Lane, Retirement Housing
- Lock up improvements – Pitcairn Park East
- Shower installs (to resolve affordability issues)
- Various garden improvements throughout North East Fife
- Fencing renewals and repairs – 61 to date throughout North East Fife
- Fencing at St Ayles, Anstruther

Additionally, we have assisted 207 with the following projects,

- Tenancy Assistance
- Estate Improvements
- Estate Clearances
- Garden Works

In the next 6-month period, we have a remaining budget of £287,109, and have identified/agreed the following project(s):-

- Install bollard at a Fife Council garage site
- Upgrading signage, painting communal areas and maintaining/repairing fences at Harbourlea Retirement Housing complex, Anstruther.
- Create new bin stores in Woodhaven Avenue, Wormit (possibly into 2026-27)
- Various projects at Kinloss Park (please see Estate Management)

### Estate Management

Estate Management refers to services that aim to give tenants and residents quiet enjoyment of their home in a safe and secure environment they can take pride in. It is not simply about looking after buildings and the physical environment around them. North East Fife area housing team recognise that Estate Management is an important aspect of our role as the landlord, it is an important service not only for tenants but all residents in North East Fife area.

We monitor our neighbourhoods by carrying out regular walkabouts with tenants, residents and partner agencies. We monitor changes to the Scottish Index of Multiple Deprivation (SIMD) and Place Standard Tool and this highlights estates that require attention.

Every year we develop local initiative projects to improve local areas and to deal with health and safety and estate condition concerns. Local initiative projects are often small projects that can be overseen by our North East Fife area team and completed within the year, in the North East Fife, we identified:

- Several properties with substantial ivy and shrub growth which was a risk to our external of our properties.
- Areas of increased shrub/tree growth which was a safety risk for vulnerable tenants and to electrical and telephone cables.
- Areas of uneven paving which was a risk to our tenants.
- Communal areas which were full of rubbish/waste which was a fire risk to our tenants.

We have:

- Arranged for the removal of ivy and shrubs from properties and carried out subsequent inspections of properties to ensure they remain wind and watertight for our tenants.

- We have cut back bushes and shrubs to open up closed spaces and reduced the height of trees to ensure the safety of tenants and residents.
- We have upgraded slabbed areas to ensure there are no safety hazards or trip hazards for our tenants.
- Cleared up communal areas, removing all fire risks.

The Kinloss Park area was raised as an area of concern from tenants and residents. In partnership with Tenant and Resident Associations, committee members and North East Fife area management team an Estate Action plan has been agreed to improve the area. A recent walkabout (September 2025) identified the following as areas of concern:

- Fencing repairs and replacements
- Fly tipping
- Grounds maintenance
- Flooding
- Poor maintenance of play park
- Speeding traffic
- Minor repairs within our tenancies

By creating an estate action area, all relevant parties will be involved (Housing, Safer Communities, Waste Operations, Police Scotland, Transportation and Ground Maintenance) and will be responsible for carryout actions which will result in positive outcomes for the tenants and residents of Kinloss Park. We will carry out a series of actions that will improve the Kinloss Park area over the next 12 months. In the coming months, we are committed to:

- Working with the fencing team to co-ordinate repairs and replacement requests for fencing. The Housing Management Officer will manage the requests as a programme of works.
- Work with Waste Operations and Safer Communities to ensure that any fly tipping is addressed and bulky uplifts are carried out in a timely manner. The Housing Management Officer will also have a regular presence to ensure that we are tackling fly tipping.
- We will work with grounds maintenance and develop a plan to reduce vegetation and maintain housing land on a regular basis going forward.
- We will request advice on flood risk management and take forward any recommendations.
- We will work with tenants and residents and on the issues raised regarding the poor condition of the playpark and look to facilitate improvements.
- We will raise concerns of speeding traffic with transportation and look to carry out any appropriate traffic calming measure.

- We will collate all minor repairs required from our tenants and ensure that these are carried out within timescales.

### Stock Improvement and Affordable Housing Programme

The Plan for Fife 2017-2027 through the 'Thriving Places' theme identifies the challenge of a rapidly changing population with around 20,000 new homes, of all tenure, needed over ten years. To achieve this, we are committed to building new homes and in the North East Fife area we have built 226 new homes since 2017. We recognise that under the Right to Buy Scheme which was active between 1980 – 2016 and 5,274 properties were sold in the North East Fife area, alongside our commitment to building new properties, we are now purchasing properties back from the open market in the areas of greatest demand to assist those in the greatest need of housing. Since 2021, 28 properties have been purchased in the North East Fife Area.

#### Affordable Housing Programme

- Cupar Road, Newburgh – 34 Units. Estimated completion 2025-26
- Bonfield Park, Strathkinness – 30 units – Estimated completion 2025-26
- Dalgairn, Bank street, Cupar (Care Village) - 12 units – Estimated completion 2026

You can find out more about what is planned in North East Fife area by viewing our [Strategic Housing Investment Plan](#) projects.

#### Stock Improvement Programme

As a landlord, we are committed to ensuring that our properties meet the Scottish Housing Quality Standard. The Scottish Housing Quality Standard sets priorities to ensure our houses are:

- Above tolerable standard
- Free from serious disrepair
- Energy Efficient
- Provided with modern facilities.
- Healthy Safe and Secure

We have Housing Improvement Programmes that help us in meeting the standard, below are a list of items we class as an element that we have renewal programmes for:

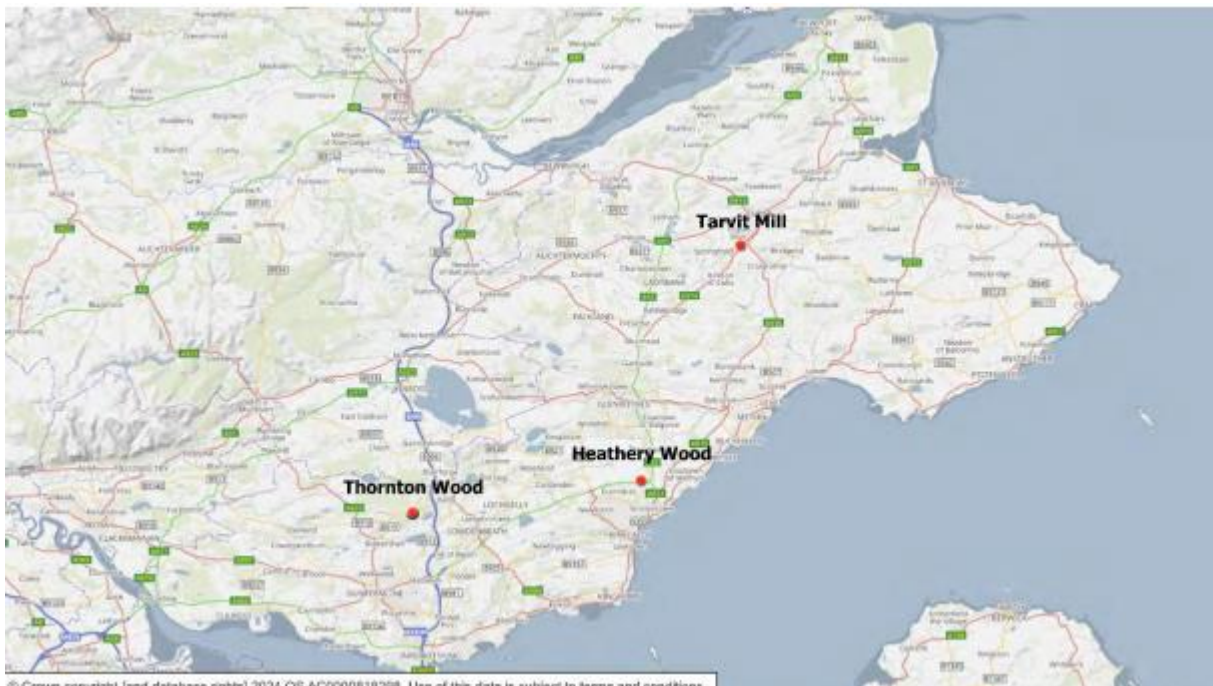
- Central Heating
- Double-glazed windows
- External doors
- Extractor fans for kitchen and bathroom
- Hard-wired smoke detectors
- Kitchen
- Roofs and rainwater goods

- Roughcasting
- Upgrading of electric consumer units
- Bathrooms

The Scottish Housing Quality Standard compliance rate for Fife as at 31/03/2025 is 92.24%, compared to the Scottish average of 83.03%.

The Energy Efficiency Standards for Social Housing (ESSH) encourages landlords to improve the energy efficiency of social housing. In Fife we achieved a 89.52% compliance rate, against the Scottish average of 89.40%.

Gypsy Travellers are dedicated to living a travelling lifestyle and see travelling as an important part of their identity. Located in North East Fife, Tarvit Mill Gypsy Traveller site sits on the outskirts of Cupar. Tarvit Mill site is currently undergoing stock improvement work, including the construction of 16 chalets.



## Safer Communities

Our Safer Communities team works to deliver community safety across Fife. Community safety covers a range of issues including crime, antisocial behaviour, public perception of crime and safety in our homes and on our roads. We have dedicated officers who work with colleagues across the council and partner organisations to improve the local environment, make people feel safer and reduce crime, its causes and the fear of crime.

Our Safer Communities team has responsibility for the issuing and enforcement of fixed penalty notices, in the past year the following cases were reported within the North East Fife area:

<b>Fixed Penalty notice / Order</b>	<b>Total number</b>
Dog fouling fixed penalty notices	3
Dog control notices	7
Fly tipping fixed penalty notices	10
Littering fixed penalty notices	3
Noise fixed penalty notices	0
Antisocial Behaviour Orders (ASBO)	0

We recognise that antisocial behaviour is not acceptable and that it can have a significant impact on the quality of life of individuals, families and the community as a whole. We are committed to tackling antisocial behaviour in our neighbourhoods and identifying the causes of such behaviour.

We are committed to working in partnership with other agencies to focus on early intervention and prevention of antisocial behaviour. This focus means that we recognise the need to take action at an early stage by:

- supporting people in changing their behaviours and reducing risk
- working closely with individuals and communities to help them find solutions to local problems
- offering tenancy assistance to encourage tenancy sustainment.

In the past year there has been 183 reports of Antisocial behaviour in the North East Fife area.

Effective participation gives tenants an opportunity to influence decisions about the housing services they receive. We want to make sure that the tenant's voice is heard, influences decisions and shapes how service are improved to benefit our communities in the North East Fife area. We also deliver our Down Your Street magazine to our tenants' tri-annually, this is another useful tool to help you keep informed. Getting involved gives you a greater voice, please visit our [Tenant Participation](#) webpage for more information.

The best way to get involved is through one of the local Tenant and Resident Associations, we have 2 in the North East Fife area:

- Kinloss Park TRA
- Eden Woods TRA

Looking forward we are hoping to support additional communities with the development of more Tenants and Residents Associations.

## Useful Information



Housing Services are a part of Fife Councils Communities directorate.



03451 55 00 33



Housing Services, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT



Cupar Customer Service Centre, County Buildings, St Catherine Street, Cupar, KY15 4TA

North East Fife Area Housing Action Plan 2025-26			
Area of Focus	Action	Action description	Time scale
Housing Allocations	Meet housing allocations target outlined in the North East Fife Area Plan Transfer Incentive Scheme	Transfer led allocations to create chains of allocations to assist more households in housing need. Housing Allocations targets of 60% to urgent housing list and 40% to transfer/general lists.  Utilise Tenant Incentive Scheme for those eligible to ensure best use of housing stock.	Updates to be provided at Area Ward meetings and Area Committee throughout 2025-26
Void Management	This year has seen continuous improvement, and the Voids Governance Group has updated the Voids Service Improvement Plan with aim of reducing to under 25 days in 2025/26.  Rent loss for void properties.	Aim to reduce void time from 34.27 days to 25 days as per the Voids Service improvement Plan.  Maintain or reduce further from 0.92%	Updates to be provided at Area Ward meetings and Area Committee throughout 2025-26
Tenant Participation	Increase Customer satisfaction	Work with Tenants and residents within our communities to increase customer satisfaction from 81.74%.  Increase Tenant Participation across the North East Fife Area.	Updates to be provided at Area Ward meetings and Area Committee throughout 2025-26
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will upgrade windows and doors.	188 Planned Window and Door upgrades <b>Anstruther</b> Burnside Place Cellardyke, Elizabeth Place, High Street East, Mayview Avenue, Mayview Road, Pittenweem Road, Milton Crescent. <b>Arncroach</b> Blinkbonny Road.	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
		<p><b><u>Auchtermuchty</u></b> Back Dykes Place, Burnside Terrace, Myres View, North Park, The Riggs, Backdykes, High Road, Westland Park.</p> <p><b><u>Balmullo</u></b> Dunedin Park.</p> <p><b><u>Ceres</u></b> Gladney Court, Main Street, Craighall Terrace.</p> <p><b><u>Colinsburgh</u></b> Fairfield Road.</p> <p><b><u>Craigrothie</u></b> Cupar Road.</p> <p><b><u>Crail</u></b> Auldwell Gardens.</p> <p><b><u>Cupar</u></b> Balgavie Crescent, Blalowan Gardens, Bonnygate, Kinloss Park, Upper Dalgairn, Winthank Court.</p> <p><b><u>Dairsie</u></b> Osnaburgh Court.</p> <p><b><u>Falkland</u></b> Back Dykes Terrace.</p> <p><b><u>Freuchie</u></b> Princess Crescent.</p> <p><b><u>Kingskettle</u></b> Cathel Square.</p> <p><b><u>Kettlebridge</u></b> Haughfield Terrace.</p> <p><b><u>Ladybank</u></b></p>	

Area of Focus	Action	Action description	Time scale
		<p>Queens Crescent, Queens Gardens, Roselea Terrace, Roselea Gardens.</p> <p><b><u>Letham</u></b> The Row.</p> <p><b><u>Leuchars</u></b> Norman View.</p> <p><b><u>Newburgh</u></b> Bank Close High Street, High Street, Reef Mog, Towerwell, Towerwell Place, Whitecraig Road, Mugdrum Place.</p> <p><b><u>Newport On Tay</u></b> Albert Crescent, Kilgask Street, Kinbrae Park, Maryton, Royal Buildings, Robert Street.</p> <p><b><u>Newton Of Falkland</u></b> County Houses.</p> <p><b><u>Pitlessie</u></b> Dowlas Court.</p> <p><b><u>Pittenweem</u></b> Abbey Wall Road, Glebe Park, Marygate, Waggon Road.</p> <p><b><u>Springfield</u></b> Tarvit Terrace.</p> <p><b><u>St Andrews</u></b> Allan Robertson Drive, Auchterlonie Court, Jamie Anderson Place, Lamond Drive, Tom Morris Drive, Wishart Gardens, Woodburn Terrace, Sandyhill Road, South Street, North Street, 52A North Street, Forgan Place.</p> <p><b><u>St Monans</u></b> East Street, Gourlay Crescent, Braid Court.</p>	

Area of Focus	Action	Action description	Time scale
		<p><b><u>Strathmiglo</u></b> Bankwell Crescent.</p> <p><b><u>Tayport</u></b> Lochside Gardens, Mill Lane, Queen Street, Shanwell Road South, Tay Street, William Street.</p> <p><b><u>Wormit</u></b> Woodhaven Avenue.</p>	
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will upgrade bathrooms.	<p>156 Planned Bathroom upgrades</p> <p><b><u>St Monans</u></b> Castle Street, East Street, Gourlay Crescent, Rolland Street, Inverie Street, Braid Court.</p> <p><b><u>Pittenweem</u></b> Priory Court, Waggon Road, Marygate, Abbey Wall Road, University Terrace.</p> <p><b><u>Cellardyke</u></b> March Crescent, Fowler Place.</p> <p><b><u>Anstruther</u></b> Mayview Avenue, High Street West, Gardner Avenue.</p> <p><b><u>Kilrenny</u></b> Cardinal Court Main Street.</p> <p><b><u>Crail</u></b> Tod's Green.</p> <p><b><u>Newburgh</u></b> High Street, Morris Place, Hill Road, Tolbooth Close, Sweerie.</p> <p><b><u>Auchtermuchty</u></b></p>	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
		<p>Burnside, Stratheden Place, Myres View, Lochiebank Place, The Riggs, Burnside Terrace, Pitmedden Wynd, Lomond Court.</p> <p><b><u>Strathmiglo</u></b> High Street, Glebe Park, Bankwell Crescent.</p> <p><b><u>Gateside</u></b> Bower Park.</p> <p><b><u>Cupar</u></b> Westport Place, Moathill East, Balgarvie Crescent, Kinloss Crescent, Kinloss Park, Mountcabra, Parliament Square, Lorraine Drive, Blalowan Gardens, Jamieson Court Crossgate, Lord Chancellors House Crossgate, Burnside North, Short Lane, Orchardgate.</p> <p><b><u>Ceres</u></b> Gladney Court, Main Street, Castle Park.</p> <p><b><u>Springfield</u></b> Makgill Row, Tarvit Terrace, Crawley Crescent.</p> <p><b><u>Falkland</u></b> Lomond Crescent, Southfield, Backdykes Terrace, Castle Park.</p> <p><b><u>Freuchie</u></b> Queen Street, Albany Crescent.</p> <p><b><u>Ladybank</u></b> Royal Buildings Commercial Road, Well Road, Queen's Gardens, Roselea Terrace Church Street, Roselea Gardens, Queen's Crescent, Roselea Terrace, Lorne Terrace.</p> <p><b><u>Largoward</u></b> Mid Street.</p>	

Area of Focus	Action	Action description	Time scale
		<p><b><u>Newport On Tay</u></b> Seacraig Court, Maryton King Street, Albert Crescent, Elizabeth Crescent.</p> <p><b><u>Wormit</u></b> Riverside Gardens, Mars Gardens.</p> <p><b><u>Gauldry</u></b> Bridieswell Gardens.</p> <p><b><u>Balmullo</u></b> Cynicus Place, Dunedin Park.</p> <p><b><u>Leuchars</u></b> St Bunyans Place.</p> <p><b><u>St Andrews</u></b> Langlands Road, Watson Avenue, Boase Avenue, Lamond Drive, Churchill Crescent, Sandyhill Road, Allan Robertson Drive, Scooniehill Road, Roundhill Road, Tom Morris Drive, Fraser Avenue, Sandyhill Court, Lamberton Place, Jamie Anderson Place, Alison Place Greenside Place.</p> <p><b><u>Kingsbarns</u></b> North Carr View.</p> <p><b><u>Tayport</u></b> Tay Street, Lochside Gardens, Melville Court, Craig Road, Elizabeth Street, Linksfield, Glebe Gardens, Links Crescent, Ogilvy Street, Cowgate.</p> <p><b><u>Dunshalt</u></b> Ivy Place, The Wynd.</p> <p><b><u>Elie</u></b> Kirk Park Road.</p> <p><b><u>Kilconquhar</u></b> Conacher Court, The Dale.</p>	

Area of Focus	Action	Action description	Time scale
		<p><b><u>Kingskettle</u></b> Cathel Square.</p> <p><b><u>Craigrothie</u></b> Cupar Road.</p> <p><b><u>Pitlessie</u></b> High Street.</p>	
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will upgrade kitchens.	<p>155 Planned Kitchen upgrades</p> <p><b><u>Anstruther</u></b> Cunzie Street, Elizabeth Place, Gardner Avenue, Glenburn Road, Harbourlea, Milton Crescent.</p> <p><b><u>Auchtermuchty</u></b> Backdykes Place, Lochiebank Crescent, Stratheden Place, Westland Park, The Riggs.</p> <p><b><u>Balmullo</u></b> Dunedin Park.</p> <p><b><u>Ceres</u></b> Buchanan Park, Castle Park.</p> <p><b><u>Crail</u></b> Backdykes.</p> <p><b><u>Craigrothie</u></b> Cupar Road.</p> <p><b><u>Cupar</u></b> Balgarvie Crescent, Bathgate Court, Blalowan Gardens, Braehead, Constable Acre, Dalgairn Crescent, Kinloss Park, Maitland Drive, Mount Cabra, Orchardgate, Provost Scott Court Ashlar Lane, Short Lane, Upper Dalgairn, Winthank</p>	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
		<p>Court, Balgarvie Crescent, Blalowan Park, Kinloss Crescent, St Thomas's Skinner Steps.</p> <p><b><u>Dairsie</u></b> Orchard Park, Station Road.</p> <p><b><u>Elie</u></b> Woodside Crescent.</p> <p><b><u>Falkland</u></b> Castle Park, Southfield.</p> <p><b><u>Freuchie</u></b> Albany Crescent, Queen Street.</p> <p><b><u>Gauldry</u></b> Bridieswell Gardens.</p> <p><b><u>Kilconquhar</u></b> Conacher Court, The Dale.</p> <p><b><u>Kingsbarns</u></b> North Carr View.</p> <p><b><u>Ladybank</u></b> Roselea Terrace.</p> <p><b><u>Leuchars</u></b> Fern Place, Mears Court, St Bunyans Place.</p> <p><b><u>Luthrie</u></b> Broomhill.</p> <p><b><u>Newburgh</u></b> Reef Mog, Tolbooth Close, Towerwell Square.</p> <p><b><u>Newport On Tay</u></b> Craighead Road, High Street, Maryton, Seacraig Court, Albert Crescent, Maryton King Street.</p> <p><b><u>Pitlessie</u></b> Wilkie Court.</p> <p><b><u>Pittenweem</u></b></p>	

Area of Focus	Action	Action description	Time scale
		<p>Milton Place, New Grange Park, University Avenue, Waggon Road.</p> <p><b><u>Springfield</u></b> Main Street, Tarvit Terrace.</p> <p><b><u>St Andrews</u></b> Abbey Court, Alison Place Greenside Place, Auchterlonie Court, Chamberlain Street, Churchill Crescent, Fordyce Court, Guthrie Place Market Street, Hutchison Court, Lamberton Place, Lamond Drive, Langlands Road, Largo Road, Roundhill Road, Sandyhill Crescent, St Nicholas Street, Tom Morris Drive, Watson Avenue, Wishart Gardens, Woodburn Terrace, Sandyhill Road.</p> <p><b><u>St Monans</u></b> Castle Street, Gourlay Crescent, Johnstons Close West Street, Queen Margaret Street, Rolland Street.</p> <p><b><u>Strathkinness</u></b> Bonfield Park, Church Road.</p> <p><b><u>Strathmiglo</u></b> Bankwell Crescent, East Back Dykes, High Street, Millfield Court, West Road.</p> <p><b><u>Tayport</u></b> Cowgate, Glebe Place, Lundin Crescent, Scott Crescent, Shanwell Road South.</p> <p><b><u>Wormit</u></b> Mars Gardens.</p> <p><b><u>Kingskettle</u></b> Cathel Square.</p>	

Area of Focus	Action	Action description	Time scale
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will carry out re-wiring works.	<p>315 Planned Re-wiring upgrades</p> <p><b><u>Anstruther</u></b> Burnside Terrace, Dreelside, East Green, Fowler Place, Gardner Avenue, Glenburn Road, Glenogil Gardens, High Street East, March Place, Milton Crescent, Mitchell Place, Muirfield Court, Shore Road, Toll Road.</p> <p><b><u>Colinsburgh</u></b> Fairfield Road, Main Street, North Wynd.</p> <p><b><u>Crail</u></b> Auldwell Gardens, Castle Street, Milne Gardens, Tods Green, Tolbooth Wynd, West Green.</p> <p><b><u>Kilconquhar</u></b> The Dale.</p> <p><b><u>Kingsbarns</u></b> North Carr View.</p> <p><b><u>Largoward</u></b> Mid Street, St Andrews Road.</p> <p><b><u>Lundin Links</u></b> Crescent Road (Lundin Square).</p> <p><b><u>Pittenweem</u></b> Abbey Wall Road, Glebe Park, James Street, Kirkclatch Court, Marygate, Mayview, Milton Place, New Grange Park, Priory Court, St Abbs Crescent, St Adrians Road, University Avenue, University Terrace, Waggon Road.</p> <p><b><u>St Monans</u></b> Castle Street, East Street, Elm Grove, Gourlay Crescent, Inverie Street, King David Street,</p>	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
		Newark Street, Queen Margaret Street, Rolland Street, West Shore. <b><u>Newport on Tay</u></b> Elizabeth Crescent. <b><u>St Andrews</u></b> Sandyhill Road, Fordyce Court, Watson Avenue. <b><u>Elie</u></b> Kirk Park Road.	
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will upgrade roofs.	65 Planned Roofing upgrades  <b><u>Anstruther</u></b> Harbourlea. <b><u>Guardbridge</u></b> Main Street. <b><u>Balmullo</u></b> Dunedin Park. <b><u>Ladybank</u></b> Queens Crescent <b><u>Letham</u></b> The Row <b><u>Pittemweem</u></b> Braehead Road. <b><u>Springfield</u></b> Crawley Crescent. <b><u>St Andrews</u></b> Abbey Court, Abbey Street, Lamberton Place. <b><u>Wormit</u></b> Mars Gardens. <b><u>Falkland</u></b> Backdykes Terrace.	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
Stock Improvement	As part of the housing improvement programme, to ensure compliance with the Scottish housing quality standard we will upgrade heating.	349 Planned Heating upgrades  <u><b>Anstruther</b></u> Mayview Avenue, Mayview Court, Milton Crescent. <u><b>Auchtermuchty</b></u> Burnside Terrace, Lochiebank Place, Stratheden Place, The Riggs. <u><b>Balmullo</b></u> Straiton Terrace. <u><b>Ceres</b></u> Castle Park. <u><b>Colinsburgh</b></u> North Wynd. <u><b>Crail</b></u> Arrighi Crescent, Tod`s Green. <u><b>Cupar</b></u> Blalowan Park, Constable Acre, Kinloss Crescent, Kinloss Park, Lebanon Terrace, Maitland Drive, Moonzie Bank, Orchardgate, Provost Scott Court, Short Lane, Upper Dalgairn, Westfield Avenue. <u><b>Falkland</b></u> Backdykes Terrace. <u><b>Freuchie</b></u> Albany Crescent. <u><b>Kingskettle</b></u> Cathel Square, Rumdewan Crescent. <u><b>Kettlebridge</b></u> Haughfield Terrace <u><b>Ladybank</b></u>	To be completed by March 31 <sup>st</sup> 2026

Area of Focus	Action	Action description	Time scale
		<p>Queen`s Gardens, Roselea Terrace.</p> <p><b><u>Leuchars</u></b> Fern Place, Pitlethie Road.</p> <p><b><u>Newburgh</u></b> High Street, Mitchell Street, Morris Place, Sweerie, Tay Street, Tolbooth Close, Woodriffe.</p> <p><b><u>Newport On Tay</u></b> Craighead Road, East Queen Street, Elizabeth Crescent, Kinbrae Park, Maryton King Street, Northfield Road, Seacraig Court.</p> <p><b><u>Pittenweem</u></b> Abbey Wall Road, Braehead Road, Glebe Park, Marygate, Mayview, Priory Court, Waggon Road.</p> <p><b><u>Pitlessie</u></b> Dowlas Court.</p> <p><b><u>Springfield</u></b> Main Street, New Cottages Station Road, Tarvit Terrace.</p> <p><b><u>St Andrews</u></b> Alison Place Greenside Place, Allan Robertson Drive, Auchterlonie Court, Chamberlain Street, Lamond Drive, Langlands Road, Roundhill Road, Sconiehill Road, South Castle Street, Tom Morris Drive, Watson Avenue, Woodburn Terrace.</p> <p><b><u>St Monans</u></b> Gourlay Crescent, Inverie Street, Johnstons Close West Street, King David Street, Newark Street.</p> <p><b><u>Strathkinness</u></b></p>	

Area of Focus	Action	Action description	Time scale
		Bonfield Park. <b><u>Strathmiglo</u></b> Glebe Park, High Street, West Cash Feus. <b><u>Tayport</u></b> Banknowe Drive, Cowgate, Links Road, Linksfield, Lochside Gardens, Lundin Crescent, Queens Bdgs Dagleish Street. <b><u>Wormit</u></b> Mars Gardens, Woodhaven Avenue.	

## Appendix 2: North East Fife Area Lettings Plan 2025-26



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# North East Fife Area Lettings Plan

## Welcome

Welcome to the North East Fife Local Lettings Plan. This plan covers the following ward areas. We have produced a Housing Area Plan with our customers for each of the 7 Areas in Fife. It is designed for you to have an overview of the way we are responding to the pressures and challenges on our housing stock.

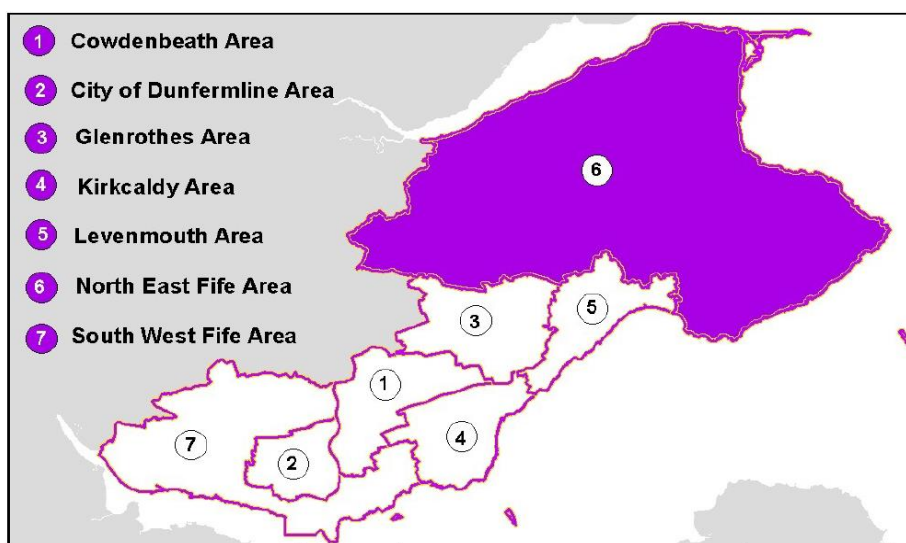
This plan is specific to North East Fife and sets out how we aim to make the best use of housing available, respond to Council pressures and challenges as well as plan for new build and other changes within the housing stock in the area.

We will give 6 monthly updates on progress with the plan to the Committee, and in between times we will update <https://www.fife.gov.uk/kb/housing> with events, progress and completed actions.

Link to other Documents: Allocations Policy - [Housing-allocations-policy-March22a.pdf](#)

There are 49 lettings areas in North East Fife across the following 5 Electoral wards.

- Cupar
- East Neuk
- Howe of Fife
- St Andrews
- Taybridgehead



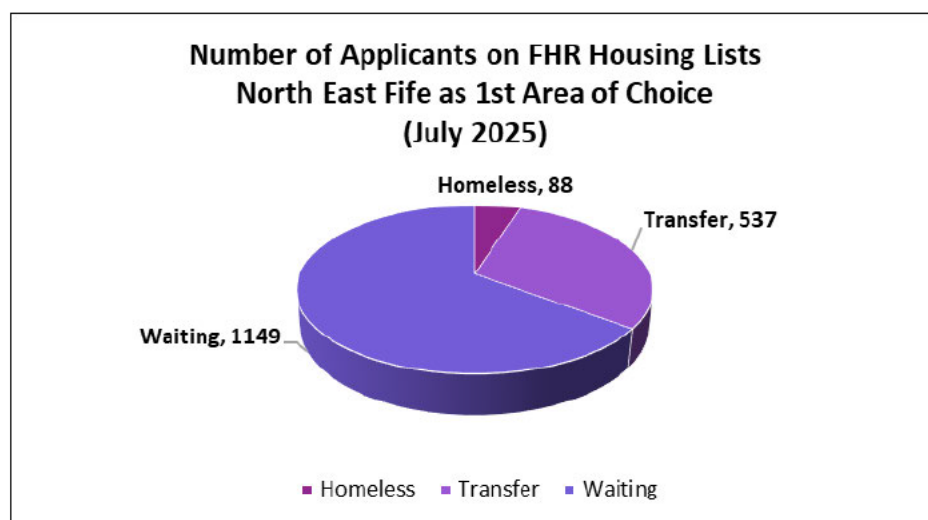
Fife Council has a total of 3,787 lettable properties in the North East Fife area. The chart below details the breakdown of the housing stock by property type and number of bedrooms.

		Bedsit	1 bed	2 bed	3 bed	4 bed	5 bed	6 bed	Total 3787
<b>Lettable Stock</b>	Sheltered Bungalow	-	134	40	-	-	-	-	174
	Bungalow	2	376	210	35	4	2	-	629
	Ground Floor 4 in Block	1	112	266	46	3	-	-	428
	Ground Floor Flat	15	134	106	12	-	-	-	267
	Sheltered (No Stairs)	8	102	8	-	-	-	-	118
	House	-	41	678	513	82	21	3	1338
	Maisonette	-	8	108	26	4	-	-	146
	Upper Flat 4 in block	2	94	232	44	4	-	1	377
	Upper Flat	10	88	149	34	-	-	-	281
	Sheltered (Stairs)	2	22	5	-	-	-	-	29

## Allocations Priorities

Every year, more people apply for housing than there is available, so we have to set priorities. We must meet our legal duty and respond to a number of other challenges and demands.

The number of applicants looking to be housed in North East Fife is 1774. The breakdown between general waiting list, transfers and Homelessness is as follows:



**Our priority is to prevent homelessness wherever possible. Where this is not possible, through our Lettings Plan we aim to.**

- Help families with children move through temporary accommodation as quickly as possible
- Provide a proportion of two-bedroom properties to single people in response to mismatches in supply and demand.

- Link offers of housing with appropriate help, support, or care to ensure sustainable tenancies.

### We work as part of the Health and Social Care Partnership to;

- Help to prevent people going into hospital and return home as soon as possible
- Help children to move through the care system and sustain independent tenancies
- Assist households affected by domestic abuse to sustain tenancies without the fear of intimidation or harassment

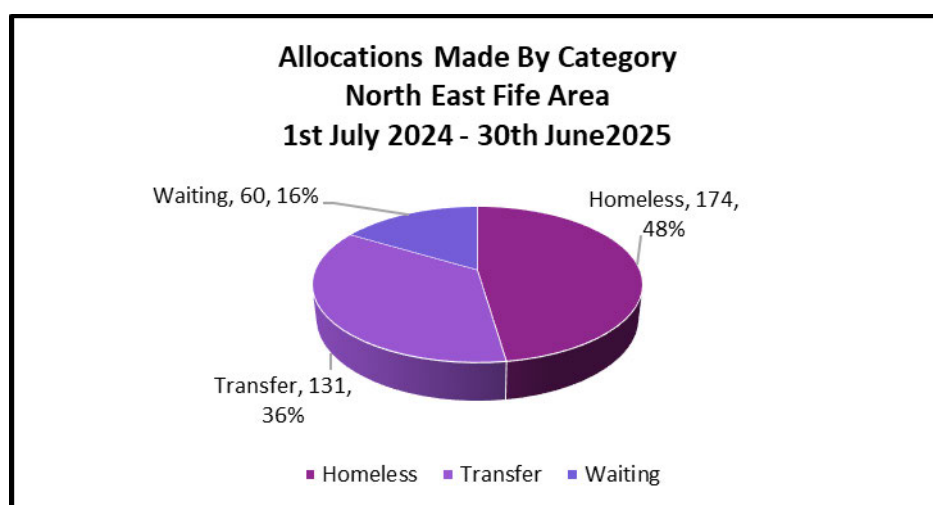
### Making the best use of available housing stock

- Support families who are overcrowded or under-occupying to move to more suitable homes
- Transfer led allocations to general needs properties, to create a chain of allocations to assist more household in need.
- Assist households affected by illness, disability, or other health conditions to live independently within their own home

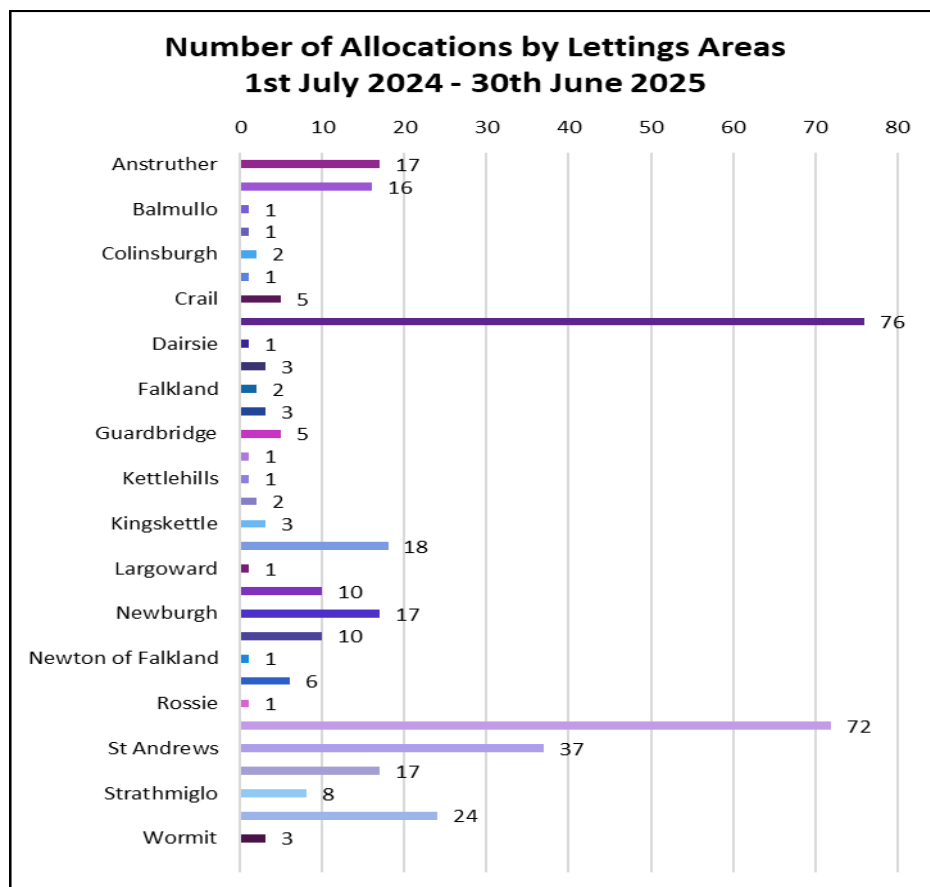
### Allocations Targets 2025/26

Housing Needs Group	Target 2025/26	2024/25 Outcome
Homelessness	60%	48%
Waiting	20%	19%
Transfer	20%	33%

The chart below shows the allocations which were made from each category of the waiting list between 1<sup>st</sup> July 2024 and 30<sup>th</sup> June 2025.



The chart below shows the allocations which were made from by lettings area between 1<sup>st</sup> July 2024 and 31<sup>st</sup> June 2025.



## New affordable houses in North East Fife

Fife's Strategic Housing Investment Plan (SHIP) is developed in partnership with Fife Council, Fife's Housing Association Alliance and submitted on behalf of the Fife Housing Partnership.

The purpose of the SHIP is to set out how investment in affordable housing should be directed over the next five years. This is to achieve the outcomes set out in the Local Housing Strategy (LHS). The SHIP is submitted annually to the Scottish Government and covers a 5-year period. In this case, it will run April 2024 to March 2029.

The SHIP is a bid proposal to the Scottish Government for funding through the Affordable Housing Supply Programme (AHSP). This plan requires an overprovision to be reported in line with the Scottish Government's guidance. This is to allow for projects slipping out of the programme. This means that, at this stage, not all projects listed in the SHIP are guaranteed to go ahead.

There are approx. 700 properties on the [Fife Strategic Housing investment Plan Project Tables](#) to be delivered between now and 2029 in North East Fife.

During 2025-2026 the following new build sites are scheduled for completion.

- Cupar Road, Newburgh – 34 Units. Estimated completed October/November 2025
- Bonfield Park, Strathkinness – 30 units – estimated completion October/November 2025

For additional information please refer to appendix 4 – Community Lettings initiative.

## Housing Options

### Fife Housing Register Partners

The table below details the number of properties managed by our Fife Housing Register partners throughout the North East Fife area.

Fife Housing Register partners who have housing in North East Fife Are:

- Fife Council
- Kingdom Housing Association
- Hillcrest Housing Association
- Fife Housing Group
- Ore Valley Housing Association

Fife Housing Register properties can also be viewed online - [FHR properties | Fife Housing Register](#)

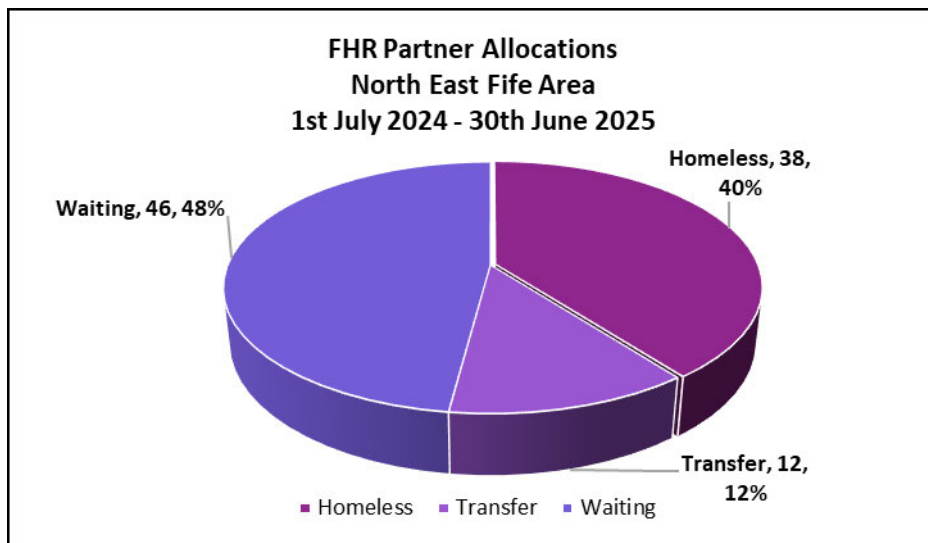
### Fife Housing Register Partners combined Stock

FHR Partner Stock	Bedsit	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Totals
<b>Sheltered Bungalow</b>							<b>0</b>
<b>Bungalow</b>		59	130	17	3		<b>209</b>
<b>Ground 4 in block</b>		15	61				<b>76</b>
<b>Ground Floor Flat</b>		60	72	2	1	1	<b>136</b>
<b>Ground floor sheltered</b>							<b>0</b>
<b>House</b>		1	305	289	33	10	<b>638</b>
<b>Maisonette</b>			1				<b>1</b>
<b>Multi-Storey</b>							<b>0</b>
<b>Upper 4 in block</b>		15	57				<b>72</b>
<b>Upper Flat</b>		83	80	4			<b>167</b>
<b>Upper Floor Sheltered</b>							<b>0</b>
<b>Total</b>	<b>0</b>	<b>233</b>	<b>706</b>	<b>312</b>	<b>37</b>	<b>11</b>	<b>1299</b>

- Kingdom Housing are the largest FHR Partner with 94% of FHR partner stock in North East Fife. Current stock figure is 1221 properties.
- 55% of Kingdom Housing stock are 2 bed properties, 23% are 3 bed and approx 21% are 1 beds.
- Hillcrest have 63 properties in North East Fife. Almost 40% of Hillcrest HA stock are 1 bedroom, 33% are 2 bedroom, 20% are 3 bedroom and 7% are 4 bedroom.
- Fife Housing Group have a very low stock level with properties in Cellardyke (1) and Ceres (2).

- Ore Valley Housing are the second smallest provider with only 3 properties.

The chart below shows FHR Partner allocations which were made from by lettings area between 1<sup>st</sup> July 2024 and 31<sup>st</sup> June 2025.



Stock profiles can be identified on FHR Website for all partners:

<https://www.fifehousingregister.org.uk/properties-map>

#### Mid-Market Rent

Mid-Market Rent is a scheme to help people on low and modest incomes access high quality affordable rented accommodation. Anyone can apply, and it is expected that most tenants will be economically active.

Ore Valley Housing Association and Kingdom Housing Association have offer Mid- Market Rent properties within the North East Fife area.

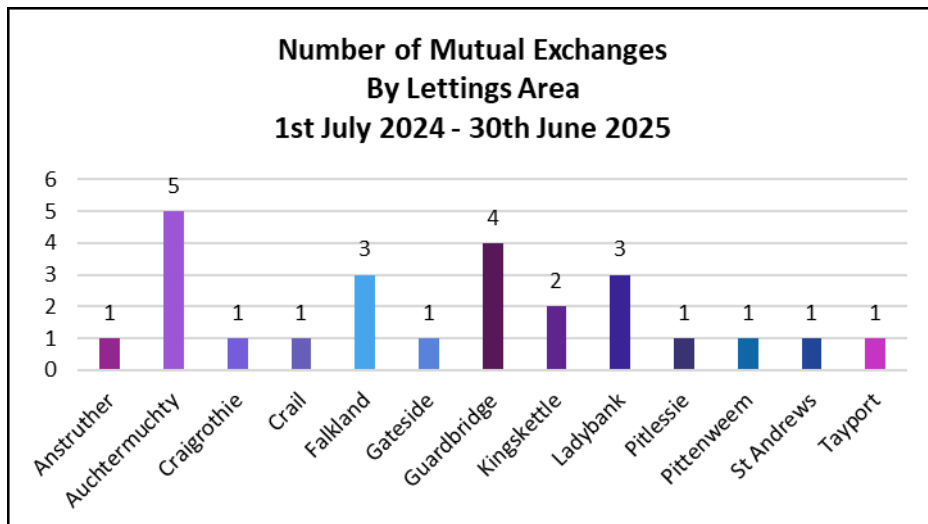
For additional information on Mid-Market rents please visit the links below.

[Kingdom Housing Association, Fife](#)

[Ore Valley Housing Association](#)

#### Mutual Exchange – Home Swap

A total of 25 Mutual Exchanges were completed in North East Fife.



If you are a tenant and would like to move home, sometimes looking for a swap is an option worth considering. A swap can help you move quickly, and gives you control in deciding where you stay. Fife Council tenants can swap with each other, tenants of another Local Authority, or tenants of a Housing Association. All tenants involved must have a Scottish Secure Tenancy Agreement.

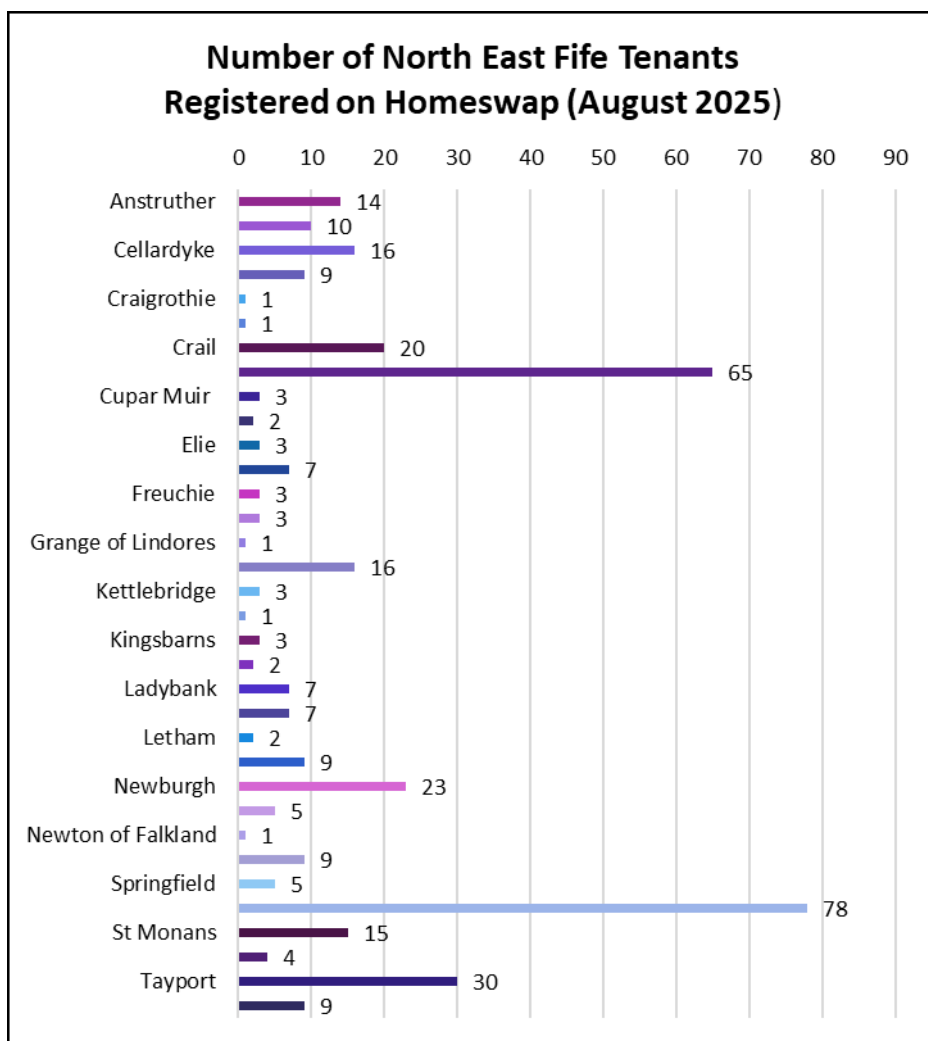
Swaps are not limited to 2 households, and Mutual Exchange 'chains' can be created, with 3 or more properties involved in the swap.

When you find someone to swap with, you must request the Mutual Exchange in writing. A paper application form is available at your Local Office or can be printed from the publication list below. Fife Council tenants can also request their exchange online.

Your rent should be up to date and your home kept in good order. All Mutual Exchange requests will be considered however some rules do apply.

[HomeSwap | Fife Housing Register](#)

The table below lists the number of tenants who are currently registered on Home swap within North East Fife as at August 2025.



## Private Rented Sector

Private rents like mid-market rent provides another alternative to Local Authority Housing. Private rents are generally available through estate and letting agents, local advertisements and social media. Renting a property from a private landlord is an option for anyone over 16 years of age. Private renting offers varying options of properties for both sole and shared occupancy. From the 1st of December 2017 all private tenants are issued with Private Residential Tenancy (PRT). Generally, there is a deposit required (usually equal to one month's rent) when renting privately. The tables below show the number of registered properties and the Local Housing Allowance rates payable

Average rents per size of property vs Local Housing Allowance figures. Information below is correct based on Private Lets available and advertised in June of 2025.

	Average rent per month by number of bedrooms				
<b>Town</b>	<b>1 bed</b>	<b>2 bed</b>	<b>3 bed</b>	<b>4 bed</b>	<b>5 bed</b>
Balmullo	£ -	£ 1,450	£ -	£ -	£ -
Ceres	£ -	£ 1,100	£ -	£ -	£ -
Colinsburgh	£ -	£ 750	£ -	£ -	£ -
Craik	£ -	£ 795	£ 1,400	£ -	£ -
Cupar	£ 625	£ 700	£ -	£ -	£ -
Guardbridge	£ -	£ -	£ -	£ 1,950	£ -
Kilconquhar	£ -	£ -	£ -	£ 1,600	£ -
Ladybank	£ -	£ -	£ 1,200	£ -	£ -
Lundin Links	£ -	£ 725	£ -	£ -	£ -
Newburgh	£ -	£ -	£ -	£ 2,500	£ -
Pittenweem	£ -	£ 900	£ -	£ -	£ -
Rural	£ -	£ 800	£ 1,750	£ 1,750	£ -
St Andrews	£ 1,350	£ 1,605	£ 2,200	£ -	£ -
Strathkinness	£ -	£ 1,450		£ -	£ -
Tayport	£ -	£ -	£ -	£ -	£ 1,650
<b>Average Private Rent</b>	<b>£ 1,168</b>	<b>£ 1,316</b>	<b>£ 1,879</b>	<b>£ 1,950</b>	<b>£ 1,650</b>
<b>Local Housing Allowance</b>	<b>£ 449</b>	<b>£ 588</b>	<b>£ 713</b>	<b>£ 1,247</b>	<b>£ 1,247</b>

*Data should be treated with caution due to the low number of private rents recorded*

Fife Council's Housing Service offers a range of services to private tenants, landlords and homeowners. Fife Council maintain the Scottish Government's register of private landlords and homeowners.

The table below details the number of private rented properties which were registered on November 2024.

Town	Count	Town	Count	Town	Count
ABERCROMBIE	4	FOODIEASH	0	NEW GILSTON	0
ANSTRUTHER	233	FREUCHIE	47	NEWBURGH	110
ARNCROACH	3	GATESIDE	8	NEWPORT ON TAY	154
AUCHTERMUCHTY	58	GAULDRY	11	NEWTON OF FALKLAND	3
BOARHILLS	12	GUARDBRIDGE	126	PITLESSIE	10
BULMULLO	35	GRANGE OF LINDORES	7	PITTENWEEM	58
CERES	37	KEMBACK	4	ROSSIE	0
COLINSBURGH	14	KETTLEHILLS	0	SPRINGFIELD	14
CRAIGROTHIE	6	KILCONQUHAR	14	ST ANDREWS	2553
CRAIL	92	KILMANY	3	ST MICHAELS	3
CUPAR	558	KINGSBARNES	34	ST MONANS	46
CUPAR MUIR	3	KINGSKETTLE	21	STRATHKINNES	45
DAIRSIE	11	LADYBANK	71	STRATHMIGLO	19
DUNSHALT	3	LARGOWARD	10	TAYPORT	210
EARLSFERRY	13	LETHAM	7	WORMIT	61
ELIE	20	LEUCHARS	45		
FALKLAND	53	LUTHRIE	7		

Renting a property from a private landlord is an option for anyone over the age of 16 and there are all sorts of different properties available from flats, houses, shared accommodation and bedsits to rooms rented out in the landlord's house.

When renting privately you will generally be expected to pay a deposit (usually equal to one month's rent) and a month's rent in advance before moving into the property. From 1st December 2017 all private tenants are issued with a Private Residential Tenancy (PRT). This tenancy offers more security for tenant's whilst still ensuring the appropriate safeguards for landlords.

Fife Private Rental Solutions are an organisation which cover the whole of Fife and can assist any person who has an interest in the private rented sector. The team can help with:

- Advice and guidance on best housing options
- Identifying a suitable property
- A Deposit Guarantee (in lieu of cash deposits)
- Rent Resolution • Issue Resolution/Mediation between Tenant and Landlord
- Advice service for Landlords Contact Trust in Fife, Craig House, Ellon Road, Kirkcaldy, KY2 6FB

You can find more about renting in the private sector via the websites below:

[rentingscotland.org](http://rentingscotland.org)

[scotland.shelter.org.uk](http://scotland.shelter.org.uk)

[LHA - Direct Payment to the Landlord | Fife Council](#)

## Making the best use of our stock

As part of the Plan, we have looked at the needs of those looking for housing in the Area, the Council's legal responsibilities and priorities as well as the housing available in the area. This showed what our Allocations priorities should be.



### Pressures on the housing stock

At time of reporting the total Fife Council housing stock in North East Fife is 3885 properties. There is a lack of 2-bedroom amenity bungalows, 3+ bedroom larger family homes, and properties adapted for young families with a disability but do not require wheelchairs.



### Making the best use of different types of properties

We will make the best use of our housing stock in North East Fife encouraging tenants in larger family properties who are under occupying to give consideration to moving to a smaller property. We utilise the Transfer Incentive Scheme to assist with moves.



### Maximising Access to affordable housing

Housing Option Interview appointments can be arranged on request. This helps to determine what housing options are available to meet the individual circumstances



### Meeting the Needs of families

New build properties in North East Fife communities has provided increased opportunity for families in North East Fife.



### Developing initiatives in response to specific lettings issues

We continue to work without tenants and Residents groups, FHR partners and other agencies to customer led projects across North East Fife.



### Complaints and Appeals

We learn from what our customers tell us through satisfaction results and report our outcomes and findings. We have a complaints and appeal procedure to ensure customers are treated fairly and to improve delivery of services.

## Local Housing Access issues

We found	Where	What we will do
<b>Low demand for retirement housing</b>	<ul style="list-style-type: none"> <li>▪ Anstruther</li> <li>▪ Cupar</li> <li>▪ Tayport</li> <li>▪ Leuchars</li> <li>▪ Auchtermuchty</li> <li>▪ Newburgh</li> <li>▪ Falkland</li> </ul>	<p>Actively promote retirement housing during Housing Options Interviews.</p> <p>Advertise long term vacant properties on Fife Housing Register website.</p>
<b>High demand for larger family sized properties</b>	All of NEF (North East Fife) areas	<p>Liaise with Affordable Housing Team to increase percentage of larger properties in all new build schemes.</p> <p>Offer incentives to existing tenants who are under occupying larger homes to encourage them to move through Fife Council's Transfer Incentive Scheme.</p>
<b>Limited Housing Stock in smaller villages</b>	e.g: Abercrombie Kettlehills Luthrie	Encourage applicants to widen choice. Application maximisation can be achieved through a Housing Options interview.
<b>No or low housing lists for rural areas</b>	All of NEF areas	Promote rural areas during Housing Options Interviews.

## Your Community

The lettings plan is part of the Local Community Plan. Fife Council produces Local Community Plans to help make Fife a better place to live and cover topics like employment, local facilities, improving health and welfare. Your community plan is available online [here](#).

We want North East Fife to be a place where all residents enjoy a good quality of life, tourists are keen to visit, and opportunity exists for all. We want to join up communities, providing opportunities for all age groups and building on the vibrant community spirit that exists. We want to promote and increase access to our assets and facilities, including our natural heritage and renowned tourist attractions, with the resulting benefits spread across the area.

With this vision in mind, our [Plan 4 North East Fife](#) sets out what we are going to do over the next 3 years to achieve this - and how we are going to do it.

If you want to know more, your Community Manager is Kirstie Freeman.

## Appendix 3- Community Lettings initiative

North East Fife has experienced an upward trend of Antisocial behaviour in our new build housing estates, particularly in Guardbridge and Springfield. This has resulted in concentration of complex cases often requiring a multi-agency response.

The problems experienced can be magnified in mixed tenure estates where social housing is situated next to privately owned properties who do not expect to be living beside neighbours with chaotic lifestyles. The core issue stems from the transfer of tenants, who were already known to present challenges in other areas, into the same estate.

This has resulted in a rise in formal complaints, Councillor and MSP' enquiries and tenant requests looking to move out of new build estates due to antisocial related issues which negatively impacts on housing management locally and Fife's housing emergency.

The area Housing Team has worked closely with Safer Communities, Police Scotland and Social Work who have also had to respond in a significant increase in case management.

### Guardbridge

In Guardbridge 5-6 households with active Social Work involvement were housed near each other, adjacent to older residents and private residents. Antisocial issues included drug use, misuse of alcohol, unsafe driving/parking and antisocial behaviour in teenagers. This has resulted in a required daily presence from Social Work and an increase in VPDS to Social Work.

Safer Communities received 38 reports of antisocial behaviour in Guardbridge, 17 Low, 18 Medium and 3 high level cases. The types of reports include youth disorder, noise complaints, verbal abuse, serious threatening behaviour, serious adult disorder and extreme hate abuse.

Police Scotland received a high number of calls from residents in the newbuild estate of Guardbridge since started in 2022. The calls received are mainly around neighbour disputes and youth antisocial behaviour. The table below demonstrates the number of calls and the number of crimes recorded since the beginning of the development.

Guardbridge	2022		2023		2024		2025	
	Calls	Crimes Reported	Calls	Crimes Reported	Calls	Crimes Reported	Calls	Crimes Reported
Classic Crescent	1	2	17	1	19	1	22	1
Eden Grove	39	3	46	2	37	9	23	3
Seggie Drive	41	8	71	15	130	19	92	9

### Springfield

In Springfield 4-5 households with active Social Work involvement were housed near each other and adjacent to private residents. Antisocial issues include drugs misuse, alcohol misuse, domestic violence, noise nuisance, unsupervised children late in the evenings. This has resulted in extensive weekend work and an unplanned visit requirement from Social Work.

Safer communities received 25 reports of antisocial behaviour in Springfield, 11 Low, 12 medium and 2 high level cases. The types of reports include serious noise nuisance, serious adult disorder, extreme assault, serious adult disorder, serious verbal abuse, extreme hate and serious threatening behaviour.

Police Scotland received a high number of calls from residents in the newbuild estate of Springfield since the beginning of the development. Reports have continually increased over the periods detailed below and in the current year to date there total so far has almost doubled. The calls received are mainly around neighbour disputes, fire setting, inappropriate language and domestic incidents. The table below demonstrates the number of calls and the number of crimes recoded since the beginning of the development.

Springfield	2022		2023		2024		2025	
	Calls	Crimes Reported	Calls	Crimes Reported	Calls	Crimes Reported	Calls	Crimes Reported
Crawley Court	1	-	-	-	2	1	2	1
Crawley Crescent	29	7	29	4	14	4	15	4
William Richmond Place	0	-	0	-	5	3	36	10
Puddockden Lane	0	-	0	-	2	-	0	-
New Cottages, Station Road	8	1	7	5	7	7	19	10

### New Developments

With two additional newbuild estates in Strathkinness and Newburgh, preventative measures are essential to mitigate any future antisocial behaviour related issues. The introduction of the Community Lettings Initiative will provide flexibility in the current allocations process while still adhering to the Fife Council Allocations Policy, providing the North East Area Housing Team scope to consider compatibility factors when making allocation decisions. This would be a forward step towards ensuring we have more balance and harmonious communities.

This will also be consistent with the planned review of Fife Council's Antisocial Behaviour Policy.

### Strathkinness

#### Bonfield Park: Total 30 Units

2 Bed x 10

2 Bed Amenity Bungalow x 4

3 Bed X 11

3 Bed Amenity Bungalow X1

4 Bed x 4

### Newburgh

#### Newburgh Cupar Road: Total 34 Units

2 Bed x 14

2 Bed WCHR Bungalow x 1

2 Bed Amenity Bungalow x 2

3 Bed X 14

4 Bed x 2

5 Bed x 1

Lettings Issue	Neighbourhood	We will
<p><b>Reduce Anti-Social Behaviour in New Build Developments</b></p> <p><b>Air Source Heating Systems</b></p>	Strathkinness New Build Development	<p>Adopt a sensitive allocating approach to help balance the community within the development and reduce anti-social behaviour.</p> <p>Engage with partners of Housing Services to assess previous anti-social behaviour as part of an enhanced Housing list Management process.</p> <p>Carry out an enhanced active housing list management process that will provide clear and concise information on the new heating system and support applicants to make informed choices around affordability.</p>
<p><b>Reduce anti-social behaviour and balancing communities in New Build Developments</b></p>	Newburgh New Build Development	<p>Adopt a sensitive allocating approach to help balance the community within the development and reduce anti-social behaviour.</p> <p>Engage with partners of Housing Services to assess previous anti-social behaviour as part of an enhanced Housing list Management process.</p>
<p><b>Lack of Family Sized Homes</b></p>	Whole Area	<p>Work with other housing providers to maximise allocations chains to maximise allocations.</p> <p>Utilise Transfer Incentive Scheme.</p> <p>Identify tenants in larger family homes who are looking to downsize.</p> <p>Use social media to promote downsizing.</p>

## Your community

We want North East Fife to be a place where all residents enjoy a good quality of life, tourists are keen to visit, and opportunity exists for all. We want to join up communities, providing opportunities for all age groups and building on the vibrant community spirit that exists. We want to promote and increase access to our assets and facilities, including our natural heritage and renowned tourist attractions, with the resulting benefits spread across the area.

With this vision in mind, our [Plan 4 North East Fife](#) sets out what we are going to do over the next 3 years to achieve this - and how we are going to do it.

If you want to know more about it, your Community Manager is Kirstie Freeman.

29 October 2025

Agenda Item No. 15

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## Safer Communities Team Update Report

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**Report by:** John Mills, Head of Housing Services

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**Wards Affected:** Wards 16, 17, 18, 19 and 20

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### Purpose

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The purpose of this report is to provide elected members with an update on the operational activity of the Safer Communities Team within the North East Fife committee area during the 12-month period 1st April 2024 to 31st March 2025.

### Recommendation

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The committee is asked to note and comment on the activity to date.

### Resource Implications

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None.

### Legal and Risk Implications

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None.

### Impact Assessment

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An Equality Impact Assessment (EqIA) is not required as this report presents an update on the activity of the Safer Communities Team. No policy or funding changes are being proposed that are likely to have an impact on equality groups.

### Consultation

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Consultation has taken place with community safety partner agencies.

## 1.0 Background

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- 1.1 The purpose of this report is to update elected members on the activity of the Safer Communities Team (SCT) within this committee area during the financial year the reporting period.
- 1.2 This report sits alongside individual updates from Police Scotland and Scottish Fire and Rescue Service (SFRS). It should be noted that the three core agencies (Police Scotland, SFRS and Fife Council's SCT) may comment on work carried out *in partnership* with each other and other agencies but cannot comment specifically on work carried out independently by other services.
- 1.3 Some information may be included on Fife-wide activity to raise awareness of the range of activities which may be of interest to members and their constituents.
- 1.4 Each activity is categorised as either People or Place focussed.

## 2.0 People Focussed Activity

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### Home Safety and Security

- 2.1 Our Fife Cares service carried out a total of 34 visits in relation to **home safety advice**, a slight increase on the previous year (26 visits).
  - 2.1.1 The majority of home safety visits (62%) related to requests for tailored home safety advice specifically for families with children under five years of age, with the remainder for home safety advice for vulnerable adults.
  - 2.1.3 Health Visitors were the main source of home safety referrals for child safety, whilst the remainder came from a variety of other sources such as Homestart, Housing colleagues, Social Work and various NHS Services.
  - 2.1.4 Home safety referrals in relation to vulnerable adults were received mainly from Mobile Emergency Care Teams and Home Care services.
  - 2.1.5 The Fife Cares service also provides **home security advice** under the Safe, Secure and Supported at Home initiative. Visits in relation to this service decreased during the reporting period (51) compared to the previous year (59).
  - 2.1.6 Following a successful pilot, the Safe and Secure at Home referral process for ASB cases identified by our Investigations Officers as requiring urgent attention, has now been rolled out across Fife. Traditionally, such referrals would have been made via Police Scotland. However, it was agreed that delivering this advice through Fife Cares would allow the Safer Communities Team to respond to residents' needs more efficiently. This approach enables Investigations Officers to provide a more holistic and timely service, while freeing up Police resources to focus on wider community demands.
  - 2.1.7 Safe Secure and Supported at Home referrals were mainly received from our own Investigation Officers, Police Scotland and Housing services but were also received from other sources such as Fife Women's Aid, Victim Support and Social Work.

## Private Space Antisocial Behaviour

2.2 **Fife Community Safety Support Service (FCSSS)** is a voluntary service delivered by Sacro and funded by Fife Council, offering a range of services to enhance community safety including:

- Practical and emotional support for people experiencing hate incidents and anti-social behaviour (including support to young people)
- Mediation
- Training
- Restorative Work
- Attendance at Community events
- Witness Support (provided for those in civil proceedings).

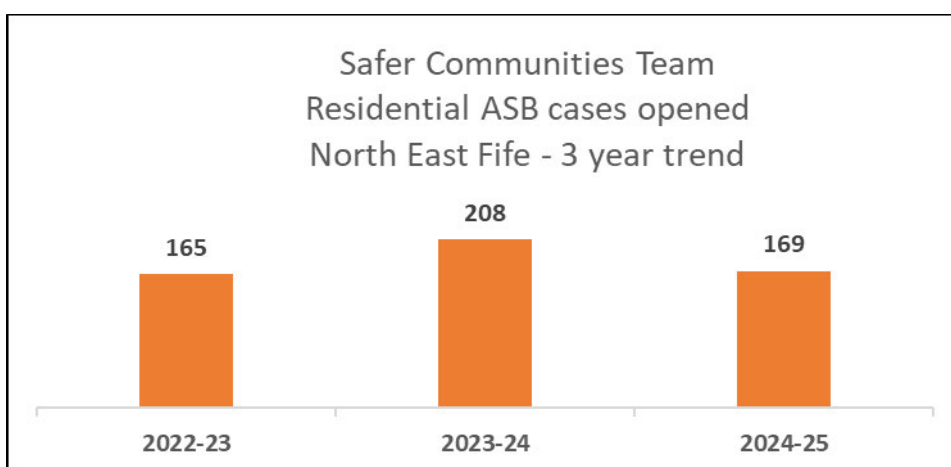
2.2.1 During 2024-25, the service received 23 referrals, a decrease of six from the previous year. Of these, 17 involved some form of mediation between the parties involved, although all were provided emotional and/or practical support. Appendix 1 provides examples of feedback received by FCSSS plus some additional information on the service.

2.2.2 Work continues to encourage referrals to this service, and Elected Members are reminded that, where they have permission of the parties involved, they are able to refer directly to FCSSS or encourage their constituents to self-refer if they require support via the following:

- **01592 593100**
- [infofifecm@sacro.org.uk](mailto:infofifecm@sacro.org.uk)

2.2.3 The Safer Communities Team is Fife Council's single point of contact for all cases of **private space (residential) antisocial behaviour (ASB)**.

2.2.4 The team opened 169 ASB cases during the reporting period. The following graph shows the number of residential ASB cases opened by the Team over the past three financial years:



2.2.5 Of the 169 cases opened, 136 (81%) were contacted within locally agreed timescales (see table 1 below):

Category	Type	Priority	Target timescale: <i>Initial contact</i>	Target timescale: <i>Resolution</i>
<b>A</b>	Extreme	High	1 working day	12 months
<b>B</b>	Serious	Medium	3 working days	6 months
<b>C</b>	General	Low	5 working days	2 months

**Table 1 - ASB Locally Agreed Timescales**

2.2.6 During the reporting period, 170 ASB cases were resolved (closed) in line with the Scottish Housing Regulator’s guidelines (see Appendix 2 for definitions). 94% of these were resolved within the locally agreed timescales shown in Table 1 above.

2.2.7 Of those at 2.2.6, resolution was achieved by the following methods:

- 14 cases where appropriate advice was provided (this preceded the split in recipient following feedback received at last year’s area committee meetings).
- 80 cases where appropriate advice was provided to complainer. This included cases where:
  - the perpetrator was unknown,
  - there was insufficient evidence to proceed with formal action, or
  - the complainer did not wish any further action taken.

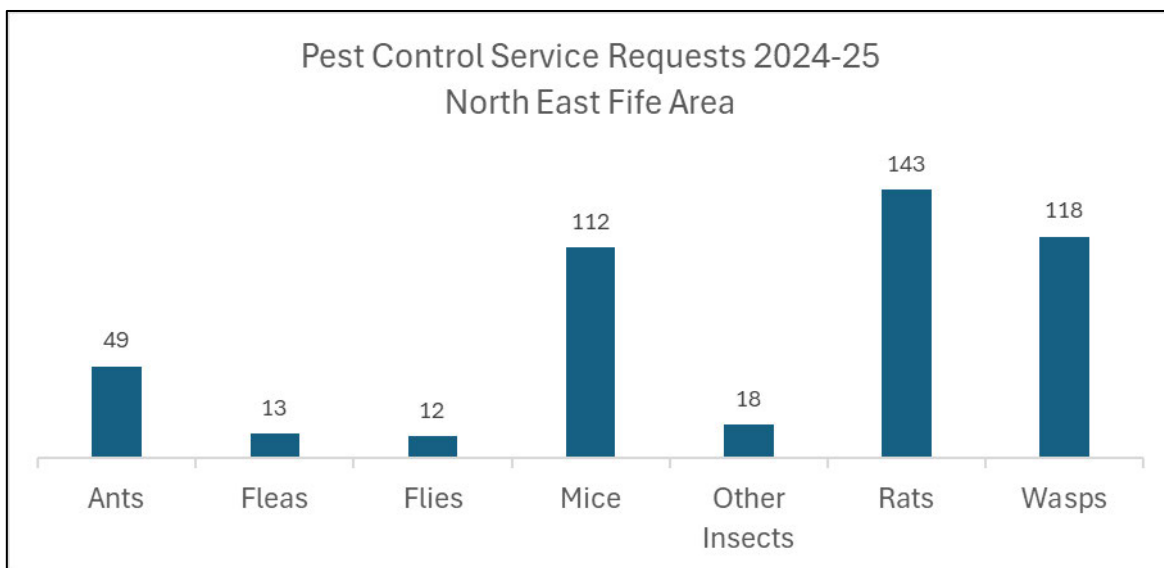
On these occasions, advice was provided on how and when to report any further incidents, and the complainer was provided with a point of contact within the Safer Communities Team.

- 12 cases where appropriate advice was provided to the person responsible (where there was insufficient evidence to proceed with formal action, but advice was given in order to try to prevent further incidents occurring).
- 34 warnings were issued.
- 12 cases were investigated with appropriate action taken and were subsequently referred to another service (such as FCSSS) for further suitable action.
- 3 cases were closed following either the complainer or the perpetrator moving away.
- 15 cases were closed following investigation, appropriate action taken, and subsequently returned to the referrer for further action on their part.

2.2.8 The Safer Communities Team works in partnership with Police Scotland and Housing Service colleagues through monthly meetings focused on residential antisocial behaviour. These meetings aim to strengthen joint efforts in addressing ASB issues within communities. Key outcomes and actions from these discussions are then shared with local Together groups and People/Place meetings to support coordinated responses.

### **Pest Control**

2.3 Our **Pest Control** officers responded to 465 requests for service during 2024-25. The full number and type of pests dealt with are depicted in the graph below:



2.3.1 The following key performance indicators provide an overview of our effectiveness in meeting service standards and achieving organisational objectives over the reporting period:

- Number of requests responded to within target - 336 (72%)  
(the target response time is 3 working days)
- Number of requests resolved within target – 401 (86%)  
(the target resolution time is 28 working days).

### **Stray dogs and dog control**

2.4 An increase in the number of **stray dogs** received by the Safer Communities Dog Wardens was noted on the previous year (33 in 2024-25 compared with 9 in 2023-24). Eleven of the dogs were microchipped, but only two reflected the correct details of their owner. Five dogs were subsequently claimed/returned to their owners, with the remainder passed to an animal charity for assessment prior to being rehomed. Officers continue to raise awareness of the importance of microchipping and the legislation in force.

### **Take the Lead**

2.4.1 This initiative builds on actions started in 2023 following a tragic dog attack in South West Fife that resulted in the deaths of one ewe and 19 lambs. Since then, we have maintained our collaboration with Police Scotland to host a series of pop-up displays at various locations across Fife, aimed at raising public awareness about the importance of keeping dogs under control in public spaces.

### **Dog Watch**

2.4.2 This scheme continues to encourage commercial dog walkers to register with the Safer Communities Team. As part of the process, SCT staff carry out visits to inspect vehicles and review paperwork, including insurance documents and client records, to ensure everything meets required standards. Once checks are completed and the associated fee is paid, the dog walker is added to the publicly accessible Dog Watch register. This allows members of the public to see which dog walkers have been inspected by Fife Council, helping them make informed decisions. While commercial dog walkers are not currently subject to licensing or regulation, we believe this scheme offers valuable oversight.

2.4.3 During 2024-25, there was one registered Dog Walkers in the North East Fife committee area.

### **Road Safety**

2.5 The Fife Community Safety Partnership has recently reinvigorated the Road Casualty Reduction Group, in which officers from Safer Communities Team are involved.

2.5.1 The development of road safety activity is guided by road casualty statistics provided by Transportation Scotland and development of recent project and initiatives include the following (please see appendix 3 for more information on all of our road safety activity):

- a new Pedestrian Toolkit,
- the Drivewise 65+ project,
- the refresh of the Safe Drive Stay Alive initiative.

2.5.2 In addition to the above, our Project Officers provided a number of **Road Safety** initiatives which covered the whole life spectrum from birth onwards (see Appendix 4 for road safety activities focussed on each life stage).

2.5.3 Whilst many campaigns and events were delivered to a Fife-wide audience and held in more central venues, the following were delivered specifically in this committee area:

- Two Child Car Seat Clinics (37 seats checked - 46% fitted incorrectly)
- Safe Drive Stay Alive (four inputs – 512 pupils)
- Pass Plus – five participants from North East Fife
- One Older Drivers presentation to 16 participants
- One Drivewise 65+ event with nine participants.

### **Water Safety**

2.6 Officers from the Safer Communities Team support the Fife Water Safety Group, which is a working group set up under the Fife Community Safety Partnership's Reducing Harm priority. SCT officers attended the Train the Trainer for **Waterside Responders Course** and are working with RNLI to set up a course in 2025-26 for local businesses. The aim is to have local responders on hand in areas where water safety issues may occur.

2.6.1 Our officers also identified the gap for an emergency first aid and water safety course for **Wild and Open Water Swimmers**. SCT officers will work with RNLI to create a suitable course to offer to these groups during 2024-25.

### **Youth Justice**

2.7 Our **Youth Justice Officers** (YJOs) received 13 referrals from the Youth Offender Management Group (YOMG) during 2024-25, which is a reduction from the previous year (18 referrals).

2.7.1 In addition to this, the YJOs also supported young people at both Wade Academy and Bell Baxter High School – both on a one-to-one basis and in groups - who were referred to them, tailoring the approach required depending on the needs of the young people involved.

2.7.2 During the reporting period, the YJOs have also been involved in partnership activity with colleagues from SFRS, Police Scotland, Active Schools, Barnardo's, Clued Up, CLD, Fife Violence Against Women Partnership, Fife Health and Social Care Partnership.

2.7.3 Partnership activities involving AREA young people specifically included:

- School inputs at Wade Academy regarding Antisocial Behaviour and Bullying.
- Designed Antisocial Behaviour input along with Police Scotland colleagues.

2.7.4 Appendix 5 provides more information about our youth justice activities during the reporting period.

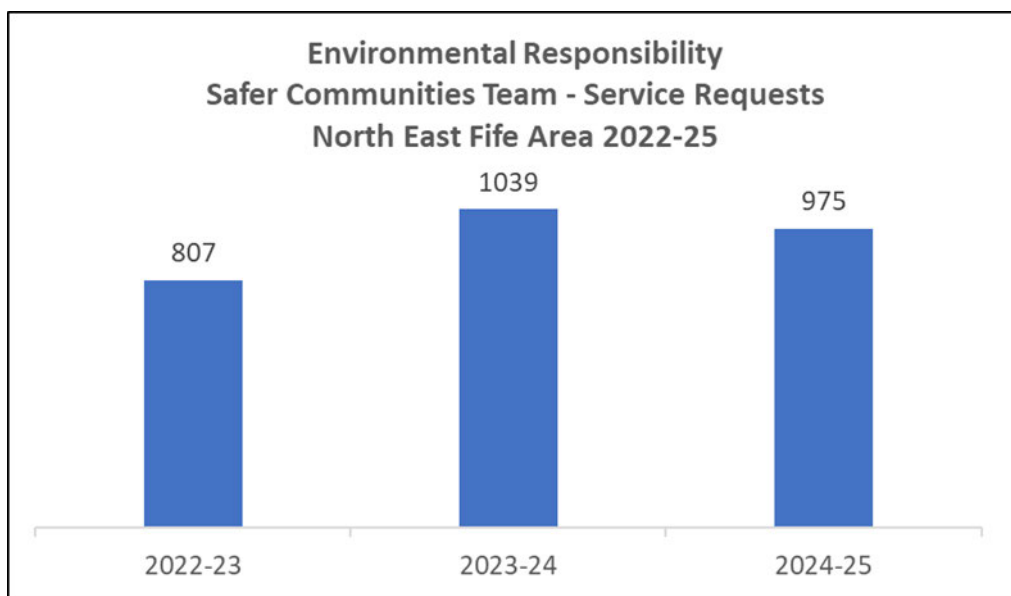
## 3.0 Place Focussed Activity

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### Environmental Responsibility

3.1 In terms of **environmental responsibility**, 975 requests for service were received during the reporting period.

3.1.1 The following graph shows comparative figures for service requests received over the past three financial years. It should be noted that the figure for 2024-25 now incorporates service requests for dog barking which are now dealt with by the Safer Communities Team:



3.1.2 Appendix 6 provides data showing the number of service requests per type of environmental responsibility over the past three financial years.

3.1.3 The following key performance indicators provide an overview of our effectiveness in meeting service standards and achieving organisational objectives over the reporting period:

- Number of requests responded to within target - 791 (81%)  
(the target response time is 3 working days)
- Number of requests resolved within target – 926 (95%)  
(the target resolution time is 28 working days).

### Patrols

3.2 Our Safer Communities Officers (SCOs) operate to a Patrol Matrix and carried out a range of patrols. These covered a variety of community issues, including public space antisocial behaviour, dog fouling, youth issues, fire raising, noise, vandalism, motorbike vehicle misuse, littering, illegal dumping, derelict building monitoring and partnership

working. Support referrals, intelligence and requests came from numerous sources including, but not limited to, public reporting, police, fire and housing colleagues, elected members, social work, education and various partnership meetings.

- 3.2.1 Our Patrol Matrix is reviewed and updated every four weeks at our Team Meeting and considers any intelligence from our partners at our monthly HUB and IMM meetings. See Appendix 8 for examples of SCO Patrols and Community Engagement.

### **Open (Public) Space Antisocial Behaviour**

- 3.3 The Safer Communities Team engages regularly with partners through monthly area hub meetings and weekly Incident Management Meetings (IMM). These forums bring together Police, Fire, Housing Services, Fife Coast and Countryside Trust, and—where relevant—organisations such as Clued-Up, Includem, Community Learning and Development, and Education.
  - 3.3.1 At IMM meetings, partner resources are coordinated in advance of weekend operations, informed by data analysis and operational intelligence identifying the most prevalent times and locations of ‘hot spot’ activity across Fife. This targeted planning enables effective deployment of staff to address open space ASB, with an emphasis on early engagement with young people to discourage risk-taking and poor behaviour.
  - 3.3.2 Through both the area hub and IMM meetings, emerging issues are identified, resources are allocated where needed, and valuable data is shared among partners. Where joint mobilisation is not required, Safer Communities Officers focus on local patrols in their own areas. Joint patrols are also conducted, when necessary, with SCOs working closely with Police and other partners to address ongoing concerns and share intelligence to tackle ASB and community safety related incidents.

### **Community Engagement and Events**

- 3.4 Safer Communities Officers attended a number of events and meetings over the last financial year including Tenants and Residents meetings, Community Councils, galas and community events. Officers also actively support Community Litter Picks with equipment and advice on locations in tandem with Keep Scotland Beautiful.

## **4.0 Social Media Campaigns**

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- 4.1 Due to the success of our Facebook presence during the pandemic and in subsequent years, we continued to utilise this platform to convey community safety messages to the residents of Fife during 2024-25.
- 4.2 We provided information, advice, and assistance on a number of different campaigns, and attracted over 11,579 followers on Facebook during the reporting period.
- 4.3 We reached an overall audience of 1.6 million views, with our page being visited 38,000 times, and 22,000 people either liking, sharing or commenting on our posts.
- 4.4 Our furthest reaching post was in March this year and highlighted the importance of not allowing dogs to approach others. This post was viewed over 96,000 times.
- 4.5 In order to keep up to date with forthcoming events and activities co-ordinated by the Safer Communities Team or shared by the Team on behalf of partner agencies, members are invited to ‘like’ our Facebook page **Safer Communities Fife**.



## 5.0 Conclusions

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- 5.1 This report provides members with information on the wide range of safer communities' activity being undertaken in this committee area, in line with local priorities and emerging issues, and in partnership with other community safety organisations.

### List of Appendices

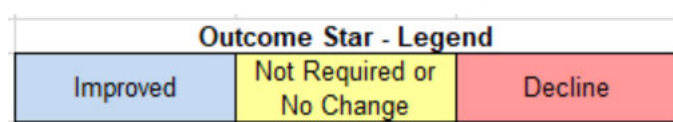
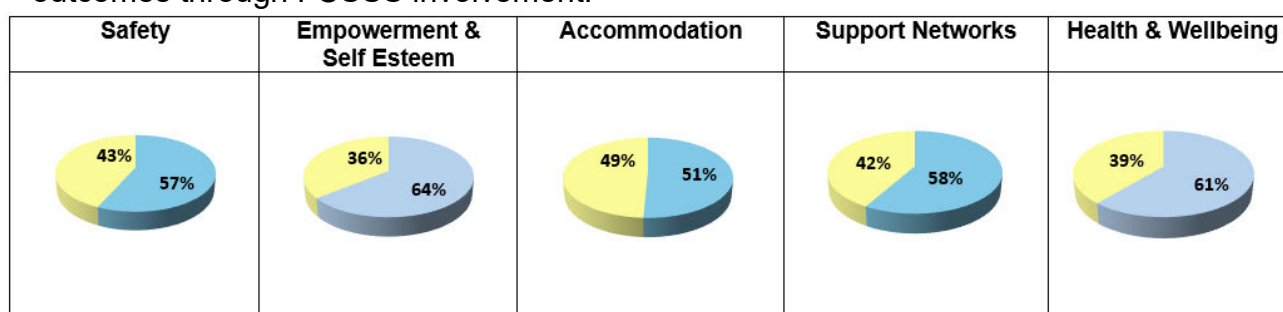
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1. FCSSS – further information on Fifewide services (2024-25)
2. Scottish Housing Regulator ASB Guidance (March 2023)
3. Road Safety initiatives
4. Road Safety timeline
5. Youth Justice activity
6. Environmental responsibility service requests (2022-25 graphs)
7. SCO patrols and Community Engagement

## Appendix 1

### FCSSS - Further information on Fifewide services (2024-25)

- All referrals were responded to within 2 working days (100%).
- The majority of referrals were received from the Safer Communities Team (70%).
- Complaints about noise were most common (34%), followed by issues in relation to clashes of lifestyle (26%).
- A total of 457 households were involved with FCSSS during 2024-25.
- Outcomes in relation to support cases are measured using the Empowerment Star assessment tool, where clients feedback on how their involvement with FCSSS has affected five different areas of their lives. The diagram below indicates the percentages of positive outcomes through FCSSS involvement:



#### Examples of service user feedback:

- *"Thank you so much for helping me. So glad I met you and was introduced to the service you provide"*
- *"FCSSS has been a game-changer in our community. Their prompt response and effective interventions have significantly improved our neighbourhood's atmosphere"*
- *"Thanks to FCSSS, we've noticed a marked decrease in disruptive activities. Their dedication and professionalism are truly commendable"*
- *"The team at FCSSS is exceptional. They listen attentively and take swift action, making our community a safer and more pleasant place to live."*
- *We're incredibly grateful for FCSSS. Their proactive approach and consistent follow-up have made a huge difference in reducing antisocial incidents."*
- *"FCSSS has provided us with peace of mind. Their effective strategies and support have transformed our area, making it a better place for everyone."*
- *"I've been impressed with FCSSS's commitment to resolving issues. Their efforts have led to a noticeable improvement in our neighbourhood's quality of life."*
- *The responsiveness and thoroughness of FCSSS are outstanding. They've managed to address and resolve problems that we thought were unsolvable."*

#### Feedback received from a support worker:

- *I have had this case for about a month that came through from Safer Communities Team, Fife Council as support required. Poor girl and family living in situation where they were getting abuse from [neighbours] and likewise within the area. Met on a home visit and kept in contact with phone calls providing emotional support, advice and guidance. She called me today informing me that she has been offered [another property...] which is also the catchment school area. She thanked me for my support and when I replied I haven't done anything she replied that I kept her sane and from losing her sanity."*

## Appendix 2

### Scottish Housing Regulator Guidance for Landlords (March 2023)

#### Antisocial Behaviour

<b>Indicator</b> <b>15</b> <b>(Updated)</b>	<p><i>Percentage of anti-social behaviour cases reported in the last year which were resolved.</i></p> <p>(i) Number of cases of anti-social behaviour reported in the last year. Of those at (i):</p> <p>(ii) Number of cases resolved in the last year.</p>
<b>Definition</b>	<p><b>Resolved</b></p> <ul style="list-style-type: none"><li>• where the landlord has taken appropriate measures, as set out in its ASB policies and procedures, to address the cause of the anti-social behaviour complaint and has advised the complainant of the outcome; or</li><li>• where the landlord does not have the authority or powers to resolve, and it has provided a full explanation of the landlord's position to the complainant.</li></ul> <p><b>A Case</b></p> <ul style="list-style-type: none"><li>• A case is opened when a tenant or service user reports an incident of ASB to their landlord.</li><li>• A case can be made up of a single report/complaint of ASB; or</li><li>• Multiple reports/complaints about the same party, made whilst a case is still ongoing. Such further reports/complaints would not be counted as a further new case.</li><li>• Once a case is resolved and a further report/complaint of ASB is received, this should be treated as a new case.</li></ul>

## Appendix 3

# Road Safety Updates Annual Report April 2024 - March 2025

### Overview

The last figures released were for the year 2023. These show that in Scotland there were 155 fatalities due to road traffic collisions. Although this was the fourth lowest fatality rate since records started the overall casualty stats rose due to serious and slight injuries and predictions show that the fatality stats for 2024 will be up on this. Fife had 14 fatalities during this 2023 year and although this does not seem a large number, our aim is to have no deaths on Fife roads, and this is the reason for all the preventative measures we put in place.

### In Car Safety



**Clinics** – We continue to hold child car seat clinics during the warmer months, and this year have tried some different venues. Some have worked and some not so successful.

**Pull-Overs** – Along with our colleagues in Road Policing, we held two pull-over clinics at Kirkcaldy Prom and Leven Prom. These are always very successful and busy, with 28 cars being stopped and checked. More have been planned for 2025-26.



**Individual Checks** – These are carried out on an ad hoc basis for those individuals who contact us directly.

**Partnerships** – This year we worked more with SFRS, who have also had full training, to deliver clinics. We also will continue to work with Road Police on the pull over clinics.



**Training** – We continued to share our knowledge with Fife Women's Aid and trained their staff to help them feel confident with carrying children in their vehicles.

### Primary

**JRSO Initiative** – Our team continue to support the Junior Road Safety Officer (JRSO) initiative across all Fife Schools. A number of schools have already established JRSO pupils/groups within their schools and continue to run the initiative and therefore our input is not required. However, we are still available to support schools looking to set up new JRSO's as and when required.

**Individual School Inputs** – Our team is unable to deliver individual inputs to all schools, but we will respond if there is a specific issue at a school. In this instance Benarty Primary had a road traffic issue in relation to cycling and in conjunction with Transportation's Bikability Officer we attended to deliver assembly inputs to P4 and P5's.

**Road Safety Magic Show** – We recently made contact with a company that delivers Road Safety Magic Shows and managed to secure some free sessions of this for some of our primary schools. These have now been arranged but will take place in the next financial year.

## Secondary

**S1 Talks** – Our project officers continue to support areas where statistics are high or where a recent incident has occurred. During 2024-25 we delivered S1 talks within Kirkcaldy High School and Auchmuty High School. We carried out 17 class talks to 392 S1 Pupils at these two schools. The school guidance staff are also provided an additional resource which we encourage them to use as a follow up session to generate more discussion.

**Fife Pupil Support** – SCT were invited back in to Fife Pupil Support Service to deliver a road safety input based around passenger behaviour to this challenging group of pupils. Discussion is also in place to deliver an input to their younger S1/S2 pupils

## SDSA

### New Film Resource

In 2024 we were given the opportunity to create a new film resource for Safe Drive Stay Alive. The previous film was created in 2014 and was starting to show age with the current pupils watching it. The new film was created and donated by Simplicity Marketing and the script was written and developed in partnership with SCT, Police, SFRS, Ambulance and NHS. The launch of this was held in October 2024 and 50 partners attended.



**Inputs and follow up resource** – The new SDSA resource has been designed to be taken in to individual schools and this has been well received by schools as it is easier for them to timetable. This is still a partnership project but is led and co-ordinated by Safer Communities Project Officers. All 18 high schools plus 1 private school were offered the SDSA input, and it is also now part of the 5<sup>th</sup> Year PSE Curriculum. A total of 18 schools and 2292 pupils received the input during 2024-25.

We have also produced a follow up resource for the guidance staff to use within subsequent PSE classes. This enables teachers to hold more in-depth discussion with pupils and to develop the messages given in the main presentation.



## College

**Princes Trust** – Fife College in Dunfermline requested we deliver a road safety input to their Prince's Trust Course. During 2024-25 we delivered 2 inputs to 2 separate groups covering 23 students. Dunfermline have also recommended us to the Glenrothes campus who run a similar course.

## New Drivers



**Pass Plus** - We continued to support and fund new drivers to gain additional driving knowledge and experience. During 2024-25 we held 5 online courses with a total of 26 new drivers attending. This project continues to have support from a Fife Road Policing officer. The breakdown of attendees is as follows:

Numbers are not high in this project as funding is limited, and continuation is currently under review.

## Road Traffic Offenders

**Course** – This 5 week course is run by Justice Social Work, although we are invited to present an input during week 1 and then present SDSA in week 5. During 2024-25, two courses took place, involving 21 participants from across Fife (no area breakdown available).

**New Project** – Justice Social Work contacted us to discuss the development of a new resource for Fife residents who they need to work with but are not in the system long enough to attend one of the above courses. We developed an input that JSW staff could deliver on a 1:1 basis and delivered this training to 12 JSW staff.

## Driving For Work

**Taxi Drivers** - This course is organised by Fife Council Licensing Team, and we are an invited speaker. Safer Communities presents a generic road safety input around occupational road risk and during 2024-25 we attended 11 courses and delivered to 413 taxi drivers.

**Kingdom Housing** – SCT were invited by Kingdom Housing to deliver a road safety occupational road risk input to their staff. These inputs are delivered on an ad-hoc basis when they have an influx of new staff, and during 2024-25 we delivered one input to 50 staff members.

**Amazon** – We are currently in discussion with Amazon in Dunfermline around supporting them to develop a campaign around safety in and around their Car Park.

## Older Drivers

**Practical Days** – In 2022, we introduced the new Drivewise 65+ days. This is a practical session for older drivers who attend a venue and go on a drive observed by a Road Policing officer. They are then given hints and tips to help keep them safe and driving for longer. We held three events during the 2024-25, as follows:

Drivewise 65+ Events in Kirkcaldy - [https://youtu.be/\\_ygiz\\_n8qOQ](https://youtu.be/_ygiz_n8qOQ)

Drivewise 65+ Event in Cupar - <https://youtu.be/Njp8OvPMfyA>



**Talks** – We offer talks to older groups about how to stay driving safely for longer. During 2024-25 we gave 4 talks

**Older Driver Events** – In partnership with Road Police and SFRS we attended at three venues across Fife to speak to Older Drivers about driving safer for longer and to carry out quick eye sight checks. Across the three events we spoke to around 100 people.



**Events**

**Levenmouth Schools Event @ Savoy Park** – As part of the new railway station opening, an event was held for primary pupils at Savoy Park. Safer Communities were invited to have a practical fun station at this event and deliver messages around Safer Communities and Road Safety to 350 pupils who attended.



**Family Fun Day at Lochore Meadows** – In a follow up to the previous year's successful event, the Safer Communities Team held another family fun day event at Lochore Meadows in July 2024. Along with partners from various services, we staged a number of fun events including themes such as water safety, road safety and orienteering. The weather was lovely on this occasion, and we had a great turnout to the event.



**Forget Me Not Event at Buckhaven** – We were invited to attend this event in December 2024 and held a stall which provided details around the role of the Safer Communities Team, which included road safety. As part of this event, we developed a walk around treasure hunt which contained messages about what our team does.

## Radio Campaigns

We formed a partnership with Fife Ford in December 2022 and, as part of this, they fund our radio campaigns for Slow Down for Schools, Winter Driving and some other subjects outside of road safety.

**Slow Down for Schools** – We produced this radio campaign to encourage drivers to think about their speed when they are driving near to schools when the pupils are starting and finishing. The messages were recorded by Safer Communities and Police Scotland staff and the campaign ran when the schools started back after summer holidays in August 2024. The radio audio messages were aired 56 times over the campaign dates and reached 38,000 people with each person hearing the advert/message around 3 times.

Slow Down for Schools Video - <https://youtu.be/0XULfslmkxs>

**Winter Driving** - This radio campaign was produced and run in December to coincide with the national Police Scotland winter driving campaign. Again, messages were written and recorded by Safer Communities and Road Policing officers. A video was also created to promote these messages. The radio audio messages were aired 56 times over the campaign dates and reached 45,990 people with each person hearing the advert/message around 5 times.

Winter Driving Video - <https://youtu.be/uIPoGDTT1mQ>

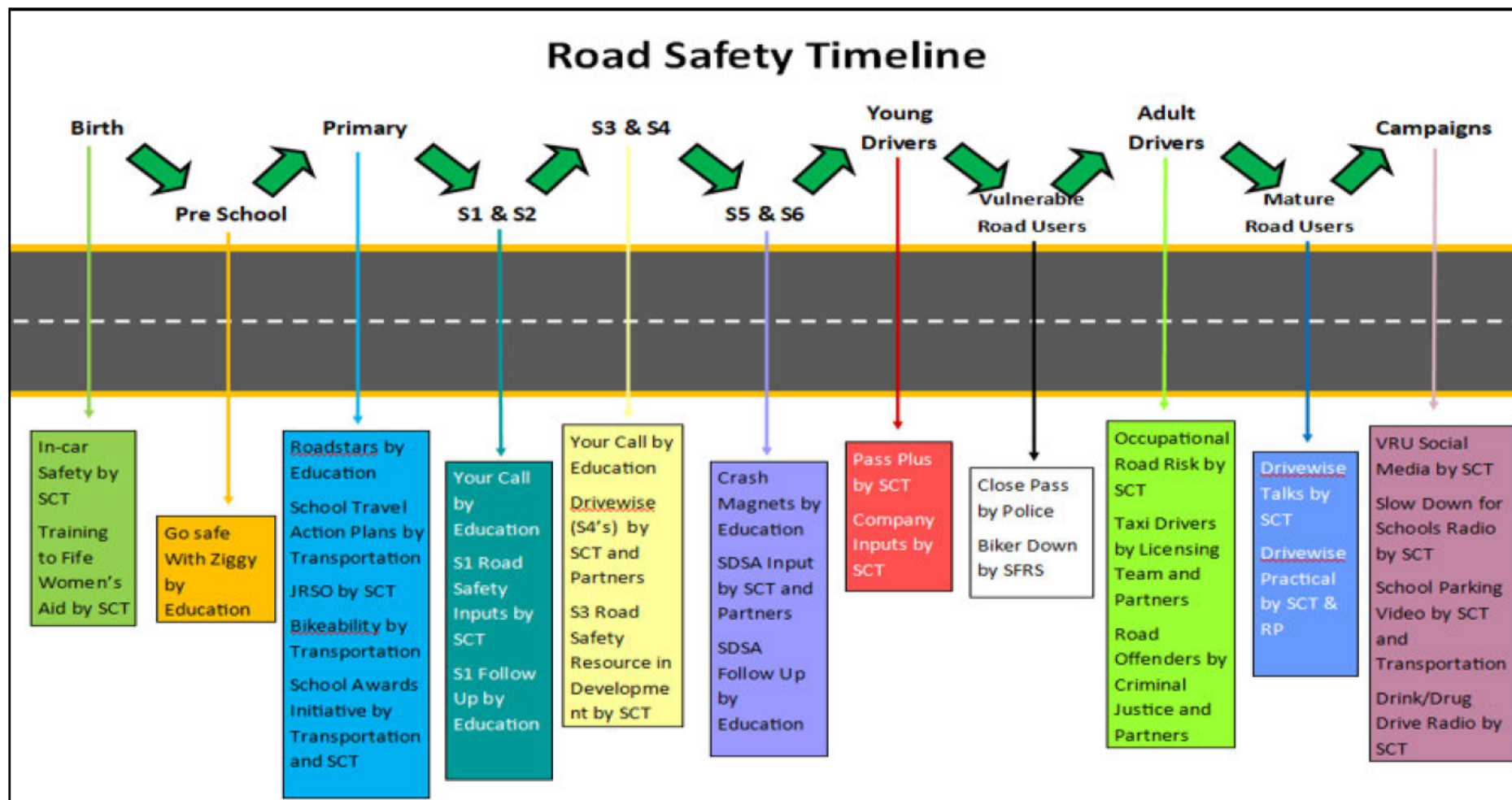
## Pedestrian Social Media Campaign



During 2024-25, Safer Communities staff were tasked through the Road Casualty Reduction Group with organising the creation of a Pedestrian Social Media Campaign. This was based on a successful campaign run by Glasgow Council. A campaign toolkit was created by Safer Communities Project Officers in conjunction with Fife Council Communications Team and was launched in October 2024, with messages put out on social media to coincide with the clocks change in October. Messages shared on our Safer Communities facebook page had a reach of over 40,000 people.

## Appendix 4

### Road Safety Timeline



## Appendix 5

### Youth Justice Activities

**This year we've been involved in supporting, delivering and/or facilitating the following:**

- Delivered our own bullying input with Police at Kirkcaldy HS, Viewforth and Wade.
- Antisocial Behaviour inputs at Balwearie HS, Wade, Inverkeithing HS, Queen Anne HS, Lumphinnans PS, Pitreavie PS, St Leonards PS, Easy P at the Maxwell Centre.
- Designed a new ASB input with Police in Cupar, with others currently being developed to include online safety
- High School transition event for Inverkeithing Primary School as well Levenmouth Academy cluster groupwork with Clued Up.
- Diversifire for pupils that attended schools in Lochgelly/Cowdenbeath, Glenrothes as well as Kirkcaldy areas.
- Punch Beyond diversion at Lochgelly High School.
- Secured funding for the F24 program at Auchmuty High – resulted in the capacity to deliver three groups now with a view to offering all schools in Glenrothes.
- Supporting Active Schools with a 'Healthy Body Healthy Mind' girls' group in Glenrothes.
- Supporting Barnardo's and Clued Up with individual sessions.
- Involved in response to youth ASB in Cupar, Dunfermline, Rosyth, Inverkeithing and Glenrothes (supporting Clued Up, Cupar Youth Café and CLD partners).
- Co facilitating Ask/Tell Suicide Prevention training with Fife Health and Social Care Partnership and Under Pressure Training with VAWP.
- Attended Daring Ventures training, this explores the impact of relationships and how we seek connections. This will help inform training for early years/primary schools
- Mentors in Violence Prevention training, supported sessions at Levenmouth Academy, Glenwood HS, Kirkcaldy High and Balwearie High as well as facilitated capacity building sessions for staff throughout Fife. Also spoke at the first ever MVP conference in Fife.
- Training for Trainers - 'GBV - Early Intervention for primary and early years staff'. This is to enable a delivery of gender-based violence training to early years and primary school staff, so that we can start educating school communities in this area at a far earlier stage.

**We have also supported identified young people individually and in groups at the following schools:**

- Inverkeithing HS
- Woodmill HS
- St Columba's
- Auchmuty HS,
- Madras College
- Lochgelly HS
- Glenwood HS
- Glenrothes HS
- Levenmouth Academy
- Bell Baxter
- Beath HS
- Queen Anne HS
- Kirkcaldy HS.

**YJOs are part of the following initiatives:**

- Fife Suicide Prevention Network
- Violence Against Woman Partnership,
- Secondary Support Multiagency/SLG,
- YAP Group.

**YJOs on the Spot - questions asked and answered:**

*Why did you get involved in an event/project?*

We attend regular meetings such as YOMG, youth work meetings, strategy groups, MVP strategy group amongst others, because of attending these meetings, it allows us opportunities to offer support and offer earlier intervention/prevention.

*Who asked for your help?*

Partners such as Education, Police Scotland and SFRS. Other third sector partners we have approached directly, for support with their expertise, such as BRAG with their F24 experience or Barnardo's to support summer programs with inputs.

*What partnership working took place?*

We've launched a new partnership with the YMCA in Glenrothes to expand the F24 program. As part of this, the YMCA will deliver a digital youthwork experience, giving young people the chance to develop new skills and explore STEM in a fun and engaging way. This collaboration will not only broaden access to the program but also support its continued growth and delivery.

*What was the outcome?*

While it can be challenging to measure the outcomes of preventative work, our goal is to give young people the opportunity to be educated and supported in a way that helps them understand the impact of antisocial behaviour in their community and become aware of the agencies that can offer support.

The following photos are from some of the various projects mentioned above

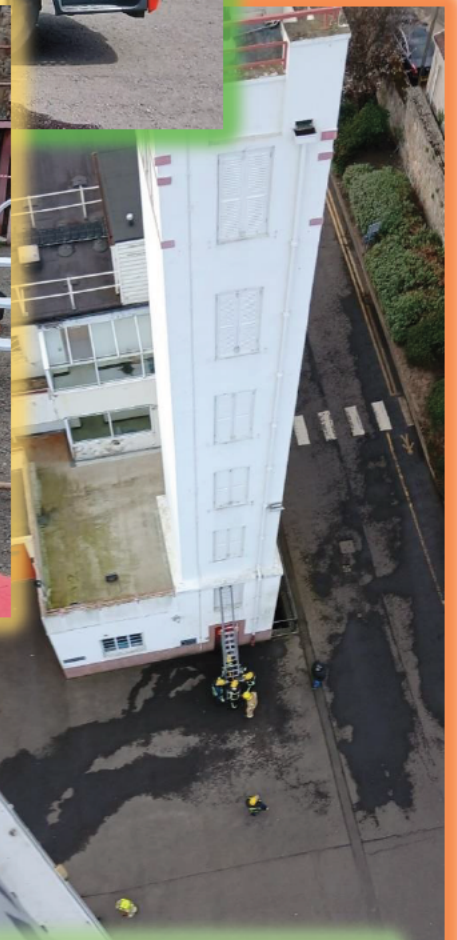
## F24 2024-25

Winning the 'best team' in the Fife Schools competition as well as a group photo of all the participants



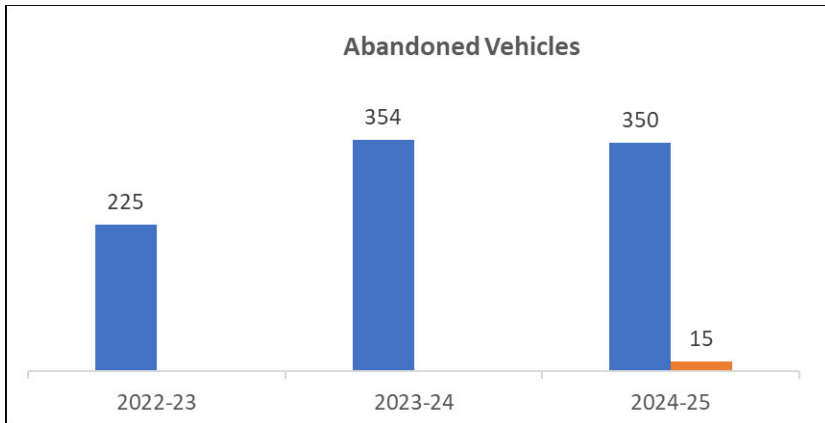
## DIVERSIFIRE 2024-25

A variety of photos from the Diversifire Project during 2024-25.

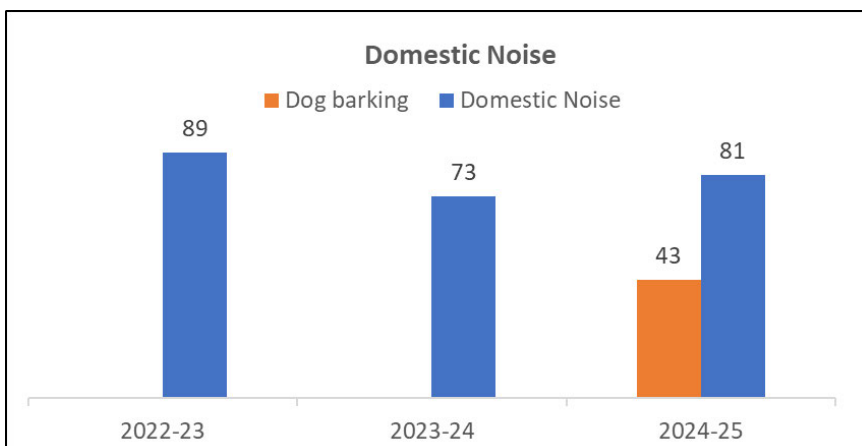
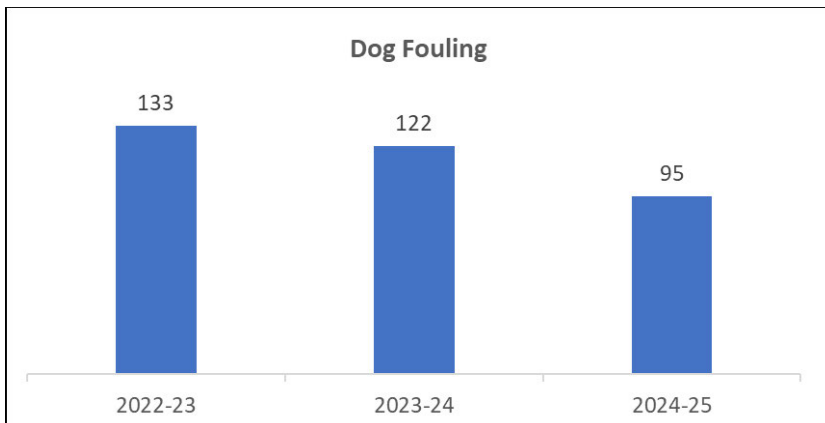


## Appendix 6

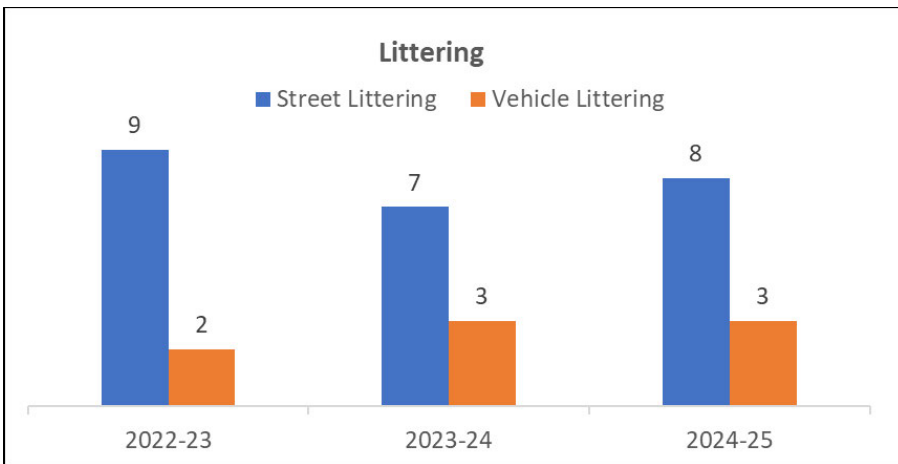
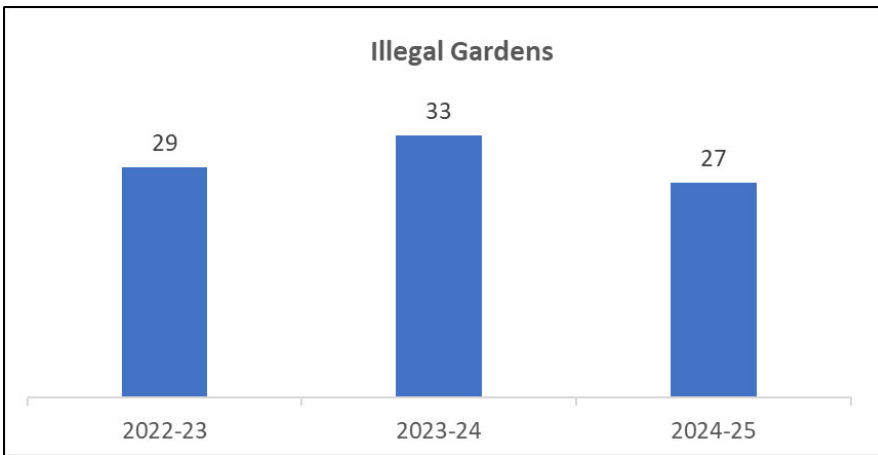
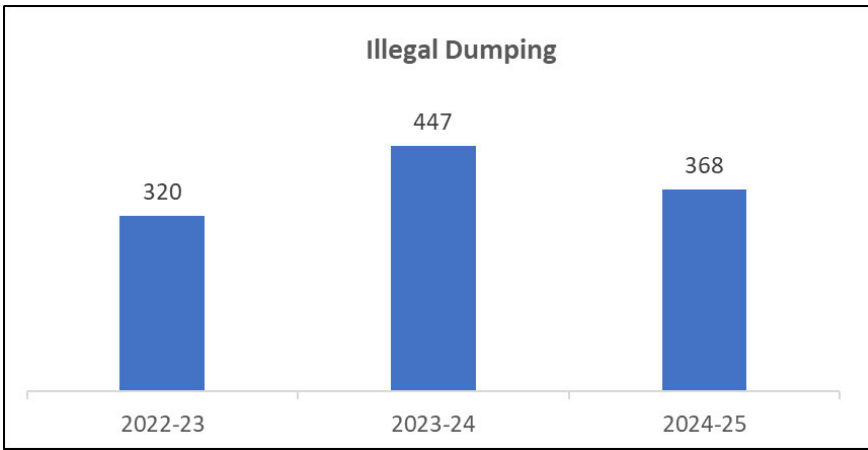
### Environmental Responsibility Service Requests Received by Safer Communities Team North East Fife Committee Area 2022-25



- The abandoned vehicle graph above includes new information for 2024-25 regarding the number of vehicles assessed as abandoned and subsequently uplifted.
- There are various reasons why a vehicle may be reported as abandoned when it is not, including: lack of movement, condition of vehicle, expired MOT/tax, neighbour dispute, poorly parked, unfamiliar vehicle to area and temporary breakdown.



- The Domestic Noise graph above includes new information for 2024-25 regarding dog barking, which the Safer Communities Team now deal with along with other forms of domestic noise.



## Appendix 7

### SCO Patrols and Community Engagement

The below selection of images captures our Safer Communities Officers out and about within the North East Fife area. These include supporting Community Events, Poster competitions in the schools, routine patrols for dog fouling and litter picking.

#### Anstruther Primary School dog fouling poster winners



#### Springfield PS Dog Fouling Signs

Officers helped the winning children from Springfield Primary School place their dog fouling signs around the school grounds and surrounding area. Everyone involved had a great time supporting the local community.



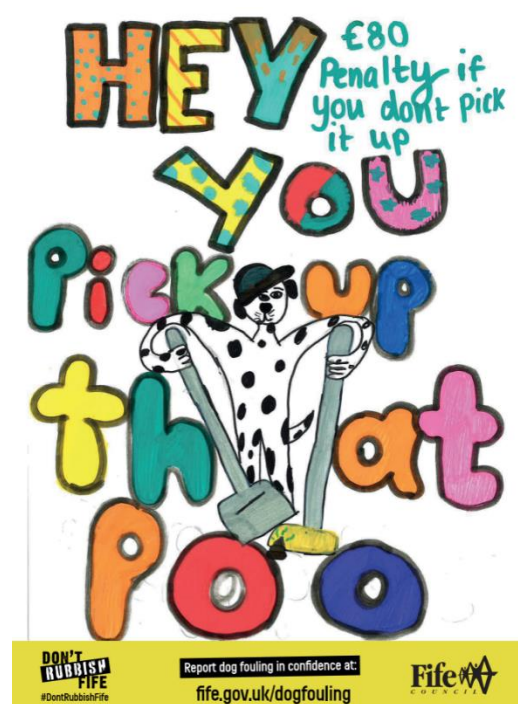
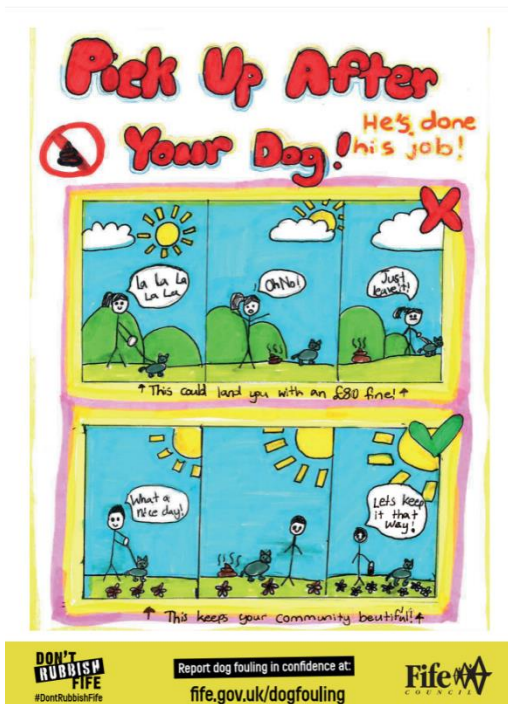


### **Litter Picking**

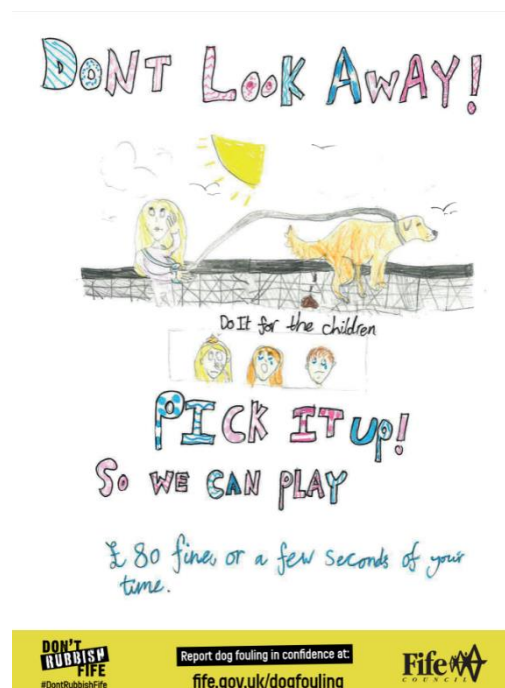
Our officers litter picking Greyfriars corner, St Andrews. They volunteered to do this to solve the issue with bad littering after complaints received regarding the state of the corner.

## Dog Fouling Posters

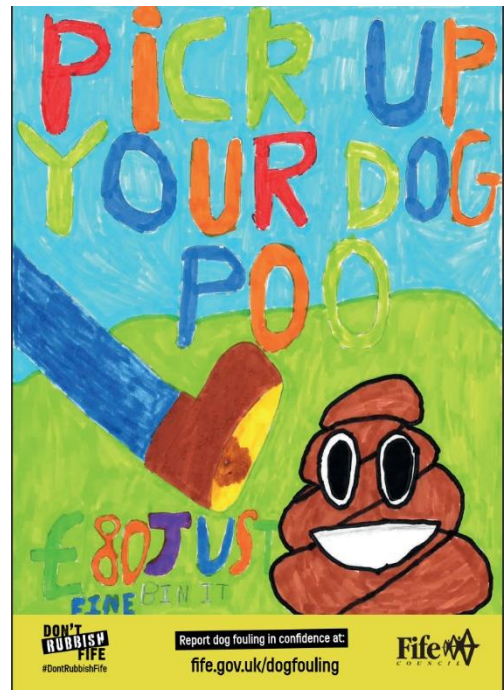
A selection of posters created by pupils from Newport, Anstruther, and Ladybank Schools for the dog fouling competition were proudly displayed throughout the local community



## Newport Primary School



## Anstruther Primary School



Ladybank Primary School

29 October 2025

Agenda Item No. 16

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## Operational Briefing on Policing Activities within North East Fife April 2024 - March 2025

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**Report by:** Chief Inspector Craig Fraser, Local Area Commander, North East Fife

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### Wards Affected:

Ward 16 - Howe of Fife and Tay Coast

Ward 17 - Tay Bridgehead

Ward 18 - St Andrews and Strathkinness

Ward 19 - East Neuk and Landward

Ward 20 – Cupar

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### Purpose

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This report provides Elected Members with information on matters impacting or involving Police Scotland, which have relevance to community safety in the North East Fife area.

### Recommendation(s)

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The Committee is asked to consider the content of the report and comment as appropriate.

### Resource Implications

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There are no additional resource implications arising from the activity outlined below.

### Legal and Risk Implications

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There are no identified legal or current risk implications.

### Impact Assessment

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An EqIA has not been completed and is not necessary because the report does not propose a change or revision to existing policies and practices.

### Consultation

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Consultation is an ongoing process with Elected Members from Wards 16 – 20, local communities through Community meetings and partner agencies through established meeting processes.

## 1.0 Background

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- 1.1 This report provides members with an update on the activity in respect of local priorities, campaigns and initiatives undertaken by North East Fife (NEF) officers from April 2024 to March 2025, inclusive. All police activity was undertaken alongside local and national objectives and in support of other organisational priorities within the NEF policing area.

## 2.0 North East Fife Local Area policing update

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- 2.1 The Local Police Plan 2023-2026 demonstrates the commitment of local policing to ensuring the safety and wellbeing of the people and communities of Fife. The Plan identifies Divisional priorities as;
- Protecting vulnerable people
  - Tackling crime in the digital age
  - Working with communities
  - Support for operational policing
- 2.2 Through community engagement and partnership discussion, combined with local policing knowledge and intelligence, the following objectives were identified as bespoke issues for NEF to focus on during 2024/25 and on which this report is primarily based.
- Assault and violent crime
  - Road safety and road crime
  - Crimes of theft and dishonesty
  - Antisocial behaviour
  - Misuse of drugs / alcohol abuse

## 3.0 Ward 16 Howe of Fife and Tay Coast

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- 3.1 Road safety continues to be a priority in Howe of Fife, particularly due to the landscape and geography. PC's Lowe and Haddow proactively address road safety complaints and regularly advertise for community speedwatch volunteers through their monthly community council reports.

Community officers recognise the importance of both community engagement and partnership working to resolve issues at a local level. Initiatives including Community Speedwatch, Auto-speedwatch and campaigns such as Stand Against Speeding are examples of how our local community contribute to tackling road safety at a local level.

In addition to collaborating with partners and the public, officers continue to deploy at hotspot locations with the Unipar device (speed gun) and occasionally deploy alongside Road Policing to target individuals speeding in the ward.



Officers proactively aim to address driver behaviour and continue to target offenders providing education, advice and enforcement, where necessary.

Auto-speedwatch was piloted in Giffordtown as a proactive measure taken to tackle speeding. Maintained and purchased by members of the local community council, a speed detection device was placed in Giffordtown detecting vehicles contravening the speed limit. The team worked closely with the community police team ensuring recidivist speeders were educated and provided appropriate advice, in the main through written communication.

The campaign has noted success when pursuing those regularly speeding and the pilot will continue until September 2025, where an annual review will take place.

- 3.2 PC's Lowe and Haddow continue to support local initiatives such as Take the Lead, working in partnership with Safer Communities to reinforce personal dog owner responsibilities, ensuring the protection of livestock in rural areas.

In partnership with Fife Coast and Countryside Trust, PC's Haddow and Lowe continue to carry out joint patrols in local hotspots areas, including Birnie and Gaddon Loch known for wild camping and illegal poaching. Providing education, advice and guidance to those using this area aims to reduce anti-social behaviour including littering and the setting of small fires. The officers link in with the Divisional Wildlife Crime Liaison Officer at regular junctures for support and advise of any emerging issues.

Anti-social patrols continue most weekends, where staffing permits, and the local patrol matrix provides officers with flashpoint areas of concern requiring additional attention. There have been occasions PC's Lowe and Haddow have highlighted specific areas in the ward requiring attention where their targeted patrols have led to them speaking to youths to educate - which assists in breaking barriers and building trust. The officers report a notable reduction in ASB over the summer months, which could be attributed to the strong relationships built between our officers and young people.

- 3.3 Acquisitive crimes including dishonesty, theft, frauds and bogus workmen offences remain a priority in the Howe of Fife. PC's Lowe and Haddow continue to work proactively to tackle this issue and adopt prevention-led approach ensuring they raise awareness of any emerging crimes and members of the community are educated on new scams to allow them to better protect their property and assets. Practical advice is provided to ensure our vulnerable members of the community can recognise, avoid and report potential frauds/scams both online and in person.



The officers continue to unite with key stakeholders, including the divisional Community Safety officers to ensure any additional support is provided as well as safety aids to reduce the chances of becoming a victim, such as detection bells and other deterrents. Additionally, officers ensure the relevant guidance is disseminated and shared in local reports to safeguard the public, reducing the ability to become a victim of crimes of this nature.

PC's Lowe and Haddow were accompanied by Police Scotland Youth Volunteers (PSYV) from Levenmouth, when they delivered over one hundred leaflets to householders within the ward, providing information on Crime Prevention and Housebreaking.

- 3.4 PC's Lowe and Haddow understand the importance of fostering positive relationships with the community and explore opportunities to support and engage at local events with all ages. The officers have attended Good Citizen awards to recognise the achievements and contribution within the local community.

The officers have also been extremely active when connecting with youths and were invited to attend several primary schools as well as out of school clubs where the children were informed of the role of the police officer and had the opportunity to try on uniform and take photographs with the police vehicles. The children reported they thoroughly enjoyed the sessions and the interactive nature where they were encouraged to ask questions. Owing to this success the community officers continued their visits discussing transport and road safety.



To tackle the issue of driver behaviour at local primary school's PC's Haddow and Lowe are working collaboratively with staff to tackle this issue, involving the local Stand Against Speeding.

This campaign involves assembly style educational inputs covering (not exclusively) speeding, keeping safe when travelling to and from school and encouraging parents parking safety nearby schools.

Following this a short deployment takes place outside each primary school with a small number of older children from providing the opportunity to use the speed gun encouraging positive engagement with drivers.

This has been hugely successful in other areas with a great response from all schools, parent's councils and the wider public.

Throughout the summer, officers were involved in several events including the University graduations, AIG women's golf tournament in St Andrews, Alfred Dunhill Links Championship and Lamma Market, where they assisted with security, ensuring the safety of all spectators, contributing to the overall success of the events.

PC's Haddow and Lowe regularly advertise in their local Community Council reports their dedication to meet the public during 'coffee with cops' events. These informal gatherings provide a unique opportunity for residents to engage with your local community officers, share concerns and discuss issues affecting their community. The relaxed atmosphere, complete with coffee and home baked treats, fosters open dialogue and stronger community bonds.



Throughout the year the officers had the pleasure of meeting several residents who welcomed the opportunity to raise local concerns and queries they had. The officers were happy to address any issues and continue to advertise 'coffee with cops' in monthly community council reports.

## 4.0 Ward 17 – Tay Bridgehead

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4.1 Road safety continues to be a strategic priority for Tay Bridgehead, underpinned by active community engagement and partnership initiatives. Sustained engagement with the community has equipped PC's Kinloch and Strandberg with actionable insights, enabling the identification of high-risk hotspots highlighted by residents as priority concerns.

Information on these priority area's is systematically shared with both local and national resources, including dedicated Road Policing teams, to ensure alignment with best practice and optimise the coordination of resources.



PC's Strandberg and Kinloch maintain a visible presence through targeted patrols, speed enforcement operations and the deployment of 'Pop Up Bob' deterrents across Tay Bridgehead.

The Community Speedwatch programme continues to be actively championed, with progress highlighted in monthly community council reports and reinforced through 'coffee with cops' engagement sessions.

These initiatives have fostered healthy volunteer participation surrounding Community Speedwatch, with residents committing their time and energy in to conducting speed monitoring activities.

Data gathered by volunteers is relayed to PC's Strandberg and Kinloch, who in turn prepare and issue advisory letters to the registered keeper of the offending vehicle.

This heightened community presence reinforces the educational dimension of road safety while also underpinning enforcement measures designed to raise driving standards and influence behavioural change.

PC's Strandberg and Kinloch have visited several schools throughout the year to support and raise awareness surrounding aspects of road safety.

Monitoring of inconsiderate parking has featured heavily on officer's patrol matrix too, after dialogue with residents and locally elected members.

Cycle Safety advice has been inclusive in the above approach, with officer's keen to speak to users of pushbikes, ensuring their awareness of the law and onus on having a safe operational working bike is a priority.

4.2 Crimes of dishonesty, inclusive of thefts, housebreakings, fraud, and scam related offences, including bogus workman type behaviour, all remain a strategic priority, with prevention at the forefront of operational focus. PC's Strandberg and Kinloch have adopted a proactive, prevention-led approach, positioning education and public awareness as the primary line of defence.

In close collaboration with key stakeholders, PC's Strandberg and Kinloch have deployed targeted strategies, aimed at reducing offences of this nature, maintaining a visible and consistent presence within the locality throughout the year.

Officers have also broadened the reach of frequency of community engagement initiatives, with 'coffee with cops' sessions continuing to be held in the area and officers attending specifically hosted events alongside charities such as Royal Voluntary Service and Link Living.

These sessions serve as a platform for delivering critical information on crime trends, with particular focus on dishonesty offences.

Practical guidance is provided on recognising and avoiding scams, both online and in person, alongside actionable advice and fraud prevention.

In addition, officers have disseminated essential guidance on vehicle theft prevention, equipping residents with effective deterrent measures to significantly reduce the chances of being a victim of crime. These efforts underscore a sustained commitment to safeguarding the public while actively reducing the opportunities for criminal activity.



4.3 During the summer months, when extended daylight hours can increase public activity, PC's Strandberg and Kinloch have partnered with Fife Coast and Countryside Trust to conduct joint patrols targeting areas prone to Anti-Social Behaviour (ASB), including Balmerino beach, Wormit Bay, Tentsmuir Forest, Kinshaldy beach and Kingsbarns beach.

Inclusive were officers attending events alongside Nature Scotland and Safer Communities in relation to expanding the general public's knowledge of wildlife protection during important nesting/nursing seasons and initiatives such as 'Take the Lead' encouraging safer and better dog ownership.



In the more densely populated residential areas, collaboration with Safer Communities has ensured a visible policing presence and coordinated responses in priority areas.

These efforts not only reassure the public but also create opportunities for meaningful engagement and the delivery of preventative messaging.

To support the reduction of ASB, PC's Strandberg and Kinloch have led targeted educational sessions at primary schools, addressing behaviours linked to ASB, outlining relevant offences and emphasizing the importance of responsible citizenship. The core message encourages young people to serve as a positive role model within their own community. Officers maintain strong partnerships with Education to reinforce the theme of personal responsibility and informed decision making.

Engagement extends to local nurseries too where officers introduce themselves in an approachable informal manner to foster early trust and communicate that police are a supportive resource, especially for children and young people who may need assistance. Alongside key stakeholders, officers also contribute to messaging campaigns aimed at reducing littering, unauthorised wild camping, and the lighting of wildfires - behaviours which pose significant environmental and public safety risks and have been notable across the country this year.

4.4 PC's Strandberg and Kinloch have strengthened their working relationships with local housing authorities, both public and social providers. This collaboration facilitates the timely sharing of information and the implementation of early interventions in potential tenancy breaches. Where neighbour disputes arose, efforts are made to enlist the expertise of other agencies, often mediation services, to try and resolve conflicts effectively.

PC's Strandberg and Kinloch have also worked in partnership with local GP surgeries to highlight the benefits of utilising The Herbert Protocol, which is a scheme designed to help locate missing persons, particularly those vulnerable through Dementia or Alzheimer's. The completion of a bespoke form that can be completed by friends and family of the person(s) concerned, is passed on to police with relevant and essential information, supporting the crucial and initial stages of any missing persons investigation. This information is kept readily available to be provided to police if that person is reported missing, ensuring a quicker and more efficient search can be undertaken.

Officers continue their support and engagement directly in the community surrounding 'Friday Fry-Up' at the Larick Centre, Tayport. This is a forum and drop-in service for the public to attend, alongside police, other professionals, and agencies to provide advice or guidance to the public. This support to the local community is replicated elsewhere in the area, including Balmullo Community Cafe, again run by volunteers, whereby PC's Strandberg and Kinloch attend and are a point of contact for anyone wishing to engage with police.

Officers continue to forge strong and meaningful links with Military regiment(s) based at Leuchars, both on camp and remotely. With the removal of Royal Military Police from all sites within Scotland over the review period, it has intensified the need for greater collaboration between Police and Military, including information and intelligence sharing, and a joint awareness of how each can support the other, if problems or issues arise in the community.

## 5.0 Ward 18 – St Andrews and Strathkinness

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5.1 Road safety remains a critical focus within St Andrews and Strathkinness, with PC's Brown and Doherty collaborating closely alongside Divisional Road Policing officers to support both local and national road safety programmes.

As part of the integrated prevention and enforcement strategy, Operation Close Pass continues to play a pivotal role in delivering key road safety messages to motorists, emphasising the importance of maintaining adequate clearance to all cyclists.

In August 2024, deployments continued, combining educational outreach with enforcement activity, community police officers playing an active part.

Drivers failing to observe proper passing distances are stopped and provided with immediate educational briefings. Concurrently, vehicle roadworthiness and documentation checks are routinely carried out during these interactions. These efforts have led to the identification and prosecution of several offences, enhancing overall road safety compliance.

Given the area and popularity amongst cyclists, reports of abandoned, lost, or stolen bikes, remain frequent.

PC's Brown and Doherty work in partnership with relevant agencies to mitigate the risk of bike theft, discourage abandonment, and ensure the proper management of recovered property.

Collaborating with Fife Council, abandoned or recovered bikes are collected, securely stored for a designated period to allow the rightful owners to reclaim, or subsequently refurbished or donated to specialist charities, if unclaimed.

PC's Brown and Doherty maintain a strong relationship with Transition, at The University of St Andrews, to promote safe cycling practices amongst students and the wider community.



This includes providing guidance on legal obligations, bike security and personal safety.

Engagement activities including information stalls and events at St Andrews University, encourage compliance with bike lighting regulations for example. The bike registration scheme is actively promoted to enhance recovery prospects in the unfortunate event of theft.

Regular patrols are conducted to educate cyclists and enforce lighting requirements during the hours of darkness in winter, addressing a commonly observed violation.

Speeding continues to be a prominent concern voiced by residents, promoting the identification of high-risk locations requiring targeted enforcement. These sites are communicated to Road Policing, to augment the deployments, to ensure coordinated

and strategic interventions.

PC's Brown and Doherty perform routine patrols and stop checks at these identified hotspots, frequently resulting in the detection of offences and the issuance of fixed penalty notice or court summons where appropriate.

To augment enforcement efforts, PC's Brown and Doherty leverage social media platforms to raise awareness about the perils and dangers of speeding and encourage safer driving behaviours.

Deployments of 'Pop-Up Bob's' and Safety Pavement Buddies are regularly employed throughout the area. Especially so in densely populated, high footfall area, receiving positive community feedback and recognition for their effectiveness in enhancing Road Safety.

PC Doherty played a special role in the 'Safe Drive, Stay Alive' campaign, led by the Safer Communities and then herself attended sessions for first viewing and at Bell Baxter High School for the delivery with the pupils.

This is an annual campaign, to raise awareness about the dangers of poor road behaviour and the consequences of driver's decisions.

5.2 Police Scotland Youth Volunteers (PSYV) continues to make an invaluable contribution to the local community through their involvement and commitments to actively support policing activities.



PSYV have assisted in delivering crime prevention messages throughout the review period, inclusive of their attendance and support at AIG Women's Open in August 2024 and Dunhill Links Open, some two months later.

As part of that engagement and education with the public, PSYV speak with visitors, providing information, giving directions, meeting and greeting and includes providing leaflets surrounding home security advice, and information relating to fraud and financial safeguarding.

PC Doherty is also heavily involved in all PSYV events, training, and operations, for the East location of Fife.

PC Doherty's drive, commitment and motivation for this unique role, and development of the young persons involved, is truly commendable and has a positive impact on the wider community. This is also a voluntary role for PC Doherty, alongside her core role as a community police officer.

Without the assistance of PSYV and their invaluable contribution in many settings and backdrops, many policing events would not be the successes they have been over this period, all of which is wholeheartedly appreciated by local policing within the NEF area.

5.3 Several Drug Search Warrants have been executed with this locality, frequently led by colleagues in the Community Investigations Unit (CIU), supported by community officers, inclusive of PC's Brown and Doherty.

In many cases, the information underpinning these warrants originates from direct engagement between community officers and the public, who place their trust in PC's Brown and Doherty to act upon this critical information.

These operations have resulted in the recovery of both illicit drugs/controlled drugs and monies, seized by police under the proceeds of crime act. There has been two such operations undertaken that community officers have played a pivotal role in.

PC's Brown and Doherty remain committed to deterring, disrupting, and addressing drug related activity with the locality recognising the significant and harmful impact such offending has on the wider community.

5.4 The prevention and reduction of ASB remains a key operational priority, with delivery underpinned by a coordinated, multi-agency approach. This strategy combines proactive, preventative interventions and intelligence led responses to emerging incidents, ensuring community policing resources are deployed effectively and impactfully.



A long-standing partnership with Madras College forms a core element of the prevention framework.

PC's Brown and Doherty engage regularly with all schools across their area to deliver targeted sessions on responsible decision making, the consequences of ASB, and the broader implications for individuals and communities.

These inputs include briefings on youth justice processes

within Fife and Restorative Justice options, enabling young people to fully understand both the legal and social outcomes of their actions.

Also included in the support and input community police officers assist with at Madras College relates to Mentors in Violence Prevention (MVP), this is an education programme that trains young people to challenge gender-based violence, bullying, and other forms of abuse, cascading that training top peers.

Close collaboration with stakeholders, including social work, supports an integrated response to individuals at risk of offending or exhibiting concerning behaviour.

This joint working delivers a safeguarding mechanism for vulnerable children and young persons within the community.

Proactive patrols, which can be jointly carried out alongside partner agencies, provide a visible deterrent to ASB while enabling PC's Brown and Doherty to engage directly with young people – offering reassurance, guidance, and referrals to supports services through vulnerable person database entries.

Intelligence sharing across all community policing teams in Fife, has been pivotal in addressing offences committed by individuals travelling into the area from outside local boundaries., carrying out ASB.

St Andrews is recognised as having one of the busiest areas per footfall in Fife, alongside the transient movements by persons frequenting the area, often visiting for a brief period, as St Andrews boasts a diverse and attractive hospitality sector.

PC's Brown and Doherty maintain active dialogue and contact with charitable organisation, such as Street Pastors.

Initial discussions and meetings have taken place within the review period with a view to establishing if this extra support mechanism can be implemented within the St Andrews area.

The strategic intent is to expand this collaboration provision in the future, further enhancing public safety during period of peak activity.

Included in ASB surrounds matters relating to the unlawful use of off-road motorbikes, which are driven on public roads, public footpaths, public parks and near to schools. There has been notable success in dealing with cases, identifying, and reporting to the courts, matters whereby the public were front and centre in supplying police with information relating to the offender. This was through a mixture of old-fashioned local enquiry and through appeals on social media.

While community engagement is a vital part of local policing, enforcement remains a core function. PC's Brown and Doherty have responded to a considerable number of incidents, resulting in numerous arrests, and persons being brought into custody and brought before the court and judicial system. These incidents have included youth related offences, siege incidents in domestic settings and licensing violations at local takeaway establishments. Some of which have led to formal charges against business staff.

5.5 In an effort to remain visible and accessible, PC's Brown and Doherty have supported several community events over the review period. These have included local fairs, highland games, Lammis Market, and the golfing events that habitually occur within the area.



Officers have enlisted the input also of CPO, PC Emma Fisher to attend a local care home setting to provide an input on scams of a varying range.

Officers have supported initiatives relating to wildlife crime within the Cameron Reservoir area, alongside Safer Communities educating dog walkers relating to issues concerning nesting birds, as well as 'Take the Lead' initiative, promoting responsible dog ownership.

PC's Brown and Doherty have promoted 'coffee with cops' sessions within the St Andrews area, ensuring high visibility and accessibility within the community. These are informal and approachable to the wider public, an act as a point of contact for residents who may be uncomfortable discussing matters in a public place initially but can then arrange for engagement later at a different location.

The continuation and improvement of 'coffee with cops' will remain a key priority moving forward, as visibility and approachability are core principles of effective community policing.



Officers have also supported national and divisional initiatives within their locality, including Drivewise 65+.

This is a programme focussed on helping older adults drive safely for longer, which are free sessions and ‘ride-along’ carried out by Roads Policing officers, assisted by community ward officers to give the participants more confidence when out.

The ‘It’ll cost you’ campaign relating to proxy sales of alcohol, surrounds information leaflets having been provided to local licensed premises advising of the rules of sales of alcohol, with fines for persons purchasing alcohol for someone under 18 years of age, again have been undertaken by officers.

Community police officers continue to assist The University of St Andrews surrounding their Winter and Summer Graduation ceremonies, relating to road closures and the safe passage of the events unfurling.

As part of ongoing educational outreach, PC’s Brown and Doherty have visited local schools relating to their school careers fayre and provided delivery relating to the role of a police officer.

These sessions covered the skills and qualities required for the job and role, the recruitment process, training at Tulliallan Police College and an overview of a typical working day in modern policing. Feedback from pupils and staff indicated that the children thoroughly enjoyed and engaged with the presentation from officers.

## 6.0 Ward 19 – East Neuk and Landward

6.1 Road safety and the prevention of road related crime remains a strategic priority within East Neuk and Landward. PC’s Cook and Wallace maintain a close collaboration with Road Policing and response teams within NEF to support both preventive measures and enforcement strategies, designed to enhance overall road safety - officers actively contribute to local and national initiatives aimed at reducing road crime and casualties.

Education continues to be a cornerstone of prevention efforts. During the winter months and the festive period, PC’s Cook and Wallace alongside their Road Policing and response colleagues, conducted roadside checks as part of the national drink-driving campaign. These operations involved breath testing and screening of drivers and verifying vehicle documentation, underscoring police commitment to public safety.

Crail Raceway continues to attract drivers from diverse age groups and backgrounds. PC's Cook and Wallace attend these gatherings regularly to provide guidance, deliver educational messaging where appropriate, and enforce traffic legislation when required. The ongoing cooperation with Roads Policing remains essential in addressing road safety challenges in this locality. Road Policing's expertise, support, and guidance significantly enhances joint efforts, enabling effective enforcement and community engagement.

Continuous information sharing with Fife Council's Transportation and Traffic Management teams facilitates reporting of concerns by officers and local response teams, often leading to practical and timely resolutions. During the reporting period, a diverse range of offences were dealt with by PC's Cook and Wallace, surrounding drink driving, uninsured vehicles, MOT violations and fixed penalty notices issued for vehicle defects or documentation irregularities.

Speeding remains a significant concern across East Neuk and Landward, with PC's Cook and Wallace utilising intelligence and traffic data to direct targeted speed enforcement activities. These efforts are bolstered by high visibility 'Pop Up Bob' deployments too, as well as support from response and Roads Policing officers, alongside Fife Camera Safety Partnership.

- 6.2 Anti-Social Behaviour (ASB) remains a key priority, with a strong emphasis on prevention as the primary strategy. PC's Cook and Wallace have identified hotspot areas and locations based on community feedback and intelligence analysis. In response, information has been shared with partner agencies, including Fife Council and Safer Communities teams, alongside local youth workers.

Some of the areas identified include Kilconquhar surrounding off road bikes being driven unlawfully, and ASB inclusive of consuming alcohol in a public place and associated behaviour at Colinsburgh, Kingsbarns, Anstruther, Pittenweem, St. Monans, Elie/Earsferry.

This multi-agency collaboration has resulted in an increase in high visibility patrols targeting engagement with young people in the affected areas. Following reports of ASB, PC's Cook and Wallace work closely with stakeholders, supplementing these efforts with increased active patrols in specific locations to mitigate this behaviour. These enhanced patrols have led to the identification of offenders involved in various forms of ASB, some of whom have been charged or progressed through the Youth Justice system.

Officers have regular dialogue with Youth Justice services, based at HQ, Glenrothes, are engaged to provide early intervention and ensure appropriate safeguarding for those young people involved or affected, if the circumstances are reported through their jurisdiction.

Underage alcohol consumption continues to be a prevalent factor contributing to youth ASB.

PC's Cook and Wallace have conducted visits to licensed premises within their locality, to engage directly with licensees regarding their responsibilities in preventing underage alcohol sales.

As part of this engagement in July 2024, staff within some licensed premises were provided with materials from “It will Cost you” initiative addressing the issue of proxy sales.

Licensees were reminded that any breaches involving underage sales would be formally reported through Fife Council Licensing Department, ancillary to any offences falling under the jurisdiction of police being reported to the Procurator Fiscal.

- 6.3 Throughout the reporting period, PC’s Cook and Wallace have provided a consistent presence at local nurseries, primary and secondary schools in their area.



These visits aim to foster positive relationships with children and young people while delivering important messages on key local priorities.

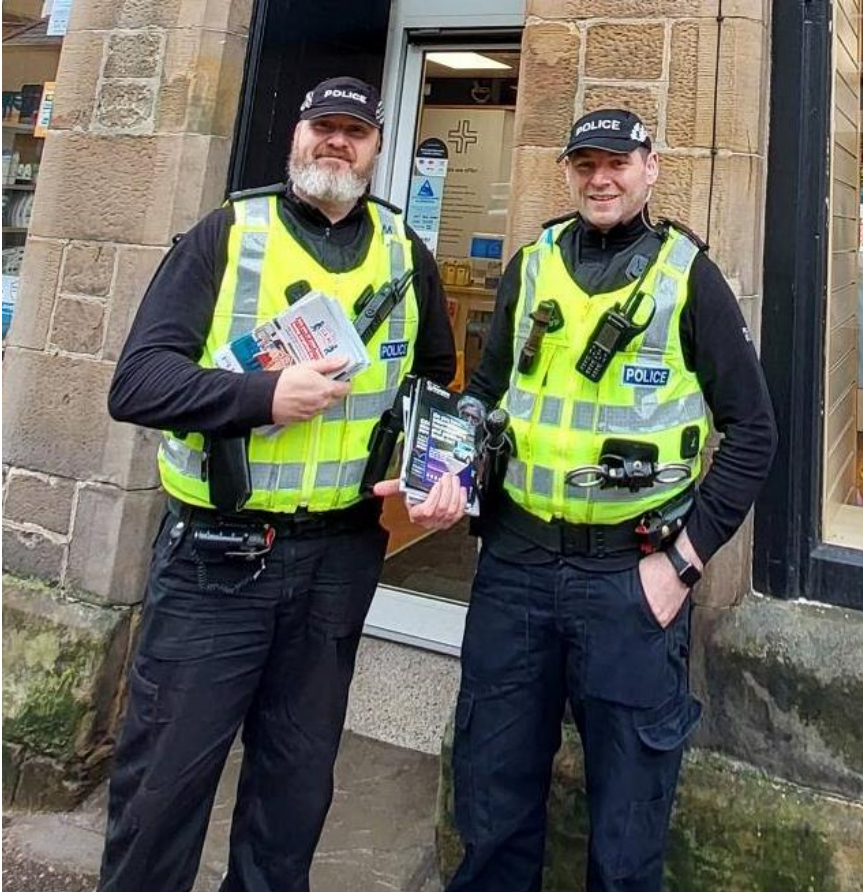
Educational sessions have included topics such as ASB prevention, making positive life choices and how to identify and report internet related crimes, officers attending at Anstruther Primary School in November 2024, as one such example.

PC’s Cook and Wallace are assisted on occasion by Crime Prevention Officer, PC Emma Fisher, who is the expert and font of all knowledge as regards to internet safety.

PC Fisher has a vast amount of experience that both PC’s Cook and Wallace, and young persons of East Neuk and Landward, are fortunate to be able to make use of.

- 6.4 During this period, East Neuk and Landward has continued to experience incidents of vehicle crime, some instances involving high value vehicle also. This trend aligns with national patterns and remains a focal point of ongoing police activity. Vehicle crime is continuing to evolve and its sophistication widening, with organised crime groups employing advanced technology to clone digital keys – by intercepting key signals through laptops, and specialised software, offenders can gain unauthorised access to vehicles and drive them away without the actual physical key being in their possession. Unfortunately, it is common for unsuspecting vehicle owners to be unaware at the material time when they are within their own homes.

In relation to other dishonesty offences, such as scams and bogus callers, PC’s Cook and Wallace have been highlighting the perils of such criminality in their day-to-day business when engaging with members of the public or groups. Clear messaging and preventative advice continue to be shared with the community to help individuals recognise and report through various means any suspicious behaviour to police and other agencies.



6.5 Supporting vulnerable individuals remains a core element of community policing. PC's Cook and Wallace work in partnership with local housing and Safer Communities to ensure a focussed coordinated approach to safeguarding such persons.

This includes joint visits, shared responsibilities and robust information sharing to ensure vulnerable persons receive the appropriate support and intervention when required.

PC's Cook and Wallace continue to make themselves available to assist members of the public, whether alongside statutory, public, or charitable organisations.

This cooperation and approach has been particularly evident in joint working with the Fife Council homeless services, where PC's Cook and Wallace have supported individuals from a variety of backgrounds. Assistance has included facilitating access to temporary accommodation, as well as providing essential items such as food, winter clothing and hygiene packs. Vulnerable individuals supported in this way and manner, have also be captured on police systems for further safeguarding and monitoring thereafter.

In April 2024, PC's Cook and Wallace played a supporting role in the 'Take the Lead' initiative, led by Safer Communities and held at Ellie Beach, relating to responsible dog ownership in public places. Officers were on hand to assist partner agencies with engagement, the delivery of key messaging, and enforcement where appropriate.

PC's Cook and Wallace have also been involved in matters concerning unlicensed, short term lets, following concerns raised by the public. These concerns were shared with relevant partner agencies, and PC's Cook and Wallace took the opportunity to better understand the regulatory framework. As per guidance form the Scottish Government, the public are encouraged to contact Police Scotland in cases where short term letting practices appear unlawful. As a result, officers have increased the awareness and wherewithal surrounding this issue and improved inter-agency communication in relation to such enquiries.

In an effort to remain visible and accessible, PC's Cook and Wallace have supported a number of community events over the summer months of 2024

While community engagement is a vital part of local policing, enforcement remains a core function. Officers have responded to a significant number of incidents, resulting in numerous arrests, and persons being brought into custody and brought before the court and judicial systems. These incidents have included youth offending, siege incidents in domestic settings and licensing violations at local takeaway establishments. Some of which have led to formal charges against business staff.

As part of ongoing educational outreach, officers have visited a local school and spoke at morning assembly about the role of a police officer. The session covered the skills and qualities required for the job and role, the recruitment process, training at Tulliallan (police college) and an overview of a typical working day in modern policing. Feedback from pupils and staff indicated that the children thoroughly enjoyed and engaged with the presentation from officers.

PC's Cook and Wallace also collaborated with PSYV volunteers in Collinsburgh and Elie, who helped distribute over one hundred crime prevention leaflets to local households. The material included information on home security, housebreaking prevention, and the TrueCall call-blocking systems. This helps protect residents, particular older residents or more vulnerable, from telephone scams by filtering out cold calls, blocking an average of 30 per month.

This initiative wasn't possible without the assistance of PSYV and their invaluable contribution, whose overall support to local policing and PC's Cook and Wallace is very much deeply appreciated.

## 7.0 Ward 20 - Cupar

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7.1 In Cupar, PC's Shand and Smith are committed to tackling road safety by providing a visible presence both on foot patrol and in marked police vehicles. The officers, along with their response colleagues deploy at targeted stop-point locations ensuring drivers are educated and vehicles are road worthy. Furthermore, officers ensure speed checks are carried out and driver documentation is in order, including valid licence and insurance.

Over the review period, the officers also responded to concerns regarding parking in restricted areas at schools. This caused concerns to staff and parents regarding the safety of the pupils, so discussions were initiated with parking management to ensure the lines were visible making ensuring designated parking was clear.

Officers continue to deter speeding and other road traffic offences by utilising "Pop up Bob" and deploying the Unipar speed device. They are as proactive as they can and seek to issue fixed penalty tickets and libel charges where necessary to prevent harm and deter negative driver behaviour. The community will continue to monitor all reported concerns to provide a positive response.

As well as conventional patrols, officers also deployed on the electronic bikes where they were able to access wooded areas ensuring a wider footprint. This provided an opportunity to note more dense and secluded spots where potential ASB, littering and fires were occurring and ensured their visible presence provided a deterrent.



The community team, work in partnership with the Road Policing, particularly during campaigns such as the summer and festive drink and drug driving initiatives. This focuses on education and enforcement to positively influence driver behaviour. This is to ensure the safety of other road users reducing the likelihood of road traffic incidents.

Community officers continue to advertise Community Speedwatch as a positive way to empower residents to become involved in providing an effective response to their own community issue of speeding. The officers' welcome volunteers and any questions as to this scheme.

- 7.2 Officers regularly update the local community council report with information as to how to keep themselves and their property safe whilst online and in public. Guidance regarding violence and domestic offences, vehicle safety, romance fraud and livestock attacks are just some of the topics shared with the public. The material advises how information can be shared/reported to police to protect our communities, particularly the most vulnerable members of our society who perhaps don't have access to social media.

The community team were advised of minor anti-social behaviour in the winter months (2024). To respond, officers identified hotspot areas by liaising with the public to understand the issues. PC's Shand and Smith regularly patrol the ward engaging with our young people. They ensure positive engagement with local schools, parents and residents wishing to highlight their concerns. As well as educating our youth about ASB they have also been robust in their action preferring charges in connection with vandalism and lower-level offences. The community officers work hard with all our young people and inform them of the standards expected of them in our community and their own personal responsibility. The patrols continue as will the engagement and education of ASB within schools.



The community team have also enlisted the assistance of the Safer Communities Team. Their staff offer further patrols and advice for anti-social behaviour issues. The team are a great support to the community team working collaboratively to solve local issues.

Working together with the community investigation unit (CIU), PC's Shand and Smith have executed drugs warrants where class A and B drugs were seized along with money. Officers are committed to proactively target drug offences to disrupt the supply through effective cooperative of the wider public.

7.3 PC's Smith and Shand remain committed to being as visible they can be within the local community and are always keen to engage with local groups. They were invited to the YMCA to deliver a presentation on internet safety, online banking, and home security. The officers spoke to a diverse group comprising of various ages and provided information leaflets and answered questions of concern. The officers have also engaged with Age Concern to provide support in relation to doorstep crime and further information regarding the assistance the police can provide within the local community.

The offices have positive relationship with staff at pupils within local schools. Bell Baxter High School held a careers path event which provided the officers the opportunity to discuss a career in the police service where they shared information relating to the recruitment process. This was very well received by pupils, parents, and staff.



Further to this, PC Smith delivered an input on policing to over seventy pupils from S4. The input included information on police recruitment, a day in the life of a police officer, specialist roles within the police, crime scenarios and a Q and A at the end of the input where pupils were interested and engaged well with the officer throughout.



PC Smith and PC Hathaway, Transport Liaison Officer, spoke with the P1 Class at St Columbus Primary School in Cupar. The pupils were learning about different modes of transport on our roads, as well as different job roles within the community. Officers spoke to the pupils about the transport used by police officers as well as the responsibilities of police officer. The children were able to look at the police vehicles and observe the flashing lights and sirens prior to receiving a certificate acknowledging their hard work and attention displayed throughout.

PC Shand and Smith attended Fife Show supporting PC Fisher, Community Safety Officer, where they offered to the public on matters including home, personal and internet safety. The event was well attended and some of the community were excited to take photographs with the officers and vehicles.

The officers continue to endorse their support at Community in Cupar (CiC) and attended their annual barbeque. This was an opportunity to meet several service users from various backgrounds answering any questions in an informal and comfortable setting. This assists greatly in breaking barriers fostering positive relationships with harder to reach groups.

PC's Smith and Shand have been active throughout the ward with 'coffee with cops' events. This forum invites and encourages members of the local community to discuss issues confidentially and provide information regarding their specific locality. Any police related topic, or other relevant discussions can be disclosed where individuals have the attention of the police in a relaxed setting.



Where possible officers attend Community Council meetings where issues are raised and discussed. Due to the dynamic operational nature of policing, it can be difficult to commit to regularly attending these forums which is why monthly reports, along with the offer of 'coffee with cops' is important.

## 8.0 Working in Partnership

- 8.1 The University of St Andrews continues to be a significant stakeholder within the locality, and whilst the previous role of a dedicated funded University Campus Officer has since been relinquished, relations between Police and St Andrews University remain strong. The transient and diverse nature of the student population ensures support from Police towards staff and students continues apace.



There are a host of events that occur weekly and monthly directly and indirectly surrounding the student population, with Police on many occasions, facilitating the safe passage and navigation of these proceedings.

PC's Brown, Doherty and PS Kaye remain in contact with staff from St Andrews University on a regular basis.

That contact ranges from student conduct, student services, student bodies, security, and a diverse range of other internal departments within.

Community Safety inputs have continued to be implemented by officers in support of students and staff within the University, and with the forthcoming new semester, will afford new opportunities to build upon existing relationships.

8.2 The Alfred Dunhill Links Championship took place between 3rd and 6<sup>th</sup> October 2024 and required a significant policing response from North East Fife over the venues. Whilst this occurs annually, and the local policing response is very much adept at facilitating, police resources required to support the successful event are noteworthy.

8.3 Education and supporting pupils and staff, ensuring community ward officers play a pivotal role in the successful workings, have in the review period, been another noteworthy priority.

PC's Shand and Smith have formed a close working partnership with the senior leadership team within Bell Baxter High School. They regularly attend school for both formal and impromptu visits to engage with staff, pupils and parents to address concerns and provide guidance and support. The officers attend transitional events and provide information relating to local issues of ASB including the setting of small fires and operating E-bikes. Information is shared in relation to public and personal safety. Bespoke sessions have also been provided to smaller groups within the school to reinforce accountability to assist with reinforcing the impact and consequences of their actions. Owing to the strong relationships between officers and staff issues can be dealt with quickly and effectively providing a proactive response within the local community.

The local community team also have positive working relationship with the Safer Communities Team and regularly deploy in partnership to patrol ASB hotspot working closely to tackling issues within specific locations throughout the ward. This partnership will continue to grow, and the creation of a new multi-agency meeting allows organisations to respond effectively to problems within the community.

PC's Brown and Doherty attend regularly and engage with all schools across their area to deliver targeted sessions on responsible decision making, the consequences of ASB, and the broader implications for individuals and communities. Officers have a dedicated space within Madras College should they need to support any pupils directly.

PC's Wallace and Cook have supported Waid Academy throughout the reporting period, inclusive of Teams Around School, which is a multi-agency approach to various issues or concerns surrounding their pupils, covering but not exclusive of matters surrounding substance misuse, mental health, ASB and family support.

8.4 In December 2024, both Community in Cupar (CiC) and Kilmaron school received a cheque for £1000 donated from Police Scotland community partnership fund, both extremely deserving for the support they provide to members of the community. The CiC proactively engage with the public through a variety of events ensuring diversity and inclusivity. This includes elderly groups, Ukrainian and Afghan families as well as low-income households and include children of all ages. They are offered a safe space to have hot food and participate in activities – there are several stations set up with games and art for the children every weekend. CiC also has other agencies in attendance (The Well) to offer support and advice to those who attend, should they wish to accept it. Funding has been challenging and organising fun days for children who have never been on holiday, day trips or experiences isn't always possible without the necessary support.

Kilmaron School is a school based in North East Fife that caters for children that have complex additional support needs. The school is equipped to provide care for pupils who have a physical disability. They work with pupils up to the age of 18 years and the focus is to provide the best education possible for children who attend. They ensure pupils are provided with opportunities and experiences such as swimming and horse riding. The

donation continues to make it possible allowing them to provide these vital services to their young people.

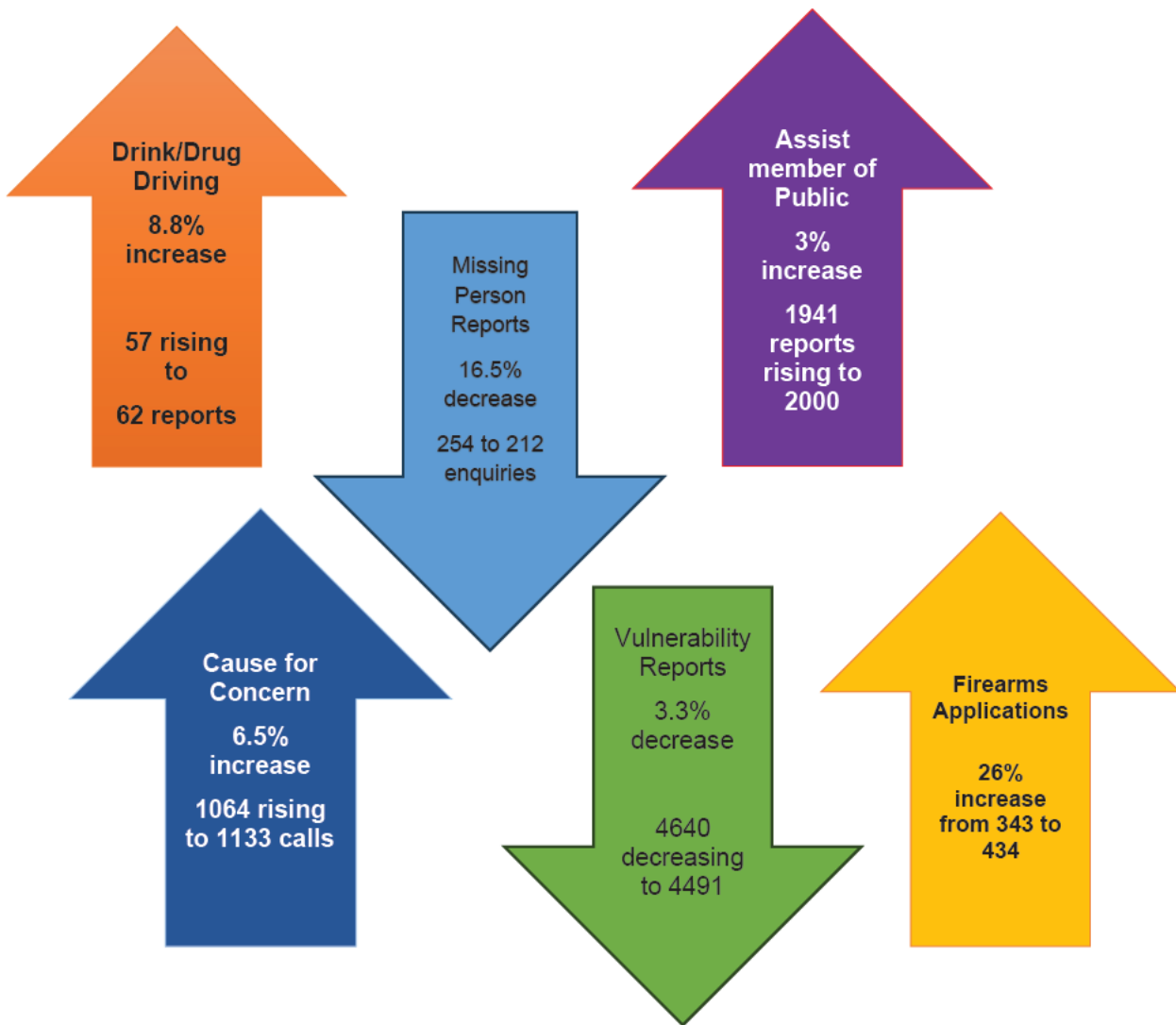


## 9.0 Protecting People From Risk of Harm

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- 9.1 Dealing with the most vulnerable members of our society and protecting those at risk of harm remains a primary focus for modern day policing. The decision-making process which determines the type of policing response received revolves primarily around the assessment of Threat, Risk and Harm.

As a result, policing focusses largely on responding to those most in need through their own vulnerability, or vulnerability through the position they have found themselves in. In this recording year, not only did your local policing team deal with the priorities outlined in this document with significant success, they further responded to:



All these enquiries require meaningful police officer involvement, engagement, and diversion from what could be traditionally reviewed as policing duties (namely dealing with reported crime). But the reader should continue to acknowledge that traditional policing continues to trend in a different projection.

9.2 Road safety and driver behaviour continues to be a key priority raised by the North East Fife community. Police continue to support public safety through high visibility deployments in the area. The information below is directly derived from recorded actions by your local response and community ward teams and does not include the visibility profile provided by Roads Policing Division or other Policing resources. During this recording year we conducted;

- 417 Stop Point deployments on a mixture of routes for high visibility, engagement, education, and deterrent purposes.
- 149 Speed Gun deployments, many in areas directly influenced by resident engagement with community policing.
- 38 Pop-Up-Bob deployments in key villages and near schools, again heavily influenced by resident contact, or by community council engagement with local policing.

The above figures show a reduction against a like for like comparison the previous year. However, cognisance should be taken surrounding the commitments and hidden demand placed upon policing resources within NEF. Efforts are made when opportunities present to carry out the above road safety measures, with officer's keen to support the overall picture of education and enforcement.

- 9.3 The demand and challenges placed on police within NEF surrounding crimes of violence, should not be underestimated. This crime type, inclusive of domestic abuse crimes and assaults on police, results in a large share of police time and resources being utilised to ensure full and thorough investigations are completed.

Often domestic abuse enquiries are complex in nature which necessitates not only police resources at the material time, whether over a course of days or weeks, but subsequent tasking from the Procurator Fiscal.

There were 28 recorded assaults upon police officers for the reporting period, whereby 12 resulted in an injury to the officer(s) concerned.

There can be a culture of under-reporting by the officers concerned, often surrounding their reluctance to have such matters recorded as an assault, as it can be seen 'as part of the job' however as an organisation, PSoS are actively encouraging officers to report all assaults upon their person.

In terms of crimes of violence and crimes recorded, there were 569 crimes recorded in the reporting period, compared against 582 crimes, the previous year.

The overwhelming majority of these crimes can be classed as common assaults, which captures 403 of the overall total.

There were 12 serious assaults and 7 robberies captured in the reporting period for NEF. There was 1 recorded attempted murder in this period for NEF. The detection rate overall for this period sits at 76.8%.

There were 502 recorded calls to police that were classed under domestic abuse, resulting in 40% of those calls then becoming crimes whereby an investigation commenced. In comparison to the previous reporting period, whereby there were 401 calls to police classed under domestic abuse, resulting in 37% of those calls in crimes being recorded.

This represents a rise of 101 domestic incidents reported to police in the reporting period, a 25% increase in domestic abuse calls to police and a 3% increase in the number of crimes recorded alongside the investigation itself.

The above figures surround management information only and not official Scottish Government statistics.

## 10.0 Licensed premises

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- 10.1 Licensed premises are subject to a Red, Amber and Green (RAG) grading system, which highlights specific premises that have come to the notice of the police. The definition of the three RAG categories is as outlined below:

- **Red** - Problematic Premises (highest grading)
- **Amber** - Premises subject to formal intervention (subject to some form of monitoring and intervention where appropriate), and

- **Green** - Monitored Premises – (all reported incidents)

10.2 There are three premises on review at present with NEF. Officers continue to review and track the venues by working closely with PS Ewing at Fife Divisional Licensing and Licensing Enforcement at Fife Council to disrupt and report any illegal activity. The issues that surround these premises include noise (ASB), loud music being played from within, operating after close of business and serving alcohol in the premises without the relevant licence to do so.

Several premises were also monitored throughout the review period for mainly ASB/loud music concerns.

There have also been licensing issues relating to taxis within the NEF area, police direction and action supported by Divisional and Enforcement Licensing. Matters requiring cooperation between agencies included discrepancies surrounding fare costs, suitability or otherwise of the operators or any criminality in/around the taxi itself by patrons.

Police and Licensing have a strong relationship and are in weekly contact and dialogue with one another to ensure all information and intelligence is shared.

10.3 There have been more than seventy police inspections recorded in NEF surrounding licensed premises in the review period. This is a decrease against the previous year and reporting period.

10.4 Several licenced premises from North East Fife participated in the Best Bar None Scheme, all achieving Gold. This year the scheme provided training such as Bystander, Naloxone and ACT training to staff, which premises have engaged well with. Premises have shown many notable examples of how they prioritise public safety and crime prevention. They have also displayed some commendable work within their local communities.

This year NEF premises won additional awards which were presented at the Fife Award Ceremony, with University of St Andrews Student Association receiving the Fife's Diamond Award for a third year in a row with 100% scored on their assessment, and The Rule receiving Fife's Best Newcomer. The Diamond award recognises the greatest effort and contribution towards safety and charity work.

## 11.0 Policing in North East Fife

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11.1 The policing structure in NEF continues to place a strong focus on dedicated community policing and believes in a collective responsibility to ensure the area is a safe place to stay, work and visit.

Your Community Ward Officers for the forthcoming 2025/26 are;

- ❖ Ward 16 – Constable Kirstie Haddow and Constable Mark Lowe
- ❖ Ward 17 – Constable Daniel Strandberg and Constable Norman Kinloch
- ❖ Ward 18 – Constable John Brown and Constable Dawn Doherty
- ❖ Ward 19 – Constable Robert Cook and Constable Robert Wallace

- ❖ Ward 20 – Constable Lee Smith and Constable Duncan Shand

Supporting the Ward officers are;

- ❖ Inspector Helen Manuel Community Inspector
- ❖ Sergeant Nicola Gillespie Community Sergeant (Wards 16 and 20)
- ❖ Sergeant Gavin Kaye Community Sergeant (Wards 17, 18 and 19)
- ❖ Constable Emma Fisher, Community Safety and Crime Reduction Officer

### **Report Contact**

Chief Inspector Craig Fraser, Local Area Commander, North East Fife

29 October 2025

Agenda Item No. 17

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## Scottish Fire and Rescue Service

### Local Plan Annual Performance report

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**Report by:** Niall Miller, Station Commander for the North East Fife Area.

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**Wards Affected:** All

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#### Purpose

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This report provides the Committee with incident information for the period 1st April 2024 – 31st March 2025. The Incident information enables the Committee to have an overview of the Scottish Fire and Rescue Service (SFRS) Northeast Fife Committee Area - against its key performance indicators (KPIs)

#### Recommendation

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The committee is asked to consider the progress across a range of KPI's within this report, and comment as appropriate.

#### Resource Implications

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Not applicable.

#### Legal & Risk Implications

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The Police and Fire Reform (Scotland) Act 2012 provides the statutory basis for fire reform, including the responsibility to:

- Put in place statutory planning and reporting requirements including providing facilities for consultation.
- Make new arrangements for strengthening local engagement and partnership working, including a new statutory role in the LSO and development of local fire and rescue plans linked to community planning, along with clear powers for local authorities in relation to the provision of fire and rescue services in their area.

#### Impact Assessment

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An Equality Impact Assessment checklist is not required as this report does not have any immediate implications for service delivery and policy.

#### Consultation

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This document is circulated amongst SFRS Clackmannanshire Fife Stirling LSO Commanders and appropriate partners to enable areas of high incidence to be scrutinised for reduction strategies.

## **Background Papers**

SFRS Local Fire and Rescue Plan for Fife Local Authority Area. Link - <https://www.firescotland.gov.uk/your-area/east/east-local-plans.aspx>

Report Contact

Niall Miller

Station Commander

Northeast Fife Service Delivery Commander

Scottish Fire and Rescue Service

Email – [niall.miller@firescotland.gov.uk](mailto:niall.miller@firescotland.gov.uk)



**Fife**

**North East Fife**

**2024-25**

**Scrutiny Report**



**SCOTTISH  
FIRE AND RESCUE SERVICE**

Working together for a safer Scotland

**Working together  
for a safer Scotland**

Fife

North East Fife

Multiple selections

**Fife**  
**North East Fife**  
**2024-25**  
**Scrutiny Report**

**Contents**













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11	Fire Safety Enforcement	Page 13
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**About the statistics within this report**

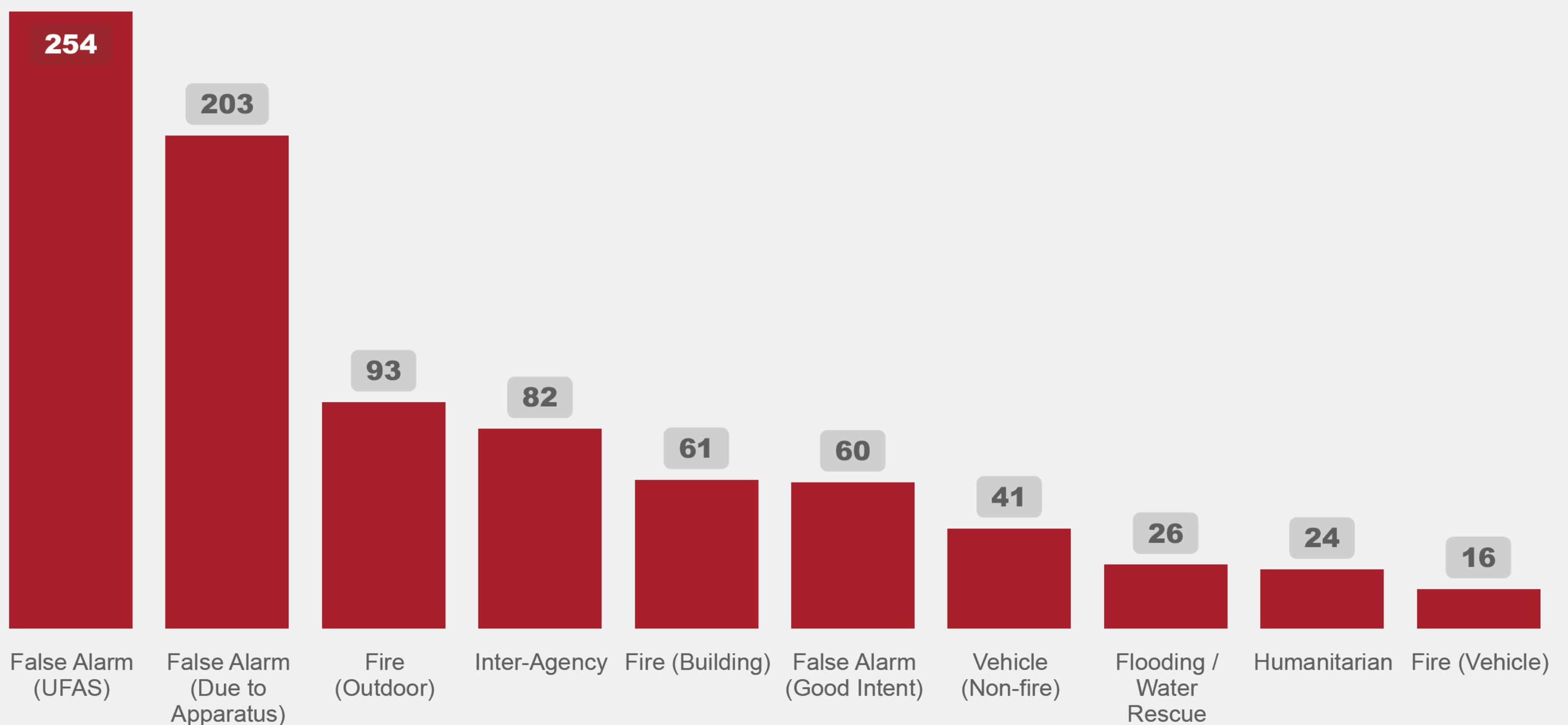
The activity totals and other statistics quoted within this report are published in the interests of transparency and openness. They are provisional in nature and subject to change as a result of ongoing quality assurance and review. Because all statistics quoted are provisional there may be a difference in the period totals quoted in our reports after local publication which result from revisions or additions to the data in our systems. The Scottish Government publishes official statistics each year which allow for comparisons to be made over longer periods of time.

# 1. Summary

2024-25

 <b>904</b> Total Incidents (Incl. Incompletes)	 <b>170</b> Fires	 <b>211</b> Non-Fire Incidents	 <b>523</b> False Alarms	 <b>254</b> UFAS
 <b>35</b> People Rescued by Firefighters	 <b>5</b> People Receiving First Aid or Hospital Treatment (Fires)	 <b>0</b> Fire Fatalities	 <b>37</b> People Receiving First Aid or Hospital Treatment (Non-Fire)	 <b>7</b> Non-Fire Fatalities
 <b>213</b> Home Fire Safety Visits	 <b>286</b> Fire Safety Audits			

## Top 10 Incident Types

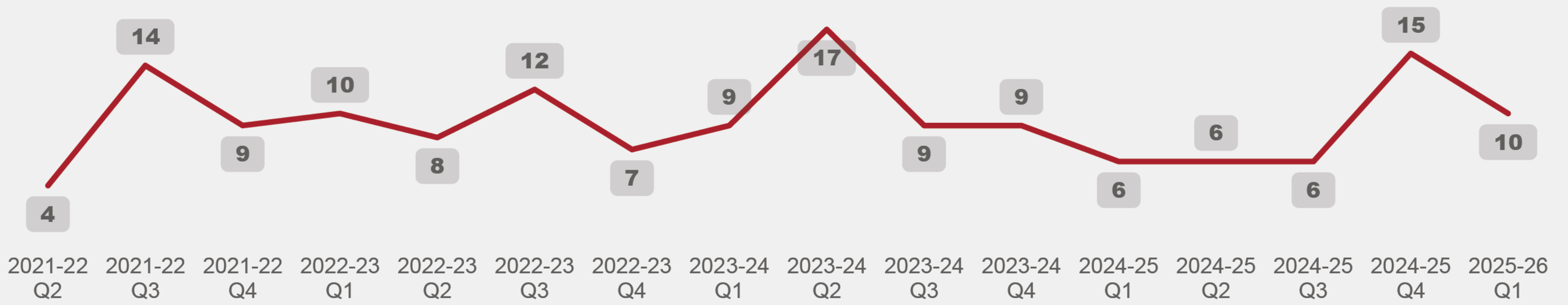


The section above provides a summary of the Annual activity across Key Performance Indicators from 1st April 2024 to the 31st March 2025 for the North-East Fife area.

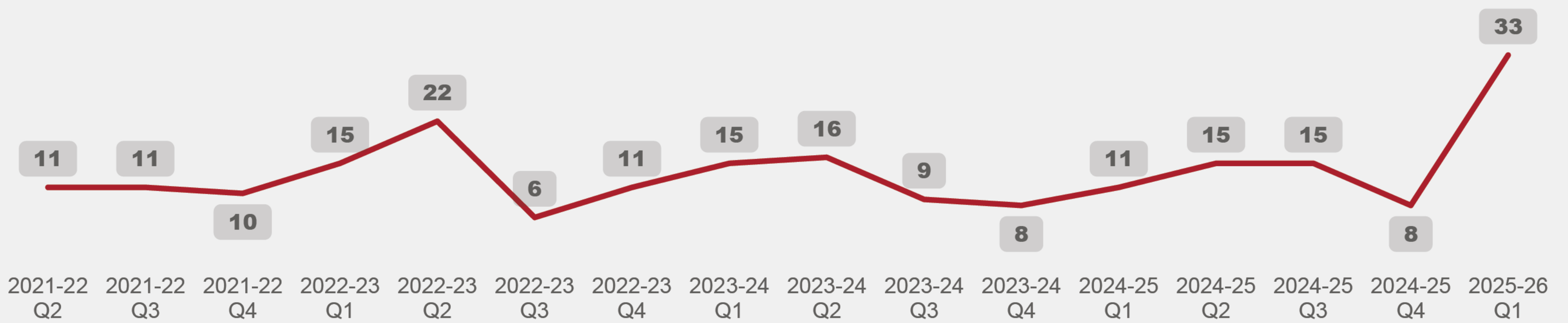
## 2. Trends

Previous 16 quarters (4 years)

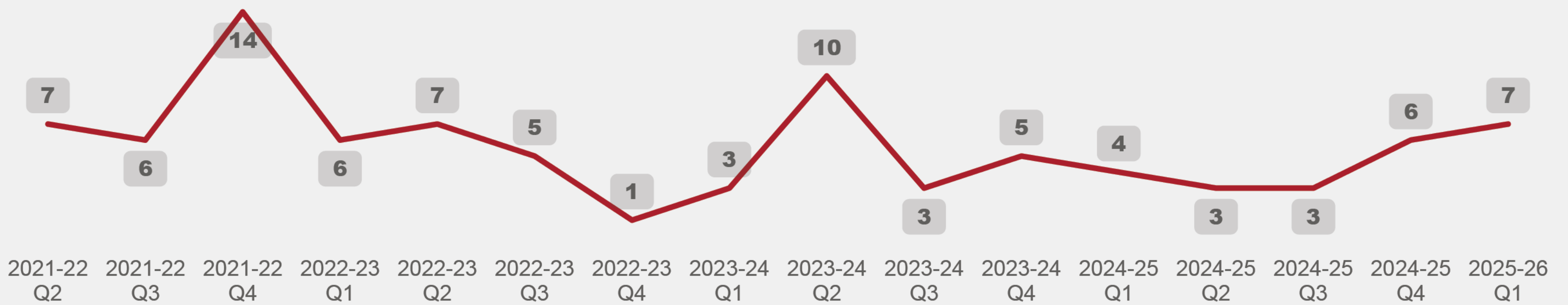
### Accidental Dwelling Fires



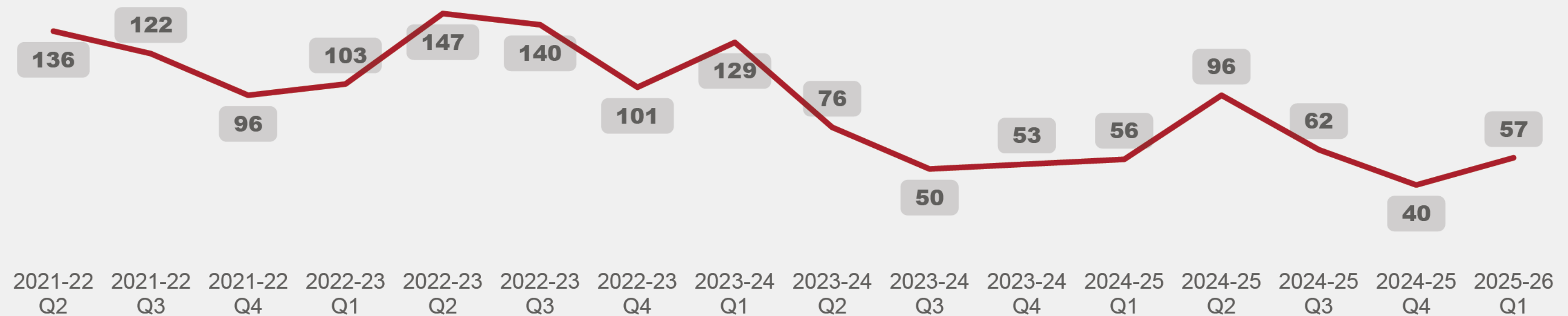
### Deliberate Fires



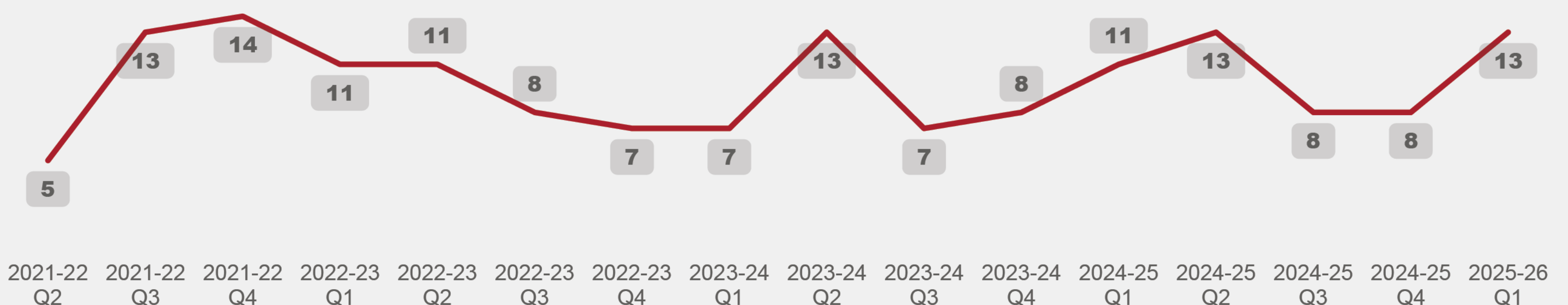
### Non-Domestic Fires



### Unwanted Fire Alarm Signals



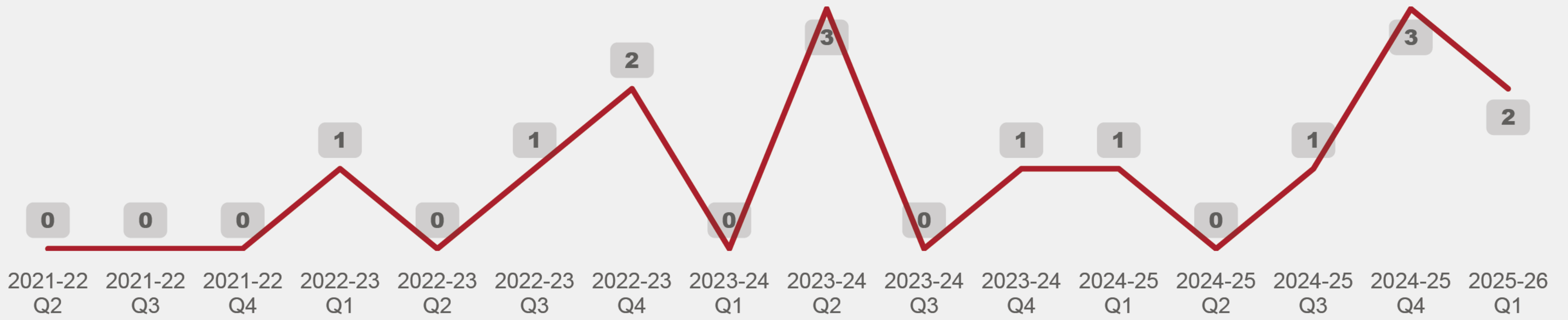
### Road Traffic Collisions



## 2. Trends

Previous 16 quarters (4 years)

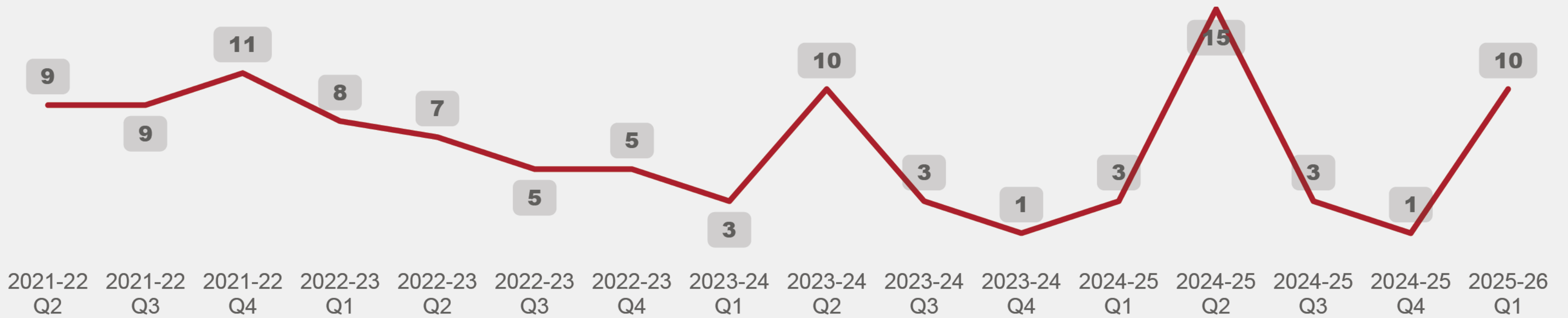
### Accidental Dwelling Fire Casualties



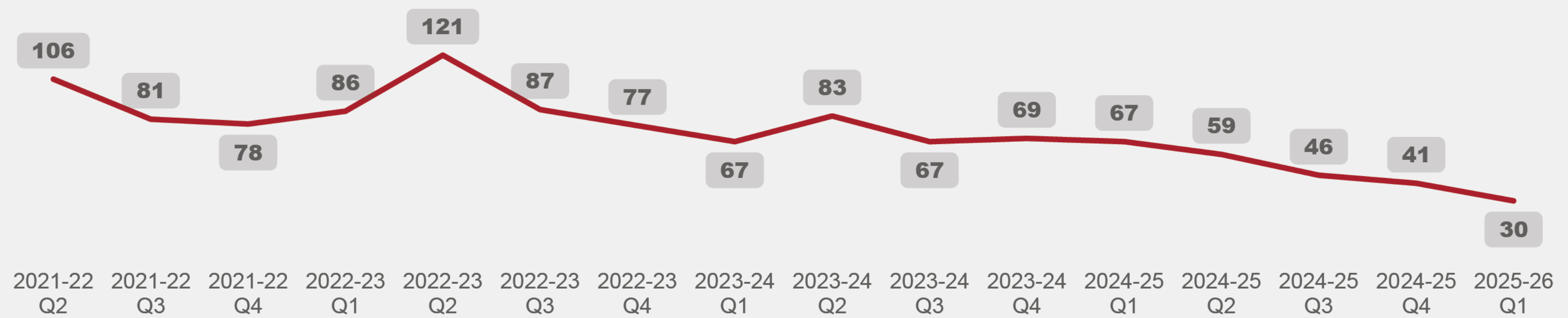
### Non-Fire Casualties



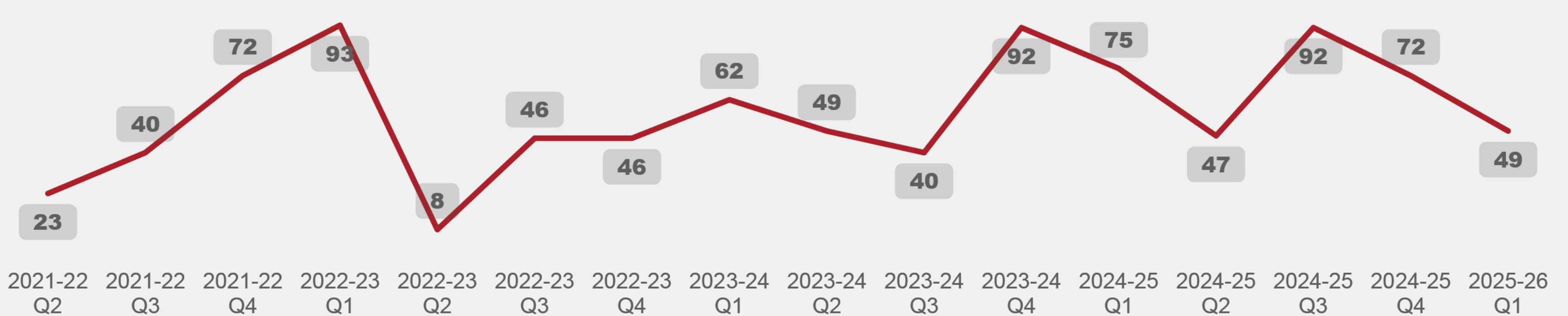
### Road Traffic Collision Casualties



### Home Fire Safety Visits



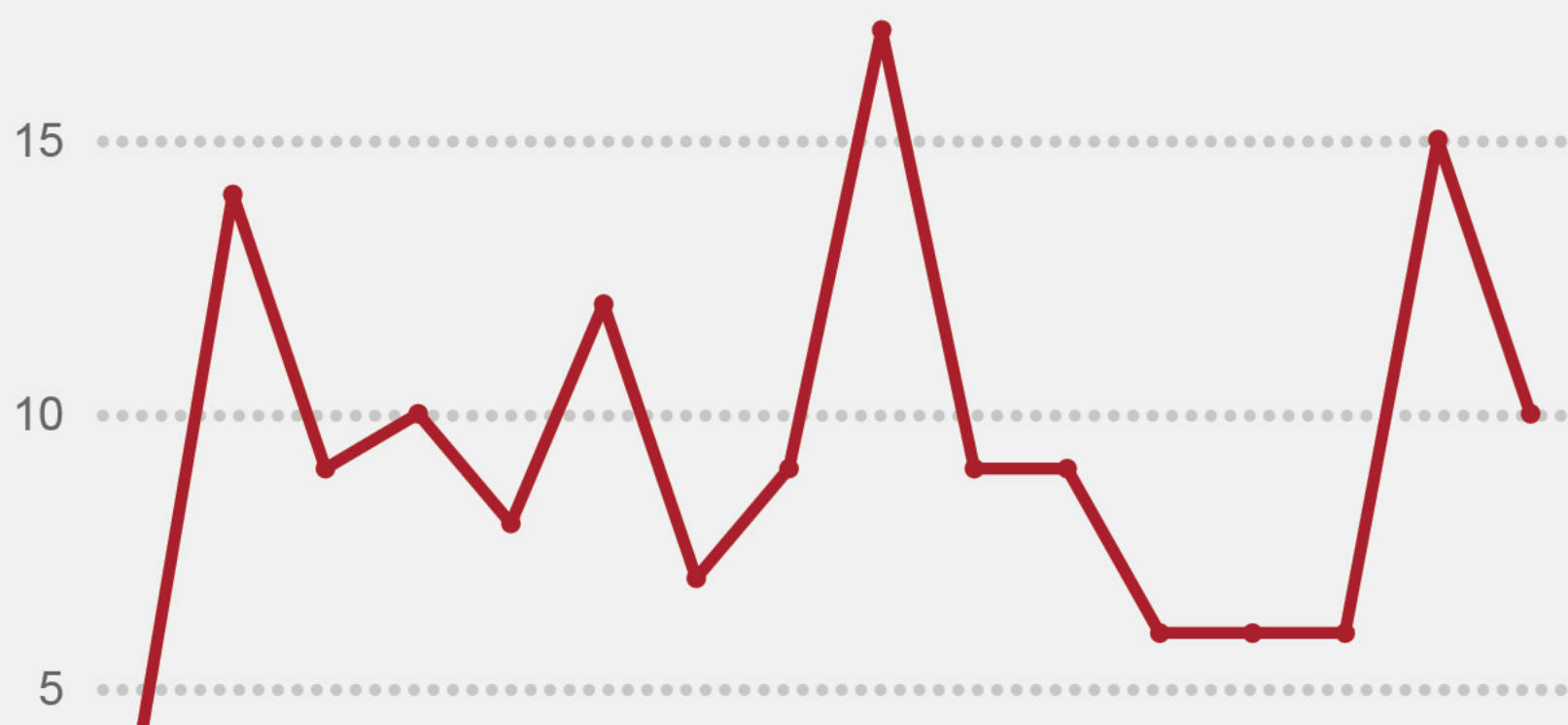
### Fire Safety Audits



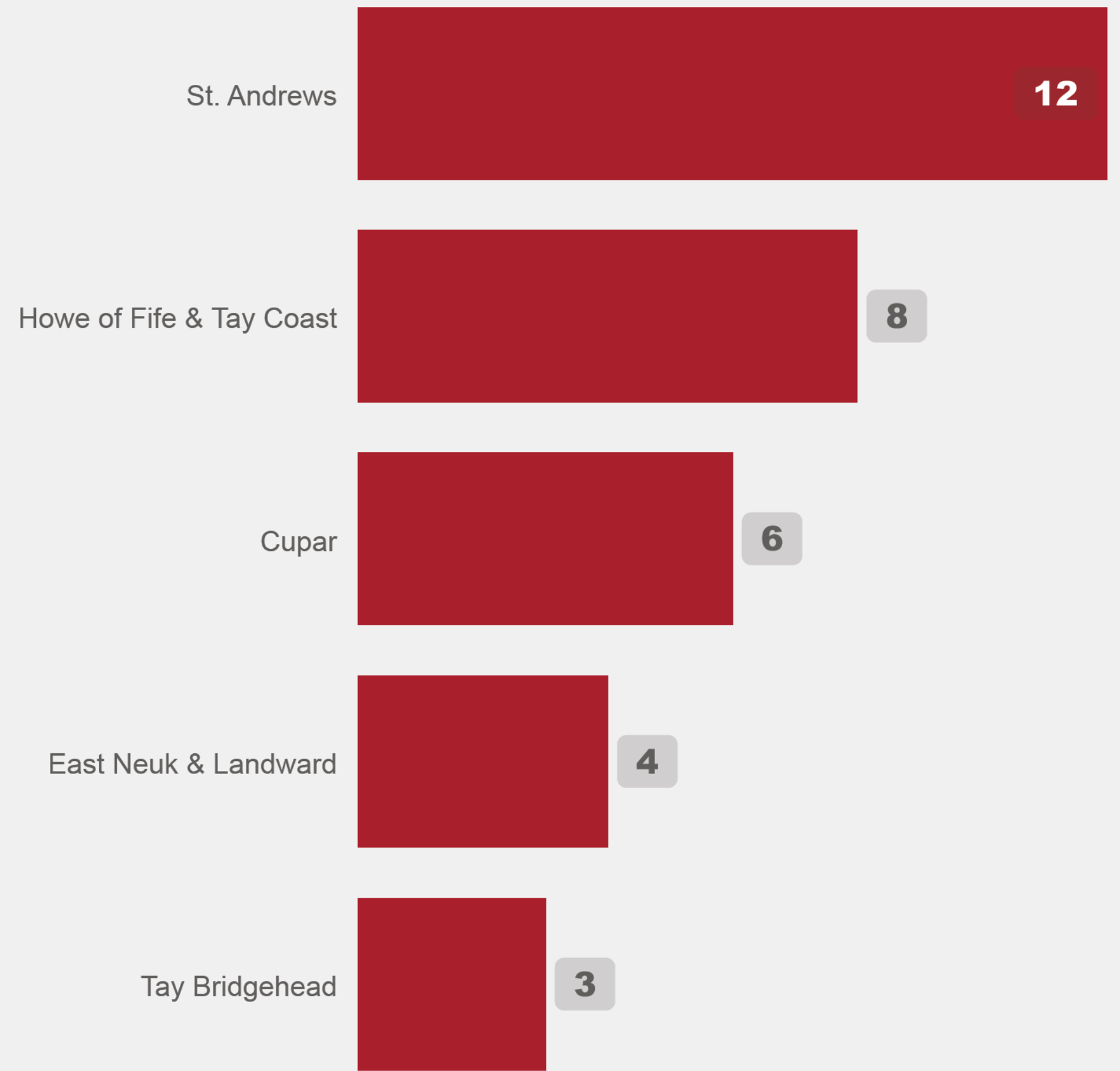
### 3. Accidental Dwelling Fires

2024-25

#### Trend by Quarter (4 years)



#### Incidents by Ward

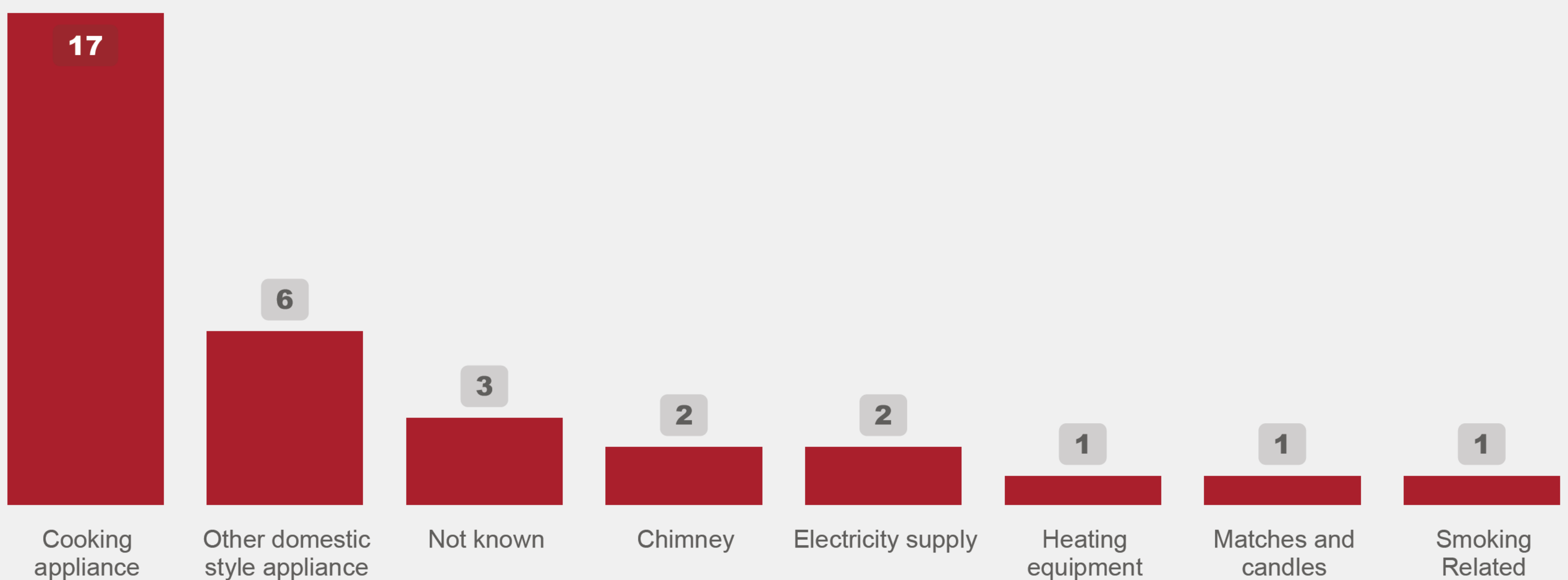


Extent of Damage	Incidents
Limited to item 1st ignited	13
Not applicable	12
Limited to room of origin	3
Limited to floor of origin (not whole building)	2
Limited to 2 floors (not whole building)	1
Roof space and other floors(s)	1
Whole building	1

**33**

### Accidental Dwelling Fires in this period

#### Source of Ignition (Top 10)



There were 33 Accidental Dwelling Fires recorded across this period, with 12 in the St. Andrews ward, 8 in the Howe of Fife & Tay Coast ward, 6 in the Cupar ward, 4 in the East Neuk & Landward ward, and 3 in the Tay Bridgehead ward.

17 of these recorded fires for this reporting period started as a result of ignition by a cooking appliance. 25 of these recorded incidents resulted in damage to the item first ignited or no recordable damage at all.

Smoke alarms were not present in the properties at the time of 11 of these incidents.

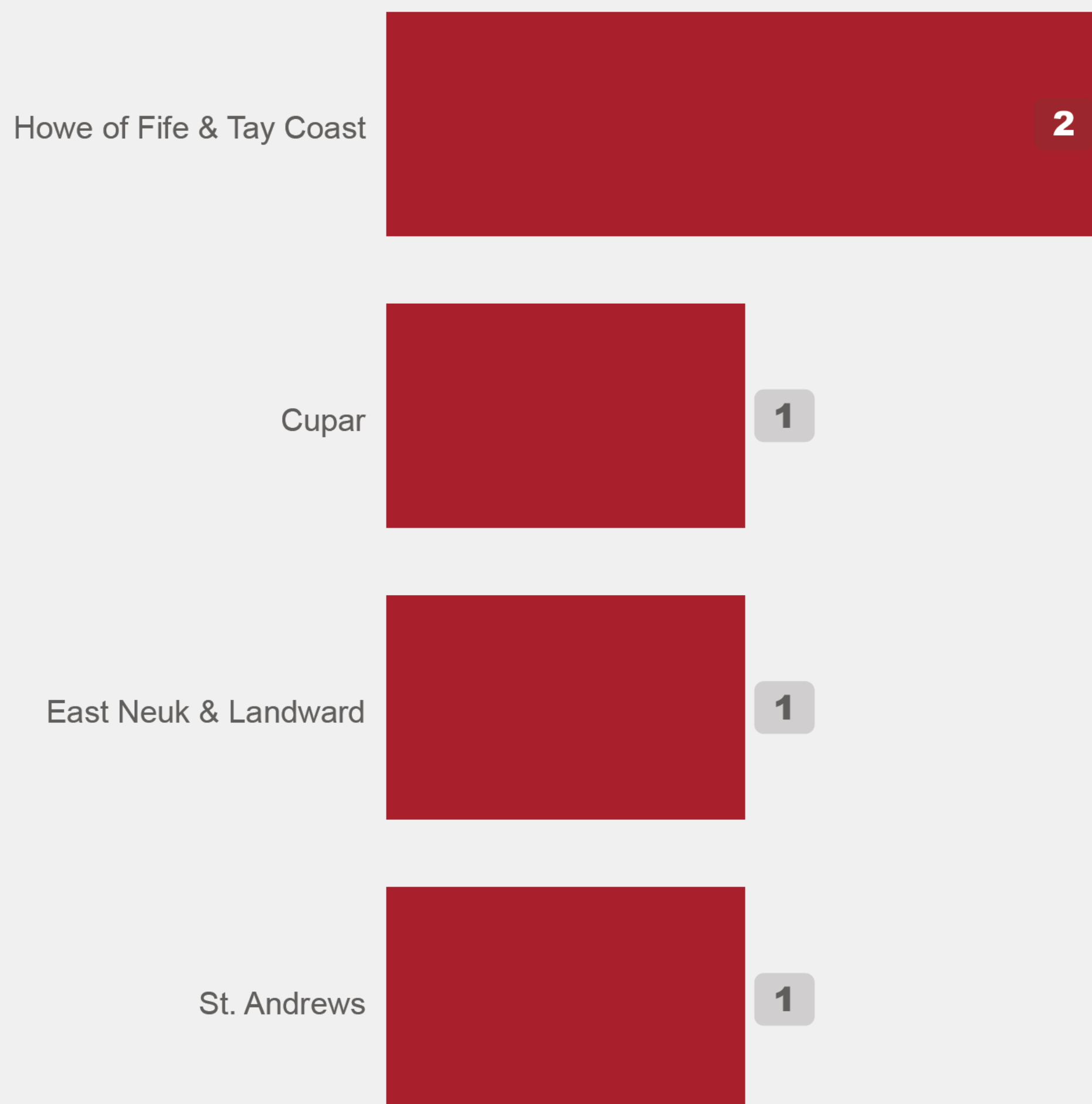
# 4. Accidental Dwelling Fire Casualties

2024-25

## Trend by Quarter (4 years)



## Casualties by Ward



Nature of Injury/Cause of Death	Casualties
Not known	2
Overcome by gas, smoke or toxic fumes; asphyxiation	2
Breathing difficulties (Other than 'Overcome by gas, smoke or toxic fumes, asphyxiation')	1

**5**

**Non-Fatal Casualties**

**0**

**Fatal Casualties**

**3**

**People Rescued by Firefighters**

## Extent of Harm (Non-Fatal)

 **2**

**First Aid Given at Scene**

 **2**

**Hospital Slight Injuries**

 **1**

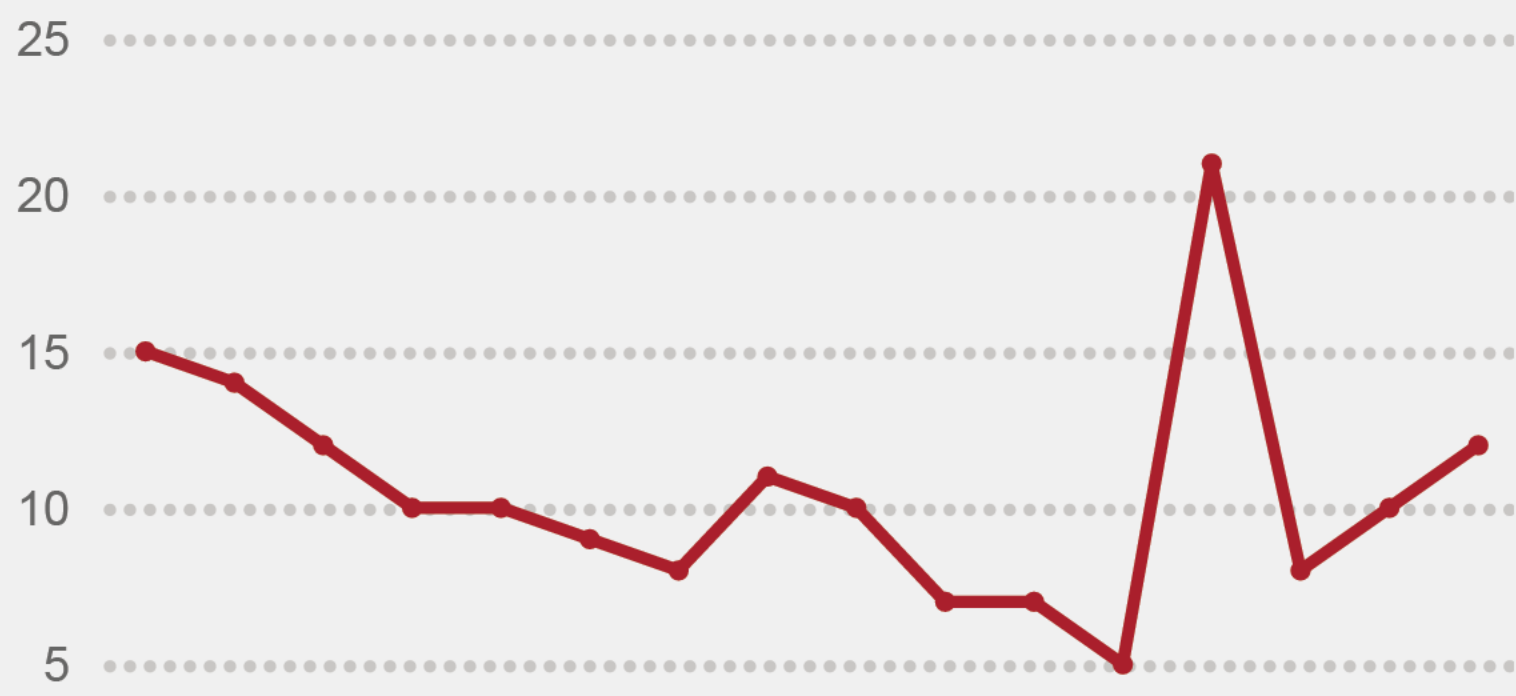
**Hospital Serious Injuries**

The North-East Fife area have recorded 5 Accidental Dwelling Fire Casualties and no fatalities for the recording period. 2 of these casualties received First Aid at the scene of the incident and did not require to attend hospital. 2 casualties were taken to hospital with slight injuries, and 1 further casualty was transported to hospital with serious injuries.

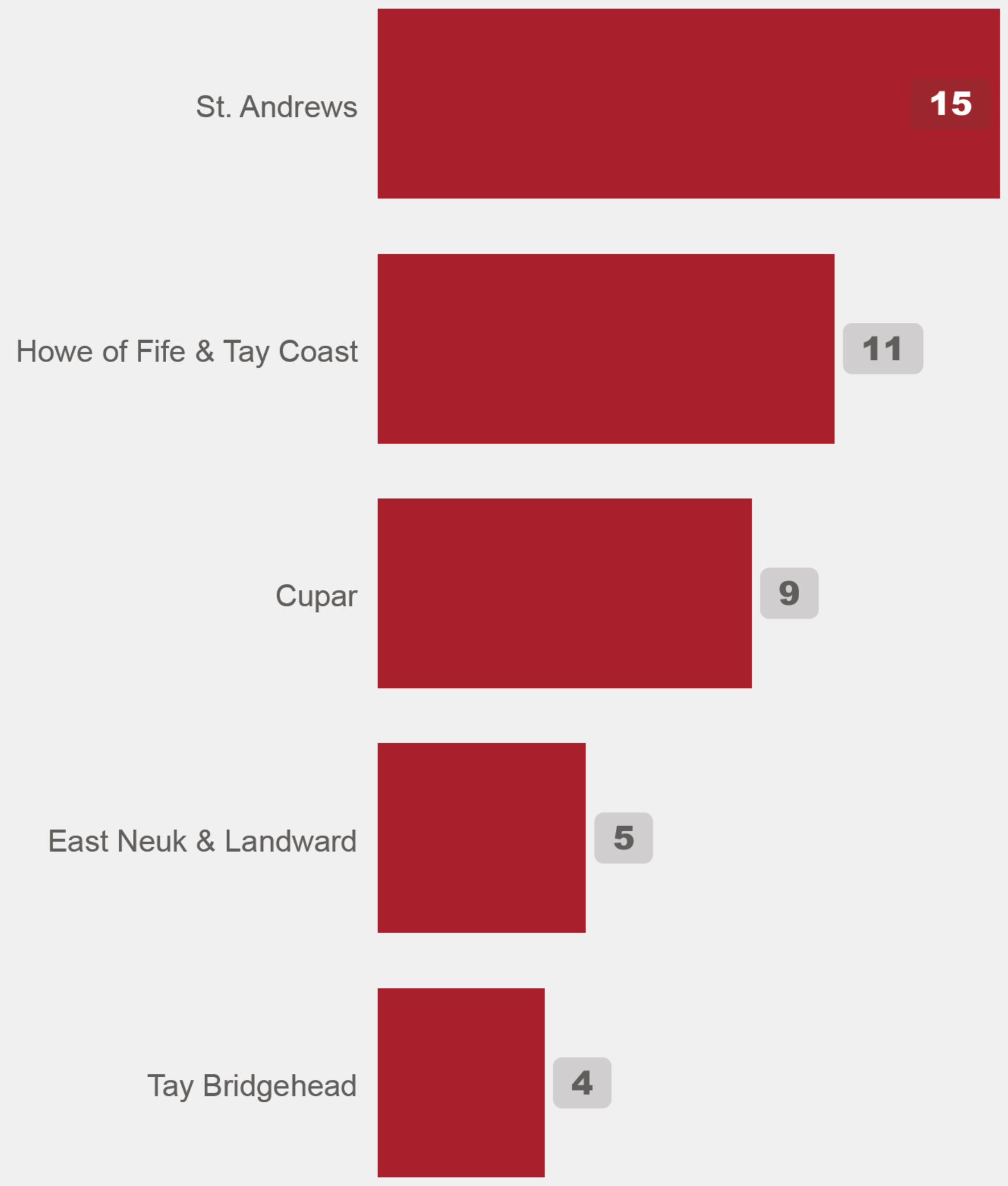
# 5. Non-Fire Casualties

2024-25

## Trend by Quarter (4 years)



## Casualties by Ward



Nature of Injury/Cause of Death	Casualties
Not known	10
Fracture	6
Bruising	5
Head injury	5
Cuts/Lacerations	3
Other physical injury	3
Back / Neck injury (spinal)	2
Other	2
Other medical condition	2
Unconscious, fitting or unresponsive (no other evident significant injury)	2
Chest / Abdominal injury	1
Chest pain / Heart condition / Cardiac arrest	1
Overcome by gas, smoke or toxic fumes; asphyxiation	1
Shock / Anaphylactic shock	1

# 37

**Non-Fatal Casualties**

# 7

**Fatal Casualties**

# 32

**People Rescued by Firefighters**

## Extent of Harm (Non-Fatal)



# 1

**First Aid Given at Scene**



# 26

**Hospital Slight Injuries**



# 10

**Hospital Serious Injuries**

Non-fire Casualties include Water Rescue, Effecting Entry and other incidents where people have been rescued by the Scottish Fire and Rescue Service.

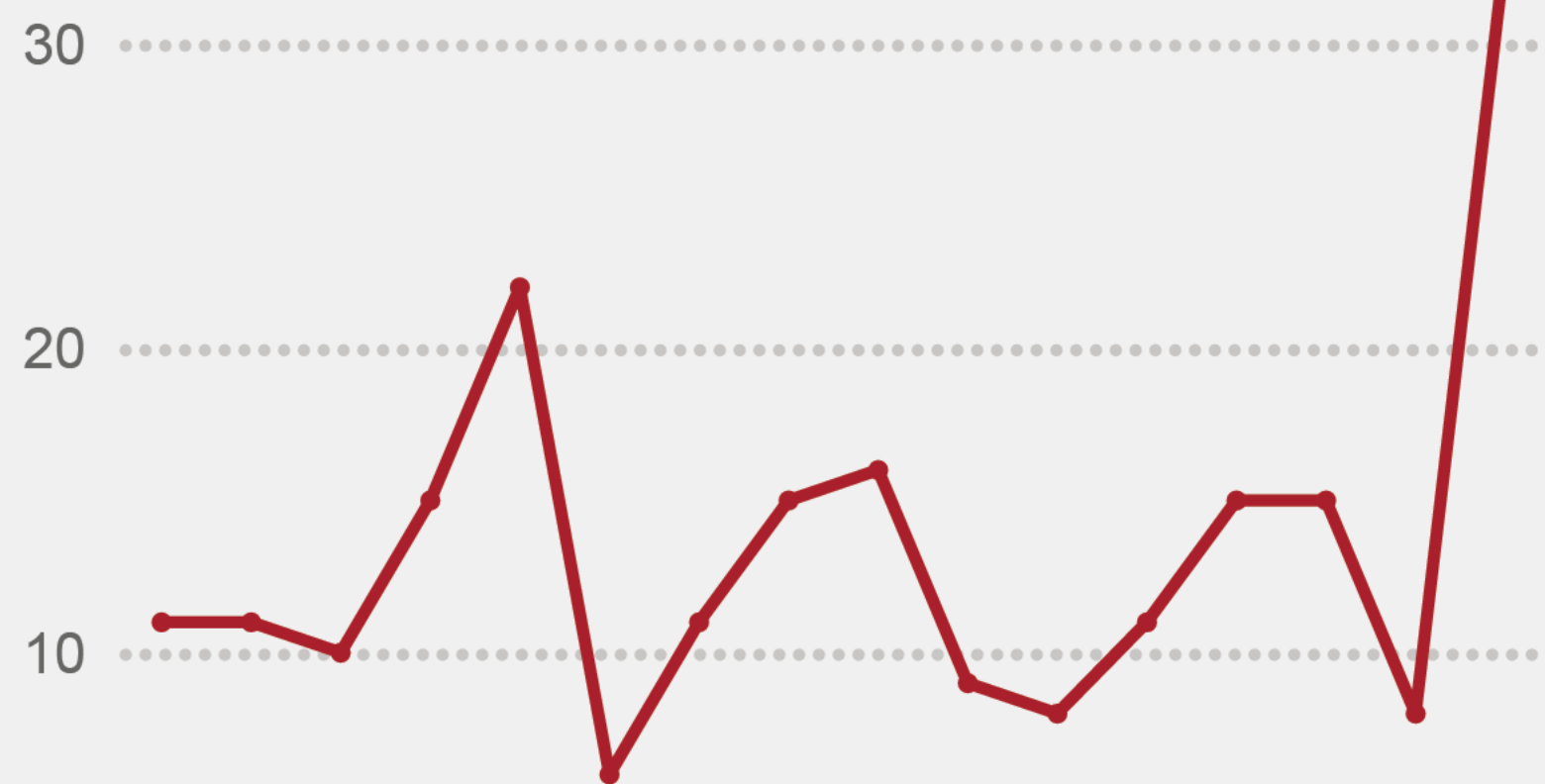
In total, there were 37 Non-Fatal Casualties across all wards, 32 individuals who were Rescued by Firefighters and, sadly, there were 7 Fatal Casualties.

Of the Non-Fatal Casualties, 1 individual was given first aid at the scene and did not require to attend hospital, 26 individuals were transported to hospital with Slight Injuries, and 10 individuals were transported to hospital with Serious Injuries.

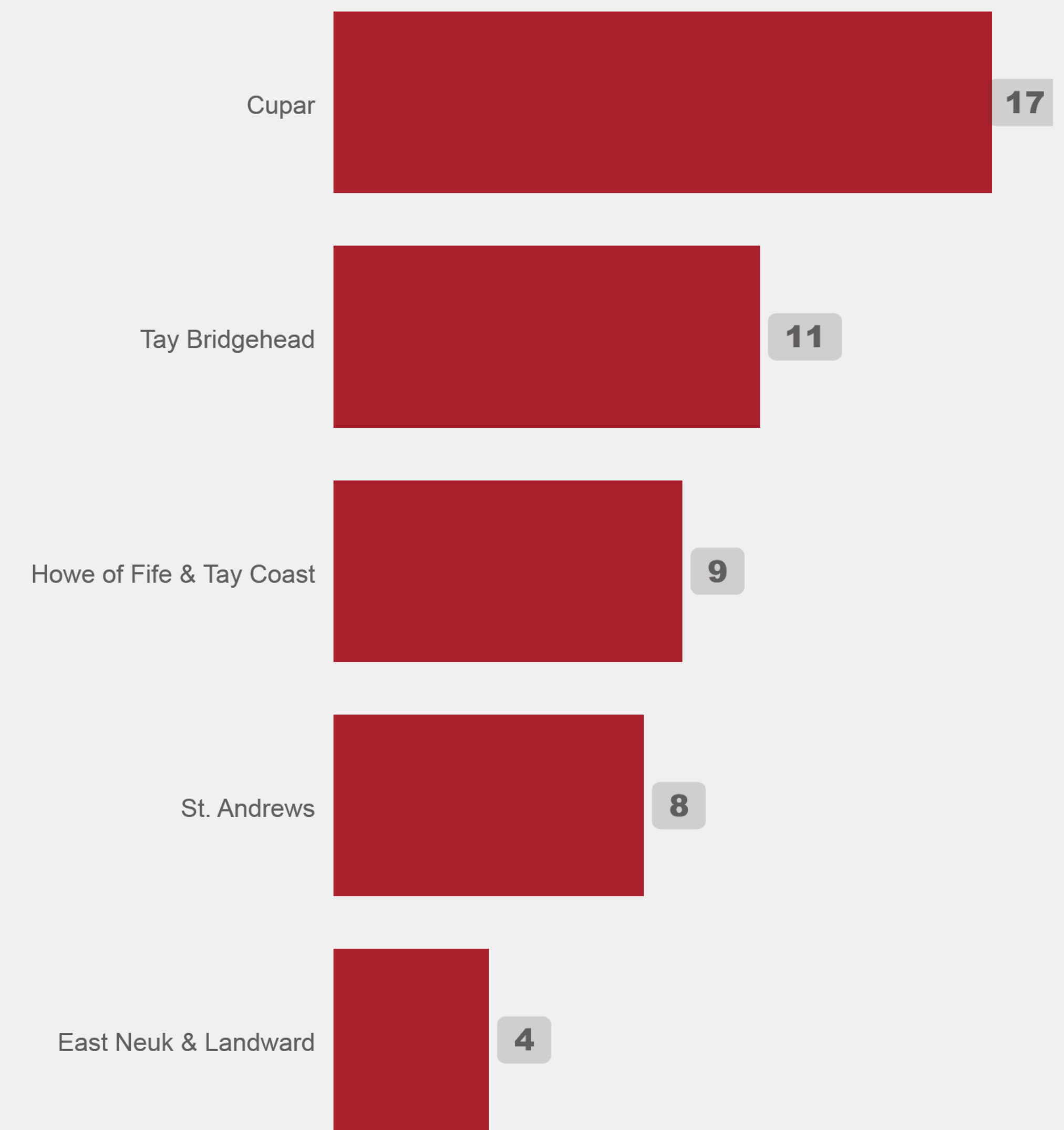
# 6. Deliberate Fires

2024-25

## Trend by Quarter (4 years)



## Incidents by Ward

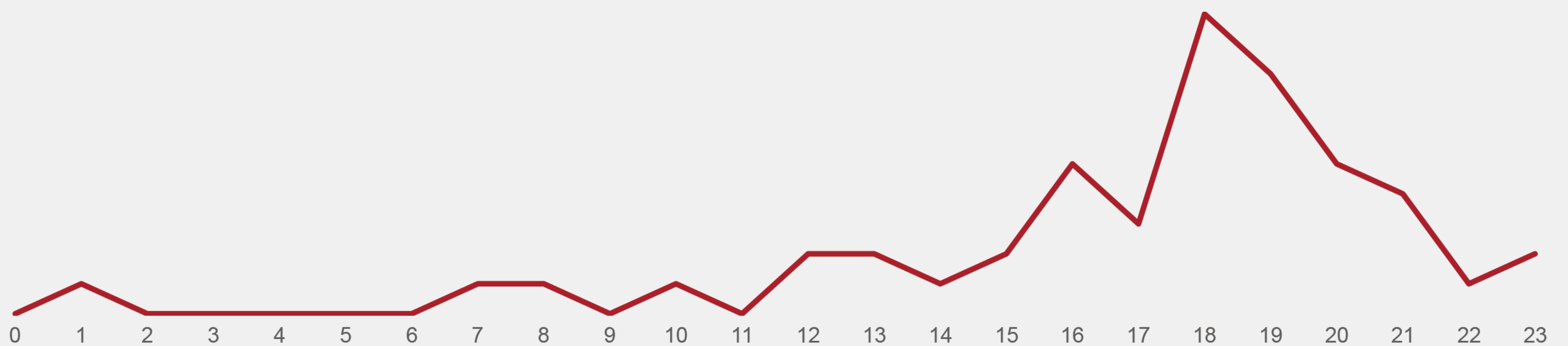


Property Type	Incident
Grassland, woodland and crops	21
Refuse	14
Other outdoors (including land)	5
Dwelling	4
Non Residential	2
Road Vehicle	2
Outdoor structures	1

**49**

**Deliberate Fires in this period**

## Hour of Day



The North-East Fife area recorded 49 Deliberate Fires during the reporting period with Cupar recording the majority of these incidents.

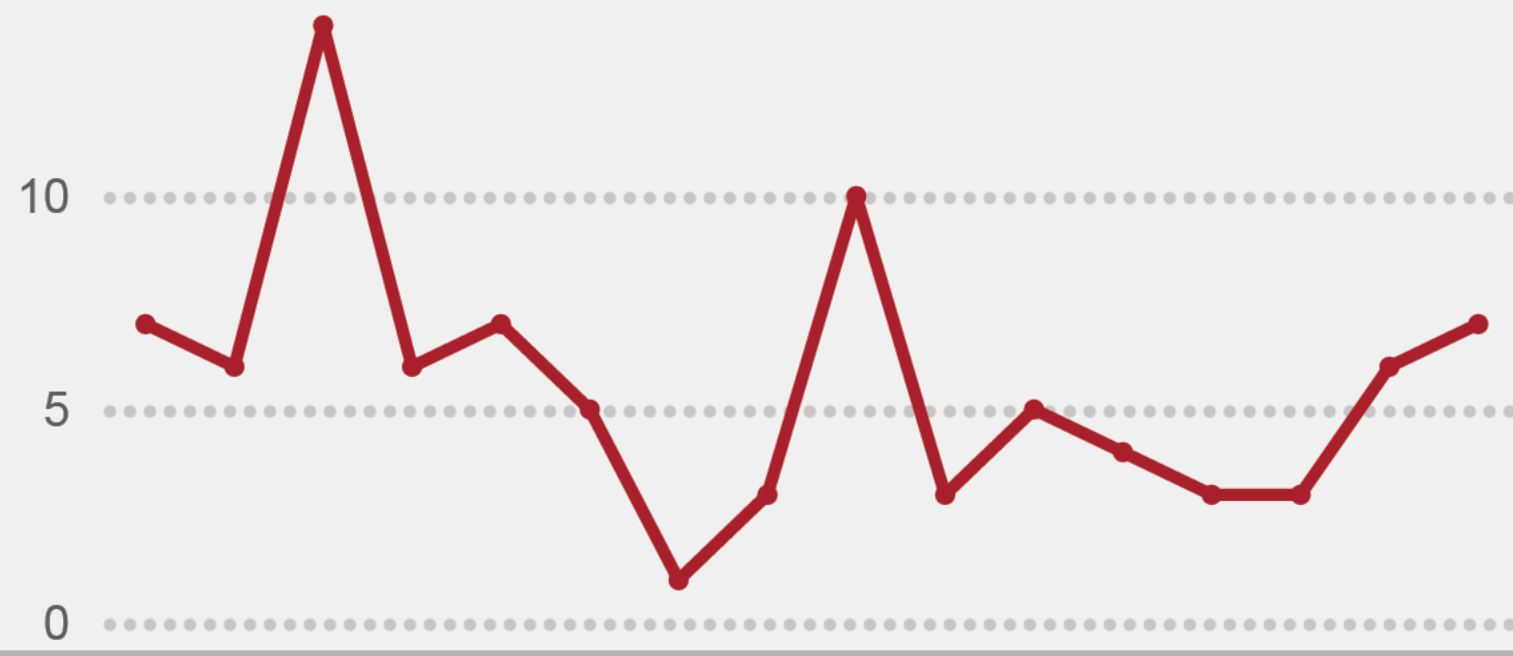
Grassland and refuse fires account for approximately 70% of these incidences of deliberate fire setting, and we continue to work with partners on reduction strategies to tackle this problem. This involves engagement at both Primary and Secondary school level, and joint patrols with our colleagues in Police Scotland and Safer Communities.

Grassland and outdoor fires continue to rise year on year as the climate changes within Scotland. This is an area of focus for the SFRS with the introduction of our Wildfire Strategy.

# 7. Non-Domestic Fires

2024-25

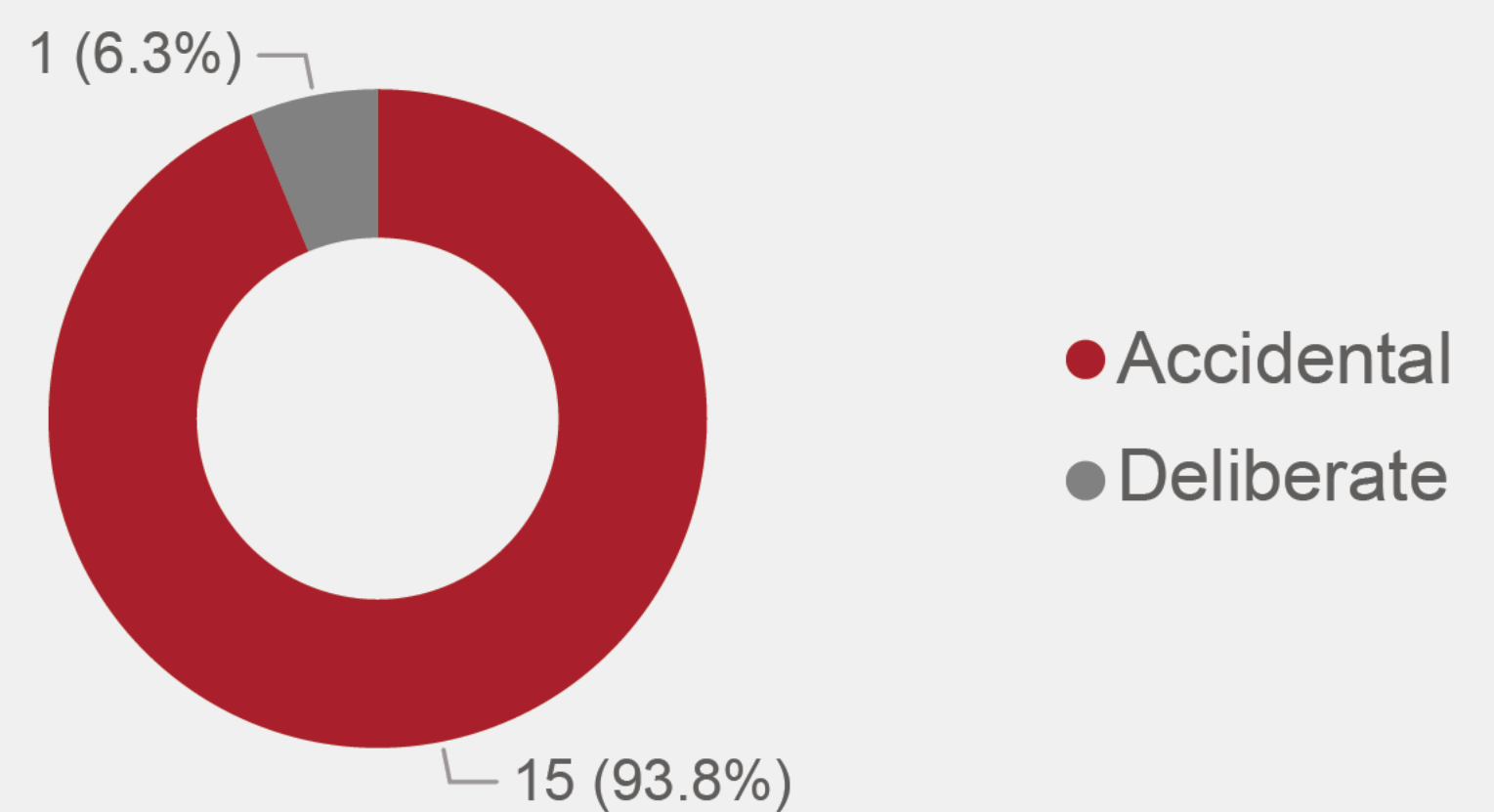
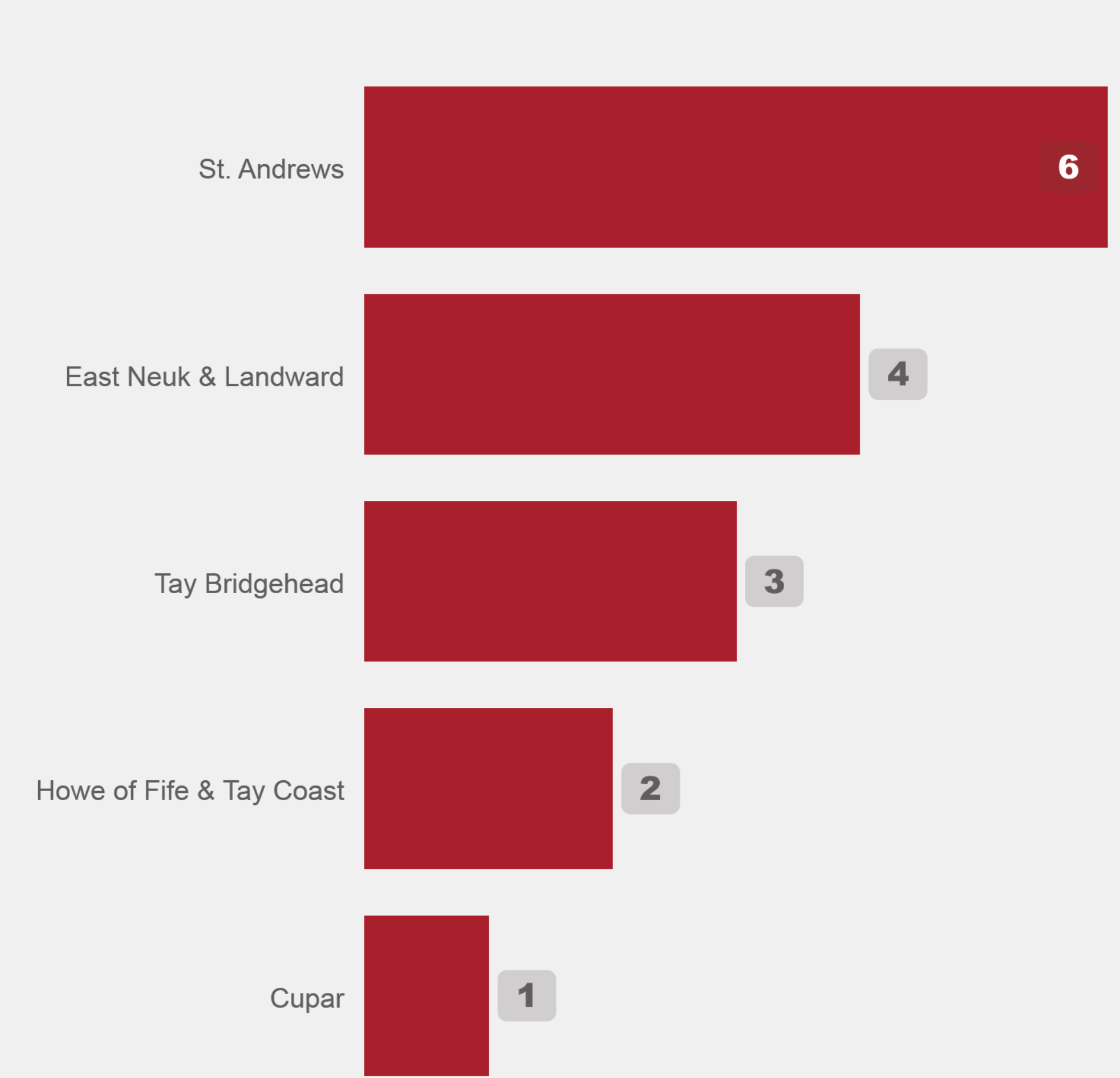
## Trend by Quarter (4 years)



## Top 15 Property Types

Property Type	Incidents
Permanent Agricultural	4
Education	3
Public Utilities	2
Food and Drink	1
Hospitals and medical care	1
Hotel/motel	1
Industrial Manufacturing	1
Sheltered Housing - not self contained	1
Sports pavilion/shower block/changing facility	1
Student Hall of Residence	1

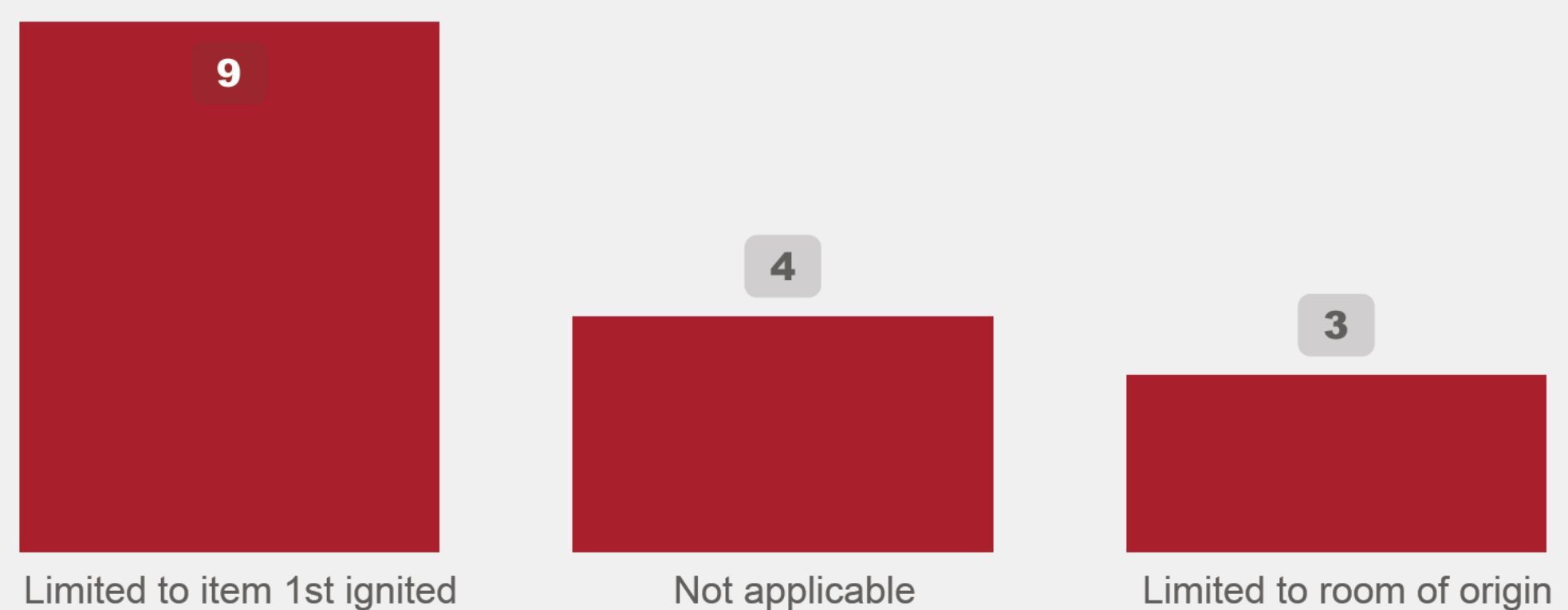
## Incidents by Ward



# 16

**Non-Domestic Fires in this period**

## Extent of Damage



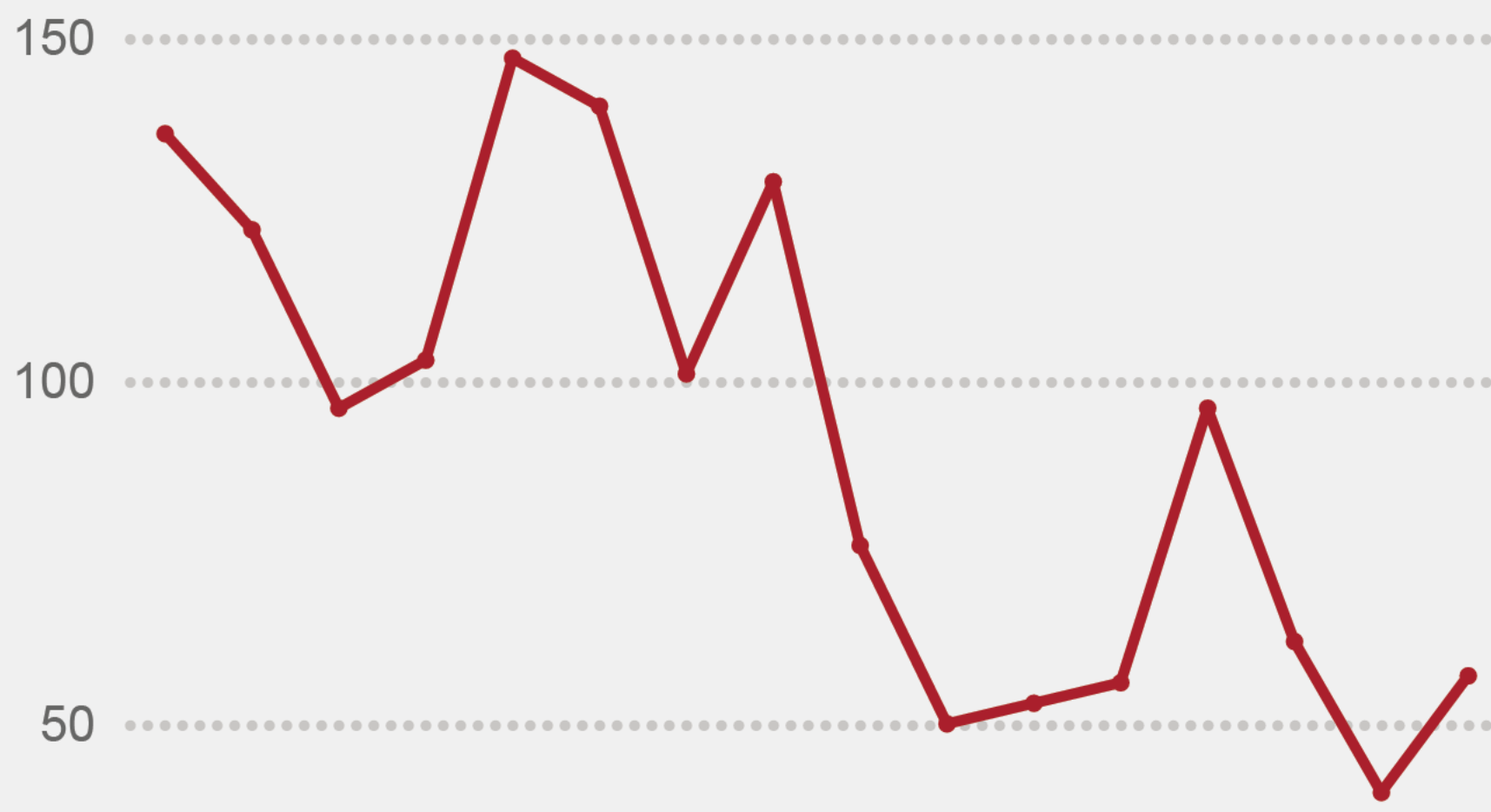
There have been 16 Non-Domestic Fires recorded in North-East Fife for the period covered by this report.

Of the 16 incidents, 15 were Accidental and 13 were either limited to the item ignited first or no recordable damage.

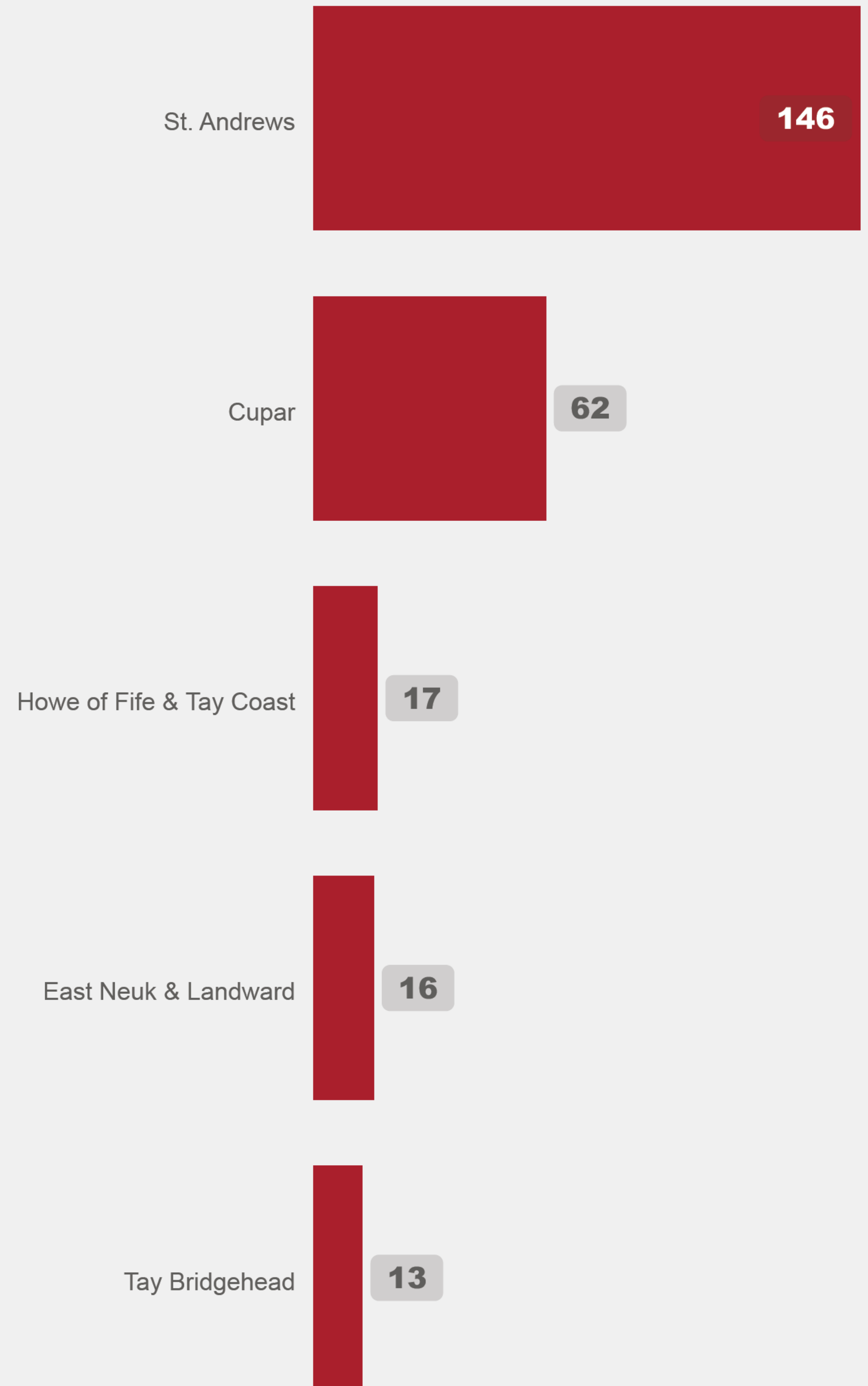
# 8. Unwanted Fire Alarm Signals

2024-25

## Trend by Quarter (4 years)



## Incidents by Ward



## Top 15 Property Types

Property Type	Incidents
Student Hall of Residence	105
Residential Home	45
Hospitals and medical care	44
Hotel/motel	17
Sheltered Housing - not self contained	10
Boarding School accommodation	9
Education	5
Food and Drink	5
Retail	4
Boarding House/B&B other	3
Sporting venues	3
Other Residential Home	2
Boarding House/B&B for homeless/asylum seekers	1
Laboratory/research Establishment	1

# 254

## Unwanted Fire Alarm Signals in this period

Student Halls of Residence continue to see the largest proportion of UFAS incidents attended in North-East Fife, all in St. Andrews. Both Residential Care Homes and Hospitals also saw high attendance numbers and our Fire Safety Enforcement teams and Operational Crews work closely with these premises to achieve fire safety compliance and reduce unwanted calls.

Following the introduction of our Unwanted Fire Alarm Signal (UFAS) Reduction Strategy in July 2023, we continue to see a significant reduction in UFAS incidents, with 54 fewer UFAS incidents compared to the previous reporting period. We remain committed to supporting Premises Duty Holders achieve high levels of Fire Safety and the UFAS Champion will continue to engage robustly with all stakeholders in order to address spikes and drive down these types of incidents.

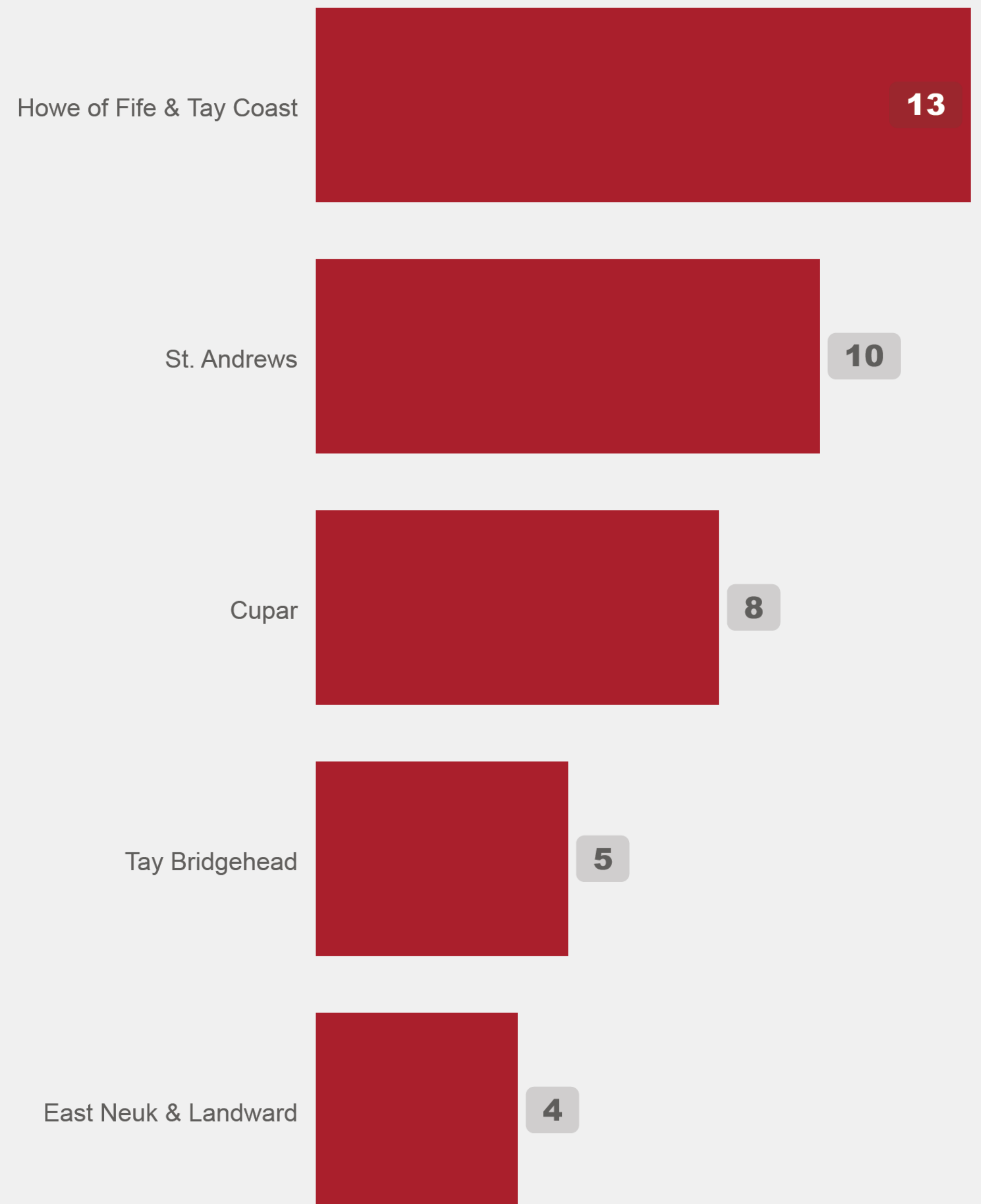
# 9. Road Traffic Collisions

2024-25

## Trend by Quarter (4 years)



## Incidents by Ward



**40**

**Road Traffic Collisions in this period**

Property Type	Incidents
Car	33
Van	3
Bus/coach	2
Lorry/HGV	1
Motorcycle	1

Incident Type	Incidents
Vehicle (Non-fire)	40

**21** Non-Fatal Casualties

**1** Fatal Casualties

**12** People Rescued by Firefighters

## Extent of Harm (Non-Fatal)

 **0**  
First Aid Given at Scene

 **18**  
Hospital Slight Injuries

 **3**  
Hospital Serious Injuries

As SFRS crews generally only attend RTCs of a serious nature, where persons are trapped, the figures do not capture every RTC that occurs within the North-East Fife area. We experienced an increase of 5 RTCs compared to the previous reporting period. Howe of Fife and Tay Coast ward was the highest area with more than half of those incidents happening on or next to the A92. Of the 21 Non-Fatal casualties as a result of RTCs, all were transported to hospital, 18 with slight injuries and 3 with serious injuries. Sadly, there was 1 fatality within the reporting period.

SFRS contribute as part of the Road Casualty Reduction Group (RCRG), which is part of the Fife Community Safety Strategy. Our teams are also key partners in delivering the Biker Down, Safe Drive Stay Alive and Drive Wise Road Safety Initiatives.

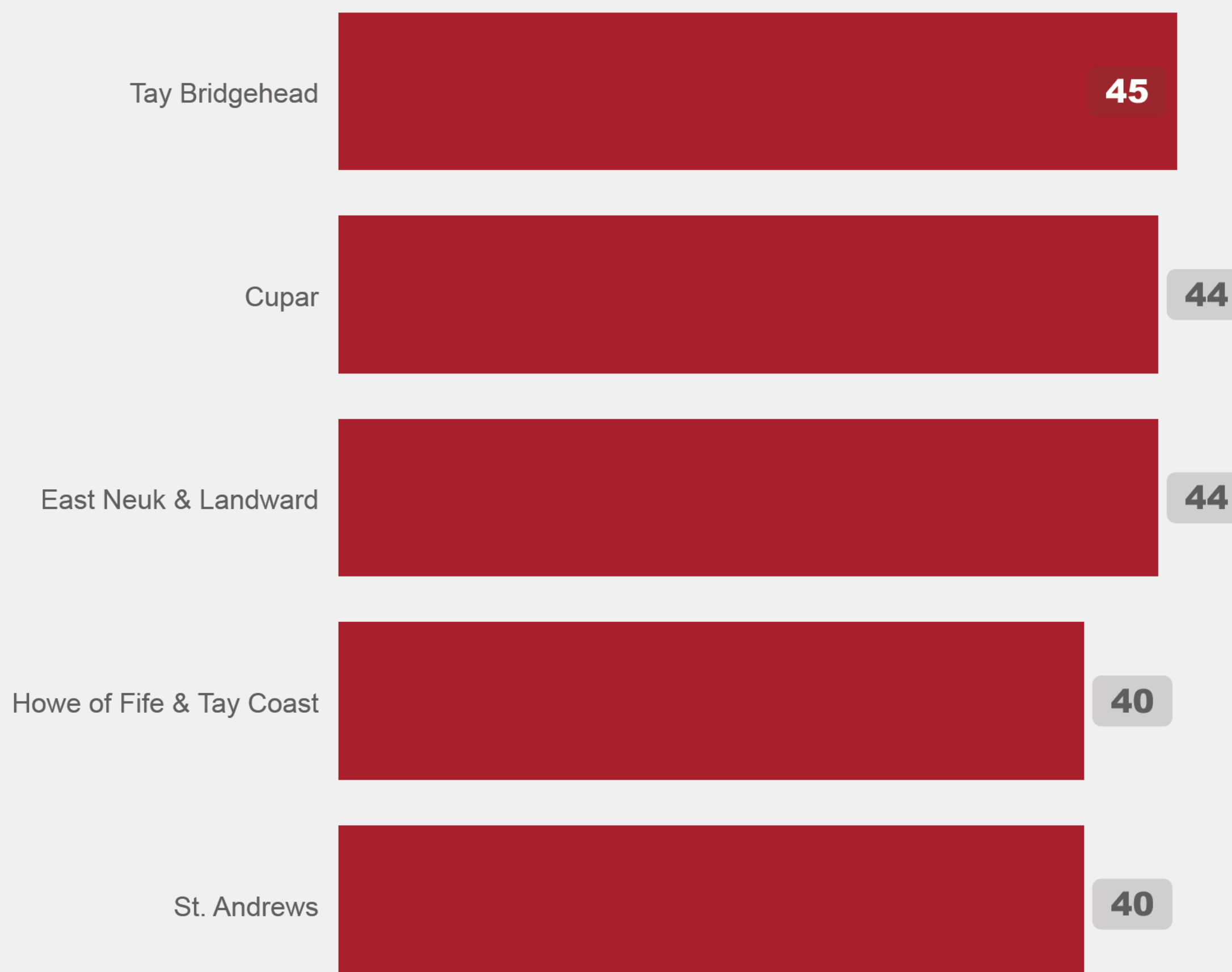
## 10. Home Fire Safety Visits

2024-25

### HFSVs by Ward

# 213

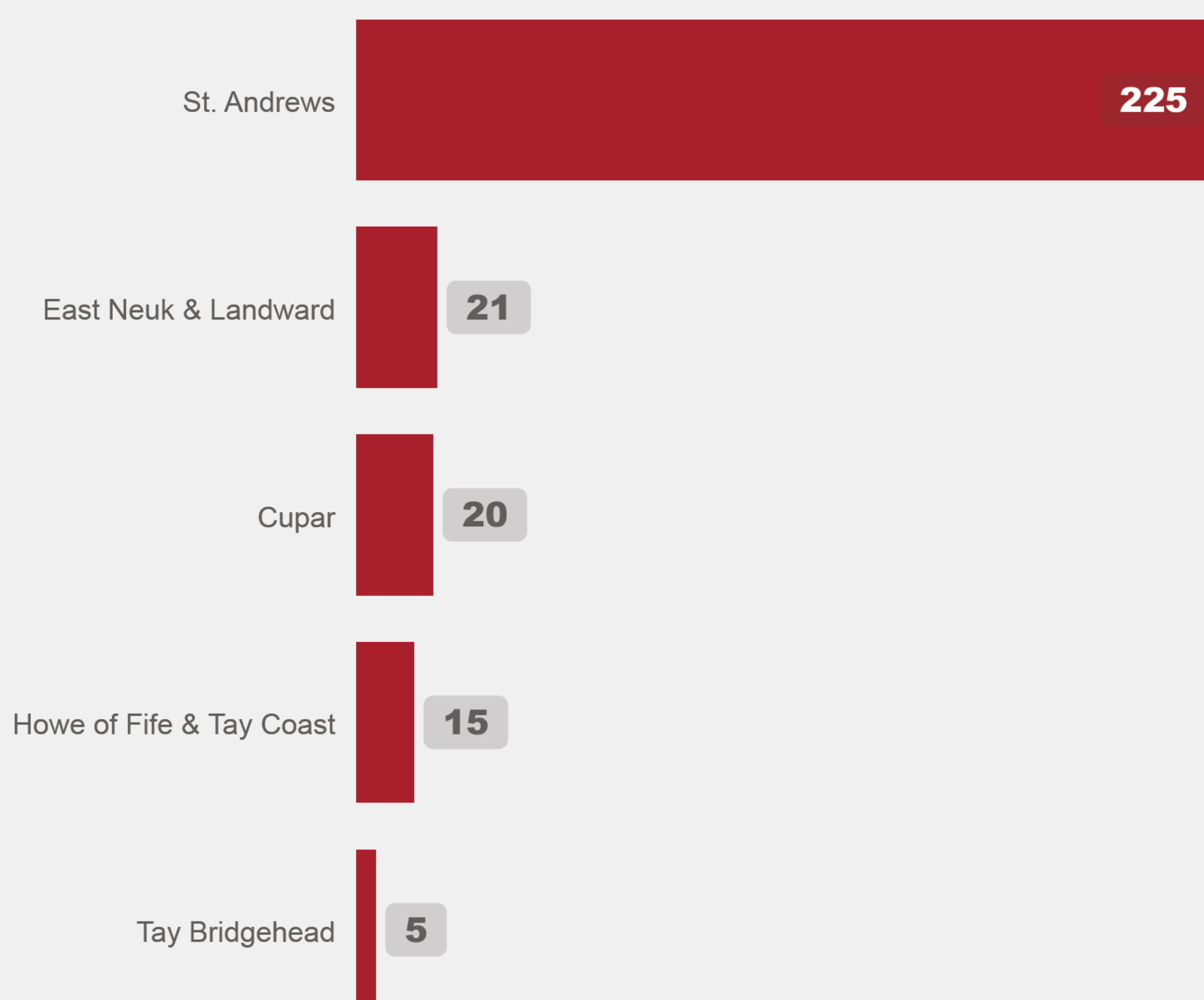
**Home Fire  
Safety Visits**



## 11. Fire Safety Enforcement

Job Type	Count
Audit	286
Consultation	174

### Audits by Ward



To support Community Safety and ensure people stay safe within their own homes, the SFRS continues to carry out their Home Fire Safety Visit programme, specifically targeting those deemed as High Risk. To that end, we carried out 214 Home Fire Safety Visits in person over the recording period, with additional Home Fire Safety information being provided to households not falling within the High-Risk category.

Our Legislative Fire Safety Enforcement Officers carried out 455 audits within relevant premises throughout the Fife Council area with 286 of those audits taking place within the North-East Fife wards.

*Figures for Fife Local Authority Area:*

### **Home Fire Safety Visit Programme**

The SFRS carried on with our Home Fire Safety visit programme within the Fife Council area, visiting 744 high risk premises. This year also saw the introduction of a new Home Fire Safety Visit App that will allow us to target HFSVs to those most at risk and allow us to refer onwards to partner organisations in a more streamlined manner. Numbers include:

Total Completed - 1,900 (744 High Risk)  
Adult Protection (AP1) Referrals - 147

### **Anti-Social Behaviour (ASB) and Bonfire Safety**

Ten talks to over 600 young people carried out by the Community Action Team. Some large events and some smaller more targeted events in problem areas across a range of schools and youth groups. Additionally, schools were given information for their digital boards and presentations for their own use to support delivery of ASB information and reduction initiatives.

### **Partnership Training**

Locally we carried out twenty partnership training sessions on risk recognition and referring into SFRS. Groups we worked with included NHS, Social Work and education groups. In total 360 people received training.

### **Youth Volunteer Scheme**

This course has continued at Methil Community Fire Station over the year. As a national course, the YVS aims to provide a safe, welcoming and enjoyable environment for young people to learn and work together.

### **Water Safety and Water Safety School Talks**

SFRS attended a number of events to promote water safety. These included joint patrols with Police Scotland and engaging with the public at problem areas to reassure and educate the public. Also, six talks were carried out at schools in the area to approximately 785 young people ahead of the Summer Holidays.

## 13. Glossary of Terms

### Term - What it means

#### **ADF**

Accidental Dwelling Fire.

#### **HFSV**

Home Fire Safety Visit.

#### **PDIR**

Post Domestic Incident Response, a term used to indicate actions taken following attendance at a fire or other incident in the home. PDIRs include amongst things the offer of a free follow up home fire safety visit.

#### **RTC**

Road Traffic Collision.

#### **Special Service**

Calls to incidents which are not fires or false alarms such as RTCs, rescues, flooding, incidents involving hazardous materials or the provision of assistance to other agencies.

#### **UFAS**

Unwanted Fire Alarm Signals. When an automatic fire detection and alarm system is activated as a result of anything other than an actual fire the activation is classed as a false alarm. If an attendance is made to such an event by the Scottish Fire and Rescue Service, then the event is recorded as an UFAS incident.

#### UFAS Policy Change

*In response to COVID, on the 6th May 2020, the SFRS decided to send 1 pump to UFAS premises that did not have their own Predetermined attendance (PDA).*

*As of 1st July 2023, the COVID interim 1 pump response was ended and a new UFAS policy was implemented.*

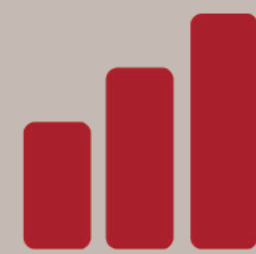
*The new policy is to call challenge all UFAS incidents with the intention of non-attendance. Hospitals, care homes, and sleeping risk premises are all exempt and receive either 2 pumps or their premise specific PDA.*



# SCOTTISH

**FIRE AND RESCUE SERVICE**

Working together for a safer Scotland



**BUSINESS  
INTELLIGENCE**

Design, figures and charts by the Business Intelligence team.

29 October 2025

Agenda Item No. 18

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 16, 17, 18, 19 and 20

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### Purpose

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The purpose of this report is to advise Members of action taken using the List of Officer Powers in relation to property transactions.

### Recommendation(s)

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The Committee is asked to note the contents of this report.

### Resource Implications

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There are no resource implications arising from these transactions, as any expenditure is contained within the appropriate Service budget.

### Legal & Risk Implications

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There are no legal or risk implications arising from these transactions.

### Impact Assessment

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An EqIA is not required and is not necessary for the following reasons: the items in this report do not propose a change or revision to existing policies and practices.

### Consultation

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All consultations have been carried out in relation to this report.

## 1.0 Background

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**1.1** In dealing with the day to day business of the Council there are a number of matters relating to the purchase, disposal and leasing of property and of property rights. This report advises of those transactions dealt with under powers delegated to Council Officers.

## 2.0 Transactions

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### 2.1 Disposals

#### 2.1.1 Craigtoun House, Craigtoun Park, St Andrews

Date of Sale: 4 July 2025  
Price: £20,000  
Reason: Servitude

#### 2.1.2 The Depot, School Brae, Letham, Cupar

Date of Sale: 17 September 2025  
Price: £135,000  
Reason: Disposal of former Council Depot

### 2.2 Acquisitions

#### 2.2.1 106 Castle Street, Tayport

Date of Acquisition: 22 August 2025  
Price: £90,000  
Reason: Property purchased to add to the Council's housing stock

#### 2.2.2 **142 Balgarvie Crescent, Cupar**

Date of Acquisition: 5 September 2025  
Price: £78,000  
Reason: Property purchased to add to the Council's housing stock

#### 2.2.3 32 Tom Morris Drive, St Andrews

Date of Acquisition: 5 September 2025  
Price: £220,000  
Reason: Property purchased to add to the Council's housing stock

#### 2.2.4 11 Burnside North, Cupar

Date of Acquisition: 12 September 2025  
Price: £127,000  
Reason: Property purchased to add to the Council's housing stock

#### 2.2.5 48 Scooniehill Road, St Andrews

Date of Acquisition: 12 September 2025  
Price: £274,000  
Reason: Property purchased to add to the Council's housing stock

#### 2.2.6 76 Scooniehill Road, St Andrews

Date of Acquisition: 12 September 2025  
Price: £225,000  
Reason: Property purchased to add to the Council's housing stock

## 2.3 Leases by the Council

### 2.3.1 Part of East Basin Car Park (2309 sqm), East Shore, Anstruther Harbour, Anstruther

Term: 99 years from 28 July 2025  
Rent: £1,000 per annum

### 2.3.2 Part of East Basin Car Park (3 areas of ground), East Shore, Anstruther Harbour, Anstruther

Term: 3 years from 28 July 2025  
Rent: £1,000 per annum

### 2.3.3 Unit 2 Mill Court Industrial Estate, Tayport

Term: 3 years from 9 July 2025  
Rent: £3,064 per annum

### 2.3.4 Part of East Basin Car Park (547sqm), East Shore, Anstruther Harbour, Anstruther

Term: 3 years from 8 January 2024  
Rent: £500 per annum

### 2.3.5 ATS Development Site, 22-24 St Catherine Street, Cupar - licence provided for the installation of a community notice board on the site (not reported on commencement of lease)

Term: From 12 October 2015 – 14 days notice can be given to terminate lease agreement  
Rent: £0

### 2.3.6 Colinsburgh Galloway Library, Ground Floor, 48-50 Main Street, Colinsburgh

Term: 20 years from 23 October 2024  
Rent: £490 per annum

## 3.0 Conclusions

**3.1** These transactions are reported back in accordance with the List of Officer Powers.

### List of Appendices

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1. N/A

### Report Contact

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Author’s Job Title Service Manager – Estates and Assets Management  
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Email [Michael.Ogorman@fife.gov.uk](mailto:Michael.Ogorman@fife.gov.uk)

29 October 2025

Agenda Item No. 19

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## North East Fife Area Committee Work Programme

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**Report by:** Eileen Rowand, Executive Director, Finance and Corporate Services

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**Wards Affected:**

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### Purpose

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This report supports the committee's consideration of the workplan for future meetings of the committee.

### Recommendation(s)

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It is recommended that the committee review the workplan and that members come forward with suggestions for specific areas they would like to see covered in any of the reports.

### Resource Implications

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Committee should consider the resource implication for Council staff of any request for future reports.

### Legal and Risk Implications

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Committee should consider seeking inclusion of future items on the workplan by prioritising those which have the biggest impact and those which seek to deal with the highest level of risk.

### Impact Assessment

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None required for this paper.

### Consultation

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The purpose of the paper is to support the committee's discussion and therefore no consultation is necessary.

## 1.0 Background

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- 1.1 Each area committee operates a workplan which contains items which fall under three broad headings: items for decision, supporting the Local Community Plan and Scrutiny/Monitoring. These items will often lead to reactive rather than proactive scrutiny. Discussion on the workplan agenda item will afford members the opportunity to shape, as a committee, the agenda with future items of business it wishes to review in more detail.

## 2.0 Conclusions

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- 2.1 The current workplan is included as Appendix one and should be reviewed by the committee to help inform scrutiny activity.

### List of Appendices

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1. Workplan

### Background Papers

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

None

### Report Contact

Helena Couperwhite  
Committee Services Manager  
Telephone: 03451 555555 Ext. No. 441096  
Email- [helena.couperwhite@fife.gov.uk](mailto:helena.couperwhite@fife.gov.uk)

<b>North East Fife Area Committee of 17 December 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Common Good and Settlement Trust Funds 2024/25	Finance and Corporate Services	Eleanor Hodgson	Annual report - previously considered 09.12.24 - Para 191 refers.
Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education	Joan Gallo	Annual report. Previously considered 23.04.25, Para 217 of 2025.NEFAC.85 refers. Request from Service to consider in October/November to ensure availability of the most up to date information.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 4 March 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Local Area Economic Profiles 2024/25	Business and Employability	Kirsty Haydock	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson-CRM	Annual report.
Area Roads Programme 2026-27	Roads and Transportation	Vicki Storrar	Annual report.
Common Good and Settlement Trust Funds Annual Report 2024-2025	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 22 April 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Report on Educational Outcomes - 2024/25	Education	Stuart Booker, Rona Weir	Annual report - previously considered 23.04.25, Para 218 of 2025.NEFAC.85 refers.
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Morag Millar, Carlene Simpson	Annual report.
North East Fife – Anti-Poverty Report 2024/25	Communities and Neighbourhoods Service	Kirstie Freeman	Annual report.
Health and Social Care Locality Planning - North East Fife	Health and Social Care	Jacquie Stringer-fc	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 17 June 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Health and Social Care Locality Planning – North East Fife	Health and Social Care	Roy Lawrence	Annual report - previously considered 18.06.25, Para 225 refers.
Area Roads Programme, Final Annual report for 2025/26	Roads and Transportation	Vivian Dyas	Annual report - previously considered 18.06.25, Para 237 refers.
North East Fife Area Local Community and Community Learning and Development (CLD) Plans	Communities and Neighbourhoods Service	Vicky Wilson, Laiza Lorimer	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 26 August 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Play Strategy Implementation - North East Fife Area Update	Communities and Neighbourhoods Service	Louise Whyte	Strategy originally considered 28.08.24, Para 166 refers. Annual update?
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 28 October 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Housing Plan and Area Lettings Plan Review 2026-27	Housing Services	Claire Hallett	Annual report.
Safer Communities Team Update Report	Housing Services	Sara Gray, Paul Coleman	Annual report.
Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education	Joan Gallo	Annual report. Previously considered 17.12.25, Para *** of 2025.NEFAC.** refers. Reporting October/November to ensure availability of the most up to date information.
Operational Briefing on Policing Activities within North East Fife April 2025 - March 2026	Police Scotland		Annual report. Craig Fraser, Police lead officer.
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Police Scotland		Annual report. Niall Miller, Police lead officer.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 16 December 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Common Good and Settlement Trust Funds Annual Report 2025-2026	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 3 February 2027</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Local Area Economic Profiles 2025/26	Business and Employability	Kirsty Haydock	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson-CRM	Annual report.
Area Roads Programme 2027-28	Roads and Transportation	Vicki Storrar	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>North East Fife Area Committee of 17 March 2027</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Options for the Future Use of County Buildings, Cupar	Property Services	Michael Ogorman	Remitted by Finance, Economy and Corporate Services Scrutiny Committee at its meeting on 5 June - Para 155 refers. 'Report/workshop to be provided

Unallocated			
Title	Service(s)	Contact(s)	Comments
			to the North East Fife Area Committee in Autumn this year providing an update on the options available for the future use of County Buildings, Cupar and the work currently being undertaken in that regard.' <b>Update: NEFAC workshop took place on (date). Advised by Service, potential future report to Cabinet Committee if there's a decision required.</b> (Michael O'Gorman)
Review of Position following implementation of 50 mph speed limit at Strathkinnes Crossroads	Assets, Transportation and Environment	Steven Sellars	<b>Update 23.07.25 - petition expected to be received/considered at meeting on 27 August.</b> Agreed at meeting 24.11.21 - Para. 387 (3) - review one year after implementation of speed limit. 14.08.24 - Steven Sellars advised 50mph in place. Further feedback to follow.  Following meeting between the convener, ward members and service representative, Community Manager to advise date for an update report to

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			committee. Discussed at meeting 09.12.24, para 192 (2) refers.
Pupil Equity Fund	Education	Sarah Else, Zoe Thomson	Previous report 26.01.22. 05.10.23 - advised by Zoe PEF would be included in a member Workshop on attainment for each area (pm, 23.10.24). Outcome/follow up report to come to committee following the workshop ( <b>service to confirm which committee date</b> ).
Capital Plan Projects in North East Fife	Communities and Neighbourhoods Service	Kirstie Freeman	<b>For Info</b> - six-monthly update reports circulated to members by email. Previously circulated September 2024. 02.04.25 - update issued by Kirstie, by email.
Director of Public Health Annual Report	Health and Social Care		Previously considered 19.06.19. Joy Tomlinson (Director of Public Health). Advised not finalised until December, publication in January 2025. ( <b>Committee date tba</b> ).
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Carlene Simpson, Morag Millar	Annual Report – previously considered 24.04.24. <b>Update - briefing note issued 17.07.25</b> (any new projects being considered at committee as and when required).
OnFife Six-Monthly Update	Fife Cultural Trust	Sheona Small	Previously considered 25.10.23. Change of staffing. Advised, in the interim,

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			the newsletter is available online. <b>(Committee date tba).</b>
Disposal of Coal Tar Waste	Roads and Transportation	Mark Dewar	<b>For info</b> - EMB requested 01.09.24 - to include cost implications for the council, impact on the area roads programme - the impact of this issue across Fife and how it is being dealt with? 09.10.24 - Kirstie to progress chase.
Planning Obligations Update	Planning	Kathleen Illingworth, William Shand	<b>FOR INFO</b> - workshop held 30.01.25 - providing comments on the status of obligations and their spend. <b>Is a report to a future committee required? Service updates Cllrs direct on what is available to spend in each pot/ward and Service intends to include more information on what has been spent and on what.</b>
Proposed Kingdom Greenways	Roads and Transportation	Allan Maclean	<b>Update: EMB being issued in lieu of a report 18.06.25 - EMB issued 24.06.25.</b> Any further report to be advised by Service.
Chief Social Work Officer Annual Report		James Ross-fc-d1	<b>For info</b> - advised by HoS that a series of briefing sessions had been agreed throughout the year for members. Timetable issued to NEFAC members 03.07.25. Reference: People and

Unallocated			
Title	Service(s)	Contact(s)	Comments
			Communities meeting 14.11.24, agenda Item 7. Briefing note requested in the first instance to inform committee on the scope and complexities of work in NEF.
Active Travel Strategy and Action Plan	Roads and Transportation	Holly Hunter	<b>FOR INFO:</b> Workshop held on 18.02.25 - comments made will feed into the strategy which will be considered by Scrutiny Committee prior to agreement at Cabinet Committee.
Review of Settlement Trust Funds	Finance and Corporate Services	Eleanor Hodgson	To be issued as an EMB - review of all the trusts with a view to amalgamating/winding them up.
Bereavement Services Cemetery Strategy 2023 – 2028 Update	Property Services	Liz Murphy	Previously considered 06.12.23, para 116 refers.
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review	Environment and Building Operations (ATandE)	Alexander Anderson-Es	Update - previously considered 06.12.23, para 113 refers.
Education - Pupilwise and Parentwise Survey	Education	Rona Weir	Previously considered 28.08.24, Para 165 refers - <b>next survey date to be advised.</b>
Cupar Recycling and Reuse Hub - Update	Enterprise and Environment	Janet Mackenzie	Para 173 of meeting 23.10.24 refers - update report on options for Cupar. Advised report going to WG w/c 10.02.25 and suggesting an EMB meantime (06.02.24). Also considered 23.04.25, para 219 refers - agreed to establish WG. <b>Update 02.07.25:</b> WG meeting with Cllrs

Unallocated			
Title	Service(s)	Contact(s)	Comments
			has taken place but there are no updates to take to committee currently - unlikely to be any before the new year.
Gillingshill Nature Reserve - Local Management Group (Update)	Property Services	Alasdair Rankin	Further update following meeting 18.06.25, Para 230 (3) refers - update on the marketing exercise; when a property agent has been appointed ( <b>details emailed to NEFAC 30.07.25</b> ); undertaken a marketing exercise; have identified a new owner. <b>Service to advise committee date.</b>
School Brae, Letham - Update	Roads and Transportation	Gordon Henderson-ts	Considered 18.06.25, Para 236 (4) refers. Service to confirm committee date.