

*Due to Scottish Government guidance relating to Covid-19, this meeting will be held remotely.*

Wednesday, 9 June, 2021 - 9.30 a.m.

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### AGENDA

#### Page Nos.

- |     |   |          |
|-----|---|----------|
| 1.  | <b>APOLOGIES FOR ABSENCE</b>  |          |
| 2.  | <b>DECLARATIONS OF INTEREST</b> – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage. |          |
| 3.  | <b>MINUTE</b> – Minute of Meeting of North East Fife Area Committee of 21 April 2021.   | 5 - 13   |
| 4.  | <b>APPOINTMENT TO PARTNER ORGANISATION - ST ANDREWS PILGRIM FOUNDATION</b> – Report by the Head of Legal & Democratic Services  | 14 - 15  |
| 5.  | <b>NON-SETTLEMENT TRUST - GRAVES DRESSINGS: CRAIL CEMETERY - LUMSDEN MONUMENT</b> – Report by the Head of Communities & Neighbourhoods  | 16 - 17  |
| 6.  | <b>OBJECTIONS TO ROADS CONSTRUCTION CONSENT FOR BALGOVE PARK, BALGOVE ROAD, GAULDRY - 20/03102/RCC</b> – Report by the Head of Planning   | 18 - 22  |
| 7.  | <b>OPTIONS APPRAISAL FOR STRATHKINNES CROSSROADS</b> – Report by the Head of Assets, Transportation and Environment   | 23 - 29  |
| 8.  | <b>ROAD CONDITION UPDATE - NORTH FIFE</b> – Report by the Head of Assets, Transportation and Environment  | 30 - 35  |
| 9.  | <b>GREEN ROUTES</b> – Report by the Head of Assets, Transportation and Environment  | 36 - 38  |
| 10. | <b>NORTH EAST FIFE LOCK UP PROGRAMME - PROGRESS REPORT</b> – Report by the Head of Housing Services   | 39 - 42  |
| 11. | <b>SAFER COMMUNITIES TEAM ANNUAL UPDATE REPORT</b> – Report by the Head of Housing Services   | 43 - 60  |
| 12. | <b>OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN NORTH EAST FIFE APRIL 2020 - MARCH 2021</b> – Report by the Local Area Commander, North East Fife.  | 61 - 77  |
| 13. | <b>SCOTTISH FIRE &amp; RESCUE SERVICE - LOCAL PLAN ANNUAL PERFORMANCE REPORT</b> – Report by the Station Commander for the North East Fife Area.  | 78 - 102 |

- 14. NOTICE OF MOTION** – In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-

The North East Fife Area Committee requests that the Director of Health & Social Care report to the next meeting of this committee with details on the number of people in North East Fife who are waiting to receive a home care service and how long those people are currently waiting for this service. Committee are aware that there have been long standing problems in providing a home care service in North East Fife compared to other parts of Fife and asks for information on the action the Integration Joint Board are taking to address this issue.

Proposed by Councillor Jonny Tepp  
Seconded by Councillor Jane Ann Liston

- 15. NOTICE OF MOTION** – In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-

The North East Fife Area Committee (NEFAC) expresses concern at the recent pollution events; one in River Eden (2018) and more recently in the Ceres Burn. Committee notes that the Eden event has now been prosecuted whilst the Ceres event is still the subject of a live/current investigation by the Regulator SEPA. NEFAC is very aware of the concerns highlighted by local people and organisations whose activities involve the use of these water courses such as the Eden Angling Association. In addition NEFAC highlights the fact that Fife Council, through its Biodiversity Action Plan, articulates the importance of our water course ecosystem by stating that: It provides us with clean water, helps to moderate floods, store large amounts of carbon, provide water during droughts and maintain river flows. Furthermore it states the following objective to: "Maintain and where possible improve the health of freshwater and wetland ecosystems." What has occurred within the Cupar Ward over the past few years has reinforced the view that the proactive protection of our water courses should receive a much higher level of attention. NEFAC therefore resolves to seek a report, from Fife Council Environmental Services and SEPA, to a future committee on the Eden contamination incident.

Proposed by Councillor Margaret Kennedy  
Seconded by Councillor Tim Brett

- 16. PROPERTY TRANSACTIONS** – Report by the Head of Assets, Transportation and Environment 103 - 104
- 17. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME** 105 - 107
- 18. PUBLIC QUESTION**

As a resident within the East Neuk, I would like to raise a question with the North East Fife Area Committee in relation to the consideration of a new Scottish National Park here in the East Neuk (and Landward). I believe this would be an important recognition for this area; enhance environmental and heritage management and provide positive socio-economic benefit to the various communities within the East Neuk.

Can I therefore ask at the upcoming meeting, if the committee can request Fife council officials to prepare an exploratory report into this proposal?

**Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.**

Morag Ferguson  
Head of Legal and Democratic Services  
Finance and Corporate Services

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

2 June, 2021

If telephoning, please ask for:  
Elizabeth Mair, Committee Officer, Fife House  
Telephone: 03451 555555, ext. 442304; email: [Elizabeth.Mair@fife.gov.uk](mailto:Elizabeth.Mair@fife.gov.uk)

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

**21 April 2021**

**9.30 a.m – 2.15 p.m.**

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

**ATTENDING:** Donald Grant, Community Manager (North East Fife), Sheena Watson, Team Manager (Community Development), Communities and Neighbourhoods; David Grove, Lead Officer, Town Centre Development Unit, Economy, Planning and Employability Services; Lesley Craig, Lead Consultant, Traffic Management, Stuart Goodfellow, Technician Engineer, Traffic Management (North Fife), Roads and Transportation Services; Scott Clelland, Service Manager, Environment and Building Services; Lynn Porter, Education Manager, Carol Ann Penrose, Rector, Olav Darge, Depute Headteacher, Scott Duncan, Depute Rector, Education; Elizabeth Mair, Committee Officer, Legal and Democratic Services.

**ALSO ATTENDING** Jane Kennedy, Manager and Louise Fraser, Chair, St Andrews BID (for para. 328 only).

**APOLOGIES FOR ABSENCE:** Councillors John Docherty, Tony Miklinski and Dominic Nolan.

**326. DECLARATIONS OF INTEREST**

Councillors Brian Thomson and Jane Ann Liston both declared an interest in Para. 328 - St Andrews BID Renewal - as a Director and former Director of BID St Andrews respectively.

**327. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee of 3 March 2021.

**Decision**

The Committee agreed to approve the minute.

*Prior to consideration of the following item, Councillors Liston and Thomson, having declared an interest, left the meeting at this stage.*

**328. ST ANDREWS BID RENEWAL**

The Committee considered a report by the Executive Director, Enterprise and Environment, advising of the current process involved in undertaking the renewal ballot for BID St Andrews and outlining the timescale and business plan. David Grove, Lead Officer, Town Centre Development Unit, Jane Kennedy, Manager of BID St Andrews and Louise Fraser, Chair of BID St Andrews, gave a verbal update on the proposals which were due to be submitted to the Council on 22 April 2021 for a decision by 20 May 2021.

**Decision**

The Committee agreed to:-

- (1) note the process and timescales involved in undertaking the ballot as detailed in Appendix 1 to the report;
- (2) note that, given the current Covid Pandemic, the Business Improvement District's legislative timetable and impending Scottish Parliamentary elections, there was not sufficient opportunity for the North East Fife Area Committee to provide a formal view on the BID Proposal Document;
- (3) remit to the Head of Business and Employability and the Head of Communities & Neighbourhoods, in consultation with the Head of Legal and Democratic Services, to agree whether the BID proposals were sufficiently robust, did not contradict any local policies and strategies of the Council and therefore to waive Fife Council's right of veto; and
- (4) remit to the Head of Business and Employability and Head of Communities and Neighbourhoods, in consultation with the Head of Legal and Democratic Services, to agree the terms of the "Operating Agreement" between BID St Andrews and Fife Council, should a positive result be returned at the ballot on the 28th July 2021.

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

**329. BANK STREET & LIBERTY, ELIE – TRAFFIC REGULATION ORDER  
OBJECTION REPORT**

The Committee considered a report by the Head of Assets, Transportation and Environment advising of objections to a proposed Traffic Regulation Order (TRO) for the introduction of waiting restrictions on Bank Street and Liberty, Elie.

**Decision**

The Committee agreed to set aside the unresolved objections to allow the implementation of a Traffic Regulation Order (TRO) to introduce waiting restrictions on Bank Street and Liberty, Elie, as shown on Drawing Numbers TRO/20/23 & TRO/20/24 attached to the report.

**330. OLD ST ANDREWS ROAD, GUARDBRIDGE: 20MPH SPEED LIMIT**

The Committee considered a report by the Head of Assets, Transportation and Environment in respect of proposals for the introduction of a 20mph speed limit on Old St Andrews Road, Guardbridge.

**Decision**

The Committee agreed, in the interests of road safety, to the promotion of a Traffic Regulation Order (TRO) to introduce a 20mph speed limit on Old St Andrews Road, Guardbridge, as shown in Drawing TRO/21/07 attached to the report.

**331./**

**331. A91, WEST OF PETHERAM ROUNDABOUT, ST ANDREWS – SPEED LIMIT REDUCTION**

The Committee considered a report by the Head of Assets, Transportation and Environment in respect of a proposal to extend the existing 30mph speed limit on the A91 west of Petheram roundabout, St Andrews.

**Decision**

The Committee agreed, in the interests of road safety, to the promotion of a Traffic Regulation Order (TRO) to extend the 30mph speed limit on the A91 west of Petheram roundabout, St Andrews, as shown in drawing TRO/21/12/1 attached to the report.

**332. A91, STRATHTYRUM, GUARDBRIDGE – SPEED LIMIT ALTERATIONS**

The Committee considered a report by the Head of Assets, Transportation and Environment in respect of proposals for the introduction of a 40mph speed limit on the A91 at Strathtyrum, Guardbridge and the inclusion of new residential roads in the adjacent housing development at Seggie Farm within an existing 20mph zone.

**Decision**

The Committee agreed, in the interests of road safety, to the promotion of Traffic Regulation Orders (TROs) to:-

- (1) introduce a 40mph speed limit on the A91 at Strathtyrum, Guardbridge; and
- (2) include new residential streets in the adjacent housing development at Seggie Farm within the existing 20mph TRO, both as shown in drawing TRO21/13/1 attached to the report.

**333. ST ANDREWS COMMON GOOD - CONTRIBUTION TO STRUCTURAL REPAIRS OF ST ANDREWS TOWN HALL**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for a contribution from St. Andrews Common Good Fund towards the structural repairs of St. Andrews Town Hall, a Common Good asset.

**Motion**

Councillor Liston, seconded by Councillor Porteous, moved that the Committee agree to a contribution up to a maximum of £180,000.

**Amendment**

Councillor Thomson, seconded by Councillor MacDiarmid, moved that the Committee agree to a contribution of £210,000 as recommended in the report.

**Roll Call/**

**Roll Call**

**For the Motion** - 4 votes

Councillors Heer, Liston, Porteous and Tepp.

**For the Amendment** - 8 votes

Councillors Brett, Connor, Holt, Lothian, MacDiarmid, Marjoram, Thomson and Verner.

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

**Decision**

The Committee approved a contribution of £210,000 from St Andrews Common Good Fund towards the structural repairs to St. Andrews Town Hall.

**334. ELIE & EARLSFERRY COMMON GOOD - CONTRIBUTION TO REPLACEMENT HEATING SYSTEM AND REPAIRS TO EARLSFERRY TOWN HALL**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for a contribution from Elie and Earlsferry Common Good Fund towards a replacement heating system and other repairs to Earlsferry Town Hall, a Common Good asset.

**Decision**

The Committee approved a contribution of £12,500 from Elie and Earlsferry Common Good Fund towards a replacement heating system and other repairs to Earlsferry Town Hall.

**335. NORTH EAST FIFE ANTI-POVERTY FUND**

The Committee considered a report by the Head of Communities and Neighbourhoods providing information on the spending of the North East Fife Anti-Poverty Funds 2020/21 and seeking approval for the spend of the £135,000 North East Fife Anti-Poverty funding 2021/22.

**Decision**

The Committee:-

- (1) noted the actual spend of the 2020/21 budget and outcomes achieved as detailed in the North East Fife Anti-Poverty Fund Action Plan attached as Appendix 1 to the report;
- (2) approved the spending of the 2021/22 funding of £135,000 across the areas of work outlined in the report which aligned to those identified as a priority by the North East Fife People Leadership Group, being Homelessness, Mental Health and Social Isolation and Welfare Support and Food Insecurity;
- (3)/

- (3) noted the increased targeting of Anti-Poverty funding on providing free bus tickets to help address the issue of the high cost of bus travel in the area; and
- (4) recognised the effective and commendable work of the North East Fife Anti-Poverty Partnership.

**336. GRASSLAND MANAGEMENT STRATEGY**

The Committee considered a report by the Head of Assets, Transportation and Environment advising of proposed changes to the management of grassland in the area and the outcome of a community consultation and engagement exercise.

**Decision**

Following analysis of the results of a public consultation and engagement exercise on proposed changes to the management of grassland in the North East Fife Area Committee area, the Committee agreed:-

- (1) Ward 16 Howe of Fife and Tay Coast - alternative grassland proposals were accepted;
- (2) Ward 17 Tay Bridgehead - alternative grassland proposals were partially accepted. Areas proposed at Gauldry and Victoria Park, Newport would revert back to amenity grassland maintenance regime;
- (3) Ward 18 St Andrews - alternative grassland proposals were accepted;
- (4) Ward 19 East Neuk and Landward - alternative grassland proposals were partially accepted. Areas proposed at Pittenweem, Crail's Roome Bay and Castle Walk would revert back to amenity grassland maintenance regime;
- (5) Ward 20 Cupar - alternative grassland proposals were accepted; and
- (6) to note the intention of the Grounds Maintenance Service to consult with the Housing, Transportation and Education Services with regard to the management of grasslands under their portfolios.

**337. 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 of the performance of grounds maintenance, domestic waste collection and street cleansing services in 2020, along with details of management changes in these services and proposals for community-led decision making to 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 cleansing services in 2020;
- (2)/

- (2) noted the structural and organisational measures being 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) recognised the significant efforts of the Services during a very difficult period.

**338. SCHOOL ATTAINMENT & ACHIEVEMENT REPORT**

The Committee considered a report by the Executive Director, Education & Children's Services, providing a summary report on 2019-2020 School Attainment for young people who left school in 2019-20 across the secondary schools serving the area. Details of how to access School Standards and Quality Reports and Recovery/Improvement Plans were also provided for primary and secondary schools across the area in the appendices to the report.

**Decision**

The Committee noted:-

- (1) that members were encouraged to engage directly with local schools to find out more about School Attainment and Achievement;
- (2) the details contained within the report in relation to the nature of this year's report due to the impact of the COVID 19 pandemic;
- (3) the information provided in the enclosed secondary schools' reports; and
- (4) that members were asked to engage with secondary Headteachers to discuss arrangements for this year's Alternative Certification Model for SQA Qualifications and how this was progressing in their school.

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

*The meeting adjourned at 1.00 p.m. and reconvened at 1.30 p.m.*

**339. NOTICE OF MOTION**

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

**Motion**

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

"The North East Fife Area Committee asks officers to provide a report for the next meeting of the Committee on the failure to implement the decision of the Committee on the 9th May 2018 to reduce the speed limit on the A914 at Drumoig."

**Amendment/**

**Amendment**

Councillor Donald Lothian, seconded by Councillor Andy Heer, moved as follows:-

"That the Head of Assets, Transportation and Environment be asked to provide information on the policy for implementation of Traffic Regulation Orders and the mechanism for monitoring that policy."

**Roll Call**

**For the motion** - no votes

**For the amendment** - 7 votes

Councillors Brett, Connor, Heer, Holt, Liston, Lothian and Tepp.

**Abstained** - Councillors MacDiarmid, Marjoram and Verner.

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

**Decision**

The Committee agreed in terms of the amendment.

**340. NOTICE OF MOTION**

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

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

"The North East Fife Area Committee notes and endorses North Fife Cycling's support for the Cycling UK campaign calling on Police Scotland to introduce a camera footage submission and reporting system for Scotland. The Committee instructs the Convener to write to Police Scotland setting out its endorsement of North Fife Cycling's support of the campaign."

**Decision**

The Committee agreed the motion unanimously.

**341. NOTICE OF MOTION**

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

**Motion**

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

"The North East Fife Area Committee notes that littercams have been deployed by councils across the UK as a means of tackling the unacceptable levels of urban and roadside litter. The Committee instructs officers to explore the option of deploying littercams in North East Fife and to report back with recommendations for a pilot project including proposals to fund within 6 months."

**Amendment/**

**Amendment**

Councillor Ann Verner, seconded by Councillor Donald Lothian, moved as follows:-

"The committee notes the ongoing discussion between the Convener of the Environment and Protective Services Sub-Committee and the relevant Executive Directors and Heads of Service to develop a Fife-wide Environmental Vandalism Strategy, which will cover Illegal Dumping, Littering, Dog Fouling and Graffiti, central to which will be improved policing including the use of littercams and CCTV in general. The committee also notes that it isn't simply a case of acquiring CCTV cameras and other video recording devices and recognises that there is the essential consideration of their administration and policy strategy which can be implemented by the resources which are currently available. The Committee further notes that ongoing discussions will address the issue of the current absence of a budget provision to enable implementation of an effective Strategy using video recording equipment and that the Strategy will fall to be approved by the Strategic Sub Committee. In light of this, the Committee agrees that it would be premature for the Area Committee to be independently looking at using video technology".

*With the agreement of the Convener, Councillors Tepp and Brett advised that they were willing to accept the amendment subject to the addition of wording relating to the strategy being finalised as soon as is reasonably possible. Councillor Anne Verner, as mover of the amendment, agreed to the inclusion of this wording.*

There being no other motions, the Committee unanimously agreed the amendment with the additional wording proposed.

**Decision**

The Committee agreed in terms of the amendment, with the additional wording, as follows:-

"The Committee notes the ongoing discussion between the Convener of the Environment and Protective Services Sub-Committee and the relevant Executive Directors and Heads of Service to develop a Fife-wide Environmental Vandalism Strategy, which will cover Illegal Dumping, Littering, Dog Fouling and Graffiti, central to which will be improved policing including the use of littercams and CCTV in general. The committee also notes that it isn't simply a case of acquiring CCTV cameras and other video recording devices and recognises that there is the essential consideration of their administration and policy strategy which can be implemented by the resources which are currently available. The Committee further notes that ongoing discussions will address the issue of the current absence of a budget provision to enable implementation of an effective Strategy using video recording equipment and that the Strategy will fall to be approved by the Strategic Sub Committee. In light of this, the Committee agrees that it would be premature for the Area Committee to be independently looking at using video technology. The Committee requests that the strategy be finalised as soon as is reasonably possible".



**342. PROPERTY TRANSACTIONS**

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

**Decision**

The Committee noted the report.

**343. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME**

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

**Decision**

The Committee noted:-

- (1) the current Forward Work Programme which would be updated as appropriate; and
- (2) that a report on Green Routes in North East Fife would be submitted to the next meeting on 9th June 2021.

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9 June, 2021

Agenda Item No. 4

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## Appointment to Partner Organisation – St Andrews Pilgrim Foundation

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Report by: Morag Ferguson, Head of Legal and Democratic Services

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Ward Affected: 18 - St Andrews

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### Purpose

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To seek nominations from the North East Fife Area Committee following the resignation of Councillor Nolan from the St Andrews Pilgrim Foundation.

### Recommendation(s)

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The Committee is asked to appoint a Councillor from Ward 18 to the St Andrews Pilgrim Foundation.

### Resource Implications

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None.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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The St Andrews Pilgrim Foundation has been consulted as appropriate.

## **1.0 Background**

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- 1.1 At the meeting of the North East Fife Area Committee on 30 August 2017, the Committee were asked to appoint a member from Ward 18 to the St Andrews Pilgrim Foundation.
- 1.2 The Committee appointed Councillor Nolan as a member.

## **2.0 Current position**

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- 2.1 Councillor Nolan has resigned from his position on the Foundation. This leaves a vacancy to be filled by a Councillor from Ward 18.

## **3.0 Conclusion**

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- 3.1 Following the resignation of Councillor Nolan the Committee is requested to appoint another member from Ward 18 to fill the vacancy.

### **List of Appendices**

None

### **Background Papers**

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

Appointments to Partner Organisations - Report to Committee on 30<sup>th</sup> August 2017.

### **Report Contact**

Elizabeth Mair, Committee Officer, Democratic Services  
Fife House, Glenrothes  
Telephone: 03451 55 55 55 + 442304  
Email – [elizabeth.mair@fife.gov.uk](mailto:elizabeth.mair@fife.gov.uk)

9<sup>th</sup> June 2021

Agenda Item No. 5

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## **Non-Settlement Trust – Graves Dressings - Crail Cemetery - Lumsden Monument**

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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

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### **Purpose**

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The purpose of the report is to seek a Committee decision on the proposal to make a grant award of £8,336 from the Graves Dressing fund to Crail Preservation Trust as a further contribution to the Lumsden Monument Conservation project.

### **Recommendation**

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It is recommended that Committee consider a request for funding of £8,336 from the Graves Dressing fund (non-settlement trust).

### **Resource Implications**

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There is currently approximately £14,000 of revenue within the Graves Dressing fund.

### **Legal & Risk Implications**

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There are no legal implications based on this report. There is a risk that the project will not be able to proceed without this additional funding.

### **Impact Assessment**

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

### **Consultation**

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The project has previously had support from elected members.

## 1.0 Background

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- 1.1 The Graves Dressing fund is a Non-Settlement trust for North East Fife.
- 1.2 Applications to non-settlement trusts are delegated to the Community Manager in consultation with the Area Convenor, except when the amount is over £5,000.
- 1.3 At its meeting of 29<sup>th</sup> January 2020, North East Fife Area Committee agreed to utilising £10,000 from the Graves Dressing fund to support the project restoring historic graves in Crail Cemetery.
- 1.4 Since approval in January 2020 costs have risen for the project resulting in a shortfall.

## 2.0 Project Information

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- 2.1 Crail Preservation Society is planning major conservation works on the unique Lumsden Monument in Crail Kirkyard commencing in September 2021. Estimated costs for this have risen to £50,203. With innovative fundraising the shortfall has been reduced to only £8,336.

- 2.2 Current funding commitments:

The Pilgrim Trust	£10,000
Fife Council Bereavement Services	£10,000
Graves Dressing (previously approved)	£10,000
Memorials – VAT Reimbursement Fund	£8,367
Crail Preservation Society	£3,000
House of Lumsden Association	£500
Total	£41,867

## 3.0 Conclusion

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- 3.1 A further contribution from the Graves Dressings fund would enable this project to be delivered.

### Report Contact:

Donald Grant  
Community Manager  
County Buildings  
St. Catherine Street, CUPAR, KY15 4TA  
Telephone: 03451 555555 Ext 446109  
Email: [donald.grant@fife.gov.uk](mailto:donald.grant@fife.gov.uk)

9 June 2021

Agenda Item No. 6

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## **Objections to Roads Construction Consent for Balgove Park, Balgove Road, Gauldry – 20/03102/RCC**

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Report by: Head of Planning

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Wards Affected: 17 – Tay Bridgehead

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### **Purpose**

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The report is to allow the North East Fife Area Committee to consider objections to the Roads Construction Consent application for the proposed development at Balgove Park, Balgove Road, Gauldry.

The application requires to be considered by Committee as there are more than five objections.

### **Recommendation(s)**

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It is recommended that the Committee agree to set aside the objections and allow the Roads Construction Consent to be granted subject to the standard conditions.

### **Resource Implications**

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There are no resource implications

### **Legal & Risk Implications**

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There are no legal & risk implications

### **Impact Assessment**

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

### **Consultation**

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Neighbour notification has been carried out in accordance with Section 21 of the Roads (Scotland) Act 1984.

## 1.0 Background

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- 1.1 Full planning permission (20/02311/FULL) was considered and approved by North East Fife Planning Committee at its meeting on 10 March 2021 for a 30 affordable dwelling house residential development on land to the south of Balgove Road, Gauldry. Approval was granted subject to conditions.
- 1.2 On 10 December 2020 an application for Roads Construction Consent was submitted by Bayne Stevenson Associates Ltd. on behalf of Campion Homes (Scotland) Limited for the construction of the roads associated with the development approved under planning consent 20/02311/FULL.
- 1.3 A total of 15 objections have been received, 3 of which are from the same person, with the remaining 12 being from other members of the public.
- 1.4 All details submitted in support of the Roads Construction Consent application are to the satisfaction of Transportation Development Management and comply with Making Fife's Places Planning Policy Guidance – Appendix G: Transportation Development Guidelines.
- 1.5 Resolution of the objections is the only impediment to the progress of the Roads Construction Consent application.

## 2.0 Issues and Options

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- 2.1 In terms of Section 21 of the Roads (Scotland) Act 1984 any person other than the roads authority who wishes to construct a new road or an extension of an existing road requires a Roads Construction Consent.
- 2.2 Once the works have been completed in accordance with the approved Roads Construction Consent a maximum one year maintenance period commences. Following a final inspection and subject to satisfactory completion of outstanding remedial works, the roads and footways covered by the Construction Consent are added to the Fife Council List of Public Roads.
- 2.3 An objection to Roads Construction Consent application must be relevant to the technical nature of the road construction details. Objections relating to the site layout and principle of the development are dealt with as part of the planning application process. Objection correspondence has been sent to committee members separately. The **points raised** and responses to them are summarised below.

- 2.3.1 Layout dated 4 February 2021 assumes an easterly visibility splay through the hedge to the front of 32 Balgove Road.

**Response:** Although relevant to this application, this issue was considered and dealt with when assessing the planning application for the site. It was acknowledged that the hedge did encroach on the required visibility splay when measured to the existing road channel. In order to remedy this a hatched area is to be provided to the east of the proposed junction, on the south channel of Balgove Road, which will, in effect, relocate the road channel slightly further north to achieve the required visibility splay, whilst avoiding the hedge.

- 2.3.2 Visibility to the west is impeded by a utility pole

**Response:** Although relevant to this application, this issue was considered and dealt with when assessing the planning application for the site. It is acknowledged that a utility pole is within the visibility splay to the west of the access. However, it is often the case that such obstacles are within visibility splays. They do not impede visibility to such an extent that vehicles or cyclists would not be seen.

- 2.3.3 Swept path analysis only shows refuse vehicle approaching from the west. Swept path analysis shows that the front overswing of a refuse vehicle turning right from the development will overhang the footway.

**Response:** Further swept path analysis has been carried out to confirm that refuse vehicles can approach the site from the east and the west. Realignment of the access east road channel ensures that a refuse vehicle or flatbed lorry can manoeuvre in and out of the development access, to the east or west, without oversailing the north footway on Balgove Road at any time.

- 2.4 Other objections submitted either related to the principle of the development and were, therefore, dealt with in determining the planning application, or are roads maintenance related. These included:

- Balgove Road is effectively a single track where the access is located and is close to the Balgove Road / Crawford Avenue / Kilmany Road / Woodend Road junction.
- The roads in the area are prone to potholes.
- The footway on the north side of Balgove Road is narrow and there is no footway to the west of the proposed junction.
- Balgove Road is not suitable for additional traffic.
- Balgove Road width at the development location is less than 5m.
- Additional traffic will have negative impact on village.
- Increased traffic going past primary school and play park.
- Poor drainage and water pressure in area.
- 2.3.4 The vast majority of traffic turning left out of development will turn right at Main Road and, therefore, have to go through the village.

## 3.0 Conclusions

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- 3.1 It is considered that the issues relevant to the Roads Construction Consent have been addressed and that the objections should be set aside to allow the Roads Construction Consent to be issued, subject to the following conditions:

1. The whole of the Works shall be carried out at the Developer's own expense in a consistent and workmanlike manner and in accordance with:-
  - (a) The said drawings;
  - (b) The Councils' Transportation Development Guidelines (details of which can be obtained from the Council's Head of Planning) and, as regards road lighting, the design provided or approved by the Head of Assets, Transportation and Environment;
  - (c) Such other requirements or measures as the Head of Planning may at any time specify to ensure the satisfactory progress of the Works; and
  - (d) The relevant provisions of the Roads (Scotland) Act 1984; declaring that the Head of Planning prior written approval shall be required for any amendments to the approved drawings and specifications.
2. Prior to completion of the Works the Developer shall (a) provide and erect at their expense such street name plates and private access name plates as the Head of Planning and (b) carry out signing and lining as submitted by the developer and approved by the Head of Planning.



3. In carrying out the Works, the Developer shall comply with all health and safety requirements, including Chapter 8 of the Scottish Development Department's "Traffic Signs Manual" where appropriate, and shall carry out all repairs, reinstatements and remedial measures necessary to ensure public safety diligently.
4. The Developer shall allow the Head of Planning's staff access at all times for the purpose of inspecting the Works and shall meet the Council's costs of inspection on the basis of time spent on site.
5. The areas coloured on the said drawings shall be considered for addition to the Council's List of Public Roads upon receipt by the Head of Planning of written intimation from the Developer that the Works have been completed. In terms of section 16(2) of the Roads (Scotland) Act 1984, such addition shall take place within 12 months of satisfactory completion of the Works.
6. The whole of the Works shall be completed within the period of three years from this date. Any requests for an extension of that period must be made in writing to the Head of Planning, giving reasons, at least three months prior to the expiry of the period.

## **List of Appendices**

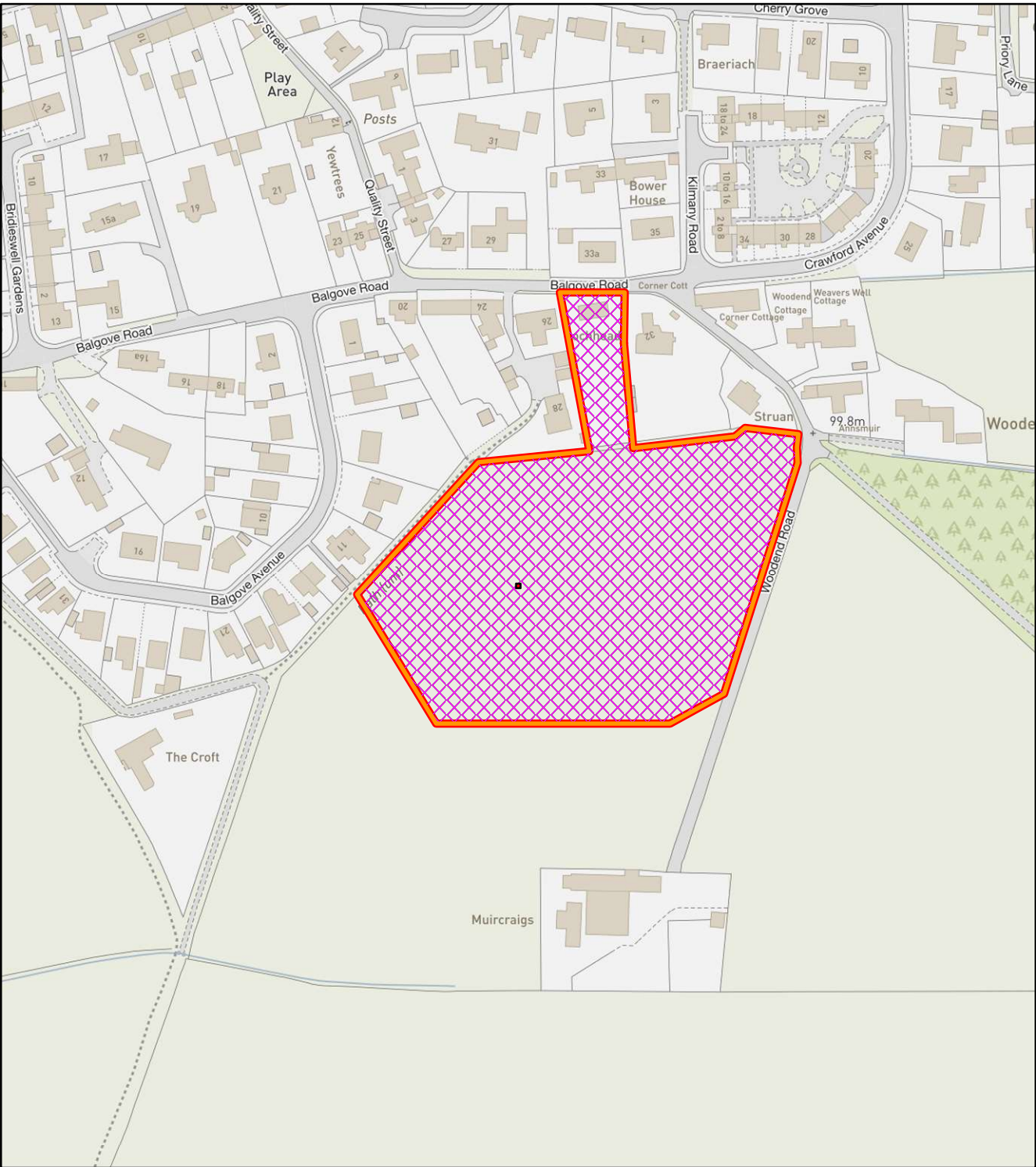
### **Appendix 1 - Location Plan**

#### **Report contact:**

Richard Simmons  
Lead Officer Transportation Development Management (North Fife)  
Planning Services  
Kingdom House  
Glenrothes  
Telephone: 07718669607  
Email – richard.simmons@fife.gov.uk

#### **Report agreed and signed off by**

Alastair Hamilton  
Service Manager – Development Management  
Planning Services  
Kingdom House  
Glenrothes  
Telephone: 03451 55 55 55 Ext No 480210  
Email – alastair.hamilton@fife.gov.uk



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Legend

 Application Boundary





Economy, Planning & Employability Services

9<sup>th</sup> June 2021

Agenda Item No. 7

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## Options Appraisal for Strathkinness Crossroads

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**Report by:** Ken Gourlay, Head of Assets, Transportation & Environment

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**Wards Affected:** Ward 18

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### Purpose

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The purpose of this report is to discharge the request from North East Fife Area Committee with the results of an option appraisal of options at Strathkinness Crossroads (B939 & C4).

### Recommendation(s)

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It is recommended that Committee consider the results of the appraisal.

### Resource Implications

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Costs of the major options are provided in the report. There is currently no identified budget for such a significant traffic management project. By way of comparison, the North East Fife Area Committee Area Roads Programme for Road Safety & Traffic Management projects 2021/22 amounts to £157,000.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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An EqIA has not been completed and is not necessary for the following reasons:

- this report is an appraisal of options and does not propose any changes at this time that require to be assessed for impact on persons who share a protected characteristic.

### Consultation

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The local Ward Councillors, Parking Management team, Police Scotland and the Community Council would be consulted as part of a scheme if any alterations were to be proposed.

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

## 1.0 Background

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- 1.1 North East Fife Area Committee, Action Note for Meeting of 09 December 2020, Paragraph 299, Notice of Motion, stated,

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

- 1.2 An options appraisal of potential improvements to the existing crossroads of the B939 and C4 routes to the south of the village of Strathkinness was carried out. A meeting was held with local members, community council representatives and the local community policing officer on site, on Friday 19th March 2021.
- 1.3 Following this meeting it was agreed that this report would look at two potential engineering options (i) a roundabout and (ii) a staggered crossroads along with budget cost estimates for these.
- 1.5 Alternative suggested measures with the possible change in priorities at the junction and speed limit reductions on the B939 are being reviewed.

## 2.0 Issues and Options

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### 2.1 Existing Layout

The existing junction is a simple crossroads with enhanced road markings and signage. The speed limit on both approaches is 60mph. The surrounding area is arable farmland with an estimated purchase price of circa £10k/acre.

There are numerous underground services in the vicinity – including:

- High Pressure Gas Main
- INEOS Pipeline
- High Voltage Electricity

As well as Scottish Water supply mains and BT Openreach equipment. It is likely that the utility providers would seek to have many of these services diverted to allow construction of either of the two proposed options.

### 2.2 Roundabout Option

A new 4-Arm, 28m ICD (inscribed circle diameter) normal roundabout with single lane approaches and exits, could be constructed at the site of the existing crossroads. (See Appendix 1)

### 2.2.1 Budget Cost Estimate: Roundabout Option

Item Description	Sub-Total
Design & Supervision Fees	£100,000.00
Site Investigation	£30,000.00
Topographical Survey	£5,000.00
Land Purchase	£20,000.00
Service Diversions	£250,000.00
Construction Costs	£600,000.00
Accommodation Works	£50,000.00
<b>Total</b>	<b>£1,055,000.00</b>

### 2.3 Staggered Crossroads Option

The southern approach road could be realigned and moved west to provide a new staggered crossroads arrangement. (See Appendix 2)

#### 2.3.1 Budget Cost Estimate: Staggered Crossroads Option

Item Description	Sub-Total
Design & Supervision Fees	£50,000.00
Site Investigation	£20,000.00
Topographical Survey	£5,000.00
Land Purchase	£30,000.00
Service Diversions	£50,000.00
Construction Costs	£200,000.00
Accommodation Works	£30,000.00
<b>Total</b>	<b>£385,000.00</b>

### 2.4 Speed Limit Reduction

The existing speed limit on the B939 (east to west) is the national speed limit (NSL). The C4 southbound from the junction is NSL. The C4 northbound (Main Street) is NSL to the boundary of no. 72, where there is a 20mph Zone gateway into Strathkinness. The junction is street lit and there is sufficient "Give Way" signage.

- 2.4.1 The Speed Management Strategy Review carried out in 2014 indicated that NSL (60mph) was the appropriate speed and no further investigation was required for the B939 from Strathkinness to St. Andrews. It indicated that further investigation was required on the section between Pitscottie and Strathkinness, but a reduction in the speed limit was not required. NSL is still the appropriate speed for traffic using the B939. The crash statistics used in the assessment have improved from 8 injury accidents between Pitscottie & Strathkinness for the three 3-year period 2006-08 to 1 during 2016-18.

2.4.2 The Department for Transport Circular 01/2013, Setting Local Speed Limits guidance document is widely used by Local Authorities to carry out their Speed Management assessments. The document states that

- The minimum length of a speed limit should generally be not less than 600 metres to avoid too many changes of speed limit along the route.
- Speed limits should not be used to attempt to solve the problem of isolated hazards, such as a single road junction or reduced forward visibility, for example, at a bend.

The street lighting covers approximately 140m of the B939 and would be of insufficient length to provide an effective reduced limit.

2.4.3 The cost to formally promote a Traffic Regulation Order to bring about a speed reduction and deliver the associated traffic management works would be approximately £6,000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure.

2.4.4 It is therefore recommended that the speed limit should not be reduced.

## 2.5 Change of Priority

Convention dictates priority for through traffic being given to the higher-ranking road, i.e. the B939 has priority over the C4, as is the existing layout. Changing any priority at this junction would be against the perception of drivers as to their priority and could increase the likelihood of crashes. It is unlikely that the speed of traffic would slow significantly on the B939 on coming across a give way situation because drivers would be able to see any approaching vehicles on the C4.

2.5.1 It is therefore recommended that the priorities not be changed at this crossroads.

## 2.6 Context

2.6.1 Whilst the location is perceived locally as a concern, it is worth comparing this location with other such sites across Fife. The number of recorded crashes identified at the crossroads over recent years means that the location does not feature on the Fife list of sites with a significant number of incidents and requiring further investigation. Over the five-year period from 2016 to 2020 there have been two crashes resulting in an injury, one in 2019 and one in 2020, this suggests road users are not encountering a difficulty in negotiating the junction. However, ongoing monitoring of crashes across the whole network continues to identify any emerging issues.

2.6.2 The B939 is included in the assessment of routes that will form part of the Route Accident Reduction Plan (RARP) process but does not feature near the top of the results and so is not programmed to have a RARP carried out over the next few years.

# 3.0 Conclusions

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3.1 This junction location has been a focus of local concern for many years however the crash record has been improving and in Fife-terms, this is not a priority location for intervention. Low-cost options have negative complications and hence are not recommended. The cost of the 2 design schemes explored is currently prohibitive.

## List of Appendices

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Appendix 1 - Roundabout Option - Plan

Appendix 2 - Staggered Crossroads Option - Plan

## Background Papers

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

Report Contact

Lesley Craig

Lead Consultant, Traffic Management

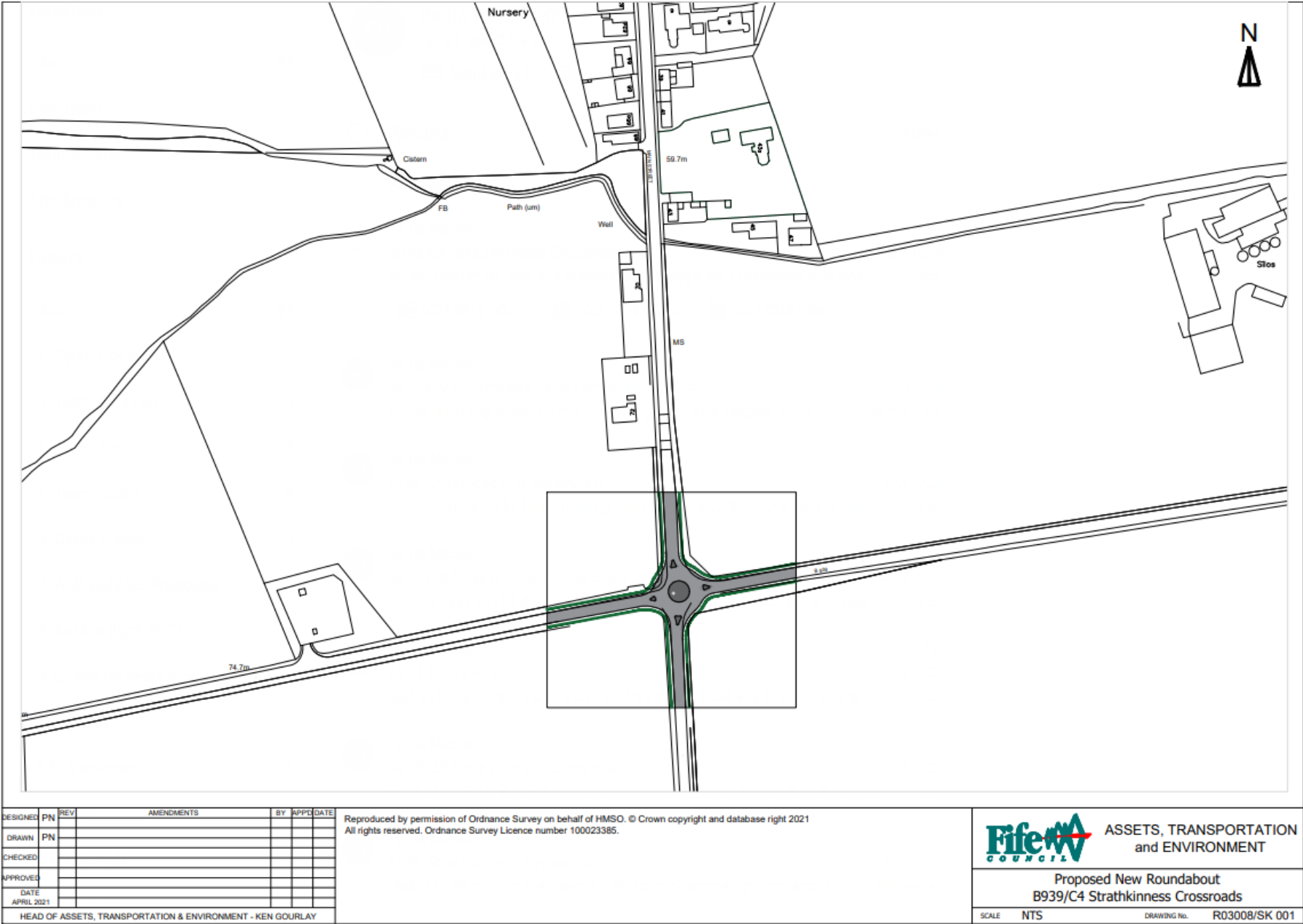
Bankhead Central

Telephone: 03451 55 55 55 + VOIP Number 480082

Email: [Lesley.Craig@fife.gov.uk](mailto:Lesley.Craig@fife.gov.uk)

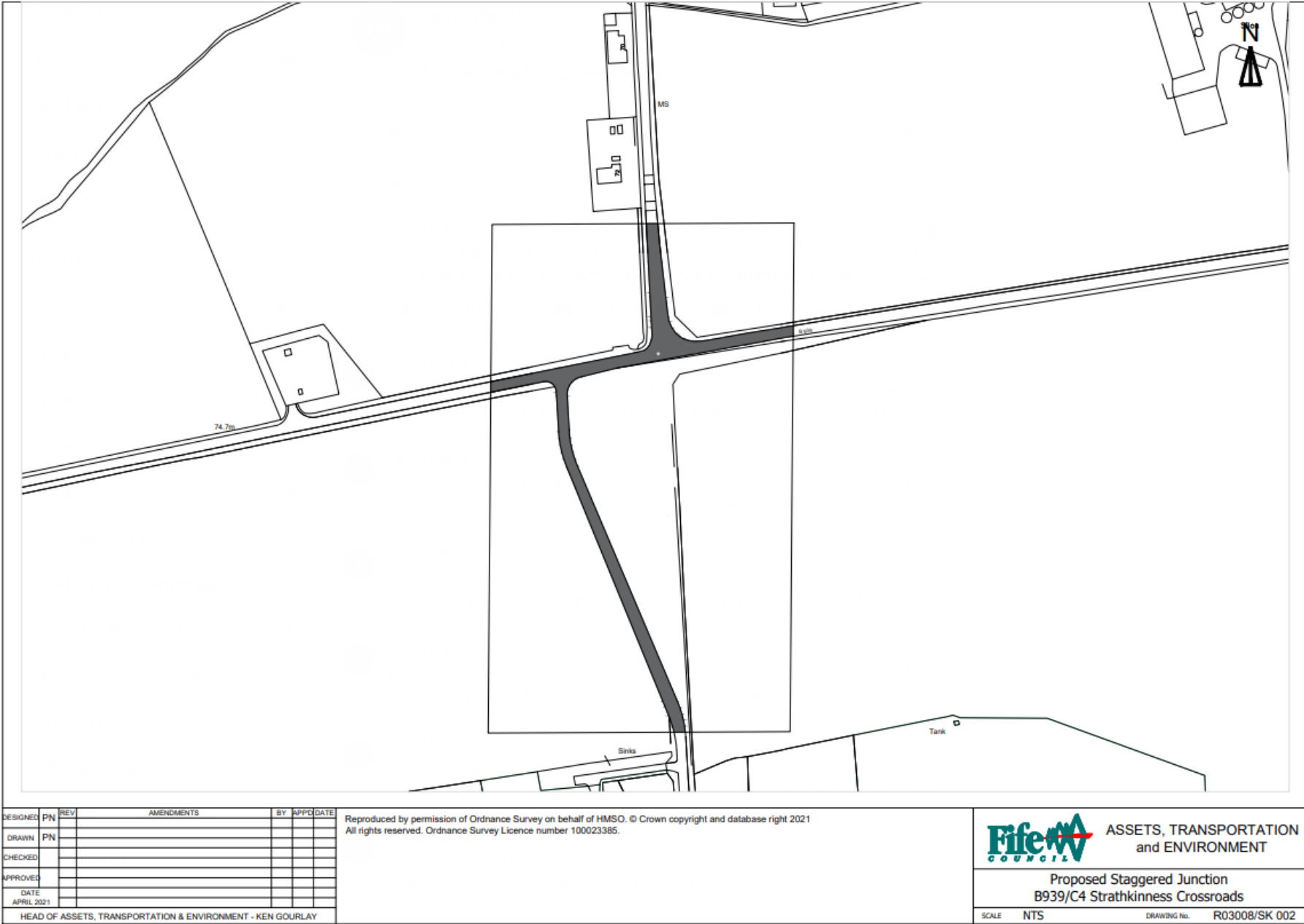


Appendix 1 : Roundabout Option





Appendix 2: Staggered Crossroads Option



9 June 2021

Agenda Item No. 8

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## Road Condition Update - North Fife

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Report by: Ken Gourlay, Head of Assets, Transportation & Environment

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

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### Purpose

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The purpose of this report is to discharge a request for a report on road condition as requested at the meeting on 3 March 2021 (2021 NEFAC 168 para 316 refers).

### Recommendation(s)

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It is recommended that Committee note the report and offers comments as appropriate.

### Resource Implications

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Roads & Transportation Services provide a wide range of services from capital and revenue funded resources. Identified road maintenance capital projects are delivered through the Area Roads Programme process and the day to day reactive and proactive road maintenance function is funded by revenue resources. This suite of activities is targeted at maintaining road condition, safety, use and effectiveness.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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Area Committees are consulted on the lists of projects forming the annual Area Roads Programme and Financial Services have been consulted on this report.

# 1.0 Background

- 1.1 In line with the scheme of administration, reports on roads related performance and road condition are regularly provided to the Enterprise, Tourism, Strategic Planning and Transportation (ETSP&T) Sub Committee. Road condition is measured by means of a national annual Road Condition Indicator (RCI) survey. Once the information has been verified and reviewed the annual report is normally provided to ETSP&T by Autumn.
- 1.2 The last report Fife's Road Condition Report 2020 was presented to ETSP&T on 1 October 2020. The RCI is calculated over a two-year rolling period for A, B and C class roads and a four-year rolling period for Unclassified roads. The annual survey covers the network as follows:
- > A class - 100% in one direction
  - > B & C Class - 50% in one direction
  - > Unclassified - 10% random sample selected by contractor and excluding short sections
- 1.3 In relation to the RCI, 'considered for maintenance treatment' means there is likely to be some defect in the condition of the road, but roads authorities will need to carry out more detailed investigations and prioritisation of need in the development of their future road maintenance programmes.
- 1.4 The high level RCI results from 2009-11 to 2018-20 are shown in Table 1 below:

YEAR	Network	A Class	B Class	C Class	Unclassified
2009-11	37.5%	36.9%	36.7%	31.6%	39.3%
2010-12	36.4%	35.6%	33.6%	31.0%	38.6%
2011-13	34.1%	33.9%	31.3%	28.8%	35.2%
2012-14	33.0%	31.3%	33.6%	28.7%	34.4%
2013-15	33.8%	29.6%	37.3%	31.3%	34.6%
2014-16	32.6%	26.8%	33.6%	29.9%	34.4%
2015-17	32.6%	27.4%	33.1%	28.7%	34.7%
2016-18	31.8%	29.9%	33.8%	28.3%	32.6%
2017-19	31.9%	30.7%	34.8%	31.3%	31.6%
2018-20	32.3%	31.7%	34.1%	32.8%	31.9%

**Table 1 – Fife's Road Condition Indicator Results**

Note: A reducing percentage indicates road condition is improving

- 1.5 After a period of sustained improvement in road condition, it has levelled off in recent years. Road condition is directly linked to investment in road maintenance and capital budgets have been increasingly under pressure.

- 1.6 As part of the budget setting process for 21/22, the council has increased investment in road condition with an additional £9.9m being added over the next 2 years as follows:

<u>21/22</u>	<u>22/23</u>	<u>Total</u>	
£2m	£2m	£4m	Roads & Footways Capital Projects
£2m	£2m	£5m	Large Scale Patching Programmes
£0.45m	£0.45m	£0.9m	Routine Maintenance (Signs, Lines, High Stress Sites, Drainage)
		<u>£9.9m</u>	

- 1.7 The use of this investment over the next 2 years should lead to an improvement in road condition indicator results in 2024. There is generally a one year lag in the results due to the timing of the annual surveys.

## 2.0 Issues and Options

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- 2.1 In addition, in terms of scrutiny, Roads & Transportation Services was required to provide a report on service pressures to the Environment, Finance and Communities Scrutiny Committee (EF&CS) on 13 April 2021. That report also covered road condition in relation to the implementation of the Risk Based Approach to Roads Inspections and Repairs as approved by ETSP&T on 24 October 2019 and the transition from Bentley to the Yotta Alloy roads maintenance management system over the last year.
- 2.2 The combination of these new approaches and systems has proved to be very challenging for the service. The link to that report is detailed below:
- <https://www.fife.gov.uk/kb/docs/articles/about-your-council2/politicians-and-committees/committees/fife-wide-or-strategic/environment,-finance-and-communities-scrutiny-committee/meetings/environment,-finance-and-communities-scrutiny-committee-13th-april-2021>  
(Copy link and paste)
- 2.3 As an update from that report, the latest road defect performance information was taken from the Alloy system on 12 May 2021. This information is displayed in Appendix 1 and commenced on 1 September 2020 and covers the 2 operational areas for Roads & Transportation Services (North & South), with North East Fife, Glenrothes and Leven Committee Areas being covered within North Area. Operationally, North is serviced from Bankhead Depot and South is serviced from Halbeath Depot. It is planned to set up reports from Alloy on Area Committee boundaries, but this is not in place yet.
- 2.4 The winter weather this year impacted on the inspection & repair service since it is the same repair teams that carry out winter road gritting and snow clearing. From 28 December 2020 there was around 30 days of solid sub-zero temperatures and a constant requirement for road gritting. That was then followed by Storm Darcy on 6 February 2021 initially with severe rain and flooding then followed by days of steady and repeated snowfall that remained for around 2 weeks. In addition to posing an operational and logistical challenge, the severe winter weather had a dramatic impact on Fife's roads with a consequent upsurge in potholes and road defects.

- 2.5 In addition, the period of recording includes a period that was impacted by Covid restrictions on work practices, the rollout of the risk-based approach to road inspections and the implementation of the Yotta Alloy system. Lessons are being learned with the implementation of the risk-based approach and follow-up training with inspectors is ongoing.
- 2.6 The performance information as detailed in Appendix 1 is from the Alloy system. The P1 performance in South Area (64% fail) – is a reflection of the situation when the system was first introduced – the majority of the P1 failures were due to a delay in closing off repairs within Alloy and not actually a failure in completing the repair within the target time. Such repair types are always given top priority. Lessons have been learned and the procedures for signing off P1's within Alloy have been tightened up hence future 'failures' will be much lower. Overall several operational challenges have now been overcome and repair performance standards are on the improvement.
- 2.7 The freezing month of January, period of snowfall in February and the surge in public reports and ad hoc inspections led to a spike in work volumes across Fife. To maximise our repair efficiency, there was a 4-week period of emergency measures where concentrated efforts were made on specific target areas. This purge was implemented to deal with the accrued backlog of pothole repairs with up to 12 crews working on a 7-day per week operation. In terms of scale there is normally 2-4 repair teams / week day.
- 2.8 Given the risk-based approach, P2 repairs are higher priority than P3 & P4 and resources have been targeted in both Areas to tackle the P2 workload. Additional resources are now being allocated by use of sub-contractors to assist with the P3 and P4 workload. This will help to close out the backlog and equalise the supply and demand issue that has been apparent.
- 2.9 In addition, the activity of the Statutory Undertakers on road condition is often perceived as negative by breaking open the road surface and inserting vertical road joints. However, the actual performance of the utility companies in carrying out their roadworks and the quality of their reinstatements is now at a high level of compliance. The performance of statutory undertakers works is reported annually to ETSP&T Sub Committee and the most recent report was on 10 December 2020 (2020 ETSPT 64 para 150 refers).

## 3.0 Conclusions

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- 3.1 The service provides regular reports to the strategic sub committee (ETSP&T) and scrutiny committee (EF&CS) on service performance and in particular on road condition and road repairs performance.
- 3.2 Due to the impacts of the Covid-19 pandemic on working procedures, the implementation of new service approaches to road inspections and repairs, the transition to Alloy Yotta and the impact of the severe winter weather, this has been a most challenging period in tackling the upsurge in potholes.
- 3.3 The additional funding provided to road maintenance over the next 2 years will have a positive impact on road conditions in Fife.

## List of Appendices

Appendix 1 - Road Defect Repairs Performance: 1.09.20 – 12.05.21  
(North Area is NEF, Leven & Glenrothes Areas; South Area is Kirkcaldy, Cowdenbeath, South West & Dunfermline Areas)

## Background Papers

- Audit Scotland Report: Maintaining Scotland's Roads: a follow-up report 2016:  
<http://www.audit-scotland.gov.uk/report/maintaining-scotlands-roads-a-follow-up-report-0> (Copy link and paste)
- Economy, Tourism, Strategic Planning & Transportation Sub Committee 1  
October 2020 – Fife's Road Condition Report 2020
- Economy, Tourism, Strategic Planning & Transportation Sub Committee 10  
December 2020 – New Roads and Street Works Act Annual Performance  
Report – 2019/2020
- Environment, Finance & Communities Scrutiny Committee 15 April 2021 –  
Pressures on Roads & Transportation Services

## Report Contact

Derek Crowe

Senior Manager, Roads & Transportation Services

Bankhead Central

Email: [derek.crowe@fife.gov.uk](mailto:derek.crowe@fife.gov.uk)

## Appendix 1 – Road Defect Repairs Performance: 1.09.20 – 12.05.21

<b><u>P1's – (Within 24 hours – make safe)</u></b>	<b>North</b>	<b>South</b>
No of P1's since 31/08/2020	474	136
No of P1's Complete	474	136
%Pass	79%	36%
%Fail	21%	64%
%Incomplete-Fail	0%	0%
<b><u>P2's – (Within 5 working days)</u></b>	<b>North</b>	<b>South</b>
No of P2's since 31/08/2020	3583	1651
No of P2's Complete	3435	1544
%Pass	59%	32%
%Fail	41%	68%
%Outstanding - Failed	49%	79%
%Outstanding - still in date	51%	24%
<b><u>P3's – (Within 3 Months)</u></b>	<b>North</b>	<b>South</b>
No of P3's since 31/08/2020	1967	866
No of P3's Complete	957	470
%Pass	92%	39%
%Fail	8%	61%
%Outstanding - Failed	23%	9%
%Outstanding - still in date	77%	91%
<b><u>P4's – (Within a Rolling 12 Months)</u></b>	<b>North</b>	<b>South</b>
No of P4's since 31/08/2020	552	528
No of P4's Complete	369	267
%Pass	100%	100%
%Fail	0%	0%
%Outstanding - Failed	0%	0%
%Outstanding - still in date	100%	100%

9 June 2021

Agenda Item No. 9

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## Green Routes

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**Report by: Ken Gourlay, Head of Assets, Transportation & Environment**

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

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### Purpose

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The purpose of this report is to discharge the Committee motion from 9 December 2020 in relation to the potential for Green Routes within North East Fife.

### Recommendation(s)

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It is recommended that Committee note that the assessment of the appropriateness of Green Routes within Fife will be considered within the review of the Local Transport Strategy for Fife which has recently commenced and is programmed to be completed by Autumn 2022.

### Resource Implications

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There is a significant staff resource required to assess the detail, potential routing and cost implications of utilising the Green Route approach within Fife. Over the past year, staff resources have been fully utilised in helping to deliver the many projects and programmes within the Service as well as the emergency measures which have resulted because of the Covid pandemic, most notably the considerable work in delivering the Spaces for People programme and related initiatives.

### Legal & Risk Implications

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There are no significant legal or risk implications identified at this time.

### Policy & Impact Assessment

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A Strategic Environmental Assessment and an Equality Impact Assessment (EqIA) will be completed as an integral part of the development of the Local Transport Strategy.

### Consultation

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Consultation will be key to the development of the new Local Transport Strategy and the potential projects emerging from it to ensure that the views and aspirations of communities, partners and stakeholders are considered. Consultation dates and details of the process will be shared with members as the review progresses.



## 1.0 Background

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- 1.1 At the meeting of the North East Fife Area Committee on 09 December 2020 (2020 NEFAC 161 para. 298 refers), the following motion was agreed:

*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.*

- 1.2 Green Routes are considered mainly as ‘on road’ routes with higher profile signing and measures implemented from ‘start to finish’. This is focussed on highlighting that these roads are being used by cyclists, walkers and perhaps horse riders.
- 1.3 Two example Local Authority Areas have been discovered using Green Routes:
- (i) Perth & Kinross Council has implemented Green Routes on some rural roads and consequently has reported a positive impact on local travel patterns, road collisions and levels of walking and cycling on these routes.
- (ii) Renfrewshire Council has implemented ‘Renfrewshire Leisure Lanes’ which emerged from their Access Strategy. A key reason for the Leisure Lanes was to help link their core path routes, whilst bolstering the local economy through eco-tourism and greater levels of day-visitors.
- 1.4 Fife Council has a network of on and off-road walking, wheeling and cycling routes, which have been developed over many years. There has been considerable success in helping to increase levels of active travel and leisure activities. Many of these routes link local communities and are heavily used by a range of users. Equally, connecting quiet roads are well used to connect adjacent areas and communities.

## 2.0 Proposal

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- 2.1 The focus and sentiment of the motion to consider Green Routes is welcomed. However, because of ongoing high work demands and competing priorities within Roads & Transportation Services, particularly through the Covid and lockdown periods, it has been impractical to advance this work stream to the timescales detailed. In addition, such an initiative should be considered on a Fife-wide basis.
- 2.2 The assessment of the appropriateness of Green Routes within Fife will require careful consideration and would require to be part of an integrated active travel network across Fife.
- 2.3 The review of the Local Transport Strategy for Fife was approved by the Economy, Tourism & Strategic Planning Sub Committee on 8 April 2021 (2021 ETSPT 71 para 164 refers). Part of the work will include a review of the Active Travel Strategy for Fife. Given the key linkages and inter-dependencies between the strategy reviews and Green Routes it is planned to include this issue within the LTS review workstream.

### **3.0 Conclusions**

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- 3.1 Green Routes have been implemented in at least two other councils in Scotland which have rural environments similar to Fife.
- 3.2 In balancing the wider demands across Fife and the extensive work to review the Local Transport Strategy for Fife, including an Active Travel Strategy, the need to consider Green Routes is acknowledged and this will be included within the review, which is programmed for completion in 2022.

#### **Report Contact**

Allan Maclean (Roads & Transportation Services)  
Bankhead Central, Glenrothes  
Telephone: 03451 55 55 55 + Ext 461270  
Email – [Allan.Maclean@fife.gov.uk](mailto:Allan.Maclean@fife.gov.uk)

9<sup>th</sup> June 2021

Agenda Item No. 10

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## North East Fife Lock Up Programme – Progress Report

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Report by: John Mills, Head of Housing Services

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

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### Purpose

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The report is prepared to update the North East Fife Area committee on progress of the programme to improve the lock up service offered to tenants and modernise the lock up estate in NEF.

### Recommendation(s)

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The North East Fife Area Committee is asked to:

- Comment on Lock Up work completed and proposed in NEF for 2021/22

### Resource Implications

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It is estimated that the Fife Improvement Programme will require an additional £8m in borrowing over 10 years to be funded through the HRA Capital Plan. Capital Investment of £1.5m has been approved as part of the HRA Capital Investment Plan 2021-24 approved by Fife Council on 25<sup>th</sup> February 2021. Further approval will be required for the remaining £6.5m additional borrowing.

### Legal & Risk Implications

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Legal implications arise where lock up boundaries have an associated burden with private owned property. These are assessed through Housing and Legal services on an ongoing basis.

### Impact Assessment

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An EQiA and summary form were approved in February 2019. This does not require any revisions as this report does not make any recommendations in respect of policy change.

### Consultation

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There has been initial consultation with a range of Tenant's and Resident Associations and Elected Members.

## 1.0 Background

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- 1.1 Community and Housing Services sub-committee agreed to a programme of demolitions and refurbishments of the lock up estate in February 2019 with the following considerations to form the basis of that work:
- Consider full / part refurbishment.
  - Consider site reconfiguration / part reconfiguration.
  - Assess costs per site to identify best value options.
  - Consider demolitions.
  - Consider sale on open market.
- 1.2 A 10-year plan aligned to an investment of £8 million from the HRA Capital Plan was agreed with a proportionate spend across 7 Committee areas to be progressed subject to analysis of stock and site condition surveys.

## 2.0 Current Position

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- 2.1 Throughout the early part of 2020 area lock up plans were being developed; however, work was delayed due to the Covid-19 impact on officer's ability to undertake site visits and surveys.
- 2.2 Costings from those initial site surveys which had been undertaken indicate that there is a significant increase in works required and associated costs from those that were previously identified in the original report to committee. This will have a significant impact on the overall programme and work is ongoing with key partners to identify opportunities to reduce costs and review priorities for the investment.
- 2.3 Progress with area plans was further delayed due to limited availability of Building Services staff to undertake refurbishment works due to demands placed on business-critical activity. This resulted in the programme focussing on suitable sites for demolition where contractor availability was guaranteed.
- 2.4 Area plans are now being revisited with the new focus on demolitions and essential maintenance for remaining sites to ensure they are wind and watertight.
- 2.5 To ensure best value was achieved from the 2020/2021 budget allocation, demolitions have been undertaken in line with identified sites within each area plan where lack of demand has been highlighted and where demolition has released land to help alleviate local issues or provide an option for additional affordable housing (microsite).

### Completed Demolitions (2019/20)

Lock Up Site Address	Area	Ongoing site use
21-27 & 28-33 Forgan Place, St Andrews	North East Fife	Additional parking created.

Forgan Place before and after



### Ongoing works (2020/21)

Lock Up Site Address	Area	Ongoing site use	Current Occupancy
1-5 & 11-14 Allan Robertson Drive, St Andrews	North East Fife	Current tenants will move to 9-10. Blocks now demolished. Civil work still to be carried out to create parking area.	2/11
6-8 & 9-10 Allan Robertson Drive, St Andrews	North East Fife	Essential maintenance complete – replacement roofs and doors. Doors from demolished blocks re-used. Once the works are complete both blocks will be at full occupancy.	3/5

### Proposed demolitions (2021/22)

Lock Up Site Address	Area	No of lock ups	Future site use	Current Occupancy
1-6 Hamilton Avenue, St Andrews	North East Fife	6	Create additional parking.	4/6
39-44, 45-53 Kinloss Park, Cupar	North East Fife	15	Create additional parking.	8/15
1-12 James Robb Avenue, St Andrews	North East Fife	12	Create additional parking.	0/12

- 2.6 A door recycling exercise is being progressed as part of the demolition programme for existing doors of a good standard on blocks to be demolished to re-use at other sites.
- 2.7 There is ongoing work to improve the customer experience by looking at the existing e-form used to request a lock up and identifying areas for improvement in the allocation process. There will be an opportunity to streamline the process within the new Housing Management Information System once implemented and prevent the requirement for information to be double keyed into multiple systems.
- 2.8 Current tenants will have the option to relocate to other LUPs available in the area. Remaining LUPs in the area may require essential maintenance.
- 2.9 We will focus on carrying out essential maintenance to LUPs in Cupar and St Andrews, this will enable existing tenants the opportunity to move to other vacant LUPs in the surrounding area.

### **3.0 Future Activity**

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- 3.1 Our approach to developing area plans will focus on analysis of low occupancy sites to establish if these are surplus to requirements and essential maintenance requirements of remaining sites. This will ensure we utilise the budget effectively by maximising the number of sites included in the plans.
- 3.2 We will continue to work with Building Services to develop a core standard specification for lock ups which will streamline the process and ensure cost transparency.
- 3.3 To continue to explore options to improve the customer experience for lock up allocations and to streamline the overall process.

### **4.0 Conclusions**

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- 4.1 The report has outlined the progress made in delivering a modernised estate of lock ups and the impact of Covid-19 on the original proposals presented to Committee in February 2019.
- 4.2 The report outlines a necessary temporary change in focus and the rationale for these decisions being taken to ensure the programme continues to be delivered and best value achieved from the budget allocation.
- 4.3 Future activity is predicated on the continued impact of Covid-19 on availability of staff and contractors to support this work.

**John Mills**  
**Head of Housing Services**

#### **Report Contact**

Gordon Binnie  
Area Housing Manager  
County Buildings  
Cupar  
Telephone: 08451 55 55 55 480475  
Email – [Gordon.Binnie@fife.gov.uk](mailto:Gordon.Binnie@fife.gov.uk)

9<sup>th</sup> June, 2021

Agenda Item No. 11

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## Safer Communities Team Annual Update Report

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

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**Wards Affected:** North East Fife area (Wards 16, 17, 18, 19 and 20)

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### Purpose

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The purpose of this report is to provide members with an update on the operational activity of the Safer Communities Team within the North East Fife committee area during the 12 month period 1st April, 2020 to 31st March, 2021.

### Recommendation(s)

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

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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

### Consultation

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Consultation has taken place with community safety partner agencies.

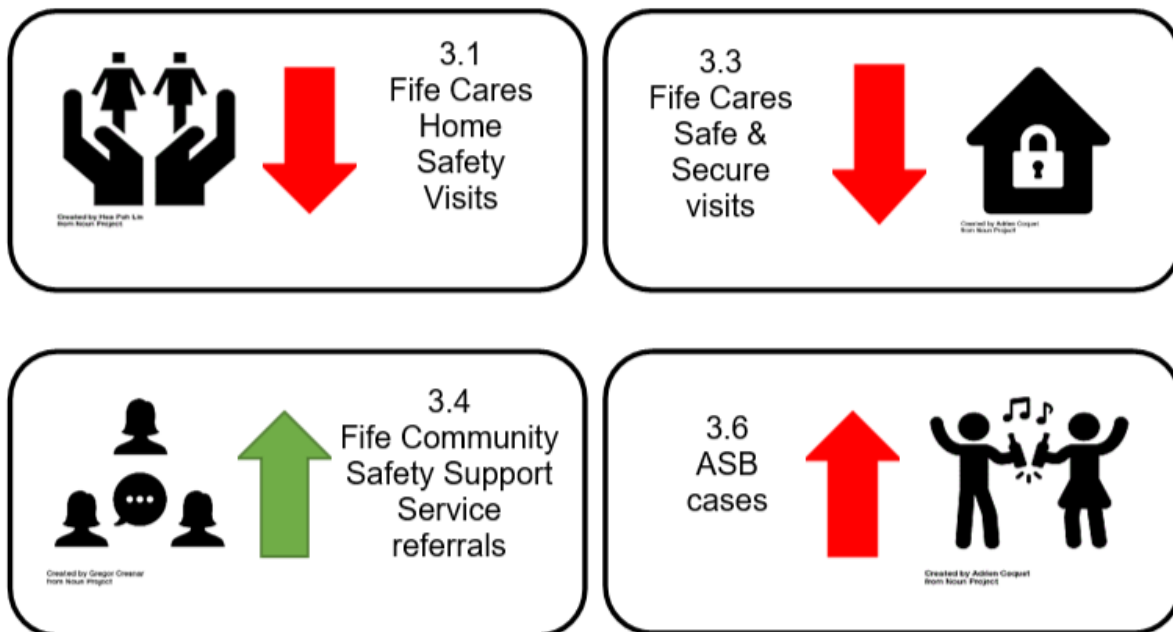
## 1.0 Background

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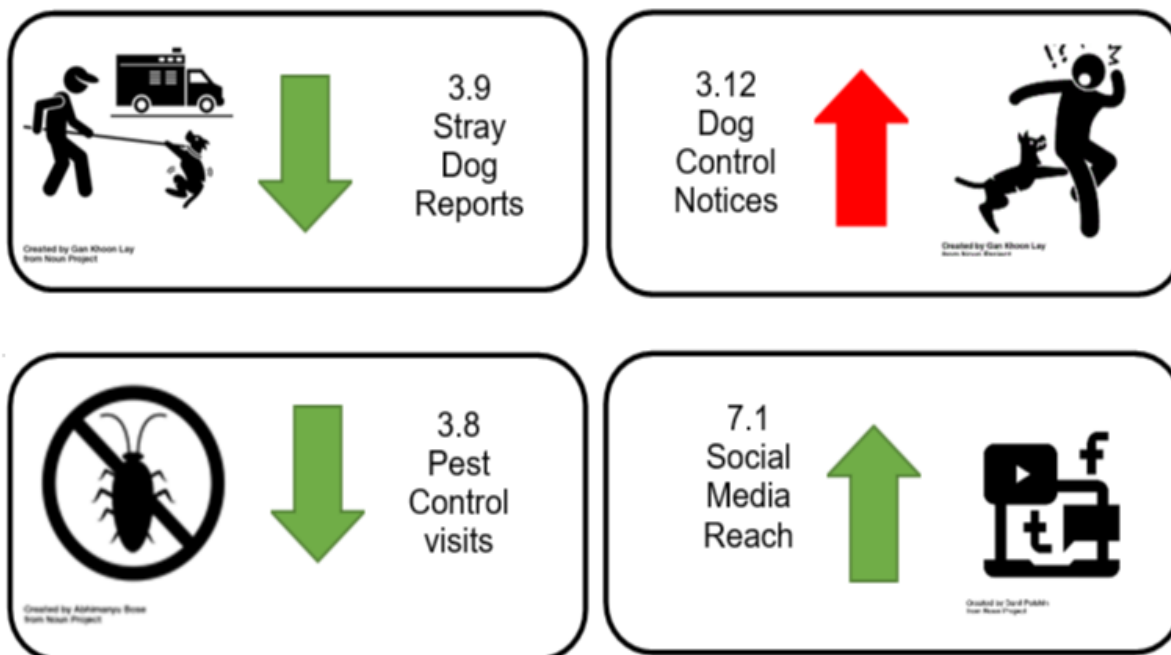
- 1.1. The purpose of this report is to update elected members on the activity of the Safer Communities Team (SCT) within the North East Fife area during the financial year 2020-21.
- 1.2. This report sits alongside individual updates from Police Scotland and Scottish Fire and Rescue Service (SFRS). It should be noted that the three core agencies (Police Scotland, SFRS and Fife Council's SCT) may comment on work carried out *in partnership* with each other and other agencies but cannot comment specifically on work carried out independently by other services.
- 1.3. Information is also provided on Fife-wide activity in order to ensure that members are aware of the range of activities which may be of interest to them and their constituents.
- 1.4. The performance information in sections 3 and 4 provide a summary of the Safer Communities Team annual activity within this committee area during the reporting period compared to the previous financial year.
- 1.5. The activity is denoted using RAG arrows to demonstrate whether an activity has increased or decreased on the previous year (up or down arrow) and whether this is positive or negative (denoted by red, amber or green).
- 1.6. The narrative describing each of these activities and associated statistics can be found in the sections referenced.

## 2.0 Performance Summary - People

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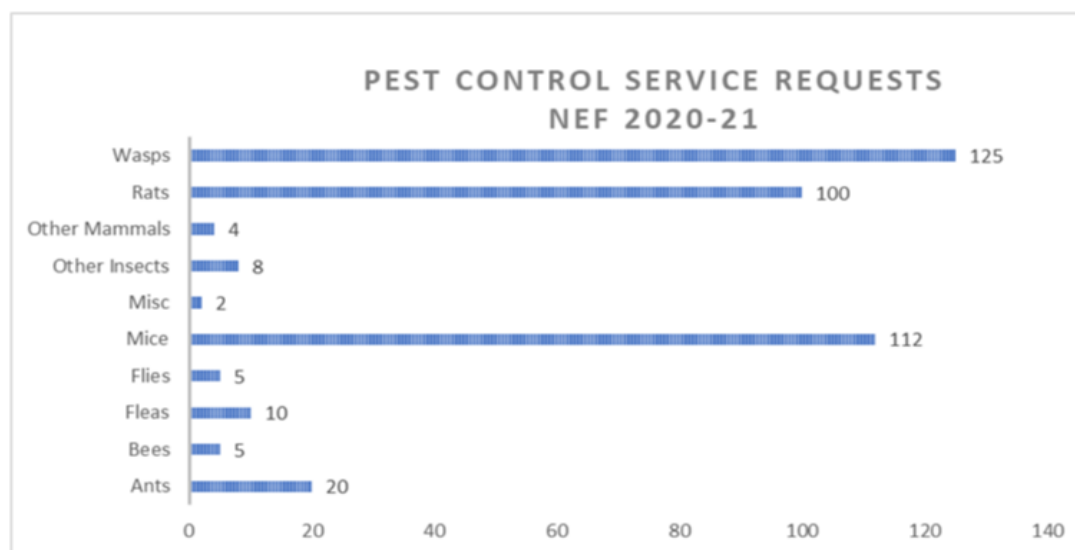


### 3.0 Performance narrative – People

- 3.1 Due to the restrictions around home visits during the pandemic, the number of referrals to our Fife Cares service decreased in 2020-21 compared with the previous year (14 and 31 respectively). The majority of referrals during this year related to requests for tailored **home safety advice** for families with young children. Again due to the restrictions, no visits were carried out, but contact was made by phone and any doorstep deliveries took place within social distancing guidelines.
- 3.2 Recognising that Fife Cares is one of our most valued services, we took the opportunity to work with Evaluation Scotland and the Scottish Community Safety Network, to pilot an evaluation around Measuring What Matters. This project focuses on Unintentional Harm, which often goes unreported due to the fact that the data which demonstrates the impact of services, such as Fife Cares, is generally qualitative rather than quantitative. The evaluation pilot commenced in February 2021 and so is still in its infancy. However, from feedback already received we are seeing the positive (and welcome) impact our officers make in terms of raising awareness of child safety within the home environment by engaging parents and carers in discussion about aspects that they may not already have considered. We intend to provide more information on this evaluation in next year's annual report but, in the meantime, a copy of the case study produced by Evaluation Support Scotland is attached (appendix 7).
- 3.3 Referrals to the Fife Cares service regarding **home security advice** under the Safe, Secure and Supported at Home initiative also decreased, but visits continued to take place given the serious nature of the issues being experienced by customers. All visits were carried out within social distancing guidelines and using appropriate PPE (30 visits in 2020-21 compared with 5 the previous year).
- 3.4 Of the 32 referrals to **Fife Community Safety Support Service (FCSSS)**, 13 resulted in the provision of support whilst the remaining 19 involved some form of mediation, albeit contact was made by phone. Referrals to FCSSS increased by seven on the previous year. Appendix 1 provides examples of some of the feedback received by the service.
- 3.5 A review of Fife Council's Antisocial Behaviour (ASB) process commenced prior to the first lockdown, the overall objective being the delivery of improved outcomes for customers experiencing private space antisocial behaviour. Discussions with

interested parties took place, including consultation workshops with elected members, to identify improvements to the ASB process. Consequently, the ASB policy has been updated to include, amongst other things, criteria of what will/will not be considered antisocial behaviour, and timescales have been included to provide customers with a clear picture as to when they can expect contact and how long a case may take to resolve. In addition, it has been agreed that there should be a single point of contact for customers. To this end, it is expected that all investigations into private space ASB will sit with the Safer Communities Team, and this should commence within the next 12 months.

- 3.6 The Area Co-ordinator investigated 108 **antisocial behaviour cases** (a substantial increase of 86 cases on the previous year). One of the reasons for the increase is that our Area Co-ordinators handled the majority of antisocial behaviour complaints on behalf of the local office for the first six months of 2020-21.
- 3.7 Due to COVID restrictions and staff sickness, our Pest Control workforce was reduced from five officers to two during most of 2020-21. The decision was taken at the beginning of the first lock down to carry out treatments in Fife Council housing and facilities only. This is reflected in the number of jobs carried out by the team. It is anticipated that the current pest control treatments offered to Fife Council tenants will be made available to private tenants as of 10th May 2021. Once all Covid restrictions are lifted, we will operate a full treatment service.
- 3.8 Our Pest Control officers responded to 391 requests for their services during 20-21 (down from 962 in 2019-20). The number and type of pests dealt with are depicted in the following graph:

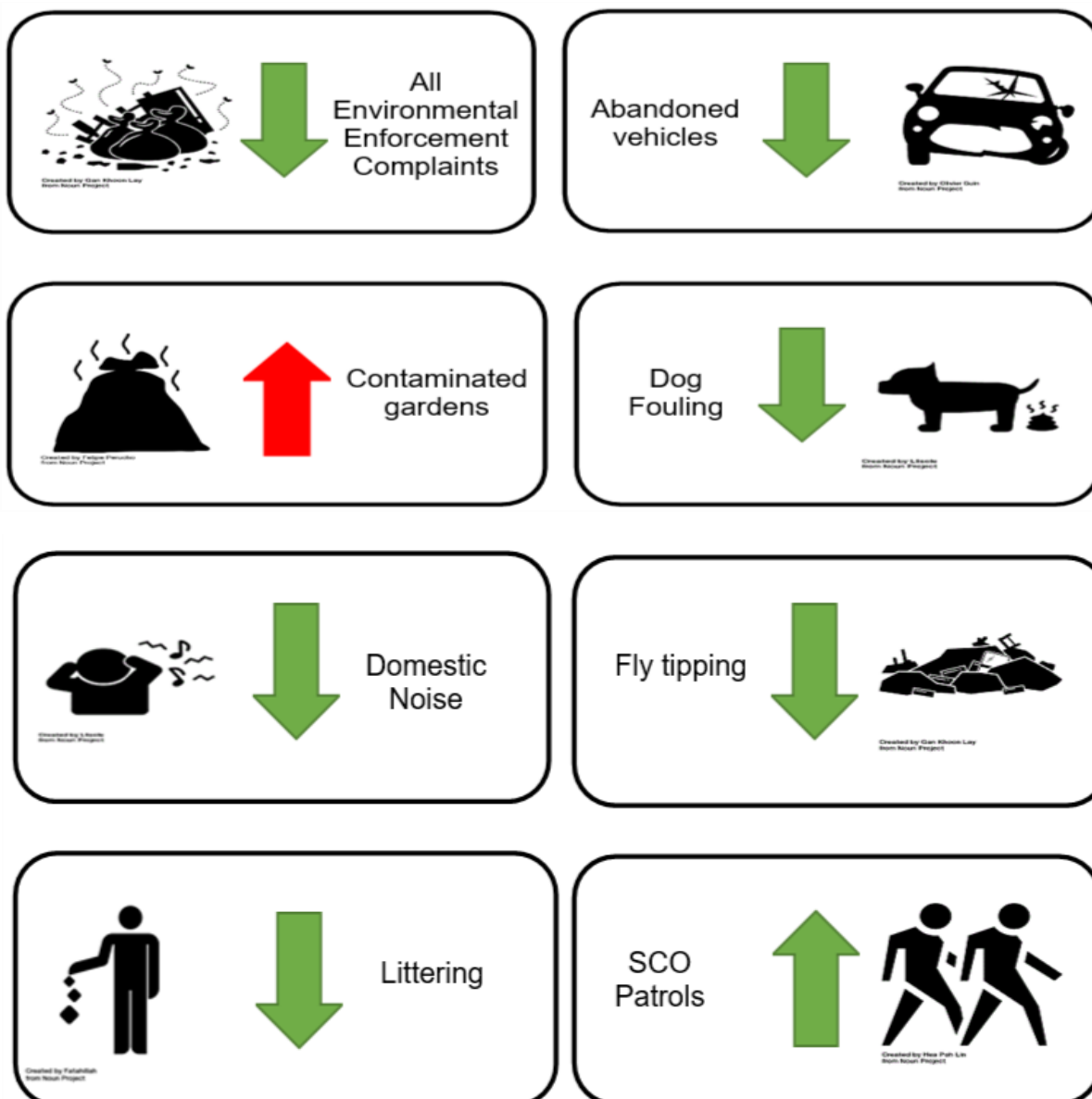


- 3.9 Four **stray dogs** were reported to the Safer Communities Dog Wardens, a decrease of 17 on the previous year. All four were microchipped but unfortunately none reflected the correct details of their owners. Following investigations by our dog wardens, all dogs were subsequently returned to their owners.
- 3.10 Eight North East Fife residents were given **advice** regarding the control of their dog, an increase of five on 2019-20.
- 3.11 There was a decrease in the number of dog control **warning letters** sent to residents in the area (10 compared with 24 in 2019-20).
- 3.12 Nine **Dog Control Notices** (DCNs) were issued in the area (up from six in the previous year).
- 3.13 The case studies in appendices 2 and 3 provide examples of the work carried out by our Dog Wardens in respect of strays and dog control.

- 3.14 The number of **Road Safety** initiatives were significantly curtailed by the pandemic, due to the restrictions on face to face engagement. However, over the course of the year, our Project Officers not only took part in redeployment to assist other services such as Older Persons Housing, pharmacy and PPE deliveries, but also created a variety of virtual courses and workshops to try to provide some level of road safety information and advice. Projects such as Safe Drive Stay Alive and Drivewise did not run at all in 2020-21, but we are hoping these will take place towards the end of this calendar year. Appendix 4 provides further information about Road Safety activity.
- 3.15 Again, due to the pandemic, our **Youth Justice** Officer (YJO) was unable to engage with as many young people as they would normally. Whilst still being available to provide support and advice to parents, carers and young people by phone, our YJO was also redeployed to assist other essential services experiencing staff shortages due to the pandemic. This included working within Older Persons Housing, and assisting a variety of community projects, especially those ensuring that vulnerable local residents were provided with food and medication.

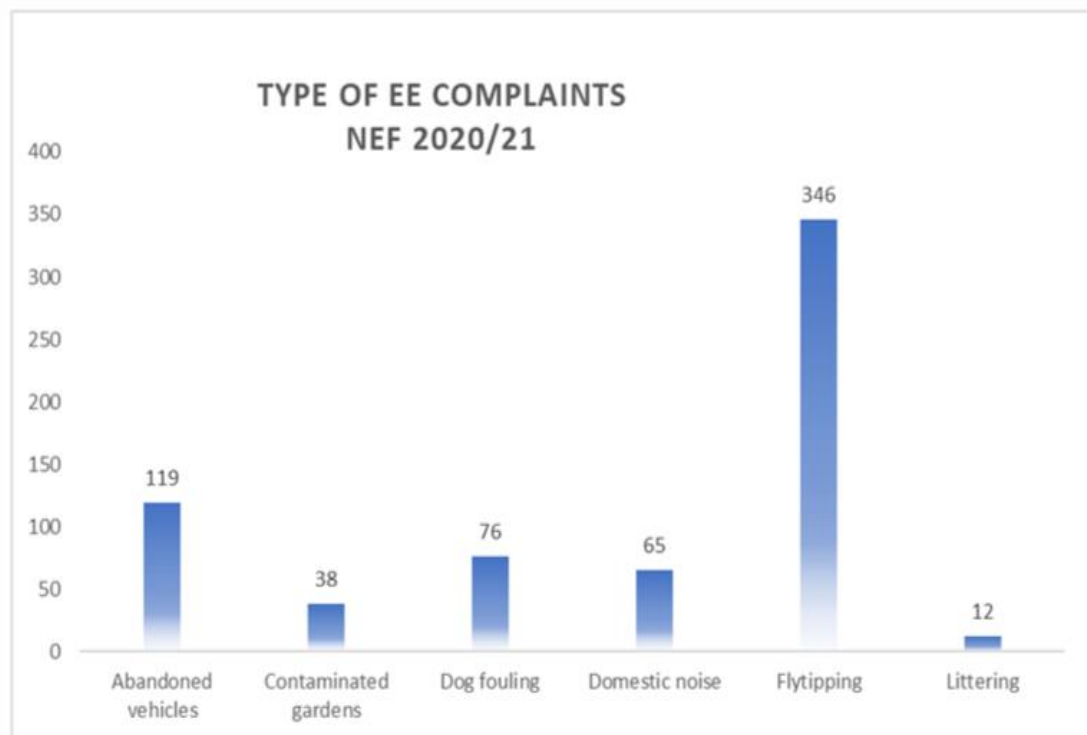
## 4.0 Performance Summary – Place

- 4.1. For the narrative around our 'place' based activity, please see section 5



## 5.0 Performance narrative - Place

- 5.1. In terms of **environmental enforcement** issues, 656 complaints were received for this area during 2020-21 (an overall decrease from the previous year of 409 complaints).
- 5.2. The following graph shows the type and number of complaints received by the Safer Communities Team relating to environmental enforcement complaints within the North East Fife area during 2020-21:



- 5.3. Compared to the previous year, there were fewer complaints regarding abandoned vehicles, dog fouling, domestic noise nuisance, flytipping and littering (244, 125, 152, 472 and 39 respectively in 2019-20).
- 5.4. A small increase was noted in complaints relating to contaminated private tenure gardens during the reporting period, up from 33 in 2019-20.
- 5.5. Our Safer Communities Officers (SCOs) carried out 1685 **patrols** in this area over the reporting period, an increase on the previous year (1316 patrols).

## 6.0 Other activities

- 6.1. The last week of the 2019-20 reporting period saw the introduction of the first Covid-19 national lockdown. The normal day to day business of the team was severely interrupted and a large number of staff were redeployed to assist other services, while the remainder continued to provide a community safety service remotely and/or in a socially distanced manner. Over the course of the year, as restrictions eased, we were able to return to some semblance of normality. However, as described in the performance narrative in sections 4 and 5, there were various initiatives and areas of business that we were unable to resume. We are hopeful that 2021-22 will see us being able to reinstate these parts of our team activity.
- 6.2. Appendix 5 illustrates the type of work our staff have been involved in where they were unable to perform their own duties.

## 7.0 Campaigns and events

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- 7.1 Team members are normally involved in a variety of events during the course of each year. Due to the pandemic, 2020-21 saw us rely quite heavily on our **social media** platforms in order to convey the community safety message to the residents of Fife. We provided information, advice and assistance on a number of campaigns, including those detailed in Appendix 6. The number of people following our Facebook page is currently 5408 and, overall, our social media reach increased from 620,000 in 2019-20 to 1.65 million in 2020-21.
- 7.2 In order to keep up-to-date with forthcoming events and activities co-ordinated by the Safer Communities Team or shared by the Team on behalf of partner agencies, members are invited to 'like' our Facebook page **Safer Communities Fife** or follow us on Twitter **@safeinfife**.

## 8.0 Conclusion

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

### List of Appendices:

Appendix 1 - Example of feedback received by FCSSS  
Appendix 2 - Stray dog case study  
Appendix 3 - Dog control case study  
Appendix 4 – Road Safety activity  
Appendix 5 - Covid-19 activity  
Appendix 6- Safer Communities Team Facebook page  
Appendix 7 – Fife Cares 'Measuring What Matters' case study

### Report contact:

**Kirstie Freeman (Safer Communities Manager)**  
**Halbeath Depot**  
**Crossgates Road**  
**Dunfermline**  
**KY11 7EG**

**Email: [kirstie.freeman@fife.gov.uk](mailto:kirstie.freeman@fife.gov.uk)**

## **Fife Community Safety Support Service (FCSSS)**

### **Examples of customer feedback.**

#### **Do you think there have been positive changes to your life since taking part in the Service?**

- "Yes, I got an agreement with my neighbour which has been working so far and we are now talking to each other"
- "Yes, I've been able to be heard and get things sorted. I feel much more relaxed and at peace where I am living now."
- "Yes, I've got things sorted with my neighbour. The corona virus put things into perspective for me."
- "I am now aware of where I stand with my neighbour, so it's a way forward"
- "I looked forward to her visit and to know I had someone to talk to, someone to listen to what I had to say. It made a big difference in my life"

#### **What did FCSSS do well?**

- "Everything was done well"
- "Listening to me and thinking outside the box to allow me and my neighbour to mediate during lockdown"
- "Sacro have been a tremendous help and listened when no one else did "
- "Arranged food parcels "
- "Provided time to talk and listen "
- "They were all really nice and friendly"
- "When I phoned the office the person who answered was always friendly and nice"
- "Always helpful and friendly, made the meetings easy and not something to be worried about"

#### **What could FCSSS do better?**

- "Nothing"

**Stray Dog Case Study**

In March 2021, the Dog Warden service received a telephone call from Fife Council Contact Centre regarding a stray dog that was found by a member of public.

The dog warden on duty for the area immediately dispatched and attended at the locus. The member of public had the stray dog within her home and informed the Dog Warden that she had found the dog running on the main road. She had put a post on a popular social media site, but after an hour nobody had come forward, so she decided to contact Fife Council.

On inspecting the dog, it was apparent that it had a significant flea infestation and urine scorching on the underneath of its body. Advice was given to the member of public who had taken the dog into her property regarding preventing the flea infestation spreading through her home. The dog was seized as a stray under the Environmental Protection Act 1990, placed within a specially converted vehicle, and taken to a kennel facility. On arrival, the dog was scanned for a microchip and a full check of the dog was carried out by the dog warden. It was determined that the dog would not need veterinary treatment but was treated for fleas by the dog warden. All relevant paperwork was completed, including a photograph, before the dog was placed into a kennel.

According to current legislation, a dog must be microchipped (The Microchipping of Dogs (Scotland) Regulations 2016) and must also wear a collar with the owner's details inscribed or attached (The Control of Dogs Order 1992).

Dog wardens will make every effort to find the rightful owner of a stray dog. This includes:

- searching national databases with the microchip number
- calling veterinary practices to ask if any of their clients have reported their dog missing
- contacting Police Scotland when lost dogs have been reported to them
- using contact details from the dog's collar
- responding to contacts made to the kennels directly.

On this occasion the dog was not claimed. Although it was microchipped, the details held on the national database were incorrect and the owner could not be traced.

After every stray dog is picked up, our vehicles must be cleaned out to prevent contamination or spread of any disease. In this case, because the flea infestation was so severe, the dog warden also went home to decontaminate (shower) and change into a fresh uniform.

After three days in the kennels a dog groomer, who operates on site, bathed and cut the nails of dog in question, making the dog much more comfortable (and looking and smelling great!).

Under the Environmental Protection Act 1990, the local authority must keep a stray dog for seven days before it can be moved onto rescue. In those seven days the local authority is responsible for any veterinary treatment and any other costs incurred. Luckily, our dog wardens have built up great relationships with dog charities both locally and nationally. Securing rescue spaces for our unclaimed stray dogs is our preferred course of action, however if there is a concern regarding the temperament of a dog a full assessment will be carried out and a course of action taken that keeps people safe.

In this case, the dog was eventually re-homed through a local charity following appropriate assessment of the prospective owners and their circumstances.

**Dog Control Case Study**

On Saturday 20th February 2021 at approximately 1200hrs and whilst off duty, one of our Dog Control Officers was contacted by officers from Police Scotland, Fife Division.

They reported that two staff members had been attacked by a dog that had been private boarding at a local kennel. They requested backup as the dog was still running free within the grassed area of the kennel block but secure within the property. The officer contacted their colleague, and both headed to the kennels to secure the dog.

On their arrival the dog was identified as an Alaskan Malamute and was still displaying aggressive behaviour. Two Police Officers were present, along with a Police Dog Handler and a member of the kennel staff. Two further members of staff had already been taken to hospital by ambulance following injuries sustained when trying to secure the dog.

After carrying out a risk assessment - which included discussing how they would secure the dog, the exact route to be taken, and which kennel the dog would be secured in - the Dog Wardens removed all possible trip hazards and dried the floor. Both were well aware that their safety and the safety of others must come first and so requested that the Police Officers, the Police Dog Handler and the member of the kennel staff leave the immediate kennel area. After 20 mins the Dog Control Officers managed to secure the dog and contain it within a small kennel. They subsequently contacted a local vet to request their attendance and subsequently assisted the vet by restraining the dog, which was still acting aggressively despite being sedated. Unfortunately, following assessment, the dog was humanely destroyed.

The two kennel staff remained in hospital for over a week and required numerous surgical procedures to help them to recover from their injuries.

It should be stressed that the dog involved in this serious incident was not a stray, but an animal rescue dog being housed at a local kennel by private arrangement. On this occasion, our Dog Wardens attended outwith their normal working hours to assist Police Scotland colleagues.

There are currently two full time Dog Control Officers employed within Fife and they are based at Rothesay House in Glenrothes and Halbeath Depot Dunfermline. Their responsibilities are enforcing dog related legislation such as the Control of Dogs (Scotland) Act and, with regard to stray dogs, the Environmental Protection Act. They also deal with the recently introduced Microchip regulations.

If a person has any concerns about dog related behaviour in their area, they should call 03451 550022.



## Road Safety activities

**Car Seat Checks** – staff were unable to host any car seat clinics but have promoted the [Good Egg](#) virtual check sessions. This platform will not reach as many people across Fife as face to face sessions would but will go some way to addressing the needs of those concerned about the fitting of their child car seats.

**Drivewise** – both April 2020 and Oct 2020 were cancelled due to the pandemic. Plans are in place to resume this initiative in October 2021. A venue has been booked and community safety partners are on board, but this all depends on the situation during the second half of this year.

**Safe Drive Stay Alive (SDSA)** – the November 2020 show was cancelled and although plans are in place for November this year, it remains to be seen whether we can host the same number of pupils in the Rothes Halls as in previous years. We have, however, begun to look at an alternative, which will include filming the speakers who would normally present during the roadshow, and create a video which can be issued to schools. Whilst this platform may not be as effective as the in-person SDSA it will allow us to provide some appropriate road safety material to schools.

**Active Travel** – our officers created a PowerPoint presentation which can be shown in primary schools at road safety assemblies and also shown on screens at secondary schools.

**Junior Road Safety Officers and Road Safety Plays** – due to pupils not being in school for a large extent of 2020-21, this project has not been run. However, it is hoped that interest will pick up again perhaps after the summer holidays this year.

**Pass Plus** – there were no evening inputs during 2020-21, since driving lessons and test were cancelled during the restrictions although as these have since recommenced in April 2021, we are hopeful we can return to providing Pass Plus.

**Offenders** – on a similar note to above, no face to face courses took place during 2020-21, although an online input has been developed as a temporary solution.

**Taxi Drivers** – again, no courses have taken place since March 2020 and once restriction ease, it is hoped these will be reinstated.

**Older Road Users** – any groups booked for inputs during 2020-21 were cancelled. Although an online option has been offered to groups, there appears to be a preference from groups to wait until face to face meetings can resume.

**Safer Communities Team Covid-19 Activities**

From the outset of the pandemic, the Safer Communities Team continued to support our business critical tasks (i.e. those identified as statutory duties), albeit there was an immediate need to adjust a substantial number of practices to suit the move from office based to mobile and lone working. In the same way as many services and organisations, this included finding ways to access the systems and information we normally have easy access to.

A few weeks into lockdown, our officers began high visibility proactive patrolling of areas to help tackle the rising issue of fly-tipping and to provide reassurance to members of the public and vulnerable people in communities around the impact of COVID-19. Officers also monitored public spaces on bikes, identified where there was a need for onward reporting to colleagues in other connected services and actioned issues where appropriate.

Officers within the team have proven they are able to turn their hand to almost anything and often at very short notice. All officers either working in their normal area of business, or redeployed to help other services/agencies, have shown a real willingness to help in different circumstances to try to alleviate the impact of Covid-19, particularly on the most vulnerable members of our local communities.

Specific examples include:

- A joint protocol between the Safer Communities Team and Police Scotland in relation to the social distancing guidance provided by the Scottish Government – the focus of which has been more in terms of education than enforcement. This initiative has involved excellent local partnership working between the services involved and staff from both organisations have worked well together. Due to the success of this venture, it is hoped additional partnership working projects will be identified in the future.
- One of our SCOs was asked to take part in a project run by Clued Up which was aimed at helping young people affected by their own or someone else's substance abuse during this period. A number of agencies - including Active Schools JKS Kaishi Karate, Just For Kicks, School of Hard Knocks, Dundee FC as well as local gyms and fitness clubs – were involved. Our officer, who has fitness experience, developed a session to help with the young people's mental and physical health. He also scheduled a Q&A session at the end to highlight the work of the Safer Communities Team and allow the young people to learn about the things we do to try to help keep them safe in their communities.
- Our Youth Justice Officer was asked to provide advice and guidance by a local community centre and assisted a local high school family support worker by providing food and wellbeing parcels to families.
- Various members of staff, including Project Officers, Home Safety Advisers, Area Co-ordinators, Safer Communities Officers and Team Managers carried out pharmacy deliveries across Fife on behalf of Fife Voluntary Action.

- Our Safer Communities Assistants, Area Co-ordinators, Partnership Officer, Team Managers and Youth Justice Officers assisted our elderly and vulnerable residents in various local communities, to ensure they had appropriate support and this included ensuring they had the necessary medical services in place, providing shopping delivery services (especially for those whose family or friends were themselves in isolation), serving lunches in sheltered housing complexes and supporting staff working in homelessness hostels.
- Our Dog and Pest Officers meanwhile continued their work trying to resolve issues around stray/dangerous dogs and pest control throughout Fife.

As we have moved through the different phases of the routemap, our officers have gradually returned to carry out their normal areas of business, whilst meeting all safety guidance regarding PPE and social distancing.

Finally, despite the period of turmoil, we have identified a few positives: our social media presence has been extremely well utilised, and we have noticed an increase in the number of followers and comments. This has allowed us to strengthen our relationships with people in every Committee area within Fife, plus several community groups whose work out in their local communities is having a positive impact on people's quality of life. One example of this being the excellent work of Fife Street Champions, whose membership has also increased considerably, as they support volunteers throughout Fife picking litter in their communities on a daily basis.

We would like to increase our community engagement and are looking at ways to commence and continue dialogue with as many residents in Fife as possible. If members have any suggestions in terms who we could reach out to in this way, we would welcome input via your area contact in the first instance.

## Safer Communities Social Media Examples

KIRKCALDY – TWILIGHT INITIATIVE 10<sup>th</sup> – 16<sup>th</sup> NOVEMBER 2020

Date	Post type	Reach	Comments	Share	Like
10 Nov	Launch post	1.5k	4	1	12
11 Nov	Post about the initiative	1.2k	0	4	14
12 Nov	Post and photo of SCO B'sland by footprint	814	0	3	28
12 Nov	Post and new poster	977	3	4	16
13 Nov	SCO Walking	4714	12	7	114
13 Nov	New post - clean feet	925	2	2	15
14 Nov	New Poster - even if raining	611	0	0	14
16 Nov	Sign with graphic	3.5k	11	11	109
<b>TOTAL REACH OVER ONE WEEK</b>		<b>14, 241</b>			

## SPECIAL THEMED WEEKS

THEME	DATE	REACH
Family Safety Week	30th Mar – 3rd Apr	3.6k
Mental Health Week	18th – 24th May	4.5k
Child Safety Week	1 <sup>st</sup> – 7 <sup>th</sup> June	52k
Police Summer Safety Campaign	Launched 22 <sup>nd</sup> Jun	1.1k
Suicide Prevention Week	6 <sup>th</sup> – 12 <sup>th</sup> Sep	9.5k
Road Safety Week	16 – 22 Nov	2k
Anti-Bullying Week	16 – 22 Nov	3k
Xmas Countdown Week	13 – 24 Dec	35.5k

## AREA SPECIFIC POSTS ON FOOD POVERTY

AREA	POSTS	REACH
Dunf	F3	721
Rosyth	Edible, Tasty Spaces	961
Cowdenbeath	Max's Meals	1.5k
Leven	Café Connect	400
Kelty	Oor Wee Café	910

## OTHER

POSTS	REACH
Rural Watch Fife	41k
Slips on Ice	130k

## Fife Cares: Measuring What Matters Case Study

Scottish Community Safety Network (SCSN) and Evaluation Support Scotland (ESS) brought together practitioners from across the sector to develop **Measuring What Matters** - a toolkit to help those working in the field to have a better understanding about their outcomes and how to measure what matters in their work to prevent unintentional harm. This case study shows what **Fife Cares** learned when testing out the toolkit.



### About Fife Cares

'Fife Cares' is a Fife Council Safer Communities Team initiative. It offers a range of free home safety and security visits which can be arranged directly or made on behalf of a client or relative. Fife Cares Advisers:

- Carry out home safety visits to vulnerable adults, and parents or carers of children under 5 years of age, to provide advice on how to minimise the risk of accidents in the home.
- Deliver awareness raising sessions to client groups to try to raise awareness of key home and child safety issues.

During the Covid-19 pandemic much of this work was carried out on the phone.

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## Background

Liz Watson from the Safer Communities Team explains why they wanted to test the toolkit for Fife Cares:

The service has been in place for several years and, while there have been various measures put in place to try to capture the impact of the service, it has proven difficult to establish something meaningful and sustainable. In the main, performance is measured by counting the numbers of visits in different areas, and hospital admission data.

Neither of these provide an accurate measure of the impact of a visit on the individuals or families we visit. Through using this toolkit, we hoped to have the opportunity to test different ways of evaluating. We also hoped to obtain some support to evaluate remote service delivery, as much of our work changed during the Covid-19 pandemic.

The service we decided to pilot is targeted at parents or carers looking for advice and equipment to help keep their children safe at home. Parents are often referred to us from health visitors, but they can also self-refer. Our advisers currently contact parents by phone to provide information and advice about safety in the home and assess whether any equipment might be required. Subsequently, officers carry out follow up calls four weeks later.

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## What we did

We used the framework and the learning session with ESS (Evaluation Support Scotland) to develop an **evaluation plan** for our **phone service** with parents and carers of children under 5 years of age.

We set a **short-term outcome** for this pilot project: **Following our input, parents and carers have a better understanding of risks for children within the home.**

The first call is about talking through concerns parents may have about child safety in their home, and whether there is a need for any equipment such as a safety gate or cupboard locks, for example. Advisers then need to identify whether the equipment will in fact meet those needs, or whether there are other alternatives available. Even at the first contact, we often help raise awareness of other child safety issues in the home, such as access to medicine cabinets and cleaning products. In the longer term, we hoped that our input would help parents/carers to be in a better position to make changes around the home to keep their children safer.



*Fife Cares staff member on a phone call to parents discussing child safety issues.*

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## Our successes

Our Advisers spoke to 89 parents during this pilot phase. We recorded comments and phrases from parents during our phone conversations to show they got something out of that call.

Parents told us:

*"I hadn't thought about how dangerous blind cords can be"*

*"I'll think about moving my cleaning products to a higher cupboard"*

*"I plan to use this when the baby starts crawling"*

During follow up calls 4 weeks later to check how things are going and if the equipment has been useful, parents said:

*"Everything is fine, thanks. Got the safety gate up, and the door jammer is handy too".*

*"Very happy with the service and equipment".*

*"All useful – the furniture strap used on cube units in the living room are helpful".*

From this feedback, we can already tell we are achieving our short-term outcome - **Following our input, parents and carers have a better understanding of risks for children within the home.**

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## Challenges we faced

Very few parents responded to our follow up texts and calls four weeks later, so it was difficult to know if we were achieving any longer term change. We felt quite disappointed that the response rate was so low. From 59 texts/calls we only had six responses – although those who did respond were all very positive about the service. We feel that a lot of people might only respond if something isn't right or they are unhappy about something.

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## Our learning

Both the process and **approach** have been valid, and we are certainly in a better position than we were. This has given us a sense that we are helping raise parents' awareness of child safety within the home.

Whilst we didn't get the responses that we really wanted we are going to keep trying. Without contact with people after the event, it is difficult to know if longer term change is happening. At the moment though, it's enough to know we are achieving our **short-term outcome**.

We have learned how important face to face contact is for our service and our evaluation. When you go into someone's home, even just for half an hour, they remember who you are. In person we can ask people to show us where they plan to use the safety gate, where their cleaning products are, and we can spot possible causes of unintentional harm which we can't over the phone.

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## Our next steps

We have agreed this pilot was a worthwhile thing to do and we plan to use a similar evaluation approach when we return to face to face visits. We think it will be a lot easier to gather evidence of longer term change when we can see people in their homes again. We would like to know more about our long-term impact. What are parents doing differently 12 weeks after our visit, for example?

We are also wondering whether other partners (such as health visitors) might see the longer-term change happen, so we may ask referrers to gather evidence too.

An ongoing challenge is not just about whether we want to gather qualitative or quantitative evidence but **who is interested in this information** and what it is they want to see or know more about. We really want to be able to say to our local communities and elected members that we have helped make a sustained change with regard to keeping our communities safer.

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## Resources

[Measuring what Matters toolkit](#)

[Evaluating at a distance](#)

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## Contact details

If you would like ESS support please contact us at [info@evaluationsupportscotland.org.uk](mailto:info@evaluationsupportscotland.org.uk).

If you would like to find out more about SCSN (Scottish Community Safety Network) please visit <https://www.safercommunitiesscotland.org/>

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## May 2021

Evaluation Support Scotland 5 Rose Street, Edinburgh, EH2 2PR 0131 243 2770  
[info@evaluationsupportscotland.org.uk](mailto:info@evaluationsupportscotland.org.uk) [www.evaluationsupportscotland.org.uk](http://www.evaluationsupportscotland.org.uk)  
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9 June 2021

Agenda Item No. 12

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## **Operational Briefing on Policing Activities within North East Fife April 2020 - March 2021**

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**Report by:** Chief Inspector Brian Poole, Local Area Commander, North East Fife

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### **Wards Affected:**

Ward 16 - Howe of Fife and Tay Coast, Ward 17 - Tay Bridgehead, Ward 18 - St Andrews and Strathkinness, Ward 19 - East Neuk and Landward, Ward 20 - Cupar

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### **Purpose**

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

### **Recommendation(s)**

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

### **Resource Implications**

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

### **Legal & Risk Implications**

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There are no identified legal or current risk implications.

### **Impact Assessment**

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

### **Consultation**

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

## 1.0 Background

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- 1.1 This report provides members with an update on the activity in respect of local priorities, campaigns and initiatives undertaken by North East Fife (NEF) officers from April 2020 to March 2021. All police activity was undertaken alongside local and national objectives and in support of other organisational priorities within the NEF policing area.
- 1.2 Due to national technical issues it is not possible to present data on crime reporting/investigation at a multi-member ward level. Attached is the year end scrutiny report for Fife as a whole, to provide context around service delivery (see Appendix)

## 2.0 North East Fife Local Area policing update

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- 2.1 The Local Police Plan 2020-2023 demonstrates the commitment of local policing to ensuring the safety and wellbeing of the people and communities of Fife. The Plan ([Police Plan](#) link) identifies Divisional priorities as;
  - Acquisitive Crime
  - Anti-Social Behaviour
  - Violent Crime
  - Substance Misuse
  - Road Safety
- 2.2 Through community engagement and partnership discussion, combined with local policing knowledge and intelligence the following objectives were identified as bespoke issues for NEF to focus on during 2020/21, and on which this report is primarily based.
  - Driver Behaviour (Operation Paramount)
  - Anti-social Behaviour (Operation Prevail)
  - Crimes of Dishonesty (Operation Principle)
- 2.3 Policing in 2020/21 faced considerable operational challenges from the outset of the coronavirus pandemic, and continues to have an effect as we move out of restrictions.
  - Operational policing adapted quickly to an ever changing threat, including the introduction of new legislation and its implementation, the challenges of maintaining a 'business as usual' approach to everyday community concerns, coupled with keeping communities safe, alongside officers, staff and their families from the effects of the illness.
  - How police engaged with the public immediately changed. Face-to-face engagement was re-evaluated, minimising the possibility of community transmission. Police continued to attend calls where the threat of harm was evident to the public, and the dynamic assessment for the use of PPE was a key consideration.
  - As an emergency service provider, Police officers and staff remained a key affected group from the virus. Resources were affected by increased absence commensurate with every other area in society, and dynamic relocation of resources occurred daily, to ensure our communities continued to receive the best response to their concerns and fears.
  - With the pandemic came changes in crime patterns; dishonesties (in particular shoplifting) fell dramatically, although disturbances within private dwellings increased as the tensions around the restrictions rose. Increasingly, police attended reports of disturbances within homes, often faced with breaches of restrictions. During the review period, NEF police dealt with 162 Covid Regulation offences requiring the issuing of a fine, or report to the Procurator Fiscal.

- Reports by the public of antisocial behaviour rose significantly. Partly in keeping with how antisocial behaviour was now recorded by police, all reports of restriction breaches were termed to be 'antisocial behaviour', not in keeping with the usual concept. NEF found itself to be at the sharp end of these reports, including increased reports of breaches by the student community, but also due to the higher proportion of second-homes in the area, coupled with the area being a renowned tourist destination. Response to these reports placed significant pressures on policing resources.
- Although reports of antisocial behaviour rose throughout the last year, calls covering 'routine' antisocial behaviour fell, again partly due to 'lockdown' status.
- Our approach to address driver behaviour also changed, during the crisis. To minimise the risk of community transmission between police and the public, our interaction with drivers at the roadside was limited, although policing continued to respond to all roads policing matters involving significant risk or harm. This limited our approach to targeted stop points and speeding enforcement, which balanced with the risk to everyone involved, was considered to be a proportionate response.
- Throughout the pandemic, local policing adopted and continues to adopt an Engage, Educate, Encourage and Enforce approach, a tactic which served the relationship between police and local residents well, and will continue to see us through this period into a return to a new normality.
- In keeping with limited movement during lockdown, coupled with an increased adaptation to a 'work from home' approach to most areas of the working public, a reduction of traffic on our roads was evident; as a result instances of fatal and serious road traffic incidents decreased across Fife, a welcome statistic for the community.

## 3.0 Ward 16 Howe of Fife and Tay Coast

- 3.1 **Operation Paramount** - Through a combination of local policing knowledge, and concerns raised directly by communities, high visibility speed checks were conducted using hand held devices, supported by further stop points in local villages and towns.

A significant number of drivers were warned, given fixed penalty notices or reported to the Procurator Fiscal for driving offences, many within 20mph zones. In addition, police seized vehicles from motorists who were driving with no insurance.

An increase in public numbers visiting local beauty spots for daily exercise was apparent, many accessing the area by car particularly in the Glenvale locality accessing John Knox's Pulpit. In conjunction with Fife Coast & Countryside Trust (FCCT) and Fife Council a leaflet was produced encouraging people to park considerately and reduce obstructions to emergency vehicles and farm traffic. These were placed on vehicles causing an obstruction on planned days of action. Consultation with our partners, led by Fife Council, will see the forthcoming introduction of rural clearways in key spots, directly intended to minimise careless parking and keep traffic flowing.



Joint initiative with FCCT in Glenvale

- 3.2 **Operation Prevail** – This ward retains an increasingly positive picture in terms of anti-social behaviour (ASB). As restrictions lifted last summer there was an increase in calls for off road bikes and quad bikes within the fields near to Strathmiglo and young people consuming alcohol in the play-parks such as Auchtermuchty. Collaborative working alongside Detached Youth Workers, hot-spots were identified and intervention put in place with the aim of educating young people about the impact of anti-social behaviour on the local community.
- 3.3 **Operation Principle** - Rural Watch plays a significant role alongside local farmers and landowners who participate, playing a vital role in keeping our community safer, by providing information on suspicious vehicles and actions. Intelligence-led policing and proactivity disrupted criminal behaviour and was built into our patrols during regular and safe stop points with vehicles carried out across the ward as well as the rest of NEF.

CCTV contributes significantly in policing and detection, with more homeowners investing in an array of cameras. These have proven to be very useful and provide vital evidence should a person be subject to a doorstep scam. There are specialist officers within the Division that are trained in major enquiries to review CCTV and download all potential evidence.

## 4.0 Ward 17 – Tay Bridgehead

- 4.1 **Operation Paramount** – In this ward, speeding and cycle safety appear top of the list for priorities from the community. Our ability to effectively deploy at sites has been hampered throughout the period due to Covid but positive action began to increase.
- A series of safe action days were carried out resulting in reports for an array of offences, including speeding, dangerous and careless driving. Reports were received around inconsiderate parking in Newport and the difficulties this caused for bus services and local residents. Swift liaison with Fife Council allowed for the implementation of a traffic regulation order allowing for parking enforcement action to be taken.

Enforcement with Roads Policing was undertaken to promote positive driver behaviour towards cyclists. Operation 'Close Pass' deployments were significantly reduced due to pandemic restrictions, but this will increase into the next year to ensure these are reinstated. The movement of large farm machinery continued to appear as a concern given the nature of the narrow roads. We worked with local elected members, Fife Council and the premises responsible themselves, to ensure these movements were respectful to other road users and more importantly were compliant with legislation. It should be said that this positive dialogue was highly beneficial.

- 4.2 **Operation Prevail** – Wild Camping remained a particular issue, centering on the Balmerino and Tentsmuir area. As “Staycations” became routine so did instances of “dirty” campers heading to the area and leaving a mess, having to be cleaned up by volunteers from the local community. An on-site meeting to discuss the problems was attended by local members, Community Police, Fife Council Safer Communities and FCCT. A plan of action was formulated for immediate intervention and to discuss a collaborative approach into the next year including posters and a social media campaign, explaining the importance of camper responsibility and looking after the countryside. Regular patrols at key times allowed Police to robustly enforce offences whilst providing advice and reassurance to those visitors doing so correctly.

Youth antisocial behaviour featured prominently, in Tentsmuir Forest. Forestry Commission and Nature Scot representatives met with local Community Policing to discuss the issues and carry out joint patrols. This partnership working allowed information sharing and early intervention, highlighted when intelligence was received that a series of raves would be taking place in the forest. By engaging with partners, the exact areas and gatherings were identified along with likely entry and exit points. Significant policing profiles were put in place over a series of weekends, allowing proactive steps to be taken, preventing any events from taking place rather than dealing with the issues afterwards.



Partnership working with Fife Council and FCCT at Balmerino

- 4.3 **Operation Principle** - Our focus on acquisitive crime continued, highlighted as a priority by the community. An overall reduction in offending during the period was experienced but the focus shifted to cyber-enabled scams. Policing received positive support from the ward area to get the message out to the communities, surrounding issues like fraud. A small number of residents were still victims, including one being subject to a loss of nearly £100,000. Our work with other departments in Police Scotland and partners in Trading Standards is proving effective in the education and more importantly the necessary support of those who do fall victim, particularly during such a challenging time.



We also investigated a number of thefts of vehicles, targeted as a result of close proximity to urban areas. Travelling criminals have easy access from the A92 and our attention has been in this area carrying out both high visibility and covert patrols. The preventative benefits saw several occasions of criminal interception, leading to the prevention of offences as the year progressed. Farms have also shown to be particularly vulnerable given a lack of security and rural nature and our Community Safety Officer, carried out a series of security surveys, providing advice on how to keep safe and reduce the opportunity for theft.

## 5.0 Ward 18 – St Andrews and Strathkinness

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- 5.1 **Operation Paramount** - Efforts continued throughout the pandemic to tackle this area of concern. The hotspots of High and Low Road, Strathkinness and Hepburn Gardens, St Andrews have benefitted from dedicated action plans designed to educate drivers but enforce when necessary. Ongoing education to reinforce driver responsibility and explain the need for speed limits and the dangers posed by exceeding them, has derived benefits for the future.

An increase in tourism with significant visitor numbers heading for St Andrews came with the relaxation of restrictions. The infrastructure of the town was stretched in areas such as West Sands, East Sands and the town centre. Regular patrols and joint partnership with Safer Communities, FCCT led to the introduction of measures to mitigate road safety risks. This early planning/partnership led to ongoing engagement moving forward into the 2021-2022 period. A requirement for effective engagement with road users in the town saw the welcomed sight of officers on pedal bikes. Quick movement around the town, allowed rapid deployment and effective traffic management; working alongside Roads Policing, Operation Close Pass remains a valid educational tool to deploy to ensure drivers remain focussed on safety, given the increase in cycling during the pandemic.



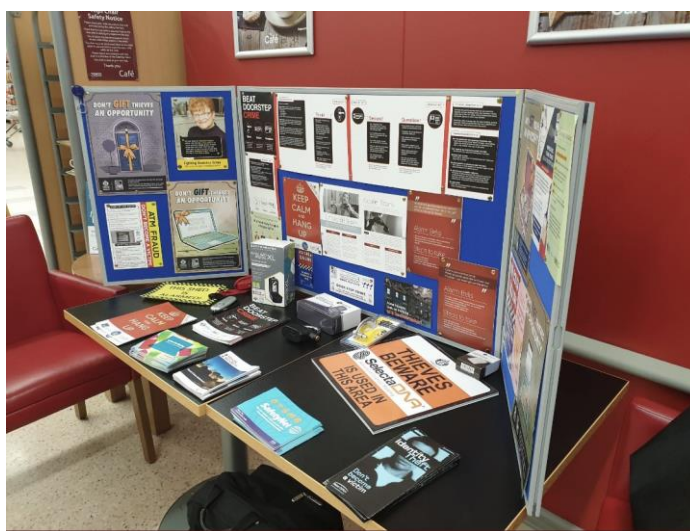
Road Safety Cycle Patrols at the West Sands

- 5.2 **Operation Prevail** - The lockdown reduced the incidents of routine antisocial behaviour but with Covid came new challenges. The demand on local resourcing centred on compliance and the incidents of ASB that came with increased tourism. As restrictions eased reports were made for beach parties, dirty camping, perceived as being counter to the lockdown spirit. The vast majority of these incidents reported were undertaken with the best of intentions, however did not take into account some of the freedoms still allowed under regulations.

Blatant breaches of legislation regretfully had to be enforced. Joint working with our colleagues in Safer Communities and dedicated patrols with St Andrews University allowed us to maximise the educational message whilst taking action appropriately.

- 5.3 **Operation Principle** - Our work on acquisitive crime continued throughout the year and focussed on the increased use of telephone and online scams. Social Work, local policing, Trading Standards and third party charities all worked collectively to take action against criminals and support victims of crime. During July/August 2020 in St Andrews and the surrounding area, Police received reports from 7 victims of a particular scam type. Investigations established that they appeared connected, with a total loss around £300,000-£350,000.

Significant enquiry was carried out by local policing who worked closely with English Police forces. Successful joint working saw a number of Organised Crime Gang members in England and Wales detected for these offences and were reported to the Procurator Fiscal.



Community Safety Officer deployment & information in St Andrews

## 6.0 Ward 19 – East Neuk and Landward

- 6.1 **Operation Paramount** – Residents were consistent in their reports about road safety concerns.

An increase in tourists returning to the area for days out and “Staycations”, caused strain in the Elie and Kingsbarns areas. Issues were highlighted and through partnership with elected members, Fife Council Transportation and FCCT, measures were taken to release the tension on infrastructure with temporary traffic regulation orders, overflow car parking and enforcement action, all playing a part. This work was the start of a review by all agencies, to look at both the immediate impact and also to start planning for the weeks, months and years ahead and deal with any changes that the pandemic might bring.

Road safety remained a priority for local officers in this ward area and police undertook 25 Unipar speed deployments concentrating on the hotspots derived from community concerns. This resulted in enforcement action being taken, mixed with key educational messaging highlighting why drivers need to be responsible and behave accordingly.



Community Officer on speed deployments in St Monans'

- 6.2 **Operation Prevail** - Anti-social behaviour can be a blight anywhere and the frustrations felt in communities as a result of restrictions, led to prompt involvement in a number of neighbour disputes. A number of these issues resulted from relatively small incidents which can be effectively managed at an early stage and prevented from escalating. We continued to work with FCCT and Housing teams, to ensure all parties were supported and a level of local mediation put in place focusing on ensuring robust action taken when needed.

Particular issues experienced in Pittenweem caused concern to the communities and we were quick to take action. Regular liaison with our partners in Housing, Safer Communities and other departments within Police Scotland allowed for a multi-agency approach to combat a resource intensive problem. By gaining the trust of those living with the issue, we gained intelligence to take positive action; executing drug and arrest warrants, assisting with updates to partners to aid the removal of tenancies and reporting those responsible to the Procurator Fiscal, vastly improved the situation for affected communities.

- 6.3 **Operation Principle** - There was an overall reduction in acquisitive crime over the period but given the rural nature of the ward, local Officers were mindful of the transient nature of the population and travelling criminals causing concern. Police continued to concentrate on the increase in telephone scams. Although vulnerable members of the community are often the target of online/telephone scams, there have been a number of instances where many others fall foul. Significant efforts have taken place, tying in with divisional and national action plans to ensure the message gets out to educate the public via Community Council Meeting reports, social media or through community group contacts. We continued to strive to beat the criminal's intent on targeting the members of public financially, often where it hurts most during times like the pandemic.

Our work has not stopped elsewhere however and has resulted in positive action. A spike in calls to a local store, highlighted a series of thefts. A number of these had not been reported or did not have sufficient evidence to report offenders. A local officers' dedicated and tenacious approach, saw a male positively identified, the necessary evidence gathered, which saw him reported to the Procurator Fiscal for over 12 shoplifting offences.



## 7.0 Ward 20 - Cupar

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- 7.1 **Operation Paramount** – Parking around schools continued to be an issue which was regularly reported; increased patrols around start/finish times were introduced and the deployment of the 'Pop Up Bairns' initiative was used to remind motorists of the presence of children. With the continuation of drivers parking on zig zags near to school, officers patrolled with NEF Parking Attendants and spoke to local shops and asked them to display posters reminding motorists that parking on the zig zags is dangerous, illegal and carries a £100 fine and 3 points.

Due to Covid, the Community Speedwatch campaign was suspended during this period. However police still responded to calls from our communities highlighting areas that they had concerns about. As probationer officers join local policing we ensured they were trained up on the use of Unipar and encouraged regular speed deployments. We also worked alongside Roads Policing to provide days of action along our main trunk roads.

- 7.2 **Operation Prevail** – Residents reported silver canisters lying in some of the known 'hangout' dens. These canisters would have contained nitrous oxide, commonly known as 'laughing gas'. Joint action was taken by Safer Communities/Police and brought to the attention of 'Clued-Up' who were able to develop educational material to be shared with Bell Baxter High School, highlighting the dangers. Covid restricted police opportunities to visit schools to deliver presentations as would be best practice but other ways to engage such as social media and recorded presentations were played within schools instead.

As restrictions eased and friends were allowed to meet, an increase in youth disorder calls was experienced and in particular Haugh Park. Glass bottles were broken and left in the sand area of the playpark with graffiti painted on the children's play equipment. Working with Fife Council the area was repaired and covert officers carried out patrols in the park. Youths responsible were identified and subsequently charged. Detached Youth Workers also assisted policing in all areas where problems were reported.



Detached Youth Workers with Police on joint patrols in Cupar

- 7.2 **Operation Principle** – An increase in online scams or phone calls to the public encouraging them to part with their money became a real concern. Scams were sophisticated and plausible and we faced a challenge in keeping residents protected. The Community Safety Officer helped by holding an information stall in a local supermarket to highlight different types of online scams and how people could protect themselves. Leaflets and advice were available to all those who attended. Local officers displayed these leaflets around local areas to try and educate potential victims of crime.

## 8.0 Working in Partnership

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- 8.1 The pandemic has seen partnership working change significantly during this reporting year. Reduced opportunities for meetings in person, saw policing adapt to 'online' meetings with derived benefits and also disadvantages.
- 8.2 Online meetings saw a significant increase, with partners and policing increasingly visible and contactable for all areas of concern. Due to concerns over community transmission and safety remaining a priority, community council meeting attendances were postponed due to technology restrictions. However, community management meetings were increased with the introduction of quarterly 'online' meetings with elected members to discuss dynamic issues, and allowing that increased flow of communication.
- 8.3 Community policing continues to have online meetings with Fife Council, FCCT, St Andrews University to discuss and bring resolution to any issues. Moving forward this will be a recurring theme for dynamic matters, meaning local community policing has never been more accessible.
- 8.4 Policing strives to work ever closely with community councils to understand and meet expectations. The introduction and increased use of Community Speedwatch, 'Pop Up Bob' and other policing tactics is successful only by virtue of collaboration, and assisted funding for key equipment to deter poor driver behaviour for the future.
- 8.5 Local officers and our local Community Safety and Crime Reduction Officer, continue to work closely with local groups, schools and residential establishments. This is aimed at breaking down barriers between Police and residents in the area and creating an engagement model in which people are encouraged to liaise with police with ongoing issues. Increased awareness shared around the 'Gift Card' scam and awareness at retail outlets, has already seen intervention by retailers reducing vulnerable members of society from parting with large sums of money.



Scam awareness supported by a local shop owner in Newburgh

- 8.6 Working with FCCT and the RNLI 2021, saw the introduction of safety information boards sited on the Fife Coastal path along with a series of markers along the route to assist with location identification for any incidents.



Coastal signs to be installed along the NEF coastal path

- 8.7 The ongoing and developing relationship with St Andrews University remains a critical function in supporting objectives. At peak, the student population doubles the size of the town and brings challenges. Throughout the pandemic, this close and mutual understanding of roles/functions saw the University support local policing in the education and enforcement of the regulations during this challenging year. This relationship will develop further this year with discussions ongoing about a dedicated liaison role to support policing, and the students who come from around the world.

## 9.0 Protecting People From Risk of Harm

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- 9.1 Dealing with the most vulnerable members of our society, and protecting those at risk of harm remains a primary focus for policing in NEF. The pandemic had a detrimental effect on the communities, and policing continued to respond to those who were in the midst of a mental health crisis as a first responder. Policing in NEF attended 1065 'Concern For' type calls from the public.

NEF currently has 15 care home establishments, which provides care for vulnerable children, the most in Fife Division. Policing in NEF dealt with 331 'Missing Person' reports in the reporting year.

Positive relations with Care Homes, Care Inspectorate, Local Authority and NHS Fife (Stratheden) sees the majority of missing persons located safe/well promptly, through swift intervention and sharing of information and in keeping with a joint commitment to the National Missing Persons Framework to minimise harm. However, many enquiries still dictate the need for significant local and national resourcing implications from the outset, with everyone traced safe/well during this period a testament to joint working and intervention.

With the misuse of controlled drugs a key concern in all our communities, acting upon information is a mainstay of local policing. Combining intelligence development and community engagement has seen an increase in warrants executed in NEF, and members should note that already this year 6 search warrants have been executed in St Andrews and East Neuk areas.

## 10.0 Licensed premises

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- 10.1 Licensed premises are subject to Red, Amber and Green (RAG) grading system, which highlights specific premises that have come to the notice of the police. The definition of the three RAG categories is as outlined below:
- **Red** - Problematic Premises (highest grading)
  - **Amber** - Premises subject to formal intervention (subject to some form of monitoring & intervention where appropriate), and
  - **Green** - Monitored Premises – (all reported incidents)
- 10.2 There are no licensed premises within North East Fife requiring intervention at this time.
- 10.3 It is recognised that this could be as a result of the restrictions during lockdown. Policing should expect an increase in footfall at licenced premises as restrictions release, as the public return and a new normality resumes. This will bring challenges for the immediate future, with early engagement with licensees reminding of responsibilities, and enhanced patrol matrices to prevent and intervene with any likelihood of antisocial behaviour.
- 10.4 Last year continued to see the success of the 'Best Bar None' joint partnership initiative, with a number of licensed premises awarded status; this is commensurate with the management of the premises and a reward for the positivity it brings to the community as a place to relax and socialise. This will continue into the 2021/22 year.

## 11.0 Policing in North East Fife

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

Your Community Ward Officers for 2021/22 are;

- ❖ Ward 16 – Constable Kirstie Haddow and Constable Mark Lowe
- ❖ Ward 17 – Constable Ewan McIntosh and Constable Lee Robb
- ❖ Ward 18 – Constable Larna Fox and Constable Dawn Doherty
- ❖ Ward 19 – Constable Christopher Steckla and Constable Robert Wallace
- ❖ Ward 20 – Constable Gavin Dunn and Constable Sarah Deighan

Supporting the Ward officers are;

- ❖ Inspector Murray Gibson Community Inspector
- ❖ Sergeant Helen Manuel Community Sergeant (Wards 16 and 20)
- ❖ Sergeant Matt Spencer Community Sergeant (Wards 17, 18 and 19)

### List of Appendices

Appendix 1 – Local Authority Scrutiny Board – Fife Statistics

### Report Contact

Murray Gibson  
Community Police Inspector  
Cupar/St Andrews  
Telephone: 01334 418711  
Email: murray.gibson@Scotland.pnn.police.uk

## Appendix 1

**LOCAL AUTHORITY SCRUTINY BOARD - Fife**  
**March 2021**

Violence, Disorder & Antisocial Behaviour					
		Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
1	Total No Group1: Crimes of Violence	640	575	65 more	11.3%
2	Murder	2	5	3 fewer	-60.0%
3	Attempted Murder	23	26	3 fewer	-11.5%
4	Culpable Homicide (common law)	0	0	None	-
5	Culpable Homicide (other)	2	11	9 fewer	-81.8%
6	Serious Assault detection rate	94.0%	88.1%		5.9%
7	Serious Assault	215	226	11 fewer	-4.9%
8	Robbery detection rate	101.2%	90.9%		10.3%
9	Robbery	85	66	19 more	28.8%
10	Common assault detection rate	82.7%	78.3%		4.4%
11	Common assault	3,980	3,913	67 more	1.7%
12	Number of complaints regarding disorder	23,840	16,562	7,278 more	48.7%



**LOCAL AUTHORITY SCRUTINY BOARD - Fife**  
**March 2021**

<b>Violence, Disorder &amp; Antisocial Behaviour (continued)</b>					
		Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
13	Number of Domestic Abuse Incidents Reported to the Police	4,902	4,550		7.7%
14	Total Crimes and offences in domestic abuse incidents	3,472	3,499		-0.8%
15	Percentage of Domestic Incidents that result in a crime being recorded	44.2%	48.1%		-3.9%
16	Total crimes and offences in domestic abuse incidents detection rate	79.4%	73.9%		5.5%
17	Total Detections for Domestic Bail Offences	311	269		15.6%
18	Ensure 95% of domestic abuse initial bail checks are conducted within a prescribed timeframe (24hrs)	88.9%	-		-
19	Hate Crime and offences detection rate	72.3%	79.5%		-7.2%
<b>Violence, Disorder &amp; Antisocial Behaviour - Stop and Searches</b>					
		Apr 2020 - Mar 2021	Apr 2020 - Mar 2021 Positive	Victims	% Change
20	Number of stop and searches conducted (total)	1,043	514		
On the 11th May 2017 Police Scotland adopted a new code of practice on the use of stop and search. At this time the use of non-statutory (Consensual) search ceased. Further information on Police Scotland's use of stop and search and on the code of practice is available on the Police Scotland Website.					

**LOCAL AUTHORITY SCRUTINY BOARD - Fife**  
**March 2021**

Additional Identified Local Priorities					
		Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
21	Number of detections for drugs supply, drugs productions, drugs cultivation	170	179		-5.0%
22	Theft by housebreaking (including attempts) detection rate	43.5%	48.8%		-5.3%
23	Theft by housebreaking (including attempts)	492	728	236 fewer	-32.4%
24	Theft by shoplifting detection rate	77.5%	82.0%		-4.5%
25	Theft by shoplifting	1,496	2,145	649 fewer	-30.3%
26	Vandalism & Malicious Mischief detection rate	39.3%	35.7%		3.6%
27	Vandalism & Malicious Mischief	2,598	2,565	33 more	1.3%
28	Number of detections for Consuming Alcohol in a designated place (where appropriate byelaws exist)	102	101		1.0%
Public Protection					
		Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
29	Number of Sexual Crimes	1,163	1,179	16 fewer	-1.4%
30	Sexual Crimes detection rate	69.3%	60.2%		9.1%
31	Rape detection rate	76.1%	58.5%		17.6%

**LOCAL AUTHORITY SCRUTINY BOARD - Fife**  
**March 2021**

<b>Road Traffic Casualty Statistics</b>				
	Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
People Killed	9	15	6 fewer	-40.0%
People Seriously injured	96	133	37 fewer	-27.8%
People Slightly Injured	174	276	102 fewer	-37.0%
(Context)				
Children (aged<16) Killed	1	0	1 more	-
Children (aged<16) Seriously Injured	17	12	5 more	41.7%
(Context)				

<b>Road Safety &amp; Road Crime - Detected</b>				
	Apr 2020 - Mar 2021	Apr 2019 - Mar 2020	Victims	% Change
32 Dangerous driving	163	150		8.7%
(Context)				
33 Speeding	651	1,281		-49.2%
(Context)				
34 Disqualified driving	80	100		-20.0%
(Context)				
35 Driving Licence	452	343		31.8%
(Context)				
36 Insurance	1,069	818		30.7%
(Context)				
37 Seat Belts	241	547		-55.9%
(Context)				
38 Mobile Phone	78	162		-51.9%
(Context)				



**LOCAL AUTHORITY SCRUTINY BOARD - Fife**  
**March 2021**

Public Confidence					
		Apr 2020 - Mar 2021			
		Number of Complaints about the Police		Number of Complaints per 10,000 Police Incidents	
39	Complaints received about the Police	405		37.5	
		On Duty Allegations	Off Duty Allegations	Quality of Service Allegations	Total Number of Allegations
40	Total Allegations Recorded	378	0	208	586

9 June 2021

Agenda Item No. 13

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## **Scottish Fire and Rescue Service**

# **Local Plan Annual Performance Report**

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Report by: Chris Smith, Station Commander for North East Fife Area.

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Wards Affected: All

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### **Purpose**

This report provides the Committee with incident information for the period 1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021. The Incident information enables the Committee to have an overview of the Scottish Fire and Rescue Service (SFRS) North East Fife Committee Area incident activity against its key performance indicators (KPIs).

### **Recommendation(s)**

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The committee is asked to:

1. Consider and comment on the progress across a range of KPI's within this report.

### **Resource Implications**

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Not applicable

### **Legal & Risk Implications**

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

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

### **Impact Assessment**

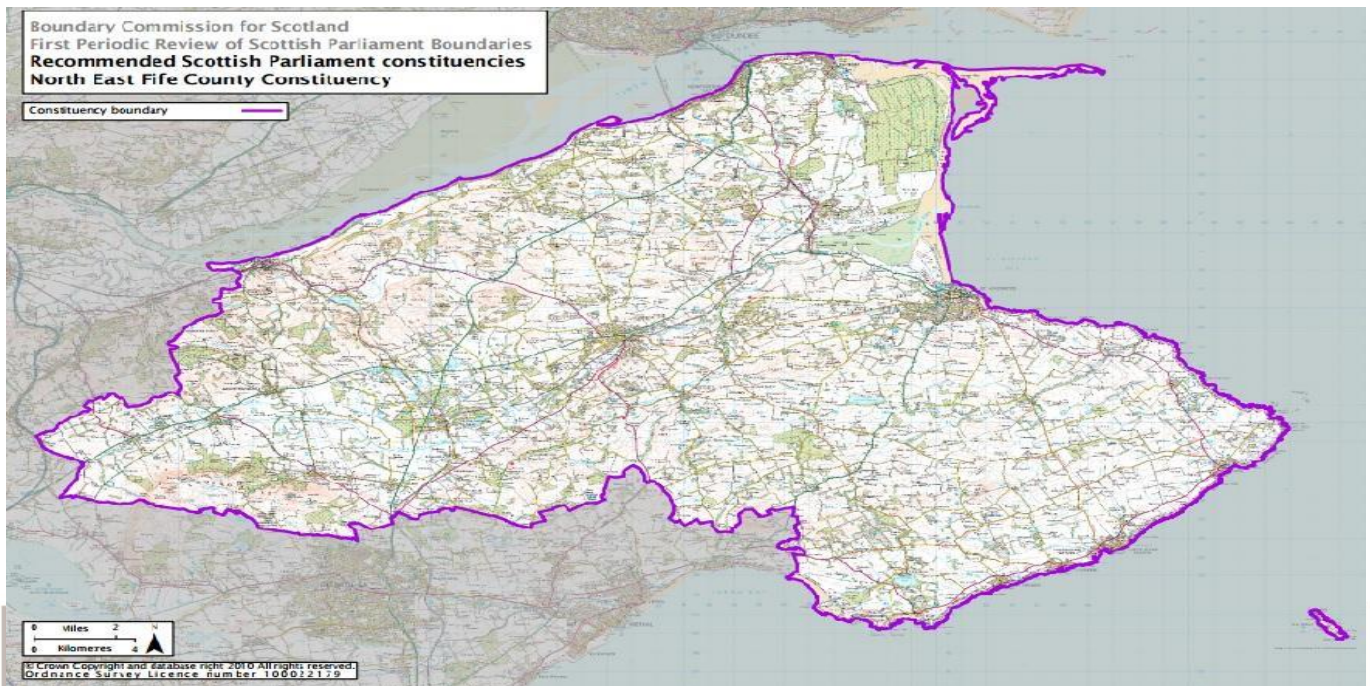
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An Equality Impact Assessment checklist is not required as this report does not have any immediate implications for service delivery and policy.

### **Consultation**

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



# ANNUAL PERFORMANCE REPORT

**April 2020 – March 2021**

*Covering the activities and performance in support of the North-East Fife Local Area Fire Plan.*

## ABOUT THE STATISTICS IN THIS REPORT

The activity totals and other statistics quoted in this report are provisional in nature and subject to change because of ongoing quality assurance and review.



**SCOTTISH**  
**FIRE AND RESCUE SERVICE**  
Working together for a safer Scotland

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for a safer Scotland**

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## **DEFINITIONS**

### **Accidental Dwelling Fire**

Building occupied by households, excluding hotels, hostels and residential institutions. In 2000, the definition of a dwelling was widened to include any non-permanent structure used solely as a dwelling, such as caravans, houseboats etc. Caravans, boats etc. not used as a permanent dwelling are shown according to the type of property. Accidental includes fires where the cause was not known or unspecified.

### **Fire Fatality**

A person whose death is attributed to a fire is counted as a fatality even if the death occurred weeks or months later.

### **Fire Casualty**

Non-fatal casualties consist of persons requiring medical treatment including first aid given at the scene of the fire, but not those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury are recorded as precautionary 'check-ups'.

### **Deliberate Fire**

Includes fires where deliberate ignition is merely suspected, and recorded by the FRS as "doubtful".

### **Non-Domestic Fires**

These are fires identified as deliberate other building fires or accidental other building fires.

### **False Alarms**

Where the FRS attends a location believing there to be a fire incident, but on arrival discovers that no such incident exists, or existed.

## **Unwanted Fire Alarm Signal**

Where the FRS attends a non-domestic location believing there to be a fire incident, but on arrival discovers that no such incident exists, or existed. (UFAS).

## **Primary Fires:**

- Buildings (including mobile homes) fit for occupation (i.e. not wholly derelict) and those under construction.
- Caravans, trailers etc.
- Vehicles and other methods of transport (not derelict unless associated with business e.g. scrap metal).
- Outdoor storage (including materials for recycling), plant and machinery.
- Agricultural and forestry premises and property.
- Other outdoor structures including post-boxes, tunnels, bridges, etc.

## **Secondary Fires**

- Single derelict buildings.
- Grassland etc., including heath, hedges, railway embankments and single trees.
- Intentional straw or stubble burning.
- Outdoor structures, including: lamp-posts, traffic signs and other road furniture, private outdoor furniture, playground furniture, scaffolding, signs and hoarding etc.
- Refuse and refuse containers.
- Derelict vehicles (a vehicle without a registered keeper).

# 1. INTRODUCTION

























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- 1.1 This annual performance report for the period April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2021 inclusive and provides comparative data across the previous 3 years for the same period. The KPI's detailed below support the delivery of the North-East Fife Area Fire plan in support of the SFRS Fife Local Fire and Rescue Plan priorities and are shown in bold text;
- **Domestic Fire Safety**  
Continuously monitor the number of accidental dwelling fires  
Continuously monitor the severity and cause of accidental dwelling fires  
Continuously monitor the number and severity of fire related injuries
  - **Deliberate Fire Setting**  
Monitor the number, type and cause of deliberate fire setting incidents in Fife
  - **Built Environment**  
Monitor the number and severity of fire related incidents in our relevant premises
  - **Unwanted Fire Alarm Signals**  
Monitor and challenge each Unwanted Fire Alarm Signal (UFAS) incident across Fife
  - **Transport and Environment**  
Monitor the amount of water related incidents  
Monitor the frequency of attendances at Road Traffic Collisions (RTCs), as well as the number and severity of injuries. These will be monitored alongside Police Scotland RTC incidence information

## 2. PERFORMANCE SUMMARY

2.1 The table below provides a summary of annual activity 2020-2021 and a comparison of the previous year's activity.

It aims to provide at a glance our direction of travel based on the previous year's figures.

<b>Accident Dwelling Fires</b>   2021 = 48 2020 = 42	<b>ADF Fatal Casualties</b>   2021 = 1 2020 = 0	<b>ADF Non-Fatal Casualties</b>   2021 = 7 2020 = 4
<b>Deliberate Primary Fires</b>   2021 = 15 2020 = 7	<b>Deliberate Secondary Fires</b>   2021 = 33 2020 = 23	<b>Non-domestic Building Fires</b>   2021 = 20 2020 = 12
<b>Fatal Casualties in Non-Domestic Building Fires</b>   2021 = 0 2020 = 0	<b>Non-Fatal Casualties in Non-Domestic Building Fires</b>   2021 = 1 2020 = 0	<b>Unwanted Fire Alarm Signals</b>   2021= 332 2020 = 404
<b>Road Traffic Collision (RTC) Incidents</b>   2021 = 24 2020 = 41	<b>Fatal RTC Casualties</b>   2021 = 0 2020 = 0	<b>Non-Fatal RTC Casualties</b>   2021 = 15 2020 = 13

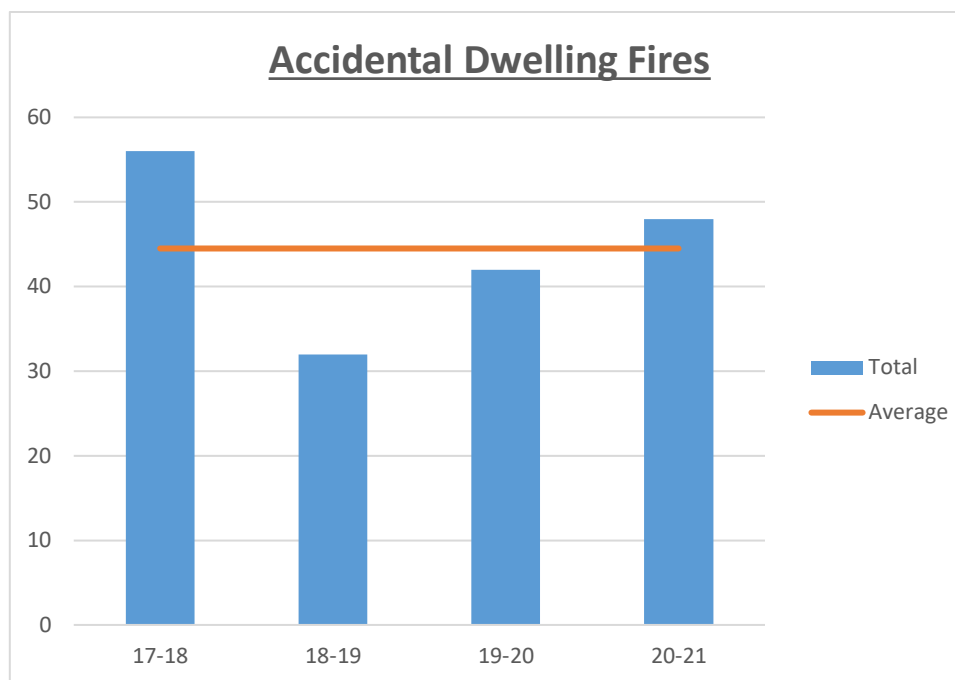


## PERFORMANCE SUMMARY

The following performance indicators should be noted for the annual period April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2021 inclusive comparing data across previous years for the same period;

- **Accidental Dwelling Fires** - There were 48 recorded during this period which is an increase of 6 on last year's figure of 42, which is above the 4-year average of 44.5.
- **Accidental Dwelling Fire Fatal Casualty** - There was 1 fatality recorded during this period. This is an increase of 1 from last year.
- **Accidental Dwelling Fires Non-Fatal Casualties** - There were 3 recorded during this period which is 1 below last year and below the 4-year average of 3.5.
- **Deliberate Primary Fires** - There were 15 recorded during this period. This is an increase of 8 on last year and below the 4-year average of 15.25.
- **Deliberate Secondary Fires** – There were 33 recorded during this period. This is an increase of 10 on last year and below the 4-year average of 33.75.
- **Non-Domestic Building Fires** - There were 20 recorded during this period. This is an increase of 8 from last year and below the 4-year average of 20.5.
- **Unwanted Fire Alarm Signals (UFAS) caused by automatic fire alarms (AFAs) in non-domestic buildings** - There were 332 recorded during period. This is a decrease of 73 and 60 below the 4 - year average of 392.
- **Road Traffic Collisions** – There were 24 recorded during this period. This is a decrease of 17 on last year and below the 4-year average of 38.75.
- **Fatal RTC Casualties** – There were no RTC fatalities recorded during this period which is the same as last year.
- **Non-Fatal RTC Casualties** – There were 15 recorded during this period. This is an increase of 2 compared to last year and below the 4-year average.

### 3. Domestic Fire Safety



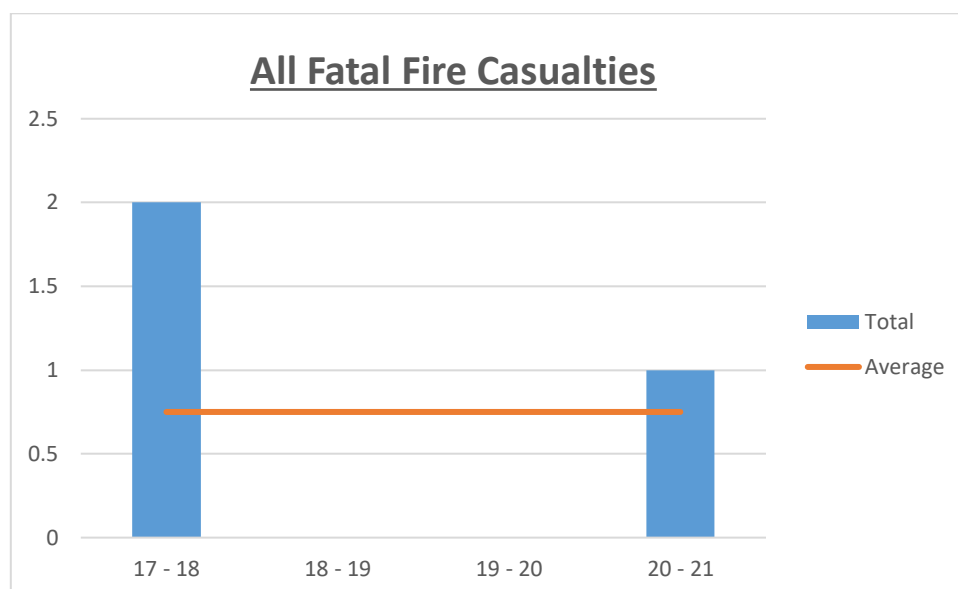
**Graph 1 Accidental Dwelling Fires – April – March 2017-2021**

2bi - All Accidental Dwelling Fires				
Ward	17-18	18-19	19-20	20-21
Cupar	12	11	10	10
East Neuk & Landward	6	4	8	9
Howe of Fife & Tay Coast	9	7	6	5
St. Andrews	18	5	8	12
Tay Bridgehead	11	5	10	12
<b>Total</b>	<b>56</b>	<b>32</b>	<b>42</b>	<b>48</b>

**Table 1 Accidental Dwelling Fires by Committee Area April – March 2017-2021**

- 3.1 Accidental Dwelling Fires have increased by 6 incidents to 48 during this recording period when compared to last year's figures.
- 3.2 This reporting period has seen an increase in Accidental Dwelling Fires up 6 incidents from last year's figure. This is above the 4-year average of 44.5.
- 3.3 32 of the recorded 48 Accidental Dwelling Fires for this reporting period were caused within the kitchen area with 26 of these due to cooking. 19 were limited to damage to item ignited and 9 limited to the room of the fires origin. Only 1 of the 48 incidents resulted in fire development to serious damage involving the whole building.
- 3.4 It is noted that 24 of the 48 addresses had no smoke detection provision at the time of the incident.

- 3.5 32 of these incidents were resolved either without Scottish Fire and Rescue Service intervention, or by very limited action on arrival i.e. removal from heat source / disconnection of the fuel supply. 11 of these incidents required the application of water from a Fire Appliance hose reel or main jet to extinguish.
- 3.6 The information above describes a continuing trend of reduction in severity. This can be attributed to the high number of detection systems being tested and where necessary fitted by SFRS and partners, which give an early warning of fire.
- 3.7 The absence of smoke detection equipment in 50% of incidents evidences the need for SFRS and partners to continue the free HFSV and smoke alarm campaign across NEF with communities and partners to ensure all dwellings are covered appropriately.
- 3.8 Accidental Dwelling Fires - Fire Fatalities**



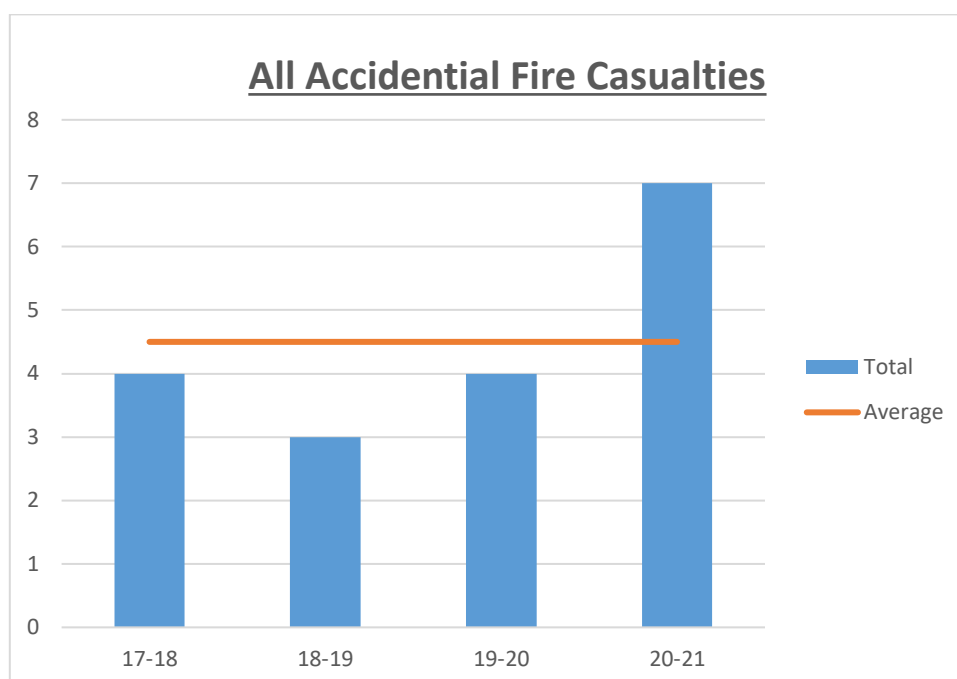
**Graph 2 Accidental Dwelling Fire Fatal Casualties — April – March 2017-2021**

Ward	17 - 18	18 - 19	19 - 20	20 - 21
Cupar	0	0	0	0
East Neuk & Landward	0	0	0	1
Howe of Fife & Tay Coast	0	0	0	0
St. Andrews	1	0	0	0
Tay Bridgehead	1	0	0	0
<b>Total</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>

**Table 2 Accidental Dwelling Fire Fatal Casualties April – March 2017-2021**

- 3.9 One fire fatality has occurred within the North-East Fife Area for the reporting period 2020/21.

### 3.10 Fire Casualties – Accidental Dwelling Fires (not including precautionary checks)



**Graph 3 Accidental Dwelling Fire Casualties April –March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	3	3	2	2
East Neuk & Landward	0	0	0	1
Howe of Fife & Tay Coast	1	0	0	1
St. Andrews	0	0	0	3
Tay Bridgehead	0	0	2	0
<b>Total</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>7</b>

**Table 3 Accidental Dwelling Fire Casualties April –March 2017-2021**

- 3.11 Fire casualties within dwellings have increased by 3 this recording period compared to last year's figures.
- 3.12 4 casualties were provided with first aid and oxygen therapy at the scene by SFRS and 3 required transportation to hospital with 3 receiving slight burns injuries and 1 required to be rescued by SFRS personnel.

### 3.13 Domestic Fire Reduction Strategy

Home Safety Visits (HFSVs) play a vital part in our strategy to reduce the number of Accidental Dwelling Fires. Station personnel recorded 228 completed visits in the reporting period across NEF. These visits are used to deliver vital fire safety messages and install detection systems, as well as trip, slip and falls messages and safety equipment for our elderly and very young population. This year's figure is significantly less than last year's due to various factors. Due to Covid-19 National Government guidance most face to face HFSVs had to cease with only;

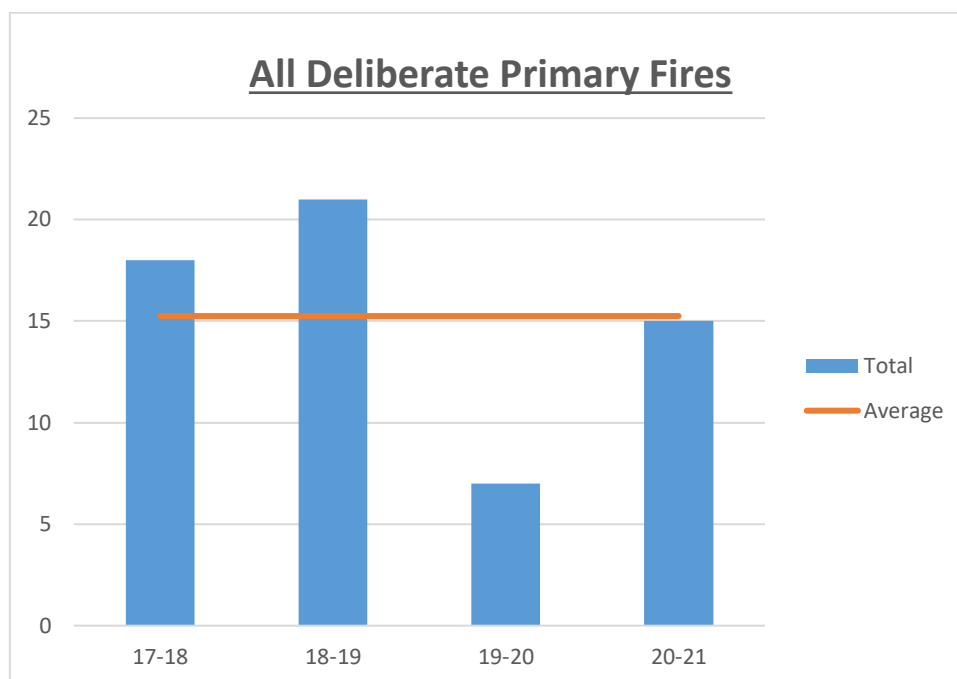
- Post Incident Response visits carried out after any incident at a house
- No detection fitted within a house
- Threat of Fire on the property
- Partner Referrals on a case by case basis.

All these visits were carried out by Firefighters wearing full Covid-19 PPE as per our SFRS task card (19). Phone calls were made to homes on our data base who have required a HFSV as an interim measure and advice was given.

SFRS have also implemented a change in the HFSV approach. The focus is now on those most at risk and those visit requests from partners and individuals which record the occupier at a high risk of fire, those who record at low risk are contacted by telephone and provided information and further assessment of risk and mitigation measures by our dedicated community safety engagement team. This approach will result in a greater capacity to provide advice and guidance to those deemed at medium and low risk without visiting each property. This will result in a reduced number of physical visits being undertaken within households not at risk thus ensuring that teams can focus on those visits to high risk individuals within their home environment and work with them and partners to reduce the risk posed.

## 4. Deliberate Fire Setting

### 4.1 Deliberate Primary Fires

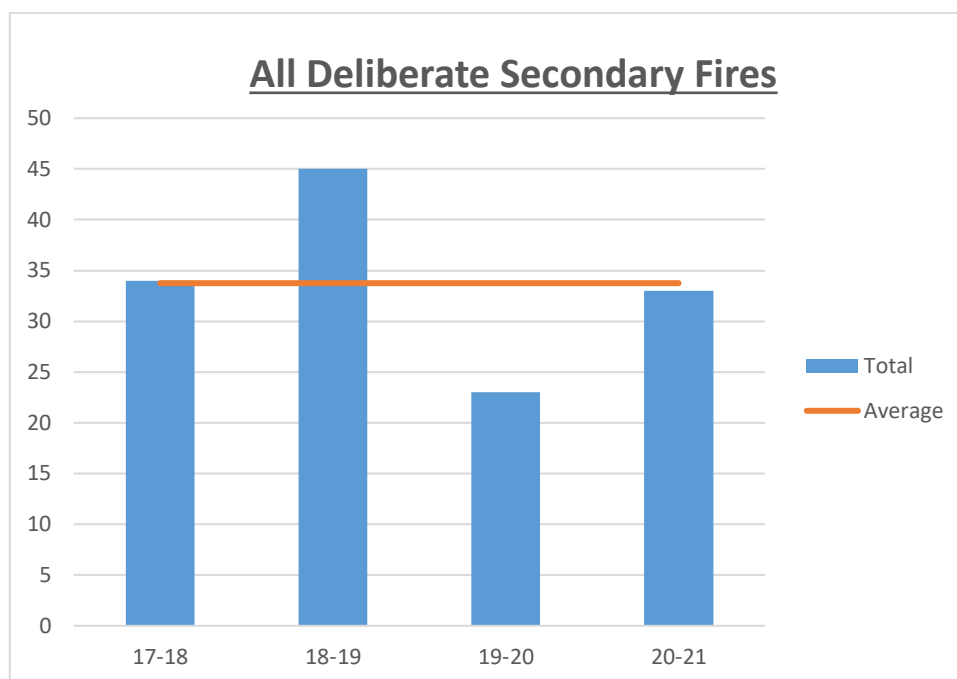


Graph 4 Deliberate Primary Fires April – March 2017-2021

Ward	17-18	18-19	19-20	20-21
Cupar	1	2	1	2
East Neuk & Landward	5	6	4	4
Howe of Fife & Tay Coast	3	4	1	3
St. Andrews	2	4	0	2
Tay Bridgehead	7	5	1	4
<b>Total</b>	<b>18</b>	<b>21</b>	<b>7</b>	<b>15</b>

Table 4 Deliberate Primary April – March 2017-2021

## 4.2 Deliberate Secondary Fires



**Graph 5 Deliberate Secondary Fires April – March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	6	8	4	3
East Neuk & Landward	7	8	5	11
Howe of Fife & Tay Coast	7	10	1	4
St. Andrews	9	8	6	4
Tay Bridgehead	5	11	7	11
<b>Total</b>	<b>34</b>	<b>45</b>	<b>23</b>	<b>33</b>

**Table 5 Deliberate Secondary Fires April – March 2017-2021**

- 4.3 Deliberate fires can be broken down into two categories, primary and secondary. Primary fires generally involve property and include buildings, sheds, caravans, motor vehicles and plant and machinery. Secondary fires are often minor and include the burning of rubbish, grass and derelict vehicles.
- 4.4 The graphs and tables above show that both Primary and Secondary Deliberate fires have increased over the reporting period.

#### **4.5 Deliberate Fire Reduction Strategy**

We continue to target education and prevention activities in high activity areas to deliver education regarding the dangers and consequences of deliberate fire-setting.

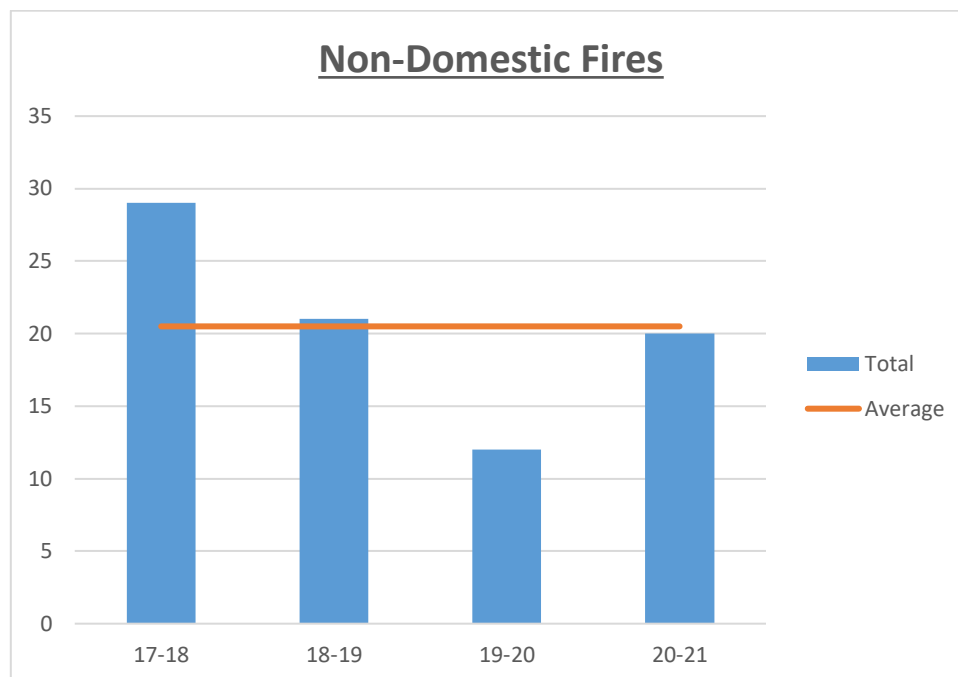
We are working closely with our Police and Local Authority partners to ensure that those responsible are identified and dealt with robustly. We also liaise with premises occupiers both domestic and retail to give advice on refuse storage and security, which can be a target of deliberate fire-setters.

Deliberate Fires are discussed and reviewed when required with partner agencies to address and reduce operational demand and anti-social behaviour.



## 5. Built Environment

### 5.1 Built Environment – Non- Domestic Fires



**Graph 6 Built Environment Non - Domestic Fires April –March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	3	3	3	4
East Neuk & Landward	4	4	0	8
Howe of Fife & Tay Coast	5	1	2	4
St. Andrews	15	12	7	3
Tay Bridgehead	2	1	0	1
<b>Total</b>	<b>29</b>	<b>21</b>	<b>12</b>	<b>20</b>

**Table 6 Built Environment Non - Domestic Fires April –March 2016-2020**

5.2 The table above shows that Non-Domestic Fires have shown an increase. There has, however, been a 33% decrease within student accommodation and 15 of these were accidental, with 4 unknown and 1 deliberate.

5.3 There was 1 casualty resulting from these incidents within Built Environment Non- Domestic Fires for this period, with 7 incidents involving the whole building.

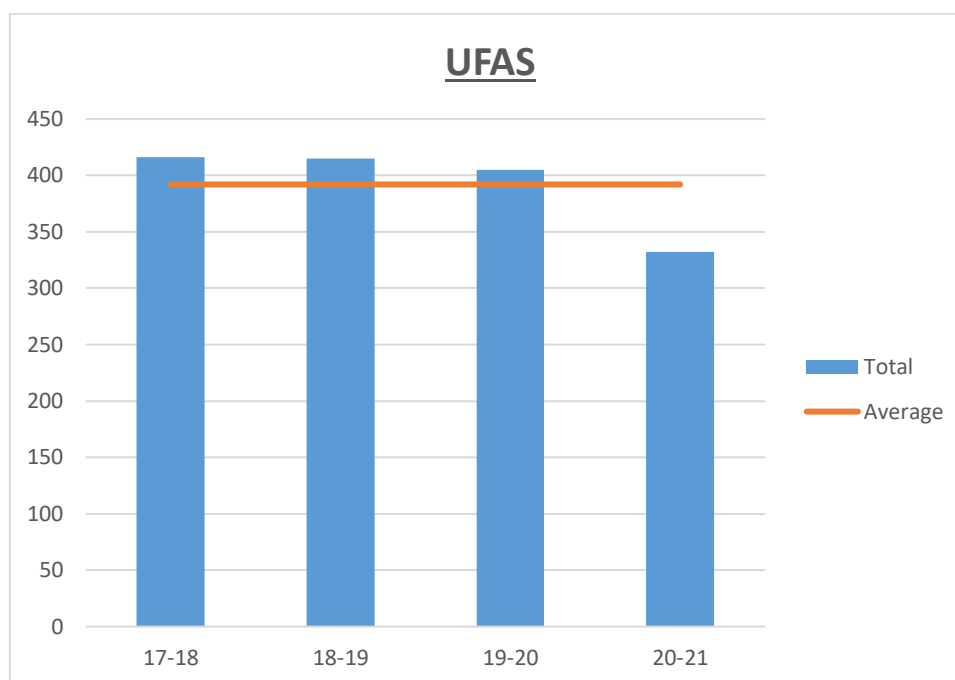
#### **5.4 Built Environment Fire Reduction Strategy**

We continue to deliver a programme of fire safety audits in relevant premises - as detailed within section 78 of the Fire (Scotland) Act 2005 - identified as high risk on an ongoing basis. We also complete thematic audit programmes where patterns emerge of incidents in a risk group.

As well as the audit programmes described above, we also deliver 'post fire audits' which take place as soon as possible after a fire has occurred in premises. The purpose of these audits is to deliver further fire safety advice to the premises occupier, and to identify any issues which could be used to inform other similar premises types to prevent further incidents of a similar nature.

## 6. Unwanted Fire Alarm Signals

6.1 An Unwanted Fire Alarm Signal (UFAS) can be defined as 'any alarm activation which is not the result of a fire or a test'. UFAS incidents have fluctuated over the four-year period at an average of 392. The table and graph below details the incident numbers over four years and evidences a steady reduction.



Graph 7 Unwanted Fire Alarm Signals April – March 2016-2020

Ward	17-18	18-19	19-20	20-21
Cupar	85	85	86	63
East Neuk & Landward	44	52	50	40
Howe of Fife & Tay Coast	43	38	58	47
St. Andrews	212	207	184	144
Tay Bridgehead	32	33	27	38
<b>Total</b>	<b>416</b>	<b>415</b>	<b>405</b>	<b>332</b>

Table 7 Unwanted Fire Alarm Signals April – March 2017-2021

- 6.2 This period has seen another reduction overall with 4 out of the 5 wards continuing to fall, and is the lowest recorded for the 4-year period This is despite an increase in Fire Detection Systems being fitted within school premises and NHS buildings along with problematic systems within known premises. The table below highlights where our attention is focussed to achieve further reductions

Property Types	UFAS
Other Residential, Student Hall of Residence	60 (21 Less than last year)
Education, College/University	34 (7 Less than last year)
Residential Home, Nursing/Care	32 (10 more than last year)
Education, Infant/primary school	29 (5 Less than last year)
Hospitals and medical care, Hospital	26 (13 Less than last year)
Sporting venues, Golf Clubhouse	16 (9 Less than last year)
Other Residential, Hotel/motel	10 (8 Less than last year)
<i>Other Residential, Boarding School accommodation</i>	9 (2 Less than last year)
<i>Other Residential, Sheltered Housing - not self-contained</i>	7 (2 Less than last year)

### 6.3 Reduction in Unwanted Fire Alarm Signals Strategy

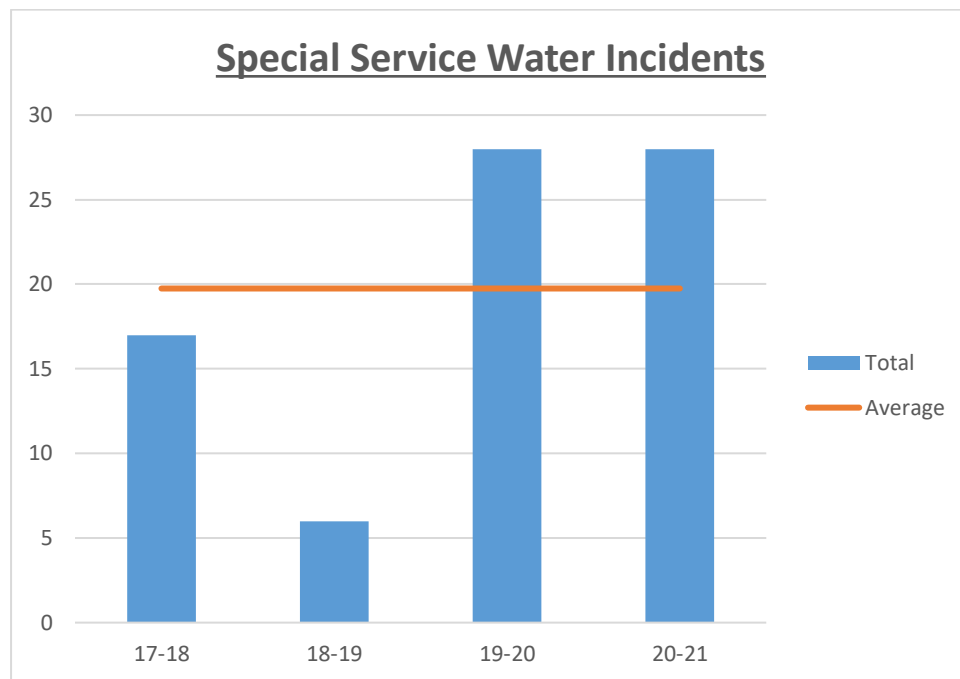
Unwanted Fire Alarm Signals (UFAS) Reduction Strategies continue to be managed and monitored by a 'UFAS Champion' who contacts premises occupiers after each UFAS incident, to discuss the activation, as well as strategies to reduce or eliminate. This strategy, along with many others continually gets the numbers of UFAS to decrease. The UFAS Champion will continue to engage robustly with duty holders and occupiers to address repeat premises and drive these types of incidence down.

## 7. Transport and Environment

7.1 These will be monitored alongside Police Scotland RTC Incidents information.

### 7.2 Water Related Incidents

Water related incidents have stayed at the same figure as last year's recording period of 28 incidents SFRS have responded to.



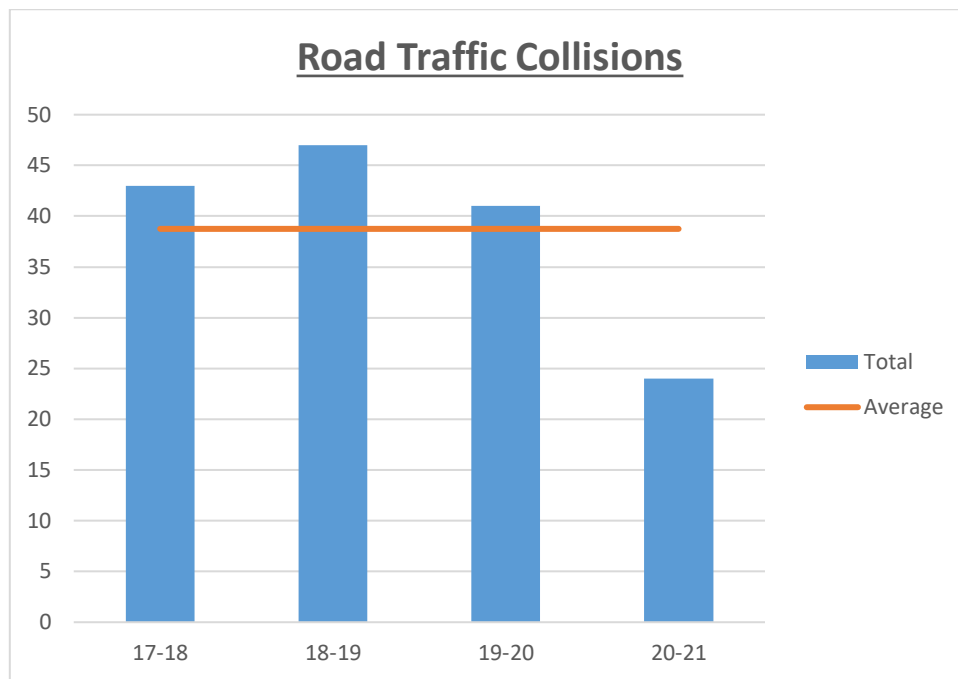
Graph 8 Special Service, Water Related Incidents April – March 2017-2021

Ward	17-18	18-19	19-20	20-21
Cupar	3	2	13	6
East Neuk & Landward	4	1	4	2
Howe of Fife & Tay Coast	0	0	7	16
St. Andrews	9	3	4	4
Tay Bridgehead	1	0	0	0
<b>Total</b>	<b>17</b>	<b>6</b>	<b>28</b>	<b>28</b>

Table 8 Special Service, Water Related Incidents April – March 2017 – 2021

### 7.3 Road Traffic Collisions

As SFRS generally only attend RTC's of a serious nature, where persons are trapped, the figures below do not capture every RTC which occurs within North East Fife.



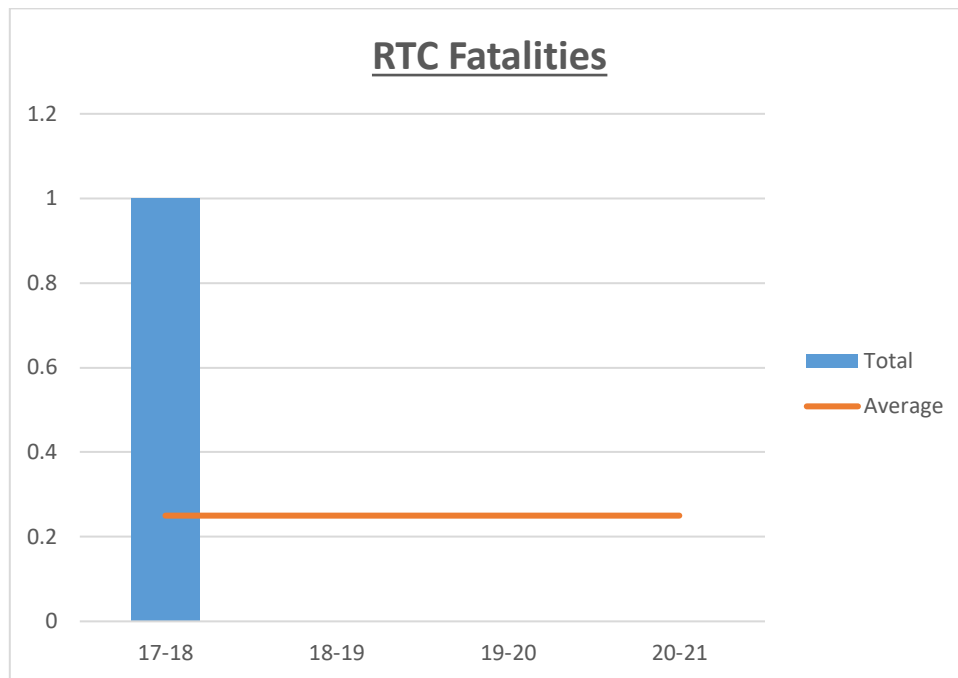
**Graph 9 Road Traffic Collisions April – March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	10	11	5	4
East Neuk & Landward	6	8	10	4
Howe of Fife & Tay Coast	13	12	8	9
St. Andrews	7	8	6	3
Tay Bridgehead	7	8	12	4
<b>Total</b>	<b>43</b>	<b>47</b>	<b>41</b>	<b>24</b>

**Table 9 Road Traffic Collisions April – March 2017 – 2021**

- 7.4 SFRS have responded to 24 RTCs this recording period which is a decrease of 17 from last year's figures. Scrutiny of these RTCs has shown no hotspot areas have been identified.

## 7.5 RTC Fatal Casualties



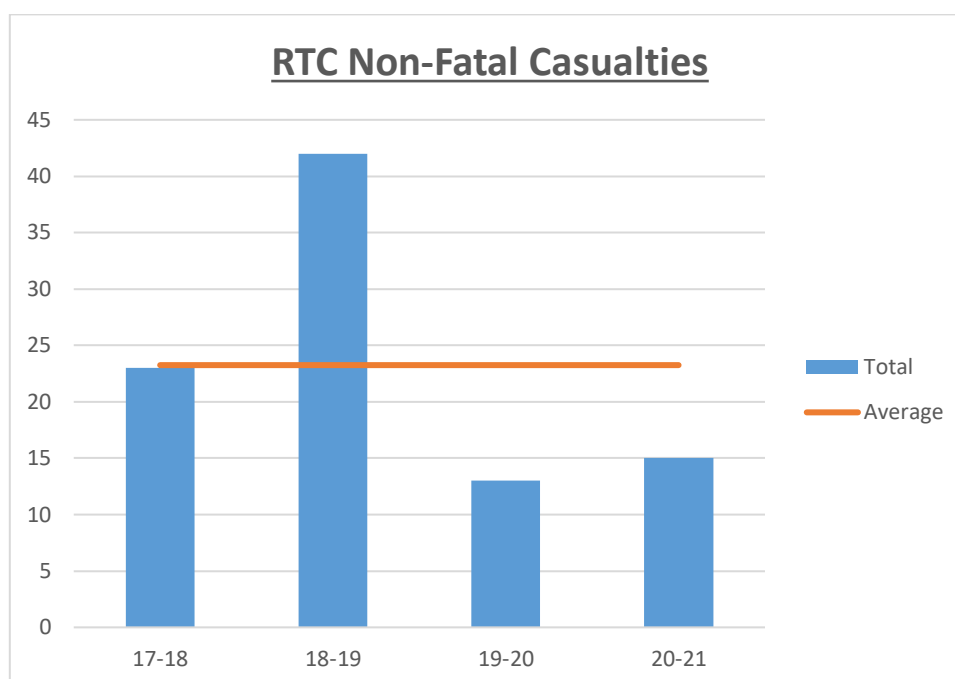
**Graph 10 Road Traffic Collision Fatal Casualties April – March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	0	0	0	0
East Neuk & Landward	1	0	0	0
Howe of Fife & Tay Coast	0	0	0	0
St. Andrews	0	0	0	0
Tay Bridgehead	0	0	0	0
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 10 Road Traffic Collision Fatal April – March 2015-2019**

**7.6 RTC Fatalities** – No Fatal RTC incidents have been attended to by SFRS in this recording period.

## 7.7 RTC Non-Fatal Casualties



**Graph 11 Road Traffic Collision, Non-Fatal Casualties, April – March 2017-2021**

Ward	17-18	18-19	19-20	20-21
Cupar	7	14	1	3
East Neuk & Landward	2	4	4	5
Howe of Fife & Tay Coast	7	11	3	2
St. Andrews	5	9	0	2
Tay Bridgehead	2	4	5	3
<b>Total</b>	<b>23</b>	<b>42</b>	<b>13</b>	<b>15</b>

**Table 11 Road Traffic Collision, On-Fatal Casualties, April – March 2017-2021**

## 7.8 RTC Casualties

There has been an increase of 2 RTC casualties within this recording period.



## 7.9 RTC Injury Extent

The table below shows that 6 casualties were deemed to have suffered a serious injury. 9 casualties appeared to sustain slight injuries.

RTC Extent of Harm	
Injury - Victim went to hospital, injuries appear to be Serious	6 (Same as last year)
Injury - Victim went to hospital, injuries appear to be Slight	9 (3 More than last year)

## 7.10 Transport and Environment Related Incident Reduction Strategy

Unfortunately, due to Covid-19 we have to suspend all face to educational engagement for safety during this reporting period. Fife LSO area will continue along with our partners, to deliver valuable educational projects including 'Safe Drive Stay Alive', 'Drive Wise', 'Child Car Seat Safety Checks', 'Cut It Out', 'Biker Down' and the 'Fife Water Safety Initiative' when government guidelines permit

As well as the projects detailed above, SFRS contribute as part of the Road Casualty Reduction Group (RCRG), which is a part of the current Fife Community Safety Strategy 2015-2020.

## 8. Conclusions

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A reduction of RTCs and a substantial reduction of 72 Unwanted Fire Alarm calls which we will continue to focus on these areas to continue these welcomed trends. We will concentrate our focus on the areas of emerging increase identified in this annual report and strive to seek reductions and improve local outcomes.

Unfortunately, there has been a rise in 8 of our KPIs recording figures, they are close to, or below the 4-year average figure for comparison. Increases in accidental and deliberate fires, which SFRS will continue to manage and improve demand reduction strategies linking in with key partner agencies to ensure a thriving and sustainable country for generations to come to create a safer place to live, work and visit.

## Background Papers

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SFRS Local Fire and Rescue Plan for Fife Local Authority Area 2017.

Link - <https://www.firescotland.gov.uk/your-area/east/east-local-plans.aspx>

Report Contact

Chris Smith

Station Commander

Levenmouth / North East Fife Service Delivery Manager

Scottish Fire and Rescue Service

Email – [chris.smith2@firescotland.gov.uk](mailto:chris.smith2@firescotland.gov.uk)

9 June 2021

Agenda Item No. 16

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## PROPERTY TRANSACTIONS

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Report by: Ken Gourlay, Head of Assets, Transportation and Environment

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

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### Purpose

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

### Recommendation(s)

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The Committee is asked to note the contents of this report.

### Resource Implications

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There are no resource implications arising from these transactions, as any expenditure is contained within the appropriate Service budget.

### Legal & Risk Implications

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There are no legal or risk implications arising from these transactions.

### Impact Assessment

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An EqIA is not required and is not necessary for the following reasons: the items in this report do not propose a change or revision to existing policies and practices.

### Consultation

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All consultations have been carried out in relation to this report.

## 1.0 Background

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- 1.1** In dealing with the day to day business of the Council there are a number of matters relating to the purchase, disposal and leasing of property and of property rights. This report advises of those transactions dealt with under powers delegated to officials.

## 2.0 Transactions

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### 2.1 Acquisitions

**2.1.1 Burnside Cottage, High Street, Freuchie**

Date of Acquisition: 2 March 2021

Price: £230,000

Seller: Cairn Mhor Childcare Partnership Limited

## 3.0 Conclusions

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- 3.1** These transactions are reported back in accordance with the List of Officers Powers.

### List of Appendices

1. N/A

### Background Papers

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

N/A

### Report Contact

Michael I McArdle  
Lead Professional  
Property Services – Estates  
Bankhead Central  
Bankhead Park  
Glenrothes, KY7 6GH  
Telephone 03451 555555 Ext No 440268  
Email [Michael.mcardle@fife.gov.uk](mailto:Michael.mcardle@fife.gov.uk)

**Agenda Item No. 17****North East Fife Area Committee****Forward Work Programme as of 03/06/2021 1/3**

<b>North East Fife Area Committee of 9 June 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Appointment to Partner Organisation - St Andrews Pilgrim Foundation	Democratic Services	Elizabeth Mair	
Non-Settlement Trust - Graves Dressings: Crail Cemetery - Lumsden Monument	Communities and Neighbourhoods Service	Donald Grant	
Objections to Roads Construction Consent for Balgove Park, Balgove Road, Gauldry -	Economy, Planning and Employability	Richard Simmons, Alastair Hamilton	
Options Appraisal for Strathkinnes Crossroads	Assets, Transportation and Environment	Lesley Craig	
Road Condition Update - North Fife	Assets, Transportation and Environment	Derek Crowe	
Green Routes	Assets, Transportation and Environment	Allan Maclean	
North East Fife Lock Up Programme - Progress Report	Housing Services	Gordon Binnie	
Safer Communities Team Annual Update Report	Housing Services	Kirstie Freeman	
Operational Briefing on Policing Activities within North East Fife April 2020 - March 2021	Police Scotland	Murray Gibson	
Scottish Fire & Rescue Service - Local Plan Annual Performance Report	Scottish Fire & Rescue Service	Chris Smith	
Notice of Motion			
Notice of Motion			
Property Transactions	Assets, Transportation and Environment	Michael Mcardle	
North East Fife Area Committee Forward Work Programme	Democratic Services	Elizabeth Mair	
Public Question			

**Agenda Item No. 17****North East Fife Area Committee****Forward Work Programme as of 03/06/2021 2/3**

<b>North East Fife Area Committee of 11 August 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Traffic Regulation Order Process & Performance	Assets, Transportation and Environment	Lesley Craig	
2020-21 Area Roads Programme - Final Report	Assets, Transportation and Environment	Vicki Connor	

<b>North East Fife Area Committee of 29 September 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Environment & Protective Services Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

<b>North East Fife Area Committee of 24 November 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Environment & Protective Services Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

<b>North East Fife Area Committee of 26 January 2022</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Environment & Protective Services Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

<b>North East Fife Area Committee of 16 March 2022</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Environment & Protective Services Committee Forward Work Programme	Democratic Services	Elizabeth Mair	
Area Roads Programme 2022-23	Assets, Transportation and Environment	Neil Watson	

## Agenda Item No. 17

### North East Fife Area Committee

### Forward Work Programme as of 03/06/2021 3/3

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pupilwise and Parentwise Surveys	Education and Children's Services	Deborah Davidson	3-yearly report - last reported 12/9/18
Lammas Market	Communities and Neighbourhoods Service	Donald Grant	
Common Good Investments	Finance and Corporate Services	Eleanor Hodgson	
Health & Social Care	Health and Social Care	Fiona Mckay	Date to be confirmed.
Director of Public Health Report 2019-20	NHS Fife		Date to be confirmed.
Pupil Equity Fund	Education and Children's Services	Sarah Else	
Early Learning & Childcare	Education and Children's Services	Clark Graham	Date to be agreed.
St Andrews BID Renewal Annual Update	Economy, Planning and Employability	David Grove	
Cemeteries	Assets, Transportation and Environment	Liz Murphy	Report to go to Assets & Corporate Services Sub-Cttee first so will not be considered until Autumn.
Regular updates from the People and Place Local Leadership Teams	Communities and Neighbourhoods Service	Donald Grant	Agreed at meeting on 3rd March 2021
Criminal Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education and Children's Services	Stuart MacArthur	Annual report - last reported 3/3/21