

Annex 4 – Summary of engagement

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
18/08/2020	10/03/2021	FC internal/ partner liaison meetings	Housing Services, Fife Health and Social Care, Communities & Neighbourhood Services, Protective Services, FC Asset, Transportation & Env. Services, Community Managers, FC Business & Employability Service, NHS Fife, FC Education etc.	The purpose of the LDP review and the role Services and partners can play in preparing the plan and its technical papers, including acting as a critical friend and sounding board.	Teams meeting	Online	To harness support for the preparation of LDP2 and raise awareness of its purpose and the role partners can play in informing the evidence base and policies that will follow. Also, to establish what partners need from the LDP.
03/02/2021	03/02/2021	LDP2 Elected Member Briefing no.1	Councillors	Brief on preparation of the Fife Local Development Plan (FIFEplan) review.	Written briefing	Email	One of a series of elected member briefings
30/07/2021	30/07/2021	LDP2 Elected	Councillors	Brief on preparation for the introduction of	Written briefing	Email	One of a series of elected member briefings

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
		Member Briefing no.2		local place plans (LPPs).			
28/09/2021	28/09/2021	Key Agency Group workshop 2	Councillors	The purpose of the workshop was to identify where collectively we have gaps in our knowledge (in particular where there are gaps in knowledge about a particular place), and to discuss how together those gaps could be plugged.	Teams meeting	Online	To identify areas of work where organisations, services, groups etc. could collaborate to produce enhanced outcomes for a place.
29/10/2021	29/10/2021	LDP2 Elected Member Briefing no.3	Councillors	Brief on development planning news and steps in preparing for Fife's new Local Development Plan (LDP).	Written briefing	Email	One of a series of elected member briefings
17/11/2021	17/11/2021	Levenmouth Area Committee workshop	Councillors	Introduction to LDP2/Priorities for their area	Teams workshop	Online	To raise awareness of LDP2

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
24/11/2021		Fife Environmental Partnership meeting	Fife Environmental Partnership	Raising awareness of LDP2	Teams meeting	Online	To establish the role of FEP in preparing the LDP
01/12/2021		Glenrothes Area Committee workshop	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2
01/12/2021		SW Fife Area Committee workshop	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2
08/12/2021		Cowdenbeat h Area Committee workshop	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2
13/12/2021	13/12/2021	LDP2 Elected Member Briefing no.4	Councillors	Update to information outlined within Elected Member briefing no.1 issued in March 2021.	Written briefing	Email	One of a series of elected member briefings
17/01/2022		Dunfermline Mega Ward meeting	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
01/02/2022	01/02/2021	LDP2 Elected Member Briefing no.5	Councillors	Briefing on Local Place Plans.	Written briefing	Email	One of a series of elected member briefings
01/02/2022		Kirkcaldy Area Committee workshop	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2
09/02/2022	09/02/2022	NE Fife Area Committee briefing	Councillors	Introduction to LDP2/Priorities for their area	Teams meeting	Online	To raise awareness of LDP2
11/03/2022	16/01/2024	Scottish Power Energy Networks workshops	Scottish Power Energy Networks	Electricity infrastructure capacity	A series of meetings and email correspondence	Online	To determine electricity infrastructure capacity within Fife
18/03/2022	18/03/2022	Green & Blue Infrastructure - Reviewing the methodology workshop	Fife Coast & Countryside Trust, Key Agency Group, FC Asset, Transportation & Env. Services	Draft NPF4, process undertaken for the green network for the previous LDP, review of how other places have developed their green and blue networks, review of the core principles and priorities of the green/blue	Teams workshop	Online	Inform the process of updating the green and blue network audit.

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
				network assessment etc.			
26/04/2022	26/04/2022	Business Gateway Fife briefing		The role of the Development Plan and opportunities to engage.	Teams meeting	Online	To raise awareness of the purpose and role of the Development Plan and how the business community can engage early in the process.
13/05/2022	13/05/2022	LDP2 Elected Member Briefing no.6	Councillors	Invitation to prepare Local Place Plans	Written briefing	Email	One of a series of elected member briefings
26/05/2022	26/05/2022	LDP evidence report workshop		Evidence Report format	Teams workshop	Online	To develop a consensus on a format for the evidence report that meets statutory requirements and meets the spirit of draft guidelines. It was led by A&DS and involved the Policy & Place team along with Communities & Neighbourhoods and Business & Employability colleagues.

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
02/06/2022		Fife Local Development Plan/SGN network needs	Scottish Gas Network	Local Development Plan evidence report and SGN network needs	Teams meeting	Online	To: <ul style="list-style-type: none"> • explore SGN's network needs and 'asks' for the new local development plan • explore what information can be provided in the plan's evidence report • liaison/communications throughout plan preparation
06/06/2022	31/08/2022	Younger Persons (aged 16-25) Engagement	General Public	Younger Persons (aged 16-25)	Teams workshop, Teams meeting	Online, Face to face	Planning legislation requirement re Evidence Report
20/06/2022		PAS youth engagement	General Public	Obtaining views of Fife's young people (aged 16-25) about their local area.			
30/06/2022	30/06/2022	LDP2 Elected Member Briefing no.7	Councillors	Update on responses to the invitation issued to community bodies to prepare Local Place Plans which was the subject of	Written briefing	Email	One of a series of elected member briefings

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
				Briefing No. 6 in May.			
22/09/2022	31/10/2022	20 Minute Neighbourhood Case Study survey	General Public	Gaining information about places	Online survey, Face to Face (paper copies in key locations)	Online, Face to face	To inform work on 20 minute neighbourhoods
28/09/2022	28/09/2022	LDP2 Elected Member Briefing no.8	Councillors	Brief on pilot survey work related to the 20 minute neighbourhood concept and update on Local Place Plans which was the subject of briefing no.7 in June.	Written briefing	Email	One of a series of elected member briefings
28/09/2022	31/10/2022	Children of Fife We Need Your Help Survey	General Public	This survey provided an opportunity for children to have their say on the places they live	Online survey	Online, Face to face	To capture the views of younger people which will inform our Living Well Locally (20 MN) work and preparation of LDP2.
24/10/2022	19/12/2022	Have your say on the future of Fife's places - Local Development Plan	General Public	This survey provided an opportunity for people to have their say about where they live and visit	Online survey	Online	Planning legislation requirement re Evidence Report

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
27/10/2022	27/10/2022	Fife Planning Update - October 2022	General Public	LDP2 information update	Online update	Online	LDP2 information update on Living Well Locally survey.
27/10/2022	27/10/2022	Living Well Locally (Freuchie PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
14/11/2022	14/11/2022	Marine Scotland	Key Agency Group	LDP2 liaison. Terrestrial/marine spatial planning interface.	Teams meeting	Online	Open liaison with Marine Scotland on how they want to engage in the preparation of LDP2.
28/11/2022	28/11/2022	LDP2 Elected Member Briefings no.9	Councillors	Update on the revised draft of National Planning Framework 4, Fife's new Development Plan Scheme, and control zones for short term lets	Written briefing	Email	One of a series of elected member briefings

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
05/12/2022	05/12/2022	Living Well Locally (Sinclairtown PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	Accompanied Whiteburn who were running a STEM workshop with P7 pupils. Good opportunity to tie-in with this work to promote planning and our Living Well Locally survey for children living in Fife.
15/12/2022	15/12/2022	Living Well Locally (Tayport PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
24/01/2023	24/01/2023	Living Well Locally (Donibristle PS)	General Public, Primary Schools	Living Well locally (20MN). Planning Profession, Places	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
26/01/2023	26/01/2023	Living Well Locally (North Queensferry PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	Planning legislation requirement re Evidence Report

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
26/01/2023	26/01/2023	Living Well Locally (North Queensferry PS)	General Public, Primary Schools	Living Well locally (20MN). Planning Profession, Places	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
02/02/2023	02/02/2023	LDP2 Elected Member Briefing no.10	Councillors	Update on the approval and adoption of National Planning Framework 4.	Written briefing	Email	One of a series of elected member briefings
07/02/2023	09/02/2023	Levenmouth surgeries with A&DS	FC Asset, Transportation & Env. Services, FC Business & Employability Service, Fife Coast & Countryside Trust, Fife Health and Social Care, Fife Historic Buildings Trust, Housing Services, Key Agency Group, NHS Fife, FC Asset, Transportation & Env. Services	Levenmouth area and projects and programmes taking place there	Teams workshop	Online	Supporting development of LDP2 by bringing together stakeholders to map what is going on in Levenmouth already and to identify gaps that still need to be plugged.

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
09/02/2023	09/02/2023	Living Well Locally (Kingsbarns PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	Planning legislation requirement re Evidence Report
09/02/2023		Living Well Locally (Canongate PS)	General Public, Primary Schools	Living Well Locally (20MN), LDP2, Planning profession.	Face to Face	Primary Schools	
09/02/2023	09/02/2023	Living Well Locally (Canongate PS and Kingsbarns PS)	General Public, Primary Schools	Living Well locally (20MN). Planning Profession, Places	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
20/02/2023	05/05/2023	PAS Engagement with Gypsies, Travellers and Travelling Showpersons	Individuals, families, and wider groups	Identify accommodation and service needs, aspirations and land use issues including access to temporary and permanent sites.	Face to Face	Face to face, Online	Planning legislation requirement re Evidence Report
21/02/2023	21/02/2023	Living well locally (Lumphinnans PS)	General Public, Primary Schools	Living Well locally (20MN). Planning Profession, Places	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
14/03/2023	01/05/2023	Businesses and Organisations Survey	General Public	Business and Organisations views on what LDP2 should cover in relation to businesses and organisations	Online survey	Online	Planning legislation requirement re Evidence Report
15/03/2023	15/03/2023	Living well locally (Torryburn PS)	General Public, Primary Schools	Living Well locally (20MN). Planning Profession, Places	Face to Face	Primary Schools	To capture survey responses from primary school children as part of our Living Well Locally (20MN) work and promote the planning profession.
20/03/2023	01/05/2023	Disabled Persons Place & Access Survey	Fife Equalities Forum, General Public	Aimed at finding out about the issues facing disabled persons in relation to where they live and the places they visit.	Online survey	Online	Planning legislation requirement re Evidence Report
24/04/2023	24/04/2023	Equalities Centre LDP2 Event	Fife Equalities Forum	LDP2 and Access for those with disabilities	Face to Face	Face to face	To engage with disabled persons, giving an overview of the LDP and communicating how people can interact and what it can do for them

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
25/04/2023	25/04/2023	Fife Wide Workshop	Key Agency Group	Obtaining views of Key Agencies	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for all 6 committee areas
27/04/2023	27/04/2023	North East Fife Committee Area Workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area
01/05/2023	31/07/2023	Play Sufficiency Assessment	Under 18's	ScrapAntics were engaged by Fife Council to collect the ideas, opinions, and suggestions of children and young people living in various parts of Fife, to support the delivery of a Play Sufficiency Assessment.	In-person play sessions	Schools, community clubs	Planning legislation requirement for Evidence Report
02/05/2023	02/05/2023	Glenrothes Area Committee workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area
05/05/2023	05/05/2023	South West Fife Area Committee workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
09/05/2023	09/05/2023	Cowdenbeat h Area Committee workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area
11/05/2023	11/05/2023	LDP2 Elected Member Briefing no.11	Councillors	Update on new Scottish Government publications relevant to development planning and progress on LDP preparation	Written briefing	Email	One of a series of elected member briefings
15/05/2023	31/08/2023	Play Sufficiency Assessment	Under 18's	Obtaining views of under 18's about quality of and opportunity and access to hang out and play outdoors in Fife.	Online survey	Online	Planning legislation requirement for Evidence Report
15/05/2023	31/08/2023	Play Sufficiency Assessment	Community Councils, Parents & Carers, General Public, interest groups	To obtain views from parents, community councils, other interested parties and the general public about the quality and opportunities for outdoor play in Fife.	Online survey	Online	Planning legislation requirement for Evidence Report

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
18/05/2023	18/05/2023	Kirkcaldy Area Committee workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area
23/05/2023	23/05/2023	City of Dunfermline Committee Area Workshop	Fife Council Services	Obtaining views from Fife Council Services	Teams workshop	Online	To identify strengths, opportunities & gaps; activities & investments for committee area
07/07/2023	07/07/2023	Informal chat regarding housing	FC Planning & Housing services, Homes for Scotland, Kingdom Housing Association, and some local house builders	Discussion on housing issues and challenges	In-person discussion	Face to face	To inform the evidence report; to gain house building industry intelligence; and to acquire feedback on the content of the evidence report
17/08/2023	ongoing	Housing Primary Data Research	FC Planning services, Homes for Scotland	Discussion on housing research for Fife commissioned by Homes for Scotland	Teams meeting	Online	To inform the evidence report; to gain house building industry intelligence; and to acquire feedback on the content of the evidence report
07/09/2023	07/09/2023	Short Term Lets in Fife	FC Planning & Housing services, Association of Scottish Self Caterers	Discussion on short term let issues faced within Fife and the short term let industry as a whole	Teams meeting	Online	To inform the evidence report; to gain an understanding of the views of the ASSC; and to acquire feedback on the

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
							content of the evidence report
22/09/2023	22/09/2023	LDP Workshop-South West Fife Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report capture the key issues at individual area level
25/09/2023	25/09/2023	LDP Workshop-Levenmouth Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report capture the key issues at individual area level
12/10/2023	12/10/2023	LDP Workshop-Cowdenbeat h Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report capture the key issues at individual area level
18/10/2023	18/10/2023	LDP Workshop-North East Fife Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report capture the key issues at individual area level

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
19/10/2023	19/10/2023	Fife LDP2 Elected Member briefing 12	Councillors, Members	LDP2 update on evidence report, engagement, and NPF4.	Written briefing	Email	One of a series of elected member briefings
24/10/2023	24/10/2023	LDP Workshop- Dunfermline Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report captures the key issues at individual area level
27/10/2023	27/10/2023	LDP Workshop- Glenrothes Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report captures the key issues at individual area level
27/10/2023	27/10/2023	LDP Workshop- Kirkcaldy Area Committee	Councillors, Members	Update on evidence report findings and identification of issues which need to be addressed within LDP2	Teams workshop	Online	To ensure the findings of the evidence report captures the key issues at individual area level
01/11/2023	29/11/2023	LDP2 Survey Analysis Feedback	General public	Results of the survey analysis carried out in 2022	Online survey	Online	To obtain feedback on our analysis on the following surveys completed in 2022; Have you say on the future of Fife's places, Disabled persons and place, and Businesses and organisations.

Start date of engagement	End date of engagement	Title	Who was the engagement with?	What did the engagement cover?	How did the engagement take place?	Where did the engagement take place?	Why did the engagement take place?
17/11/2023	17/11/2023	Local Place Plan Deadline Extension	General public	News release publicising extension of the local place plan submission deadline	Online	Online	To inform communities of the new LPP submission deadline (end of June 2024)
24/11/2023	24/11/2023	Fife Development Plan Scheme 2023 Update	Community Councils	the latest version of the Development Plan Scheme	Email	Email	To provide an update on the Fife Development Plan Scheme.
24/11/2023	24/11/2023	Fife Development Plan Scheme 2023 Update	Libraries	the latest version of the Development Plan Scheme	Email	Email	To provide an update on the Fife Development Plan Scheme.
29/11/2023	19/01/2024	LDP2 Update-Evidence Report	Community Councils	A summary of the findings of the Evidence Report	Email	Online	To provide an update on the findings of the Evidence Report and receive feedback
05/12/2023	07/12/2023	Key Agency Group workshops	Key Agency Group	The scope of evidence gathered and assess gaps or issues.	Teams meeting	Online	To allow key agencies to comment on the scope of evidence
11/12/2023	11/12/2023	Fife LDP2 Elected Member Briefing 13	Councillors, Members	LDP2 evidence report, PSA, LPP	Written briefing	Email	One of a series of elected member briefings
29/12/2023	29/12/2023	Briefing to Fife Environmental Partnership	Fife Environmental Partnership	Outline of Evidence Report findings to date	Teams meeting	Online	Updating partners

