

# **FIFE COUNCIL OF 25<sup>TH</sup> FEBRUARY, 2021**

## **MINUTE VOLUME**

If telephoning, please ask for Emma Whyte, Committee Officer,  
Finance & Corporate Services (Telephone:- 03451 555555 Ext. 442303).

**FIFE COUNCIL**

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**THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING**

18th November, 2020

1.37 p.m. – 3.37 p.m.

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, Andy Heer, Linda Holt, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Tony Miklinski, Dominic Nolan, Bill Porteous, Jonny Tepp, Brian Thomson and Ann Verner.

**ATTENDING:** Alastair Hamilton, Service Manager - Development Management, Economy, Planning & Employability Services; Steven Paterson, Solicitor and Diane Barnett, Committee Officer, Legal & Democratic Services.

**219. DECLARATIONS OF INTEREST**

No declarations of interest were made in terms of Standing Order No. 7.1.

**220. MINUTE**

The Committee considered the minute of the North East Planning Committee of 21st October, 2020.

**Decision**

The Committee agreed to approve the minute.

**221. 20/01764/FULL - LAND AT CORNER OF SCHOOL ROAD AND ELLICE STREET, CELLARDYKE**

The Committee considered a report by the Head of Planning relating to an application for alterations and repairs to boundary wall including the installation of gate and erection of fence (part retrospect).

**Motion**

Councillor Miklinski, seconded by Councillor Liston, moved that the application be approved, subject to an amendment to Condition 3 to read –

'Before any work starts on site, details of the specification and colour of the proposed render and coping stone to the wall shall be submitted for approval in writing by this Planning Authority. For the avoidance of doubt, the render finishing material to the wall shall be traditional lime mortar.'

**Amendment**

Councillor Porteous, seconded by Councillor Holt, moved as an amendment, that the application be refused on the grounds that the proposed development:

(1)/

- (1) did not comply with Policies 1, 10 and 14 of the Adopted FIFEplan (2017), Scottish Planning Policy (2014) and Fife Council's Cellardyke Conservation

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Area Appraisal and Management Plan 2015 – as the proposed alterations and repairs to the boundary wall would be discordant and intrusive having a detrimental impact on the Conservation Area; and

- (2) did not comply with Policies 1, 10 and 14 of the Adopted FIFEplan (2017) and Making Fife's Places Supplementary Guidance (2018) – due to the detrimental impact of the proposed development on the residential amenity of neighbouring garden ground.

### **Roll Call**

#### **For the Motion** - 12 votes

Councillors Brett, Connor, Heer, Liston, Lothian, Marjoram, MacDiarmid, Nolan, Miklinski, Tepp, Thomson and Verner.

#### **For the Amendment** - 2 votes

Councillors Holt and Porteous.

Having received a majority of votes, the motion was accordingly carried.

### **Decision**

The Committee agreed in terms of the motion and the application was approved, subject to the 4 conditions and for the reasons detailed in the report (with an amendment to Condition 3 as outlined in the motion).

## **222. 20/01882/FULL - EDENWOOD, 53 HIGH STREET, EARLSFERRY**

The Committee considered a report by the Head of Planning relating to an application for the erection of outbuilding to rear of dwellinghouse (part retrospect).

### **Motion**

Councillor Holt, seconded by Councillor Porteous, moved that the application be refused on the grounds that the proposed development did not comply with Policies 1, 10 and 14 of the Adopted FIFEplan (2017), Fife Council's Making Fife Places Supplementary Guidance (2018) and the Elie and Earlsferry Conservation Area Appraisal and Management Plan 2013 – due to the detrimental impact of the development on residential amenity and on the Conservation Area and foreshore due to its size, design and location.

### **Amendment**

Councillor Liston, seconded by Councillor Brett, moved as an amendment to approve the application according to officer recommendation.

### **Roll Call/**

#### **Roll Call**

#### **For the Motion** - 4 votes

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Councillors Holt, MacDiarmid, Miklinski and Porteous.

### **For the Amendment** - 10 votes

Councillors Brett, Connor, Heer, Liston, Lothian, Marjoram, Nolan, Tepp, Thomson and Verner.

Having received a majority of votes, the amendment was accordingly carried.

### **Decision**

The Committee agreed in terms of the amendment to approve the application subject to the one condition and for the reason detailed in the report.

## **223. APPLICATIONS FOR PLANNING PERMISSION, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWERS**

### **Decision**

The Committee:-

- (1) agreed to note the lists of applications dealt with under delegated powers for the period 5th October to 1st November, 2020; and
  - (2) requested the case officer's name and a weblink to the planning application on the Council's Planning Portal be included in the lists of applications going forward.
-

**THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING**

16th December, 2020

2.20 p.m. – 4.20 p.m.

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, John Docherty, Linda Holt, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Tony Miklinski, Bill Porteous, Jonny Tepp and Ann Verner.

**ATTENDING:** Alastair Hamilton, Service Manager - Development Management; William Shand, Lead Professional; Natasha Cockburn, Planner - Major Business and Customer Service; Richard Simmons, Lead Officer Transportation Development Management (North Fife); George MacDonald, Technician Engineer, Transportation Development Management (North Fife), Economy, Planning & Employability Services; Steven Paterson, Solicitor; and Diane Barnet, Committee Officer, Legal & Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillors Andy Heer, Margaret Kennedy, Dominic Nolan and Brian Thomson.

Due to unforeseen technical difficulties, there was a delay in the meeting commencing.

**224. DECLARATIONS OF INTEREST**

No declarations of interest were made in terms of Standing Order No. 7.1.

**225. MINUTE**

The Committee considered the minute of the North East Planning Committee of 18th November, 2020.

**Decision**

The Committee agreed to approve the minute.

*Due to continuing technical difficulties, Councillors Holt and Porteous left the meeting prior to consideration of the following item.*

**226. 18/03153/PPP - DEVELOPMENT SITE AT MOTRAY PARK, GUARDBRIDGE**

The Committee considered a report by the Head of Planning relating to an application for planning permission in principle for major residential development and associated works, including car parking, landscaping, drainage and formation of new access.

William/

William Shand, Lead Professional advised members of the following amendments to the report:



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- paragraph 4.14.5 - Scotland Gas Network had initially objected to the application but had subsequently withdrawn their objection; and
- condition 2.(a)(a) - remove 'Phase 1 Road Safety Audit', and replace with 'details of protection of pipeline within the site'.

### **Decision**

The Committee agreed to approve the application:-

- (1) subject to the 21 conditions and for the reasons detailed in the report;
- (2) following the conclusion of an agreement to secure the necessary planning obligations, relating to:
  - (a) the securing of financial contributions towards the upgrading of the roundabout junction at the A919/A91;
  - (b) there being no occupations on site until 2024;
  - (c) restricting the build out rate of the development to the following annual completions from 2024: 5 - 15 - 20 - 20;
  - (d) the securing of financial contributions towards an extension at Guardbridge Primary School;
  - (e) an Education Review prior to development starting on site;
  - (f) a contribution of £3,004 per 3 bedroom residential unit towards secondary school education - this will be increased or decreased on a sliding scale per bedroom and index linked; and
  - (g) the securing of 30% affordable housing on the site; and
- (3) that authority was delegated to the Head of Planning in consultation with the Head of Legal and Democratic Services to negotiate and conclude the legal agreement necessary to secure the planning obligations.

### **227. 20/00901/FULL - DOUBLEDYKES ROAD, ST. ANDREWS**

#### **Decision**

Due to ongoing technical difficulties, the Committee agreed to continue consideration of this application to its next meeting on 13th January, 2021.

**228./**

### **228. 20/00899/LBC - DOUBLEDYKES ROAD, ST. ANDREWS**

#### **Decision**

## 2020 NEPC 140

Due to ongoing technical difficulties, the Committee agreed to continue consideration of this application to its next meeting on 13th January, 2021.

**229. 19/03466/ARC - LAND INFILL SITE AT NYDIE MAINS ROAD, NYDIE, STRATHKINNESS**

**Decision**

Due to ongoing technical difficulties, the Committee agreed to continue consideration of this application to its next meeting on 13th January, 2021.

**230. APPLICATIONS FOR PLANNING PERMISSION, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWERS**

The lists of applications dealt with under delegated powers for the period 2nd to 29th November, 2020 were available to view on Fife Council's website.

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**THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING**

13th January, 2021

1.37 p.m. – 5.25 p.m.

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, John Docherty, Andy Heer, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Tony Miklinski, Dominic Nolan, Bill Porteous, Jonny Tepp and Ann Verner.

**ATTENDING:** Alastair Hamilton, Service Manager - Development Management; Richard Simmons, Lead Officer Transportation Development Management (North Fife), Economy, Planning & Employability Services; Steven Paterson, Solicitor; and Diane Barnet, Committee Officer, Legal & Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillors Linda Holt, Margaret Kennedy and Brian Thomson.

**231. DECLARATIONS OF INTEREST**

Councillors Jane Ann Liston and Ann Verner declared an interest in item 235 - '20/00821/FULL - St Andrews Harbour, Shorehead, St Andrews' as Councillor Liston was a Fife Council representative on the Forth FLAG (Fishermens' Local Action Group); and Councillor Verner was a Council appointed member of St Andrews Harbour Trust.

Councillor Dominic Nolan declared an interest in item 237 - '20/02079/FULL - North Car Park, Argyle Street, St Andrews' - as a close personal friend had a non-financial interest in the planning application.

Councillors Andy Heer and Dominic Nolan declared an interest in items 240 and 241 - 20/00901/FULL and 20/00899/LBC - 'Kinburn Castle, Doubledykes Road, St Andrews' - as Councillor Heer was acquainted with the applicant; and Councillor Nolan made ongoing use of the services at Kinburn Castle.

**232. MINUTE**

The Committee considered the minute of the meeting of North East Planning Committee on 16th December, 2020.

**Decision**

The Committee agreed to approve the minute.

**233. 19/01916/FULL - VACANT SITE, WEST END, ST MONANS**

The Committee considered a report by the Head of Planning relating to an application for the erection of a dwellinghouse with associated access and coastal protection/

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protection measures including erection of wall (amendment to 17/02585/FULL to include removal of concrete benching, demolition of existing wall, erection of replacement sea wall and substitution of UPVC windows for timber windows).

### **Decision**

The Committee agreed to approve the application subject to the 12 conditions and for the reasons detailed in the report.

#### **234. 19/03013/FULL - LAND FOR PROSPECTIVE STUDENT ACCOMMODATION, ALBANY PARK, ST ANDREWS**

The Committee considered a report by the Head of Planning relating to an application for planning permission for the erection of student accommodation buildings, conversion of dwelling to form student residence, alteration and extension of office building to form a facilities building, including seasonal cafe, erection of a boat shed, bin stores, cycle storage, electrical sub-stations, gas meter housing, formation of parking, landscaping and other ancillary works.

### **Decision**

The Committee agreed to approve the application:-

- (1) subject to the 26 conditions and for the reasons detailed in the report;
- (2) following the conclusion of an agreement to secure the necessary planning obligations relating to a £5,000 contribution towards a feasibility study into what improvements might be required to provide a suitable alternative route for cyclists to avoid using Lade Braes; and
- (3) that authority was delegated to the Head of Planning, in consultation with the Head of Legal and Democratic Services, to negotiate and conclude the legal agreement necessary to secure the planning obligation.

*Having earlier declared an interest, Councillors Liston and Verner left the meeting prior to consideration of the following item.*

#### **235. 20/00821/FULL - ST ANDREWS HARBOUR, SHOREHEAD, ST ANDREWS**

The Committee considered a report by the Head of Planning relating to an application for the erection of storage shed (Class 6) and installation of a fuel tank with associated security cage.

### **Decision**

The Committee agreed to refuse the application for the reasons set out in the report.

*Councillors Liston and Verner re-joined the meeting prior to consideration of the following item.*

The Committee adjourned at 3.33 p.m.

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**236./**

The Committee reconvened at 3.48 p.m.

**236. 20/01881/FULL - 13 KINKELL TERRACE, ST ANDREWS, FIFE**

Prior to consideration of a report by the Head of Planning relating to an application for the erection of outbuilding to rear of dwellinghouse, the Committee was advised of the merit of continuing consideration of the planning application to its next meeting on 10th February, 2021 - in order to investigate and remedy any potential issues or inaccuracies within the report.

**Decision**

The Committee agreed to continue consideration of the application to its next meeting on 10th February, 2021.

*Having earlier declared an interest in the following item, Councillor Nolan left the meeting at this stage.*

**237. 20/02079/FULL - NORTH CAR PARK, ARGYLE STREET, ST ANDREWS**

The Committee considered a report by the Head of Planning relating to an application for the installation of new and replacement lighting columns and lanterns including associated infrastructure.

**Decision**

The Committee agreed to approve the application subject to the 2 conditions and for the reasons detailed in the report.

*Councillor Nolan re-joined the meeting following consideration of the above item.*

**238. 20/02389/FULL - CASTLESHOTTS, BALMBLAE, FALKLAND**

The Committee considered a report by the Head of Planning relating to an application for external alterations to dwellinghouse including erection of single storey extension; installation of door and windows; rooflights and replacement rainwater goods; and alterations to roof and boundary walls.

**Decision**

The Committee agreed to approve the application without condition.

**239. 20/02391/LBC - CASTLESHOTTS, BALMBLAE, FALKLAND**

The Committee considered a report by the Head of Planning relating to an application for Listed Building Consent for external alterations to dwellinghouse including erection of single storey extension; installation of door and windows; rooflights and replacement rainwater goods; and alterations to roof and boundary walls.

**Decision**

The Committee agreed to approve the application without condition.

*Having earlier declared an interest in the following two related items, Councillors Heer and Nolan left the meeting at this stage.*

**240./**

**240. 20/00901/FULL - KINBURN CASTLE, DOUBLEDYKES ROAD, ST. ANDREWS**

The Committee considered a report by the Head of Planning relating to an application for the erection of six flatted dwellings with associated access, parking and landscaping works.

**Decision**

The Committee agreed to refuse the application for the reasons set out in the report.

**241. 20/00899/LBC - KINBURN CASTLE, DOUBLEDYKES ROAD, ST. ANDREWS**

The Committee considered a report by the Head of Planning relating to an application for Listed Building Consent for alterations to boundary wall including reduction of height and widening of access.

**Decision**

The Committee agreed to refuse the application for Listed Building Consent for the reasons set out in the report.

*Councillors Heer and Nolan re-joined the meeting following consideration of the above items.*

**242. 19/03466/ARC - LAND INFILL SITE AT NYDIE MAINS ROAD, NYDIE, STRATHKINNESS**

The Committee considered a report by the Head of Planning relating to an application for approval of matters specified by condition for the erection of 65 dwellings and associated landscaping, access and engineering and infrastructure works (15/04130/PPP).

**Motion**

Councillor Liston, seconded by Councillor Tepp, moved to refuse the application on the grounds that the proposed development did not comply with Policies 1 and 14 of the Adopted FIFEplan (2017), Scottish Planning Policy (2014) and Making Fife's Places Supplementary Guidance (2018) - as the proposed development would have a detrimental impact on visual amenity; was considered overdevelopment; and the massing and design was out of character with the surrounding environment.

**Amendment**

Councillor Porteous, seconded by Councillor Miklinski, moved as an amendment to approve the application subject to:

- (1) the 15 conditions and for the reasons detailed in the report; and
- (2) an additional condition to secure a required Play Strategy to secure offsite play/

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play facilities in the area, delegating to the Head of Planning, in consultation with the Head of Legal and Democratic Services, to formulate appropriate wording for the condition.

### **Roll Call Vote**

**For the Motion** - 8 votes

Councillors Brett, Docherty, Heer, Liston, MacDiarmid, Nolan, Tepp and Verner.

**For the Amendment** - 5 votes

Councillors Connor, Lothian, Marjoram, Miklinski and Porteous.

Having received a majority of votes, the motion to refuse was carried.

### **Decision**

The Committee agreed to refuse the application for the reasons detailed in the motion.

## **243. APPLICATIONS FOR PLANNING PERMISSION, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWERS**

### **Decision**

The Committee noted the lists of applications dealt with under delegated powers for the period 30th November to 27th December, 2020.

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**THE FIFE COUNCIL - CENTRAL AND WEST PLANNING COMMITTEE – REMOTE MEETING**

25<sup>th</sup> November, 2020

2.00 p.m. – 4.45 p.m.

**PRESENT:** Councillors Alice McGarry (Convener), Helen Law, Alistair Bain, John Beare, Bobby Clelland, Derek Glen, Mick Green, Derek Noble, Gordon Langlands, Mino Manekshaw, Ross Paterson and Andrew Verrecchia.

**ATTENDING:** Mary Stewart, Service Manager - Major Business and Customer Service, Natasha Cockburn, Planner - Major Business and Customer Service, Katherine Pollock, Planner - Major Business and Customer Service, Mark Barrett, Lead Officer Transportation Development Management (South Fife), Economy, Planning and Employability Services; Laura Lamb, Solicitor, Elizabeth Mair, Committee Officer, and Michelle Hyslop, Committee Officer (Minute), Legal & Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Dave Coleman.

**83. DECLARATIONS OF INTEREST**

Councillor Helen Law declared an interest in paragraph 89 below as she knew the applicant.

Councillor Mick Green declared an interest in paragraph 90 below as he had met with both the applicant and the objectors.

**84. MINUTE**

The Committee considered the minute of the Central and West Planning Committee of 28th October, 2020.

**Decision**

The Committee agreed to approve the minute.

**85. CHANGE OF MEMBERSHIP OF CENTRAL AND WEST PLANNING COMMITTEE**

The Committee were asked to note that Councillor Helen Law had replaced Councillor James Calder as a member of the Central and West Planning Committee. The Convener also clarified that Councillor Derek Glen had replaced Councillor Ian Ferguson as previously advised at the meeting of 28<sup>th</sup> October, 2020.

**Decision**

The Committee noted the changes to the membership of the committee.

**86./**



**86. 19/00909/PPP - LAND AT THISTLE INDUSTRIAL ESTATE, COWDENBEATH**

The Committee considered a report by the Head of Planning relating to an application for planning permission in principle for the demolition of existing buildings and erection of dwellinghouses with associated development including access, roads, drainage and landscaping.

**Decision**

The Committee agreed:-

- (1) that the application be approved subject to the twenty-eight conditions and reasons, following the conclusion of an agreement to secure the necessary planning obligations, namely:-
  - (i) the provision of affordable housing in line with the relevant Supplementary Guidance;
  - (ii) a commuted sum equating to £123,500 per hectare of employment land lost to non-employment use(s); and
  - (iii) retention of a minimum of 3.35 hectares of employment land.
- (2) Condition 4 e) be amended to ensure that the public art is based on recognition of the historical use of the site;
- (3) that authority be delegated to the Head of Planning Services in consultation with the Head of Legal & Democratic Services to negotiate and conclude the legal agreement necessary to secure the planning obligations; and
- (4) that should no agreement be reached in relation to the planning obligations within 6 months of the Committees decision, authority be delegated to the Head of Planning Services in consultation with the Head of Legal & Democratic Services to refuse the application.

**87. 19/03673/FULL - LAND TO THE EAST OF JAMPHLARS COURT, BOWHILL**

The Committee considered a report by the Head of Planning relating to an application for the erection of 59 affordable housing units with associated roads, parking and landscaping.

**Decision**

The Committee agreed to approve the application subject to the twenty-seven conditions and for the reasons detailed in the report.

**88. 20/00373/FULL - THE YARD PUBLIC HOUSE ADMIRALTY ROAD ROSYTH**

The Committee considered a report by the Head of Planning relating to the demolition of existing buildings, erection of a retail unit (Class 1) with associated access/

## 2020 CWPC 42

access improvements, service area, parking, taxi parking and associated works (Section 42 to remove condition 3 of 17/01554/FULL to provide a replacement football pitch.

### **Decision**

The Committee agreed to refuse the application for the reason set out in the report.

*The meeting adjourned at 3.42 p.m. and re-convened at 3.55 p.m.*

*Councillor Helen Law left the meeting prior to consideration of the following item, having earlier declared an interest.*

### **89. 20/02292/FULL - LAND TO WEST OF MACDONALD SQUARE MAIN STREET HALBEATH**

*(Previous Minute reference Paragraph 71 of 2020 CWPC.35 refers)*

The Committee considered a report by the Head of Planning relating to an application for the erection of three retail units (Class 1), two café/restaurant units (Class 3) with associated Drive Thru element (SUI GENERIS) and one cafe/restaurant unit (Class 3) with associated parking and external works (Section 42 Application to vary condition 3 of 20/00545/FULL to allow opening from 5 a.m. for Class 3 unit shown as Costa on approved drawings).

### **Motion**

Councillor Clelland, seconded by Councillor Verrecchia, moved that the application be refused, contrary to officer recommendation, in order to protect residential amenity and that planning permission should be granted subject to the same conditions as those previously agreed.

### **Amendment**

Councillor McGarry, seconded by Councillor Manekshaw, moved that the application be approved as per officer recommendation.

### **Roll Call**

#### **For the Motion** – 6 votes

Councillors, John Beare, Bobby Clelland, Gordon Langlands, Derek Noble, Ross Paterson and Andrew Verrecchia.

#### **For the Amendment** – 5 votes

Councillors Alistair Bain, Derek Glen, Mick Green, Alice McGarry, and Mino Manekshaw.

Having received a majority of votes, the Motion was carried.

### **Decision**

The/

## 2020 CWPC 43

The Committee agreed that the planning application be refused in order to protect residential amenity.

*Councillor Helen Law re-joined the meeting following consideration of the above item.*

*Councillor Mick Green left the meeting prior to consideration of the following item, having earlier declared an interest.*

**90. 20/00955/FULL - 1 BURNBANK STABLES, EAST END MAIN STREET, STAR, GLENROTHES**

The Committee considered a report by the Head of Planning relating to an application for the erection of dwellinghouse and workshop with associated works.

**Decision**

The Committee agreed that the DPEA should be advised that the application be refused for the reason detailed in the report.

**91. APPLICATIONS FOR PLANNING PERMISSION, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWERS**

**Decision**

The Committee agreed to note the lists of applications.

**THE FIFE COUNCIL - CENTRAL AND WEST PLANNING COMMITTEE – REMOTE MEETING**

16th December, 2020

2.00 p.m. – 3.30 p.m.

**PRESENT:** Councillors Alice McGarry (Convener), David Alexander, Alistair Bain, John Beare, Bobby Clelland, Dave Coleman, Derek Glen, Mick Green, Zoe Hisbent, Gordon Langlands, Mino Manekshaw, Derek Noble and Ross Paterson.

**ATTENDING:** Mary Stewart, Service Manager (Major Business and Customer Service, Martin McGroarty, Lead Professional (Minerals), William Shand, Lead Professional, Mark Barrett, Lead Officer (Transportation Development Management and Richard Simmons, Lead Officer (Transportation Development Management), Economy, Planning and Employability Services; Laura Lamb, Solicitor and Emma Whyte, Committee Officer, Legal & Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Andrew Verrecchia.

**92. DECLARATIONS OF INTEREST**

Councillor McGarry declared an interest in relation to paragraph 97 below as she was related to a member of the NHS Fife Board and paragraph 98 below as she had previously had discussions with the applicants.

**93. MINUTE**

The Committee considered the minute of the Central and West Planning Committee of 25th November, 2020.

**Decision**

The Committee agreed to approve the minute.

**94. 19/03702/EIA - GOATHILL QUARRY, EASTER BUCKLYVIE, DONIBRISTLE**

The Committee considered a report by the Head of Planning relating to an application for a quarry extension, installation and operation of asphalt coating plant and installation and operation of a bottom ash processing plant and (in retrospect) formation of water settlement ponds and the erection of a concrete batching plant, concrete block storage facility and concrete testing laboratory.

Members were advised of an error in the report at paragraph 1.2.2 in that the 50,000 tonnes stated should have been 250,000 tonnes.

**Decision**

The Committee agreed:-

(1)/

## 2020 CWPC 45

- (1) that the application be approved subject the thirty-four conditions and for the reasons detailed in the report, following the conclusion of an agreement to secure the necessary planning obligations, namely:-
  - (i) payment of monies to a Community Fund during the lifetime of the quarry;
  - (ii) the appointment of an independent minerals' conditions Compliance Officer;
  - (iii) the re-instatement of any road verge damage attributable to quarry traffic;
  - (iv) the provision of a restoration bond or other financial guarantee, in a quantum approved by the appointed Compliance Officer.
- (2) that authority be delegated to the Head of Planning, in consultation with the Head of Legal & Democratic Services, to negotiate and conclude the legal agreement necessary to secure the planning obligations; and
- (3) that should no agreement be reached in relation to the planning obligations within 6 months of the Committees decision, authority be delegated to the Head of Planning, in consultation with the Head of Legal & Democratic Services, to refuse the application.

### 95. **20/01156/PPP - LAND TO WEST OF THORNTON, STRATHORE ROAD, STRATHORE**

The Committee considered a report by the Head of Planning relating to an application for a proposed residential development (approximately 300 units) and land for primary school with associated access, open space, landscaping and other associated works.

#### **Decision**

The Committee agreed:-

- (1) a direction to allow for a 5 year Planning Permission in Principle rather than the 3 years specified within the Act. The timescale for Matters Specified by Condition being submitted would also be extended to 5 years. SDA sites tend to be given longer planning permissions to allow time for the site to be fully constructed;
- (2) the conclusion of a legal agreement relating to:-
  - the securing of proportionate financial contributions towards the signalisation of the junction of Main Street and Strathore Road;
  - providing access to the land associated with the link road within the site should this be needed to deliver the link road;
  - a/

## 2020 CWPC 46

- a contribution for the cost of the roundabout at the development access and Strathore Road;
  - a Strategic Transport contribution of £1302 per market unit;
  - a contribution of £1641 per 3 bedroom market residential units towards secondary school education. This shall be increased and decreased on a sliding scale per bedroom and index linked;
  - the securing of 15% affordable housing on the site;
  - securing the final delivery of landscaping and open space for development areas should the development stall for 3 years or more;
  - the securing of a primary school solution by means of either capping the development build out rate to 20 units a year or contributions being provided for the land and cost of an extension to Thornton Primary School. A financial contribution for the delivery of a primary school may be considered thereafter but subject of further assessment.
- (3) that the application be approved subject to the twenty-seven conditions and for the reasons detailed in the report;
- (4) that authority be delegated to the Head of Planning Services, in consultation with the Head of Legal & Democratic Services, to negotiate and conclude the legal agreement necessary to secure the obligations set out in paragraph 2, above; and
- (5) that should no agreement be reached within 12 months of the Committees decision, authority be delegated to the Head of Planning Services, in consultation with the Head of Legal & Democratic Services to refuse the application.

### 96. 20/01439/FULL - CHERRY TREES, BALGONAR, SALINE

The Committee considered a report by the Head of Planning relating to an application for the change of use of outbuilding to form dwelling (including garage and workshop); change of use of the existing mixed use B&B/therapy centre (4 bedrooms)/dwellinghouse to a dedicated 7 bedroom group retreat with ancillary accommodation (Sui Generis) and external alterations including installation of doors and windows.

#### **Decision**

The Committee agreed to approve the application subject to the condition and for the reason detailed in the report.

97./

*Councillor McGarry left the meeting prior to consideration of the following items having earlier declared an interest.*

*In the absence of the Convener and Vice-Convener, the Committee agreed to appoint Councillor Clelland as a temporary Convener for the remainder of the meeting.*

**97. 20/00972/FULL - VICTORIA HOSPITAL, HAYFIELD ROAD, KIRKCALDY**

The Committee were advised by planning officers that further information in relation to drainage had been sought from the applicant and requested that the application be deferred to a future meeting to allow for this information to be provided.

**Decision**

The Committee agreed to defer the application to allow further information to be provided in relation to drainage.

**98. 20/00668/FULL - 38 HILLFIELD ROAD, INVERKEITHING**

The Committee considered a report by the Head of Planning relating to an application for the formation of a raised hardstanding to front of dwellinghouse (part retrospect).

**Decision**

The Committee agreed to approve the application subject to the three conditions and for the reasons detailed in the report.

**99. APPLICATIONS FOR PLANNING PERMISSIONS, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWER**

**Decision**

The Committee agreed to note the list of applications.

**THE FIFE COUNCIL - CENTRAL AND WEST PLANNING COMMITTEE – REMOTE MEETING**

20th January, 2021

2.00 p.m. – 3.00 p.m.

**PRESENT:** Councillors Alice McGarry (Convener), David Alexander, Alistair Bain, John Beare, Bobby Clelland, Dave Coleman, Derek Glen, Mick Green, Zoe Hisbent, Gordon Langlands, Helen Law, Mino Manekshaw, Derek Noble and Ross Paterson.

**ATTENDING:** Alastair Hamilton, Service Manager - Development Management, Bryan Reid, Planner - Development Management (North Section) and Mark Barrett, Lead Officer Transportation Development Management (South Fife), Economy, Planning & Employability Services; Mary McLean, Legal Team Manager (Planning, Property & Contracts) and Emma Whyte, Committee Officer, Legal & Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Andrew Verrecchia.

**100. DECLARATIONS OF INTEREST**

Councillor Alice McGarry declared a non-pecuniary interest in relation to paragraph 102 below as she had a peripheral link to a person involved in the development.

**101. MINUTE**

The Committee considered the minute of the Central and West Planning Committee of 16th December, 2020.

**Decision**

The Committee agreed to approve the minute.

*Councillor McGarry left the meeting prior to consideration of the following item having earlier declared an interest.*

*In the absence of the Convener and Vice-Convener, the Committee agreed to appoint Councillor Clelland as a temporary Convener for the remainder of the meeting.*

**102. 20/00972/FULL - VICTORIA HOSPITAL, HAYFIELD ROAD, KIRKCALDY**

The Committee considered a report by the Head of Planning relating to an application for the erection of an orthopaedic elective care centre with link bridge connection to existing buildings, including ancillary landscaping and parking.

**Decision**

The/



## 2021 CWPC 49

The Committee agreed to approve the application subject to the eleven conditions and for the reasons detailed in the report.

*Councillor Law left the meeting during consideration of the above item.*

### **103. APPLICATIONS FOR PLANNING PERMISSIONS, BUILDING WARRANTS AND AMENDED BUILDING WARRANTS DEALT WITH UNDER DELEGATED POWER**

#### **Decision**

The Committee agreed to note the list of applications.

**THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY – REMOTE MEETING**

30th November, 2020.

2.00 p.m. – 4.25 p.m.

**PRESENT:** Councillors David Barratt (Convener), Rosemary Liewald, Mino Manekshaw, Alice McGarry and Ross Paterson.

**ATTENDING:** William Shand, Strategic Development Manager and Natasha Cockburn, Planner, Economy, Planning and Employability Services; and June Barrie, Manager (Legal Services), Legal and Democratic Services.

**94 DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**95. MINUTE**

The minute of the Fife Planning Review Body of 26th October, 2020 was submitted.

**Decision**

The Review Body approved the minute.

**96. APPLICATION FOR REVIEW - LAND TO THE EAST OF LUTHRIE BANK FARM, LUTHRIE (APPLICATION NO. 20/00063/FULL)**

The Review Body considered the Application for Review submitted by Ms. Claire Alexander in respect of the decision to refuse planning permission for the erection of a dwellinghouse, formation of access and hardstanding (Application No. 20/00063/FULL).

**Decision**

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

**97. APPLICATION FOR REVIEW - LAND AT FORMER KINGSWOOD COLLEGE, KINGHORN ROAD, BURNTISLAND (APPLICATION NO. 19/02698/FULL)**

The Review Body considered the Application for Review submitted by Derek Scott Planning, on behalf of Mr. Rankin Bell, in respect of the decision to refuse planning permission for the erection of a dwellinghouse and formation of access and associated parking (Application No. 19/02698/FULL).

**Decision/**

**Decision**

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be approved subject to conditions (reversing the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

**98. APPLICATION FOR REVIEW - 60 BELLYEOMAN ROAD, DUNFERMLINE (APPLICATION NO. 20/00940/FULL)**

The Review Body considered the Application for Review submitted by Mrs. Sarah Wauchop in respect of the decision to refuse planning permission for the erection of a fence and gate to the front and side of dwellinghouse (Application No. 20/00940/FULL).

**Decision**

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
  - (2) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.
-

**THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY – REMOTE MEETING**

18th January, 2021.

2.00 p.m. – 4.45 p.m.

**PRESENT:** Councillors David Barratt (Convener), Mino Manekshaw, Alice McGarry, Ross Paterson and Bill Porteous.

**ATTENDING:** William Shand, Strategic Development Manager and Natasha Cockburn, Planner, Economy, Planning and Employability Services; and June Barrie, Manager (Legal Services), Legal and Democratic Services.

**99. DECLARATIONS OF INTEREST**

Councillor Bill Porteous declared an interest at para. 101 - Application for Review - Land South East of Chesters Farmhouse, Dunino, St. Andrews - as the application site was within his Ward.

**100. MINUTE**

The minute of the Fife Planning Review Body of 30th November, 2020 was submitted.

**Decision**

The Review Body approved the minute.

*Having declared an interest in the following item, Councillor Porteous left the meeting at this stage.*

**101. APPLICATION FOR REVIEW - LAND SOUTH EAST OF CHESTERS FARMHOUSE, DUNINO, ST. ANDREWS (APPLICATION NO. 20/01410/PPP)**

The Review Body considered the Application for Review submitted by Charlie B Architect, on behalf of John Raeside and Son, in respect of the decision to refuse planning permission in principle for the erection of a detached dwellinghouse (Application No. 20/01410/PPP).

**Decision**

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

*Councillor Porteous rejoined the meeting following consideration of the above item.*

**102./**

**102. APPLICATION FOR REVIEW - LAND TO NORTH EAST OF MURRAYKNOWE FARM, AUCHTERDERRAN, CARDENDEN (APPLICATION NO. 20/01652/PPP).**

The Review Body considered the Application for Review submitted by Gray Planning and Development Limited, on behalf of Mr. and Mrs. Berry, in respect of the non-determination of planning permission in principle for the erection of a dwellinghouse and workshop with associated access and parking (Application No. 20/01652/PPP).

**Decision**

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

**103. APPLICATION FOR REVIEW - 8 BANKNOWE DRIVE, TAYPORT (APPLICATION NO. 0/01524/FULL)**

The Review Body considered the Application for Review submitted by McKinney Nicolson Limited, on behalf of Mrs. Pauleene Johnson, in respect of the decision to refuse planning permission for a single storey garage extension to side and two storey extension to rear of dwellinghouse (Application No. 20/01524/FULL).

**Decision**

The Review Body agreed:-

- (1) not to accept the new information submitted by the applicant;
  - (2) sufficient information was before them to proceed to decide the matter; and
  - (3) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.
-

**THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – REMOTE MEETING**

2nd December, 2020

9.30 a.m. – 11.00 a.m.

**PRESENT:** Councillors Fiona Grant (Convener), John Beare, Altany Craik, Julie Ford, Mick Green, Derek Noble, Ross Vettrains, Craig Walker and Jan Wincott.

**ATTENDING:** Eva Martinez, Technician Engineer, Traffic Management (North Fife), Assets, Transportation and Environment; Norman Laird, Community Manager (Glenrothes), JP Easton, Team Manager (Community Development) and Robert Gibson, Team Manager (Community Use), Communities and Neighbourhoods Service; John Flaherty, Housing Manager (Glenrothes & Tenancy Sustainability), Housing Services; and Michelle McDermott, Committee Officer, Legal and Democratic Services.

**ALSO IN ATTENDANCE:** Mary Goodwin-Wilks, YMCA Glenrothes (for para. 200 only).

**195. DECLARATIONS OF INTEREST**

Councillors Derek Noble and Ross Vettrains declared an interest at para. 200 - Glenrothes YMCA Healthy Living Garden - Application for Funding - as they were observers of the Glenrothes YMCA. Councillor Julie Ford also declared an interest at para. 200 due to a member of her family being involved with the organisation.

**196. MINUTE**

The Committee considered the minute of the Glenrothes Area Committee of 14th October, 2020.

**Decision**

The Committee agreed to approve the minute.

**197. TRAFFIC REGULATION ORDER - MARKINCH RAILWAY STATION, RESIDENTS PARKING SCHEME: AMENDMENT TO THE LIST OF QUALIFYING PREMISES**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking agreement to amend the list of addresses that qualify to apply for a residents parking permit by adding Victoria Road to the Markinch Railway Station Residents' Parking Permit Scheme.

**Decision**

In the interests of road safety, the Committee:-

(1) agreed to the amendment of the existing Traffic Regulation Order to introduce the additional premises detailed in Appendix 1 of the report; and

(2)/

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- (2) authorised officers to confirm the amendment Traffic Regulation Order within a reasonable period unless there were objections.

### **198. TRAFFIC REGULATION ORDER - PROPOSED WAITING RESTRICTIONS: POPLAR ROAD AND WOODSIDE ROAD, GLENROTHES**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking approval to introduce “No Waiting at Any Time” restrictions on Poplar Road and Woodside Road, Glenrothes.

#### **Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/20/31 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

### **199. TRAFFIC REGULATION ORDER - PROPOSED WAITING RESTRICTIONS: FARADAY ROAD, GLENROTHES**

The Convener advised that a request had been received from the Assets, Transportation and Environment Service to withdraw this report due to further developments having taken place relating to the proposed restrictions and requested that this be deferred to a future meeting.

#### **Decision**

The Committee agreed that the report be withdrawn and submitted to a future meeting.

### **200. GLENROTHES YMCA HEALTHY LIVING GARDEN - APPLICATION FOR FUNDING**

*Having declared an interest in the following item, Councillors Julie Ford and Derek Noble left the meeting at this stage.*

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £26,740 from the Local Community Planning Budget towards the cost of completion of the Glenrothes YMCA Healthy Living Garden Project.

Mary Goodwin-Wilks of Glenrothes YMCA had been invited to the meeting to provide further detailed information relating to the application and answered a number of queries raised by members.

#### **Decision**

The Committee agreed:-

- (1) to a contribution up to a maximum of £26,740 from the Local Community Planning budget toward the completion of the YMCA Healthy Living Garden Project; and
- (2)/

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- (2) that a suitably worded legal agreement in relation to public access to the play park be agreed between the YMCA and appropriate officers of Fife Council.

*Councillors Julie Ford and Derek Noble re-joined the meeting following consideration of the above item.*

### **201. PROGRESS REPORT, RESIDENTS PETITION – AUCHMUTY ROAD**

*(Previous minute ref. Para. 189 of 2020.GAC.88 refers)*

The Committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on the progress of the residents' petition relating to the use of the artificial grass pitch at Auchmuty High School.

#### **Decision**

The Committee noted the update and agreed that the matter continue to be monitored and dealt with at ward level.

### **202. AREA HOUSING PLAN UPDATE**

The Committee considered a report by the Head of Housing Services relating to the approved Glenrothes Area Housing Plan, October 2017, providing an update on progress in delivering service priorities and performance information for the financial year 2020/21 where figures were available at an Area level. A revised Plan for 2021/23 would be submitted for this Committee's consideration once there had been the opportunity to consult on future priorities for the Glenrothes Area.

#### **Decision**

The Committee:-

- (1) noted the work progressed through the Area Housing Plan for the financial year 2020/21 for the Glenrothes area; and
- (2) agreed to consider a revised Glenrothes Area Housing Plan 2021/23 at a future meeting of this Committee on a date to be advised.

### **203. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME 2021**

The Committee considered the Glenrothes Area Committee draft forward work programme 2021.

#### **Decision**

The Committee:-

- (1) noted the draft Glenrothes Area Committee forward work programme 2021; and
- (2) agreed to feed back to the Community Manager (Glenrothes) any suggestions for further reports to be included, within the context of the remit of this Committee.

**204./**



**204. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising on action taken using the list of Officer Powers in relation to property transactions.

**Decision**

The Committee noted the contents of the report.

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**THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – REMOTE MEETING**

27th January, 2021

9.30 a.m. – 9.52 a.m.

**PRESENT:** Councillors Fiona Grant (Convener), John Beare, Altany Craik, Mick Green, Derek Noble, Ross Vettraino and Jan Wincott.

**ATTENDING:** Norman Laird, Community Manager (Glenrothes); JP Easton, Team Manager (Community Development), Communities and Neighbourhoods; and Diane Barnet, Committee Officer, Legal & Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Julie Ford.

**205. DECLARATIONS OF INTEREST**

No declarations of interest were made in terms of Standing Order No. 7.1.

**206. MINUTE**

The Committee considered the minute of meeting of the Glenrothes Area Committee of 2nd December, 2020.

**Decision**

The Committee agreed to approve the minute.

**207. LOCAL COMMUNITY PLAN BUDGET REQUEST – ZIP WIRE, MAGNUS DRIVE PARK**

The Committee considered a report by the Head of Communities and Neighbourhoods Services seeking approval for a contribution of £7,854 from the Local Community Planning budget toward the purchase and installation of a replacement Zip Wire in Magnus Drive Park, Glenrothes.

**Decision**

The Committee agreed to a contribution of £7,854 from the Local Community Planning budget to Glen Housing Association toward the purchase and installation of a replacement zip wire at Magnus Drive Park, Glenrothes subject to an appropriate maintenance agreement.

**208./**

**208. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME**

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The Committee considered the Glenrothes Area Committee draft forward work programme 2021.

### **Decision**

The Committee:-

- (1) noted the draft Glenrothes Area Committee forward work programme 2021; and
- (2) agreed to feed back to the Community Manager (Glenrothes) any suggestions for further reports to be included, within the context of the remit of this Committee.

## **209. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising on action taken using the list of Officer Powers in relation to property transactions.

### **Decision**

The Committee noted the contents of the report.

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### THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE – REMOTE MEETING

25th November, 2020.

9.30 a.m. – 11.10 a.m.

**PRESENT:** Councillors Alice McGarry (Convener), David Barratt, Bobby Clelland, Dave Dempsey, Sharon Green-Wilson, Mino Manekshaw, Tony Orton, Kate Stewart and Andrew Verrecchia.

**ATTENDING:** Stuart MacArthur, Team Manager and Joan Gallo, Senior Criminal Justice Assistant, Criminal Justice Service, Education and Children's Services; Claire Mackinlay, Housing Manager, Housing Services; Martin McGroarty, Lead Professional (Minerals), Economy, Planning and Employability Services; Alastair Mutch, Community Manager (South and West Fife), Mandy MacEwan, Team Manager (Community Development), Lisa Hemphill, Local Development Officer, Mike Payne, Community Education Worker, Corrine McGinley, Community Education Worker and Jo Ross, Community Education Worker, Communities and Neighbourhoods Service; and Michelle McDermott, Committee Officer, Legal and Democratic Services.

**ALSO IN ATTENDANCE:** Mr. Stephen Ritchie, Ministry of Defence (Defence Infrastructure Organisation) (for para. 253 only).

**APOLOGY FOR ABSENCE:** Councillor Dave Coleman.

#### 240. DECLARATIONS OF INTEREST

Councillor Kate Stewart declared an interest at para. 257 – South and West Fife Community Development (CD) Partnership Update March – November 2020 – being the Chair of the Valleyfield Community Club.

#### 241. MINUTE

The Committee considered the minute of the South and West Fife Area Committee meeting of 7th October, 2020.

##### Decision

The Committee agreed to approve the minute subject to noting that at para. 228 - Radiation Monitoring at Dalgety Bay - a representative of the MoD/DIO had not received an invitation to attend the meeting on 7th October, 2020 hence the reason why there was no representative in attendance. The Convener had therefore extended an invitation to Mr. Ritchie from the MoD to attend Committee today to provide an update on the position at Dalgety Bay.

Mr. Stephen Ritchie advised that every effort had been made to work with their partners to begin the removal of radiological contamination at Dalgety Bay during the summer but, regrettably, the application for the necessary licence to SEPA was delayed. Mr. Ritchie advised that this had now been resolved and the MoD were now pleased to confirm the licence applications had commenced. It was also noted that work was now expected to commence in April, 2021, the next available opportunity/

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opportunity to ensure there was no disturbance to wintering birds which was in line with Scottish Natural Heritage Guidelines. Mr. Ritchie voiced his regret at the previous delay to commence works but reiterated that the MoD remained committed to working with all partners to complete their planned remediation activities.

Following questions by members regarding the delay over the SEPA licence, Mr. Ritchie advised that information on this issue had been communicated to Fife Council on 23rd July, 2020.

### **Decision**

The Committee:-

- (1) agreed to approve the minute; and
- (2) thanked Mr. Ritchie for his update on the position with regard to the radiation monitoring works at Dalgety Bay.

*Councillor Mino Manekshaw joined the meeting during consideration of the above item.*

### **242 CRIMINAL JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME**

The Committee considered a report by the Head of Service (Education and Children's Services) updating members on developments within Fife Council's Criminal Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the South and West Fife Area.

### **Decision**

The Committee:-

- (1) noted the contents of the report; and
- (2) agreed that further reports on the Unpaid Work Scheme by the Criminal Justice Social Work Service would be brought back to this Committee on an annual basis.

### **243. AREA HOUSING PLAN UPDATE**

The Committee considered a report by the Head of Housing Services updating members on progress in delivering service priorities and performance information for the financial year 2019/20 where figures were available at an Area level, noting that the production of a new Housing Area Plan had been delayed due to Covid-19. A revised Plan for 2021/23 would be presented to Committee once there had been an opportunity to consult on future priorities for the South and West Fife Area.

### **Decision**

The Committee:-

- (1) noted the contents of the report;
- (2)/

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- (2) noted the expenditure for the HRA Locality Managed Budget for 2019/20 as detailed in Appendix 2 of the report; and
- (3) wished to express their appreciation to all the staff in Housing Services for their efforts and hard work during this period.

### **244. BLAIR HOUSE AND COMRIE BING - UPDATE REPORT**

The Committee considered a report by the Head of Planning providing members with an update on progress towards the restoration of two significant sites left derelict as a legacy of coal mining, namely, the abandoned opencast coal site at Blair House, Oakley and the reclamation of the Comrie Bing on the site of the former Comrie Colliery.

A video presentation was also provided to members showing the work undertaken at the three abandoned opencast coal sites at Blair House, Muir Dean and St. Ninians.

#### **Decision**

The Committee:-

- (1) noted the contents of the report; and
- (2) thanked officers within Legal and Democratic Services and the Planning Service for all their work and efforts in progressing the restoration of these two sites over the years.

### **245. SOUTH AND WEST FIFE COMMUNITY DEVELOPMENT (CD) PARTNERSHIP UPDATE MARCH - NOVEMBER, 2020**

The Committee considered a report by the Head of Communities and Neighbourhoods Service advising members of the work of the South and West Fife Area Community Development (CD) Team and partners between March and November, 2020 and, in particular, the response to the Covid-19 pandemic and the support provided to communities.

#### **Decision**

The Committee:-

- (1) noted the contents of the report; and
- (2) thanked all the staff within the Community Development Team for their efforts during the pandemic and also to the local community and volunteers who had provided assistance throughout this period.

### **246. SOUTH AND WEST FIFE AREA LOCAL COMMUNITY PLAN - PLAN4SOUTH AND WEST FIFE AREA**

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of the Plan4South and West Fife Area and updating members on the progress of the Plan.

#### **Decision/**

**Decision**

The Committee:-

- (1) noted the efforts of officers to actively develop projects under the agreed Plan4Fife Themes; and
- (2) agreed to continue to support the Plan4South and West Fife as it adapted and changed to focus on Recovery and Reform.

*Councillor Sharon Green-Wilson left the meeting during consideration of the above item.*

**247. SETTLEMENT TRUST - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD 2019/20**

The Committee considered a report by the Head of Communities and Neighbourhoods Service advising members on the expenditure position relating to the Settlement Trusts in the area. The report also provided a Fife-wide statement of funds held in both capital and revenue accounts as at April, 2020.

**Decision**

The Committee noted:-

- (1) the expenditure statement for the financial year 2019/20 detailed in Appendix 1 of the report;
- (2) the funds available at the year-end relating to amounts held as interest, in revenue accounts and as capital;
- (3) the detail of the projects supported by the disbursement of the funds as detailed in section 2.0 of the report; and
- (4) the acceptable uses for the funding as detailed in Appendix 2 of the report.

**248. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2021**

**Decision**

The Committee noted the Forward Work Programme which would be further updated as appropriate.

**249. NOTICE OF MOTION**

In terms of Standing Order No. 8.1(1), the following Notice of Motion was submitted:-

Councillor Tony Orton, seconded by Councillor Dave Dempsey, moved that:-

"The Committee notes that, historically, there have been many reports on flooding issues in S&WF that have been 'noted' but have not led to any effective outcome.

Consequently, /

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Consequently, the current resolution of flooding issues in South & West Fife is intricately linked to the completion of the 'Integrated Catchment Study'. Therefore, the Committee asks Officers to identify who are the key officials involved in the completion of the Integrated Catchment Study and to invite those officials to attend the earliest possible meeting of the Committee to update members on its progress."

### **Decision**

The motion was unanimously agreed.

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**THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE – REMOTE MEETING**

13th January, 2021.

9.30 a.m. – 11.30 a.m.

**PRESENT:** Councillors Alice McGarry (Convener), David Barratt, Bobby Clelland, Dave Coleman, Dave Dempsey, Sharon Green-Wilson, Mino Manekshaw, Tony Orton and Kate Stewart.

**ATTENDING:** John Rodigan, Senior Manager (Environment and Building Services) and John O’Neil, Team Manager, Assets, Transportation and Environment; Alastair Mutch, Community Manager (South and West Fife), Communities and Neighbourhoods Service; Gordon Mole, Head of Business and Employability Services, Ann Camus, Enterprise and Business Development Manager and Peter Corbett, Lead Officer (Economy), Economy, Planning and Employability Services; Michelle McDermott, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Andrew Verrecchia.

**250. DECLARATIONS OF INTEREST**

- Councillor Kate Stewart declared an interest at para. 252 – South and West Fife Area Economic Profile (December 2020) – being part of the project relating to the Witches Trail.
- Councillor Mino Manekshaw declared an interest at para. 254 – Local Community Planning Budget Requests – being the Treasurer of the project group relating to the Beamer Rock Lighthouse.
- Councillor Sharon Green-Wilson declared an interest at para. 254 – Local Community Planning Budget Requests – being a founding Director of Rosyth Community Project Limited.

**251. MINUTE**

The Committee considered the minute of the South and West Fife Area Committee meeting of 25th November, 2020.

**Decision**

The Committee agreed to approve the minute.

**252. SOUTH AND WEST FIFE AREA ECONOMIC PROFILE (DECEMBER 2020)**

The Committee considered a report by the Head of Business and Employability Services providing members with an annual overview of the local economic profile for the South and West Fife Area Committee using the latest published data.

**Decision**

The Committee:-

- (1) noted the contents of the report;
- (2)/

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- (2) noted the support provided to businesses during 2019/20; and
- (3) recognised the ongoing economic impact and uncertainty resulting from the global Covid-19 pandemic.

*The meeting adjourned at 10.20 a.m. and reconvened at 10.25 a.m.*

### **253. GROUNDS MAINTENANCE SERVICE - DOMESTIC WASTE AND STREET CLEANSING SERVICE ANNUAL REVIEW 2020**

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of the performance of grounds maintenance, domestic waste collection and street cleansing services in 2020. The report also provided information of the management changes within these Services and identified how community-led decision making would shape operational delivery in the future.

#### **Decision**

The Committee:-

- (1) noted the extraordinary challenges faced in the delivery of grounds maintenance, domestic waste collection and street cleaning services in 2020;
- (2) noted the structural and organisational measures which had been taken to improve and sustain service delivery;
- (3) noted the new decentralised way of working which would deliver local priorities and help communities shape their environment; and
- (4) commended all those working within the Service on their performance and efforts over the year, particularly during the current Covid pandemic.

*Having declared an interest in the following item, Councillor Manekshaw left the meeting at this stage. The following item was dealt with prior to para. 253 above.*

### **254. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUESTS**

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Budget towards the following projects:- Climate Ready Inner Forth; Beamer Rock Lighthouse; Renew Rosyth - Goth Area; Rosyth Community Hub; and North Queensferry Action Plan.

#### **Decision**

The Committee agreed the following allocations from the Local Community Planning Budget:-

- |     |                               |   |         |
|-----|-------------------------------|---|---------|
| (1) | Climate Ready Inner Forth     | - | £10,000 |
| (2) | Beamer Rock Lighthouse        | - | £10,000 |
| (3) | Renew Rosyth - Goth Area      | - | £22,400 |
| (4) | Rosyth Community Hub          | - | £10,000 |
| (5) | North Queensferry Action Plan | - | £15,000 |

*Councillor Manekshaw/*

*Councillor Manekshaw re-joined the meeting following consideration of the above item.*

**255. PROPERTY TRANSACTIONS**

**Decision**

The Committee noted the contents of a report by the Head of Assets, Transportation and Environment advising on action taken under delegated powers in relation to property transactions in the South and West Fife Committee Area.

**256. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2021**

**Decision**

The Committee noted the Forward Work Programme which would be further updated as appropriate.

**257. NOTICE OF MOTION**

In terms of Standing Order No. 8.1(1), the following Notice of Motion was submitted:-

Councillor Dave Dempsey, seconded by Councillor Dave Coleman, moved that:-

"Committee:-

- notes the continuing and significant problems arising from the private ownership of public open space in Dalgety Bay, notably Longhill Park;
- asks that reports be brought to Committee:-
  - (a) at its next meeting to advise what further action is required and by whom to resolve as soon as possible the flooding problems in Lade Braes;
  - (b) to advise on progress towards a Council policy on the maintenance of privately owned public space in Fife."

**Decision**

The motion was unanimously agreed.

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**THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – REMOTE MEETING**

01 December, 2020

2.05 pm – 3.30 pm

**PRESENT:** Councillors Neil Crooks (Convener), Lesley Backhouse, Alistair Cameron, Ian Cameron, Rod Cavanagh, Judy Hamilton, Zoe Hisbent, Gordon Langlands, Kathleen Leslie and Carol Lindsay

**ATTENDING:** Vicki Connor, Co-ordinator (Programme & Financial Management), Lesley Craig, Technician Engineer, Traffic Management (South Fife), John Rodigan, Senior Manager – Environment & Building Services Assets, Transportation and Environment; Julie Dickson, Team Manager (Community Development), Paul Vaughan, Head of Communities & Neighbourhoods, Communities and Neighbourhoods; Eleanor Hodgson, Accountant, Finance and Corporate Services; Alison Marr, Solicitor, Lesley Robb, Lead Officer - Committee Services, Legal & Democratic Services

**APOLOGIES FOR ABSENCE:** Councillor(s) David Ross, Richard Watt

**238. DECLARATIONS OF INTEREST**

**Decision**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**239. MINUTE**

The Committee considered the minute of the meeting of the Kirkcaldy Area Committee of 20th October 2020.

**Decision**

The Committee approved the minute.

**240. BURNTISLAND COMMON GOOD FUND- REPLACEMENT ELECTRICAL WORKS - BURNTISLAND LINKS AUDIT RESPONSE**

The Committee considered a report by the Head of Communities and Neighbourhoods advising of a review of a decision taken in April 2019 and the response to an action requested by External Audit in Fife Council's External Audit for 2019/20.

In terms/

## 2020 KAC 105

In terms of Standing Order no. 8.1 (1), the following Notice of Motion, proposed by Councillor Langlands and seconded by Councillor Hamilton was submitted:

“The Committee agree with the Burntisland Links Audit Response report and calls for an additional report to be brought to Kirkcaldy Area Committee on the full details of the Burntisland Links FRI lease, including the Income/Expenditure accounts relating to the agreement between Parks, Streets and Open Spaces and the Burntisland Common Good Fund prior to the next Burntisland Summer Fair.”

The Committee considered the Motion and Fife Council Officers responded to questions from Members.

### **Decision**

The Committee:

1. noted that a review had been carried out;
2. noted the response to the External Audit Report;
3. noted the response confirms the Committee's original decision to allocate money from the Common Good Fund;
4. agreed with the Burntisland Links Audit Response report; and
5. requested an additional report be brought to Kirkcaldy Area Committee on the full details of the Burntisland Links FRI lease, including the Income/Expenditure accounts relating to the agreement between Parks, Streets and Open Spaces and the Burntisland Common Good Fund. The report is expected prior to the next Burntisland Summer Fair.

### **241. PROPOSED WAITING AND LOADING RESTRICTION AMENDMENT - SANG ROAD / VICTORIA ROAD, KIRKCALDY**

The Committee considered a report by the Head of Assets, Transportation and Environment detailing proposals for amendments to existing No Waiting, No Loading and Limited Waiting Restrictions in Sang Road, Sang Place, Gow Crescent, Carlyle Road, West Albert Road, East Albert Road, Victoria Gardens, Townsend Crescent, Alexandra Street, Glebe Park, Victoria Road and John Pitcairn Place, Kirkcaldy.

### **Decision**

The Committee:

1. agreed to the promotion of a Traffic Regulation Order (TRO) to amend the restrictions as detailed in drawing numbers TRO/20/30A, B, C, D, E, F, G, H, J and K (Appendices 1-10 of the report), with all ancillary procedures; and
2. authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**242. AREA ROADS PROGRAMME 2020-2021**

The Committee considered a report by the Head of Assets, Transport and Environment providing Members with the latest position statement on the delivery of the Kirkcaldy Area Roads Programme 2020/21.

**Decision**

The Committee:

1. noted the contents of the report and associated appendices; and
2. offered comment as appropriate on the information provided.

*Councillor Leslie left the meeting during consideration of the following item*

**243. GROUNDS MAINTENANCE SERVICE, DOMESTIC WASTE AND STREET CLEANSING SERVICE ANNUAL REVIEW 2020**

The Committee considered a report by the Head of Assets, Transportation and Environment informing Members of the performance of Grounds Maintenance, Domestic Waste Collection and Street Cleansing Services in 2020. The report also informed Members of the management changes in these services and identified how community-led decision making will shape operational delivery in the future.

**Decision**

The Committee noted:

1. the extraordinary challenges faced in the delivery of Grounds Maintenance, Domestic Waste Collection and Street Cleansing Services in 2020 and thanked staff for their efforts during the recent difficult times;
2. the structural and organisational measures being taken to improve and sustain service delivery; and
3. the new decentralised way of working which would deliver local priorities and help communities shape their environment.

**244. COMMON GOOD FUNDS ANNUAL REPORT 2019-2020**

The Committee considered a report by the Executive Director, Finance & Corporate Services advising Members of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2019-20.

**Decision**

**Decision/**

The Committee:

1. noted the information contained in the relevant appendices for the various Common Good Funds; and
2. offered comments, as appropriate on the information provided.

**245. SETTLEMENT TRUSTS - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD 2019-2020**

The Committee considered a report by the Head of Communities and Neighbourhoods providing Elected Members with an update on the position of the expenditure relating to the Settlement Trusts in their area.

The report also provided a Fife wide statement of funds held in both capital and revenue accounts as at April 2020.

**Decision**

The Committee noted:

1. the expenditure statement for the financial year 2019/20, detailed in appendix 1 to the report;
2. the funds available at the year-end, relating to amounts held as interest in Revenue accounts and as Capital;
3. and commented on the use of the funding as noted in section 2.0 of the report; and
4. the acceptable uses for the funding, as detailed in appendix 2 to the report.

**246. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising Members of action taken using the list of Officer Powers in relation to property transactions.

**Decision**

The Committee noted the contents of the report.

**247./**

**247. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME**

**Decision**

## **2020 KAC 108**

The Committee noted the contents of the Kirkcaldy Area Committee Forward Work Programme.



**THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE - REMOTE MEETING**

19th January, 2021

2.00 pm – 3.20 pm

**PRESENT:** Councillors Neil Crooks (Convener), Lesley Backhouse, Alistair Cameron, Ian Cameron, Rod Cavanagh, Judy Hamilton, Zoe Hisbent, Gordon Langlands, Kathleen Leslie, Carol Lindsay and David Ross.

**ATTENDING:** Phil Clarke, Lead Consultant, Traffic Management (South Fife), Assets, Transportation and Environment; Julie Dickson, Team Manager (Community Development), Communities and Neighbourhoods; Peter Corbett, Lead Officer - Economy, Gordon Mole, Head of Business and Employability, Economy, Planning & Employability Services; Lesley Robb, Lead Officer (Committee Services), Legal & Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Richard Watt.

**248. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**249. MINUTE**

The Committee considered the minute of the meeting of Kirkcaldy Area Committee of 1st December 2020.

**Decision**

The Committee approved the minute.

**250. OBJECTIONS TO PROPOSED WAITING RESTRICTION AMENDMENTS AND ONE-WAY SYSTEM: WEST PRIMARY SCHOOL, KIRKCALDY**

The Committee considered a report by the Head of Assets, Transportation and Environment detailing an objection received to a proposed Traffic Regulation Order for alterations to waiting restrictions on roads surrounding West Primary School and one-way system on Methven Road, Kirkcaldy.

**Decision**

The Committee, in the interests of road safety, agreed:

- (1) to set aside the unresolved objection to the Traffic Regulation Order implementing waiting restriction amendments and one-way system on Methven Road, Kirkcaldy, as shown in drawings TRO/20/14a (appendix 1 to the report) and TRO/20/14b (appendix 2 to the report);
- (2) to allow the Order to be made and the restrictions put in place; and
- (3) Officers should continue to monitor the situation regarding the restrictions around West Primary School Kirkcaldy following implementation.

**251. OBJECTIONS TO PROPOSED WAITING PROHIBITION: EAST TOLL R/A & PRIMARY SCHOOL ACCESS ROAD, BURNTISLAND**

The Committee considered a report by the Head of Assets, Transportation and Environment detailing two objections received to the proposals for the introduction of waiting restrictions in the vicinity of East Toll Roundabout, Burntisland.

**Decision**

The Committee, in the interests of road safety agreed:

- (1) to set aside two objections to the proposed Traffic Regulation Order as detailed in drawing no TRO/20/28 (detailed in appendix A to the report); and
- (2) approved the Traffic Regulation Order to allow restrictions to be implemented.

**252. KIRKCALDY ECONOMIC PROFILE (DECEMBER 2020)**

The Committee considered a report by the Head of Business and Employability providing members with an annual overview of the local economic profile for the Kirkcaldy Committee area using the latest available published data. The briefing note (included as appendix 1 to the report) was accompanied by a presentation to the Committee by Officers from Business and Employability.

**Decision**

The Committee:

- (1) noted the issues raised from an analysis of the latest available data;
- (2) noted the support given to businesses during 2019/20; and
- (3) recognised the ongoing economic impact and uncertainty resulting from the global Covid-19 pandemic.

**253. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the contents of the Kirkcaldy Area Committee forward work programme.

## 2020 CODAC 91

### THE FIFE COUNCIL - CITY OF DUNFERMLINE AREA COMMITTEE – REMOTE MEETING

1st December, 2020

9.30 a.m. – 10.10 a.m.

**PRESENT:** Councillors Helen Law (Convener), James Calder, Ian Ferguson, Garry Haldane, Jean Hall Muir, Jim Leishman, Ross Paterson, David J Ross and Fay Sinclair.

**ATTENDING:** Lesley Craig, Technician Engineer, Traffic Management (South Fife), Susan Keenlyside, Lead Consultant, Transport Networks, Assets, Transportation and Environment; Alistair Black, Business Change Manager, Housing Services; Andrew Gallacher, Community Manager (Dunfermline), Communities; and Emma Whyte, Committee Officer, Legal & Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillors Gavin Ellis and Derek Glen.

#### 226. DECLARATIONS OF INTEREST

No declarations were received in terms of Standing Order 7.1.

#### 227. MINUTE

The Committee considered the minute of the City of Dunfermline Area Committee of 20th October, 2020.

##### Decision

The Committee agreed to approve the minute.

#### 228. PROPOSED LOADING BAY - SHAMROCK STREET, DUNFERMLINE

The Committee considered a report by the Head of Assets, Transportation and Environment which asked members to consider proposals for the introduction of a loading bay in Shamrock Street, Dunfermline.

##### Decision

The Committee:-

(1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend the restrictions as detailed in drawing no. TRO/20/33 (Appendix A) of the report, with all ancillary procedures; and

(2)/

## 2020 CODAC 92

- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### **229. AREA HOUSING PLAN UPDATE**

The Committee considered a report by the Head of Housing Services which provided an update on progress in delivering service priorities and performance information for the financial year 2019/20 and for Quarter 2 in 2020/21 where figures were available at an Area level. It was noted that a revised Plan for 2021/23 would be presented to the Committee once there had been the opportunity to consult on future priorities for the City of Dunfermline Area.

#### **Decision**

The Committee commented on and noted the work progressed through the Area Housing Plan for the financial year 2019/20 and 20/21.

### **230. DEVOLVED CAR PARKING INITIATIVE IN DUNFERMLINE**

The Committee considered a report by the Head of Assets, Transportation and Environment which outlined the local car parking initiative planned within Dunfermline City Centre from 22nd November, 2020 to 14th February, 2021.

#### **Decision**

The Committee noted:-

- (1) the implementation of free Sunday car parking within Fife Council car parks and charged on-street parking bays from 22nd November, 2020 to 14th February, 2021 in Dunfermline city centre; and
- (2) that a contribution of £1,500 from the local area budget to support this initiative was agreed at the Dunfermline Area Mega Ward meeting on 9th November, 2020.

### **231. CITY OF DUNFERMLINE AREA COMMITTEE WORK PROGRAMME**

#### **Decision**

The Committee noted the work programme.

### **232. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of action take using the list of officer powers in relation to property transactions.

#### **Decision**

The Committee noted the report.

**THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – REMOTE MEETING**

2<sup>nd</sup> December, 2020

9.33 a.m. – 10.50 a.m.

**PRESENT:** Councillors Ken Caldwell (Convener), David Alexander, John O'Brien, Colin Davidson, David Graham, Graham Ritchie, Ryan Smart and Alistair Suttie.

**ATTENDING:** John Mitchell, Service Manager, Sustainable Transport and Parking  
Michael Drever, Programme Manager Levenmouth Reconnected  
Blueprint, Assets, Transportation and Environment, Roads and  
Transportation Services; David Paterson, Community Manager  
(Levenmouth), Communities and Neighbourhoods; Ryan McQuade,  
Property Gazetteer Officer, Economy, Planning and Employability  
Services; Eleanor Hodgson, Accountant, Finance and Corporate  
Services; Lesley Robb, Lead Officer and Michelle Hyslop, Committee  
Officer, (Minute) Legal and Democratic Services.

**218. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**219. MINUTE OF LEVENMOUTH AREA COMMITTEE OF 21ST OCTOBER 2020**

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 21st October, 2020.

**Decision**

The Committee agreed to approve the minute.

**220. SUPPORTING THE LEVENMOUTH PLAN – PUMP TRACK KENNOWAY  
DETAILED DESIGN FUNDING**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval for a contribution of £10,000 from the Local Community Planning Budget, to allow the progression of the detailed design element for the pump track proposal.

**Decision**

The Committee agreed to allocate £10,000 from the Local Community Planning Budget as a contribution to progress the design work on the pump track in Kennoway. The funding covers the full engagement process for the detailed design work, the engineering assessment of the site, the completion of detailed design drawings, full cost specifications and submission of planning applications.

221./

**221. LEVENMOUTH CONNECTIVITY PROJECT - DETAILED PATH DESIGN PROPOSALS**

The Committee considered a joint report by the Head of Communities and Neighbourhoods and the Head of Assets, Transportation and Environment updating members on the progress of the Levenmouth Programme Partnership and the emerging Levenmouth Connectivity project.

**Decision**

The Committee noted: -

- (1) the content of the report;
- (2) current progress of the Levenmouth connectivity project, and
- (3) a bid would be presented to Transport Scotland for funding to allow the detailed design of the active travel network.

**222. LEVENMOUTH RECONNECTED PROGRAMME UPDATE**

The Committee considered a report by the Head of Assets, Transportation and Environment updating members on the development of the Levenmouth Reconnected Programme and provided key updates on the Rail Link and River Leven projects.

**Decision**

The Committee: -

- (1) noted the content of the report including progress in recruiting a programme manager, development of consultation, governance groups, grant funding and communication workstreams; and
- (2) agreed to provide a key governance role towards the Levenmouth Reconnected Programme and proposed projects for grant funding to be approved by the Levenmouth Area Committee.

**223. COMMON GOOD FUNDS ANNUAL REPORT 2019-2020**

The Committee considered a report by the Executive Director, Finance and Corporate Services advising members of the current status of the Common Good Funds in the Levenmouth area and relevant fund activities over the financial year 2019-2020.

**Decision**

The Committee noted and commented on the information contained in the report and relevant appendices for the various common good funds.

**224./**

**224. AREA CAPITAL UPDATE REPORT 2020-2021**

The Committee considered a report by the Executive Director, Finance and Corporate Services advising members of the current status of the additional capital investment awarded to the Levenmouth Area in the 2017-2020 budget.

**Decision**

The Committee noted the information contained in the report and relevant appendices, for the Capital funding allocations.

**225. STREET NAMING AND NUMBERING CONSULTATION - KIRKLAND PARADE**

The Committee considered a report by the Head of Business and Employability which asked members to approve the street name "Kirkland Parade", under Section 97 of the Civic Government (Scotland) Act 1982. The report proposed that the name Kirkland Parade be adopted as a new street name at the development on land at the former Kirkland High School in Methil.

**Decision**

The Committee agreed that the new street name Kirkland Parade be adopted for the Fife Health and Social Care Partnership development on the land at the former Kirkland High School in Methil.

**226. STREET NAMING AND NUMBERING CONSULTATION - STEELWORKS PLACE**

The Committee considered a report by the Head of Business and Employability which asked members to approve the street name "Steelworks Place", under Section 97 of the Civic Government (Scotland) Act 1982. The report proposed that the name Steelworks place be adopted as a new street name at the development site on land to the west of Methil Brae.

**Decision**

The Committee agreed that the new street name Steelworks Place be adopted for the Richard Street Ltd development at land to the west of Methil Brae.

**227. STREET NAMING AND NUMBERING CONSULTATION - CRUSOE COURT**

The Committee considered a report by the Head of Business and Employability which asked members to approve the street name "Crusoe Court", under Section 97 of the Civic Government (Scotland) Act 1982. The report proposed that the name Crusoe Court be adopted as a new street name at the development on land in lower largo.

**Decision**

The Committee agreed that the new street name Crusoe Court be adopted for the Fife Health and Social Care Partnership Development on land in Lower Largo.

**228./**

**228. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of action taken using the list of officer powers in relation to property transactions.

**Decision**

The Committee noted the content of the report.

**229. FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the forward work programme.



**THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – REMOTE MEETING**

27<sup>th</sup> January, 2021

9.30 a.m. – 10.35 a.m.

**PRESENT:** Councillors Ken Caldwell (Convener), David Alexander, John O'Brien, Colin Davidson, David Graham, Graham Ritchie, Ryan Smart and Alistair Suttie.

**ATTENDING:** Steven Sellars, Lead Consultant, Road Safety and Travel Planning, Assets Transportation and Environment, Roads and Transportation Services; David Paterson, Community Manager (Levenmouth), Communities and Neighbourhoods; Paul Gillespie, Community Inspector, Police Scotland and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

**230. DECLARATIONS OF INTEREST**

No declaration of interest were submitted in terms of Standing Order No. 7.1.

**231. MINUTE**

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 2nd December, 2021.

**Decision**

The Committee agreed to approve the minute.

**232. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST- ANTI SOCIAL BEHAVIOUR APPROACH**

The Committee considered a report by the Community Inspector, Police Scotland seeking to secure funding for the 2021/2022 financial year to support the increased Police resource in the Levenmouth area for a period of 7 months to focus on specific anti-social behaviour issues.

**Decision**

The Committee:

1. confirmed support for the coordinated approach previously taken by partners which was highlighted in the report to the Area Committee on 5th February, 2020;
2. agreed to fund £24,515.17 (2020 figure) to be used toward the continued Police resource that is key in spearheading the partnership approach as a priority issue.;

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3. agreed to set aside a further £3,000 for ancillary work associated with the innovative approach, which was likely to be used for target hardening or other engineering solutions as well as supporting interventions by partner agencies;
4. noted the further draw down resources available from Police Scotland for the ancillary initiatives.

### 233. A915 STANDING STANE ROAD – ROAD SAFETY

The Committee considered a joint report by the Head of Assets, Transportation and Environment and the Head of Communities and Neighbourhoods seeking approval from the Committee to contribute £20,000 from the local area budget towards the cost of further enhancements to current and proposed safety initiatives for the A915 Standing Stane Road.

#### **Decision**

The Committee:

1. noted the current proposal for investment in additional engineering using new technology aimed at further reducing road crashes and casualties on the A915 Standing Stane road;
2. noted previous investments taken forward towards the road safety on the A915 Standing Stane road;
3. agreed to a contribution of £20,000 from the Local Area Budget towards the overall cost of enabling the proposal to be taken forward;
4. noted the current position on enforcement activity by Police Scotland and acknowledged that average speed cameras are not an option that can be taken forward at this time. Regular Police patrols and deployment of a mobile safety camera van would be continued on a regular basis to influence driver behavior.

### 234. PROPERTY TRANSACTIONS

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of action taken using the list of officer powers in relation to property transactions.

#### **Decision**

The Committee noted the content of the report.

### 235. FORWARD WORK PROGRAMME

#### **Decision**

The Committee noted the forward work programme.

**THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – REMOTE MEETING**

9th December, 2020

2.00 p.m. – 4.35 p.m.

**PRESENT:** Councillors Linda Erskine (Convener), Alistair Bain, Alex Campbell, Gary Guichan, Rosemary Liewald, Mary Lockhart, Lea Mclelland, and Darren Watt.

**ATTENDING:** Sarah Roxburgh, Community Manager (Cowdenbeath Area), Gary Daniell, Team Manager (Community Development) and Sharon Murphy, Community Development Team Manager, Communities and Neighbourhoods; Russell Gray, Housing Manager - Cowdenbeath and Derek Slater, Lead Officer - Area Housing Management, Housing Services; Chris Smith, Lead Officer - Major Business and Customer Service, Economy, Planning and Employability Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**ALSO IN ATTENDANCE:** Stuart Neill, External Affairs Manager, Martin Burrell, Plant Manager and Kylie Bishop, Environmental Engineer, Exxon Mobil, Fife Ethylene Plant, Mossmorran (for para. 195 only).

**APOLOGY FOR ABSENCE:** Bailey-Lee Robb, MSYP.

**194. DECLARATIONS OF INTEREST**

Councillor Alistair Bain declared an interest at paragraph 195 – Representation from Exxon Mobil, Mossmorran - as he was Convener of the Mossmorran and Braefoot Bay Community and Safety Committee.

Councillor Alex Campbell also declared an interest at paragraph 195 – Representation from Exxon Mobil, Mossmorran - as he was present during a protest held at Exxon Mobil, Mossmorran.

**195. REPRESENTATION FROM EXXON MOBIL, MOSSMORRAN**

The Committee welcomed representatives from Exxon Mobil, Fife Ethylene Plant, to the meeting as local constituents had raised a number of concerns regarding flaring at the Mossmorran Plant with members of the Committee. The Committee were advised that planned investment and servicing within the Mossmorran Plant in early 2021, would include the installation of a ground flare system, which would have a positive effect on the surrounding community and help to reduce the issues with flaring, such as noise and light pollution. Following detailed discussion, members thereafter asked a number of questions, which were subsequently answered by Stuart Neill, External Affairs Manager, Martin Burnell, Plant Manager and Kylie Bishop, Environmental Engineer, Exxon Mobil, Fife Ethylene Plant, Mossmorran.

**Decision/**

**Decision**

The Committee:-

- (1) welcomed and thanked the representatives from Exxon Mobil, Fife Ethylene Plant, Mossmorran for their attendance at the meeting and for their valued contribution to the discussions in relation to the concerns raised by the members of the Committee; and
- (2) agreed to invite representatives from Exxon Mobil to future meetings of the Cowdenbeath Area Committee.

**196. MINUTE**

The Committee considered the minute of the meeting of the Cowdenbeath Area Committee of 14th October, 2020.

**Decision**

The Committee agreed to approve the minute.

**197. AREA HOUSING PLAN UPDATE**

The Committee considered a report by the Head of Housing Services which provided an update on progress in delivering service priorities and performance information for the financial year 2019/20 at an Area level, following the approval of the Cowdenbeath Area Housing Services Plan 2017/19 in December 2017. Members noted that a revised Plan for 2021/23 would be submitted to the Committee once there had been an opportunity to consult on future priorities for the Cowdenbeath Area.

**Decision**

The Committee:-

- (1) discussed and acknowledged the work progress through the Area Housing Plan for financial year 2019/20;
- (2) noted the detail outlined in Appendix 1 of the report on the Cowdenbeath area performance for financial year 2019/20; and
- (3) noted the expenditure for the HRA Locality Managed Budget for 2019/20 as outlined in Appendix 2 of the report.

*Councillor Alistair Bain left the meeting during consideration of this item.*

**198. COMMUNITY FOOD PROJECTS FUNDING - NOVEMBER 2020 TO MARCH 2021**

The/

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The Committee considered a report by the Head of Communities and Neighbourhoods which provided an update on the allocation of funding to existing community food projects approved by the Cowdenbeath Area Committee on 9th September, 2020. The report identified progress made towards releasing the funding based on individual project requirements.

### **Decision**

The Committee:-

- (1) thanked the Community Development Team, Cowdenbeath for their continued work and efficient response to the food poverty crisis in the community; and
- (2) noted the contents of the report.

### **199. OCTOBER 2020 HOLIDAY PROVISION - CAFE INC TO GO**

The Committee considered a report by the Head of Communities and Neighbourhoods which provided a summary of the Cafe Inc To Go provision in the Cowdenbeath area during October, 2020.

### **Decision**

The Committee acknowledge the valuable service the Cafe Inc project provided to the community and noted the detail outlined in the report and appendices.

*The meeting adjourned at 3.45 p.m. and reconvened at 3.55 p.m.*

### **200. MENTAL HEALTH AND WELLBEING**

The Community Manager (Cowdenbeath Area), updated members on the progress undertaken to provide Fife Council staff with training on Mental Health and Wellbeing to help recognise those members of the community that may require additional support within the Cowdenbeath locality area. By February, 2021, the first phase of training would be provided for up to 100 staff from Fife Council Services such as Community Development, Community Use, Safer Communities, etc, as part of a pilot project which may be considered for use in other locality areas in the future, noting that the main focus of the training would be on suicide prevention.

### **Decision**

The Committee:-

- (1) thanked the Community Manager (Cowdenbeath Area) for the update and acknowledged the importance and necessity for the Mental Health and Wellbeing training in the Cowdenbeath locality area; and
- (2) noted that future updates on the Fife Council staff training programme for the provision of Mental Health and Wellbeing support would be provided by the Community Manager (Cowdenbeath Area), at local Ward meetings.

**201./**

**201. FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the contents of the Cowdenbeath Area Committee Forward Work Programme which would be updated as appropriate.

**202. PUBLIC QUESTIONS**

Questions were submitted (in terms of Standing Order No 6.1) by Mr Tom Kinnaird, resident of Benarty. A response to the questions would be circulated to Mr Kinnaird following the meeting.

**Question 1**

With Brexit almost upon us, there is a real threat of food insecurity for many residents in our area. Local groups are being urged to establish food growing projects and funding is on offer, however, in order to grow our own food we will need large areas of land. In the event that Brexit does descend into an almighty catastrophe and growing food becomes a necessity, which areas of council owned land would the committee be willing to place at the disposal of local groups in Benarty?

**Response**

The Convener read out a response to the public question from the Allotment Officer, Fife Council:-

I have been in contact with the Benarty group back and forward for some time regarding available land for growing . I attended a meeting and explained that there would be a consultation taking place by Parks Streets and Open Spaces regarding areas that might not be cut, this is currently underway and the community have the opportunity to comment for alternative use.

I had said that once the outcome of the consultation was established we would look at possible areas and the group would need to work with the council to attract any available funding . Our closest site to this area is Lochore, we have 7 plots there and there are 3 people on the waiting list so demand is not high. I am happy to meet with the group once the consultation is complete . The Grasslands Consultation is available on the Fife Council website from 16<sup>th</sup> November until 31<sup>st</sup> December, 2020.

**Question 2**

A considerable payment was made by Fife Council to Perth & Kinross Council to compensate them for their increased roads maintenance requirements due to the construction and operation of the Fife Waste to Energy plant currently being built at Westfield. Local Community benefits were not negotiated as part of the pre-planning permission deal between Hargreaves plc and Fife Council, who stated that these would be negotiated during the construction phase. (Councillor Altany Craik) That phase is underway now.

Can/

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Can Benarty look forward to an improvement to our local roads network in compensation for the additional traffic we will be forced to endure as a result of the plant operations at Westfield? In particular, will the committee consider an upgrade to the D19 Hill Road linking Benarty with our neighbours in Kelty as I anticipate a significant increase of the use of Hill road when the convoys of lorries begin running in and out of Westfield, and the present condition of the road is extremely poor. In my opinion, the road has been seriously neglected over the last 20 years to the point where the encroaching verges have narrowed the road significantly and trees, Whin and Gorse bushes have been allowed to overhang into the roadway, obstructing lines of sight and forcing vehicles to pass too closely. To compound these problems, many stretches of the road are now waterways with the amount of unmanaged water running off Benarty Hill.

### Response

A response was provided by Planning Officers, Fife Council.

Regarding Westfield and the impact on local roads etc. the main site access in and out of Westfield lies within the Perth & Kinross local authority boundary and all subsequent vehicle movements serving the approved but as yet unbuilt Energy from Waste plant will only be arriving and leaving the site using those roads within the Perth & Kinross area. This requirement is as specified in an agreed routing and signage plan, of which Transport officers within Perth & Kinross Council were consulted and agreed, it would therefore be unreasonable and inappropriate to seek money to improve parts of the road network that such waste related vehicles would not be permitted to use i.e. Benarty and local Fife roads. Local Members at the then Central Planning Committee meeting also raised this and they were satisfied with the answer and the fact that it could be enforced if required. The appropriate sum as agreed with P&KC and its administration of said sums form part of a signed legal agreement.

Members of the Committee were also advised that should other detailed submissions for the further redevelopment of other approved phases of Westfield result in significant impacts on roads within Fife Council's authority boundary then further impact assessments would be carried out. If potential impacts on Fife roads infrastructure were deemed significant enough then maintenance contributions from those developers may also be required as each site is determined on its own merits and resulting impacts.

### Decision

The Committee:-

- (1) noted the questions submitted by Mr Tom Kinnaird and the respective Service responses; and
- (2) agreed that the Roads Network Team, transportation Service, would be notified of Mr Kinnaird's concerns, in regard to question No.2, for inspection and consideration of the necessary works to improve the road condition which would be reported back to the local elected members.

**THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – REMOTE MEETING**

13th January, 2021

2.00 p.m. – 3.00 p.m.

**PRESENT:** Councillors Linda Erskine (Convener), Alistair Bain, Alex Campbell, Gary Guichan, Rosemary Liewald, Lea Mclelland and Darren Watt.

**ATTENDING:** Sarah Roxburgh, Community Manager (Cowdenbeath Area), Communities and Neighbourhoods; Eleanor Hodgson, Accountant, Finance and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**ALSO ATTENDING:** Bailey-Lee Robb, MYSP.

Prior to the start of Committee business, the Convener welcomed all members to the first meeting of the Cowdenbeath Area Committee of 2021. The Convener, on behalf of the Committee, paid thanks to all staff and volunteers involved in the delivery of various food projects over the festive period and also wished Willie Shaw, constituent of Cardenden, and his twin sister Elsie, a happy 100th birthday.

**203. DECLARATIONS OF INTEREST**

No declarations were made in terms of Standing Order No. 7.1.

**204. MINUTE**

The Committee considered the minute of the meeting of the Cowdenbeath Area Committee of 9th December, 2020.

**Decision**

The Committee agreed to approve the minute subject to the following amendments at paragraph 194. Declarations of Interest:-

- 1 Councillor Alistair Bain declared an interest at Paragraph 195 - Representation from Exxon Mobil, Mossmorran - as he was Convener of the Mossmorran Events Committee - being changed to read " as he was Convener of the Mossmorran and Braefoot Bay Community and Safety Committee."; and
- 2 Councillor Alex Campbell declared an interest at Paragraph 195 - Representation from Exxon Mobil, Mossmorran - as he attended meetings of the Mossmorran Liaison Committee - being changed to read " as he was present during a protest held at Exxon Mobil, Mossmorran."

**205./**



**205. ANTI-POVERTY FUND 2019-2020**

The Committee considered a report by the Head of Communities and Neighbourhoods providing members with an overview of the projects and work supported by the Cowdenbeath area anti-poverty fund in the financial year 2019-20 and an overview on actual spend to date from the 2020/21 budget.

Motion

Councillor Guichan, seconded by Councillor Campbell, moved as follows:-

“That part of the remaining anti poverty fund be used to provide ongoing emergency food provision, similar to Cafe Inc To Go across the area with immediate effect. Officers will rapidly establish this provision across the area. Also the groups who have received money to provide emergency food, free at the point of need, will receive the same funding again”.

Amendment

Councillor Liewald, seconded by Councillor Bain, moved as follows:-

“That members of the Committee obtain further information on the food poverty provision through Ward meetings, before a decision is made on the allocation of the Anti-poverty Fund 2020/21”.

Roll Call

**For the Motion - 4 votes**

Councillors Alex Campbell, Linda Erskine, Gary Guichan and Darren Watt.

**For the Amendment - 2 votes**

Councillors Alistair Bain and Rosemary Liewald.

Decision

The motion was accordingly carried.

**206. COMMON GOOD FUNDS ANNUAL REPORT 2019-20**

The Committee considered a report by the Executive Director, Finance and Corporate Services advising members of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2019- 2020.

Decision

The Committee noted the information contained in the relevant Appendices for the various Common Good funds.

*Councillor/*

*Councillor Lea McLelland joined the meeting during consideration of the above item.*

**207. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of action taken using the List of Officer Powers in relation to property transactions.

**Decision**

The Committee noted the contents of the report.

**208. COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the draft Forward Work Programme for the Cowdenbeath Area Committee, which would be updated as appropriate.

**209. PUBLIC QUESTIONS**

Questions were submitted (in terms of Standing Order No 6.1) by Mr Tom Kinnaird, resident of Benarty.

**Question 1**

An existing core path links the Avenue in Ballingry with the Pit Road at Lochore Meadows Country Park and provides a direct link into the park for most of Ballingry. This path is however inaccessible to anyone with a mobility issue as it involves the use of a stile to get over the field fence at both ends. Will the Committee consider a Sustrans application to open this path to make it inclusive for all and provide a surface suitable for those with mobility issues, young families with prams and pushchairs and those members of the community who need mobility scooters?

**Response**

Allan Maclean, Lead Consultant Sustainable Traffic and Travel, Fife Council:-

As far as I know, there are no plans within the Sustainable Transport section for upgrading the path.

It sounds like there is a good case for doing so however, so I would be keen to work with other officers and the community, to see if there is potential for future enhancement.

Sarah Johnston, Access Officer, Fife Council:-

I have no plans to upgrade the path at the moment. However (when we can get out) I am more than happy to meet up with the local community and see what needs done to see if we could secure funding.

**Question 2/**

Question 2

Following a rise in fly-tipping recently, Councillor Ross Vetrainno announced in the local press that Fife would be monitored by a "comprehensive CCTV system" in order to catch those responsible. Benarty suffers a great deal from fly-tipping in several areas but mainly Hill Road west of Ballingry to the Fife boundary, at our recycling point in Navitie Park, on the Avenue near Ballingry Road and Martin Crescent and at the bottom of Loanhead Avenue at Torres Loan. Will the committee consider liaising with Councillor Vetrainno to ensure that Benarty is included in the CCTV monitoring he is proposing, and provide a funding contribution if necessary?

Response

Councillor Ross Vetrainno, Convener of Environment and Protective Services Committee:-

I am looking to the development of an Environmental Vandalism Strategy, which will embrace, illegal dumping, littering, graffiti and dog fouling. Improved policing of Environmental Vandalism will be central to the Strategy and will include improving the network of CCTV cameras in Fife. Unhappily, the Council does not have the type of cameras, which the situation demands and funding, as always, is a material consideration.

In Glenrothes, the Members in Wards 13 and 15 recently agreed to buy two 'state of the art' cameras per Ward and it is intention of the members to use these cameras to monitor illegal dumping 'hotspots'. I think that that is a good way to go about things, as it enables Members to focus on the areas that they choose. Buying the cameras, however, is only the first step and talks are in hand with the local Community Police, who have agreed to administer the cameras with any enforcement action being taken by the Council. It may be that any protocol which is agreed with the Community Police in Glenrothes would be used as a template by other Wards in Fife. The issue of funding has also to be determined. The cameras in Wards 13 and 15 have been bought using the Local Community Planning Budget, but I understand that that Budget cannot be used for revenue costs, such as moving the cameras, so details of how that will be achieved are still to be worked out and will be part and parcel of the Environmental Vandalism Strategy.

In answer to the question that has been asked, therefore, it will be for the Local Members to decide if they wish to use some of the Local Community Planning Budget to buy cameras for each Ward and, if so, to decide where they would like the cameras to be situated. I would suggest, however, that the members in the Cowdenbeath Area be patient and wait and see how things work out in Glenrothes and then adopt all or part of those arrangements as they deem appropriate for their Wards.

Decision/

**Decision**

The Committee:-

1. noted the questions submitted by Mr Tom Kinnaird and the respective responses;
  2. acknowledged that the Path at Pit Road, Lochore Meadows had been discussed at a meeting of the Leadership Group in December and they had agreed to consider establishing this as a future project, the Lead Officer - Cowdenbeath Area would provide any future updates to the members of the Committee at Ward meetings;
  3. agreed to seek further information on the cost of CCTV cameras; and
  4. agreed to monitor the development and success of the Environmental Vandalism Strategy in the Glenrothes area, prior to considering implementation of the Strategy in Wards 7 and 8.
-

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

**28 October, 2020**

**9.30 a.m. – 1.30 p.m.**

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, John Docherty, Andy Heer, Linda Holt, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Tony Miklinski, Dominic Nolan, Bill Porteous, Jonny Tepp, Brian Thomson and Ann Verner

**ATTENDING:** Janice Laird, Community Manager (North East Fife), Kirstie Freeman, Safer Communities Area Co-ordinator, Sarah Johnston, Access Officer, Communities and Neighbourhoods; John Mitchell, Service Manager and Allan Maclean, Lead Consultant, Sustainable Transport and Parking, Stuart Goodfellow, Technician Engineer, Traffic Management (North Fife), Roads & Transportation Services; Chief Inspector Brian Poole, Inspector Yvonne Stenhouse, Police Scotland; Steven Michie, Station Commander, Scottish Fire & Rescue Service; Paul Coleman, Lead Officer (Safer Communities), Housing Services; Elizabeth Mair, Committee Officer, Legal & Democratic Services.

**271. DECLARATIONS OF INTEREST**

Councillor Porteous declared an interest in Para. 279 - Application for Funding from St. Monans Common Good, as his wife was Chair of Beautiful St Monans.

Councillor Jane Ann Liston declared an interest in Para. 280 - Application for Funding from St Andrews Local Community Planning Budget and Para. 284 - Spaces for People Programme, as a Director of BID St Andrews but in respect of Para. 284 was satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in her role as a Councillor and she would therefore remain in the meeting.

Councillor Brian Thomson declared an interest in Para. 280 - Application for Funding from St Andrews Local Community Planning Budget and Para. 284, Spaces for people Programme, as a Director of BID St Andrews.

Councillor Dominic Nolan declared an interest in Para. 278 - Application for Funding from St Andrews Common Good from St Andrews Tennis Club, as a trustee on an organisation which had provided funding to the tennis club.

**272. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee of 2 September 2020.

**Decision**

The Committee agreed to approve the minute.

*Due to technical issues at this stage, the Convener advised that items 6 and 7 on the agenda would be considered prior to items 4 and 5.*

**273. PROPOSED AMENDMENT TO WAITING RESTRICTIONS – HIGH STREET, NEWPORT ON TAY**

The Committee considered a report by the Head of Assets, Transportation & Environment on proposals to amend the waiting restrictions on High Street, Newport on Tay

**Decision**

The Committee:-

- (1) agreed to the amendments to the waiting restrictions on High Street, Newport on Tay, as detailed on Drg. Nos. TRO20/29 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**274. PROPOSED AMENDMENT TO WAITING RESTRICTIONS – BOAT BRAE AND BOAT ROAD, NEWPORT ON TAY**

The Committee considered a report by the Head of Assets, Transportation & Environment on proposals to amend the waiting restrictions on Boat Brae and Boat Road, Newport on Tay.

**Decision**

The Committee:-

- (1) approved the amendments to the waiting restrictions on Boat Brae and Boat Road as detailed on Drg. Nos. TRO20/25 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**275. PUBLIC RIGHT OF WAY DIVERSION, KINLOCH QUARRY, COLLESSIE, FIFE**

The Committee considered a report by the Head of Communities & Neighbourhoods requesting approval for a diversion of public rights of way FN432 and FN433 at Kinloch Quarry, Collessie Fife.

**Decision**

The Committee approved the proposed diversions of the public rights of way under section 208 of the Town and Country Planning (Scotland) Act 1997, subject to a briefing note being issued to members in respect of a biodiversity study being carried out and providing more detail on the Equality Impact Assessment, prior to promotion of the Order.

*Councillor Brett joined the meeting during consideration of the above item.*

**276./**

**276. PUBLIC RIGHT OF WAY DIVERSION, DUNBARNIE LINKS, DRUMELDRIE**

The Committee considered a report by the Head of Communities & Neighbourhoods requesting approval for a diversion of public right of way FN702 at Dunbarnie Links.

**Decision**

The Committee approved the proposed diversion of the public right of way under section 35 of the Countryside (Scotland) Act 1967.

**277. CRAIL COMMON GOOD - APPLICATION FOR ASSISTANCE TOWARDS THE COSTS OF RESTORING THE MERCAT CROSS**

The Committee considered a report by the Head of Communities & Neighbourhoods seeking a 50% contribution from Crail Common Good fund towards the costs of restoring the Mercat Cross.

**Decision**

The Committee agreed a contribution of £10,000 from Crail Common Good Fund to Crail Preservation Society towards the costs of the Mercat Cross Restoration Project.

**278. APPLICATION FOR FUNDING FROM ST ANDREWS COMMON GOOD FROM ST ANDREWS TENNIS CLUB**

*Having earlier declared an interest, Councillor Nolan left the meeting prior to consideration of this item.*

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of an application for funding from St. Andrews Common Good fund for the reconstruction of the tennis courts and upgrade to floodlighting at St. Andrews Tennis Club.

**Decision**

The Committee approved a contribution of £20,000 from St. Andrews Common Good fund to St. Andrews Tennis Club for the reconstruction of the tennis courts and upgrade to floodlighting.

*Councillor Nolan rejoined the meeting following consideration of the above item.*

**279. APPLICATION FOR FUNDING FROM ST MONANS COMMON GOOD FUND**

*Having earlier declared an interest, Councillor Porteous left the meeting prior to consideration of this item.*

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of two applications received for grant funding from St Monans Common Good Fund. Janice Laird requested that the application from the Jim Matthew Camera Collection Trust be deferred for further information.

**Decision/**

**Decision**

The Committee:-

- (1) agreed that the application from the Jim Matthew Camera Collection Trust be deferred for further information; and
- (2) approved a contribution of £6,000 from St Monans Common Good Fund to St. Monans Community Council for the St. Monans Floral Display Scheme.

*Councillor Porteous rejoined the meeting following consideration of the above item.*

**280. APPLICATION FOR FUNDING FROM ST ANDREWS LOCAL COMMUNITY PLANNING BUDGET**

*Having earlier declared an interest, Councillors Liston and Thomson left the meeting prior to consideration of this item.*

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of an application received from BID St. Andrews for £15,000 funding from the Local Community Planning Budget to provide interim support for the ballot renewal process.

**Decision**

The Committee approved funding of £15,000 from the Local Community Planning Budget to BID St. Andrews to provide interim support for the ballot renewal process.

*Councillors Liston and Thomson rejoined the meeting following consideration of the above item.*

**281. SAFER COMMUNITIES TEAM UPDATE**

The Committee considered a report by the Head of Housing Services providing an update on the operational activity of the Safer Communities Team within the North East Fife committee area during the period 1st April, 2019 to 31st March, 2020.

**Decision**

The Committee noted the activity to date as detailed in the report.

The meeting adjourned at 11.34 a.m.

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The meeting reconvened at 11.40 a.m.

**282. OPERATIONAL & COMMUNITY BRIEFING ON POLICING ACTIVITIES WITHIN NORTH EAST FIFE**

The Committee considered a report by Local Area Commander, North East Fife, advising on matters involving Police Scotland which had relevance to community safety in the North East Fife policing area from April 2019 to March 2020.

**Decision/**



**Decision**

The Committee noted:-

- (1) the update on performance with regards to the local priorities, campaigns and other initiatives undertaken by North East Fife officers from April 2019 to March 2020;
- (2) that members would be consulted on the future format on these reports; and
- (3) that a members meeting with Chief Inspector Brian Poole and Community Inspector Yvonne Stenhouse would be arranged by the end of the year.

*Councillor Miklinski left the meeting during consideration of the above item.*

**283. SCOTTISH FIRE & RESCUE SERVICE - LOCAL PLAN ANNUAL PERFORMANCE REPORT**

The Committee considered a report by the Station Commander, North East Fife Area, providing incident information for the period 1st April 2019 to 31st March 2020 to enable the Committee to have an overview of the Scottish Fire & Rescue Service North East Fife Committee Area incident activity against its key performance indicators.

**Decision**

The Committee noted:-

- (1) the progress across a range of performance indicators within the report; and
- (2) that information regarding the introduction of the new smoke alarm legislation would be circulated to members.

**284. SPACES FOR PEOPLE PROGRAMME**

*Having earlier declared an interest, Councillor Thomson left the meeting prior to consideration of this item.*

The Committee considered a report by the Head of Assets, Transportation & Environment providing an update on the progress made with the Spaces for People programme and seeking agreement for the use of local ward meetings for advancing projects within North East Fife Area.

**Decision**

The Committee agreed:-

- (1) to note the progress made to date;
- (2) that future proposals be subject to vigorous consultation based on the National Standards for Community Engagement good practice guidelines; and
- (3) that it was the view of the East Neuk Councillors that the barriers outside the Co-op in Crail be removed.

*Councillor Porteous left the meeting during consideration of the above item.*

**285. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation & Environment advising of action taken using the list of officer Powers in relation to property transactions.

**Decision**

The Committee noted the report.

**286. NORTH EAST FIFE AREA COMMITTEE WORK PROGRAMME**

The Committee noted the current work programme for the North East Fife Area Committee.

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

9 December, 2020

9.30 a.m. – 12.30 p.m.

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, John Docherty, Andy Heer, Linda Holt, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Tony Miklinski, Dominic Nolan, Bill Porteous, Jonny Tepp, Brian Thomson and Ann Verner.

**ATTENDING:** Janice Laird, Community Manager (North East Fife), Sheena Watson, Team Manager (Community Development), Communities and Neighbourhoods; Colin Stirling, Lead Consultant, Traffic Management (North Fife), Neil Watson, Lead Consultant (Roads & Lighting Asset Management), Roads & Transportation Services; Eleanor Hodgson, Accountant, Finance; Gordon Binnie, Housing Manager, Area Housing Management, Deborah Stevens, Lead Officer (Area regeneration), Housing Services; Elizabeth Mair, Committee Officer, Legal & Democratic Services.

**287. DECLARATIONS OF INTEREST**

Councillor Brian Thomson declared an interest in Para. 291 - Appointment to Partner Organisation - St Andrews BID Management Board, as a Director of BID St Andrews.

Councillor Jane Ann Liston declared an interest in Para. 291 - Appointment to Partner Organisation - St Andrews BID Management Board, as she had just resigned as a Director of BID St Andrews.

Councillors Tony Miklinski and Karen Marjoram declared an interest in Para. 294 - Non-Settlement Trusts Annual Update and Review of Trust Funds, as they had been consulted in the process of reviewing the Funds, but were satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in their role as Councillors and they would therefore remain in the meeting.

*Councillor Holt joined the meeting following consideration of the above item.*

**288. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee of 28 October 2020.

**Decision**

The Committee agreed to approve the minute.

**289. PROPOSED WAITING RESTRICTIONS - ST LEONARDS ROAD, ST ANDREWS**

The Committee considered a report by the Head of Assets, Transportation & Environment in respect of proposals to introduce “No Waiting at Any Time” restrictions on St Leonards Road, St Andrews.

**Decision/**

**Decision**

The Committee:-

- (1) agreed, in the interests of accessibility and road safety, to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/20/34 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**290. PROPOSED FOOTWAY ADOPTION - PITTENWEEM**

The Committee considered a report by the Head of Assets, Transportation & Environment advising of an objection to a proposed Traffic Regulation Order to adopt a section of footway at Abbey Wall Road, Pittenweem.

**Decision**

The Committee:-

- (1) agreed to set aside the unresolved objection to allow the implementation of a Traffic Regulation Order to adopt a section of footway at Abbey Wall Road, Pittenweem, as shown on the plan attached to the report; and
- (2) authorised officers to confirm the Traffic Regulation Order with all ancillary procedures within a reasonable period.

*Having earlier declared an interest, Councillors Thomson and Liston left the meeting prior to consideration of the following item.*

**291. APPOINTMENT TO PARTNER ORGANISATION - ST ANDREWS BID MANAGEMENT BOARD**

The Committee considered a report by the Head of Legal & Democratic Services in respect of a change of membership on the St Andrews BID Management Board.

**Decision**

The Committee unanimously agreed that Councillor Dominic Nolan be appointed in place of Councillor Jane Ann Liston as the Council's representative on the St Andrews BID Management Board.

*Councillors Thomson and Liston rejoined the meeting following consideration of the above item.*

**292. APPLICATION FOR FUNDING FROM ST MONANS COMMON GOOD FUND**

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of an application received from the Jim Matthew Camera Collection Trust for grant funding from St. Monans Common Good Fund.

**Decision/**

**Decision**

The Committee approved a contribution of £12,500 from St Monans Common Good Fund to the Jim Matthew Camera Collection Trust, to secure a unique collection of cameras and the St. Monans building in which it was housed.

**293. COMMON GOOD ANNUAL UPDATE**

The Committee considered a report by the Executive Director, Finance & Corporate Services, advising of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2019-20.

**Decision**

The Committee noted the information contained in the relevant appendices for the various Common Good funds in the North East Fife Area.

*Councillor Brett joined the meeting during consideration of the above item.*

**294. NON-SETTLEMENT TRUSTS ANNUAL UPDATE AND REVIEW OF TRUST FUNDS**

The Committee considered a report by the Head of Communities & Neighbourhoods providing a position statement on the expenditure relating to the Non-Settlement Trusts covering North East Fife and a Fife-wide statement on funds as at April 2020. The report also provided feedback on the outcome of decisions taken by Committee on 29 January 2020 following a review of Non-Settlement Trust Funds.

**Decision**

The Committee agreed to:-

- (1) note the expenditure statement for the financial year 2019/20 contained in Appendix 1;
- (2) note the funds available at the year end;
- (3) note the projects supported by the disbursement of these funds as detailed in Appendix 2 to the report;
- (4) note the action taken to implement the Committee's decisions of 29 January 2020 as detailed in Appendix 3 to the report;
- (5) approve the proposals detailed in paragraph 3.2.2 to allocate funding to repair potholes on the middle road of Duffus Park, install a raised walkway at the entrance to the play park, erect signage to toilet facilities, allocate £90k for disabled play equipment and accessibility, provide set up costs for the Lucky Ewe project;
- (6) approve the proposals detailed in paragraph 3.2.4 to transfer funding from the Provost Scott Memorial Fund to SRUC Elmwood College, to be used for a student award;
- (7) approve the proposals detailed in paragraph 3.2.7 to create a new sheltered seating area in Mugdrum Park;
- (8)/
- (8) approve the proposals detailed in paragraph 3.2.8 to provide 50% of the total funding from the Thomson Bequest and the Laing Library to Age Concern in Newburgh and 50% to the Laing Library, deferring a decision

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on the use of the Laing Library funding until Fife Cultural Trust completed its review of Culture and Heritage;

- (9) approve the proposals detailed in paragraph 3.2.1 to retain the Crail Public Library Trust pending the outcome of negotiations being undertaken by Crail Community Partnership; and
- (10) note that action to add a WW1 soldier's name to the St Andrews War Memorial would be concluded in the near future, following which the St Andrews War Memorial Trust Fund would be closed, as detailed in paragraph 3.2.5 of the report.

*Councillor Holt left the meeting following consideration of the above item.*

### **295. SETTLEMENT TRUSTS ANNUAL UPDATE**

The Committee considered a report by the Head of Communities & Neighbourhoods providing a position statement on the expenditure relating to the Settlement Trusts in the North East Fife area along with a Fife wide statement of funds held in both capital and revenue accounts as at April 2020.

#### **Decision**

The Committee noted:-

- (1) the expenditure statement for the financial year 2019/20 as detailed in Appendix 1 to the report;
- (2) the funds available at the year-end relating to amounts held as interest, in Revenue accounts and as Capital;
- (3) the detail of the projects supported by the disbursement of these funds found in section 2 of the report; and
- (4) the acceptable uses for this funding detailed in Appendix 2 to the report.

### **296. NORTH EAST FIFE AREA HOUSING PLAN UPDATE**

The Committee considered a report by the Head of Housing Services providing an update on progress in delivering service priorities and performance information for the Area Housing Plan for the financial year 2020/21 where figures were available at an Area level and advising that a revised Plan for 2021/23 would be presented at a future meeting once consultation had been carried out on future priorities for the North East Fife Area.

#### **Decision**

The Committee noted:-

- (1) the work progressed through the Area Housing Plan for the financial year 2020/21; and
- (2) the Expenditure for the HRA Locality Managed Budget for 2020/21 outlined in Appendix 2 to the report.

*Councillor Miklinski left the meeting during consideration of the above item.*

The meeting adjourned at 11.22 a.m. and reconvened at 11.30 a.m.

**297. NORTH EAST FIFE CLD PLAN & ANTI-POVERTY UPDATE**

The Committee considered a report by the Head of Communities & Neighbourhoods providing a 6-month update on the North East Fife Anti-Poverty Action Plan (2020/21) and a 12-month progress report on the work of the Community Development Team (October 2019 to October 2020), giving a joined-up picture of the work being delivered by the Council and the voluntary sector to address rural poverty and needs in North East Fife.

**Decision**

The Committee noted the work being undertaken by the NEF Community Development Team and its partners to benefit individuals and local communities in North East Fife and to address rural poverty.

**298. NOTICE OF MOTION**

In terms of Standing Order No. 8.1(1), the following Notice of Motion had been submitted:-

Councillor Jonny Tepp, seconded by Councillor Tim Brett, moved as follows:-

“The North East Fife Area Committee requests Roads & Transportation to consider whether resources can be made available for the following actions:

- to engage with colleagues in Perth & Kinross in order to understand the costs, benefits and opportunities that a Green Route scheme could provide in North East Fife
- to identify potential Green Routes in North East Fife;
- and to outline costs and potential sources of funding.

Officers are asked to report back their findings to the Committee within 6 months.”

**Decision**

The Committee agreed the motion unanimously.

**299. NOTICE OF MOTION**

In terms of Standing Order No. 8.1(1), the following Notice of Motion had been submitted:-

Councillor Brian Thomson, seconded by Councillor Ann Verner, moved as follows:-

“Committee notes the significant concern within the Strathkinness community about the safety of the B939/C4 crossroads at Strathkinness. Committee also notes the concern expressed by both Strathkinness Community Council and Kemback, Pitscottie and Blebo Community Council, and their requests for improvements to the crossroads to be considered.

Committee/

Committee requests Roads and Transportation Services to carry out an option appraisal of potential improvements to the crossroads, including cost estimates, with the options including – but not limited to – the following measures:

- improved signage;

## 2020 NEFAC 162

- improved sightlines;
- a reduction in the speed limit to 40mph; and
- a roundabout.

Committee further requests that the option appraisal is reported to Committee no later than 21st April 2021, for full consideration.”

### **Decision**

The Committee agreed the motion unanimously.

### **300. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation & Environment advising of action taken using the list of officer Powers in relation to property transactions.

### **Decision**

The Committee noted the report.

### **301. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME**

The Committee noted the current forward work programme for the North East Fife Area Committee.

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

20 January, 2021

9.30 a.m. – 12.35 p.m.

**PRESENT:** Councillors Donald Lothian (Convener), Tim Brett, Bill Connor, John Docherty, Andy Heer, Linda Holt, Margaret Kennedy, Jane Ann Liston, David MacDiarmid, Tony Miklinski, Dominic Nolan, Bill Porteous, Jonny Tepp, Brian Thomson and Ann Verner.

**ATTENDING:** Janice Laird, Community Manager (North East Fife), Communities & Neighbourhoods; Morag Millar, Strategic Growth & City Deals Programme Manager, Ryan McQuade, Property Gazetteer Officer, Economy, Planning & Employability Services; Jane Findlay, Lead Consultant, Climate Change & Partnerships, Roads & Transportation Services; David Thomson, Customer Experience Lead Officer / SPSO Liaison Officer, Customer & Online Services; Elizabeth Mair, Committee Officer, Legal & Democratic Services.

**ALSO ATTENDING:** Simon Baldwin, Destination Digital.

**302. DECLARATIONS OF INTEREST**

Councillor Andy Heer declared an interest in Para. 306 - Street Naming & Numbering Consultation - John Dott Avenue, Wormit - as an acquaintance of Mr Dott in the distant past, however, he was satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in his role as a Councillor and he would therefore remain in the meeting.

Councillor Brian Thomson declared an interest in Para. 304 - Presentation - Tay Cities Deal - as he was involved in the delivery of the Tay Cities Deal through his employment with the University of Dundee.

*Councillor Tepp joined the meeting at this stage.*

**303. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee of 9th December 2020.

**Decision**

The Committee agreed to approve the minute.

*Having declared an interest in the following item, Councillor Thomson left the meeting at this stage.*

**304. PRESENTATION - TAY CITIES DEAL**

Morag Millar, Strategic Growth & City Deals Programme Manager and Jane Findlay, Lead Consultant, Climate Change & Partnerships, gave a presentation highlighting the main points of the Tay Cities Deal which had been signed on 17th December 2019. The Deal had the potential to secure over 6000 jobs and lever in over £400m of investment in the region over the next 15 years and the presentation provided details of current projects in North East Fife.

**Decision/**

**Decision**

The Committee noted:-

- (1) the comprehensive information given in the presentation; and
- (2) that an annual update report would be submitted to the North East Fife Area Committee.

*Councillor Thomson re-joined the meeting following consideration of the above item.*

**305. STREET NAMING AND NUMBERING CONSULTATION - WORMIT**

Under Section 97 of the Civic Government (Scotland) Act 1982, the Committee considered a report by the Head of Business and Employability proposing that the name 'Iain Peter Place' be approved as a new street name at the Persimmon Homes development at land west of Kilmany Road, Wormit.

**Decision**

The Committee agreed that the name 'Iain Peter Place' be approved as a new street name at the Persimmon Homes development at land west of Kilmany Road, Wormit.

**306. STREET NAMING AND NUMBERING CONSULTATION - JOHN DOTT AVENUE, WORMIT**

Under Section 97 of the Civic Government (Scotland) Act 1982, the Committee considered a report by the Head of Business and Employability proposing that the name 'John Dott Avenue' be approved as a new street name at the Persimmon Homes development at land west of Kilmany Road, Wormit.

**Decision**

The Committee agreed that the name 'John Dott Avenue' be approved as a new street name at the Persimmon Homes development at land west of Kilmany Road, Wormit.

**307. APPLICATION FOR FUNDING FROM CRAIL COMMON GOOD FUND**

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of an application received from the Crail Community Partnership for grant funding from Crail Common Good Fund.

**Decision**

The Committee approved a contribution of £20,000 from Crail Common Good Fund to the Crail Community Partnership towards the costs of refurbishing the kitchen at Crail Community Hall.

*Councillor Kennedy left the meeting during consideration of the above item.*

**308./**

**308. COMPLAINTS UPDATE**

## 2021 NEFAC 165

The Committee considered a report by the Executive Director, Communities providing an overview of complaints received relating to the North East Fife area for the year from 1 April 2019 to 31 March 2020.

### **Decision**

The Committee:-

- (1) noted the information in the report, including the decrease in complaints responded to in target timescales and the proportionality of Service complaints; and
- (2) agreed that the Convener of the Environment & Protective Services Sub-Committee, along with the relevant officers, attend a future meeting to discuss members' concerns regarding complaints on environmental and housing issues.

*Councillor Kennedy re-joined the meeting during consideration of the above item.*

*The meeting adjourned at 11.30 a.m. and reconvened at 11.40 a.m.*

### **309. CUPAR NOW - ONE YEAR ON**

Simon Baldwin, Destination Digital, gave a presentation on Cupar Now, Scotland's first Digital Improvement District. The first annual report on the project was to be published shortly and Simon outlined the key points in the report, highlighting some of the successful initiatives implemented in the past year, along with the response to the COVID pandemic.

### **Decision**

The Committee:-

- (1) noted the information given in the presentation, details of which would be circulated to members;
- (2) agreed that a further update be provided in around a year; and
- (3) thanked Simon for his interesting and comprehensive presentation.

*Councillor Kennedy left the meeting during consideration of the above item.*

### **310. PROPERTY TRANSACTIONS**

The Committee considered a report by the Head of Assets, Transportation & Environment advising members of action taken using the List of Officer Powers in relation to property transactions.

### **Decision**

The Committee noted the report.

**311./**

### **311. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME**

## 2021 NEFAC 166

The Committee considered the Forward Work Programme for the North East Fife Area Committee.

### **Decision**

The Committee noted:-

- (1) the current Forward Work Programme;
  - (2) that a report on school attainment could not be provided at this time as the Scottish Government had not collected the necessary data in 2020 due to the COVID pandemic; and
  - (3) that a report on a replacement Cupar Care Home would be submitted to a future meeting.
-

**THE FIFE COUNCIL - POLICY AND CO-ORDINATION COMMITTEE – REMOTE MEETING**

19th November, 2020.

10.00 a.m. – 2.40 p.m.

**PRESENT:** Councillors David Alexander (Convener), David Barratt, John Beare, Tim Brett, Altany Craik, Neil Crooks, Dave Dempsey, Linda Erskine, David Graham, Judy Hamilton, Andy Heer, Helen Law, Carol Lindsay, Donald Lothian, Mick Green (substituting for Mino Manekshaw), Karen Marjoram, Tony Miklinski, David Ross, Fay Sinclair, Ross Vettraino and Craig Walker.

**ATTENDING:** Steve Grimmond, Chief Executive; Eileen Rowand, Executive Director (Finance and Corporate Services), Elaine Muir, Head of Finance, Laura Robertson, Finance Operations Manager, Les Robertson, Head of Revenue and Commercial Services, Caroline MacDonald, Procurement Service Manager, Derek Hamilton, Category Manager (Fleet and Plant), Charlie Anderson, Head of ICT, Business Technology Solutions, Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Neil Finnie, Service Manager (Policy and Prevention) and Avril Graham, Sustainable Estate Officer, Education and Children's Services; Gordon Mole, Head of Business and Employability and Ronnie Hair, Property Investment and Development Manager, Economy and Employability; John Mills, Head of Housing Services, Val Millar, Communications and Customer Insight Manager and Stuart Fargie, Programme Manager (Commercialisation), Communities and Neighbourhoods Service, Communities Directorate; Derek Crowe, Senior Manager (Roads and Transportation Services) and Ross Speirs, Service Manager (Structural Services), Assets, Transportation and Environment.

**237. CHANGE OF MEMBERSHIP**

**Decision**

The Committee noted that Councillor David Barratt had replaced Councillor Alice McGarry as a member of the Policy and Co-ordination Committee.

**238. DECLARATIONS OF INTEREST**

No Declarations of Interest were submitted in terms of Standing Order No. 7.1.

**239. MINUTES**

**(a) Policy and Co-ordination Committee of 8th October, 2020**

**Decision**

The Committee approved the minute.

(b)/

**(b) Appointments Sub-Committee of 28th September and 2nd November, 2020**

**Decision**

The Committee approved the minutes.

(c) The following minutes were submitted for noting:-

- Assets and Corporate Services Committee of 20th August and 29th October, 2020.
- Community and Housing Services Committee of 3rd September, 2020.
- Economy, Tourism, Strategic Planning and Transportation of 1st October, 2020.
- Education and Children's Services Committee of 1st September and 3rd November, 2020.
- Environment and Protective Services Committee of 17th September, 2020.

**Decision**

The minutes were noted.

**240. COVID-19 UPDATE**

Steve Grimmond, Chief Executive provided an update on the impact Covid-19 was having on the resilience of our Health and Social Care Services and also the social and economic impact the pandemic was having on our communities.

In Scotland, there was a sense that the second wave was beginning to level off but that it remained at a high level within large parts of the central belt. In Fife, Covid cases had been rising since mid-September to October and that situation had led Fife to move to Level 3 from 13th November.

There was a recognition of growing pressures being placed on health services and there was some concern on the demand being placed on the ICU. In relation to the social and community impact, the service data which had been received advised that we were coping with the demand placed on us.

It was noted that there was also significant demand on a number of services in relation to responding to Covid pressures including Environmental Health and Public Protection who were managing Covid outbreaks by providing advice to businesses across Fife.

Steve Grimmond highlighted the fact that the Committee had previously discussed the Council's approach on reform and recovery including the Council's economic and climate response and that this continued to be the main focus of discussion at the Sub-Committee Working Groups to help with all aspects of the Covid impact.

**241./**

**241. GENERAL FUND REVENUE BUDGET 2021-24**

The Committee considered a report by the Executive Director (Finance and Corporate Services) outlining the financial challenge the Council faced in the medium-term and the approach taken to respond to it.

**Decision**

The Committee:-

- (1) agreed the strategy contained within section 6 of the report as the basis for the development of a balanced budget for 2021-22;
- (2) noted that the figures were subject to change following the UK Comprehensive Spending Review and the Scottish Government Budget. The budget gap would be communicated to Group Leaders by the Executive Director (Finance and Corporate Services) once the information was available; and
- (3) noted that details of directorate proposals, fiscal flexibilities and corporate solutions would be provided to Group Leaders this year to allow political groups to develop budget proposals.

**242. CAPITAL INVESTMENT PLAN UPDATE - PROJECTED OUTTURN 2020-21**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing a strategic financial overview of the Capital Investment Plan and advised on the projected outturn for the 2020-21 financial year.

**Decision**

The Committee noted:-

- (1) the projected outturn position, the risks and mitigating actions for the major projects within the Capital Investment Plan;
- (2) the projected outturn position for the 2020-21 Capital Investment Plan;
- (3) that more detailed capital outturn reports for 2020-21 would be submitted to relevant Sub-Committees of the Council, in accordance with agreed financial reporting arrangements; and
- (4) that budget variances would be managed by the appropriate Directorate in conjunction with the Investment Strategy Group.

**243. SHORT-TERM FINANCIAL STRATEGY AND REVENUE BUDGET MONITORING 2020-21**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with a strategic overview of Fife Council's forecast financial position for 2020-21 noting that significant financial pressures had emerged/

emerged as a result of the Covid-19 pandemic as outlined in previous reports. The report provided an update detailing the changes to both the anticipated financial impact and the impact on the financial strategy to ensure the Council remained financially sustainable.

**Decision**

The Committee:-

## 2020 PC 121

- (1) noted the updated high level financial position as detailed in the report;
- (2) noted that the estimated shortfall in funding was well within the agreed financial strategy to use up to £10m of Council balances;
- (3) instructed all Services to continue to mitigate additional costs and to contain expenditure within the approved budget provision wherever possible;
- (4) approved the commitments against balances to be reduced as detailed in section 7 of the report;
- (5) noted that further monitoring reports would be submitted to the Policy and Co-ordination Committee and relevant Sub-Committees as outlined in section 8 of the report;
- (6) agreed to a temporary extension to a variation within the financial regulations to ensure the continued operation of the Supplier Relief Scheme; and
- (7) agreed to a temporary extension to the policy of deferral rather than abatement of debt.

### **244. TREASURY MANAGEMENT ANNUAL REPORT 2019-20 AND UPDATE 2020-21**

The Committee considered a report and update prepared in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) publication, Treasury Management in the Public Services - Code of Practice and Cross-Sectorial Guidance Notes, which had been adopted by the Committee on 12th April, 2018. The Council were required to comply with the Code through the Local Government in Scotland Act 2003.

#### **Decision**

The Committee noted the contents of the report.

*The meeting adjourned at 11.30 a.m. and reconvened at 11.45 a.m.*

### **245. DEPARTURE TO THE SCHOOL ADMISSIONS POLICY - COVID**

The Committee considered a report by the Executive Director (Education and Children's Services) seeking approval to depart from the existing Schools Admissions Policy for Primary One enrolment from January, 2021. As a result of the/

the Coronavirus restrictions, the education authority was looking to depart from the current approach to allow enrolment for pupils for session 2021/22 using a digital, online process.

#### **Decision**

The Committee:-

- (1) noted the contents of the report; and



## 2020 PC 122

- (2) approved the departure from the existing schools admission policy for Primary One enrolment for academic session 2021/22.

### **246. FIFE INDUSTRIAL INNOVATION INVESTMENT PROGRAMME - EDINBURGH AND SOUTH EAST SCOTLAND CITY REGION DEAL - FULL BUSINESS CASE FOR TRANCHE 2**

The Committee considered a report by the Executive Director (Enterprise and Environment) seeking approval for the second tranche of investment (years 4-6) of the Fife Industrial Innovation Investment (i3) Programme noting that the Fife i3 Programme was a ten year investment programme which formed part of the Edinburgh and South East Scotland City Region Deal.

#### **Decision**

The Committee:-

- (1) approved the Full Business Case (FBC) included in Appendix 1 to the report, noting that the approval was subject to the agreement of the Scottish and UK Governments and the Regional Joint Committee for the Edinburgh & South East Scotland City Region Deal;
- (2) delegated authority to the Executive Director (Enterprise and Environment), the Head of Legal and Democratic Services and the Head of Finance to secure partner agreement and authorised them to submit the Full Business Case to the Edinburgh and South East Scotland City Region Deal Joint Committee and Government partners for final approval;
- (3) agreed that the capital receipts from the disposal of land at The Industrial Park, Lochgelly and the former skate park site at Ridgeway, Dalgety Bay would be reinvested in the Fife i3 Programme, noting that the principle of capital receipts being retained by the Fife i3 Programme formed part of the agreed Full Business Case (FBC) and was a requirement of the Government investment. The total amount of receipts proposed for retention by the Programme did not exceed the previously agreed total of £5.2m;
- (4) agreed the transfer of £388,000 from within the EPES Council capital programme that arose as a result of the updated business case, from Growing the Economy to the Fife i3 Programme;
- (5)
- (5) noted that the report followed the Full Business Case for the Fife i3 Programme, which was approved by the Policy and Co-ordination Committee in January 2019. Approval was given at that time for Fife Council capital funding to support delivery of the Programme; and
- (6) noted that a further Full Business Case for the third tranche (years 7–10) of investment would be prepared in 2023/24.

*Councillor Craig Walker left the meeting during consideration of the above item.*

### **247. SCOTTISH GOVERNMENT TOWN CENTRE FUND - ADDITIONAL ALLOCATION OF £1.56M AND PROGRESS UPDATE**

## 2020 PC 123

The Committee considered a report by the Head of Business and Employability seeking agreement for an approach to disbursing a further allocation of £1.56m from the Scottish Government's Town Centre Capital Fund and provided an update on the existing £4.335m programme of projects agreed at the Policy and Co-ordination Committee on 18th June, 2019. The further allocation of funding would be used specifically to support town centre projects which would stimulate the construction industry and support jobs during the current financial year 2020-2021. The Scottish Government had set rigid timescales and conditions to which Fife Council would be required to adhere, including that monies were to be legally committed and/or spent on projects commenced within financial year 2020-2021 with an expectation that projects would be completed by the end of September, 2021.

### **Decision**

The Committee:-

- (1) noted the background to the fund, including conditions and timescales involved in delivering projects;
- (2) agreed that the over profiling of projects reported to the Policy and Co-ordination Committee in June 2019 to manage risk of underspend or slippage in project delivery be accounted for in the additional £1.56m and noted that there was some flexibility to allow movement of funds from one project to another as necessary with the agreement of the Executive Director (Enterprise and Environment); and
- (3) agreed that the existing projects listed in Table 1 of the report, which already had the necessary approvals in place, would receive investment from the additional £1.56m fund.

## **248. HOUSING REVENUE ACCOUNT (HRA) CONSULTATIVE BUDGET 2021-22**

The Committee considered a joint report by the Head of Housing Services and Head of Finance seeking approval to agree an appropriate increase for HRA rents and associated charges for 2021-22, reflecting the impacts of the Covid-19 emergency on tenant households and housing finances noting that the proposed rent increase would form the basis of statutory consultation with tenants to inform HRA budget discussions at full Council on 25th February, 2021.

### **Decision/**

### **Decision**

The Committee:-

- (1) agreed to survey all Council tenants around the proposal for a rent increase of 1.5% in 2021-22, to also apply to associated charges for services, garage sites and temporary accommodation with lock-up rents being frozen for one further year;
- (2) noted that Committee's preferred prudential threshold of 30% would be reached through the specific rent proposal based on current HRA borrowing and risk assumptions, adding a higher level of risk to the HRA; and
- (3) noted that the outcome of the full tenant consultation would be reported to full Council on 25th February, 2021.

**249. ADVERTISING ON COUNCIL ASSETS**

The Committee considered a report by the Executive Director (Communities) seeking approval for a refreshed Council's Advertising and Sponsorship Policy and an updated approach to advertising that included new measures to support local businesses through the current Covid-19 pandemic.

**Decision**

The Committee:-

- (1) approved the refreshed Advertising and Sponsorship Policy as detailed in Appendix 1 to the report;
- (2) endorsed the priority and approach being placed on supporting local businesses and wider economic recovery;
- (3) noted the intention to test advertising opportunities across a range of Council assets over the next twelve months; and
- (4) agreed that a further report be brought back to this Committee in twelve months' time providing a review of the new policy.

**250. ANNUAL PROCUREMENT REPORT**

The Committee considered a report by the Head of Revenue and Commercial Services providing members with a summary of Procurement activity and its impact during the financial year 2019/20.

**Decision**

The Committee noted the contents of the Annual Procurement Report which would subsequently be published and notified to Scottish Ministers.

*Councillors Dave Dempsey, Carol Lindsay and Tony Miklinski left the meeting during consideration of the above item.*

**251./**

**251. DIGITAL STRATEGY 2020 TO 2023**

The Committee considered a report by the Head of ICT introducing the Fife Council Digital Strategy covering the period from October, 2020 to October, 2023.

**Decision**

The Committee:-

- (1) agreed the Digital Strategy as the foundation for the Council's Digital and Reform agenda over the next three years;
- (2) agreed the Strategy as the basis for scrutiny of plans for digital redesign and transformation by ensuring alignment with the six themes referenced in para. 1.6 of the report and, in particular, noted the requirements laid out in Section 10 of the Strategy; and

## 2020 PC 125

- (3) noted the potentials laid out in the Strategy as a basis for forward reform and redesign of services through the adoption of digital solutions.

### 252. SEVERE FLOODING - AUGUST 2020

The Committee considered a report by the Head of Assets, Transportation and Environment updating members on the severe flooding that occurred throughout Fife on 11th/12th and 25th August, 2020 and provided details on immediate mitigation measures put in place and additional works provided after the events and also outlined follow-up actions to mitigate future problems.

#### **Decision**

The Committee:-

- (1) noted the scale of the flooding events, the number of recorded locations and the scale of the follow-up drainage investigations to be carried out and the use of funding from an underspend on Quality of Life funding of £0.325m to instigate the initial list of follow-up drainage investigations and the completion of a programme of offlet cutting and priority gully cleaning this financial year;
- (2) noted that a review of roads drainage maintenance policy and standards, including gully cleaning, ditch and offlet clearing to align policy within the available budget;
- (3) noted that the record of flood events was incomplete;
- (4) agreed that a report be submitted to the Environment and Protective Services Sub-Committee which would include a full register of flood events across Fife detailing the location and key processes involved;
- (5) agreed that the Council be proactive following each flood event by inviting external bodies (Police, Fire, SEPA) and local representatives to detail all flooding events;
- (6)/
- (6) agreed that a full report be submitted back to this Committee looking at the Council wide response to flooding events and lessons learned; and
- (7) agreed to examine additional resources for the full list of Appendix 1 actions this year and provide information on how Fife may benefit more from Scottish Government funding.

*Councillor Dave Dempsey re-joined the meeting during consideration of the above item and Councillors Tim Brett and Donald Lothian left the meeting during consideration of the above item.*

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**THE FIFE COUNCIL - POLICY AND CO-ORDINATION COMMITTEE – REMOTE MEETING**

7th January, 2021.

10.00 a.m. – 11.35 a.m.

**PRESENT:** Councillors David Ross (Convener), David Alexander, David Barratt, John Beare, Tim Brett, Altany Craik, Neil Crooks, Dave Dempsey, Linda Erskine, David Graham, Judy Hamilton, Andy Heer, Helen Law, Carol Lindsay, Donald Lothian, Mino Manekshaw, Karen Marjoram, Tony Miklinski, Fay Sinclair, Ross Vettraino and Craig Walker.

**ATTENDING:** Steve Grimmond, Chief Executive; Eileen Rowand, Executive Director (Finance and Corporate Services), Elaine Muir, Head of Finance, Morag Ferguson, Head of Legal and Democratic Services, Tracy Hogg, Business Partner, Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Fiona Mckay, Divisional General Manager (Interim) and Vivienne McBride, Change Manager (East Division), Health and Social Care; Keith Winter, Executive Director (Enterprise and Environment), Ken Gourlay, Head of Assets, Transportation and Environment, Gordon Mole, Head of Business and Employability and Derek Crowe, Senior Manager (Roads and Transportation), Assets, Transportation and Environment; Paul Short, Service Manager, Housing Services; and Sharon Douglas, Community Investment Team Manager, Communities and Neighbourhoods Service.

Prior to commencement of formal business, the Convener, on behalf of the Committee, expressed their sadness at the news of the death of former Provost John Simpson and passed on their condolences to his family and friends.

The Convener advised that, in terms of Standing Order No. 3.8, a report relating to the suspension of parking charges would be considered as an urgent item as the decision had financial implications and could not wait until the next meeting of the Committee. The item would be taken after the Covid-19 Update.

**253. DECLARATIONS OF INTEREST**

**Decision**

No Declarations of Interest were submitted in terms of Standing Order No. 7.1.

**254. MINUTES**

**(a) Policy and Co-ordination Committee of 19th November, 2020**

**Decision**

The Committee approved the minute.

**(b) The following minutes were submitted for noting:-**

- Community and Housing Services of 24th November, 2020
- Environment and Protective Services of 3rd December, 2020
- Economy/

- Economy, Tourism, Strategic Planning and Transportation of 10th December, 2020

**Decision**

The minutes were noted.

**255. COVID-19 UPDATE**

Steve Grimmond, Chief Executive provided an update on the Covid-19 situation advising that two days ago Scotland had moved into a temporary lockdown until at least the end of January with Fife having only recently moved into Level 4 restrictions on 26th December. Over the last week, it had been reported that there had been a significant rise in the level of infections in Scotland with the current level in Fife at 212 weekly infections per 100,000 population and a positivity rate at 10.4%. The Scottish Government had advised that it was now a legal requirement to stay at home except for essential purposes including work that could not be done from home, exercise, caring and essential shopping.

The Chief Executive advised that he had recently re-convened the Council's Incident Management Team to review the implications of the lockdown for the workforce and the services that the Council provided advising that the Council were re-enforcing its message that staff should work from home if possible. Directorates were also reviewing essential services and roles to ensure that everybody was clear on who should and should not be coming into the workplace.

The Chief Executive then gave a brief summary of services being provided including Education and Children's Services where schools and early learning/childcare centres were only open to vulnerable young people and keyworkers' children until 1st February, 2021. Schools would, however, provide online learning from Monday, 11th January until 1st February.

Community centres and community use schools were closed until 1st February, however, they would continue to operate to support some essential work including emergency food provision, essential childcare and were also being used as covid testing and vaccination centres. Customer service centres remained open for essential appointments and the customer contact centre and covid community helpline continued to support local people.

The provision of strategic framework grants to businesses continued but business support had been expanded to taxis, travel agents, mobile businesses and hospitality which was being finalised with the Scottish Government for local implementation.

The Health and Social Care Partnership continued to provide essential services to Fife's most vulnerable people whilst balancing the demands of Covid-19 and the pressure of winter demands. The Covid Vaccination Programme, led by NHS Fife and the Health and Social Care Partnership, was underway with initial priority groups being vaccinated.

**256./**

**256. URGENT ITEM – COVID-19: SUSPENSION OF PARKING CHARGES**

The Committee considered a report by the Senior Manager (Roads and Transportation Services) seeking approval for the suspension of all public parking charges and time limited parking restrictions across Fife from Monday, 11th January, 2021 until such time as the full lockdown had been lifted by the Scottish Government.

**Decision**

The Committee approved the suspension of parking charges and time limited restrictions in all Fife Council public parking places from Monday, 11th January, 2021 until such time that the full lockdown had been lifted by the Scottish Government.

**256. SHORT-TERM FINANCIAL STRATEGY AND REVENUE BUDGET MONITORING 2020/21**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with a strategic overview of Fife Council's forecast financial position for 2020-21 noting that significant financial pressures had emerged as a result of the Covid-19 pandemic. The report provided an update detailing the changes to both the anticipated financial impact and the financial strategy.

**Decision**

The Committee:-

- (1) noted the updated high-level financial position as detailed in the report;
- (2) instructed all Services to continue to mitigate additional costs and to contain expenditure within the approved budget provision wherever possible; and
- (3) noted that further monitoring reports would be submitted to the Policy and Co-ordination Committee and relevant Sub-Committees.

**257. CAPITAL INVESTMENT PLAN UPDATE - PROJECTED OUTTURN 2020/21**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with a strategic financial overview of the Capital Investment Plan and advised on the projected outturn for the 2020-21 financial year.

**Decision**

The Committee noted:-

- (1) the projected outturn position, the risks and mitigating actions for the major projects within the Capital Investment Plan;
- (2) the projected outturn position for the 2020-21 Capital Investment Plan;
- (3)/

- (3) that more detailed capital outturn reports for 2020-21 would be submitted to relevant Sub-Committees of the Council, in accordance with agreed financial reporting arrangements; and
- (4) that budget variances would be managed by the appropriate Directorate in conjunction with the Investment Strategy Group.

**258. CARE HOME REPROVISIONING PROGRAMME - NEW PROPOSAL FOR REPLACEMENT OF NORTHEDEN HOUSE, CUPAR**

**Decision**

It was agreed to withdraw this item and defer it to a future meeting as further officer consultation was required.

**259. CARE HOME REPROVISIONING PROGRAMME - REPLACEMENT OF LADYWALK HOUSE BUSINESS CASE**

The Committee considered a joint report by the Director of Health and Social Care and Head of Housing Services presenting the Business Case for a new care home with day service provision to replace Ladywalk House in Anstruther on Housing Service's Mayview Court site. The new building would be an integrated building with Housing Services accommodating 24 residential care home beds, 12 extra care housing units and shared services with two specific needs housing bungalows also being constructed on the site.

**Motion**

Councillor David Graham, seconded by Councillor David Alexander, moved that the recommendations contained within the report be approved.

**Amendment**

Councillor Dave Dempsey, seconded by Councillor Tony Miklinski, moved as follows:-

"That the decision on this business case be delayed until the February meeting to allow the identified shortcomings to be addressed and to receive a report on the capacity and interest of the private care companies to deliver Option 3."

**Roll Call**

**For the motion – 17 votes**

Councillors David Alexander, David Barratt, John Beare, Tim Brett, Altany Craik, Neil Crooks, Linda Erskine, David Graham, Judy Hamilton, Helen Law, Carol Lindsay, Donald Lothian, Karen Marjoram, David Ross, Fay Sinclair, Ross Vettraino and Craig Walker.

**For the amendment – 4 votes**

Councillors Dave Dempsey, Andy Heer, Mino Manekshaw and Tony Miklinski.

The motion was accordingly carried.

**Decision/**



**Decision**

The Committee:-

- (1) noted the contents of the report;
- (2) agreed to proceed to the Design Phase for the procurement, delivery and management of the proposed new care home/extra care housing facility on the Mayview Court site in Anstruther;
- (3) agreed to the project drawing funds from the Capital Minor Works budget to meet an anticipated capital shortfall of £1,470,000;
- (4) agreed to the development of 12 extra care housing flats within the Care Village; and
- (5) agreed that further update reports be submitted back to this Committee at appropriate intervals.

**260. CROWN ESTATE FUNDING**

The Committee considered a report by the Head of Business and Employability Services providing an update on the allocation of Scottish Crown Estate funding and outlined a recommended approach for the future allocation of the funds.

**Decision**

The Committee:-

- (1) noted the proposals supported from the allocation of Crown Estate funding throughout 2019/2020;
  - (2) noted the proposals supported from the allocation of Crown Estate funding throughout 2020/2021 to date; and
  - (3) approved the recommended approach for future allocation of Crown Estate funding received by Fife Council to support Climate Action Fife.
-

**THE FIFE COUNCIL - ENVIRONMENT, FINANCE & COMMUNITIES SCRUTINY  
COMMITTEE – REMOTE MEETING**

**27 October, 2020**

**10.00 a.m. – 11.45 a.m.**

**PRESENT:** Councillors Tim Brett (Convener), Neil Crooks, John Docherty, Linda Erskine, Ian Ferguson, Derek Glen, Mick Green, Andy Heer, Rosemary Liewald, Lea McLelland, Ross Paterson, Fay Sinclair, Ryan Smart and Jan Wincott

**ATTENDING:** Eileen Rowand, Executive Director, Finance & Corporate Services; Diarmuid Cotter, Head of Customer & Online Services; Sharon McKenzie, Head of Human Resources, Anne-Marie Cardle, HR Service Manager, Human Resources; John Rodigan, Senior Manager, Scott Clelland, Service Manager, Environment & Building Services; Tracy Hogg, Business Partner, Finance, Jacqui Laing, Category Manager, Corporate, Elizabeth Mair, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

**ALSO  
ATTENDING:** Councillor Ross Vettraino

**APOLOGIES  
FOR  
ABSENCE:** Councillor Darren Watt

**27. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**28. MEMBERSHIP OF COMMITTEE**

The Committee noted that Councillors Derek Glen and Fay Sinclair had replaced Councillors Julie Ford and Carol Lindsay as members of the Environment, Finance & Communities Scrutiny Committee.

**29. MINUTE**

The Committee considered the minute of meeting of the Environment, Finance & Communities Scrutiny Committee of 25th August, 2020. Councillor Ross Vettraino, Convener of the Environment & Protective Services Sub-Committee, gave an update on fly-tipping, advising that it was the intention to develop a new strategy for dealing with this and other issues such as graffiti and dog fouling. A situation report was being prepared to inform initial discussions prior to formulation of the strategy which would be submitted to the Environment & Protective Services Sub-Committee for consideration.

**Decision**

The Committee agreed to approve the minute and noted that updates on the fly-tipping situation would be provided as appropriate.

**30. CONTACT CENTRE REVIEW**

The Committee considered a report by the Executive Director, Communities, providing an update on the review of the contact centre by the Scrutiny Committee with an overview of performance and the progress made with increasing online services.

**Decision**

The Committee noted:-

- (1) the information provided in the report;
- (2) that a briefing note on digital access and numbers of persons unable to access services digitally would be provided to members; and
- (3) that a further update report would be submitted to the Committee in 6 months.

**31. AGENCY WORKERS AND OVERTIME**

The Committee considered a report by the Head of Human Resources providing an update on the spend attributable to agency workers and overtime and the work being undertaken to ensure the use of agency workers and overtime was appropriate and kept to a minimum.

**Decision**

The Committee:-

- (1) noted the information contained in the report; and
- (2) agreed that reports continue to be submitted annually.

**32. REWILDING UPDATE**

Scott Clelland, Service Manager, Grounds Maintenance Service, gave an update on the position regarding rewilding of grass areas and answered questions from members with specific reference to consultation to be carried out with local communities.

**Decision**

The Committee noted that a clear consultation strategy would be developed, taking into consideration points made by members, and that updates would be provided as necessary.

*Councillor Wincott left the meeting during consideration of this item.*

**33./**

**33. ENVIRONMENT, FINANCE & COMMUNITIES SCRUTINY COMMITTEE WORK PROGRAMME**

The Committee noted:-

- (1) the current work programme which would be updated as appropriate; and
- (2) that members could suggest items for consideration at future meetings.

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### THE FIFE COUNCIL - EDUCATION AND CHILDREN'S SERVICES, HEALTH AND SOCIAL CARE SCRUTINY COMMITTEE – REMOTE MEETING

4th November, 2020

10.00 a.m. - 12.40 p.m.

**PRESENT:** Councillors Tony Miklinski (Convener), Ian Cameron, Bill Connor, Judy Hamilton (Substituting for Altany Craik), Andy Heer, Kathleen Leslie, Carol Lindsay, Karen Marjoram, David Ross, Jonny Tepp, Ann Verner and Lea Mcllelland. Religious representatives Alastair Crockett, George Haggarty and William Imlay.

**ATTENDING:** Nicky Connor, Director of Health and Social Care, Fiona Mckay, Head of Strategic Planning Performance and Commissioning and Suzanne McGuinness, Service Manager (Improving Outcomes), Health and Social Care; Maria Lloyd, Head of Education & Children's Services (Secondary Schools and Specialist Support), Education; Morag Ferguson, Head of Legal & Democratic Services Helena Couperwhite, Manager - Committee Services, Lesley Burnie, Accountant, and Wendy Macgregor, Committee Officer, Legal & Democratic Services, Finance and Corporate Services.

**APOLOGIES FOR ABSENCE:** Councillors Altany Craik and Colin Davidson

<b>24.</b>	<b>DECLARATIONS OF INTEREST</b>  <u>Decision</u>  No declarations were made in terms of Standing Order 7.1.
<b>25.</b>	<b>MEMBERSHIP OF COMMITTEE</b>  <u>Decision</u>  The Committee noted that Councillors Lindsay, Marjoram and Mcllelland had replaced Councillors Beare, Caldwell and Green-Wilson as members of the Education and Children's Services, Health and Social Care Scrutiny Committee.
<b>26.</b>	<b>MINUTE OF MEETING</b>  The Committee considered the minute of the Education and Children's Services, Health and Social Care Scrutiny Committee of 16th September, 2020.  In relation to Decision (2) at para. 23 of the minute, Morag Ferguson, Head of Legal and Democratic Services advised members that as the detail contained within the Stevens Report was historical, it had limited relevance and it would not be appropriate for the committee to consider this.

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	<b><u>Decision</u></b>
	<p>The Committee:-</p> <ol style="list-style-type: none"> <li>1. approved the minute; and</li> <li>2. requested that a report be submitted to a future meeting of the Committee on long term funding of the Health and Social Care Partnership.</li> </ol>
<b>27.</b>	<b>IMPACT OF COVID ON ALL FIFE CARE AND NURSING HOMES MARCH 2020 - SEPTEMBER 2020</b>
	<p>The Committee considered a report by the Head of Strategic Planning, Performance and Commissioning advising Members of actions taken to support Fife's Care homes in response to Covid-19. The Director of Health and Social Care provided a verbal update and answered a number of questions.</p>
	<b><u>Decision</u></b>
	<p>The Committee:_</p> <ol style="list-style-type: none"> <li>1. noted the contents of the report;</li> <li>2. agreed that more detail was required to allow adequate scrutiny;</li> <li>3. noted the continuing collaborative work to support Fife's care homes and key stake holders; and</li> <li>4. requested that a detailed report be submitted to a future meeting of the Committee on the following areas:- <ul style="list-style-type: none"> <li>• Assurance on the support provided to Care Homes at the early stages of the pandemic;</li> <li>• Data on the Impact of Covid in Fife Care Homes, to include testing for residents and staff, support for Care Staff and how this formed the public response; and</li> <li>• Lessons learned and actions for the future.</li> </ul> </li> </ol> <p><i>Alastair Crockett joined the meeting during consideration of this item.</i></p> <p><i>The Committee adjourned at 11.25 a.m. and reconvened at 11.35 a.m.</i></p>
<b>28.</b>	<b>FACTUAL BRIEFING ON THE HEATH AND SOCIAL CARE PARTNERSHIP ANNUAL REPORT 2019-20</b>
	<p>The Committee considered a report by the Director of Fife Health and Social Care Partnership providing Members with the opportunity to scrutinise the Fife Health and Social Care Partnership Annual Report for 2019-20 and select areas for further scrutiny.</p>
	<b><u>Decision</u></b>
	The/

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	<p>The Committee:-</p> <ol style="list-style-type: none"> <li>1. considered the contents of the report;</li> <li>2. requested a report on Support for Carers; and</li> <li>3. identified Care at Home as an area that required to be scrutinised and recognised that this was already in the future work programme.</li> </ol>
<b>29.</b>	<b>2020-21 CAPITAL MONITORING PROJECTED OUTTURN</b>
	The Committee considered a report by the Executive Director, Finance and Corporate Services providing Members with an update on the Capital Investment Plan and the projected out-turn for the 2020-21 financial year for areas in the scope of the Education and Children's Services, Health and Social Care Scrutiny Committee.
	<b><u>Decision</u></b>
	The Committee considered and noted the current performance and activity across the 2021-21 financial period, as detailed in the report.
<b>30.</b>	<b>REVENUE BUDGET PROJECTED OUT-TURN REPORT 2020-21 FOR SOCIAL CARE SERVICES</b>
	The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Director of Health and Social Care highlighting the 2020-21 projected out-turn for Fife Council Social Care Services for Adults and Older People.
	<b><u>Decision</u></b>
	The Committee scrutinised and noted the contents of the report.
<b>31.</b>	<b>EDUCATION &amp; CHILDREN'S SERVICES HEALTH AND SOCIAL CARE SCRUTINY FORWARD WORK PROGRAMME</b>
	<b><u>Decision</u></b>
	<p>The Committee agreed:-</p> <ol style="list-style-type: none"> <li>1. a Briefing on Care Homes would be submitted to the meeting of the Committee on 30<sup>th</sup> March, 2020;</li> <li>2. that the report on Impact and risks associated with "Belong to Fife" Strategy, would be submitted to the meeting of the Committee on 25<sup>th</sup> May, 2021; and</li> <li>3. that a Briefing on Support for Carers be included in the unallocated section of the forward work programme.</li> </ol> <hr style="width: 50%; margin-left: auto; margin-right: auto;"/>

**THE FIFE COUNCIL - STANDARDS AND AUDIT COMMITTEE – REMOTE MEETING**

**26th November, 2020**

**10.00 a.m. – 10.35 a.m.**

**PRESENT:** Councillors Dave Dempsey (Convener), Lesley Backhouse, John Beare, Dave Coleman, Gordon Langlands, Derek Noble, Jonny Tepp, Ann Verner and Ross Vettrai.

**ATTENDING:** Eileen Rowand, Executive Director - Finance & Corporate Services, Elaine Muir, Head of Finance, Laura Robertson, Finance Operations Manager, Helena Couperwhite, Manager - Committee Services, Legal & Democratic Services, and Wendy MacGregor, Committee Officer, Legal & Democratic Services, Finance and Corporate Services.

**ALSO ATTENDING:** Brian Howarth, Audit Director, and Patricia Fraser, Senior Audit Manager, Audit Scotland.

**158. DECLARATIONS OF INTEREST**

Councillor Lesley Backhouse declared an interest at para.159 – Fife Council and Charitable Trusts Annual Audit Report and Audited Annual Accounts 2019-20, being a member on the Board of the Fife Golf Trust and Fife Cultural Trust.

Councillor Dave Coleman declared an interest in para. 159 - Fife Council and Charitable Trusts Annual Audit Report and Audited Annual Accounts 2019-20, being a member on the Board of the Fife Cultural Trust.

**159. FIFE COUNCIL AND CHARITABLE TRUSTS ANNUAL AUDIT REPORT AND AUDITED ANNUAL ACCOUNTS 2019-20**

The Committee considered a report by the Executive Director, Finance and Corporate Services comprising the Audited Accounts for Fife Council and Charitable Trusts for 2019-20, including the Annual Audit Report. The report also provided a brief response to the External Auditor's report to Fife Council and the Controller of Audit.

**Decision**

The Committee:-

- (1) approved the Audited Accounts for signature;
- (2) noted the report by Audit Scotland, the Council's External Auditors and the management responses; and
- (3)/



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- (3) expressed their thanks and appreciation to the staff of Fife Council, Finance Services and Audit Scotland, for their hard work and effort in delivering the audited Fife Council and Charitable Trust Accounts, under challenging circumstances due to the Covid-19 pandemic.
-

**THE FIFE COUNCIL - STANDARDS AND AUDIT COMMITTEE – REMOTE MEETING**

17th December, 2020

10.00 a.m. – 11.15 a.m.

**PRESENT:** Councillors Dave Dempsey (Convener), Lesley Backhouse, John Beare, Bobby Clelland, Dave Coleman, Gordon Langlands, Derek Noble, Ann Verner and Ross Vettraino.

**ATTENDING:** Elaine Muir, Head of Finance, Avril Cunningham, Service Manager, Audit and Risk Management Services, Finance Services; Diarmuid Cotter, Head of Customer and Online Services and Laura McDonald, Customer Experience Lead Officer, Customer and Online Services; Morag Ferguson, Head of Legal and Democratic Services, Helena Couperwhite, Manager - Committee Services, Fiona Stuart, Data Protection Officer and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**ALSO IN ATTENDANCE:** Tim Bridle, Audit Manager, Audit Scotland.

**160. DECLARATIONS OF INTEREST**

No Declarations of Interest were submitted in terms of Standing Order No. 7.1.

**161. MINUTES -**

(a) Standards Audit Committee of 15th October, 2020

**Decision**

The Committee agreed to approve the minute.

(b) Standards and Audit Committee of 26th November, 2020

**Decision**

The Committee agreed to approve the minute.

**162. INFORMATION REQUESTS ANNUAL REPORT 2019-20**

The Committee considered a report by the Head of Customer and Online Services, Communities detailing requests for information received in terms of the Freedom of Information (Scotland) Act 2002 (FOISA): the Environmental Information (Scotland) Regulations 2004 (EIR) and the GDPR/Data Protection Act 2018 (DPA).

**Decision/**

**Decision**

The Committee:-

- (1) noted the continued increase in workload arising from managing information requests;
- (2) noted the performance as detailed in the report;
- (3) requested that a Service breakdown for Social Work Services - Children and Families and Criminal Justice, be included in future submissions to the Committee, as detailed in Appendix 1 of the report; and
- (4) acknowledged the progress in liaison with the Information Management and Request Team (IMRT) and the ICT Governance Board to monitor and improve performance.

**163. DATA PROTECTION ANNUAL REPORT**

The Committee considered a report by the Data Protection Officer, Legal and Democratic Services highlighting key data protection statistics for Fife Council.

**Decision**

The Committee:-

- (1) acknowledged the work of the Data Protection Officer and the Data Protection Team to ensure continued compliance across the Council with the General Data Protection Regulation (GDPR) and, to adapt processes to enable vital data sharing initiatives to take place in a compliant way;
- (2) considered and noted the performance as detailed in the report;
- (3) expressed concern over low statistics from Services across the Council that had failed to complete the mandatory Data Protection training and that Service participation would continue to be monitored;
- (4) noted the steps being taken via the Information Governance Working Group; the ICT Governance Board and staff communications to improve performance; and
- (5) agreed that refresher training on Data Protection would be provided for all Fife Council elected members.

**164. REGULATION OF INVESTIGATORY POWERS (SCOTLAND) ACT 2000**

The Committee considered a report by the Executive Director - Finance and Corporate Services updating members on the use of the Regulation of Investigatory Powers in 2019 and 2020.

**Decision/**

**Decision**

The Committee noted the use of the Regulation of Investigatory Powers in 2019 and 2020.

**165. THE STANDARDS COMMISSION FOR SCOTLAND – ANNUAL REPORT AND ACCOUNTS FOR 2019/20; AND DECISIONS TAKEN BY THE HEARING PANEL OF THE STANDARDS COMMISSIONER FOR SCOTLAND**

The Committee considered a report by the Head of Legal and Democratic Services advising members that the Standards Commission for Scotland had published its annual report and accounts for 2019/20; and reported on the findings of the Hearing Panel of the Standards Commission for Scotland during the period 2019/20.

**Decision**

The Committee noted:-

- (1) the annual report and accounts for 2019/20 of the Standards Commission for Scotland;
- (2) the findings of the Public Standards Commissioner and the decisions of the Hearing Panel of the Standards Commission for Scotland in the period 2019/20, which would continue to be monitored and appropriate reports and/or advice given to the Council; and
- (3) noted that a link to the Annual Report would be circulated to all elected members.

**166. COVID-19 GUIDE FOR AUDIT AND RISK COMMITTEES**

The Committee considered a report by the Executive Director - Finance and Corporate Services highlighting the key issues raised in the 'Covid-19 Guide for Audit and Risk Committees' published by Audit Scotland in August 2020 and to inform the Standards and Audit Committee members of the outcome of the self-assessment using its best practice checklists.

**Decision**

The Committee noted

- (1) the contents of the report; and
- (2) the outcome of the self assessment as detailed in Appendix 1 of the report.

**167./**

**167. UPDATE ON 2020/21 REVISED AUDIT PLAN AND ANALYSIS OF ISSUED REPORTS**

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing an update on 2020/21 audits and analysis of the findings of the audit reports issued since the last report to this Committee. The report highlighted any areas of concern identified and instances where, in the view of the Service Manager, Audit and Risk Management, appropriate action was not being taken.

**Decision**

The Committee noted the contents of the report and the summary report attached as Appendix 1.

*Councillor Lesley Backhouse left the meeting during consideration of the above item.*

**168. POST AUDIT REVIEW REPORT**

The Committee considered a report by the Service Manager, Audit and Risk Management Services, the purpose of which was to provide an update on internal audit reports issued in the period 1 July 2019 to 30 June 2020. It also provided an update of progress for the period prior to 1 July 2019.

**Decision**

The Committee noted the contents of the report and the satisfactory progress that had been made in implementing recommendations.

**169. NATIONAL FRAUD INITIATIVE 2020/21 PROGRESS**

The Committee considered a report by the Service Manager, Audit and Risk Management Services, the purpose of which was to advise the Committee of the progress of the 2019/20 National Fraud Initiative Exercise.

**Decision**

The Committee noted:-

- (1) the contents of the report and the progress made to date; and
- (2) the outcome of the June 2020 Pensions to DWP Deceased exercise.

**170. INTEGRATION JOINT BOARD ANNUAL AUDIT REPORT 2019/20**

The Committee considered a report by the Service Manager, Audit and Risk Management Services, the purpose of which was to present the Integration Joint Board (IJB) Annual Audit report 2019/20 to the Committee for noting as part of the overall assurance portfolio in support of the governance statement. In return, the Fife Council Annual Audit Report would be shared with the IJB Audit and Risk Committee for their consideration.

**Decision/**

**Decision**

The Committee noted:-

- (1) the contents of the report; and
- (2) from March 2021, the audit for the Integration Joint Board would be passed to the NHS Fife, and that collaboration between Internal Auditors from Fife Council and NHS Fife would take place to ensure the transition of the auditors role.

**171. SPSO NEWS - OCTOBER, NOVEMBER AND DECEMBER 2020**

**Decision**

The Committee noted the terms of the SPSO News summaries forwarded to them electronically and decisions relating to Fife Council.

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**THE FIFE COUNCIL - SUPERANNUATION FUND AND PENSIONS COMMITTEE AND  
FIFE PENSION BOARD – REMOTE MEETING**

26th November, 2020

2.00 p.m. – 3.00 p.m.

**PRESENT:** Committee - Councillors Dave Dempsey (Convener), David Barratt, Bobby Clelland, Mino Manekshaw, Alistair Suttie and Jonny Tepp.

Fife Pension Board - Gordon Pryde (Chair), Councillors Dave Coleman and Ian Ferguson, Colin Paterson, Robert Graham and John Wincott.

**ATTENDING:** Elaine Muir, Head of Finance, Finance; Laura Robertson, Finance Operations Manager, Finance; Anne Bence, Accountant, Karen Balfour, Senior Banking and Investments Officer, Finance; Morag Ferguson, Head of Legal and Democratic Services, Helena Couperwhite, Manager - Committee Services, and Wendy Macgregor, Committee Officer, Legal & Democratic Services.

**ALSO IN ATTENDANCE:** Tim Bridle, Audit Manager and Brian Howarth, Audit Director, Audit Scotland and Bruce Miller, Lothian Pension Fund.

**APOLOGIES FOR ABSENCE:** Committee - Councillors Altany Craik and Fiona Grant.

Fife Pension Board - Vicki Wyse

**112. DECLARATIONS OF INTEREST**

Councillor Bobby Clelland declared an interest in the business on the agenda, being a trustee of the Mine Workers Pension Scheme.

**113. FIFE PENSION FUND ANNUAL AUDIT REPORT AND AUDITED ACCOUNTS**

The Committee considered a report by the Executive Director, Finance and Corporate Services containing the Audited Accounts for Fife Pension Fund for 2019-20 including the Annual Audit Report. The report also provided a brief response to the External Auditor's report to Fife Council and the Controller of Audit.

**Decision**

The Committee:-

- (1) approved the Audited Accounts for signature;
- (2) noted the report by Audit Scotland, the Council's External Auditors and the management response; and
- (3)/

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- (3) expressed their thanks and appreciation to the staff of Fife Council, Finance Services and Audit Scotland, for their hard work and effort involved in the delivery of the audited Fife Pension Fund Accounts, under challenging circumstances due to the Covid-19 pandemic.
-



**THE FIFE COUNCIL - SUPERANNUATION FUND AND PENSIONS COMMITTEE AND  
FIFE PENSION BOARD – REMOTE MEETING**

15th December, 2020

9.30 a.m. – 12.25 p.m.

- PRESENT:** Committee - Councillors Dave Dempsey (Convener), David Barratt, Bobby Clelland, Altany Craik, Colin Davidson, Fiona Grant, Mino Manekshaw, Alistair Suttie and Jonny Tepp.
- Fife Pension Board - Gordon Pryde (Chair), Colin Paterson, Councillor Ian Ferguson and John Wincott.
- ATTENDING:** Elaine Muir, Head of Finance, Laura C Robertson, Finance Operations Manager, Avril Cunningham, Service Manager, Audit and Risk Management, Fiona Clark, Pensions Specialist, Karen Balfour, Senior Banking and Investments Officer and Anne Bence, Accountant, Finance; Helena Couperwhite, Manager – Committee Services and Wendy MacGregor, Committee Officer, Legal & Democratic Services, Finance and Corporate Services.
- ALSO IN ATTENDANCE:** Robert Bilton, Fund Actuary, Hymans Robertson; Tim Bridle, Audit Manager, Audit Scotland and Albert Chene and Bruce Miller, Lothian Pension Fund.
- APOLOGIES FOR ABSENCE:** Fife Pension Board – Councillor Dave Coleman, Robert Graham and Vicki Wyse.

**114. DECLARATIONS OF INTEREST**

Councillor Bobby Clelland declared an interest in the business on the agenda, being a trustee of the Mine Workers Pension Scheme.

**115. MINUTES -**

The Committee considered the:-

- (a) Minute of the meeting of the Superannuation Fund and Pensions Committee of 30th September, 2020.

**Decision**

The Committee agreed to approve the minute.

- (b) Fife Pension Board comments arising from the meeting on 30th September, 2020.

**Decision/**

**Decision**

The Committee noted:-

1. the comments from the Fife Pension board; and
  2. that updates had been provided by the Head of Finance on the highlighted areas in the minute.
- (c) Minute of the meeting of the Superannuation Fund and Pensions Committee of 26th November, 2020.

**Decision**

The Committee agreed to approve the minute.

*Councillor Mino Manekshaw joined the meeting during consideration of the above item.*

**116. HYMANS ROBERTSON ACTUARIAL VALUATION - PRESENTATION BY ROBERT BILTON, HYMANS**

Robert Bilton, Funding Actuary, Hymans Robertson, provided an update on the valuation of the Fife Pension Fund for 2020 which included detailed information on investments, assets and liabilities, the long term funding strategy and what had changed since the last valuation on 31st March, 2017. Following detailed discussion, members thereafter asked a number of questions, which were subsequently answered by Robert Bilton.

**Decision**

The Committee thanked Mr. Bilton for his interesting and detailed presentation.

*Councillor Colin Davidson joined the meeting during consideration of the above item.*

**117. PENSIONS ADMINISTRATION MONITORING REPORT**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with monitoring information on the performance of the Pensions Team.

**Decision**

The Committee:

1. noted the contents of the report; and
2. agreed to invite the Pension Team Manager, to the next meeting of the Superannuation Fund and Pensions Committee on 9th March, 2021 to present the report on the review of the Key Performance Indicators.

**118. PENSION FUND BUDGETARY CONTROL**

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with details of the projected outturn of the Pension Fund for 2020-21 as at 30th September, 2020.

**Decision**

The Committee noted:-

1. the projected outturn for 2020-21; and
2. that further reports in relation to the financial position of the Fund would be submitted to the Superannuation Fund and Pensions Committee on a bi-annual basis.

*The Committee adjourned at 11.05 and reconvened at 11.15 a.m.*

**119. UPDATE ON 20/21 AUDITS**

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing members with an update on 2020/21 audits and summaries of any IJB reports issues.

**Decision**

The Committee noted the contents of the report.

**120. POST AUDIT REVIEW REPORT**

The Committee considered the Post Audit Review report (PAR) by the Service Manager, Audit and Risk Management Services relating to internal audit reports issued within the period 1st July, 2019 to 30th June, 2020, advising members that actions were complete for all reports issued prior to that period.

**Decision**

The Committee noted:-

1. the contents of the report; and
2. the satisfactory progress that had been made in implementing recommendations.

**121. NATIONAL FRAUD INITIATIVE 2020/21 PROGRESS**

The Committee considered a report by the Audit and Risk Management Services Manager advising members of the required process to be followed for the 2020/21 National Fraud Initiative Exercise.

**Decision/**

**Decision**

The Committee:-

1. noted the contents of the report;
2. acknowledged the progress made to date; and
3. noted the outcome of the June 2020 Pensions to DWP Deceased exercise.

**122. SUPERANNUATION FUND AND PENSIONS COMMITTEE FORWARD WORK PROGRAMME**

The Committee noted the Superannuation Fund and Pensions Committee Forward Work Programme which would be updated as appropriate.

**123. SUPERANNUATION FUND - INVESTMENT UPDATE**

The Committee, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Act.

The Committee considered a report by the Head of Finance providing an overview of the Fund's Investments at 30th September, 2020. A verbal update was provided during the meeting on manager monitoring activity and investment strategy.

**Decision**

The Committee noted :-

1. the Fund's strategic allocation and current allocations relative to target;
2. the value of the Fund's assets as at 30th September, 2020 after returning +3.4% over the quarter;
3. a set of 'interim target' allocations had been introduced at the recommendation of the Fund's investment advisers, which would be used for return benchmarking from Quarter 4, 2020; and
4. that longer term absolute returns were strong and relative returns were above both the asset and liability benchmarks.

*Councillor Fiona Grant left the meeting during consideration of the above item.*

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# Fife Health & Social Care Partnership

Supporting the people of Fife together

## CONFIRMED

### MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 23 OCTOBER 2020 AT 10.00 AM

<b>Present</b>	Councillor Rosemary Liewald (RL) (Chair) Christina Cooper (CC) (Vice Chair) Fife Council, Councillors – David Alexander (DA), Tim Brett (TB), Dave Dempsey (DD), David Graham (DG), Fiona Grant (FG), David J Ross (DJR) and Jan Wincott (JW) NHS Fife, Non-Executive Members – Les Bisset (LB), Martin Black (MB), Eugene Clarke (EC), Margaret Wells (MW) Chris McKenna (CM), Medical Director, NHS Fife Helen Buchanan (HB), Nurse Director, NHS Fife Wilma Brown (WB), Employee Director, NHS Fife Debbie Thompson (DT), Joint TU Secretary Ian Dall (ID), Service User Representative Kenny Murphy (KM), Third Sector Representative Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Representative Simon Fevre (SF), Staff Representative NHS Fife
<b>Professional Advisers</b>	Nicky Connor (NC), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Helen Hellewell, Associated Medical Director, NHS Fife Katherine Paramore, Medical Representative Kathy Henwood, Chief Social Work Officer, Fife Council Lyn Barker, Interim Associate Nurse Director, NHS Fife
<b>Attending</b>	Dona Milne (DM), Director of Public Health, NHS Fife Fiona McKay, Head of Strategic Planning, Performance & Commissioning Amanda Wong, Interim Associate Director, AHP's, NHS Fife Norma Aitken (NA), Head of Corporate Services Lesley Gauld (LG), Compliance Officer Wendy Anderson (WA) (Minute) Tim Bridle, Audit Scotland

## NO HEADING

## ACTION

### 1 CHAIRPERSON'S WELCOME AND OPENING REMARKS

The Chair welcomed everyone to the Health & Social Care Partnership (H&SCP) Integration Joint Board (IJB).

The Chair advised the Board that Dr Susie Mitchell is standing down from the IJB and thanked her for her contribution over the last 5 years.

The role of GP representative on the Board will now be fulfilled by Dr Helen Hellewell, Associated Medical Director.

**NO HEADING****ACTION****1 CHAIRPERSON'S WELCOME AND OPENING REMARKS (Cont)**

Members were advised that a recording pen was in use during the meeting to assist with Minute taking and the media have been invited to listen to the proceedings.

**2 CHIEF OFFICERS REPORT & PROTOCOL FOR MEETING**

Nicky Connor covered the protocol for the meeting which is the fourth virtual Board meeting.

The key items Nicky would have updated on were all contained within the agenda for this meeting.

**3 CONFIRMATION OF ATTENDANCE AND APOLOGIES FOR ABSENCE**

Apologies have been received from Carol Potter, Steve Grimmond, David Heaney, Scott Garden, Jim Crichton and Eleanor Haggett.

**4 DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of interest.

**5 MINUTES OF PREVIOUS MEETING 25 SEPTEMBER 2020**

Tim Brett asked for a change to made to Item 10 – Update on Mental Health Strategy 2020-2024 Implementation Plan. Once this change has been made the Minute of the meeting held on 25 September 2020 would be approved as accurate.

**6 MATTERS ARISING**

The Action Note from the meeting held on 25 September 2020 was agreed as accurate.

**7 PUBLIC HEALTH / REMOBILISATION UPDATE**

The Chair introduced Nicky Connor who presented this update in conjunction with Dona Milne and Chris McKenna.

Dona Milne gave an update on the current situation with Test and Protect. Between 12 and 18 October 2020 there had been 136 positive cases of Covid 19 in Fife and as a result of these 335 individuals have been contacted and given advice by the Test and Protect Team. The team is being expanded to cope with anticipated increased demand.

Nicky Connor provided an update on the season flu campaign and advised that she is now the Lead in Fife and will Chair the Silver Command Group meeting.

To date over 40,000 flu vaccinations have been given and a further 52,000 appointments are booked. 2,500 – 3,000 vaccinations being administered daily. 37% of NHS staff have already been vaccinated. The programme for vaccination in Care and Nursing Home is going well.

**7 PUBLIC HEALTH / REMOBILISATION UPDATE (Cont)**

The team which is dealing with flu enquiries is making good progress with telephone calls, emails and texts. 87% of telephone calls were answered yesterday.

Information on the NHS website is being updated regularly. Feedback from the delivery of clinics has been excellent, which is due to the work of all of the teams involved in this process.

Chris McKenna updated on the current situation regarding Remobilisation. Restarting of services over the summer months has been very successful. The current increase in Covid-19 cases may have an impact on services. There will be a need to find a balance between managing Covid-19 and maintaining service provision.

Staff in general are ready and willing to respond to the emerging situation and know better what to expect. We now have policies and procedures in place which we did not have in March 2020 at the start of the coronavirus pandemic and are more informed about how the virus is transmitted, etc.

Ongoing support is available for staff eg wellbeing hubs, telephone lines. Staff should also be encouraged to support each other.

Thank you to all staff across Health and Social Care.

**8 FINANCE UPDATE**

The Chair introduced Audrey Valente who presented this report.

As at 31 August 2020 the forecast deficit is £6.362m and £6.939m relates to unachieved savings that remain at risk of non-delivery. These are currently within the local mobilisation plans

Four key areas of overspend that are contributing to the overspend –

- Risk Share
- Hospital and Long-Term Care
- Adult Placements
- Homecare Services

The projected costs in relation to Covid-19 are projected to be £26m and spend to date is £8m. It has been confirmed that Quarter 1 costs will be paid in full and a percentage of costs will be paid for the remaining three Quarters. More guidance on this is expected from Scottish Government in November 2020.

Nicky Connor advised that discussions are ongoing with the Local Partnership Forum, which comprises Senior Leadership Team members, Trade Unions and Staff Side representatives on finance as there is monitoring of vacancies, etc.

Eugene Clarke asked if reporting arrangement on financial information from the partner organisations could be aligned to allow more up to date

**NO HEADING**

**ACTION**

**8 FINANCE UPDATE (Cont)**

information to be provided. Nicky Connor advised that this would be taken on board and discussed with partners.

Tim Brett questioned if the budget realignment exercise discussed at the September meeting had progressed. Audrey Valente is in dialogue with Fife Council and NHS Fife, a paper has been prepared and this will be discussed in the next few weeks.

The Board noted the financial position as reported at 31 August 2020 and noted and discussed the next steps and key actions.

**9 PERFORMANCE REPORT EXECUTIVE SUMMARY**

The Chair introduced Fiona McKay who presented this report. The full Performance Report was discussed in detail at the Finance and Performance Committee on 6 October 2020. The areas included in the Executive Summary are those which are higher risk. These areas are monitored regularly.

The Home First programme is a different approach for this year and will see changes in the wider work we do around care. This will support sustainability and continue to support patients in the most appropriate setting.

Eugene Clarke asked if dates could be included in the summary when there is a commitment to create a plan. Fiona McKay will look at this for the next report.

It was suggested that further discussion on these indicators should be the basis of a future Development Session.

**NC**

The Board noted the information contained within the Performance Report.

**10 PUBLIC SECTOR CLIMATE CHANGE**

The Chair introduced Fiona McKay who presented this report which had been discussed at the Finance and Performance Committee on 6 October 2020.

The Board considered and agreed the priorities for climate change governance, management and strategy for the year ahead as set out in the Assessment section of this report. The agreed priorities will form part of the submission to the Scottish Government.

**11 WINTER READINESS**

Nicky Connor presented this report.

The full Winter Plan, which will be a public document aligned to the Remobilisation Plan, is still a work in progress.

Winter Planning is being managed in a similar way to Covid-19 with Gold, Silver and Bronze Command groups meeting on a regular basis.



**NO HEADING****ACTION****11 WINTER READINESS (Cont)**

There are interdependencies between winter planning, the enhanced flu programme, Covid-19 and the Urgent Care Review which is ongoing.

Discussion took place around the Home First model, locality huddles and point of care testing.

Helen Buchanan advised that at the moment winter planning is in a good place for the time of year. We are facing a period of uncertainty and cannot predict how things will progress. Escalation plans are in place.

The full plan will be taken to governance committees before coming to the Integration Joint Board meeting on 4 December 2020.

**NC**

The Board noted the progress of the Winter Plan for 2020/21.

**12 PRIMARY CARE IMPROVEMENT PLAN**

The Chair introduced Helen Hellewell who gave a short presentation on the Primary Care Improvement Plan.

The Plan is in place to support improvement in GP provision and their role as expert medical generalists. Covid-19 has had an impact on progress.

A meeting is due to take place in November 2020 to reflect on the new ways of working as a result of Covid-19 and to look at models of care.

No updated National Plan is required this year but Helen will bring an update to through the governance committees and to the Integration Joint Board in early 2021.

**HH****13 DATE OF NEXT MEETING**

**IJB DEVELOPMENT SESSION - Friday 27 November 2020 – 9.30 am**

**INTEGRATION JOINT BOARD – Friday 4 December 2020 – 10.00 am**