

# Environment, Transportation and Climate Change Scrutiny Committee



Blended Meeting - Committee Room 2, 5th Floor, Fife House,  
North Street, Glenrothes

Tuesday 23 January 2024 - 10.00 a.m.

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## AGENDA

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1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**  
  
In terms of Section 5 of the Code of Conduct, members are asked to declare an interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 28 November 2023. 4 - 7
4. **2023/24 REVENUE MONITORING PROJECTED OUTTURN – OCTOBER** – Joint report by the Executive Director, Finance and Corporate Services and Executive Director, Place. 8 - 11
5. **2023/24 CAPITAL MONITORING PROJECTED OUTTURN – OCTOBER** - Joint report by the Executive Director, Finance and Corporate Services and Executive Director, Place. 12 - 17
6. **FIFE COAST AND COUNTRYSIDE TRUST - MOTORHOMES AND CAMPERVANS PROVISION** – Report by the Chief Executive, Fife Coast and Countryside Trust. 18 - 20
7. **CAR PARKING - CAPACITY, INCOME & REVENUE** – Report by the Head of Roads and Transportation Services, 21 - 39
8. **ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director, Finance and Corporate Services. 40 - 45

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

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

Fife House  
North Street

Glenrothes  
Fife, KY7 5LT

16 January, 2024

If telephoning, please ask for:

Emma Whyte, Committee Officer, Fife House 06 ( Main Building )

Telephone: 03451 555555, ext. 442303; email: [Emma.Whyte@fife.gov.uk](mailto:Emma.Whyte@fife.gov.uk)

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## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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

## 2023 ETCCS 22

### THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE – BLENDED MEETING

Committee Room 2 , 5th Floor, Fife House, North Street, Glenrothes

28 November, 2023

10.00 am – 1.50 pm

**PRESENT:** Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Jean Hall-Muir, Stefan Hoggan-Radu, Andy Jackson, Derek Noble, Nicola Patrick, Darren Watt and Daniel Wilson.

**ATTENDING:** Ken Gourlay, Chief Executive; John Mitchell, Head of Roads and Transportation Services, Susan Keenlyside, Service Manager, Jane Findlay, Lead Consultant, Andy Paterson, Lead Consultant, Alistair Donald, Service Manager, Roads and Transportation Services; Nigel Kerr, Head of Protective Services, Kenny Bisset, Lead Officer, Protective Services; Dawn Jamieson, Safer Communities Team Manager, Housing Services; Pam Ewen, Head of Planning Services; Alan Paul, Head of Property Services; John Rodigan, Head of Environment and Building Services; Barry Collie, Accountant, Finance and Corporate Services; Emma Whyte, Committee Officer, Kerry Elliott, Committee Officer, Legal and Democratic Services.

**ALSO ATTENDING:** Scott Fraser, Scottish Water Representative and Karen Dee, Scottish Water Representative.

**APOLOGIES FOR ABSENCE:** Councillors Graeme Downie and Gavin Ellis

#### 58. DECLARATIONS OF INTEREST

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

#### 59. MINUTE

The committee considered the minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 12 September 2023.

#### Decision

The committee agreed to approve the minute.

#### 60. DISCHARGE OF SEWAGE WATER IN FIFE - SCOTTISH WATER

Following a motion agreed at the meeting of Fife Council of 11 May 2023, representatives from Scottish Water provided a high level overview of the Scottish Water infrastructure and the challenges faced. Representatives provided an overview of strategies and investments to mitigate and prevent future issues.

**Decision**

The committee noted the content of the presentation.

**61. FIFE COUNCIL ELECTRIC VEHICLE STRATEGY UPDATE**

The committee considered a report by the Head of Roads and Transportation Services updating members on progress made in developing an Electric Vehicle (EV) Strategy for Fife.

**Decision**

The committee considered and noted the information and approach detailed in the report.

**62. DECRIMINALISED PARKING ENFORCEMENT - ANNUAL PERFORMANCE REPORT - 2022/2023**

The committee considered a report by the Head of Roads and Transportation Services updating members on the performance of the Decriminalised Parking Enforcement (DPE) operation in Fife for the period 1 April 2022 to 31 March 2023.

**Decision**

The committee considered and noted the current performance and activity as detailed in the report for the period 1 April 2022 to 31 March 2023.

*The meeting adjourned at 11.45 am and reconvened at 12.00 pm*

*Cllr Darren Watt left the meeting prior to consideration of the following item.*

**63. AIR QUALITY ANNUAL PROGRESS REPORT 2023**

The committee considered a report by the Head of Protective Services outlining progress made in delivering the aims and objectives of Fife's Air Quality Strategy 2021-2025.

**Decision**

The committee:-

- (1) considered and noted the content of the report;
- (2) Notes with concern increases in PM10 in Bonnygate, Cupar and Appin Crescent, Dunfermline, over the past two years and asks Cabinet Committee to consider this when making a decision on Air Quality Management Areas (AQMAs); and
- (3) agreed to support an ongoing commitment to improving and maintaining good air quality across Fife.

**64. ENVIRONMENTAL VANDALISM STRATEGY UPDATE**

The committee considered a joint report by the Head of Protective Services, Head of Environment and Building Services and Head of Housing Services updating members on progress made since the approval of the Environmental Vandalism Strategy 2022-2024 in February 2022.

**Decision**

The committee:-

- (1) noted the contents of the report;
- (2) agreed to remit the Head of Protective Services to engage with Scottish Government, SEPA and other partners to maximise benefits by aligning actions and resources to deliver common outcomes identified in the Fife and National Strategies; and
- (3) noted the delay to the Citizen Charter which will be developed and promoted within the next six months.

**65. ENTERPRISE AND ENVIRONMENT DIRECTORATE: PERFORMANCE REPORT 2021/22**

The committee considered a report by the Chief Executive presenting the performance scorecard for the Enterprise and Environment Directorate Services for 2022/23.

**Decision**

The committee:-

- (1) noted the arrangements set out in Section 1.0 to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction; and
- (2) considered and noted the performance information in section 2.0, including current challenges/priorities and risks.

**66. 2023/24 REVENUE MONITORING PROJECTED OUTTURN**

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Chief Executive updating members on the projected outturn financial position for the 2023/24 financial year for the areas in scope for the Environment, Transportation and Climate Change Scrutiny Committee.

**Decision**

The committee considered and noted the current financial performance and activity as detailed in the report.

**67. 2023/24 CAPITAL MONITORING PROJECTED OUTTURN**

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Chief Executive updating members on the Capital Investment Plan and advising on the projected financial position for the 2023/24 financial year, for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

**Decision**

The committee considered and noted the current financial performance activity as detailed in the report.

**68. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

The committee considered a report by the Executive Director of Finance and Corporate Services, asking members to consider the forward work programme for future meetings of the committee.

**Decision**

The committee noted the contents of the forward work programme.

23 January 2024

Agenda No. 4

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## 2023/24 Revenue Monitoring Projected Outturn

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Report by: Eileen Rowand, Executive Director, Finance and Corporate Services  
Carol Connolly, Executive Director, Place

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Wards Affected: All

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### Purpose

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The purpose of this report is to give members an update on the projected outturn financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

### Recommendations

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Committee is asked to consider the current financial performance and activity as detailed in this report.

### Resource Implications

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None.

### Legal & Risk Implications

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There are no direct legal implications arising from this report.

### Impact Assessment

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An EqIA has not been completed and is not necessary as no change or revision to existing policies and practices is proposed.

### Consultation

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None.

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## 1.0 Background

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- 1.1 The purpose of this report is to advise Members of the projected outturn for the areas under the scope of this committee, for the 2023/24 Revenue Budget, and to highlight the major variances as at October 2023. This is the second monitoring report to the Scrutiny Committee for the 2023/24 financial year.
- 1.2 The preparation of the 2023/24 Revenue Budget focussed on applying service underspends, budget realignment and vacancy factors to close the budget gap, and



as such no specific savings proposals were approved by the Council as part of the Revenue Budget. There is therefore no requirement to include a Savings Tracker as part of financial reporting for the 2023/24 financial year.

## 2.0 Issues

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### 2.1 Projected Outturn

2.1.1 The projected overspend for the areas falling under the scope of this committee is £1.925m. A summary of the 2023/24 projected out-turn for the areas under the scope of this committee is detailed in Appendix 1. This shows projected expenditure against budget across the Service/Business Unit headings within the Directorate. It should be noted that the balances are extracted from the ledger system and are shown as rounded thousands. This may mean that there are some rounding differences contained within the appendices, but these are immaterial values that do not impact on the overall financial position. The following paragraphs provide a brief explanation of the main areas where there are significant variances (+/-£0.250m) to budgets.

## 3.0 Major Variances

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- 3.1 Environment & Building Services overspend of £1.665m – This relates mostly to Grounds Maintenance, Domestic Waste & Street Cleaning, and Fleet Services.
- Grounds Maintenance:- Overspend of £0.936m - Mostly due to successfully recruiting to a higher level of staffing compared to previous years, and an overspend on transport costs relating to hires and repairs of an aging fleet
  - Domestic Waste & Street Cleaning:- Overspend of £1.222m - Mostly due to continuing historical issue around transport, hires and repairs. Other areas contributing to overspend are, Employee Costs overspend due to extension of seasonal contracts and increased overtime costs to cover absences, and, Supplies & Services overspend mostly relating to increased purchases of equipment relating to various bin trials.
  - Fleet Services:- Over-recovery of (£0.304m) - Primarily relates to employee costs underspend due to recruitment issues. Service restructure currently in progress with aim to have in place by Christmas, current vacancies will fund revised structure but only partial impact this financial year due to timing.
- 3.2 Facilities Management overspend of £0.539m – relates mostly to School Catering where there is a shortfall of income mainly in Secondary Schools, along with increased costs for food provisions as a result of inflationary pressures.
- 3.3 Roads and Transportation overspend of £0.791m – primarily relates to Winter Maintenance overspend as a result of increases to labour, vehicle, and fuel costs.
- 3.4 Property & Bereavement underspend of (£1.137m) – primarily as a result of an underspend on the Energy Management Revolving Fund (EMRF) due to internal

resources being prioritised on key Council Capital projects such as new build schools, care homes and essential maintenance work. Moving forward into 24/25 it is envisaged the EMRF underspend will be invested in net zero and energy efficiency projects, where the necessary criteria are met. The movement of (£0.970m) relates to the underspend on EMRF which was previously not reported within Property's Service Managed Budget. The changed to reporting has been implemented within the last period.

## 4.0 Conclusions

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- 4.1 The projected outturn position for the areas under the scope of the Environment, Transportation & Climate Change Scrutiny Committee is an overspend of £1.925m (1.79%).

### List of Appendices

- 1 Projected Outturn 2023/24 Summary

### Background Papers

None

### Report Contact

Ashleigh Allan  
Finance Business Partner  
Finance Service  
Email: [Ashleigh.allan@fife.gov.uk](mailto:Ashleigh.allan@fife.gov.uk)

BUDGET MONITORING REPORT SUMMARY								Appendix 1
October 2023								
ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE								
	CURRENT BUDGET 2023- 24 £m	COVID PROJECTION 2023-24 £m	NON-COVID PROJECTION 2023-24 £m	FORECAST 2023-24 £m	VARIANCE £m	VARIANCE %	PREVIOUS REPORTED VARIANCE £m	MOVEMENT FROM PREVIOUS REPORTED VARIANCE £m
<b>TOTAL COST OF SERVICES</b>	<b>131.866</b>	<b>0.018</b>	<b>135.273</b>	<b>135.291</b>	<b>3.425</b>	<b>2.60%</b>	<b>3.518</b>	<b>(0.093)</b>
<b>LESS: CORPORATELY MANAGED ITEMS</b>	<b>24.338</b>	<b>0.000</b>	<b>25.838</b>	<b>25.838</b>	<b>1.500</b>	<b>6.16%</b>	<b>1.000</b>	<b>0.500</b>
<b>SERVICE MANAGED NET BUDGET</b>	<b>107.528</b>	<b>0.018</b>	<b>109.436</b>	<b>109.453</b>	<b>1.925</b>	<b>1.79%</b>	<b>2.518</b>	<b>(0.593)</b>
<b><u>ANALYSIS OF SERVICE MANAGED BUDGET</u></b>								
PROPERTY & BEREAVEMENT	3.601	0.000	2.464	2.464	(1.137)	-31.57%	(0.166)	(0.970)
ENVIRONMENT & BUILDING SERVICES	10.742	0.018	12.389	12.407	1.665	15.50%	1.513	0.152
FACILITIES MANAGEMENT SERVICE	40.515	(0.001)	41.055	41.054	0.539	1.33%	0.439	0.099
ROADS & TRANSPORTATION	32.752	0.001	33.541	33.543	0.791	2.41%	0.778	0.013
SERVICE MANAGEMENT & SUSTAINABILITY	16.692	0.000	16.711	16.711	0.019	0.11%	(0.004)	0.023
PROTECTIVE SERVICES	2.604	0.000	2.733	2.733	0.129	4.95%	0.036	0.093
CLIMATE CHANGE	0.623	0.000	0.543	0.543	(0.080)	-12.89%	(0.077)	(0.003)
	<b>107.528</b>	<b>0.018</b>	<b>109.436</b>	<b>109.453</b>	<b>1.925</b>	<b>1.79%</b>	<b>2.518</b>	<b>(0.593)</b>

23 January 2024

Agenda Item No. 5

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## 2023/24 Capital Monitoring Projected Outturn

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Report by: Eileen Rowand, Executive Director, Finance and Corporate Services

Carol Connolly, Executive Director, Place

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Wards Affected: All

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### Purpose

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The purpose of this report is to provide an update on the Capital Investment Plan and advise on the projected financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

### Recommendation(s)

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Committee is asked to consider the current financial performance and activity as detailed in this report.

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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An EqlA has not been completed and is not necessary as no change or revision to existing policies and practices is proposed.

### Consultation

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None.

## 1.0 Background

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- 1.1 This report summarises the projected capital outturn for the areas falling under the scope of this Committee for 2023/24. Projected expenditure is £53.541m, representing 93% of the approved capital programme for 2023/24.
- 1.2 Appendix 1 shows an analysis of specific projects in the current capital investment plan for those projects with a budget of £5.000m and over, and with a budget of £1.000m and over and analyses total project cost rather than only in year spend.
- 1.3 Appendix 2 details the projected expenditure against budget for each project, along with any associated income.

## 2.0 Issues, Achievements & Financial Performance

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### 2.1 Key Issues / Risks

- 2.1.1 Appendix 1 details the total cost forecast position for all capital projects within the areas under the scope of the Committee with an overall value of £5.000m and over, and of £1.000m and over. The key risks associated with the major projects are noted below.
- 2.1.2 Across the Capital Investment Plan there continues to be risk that both the timing and the costs of projects are adversely affected by the current economic climate. Throughout the programme, issues are continuing to be identified in relation to the supply of construction materials, the consequences of which have been considered and reflected in the Capital Investment Plan review which was approved by Fife Council on 22 June 2023. Monitoring of the impact of any additional costs on projects still in their infancy will continue and any significant impact on timescales and associated risks will be reported to this committee. Where appropriate, any known impact on timing of delivery of projects has been built in to the rephased plan and the overall scale of any additional costs or further delays will be considered as part of the review of the Capital Investment Plan.

### 2.2 Major Projects – Potential Risks and Actions

- 2.2.1 There are no additional or new risks arising in the current reporting period from any of the major projects being progressed.

### 2.3 Financial Performance – 2023/24 Projected Outturn

- 2.3.1 Appendix 2 provides a summary of the projected outturn for each project for the financial year 2023/24. The appendix shows a projected outturn of £53.541m against a Capital Investment plan of £57.675m, a spending level of 93%.
- 2.3.2 Appendix 2 also provides a summary of the projected outturn for each project for the financial year 2023/24 for capital income. The appendix shows a projected outturn of £6.113m against a capital income budget of £7.123m.
- 2.3.3 Significant variances of (+/-£0.500m) are explained in section 2.4

2.3.4 Slippage is the term used to describe projects that are expected to spend less than the budget allocation in a particular year due to a delay in timing on the delivery of the project. This is not uncommon in the capital programme and the reasons for this can be wide and varied. Advancement is the term used to describe projects that are expected to spend more than the budget allocation in a particular year due to an acceleration of the budget from future years.

## **2.4 Significant Variances**

2.4.1 Strategic Transport Intervention Programme slippage (£0.975m) - delivery of schemes has been reprofiled due to a slower house build out rate by developers as a result of market conditions, as such there is a corresponding income variance of £0.975m due to the later draw down of Developer Contributions.

2.4.2 Recycling Centres – Slippage of (£0.750m) relates to the new Recycling Centre in Cupar. This is the result of no suitable sites being identified to date, although available sites will continue to be considered moving forward.

2.4.3 Climate Change Adaptation – Slippage of (£0.610m) is primarily related to reduced delivery of Flood Alleviation Measures due to difficulties recruiting staff and obtaining external consultant support. Staff are now in post with a view to contributing to project spend during the remainder of 2023-24.

2.4.4 Structures Infrastructure – Slippage of (£0.515m) - Woodside underpass has slipped due to staff vacancies and pressures relating to infrastructure associated with the new Leven Rail Link and emergency Coastal defence works in response to Storm Babet.

2.4.5 Fife Resource Solutions Rolling Programme – Advancement of £0.683m as a result of an update to guidance from SEPA, regarding Wastes Containing Persistent Organic Pollutants (POPs), there was a requirement for investment at Lower Melville Wood to ensure that a facility was available to continue to process this waste type and ensure continued operation within environmental regulations.

## **3.0 Conclusions**

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3.1 The total 2023/24 approved programme for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee is £57.675m. The projected level of expenditure is £53.541m, which represents 93% of the total programme, resulting in variance of (£4.134m).

3.2 The management of capital resources require us to look across financial years, as well as within individual years. The current year performance is only a snapshot of the existing plan and the Directorate will adjust expenditure levels within future years of the plan to accommodate the advancement or slippage of projects.

### **List of Appendices**

1. Total Cost Monitor

## 2. Capital Monitoring Report

### **Report Contact**

Ashleigh Allan

Finance Business Partner

Finance Service

Email: [ashleigh.allan@fife.gov.uk](mailto:ashleigh.allan@fife.gov.uk)

**FIFE COUNCIL  
ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE  
ENTERPRISE AND ENVIRONMENT  
CAPITAL INVESTMENT PLAN 2023-33  
TOTAL COST MONITOR - MAJOR CAPITAL PROJECTS**

Appendix 1

Project	Theme	Original Approved Budget £m	Current Project Budget £m	Total Outturn £m	Variance £m	Variance %	Current Project Status	Expected Project Completion Date
Northern Road Link East End (Dunfermline)	Thriving Places		12.271	12.271	-	0.00%	Preparatory Work	2026-27
Western Distributer Road (Dunfermline)	Thriving Places		12.126	12.126	-	0.00%	Future Project	2030-31
Northern Road A823 (Dunfermline)	Thriving Places		10.335	10.335	-	0.00%	Preparatory Work	2030-31
Levenmouth Reconnected	Thriving Places	2.000	8.943	8.943	-	0.00%	Current Project	2025-26
Glenrothes District Heat	Maintaining Our Assets	10.320	9.449	9.449	-	0.00%	Current Project	2024-25
Leven Railway Bridge & Bawbee Bridge	Maintaining our Assets	2.279	10.150	10.150	-	0.00%	Current Project	2023-24
Broad Street Bridge Cowdenbeath	Maintaining our Assets	3.678	11.808	11.808	-	0.00%	Preparatory Work	2027-28
Lyne Burn	Maintaining our Assets	1.217	6.217	6.217	-	0.00%	Future Project	2029-30
Den Burn Bridge	Maintaining our Assets	2.120	10.710	10.710	-	0.00%	Preparatory Work	2028-29
<b>Total Major Projects over £5.000m</b>		<b>21.614</b>	<b>92.009</b>	<b>92.009</b>	<b>-</b>	<b>0.00%</b>		
Kings Road/Admiralty Road Junction	Thriving Places	1.880	2.256	2.256	-	0.00%	Future Project	2027-28
Rumblingwell Junction	Thriving Places	2.800	3.361	3.361	-	0.00%	Future Project	2031-32
William Street Upgrade	Thriving Places	3.187	3.813	3.813	-	0.00%	Future Project	2032-33
Sustrans-Places for Everyone	Thriving Places		3.183	3.183	-	0.00%	Current Project	2023-24
Path & Cycleway Upgrades	Thriving Places		2.022	2.022	-	0.00%	Current Project	2025-26
Woodside Underpass	Maintaining Our Assets		1.073	1.073	-	0.00%	Future Project	2025-26
Kingseat Railway Bridge	Maintaining our Assets	1.130	1.130	1.130	-	0.00%	Future Project	2026-27
Kinnessburn Flood Prevention	Maintaining our Assets		2.471	2.471	-	0.00%	Future Project	2027-28
Freuchie Mill Flood Prevention	Maintaining our Assets	1.500	1.500	1.500	-	0.00%	Future Project	2027-28
Reception Hall Anaerobic Digestion Plant	Maintaining our Assets		1.582	1.582	-	0.00%	Current Project	2023-24
New Cell Lochhead Landfill Site	Maintaining our Assets	2.000	2.000	2.000	-	0.00%	Future Project	2024-25
New Recycling Centre Cupar	Maintaining Our Assets	3.250	3.250	3.250	-	0.00%	Future Project	2024-25
<b>Total Major Projects over £1.000m</b>		<b>15.747</b>	<b>27.640</b>	<b>27.640</b>	<b>-</b>	<b>0.00%</b>		
<b>Total Major Projects</b>		<b>37.361</b>	<b>119.649</b>	<b>119.649</b>	<b>-</b>	<b>0.00%</b>		



Expenditure	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Contaminated Land	1.100	0.026	0.692	(0.408)	63%
<b>TOTAL PROTECTIVE SERVICES</b>	<b>1.100</b>	<b>0.026</b>	<b>0.692</b>	<b>(0.408)</b>	<b>63%</b>
Building Services Equip/Other	-	-	-	-	0%
Structures Infrastructure	8.539	3.352	8.024	(0.515)	94%
Sustainable Transport	4.056	1.431	4.069	0.013	100%
Public Conveniences	0.075	-	0.075	-	100%
Roads Infrastructure	11.837	6.998	11.837	-	100%
Traffic Management	3.464	0.292	3.284	(0.180)	95%
Streetlighting	2.208	1.240	2.208	-	100%
Purchase of Vehicles & Equipment	7.964	4.049	7.964	-	100%
Purchase of Bins	0.260	0.176	0.260	-	100%
Depots & Buildings	0.003	-	0.003	-	100%
Climate Change - Adaptation	2.356	0.327	1.746	(0.610)	74%
Landfill Sites	1.518	0.373	1.324	(0.194)	87%
Disabled Access - Council Buildings	0.050	0.071	0.071	0.021	142%
Depot Rationalisation Programme	-	0.000	-	-	0%
Office Rationalisation Programme	-	-	-	-	0%
Property Maintenance	3.160	1.535	2.753	(0.407)	87%
Cafeteria Refurbishments	0.135	0.034	0.000	(0.135)	0%
Energy Efficiency Programme	-	-	-	-	0%
Climate Change - Mitigation	-	-	-	-	0%
Crematoria/Cemeteries Programme	0.222	-	-	(0.222)	0%
ATE Plant & Machinery	0.140	-	0.201	0.061	143%
Housing Developments	-	-	-	-	0%
Glenrothes District Heat	-	0.001	0.001	0.001	0%
Strategic Transport Intervention Programme	2.446	0.115	1.471	(0.975)	0%
Burial Provision	0.250	0.010	0.088	(0.162)	35%
Recycling Centres Plant & Equipment	0.180	-	0.180	-	100%
Fife Resource Solutions Rolling Programme	2.417	2.120	3.100	0.683	128%
Recycling Centres	1.875	-	1.125	(0.750)	60%
Pathway to Net Zero	3.420	-	3.066	(0.354)	90%
Leven Connectivity	-	0.066	-	-	0%
<b>TOTAL ASSET &amp; TRANSPORTATION &amp; ENVIRONMENT</b>	<b>56.575</b>	<b>22.190</b>	<b>52.849</b>	<b>(3.726)</b>	<b>93%</b>
<b>TOTAL EXPENDITURE</b>	<b>57.675</b>	<b>22.216</b>	<b>53.541</b>	<b>(4.134)</b>	<b>93%</b>

Income	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Sustainable Transport	(2.285)	0.021	(2.285)	-	100%
Public Conveniences	-	-	0.036	0.036	0%
Roads Infrastructure	-	-	-	-	0%
Traffic Management	(2.393)	(0.000)	(2.393)	-	0%
Depot Rationalisation Programme	-	0.006	-	-	0%
Strategic Transport Intervention Programme	(2.446)	(0.107)	(1.471)	0.975	60%
Leven Connectivity	-	(6.287)	-	-	0%
<b>TOTAL ASSETS, TRANSPORTATION &amp; ENVIRONMENT</b>	<b>(7.123)</b>	<b>(6.366)</b>	<b>(6.113)</b>	<b>1.011</b>	<b>86%</b>
<b>TOTAL INCOME</b>	<b>(7.123)</b>	<b>(6.366)</b>	<b>(6.113)</b>	<b>1.011</b>	<b>86%</b>

23 January 2024

Agenda Item No. 6

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## Fife Coast & Countryside Trust – Motorhomes and Campervans Provision

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**Report by:** Jeremy Harris, CEO Fife Coast & Countryside Trust (FCCT)

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**Wards Affected:** Fife Wide

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### Purpose

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The purpose of this report is to advise the committee on the progress made in relation to sustainable overnight motorhome parking since the publication of the Fife Coast & Countryside Trust (FCCT) option paper [Freedom Camping - Options Paper on Motorhome Use in Fife - Consultation Draft](#)

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### Recommendation(s)

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The Committee is asked to –

- (1) Note the positive progress that has been made since the publication of Freedom Camping Options Paper in 2020.
- (2) Note the work that's proposed to be carried out by Fife Coast and Countryside Trust (FCCT) at the listed locations for 2024.

### Resource Implications

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None to note.

### Legal & Risk Implications

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None to note

### Impact Assessment

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An EqIA, EIA, or DPIA have not been completed for this report specifically and are not necessary because the report does not propose a change or constitute a revision to existing policies and practices,

### Consultation

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Members will be aware that there have been a range of consultation events relating to the introduction of overnight parking with Elected Members, Community Councils, Private Landowners, Fife Council Departments, the Motorhome Community, and other relevant stakeholders.

This report has been compiled with input from Fife Coast and Countryside Trust's Head of Operations.

## 1.0 Background

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- 1.1 Controlled overnight parking has been introduced at the following locations: Craigmead, East Lomond, Birnie Loch, Wormit Bay, Glenvale, Limekilns, Kingsbarns, Elie Ruby Bay, Pittenweem and Aberdour Silver Sands car parks.
- 1.2 FCCT intends to introduce overnight parking in 2024/25 at the following locations: Leven Promenade, Kinghorn Pettycur Bay, St Andrews (East Sands), Burntisland and Tayport.
- 1.3 It is proposed that carpark management will be undertaken by FCCT staff by way of the Parking Charge Notification Scheme (PCNS).
- 1.4 The primary outcome from the introduction of the PCN scheme will be to reduce environmental and Health & Safety risk through established management practices that are more robust than those currently in place.
- 1.5 A secondary outcome shall be a modest income stream that will be reinvested into the supervision / upgrade of the associated facilities within the affected localities.
- 1.6 Prior to the introduction of the overnight parking scheme the increase in motorhome usage had introduced significant environmental challenges and increase associated user risk.

## 2.0 Issues and Options

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- 2.1 **Current Provision / Future Provision:** The current overnight parking scheme provides a total of 51 overnight parking bays. The proposed introduction of further sites (listed under ) brings the overall total overnight parking bays to 88 (Fife wide). We hope to achieve a total of 150 bays available to motorhome users year-round by 2025.
- 2.2 **Parking Pricing Structure:** The introduction of the PCN scheme corresponds with the introduction of pricing structures for car parks. The standard structure is as follows:
  - Disabled day time parking: Free
  - Day time parking under 2 hours: Free
  - All day parking: £1.00
  - Overnight parking: £10:00

Through careful stakeholder consultation prior to the introduction of a PCN scheme in any location, FCCT is able to amend and tailor the approach based on community feedback. Examples currently implemented range from 'Suggested Donation' models to the standard pricing structure outlined above.

- 2.3 **Education & Engagement:** Mobile FCCT Car Park Operatives patrol the listed car parks to facilitate safe / sustainable parking, monitor vehicle numbers, encourage best practice, and when required redirect service users to alternative locations at peak periods.
- 2.4 **Revenue Funding (Mobile FCCT Car Park Operatives):** Extra revenue funding will not be required from Fife Council to allow FCCT staff to undertake the additional work for the proposed additional 5 car parks.

## 3.0 Conclusion

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- 3.1 The application of this model across more sites managed by FCCT fits well with the Council's tourism strategy and not only facilitates safe and sustainable tourism but will complement the recently introduced [Fife 191 Scheme](#).
- 3.2 It is important to note that all car parks listed here do not fall under the Council's consolidation orders scheme (Transportation Services). Should the proposed locations not become managed under the PCN Scheme they will remain Unregulated Public Car Parks.

### Report Contact

Robbie Blyth

Head of Operations (FCCT)

Pitcairn Centre, Glenrothes, KY76ET

Telephone: 08451 55 55 55 ext. 444981

Email – [robbie.blyth@fifecountryside.co.uk](mailto:robbie.blyth@fifecountryside.co.uk)

23 January 2024

Agenda Item No. 7

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## Car Parking Capacity, Income and Expenditure

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

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Wards Affected: All

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### Purpose

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The purpose of this report, which was requested by members, is to update this Committee on car parking capacity, income and expenditure in Fife.

### Recommendation(s)

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Committee is asked to consider the information detailed in this report.

### Resource Implications

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There are no direct resource implications arising from this report.

### Legal & Risk Implications

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There are no known legal or risk implications arising from the report.

### Impact Assessment

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An Equalities 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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Finance and Legal Services were consulted in the preparation of this report.

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## 1.0 Background

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- 1.1 Fife Council's Roads and Transportation Services are responsible for the enforcement of parking and waiting regulations across Fife. The management of car parking plays an important role in supporting town centre vitality, reducing congestion and traffic fumes, improving air quality, and improving access to public transport interchanges.
- 1.2 The Road Traffic Regulation Act 1984 requires Local Authorities to keep an account of income and expenditure relating to their parking places, as well as income from and expenditure relating to their functions as enforcement authorities. It outlines the purposes which any surplus in the parking account can be used for, which include

the management of parking, provision of further parking, road and public transport improvements.

- 1.3 Decriminalised Parking Enforcement (DPE) was introduced in 2013 giving Fife Council powers to enforce both on and off-street parking and waiting regulations. An update on the performance of the DPE operation is presented annually, with the most recent update reported to this Committee on 28 November 2023 (2023 ETCCS 23 para 62 refers).
- 1.4 The Car Parking Strategy & Operations team within Roads and Transportation Services, which is based in Bankhead, Glenrothes, is responsible for the enforcement of on and off-street parking regulations in Fife. The enforcement unit consists of 18 Parking Attendants (PAs), 3 Parking Supervisors, a Parking Coordinator and an Appeals Technician. In addition to the enforcement unit, there is a Technician Engineer who manages the ongoing maintenance of car park parks and related infrastructure.
- 1.5 The Parking Enforcement team receive a significant number of requests to assist with parking issues throughout the year. Most requests are dealt with the same day if Parking Attendants are nearby. If not, the remaining requests are incorporated into other beats for action. In addition, ad hoc evening patrols are planned to tackle hotspots issues when required and within resource capacity.
- 1.6 Car Parks & Charged Locations

Fife Council Roads & Transportation Services manages 171 car parks, comprising approximately 12,754 spaces. Of these, 29 are fee-paying and are located mainly in town centres. On street, there are 580 fee-paying parking spaces. In terms of on-street restrictions, there are over 131km of enforceable parking regulations, which Fife Council manage.

Fife Council has 3711 enforceable disabled bays (3289 on-street and 422 off-street). Additionally, there are 141 advisory disabled bays, with 25 enforceable disabled bays pending removal. There are 67 publicly available double EV charging units.

Other Council Services manage and maintain car parks that are connected to their facilities, e.g., Education for school car parks, Leisure & Culture for car parks at sport centres and parks and Facilities Management for office car parks.

The current public car parking spaces across Fife are shown below in Table 1. Further details are contained within Appendix 1. Note that the numbers shown include spaces designated for disabled parking and electric vehicle charging points.

AREA	TOTAL NO. OF CAR PARKS	NO. OF OFF-STREET SPACES	NO. OF CHARGED ON-STREET SPACES
City of Dunfermline	19	1927	56
SW Fife	22	2509	0
NE Fife	37	2228	406
Cowdenbeath	14	1915	0
Glenrothes	16	617	0

Levenmouth	24	961	0
Kirkcaldy	39	2597	118
<b>Fife-wide total</b>	<b>171</b>	<b>12754</b>	<b>580</b>

Table 1: Total parking capacity per Area (at December 2023)

### 1.7 Parking Occupancy

Parking demand in the main centres and key public transport interchanges is monitored. The average annual parking occupancy during 2022/23 is shown in Table 2 below, with further details contained within Appendix 2.

Dunfermline	58%
Kirkcaldy	33%
St Andrews	78%
Halbeath P&R	46%
FerryToll P&R	45%

Table 2: Average annual parking occupancy (2022/23)

### 1.8 Parking Budget

The Car & Lorry Parking budget in financial year 2022/23 was £3,632,041. This budget includes staffing; car park, vehicle and machinery maintenance and repairs; cleaning; Non Domestic Rates; parking enforcement; Parking Attendant equipment and uniforms; back-office running costs; premises costs; Sheriff Officer & other fees; stationary & printing; communication systems; sub-contractors; licence fees; Appeals Tribunal fees; and IT software & hardware costs.

Income for 2022/23 was £3,187,554, resulting in approximately £444k underachieved income for the year. This shortfall in income was offset by reduced expenditure on car park maintenance and staff vacancies.

The car park maintenance budget for 2023/24 is £359,000 and has been fully allocated to projects and staff vacancies are now filled. It is anticipated that the Car & Lorry Parking account will show a deficit in the region of £300,000 in 2023/24.

The Council revenue budget for 2019/20 included a commitment to invest £100,000 to facilitate the process of decentralisation of parking, giving each Area Committee a degree of flexibility in how it approached parking charging, enforcement, and maintenance issues in its Area.

Since 2019/20 the Council revenue budget has agreed that the £100,000 budget for devolved parking initiatives will remain and is to be distributed between the Area Committees.

### 1.9 Parking Income per Area Committee

Parking income by Area Committee in Financial Year 2022/23 is detailed in Table 3 below. The figures include income from Pay & Display machines, RingGo, Penalty Charge Notices (PCNs) and permits.

COMMITTEE AREA	TOTAL INCOME	ON-STREET INCOME	OFF-STREET INCOME	PCN INCOME	RESIDENT PERMIT & SEASON TICKETS	OTHER INCOME	
SW FIFE AREA	£44,343	£0	£14,850	£29,492	£0		
CITY OF DUNFERMLINE	£924,522	£84,675	£673,107	£154,738	£12,003		
COWDENBEATH	£12,679	£0	£0	£12,679	£0		
KIRKCALDY	£611,611	£97,048	£334,798	£179,765	£1,765		
LEVENMOUTH	£7,111	£0	£0	£7,111	£0		
GLENROTHES	£6,505	£0	£0	£6,505	£0		
NE FIFE	£1,131,584	£613,121	£335,961	£160,967	£21,535		
<b>TOTAL INCOME</b>	<b>£3,187,554</b>	<b>£794,844</b>	<b>£1,358,716</b>	<b>£551,256</b>	<b>£35,303</b>	<b>£447,434</b>	
<b>INCOME BUDGET</b>	<b>£3,632,041</b>						
<b>VARIANCE</b>	<b>-£444,487</b>	UNDER-ACHIEVED INCOME					

Table 3: Parking income by Area Committee in Financial Year 2022/23

## 2.0 Issues

### 2.1 Parking Capacity

The parking capacity (number of car parking spaces) for each Area in Fife is shown in Appendix 1. There has been some change to capacity in recent years, including:

- The addition of 54 on-street spaces on the Esplanade Service Road, Kirkcaldy in late 2021.
- The Postings Shopping Centre car park, Kirkcaldy (308 charged spaces) was closed in December 2022 and later demolished.
- The Thistle Street multi-storey car park, Kirkcaldy (136 charged spaces) was closed in October 2022.
- New Row car park (48 charged spaces), Dunfermline has been operated by a private operator since February 2022.
- The Glenwood Centre car park (89 free spaces), Glenrothes closed in March 2023.
- Additional bays were created at Halbeath P&R site in November 2019.
- Leys Park Road car park, Dunfermline was upgraded to delineate parking bays in May 2019
- The temporary street layout in South Street, St Andrews removed 44 charged on-street spaces in July 2020.

### 2.2 Parking Occupancy

A comparison of parking demand is contained in Appendix 2 and summarised in figure 1 below.



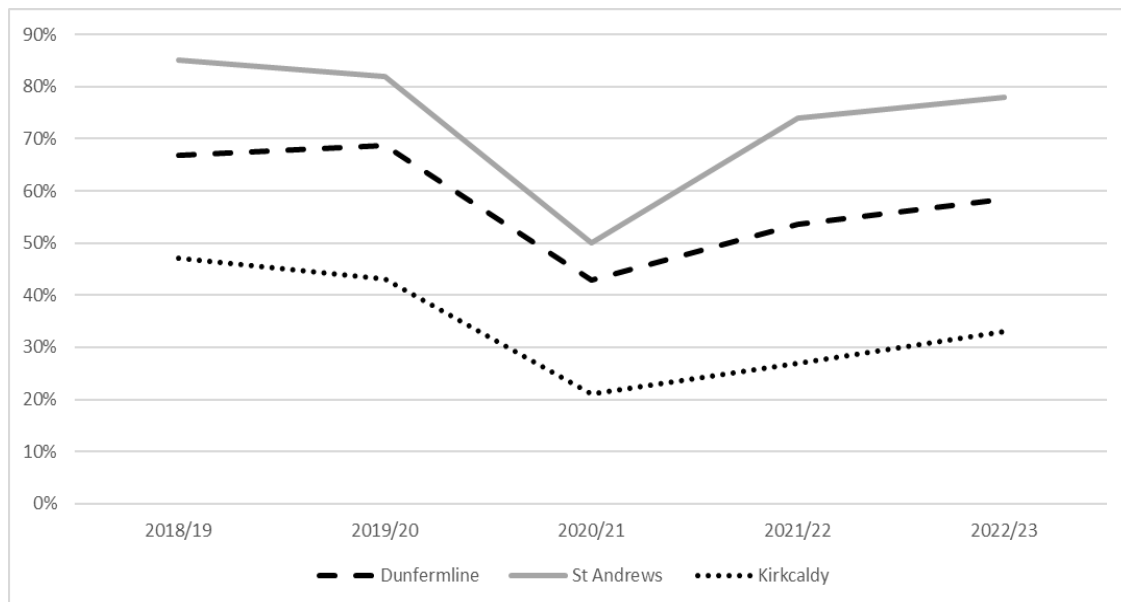


Figure 1: Comparison of average annual occupancy in main towns 2018/19 to 2022/23

Over the years there has been much consideration of car parking and how it affects our towns, villages and everyday life. The issue is particularly complex and multi-faceted. In particular, the changing dynamic of town centre shopping, successful out of town retail parks and the economic downturn have had a significant impact on the requirements for town centre parking.

In terms of Fife’s major towns of Dunfermline, St Andrews and Kirkcaldy, all experienced a drop in parking demand during the economic recession (before 2018). However, whilst Dunfermline and St Andrews had started to recover, Kirkcaldy continued to remain neutral. The town had been under particular pressure from a complex range of socio-economic and cultural factors, with consumers changing their patterns of behaviour.

The COVID-19 pandemic from March 2020 saw a change to public attitudes to traffic and travel, with significant changes to public transport use, working locations and shopping habits.

Parking demand at the main public transport interchanges has started to recover. The Park & Ride facilities at Ferrytoll and Halbeath both experienced a marked drop in occupancy during the years 2020/21 and 2021/22 but are now showing a positive recovery. It should be noted that although overall occupancy at these sites is not as high as in 2018/19, during September and the school holiday period in October, both car parks were operating close to capacity for a short time.

### 2.3 Income

Income generated from car parking has fluctuated over recent years, most notable due to the COVID pandemic.

As a result of economic downturn and impact of the Covid pandemic, the parking budget has experienced a shortfall in income which in 2023/24 is estimated at circa £300k.

Details of parking income for financial years 2019/20 to 2022/23 is shown in Table 4 below. The income per Area for financial years 2019/20 to 2022/23 is contained in Appendix 3 and summarised in figure 2 below. The figures include income from Pay

& Display machines, RingGo, Penalty Charge Notices and permits. Please note that income from on-street parking charges is not subject to VAT.

	2019/2020	2020/2021	2021/2022	2022/2023
<b>TOTAL INCOME</b>	£3,840,821	£1,547,883	£2,681,362	£3,187,554
<b>INCOME BUDGET</b>	£3,846,041	£3,936,041	£3,906,041	£3,632,041
<b>VARIATION</b>	-£5,220	-£2,388,158	-£1,224,679	-£444,487

Table 4: Parking income comparison

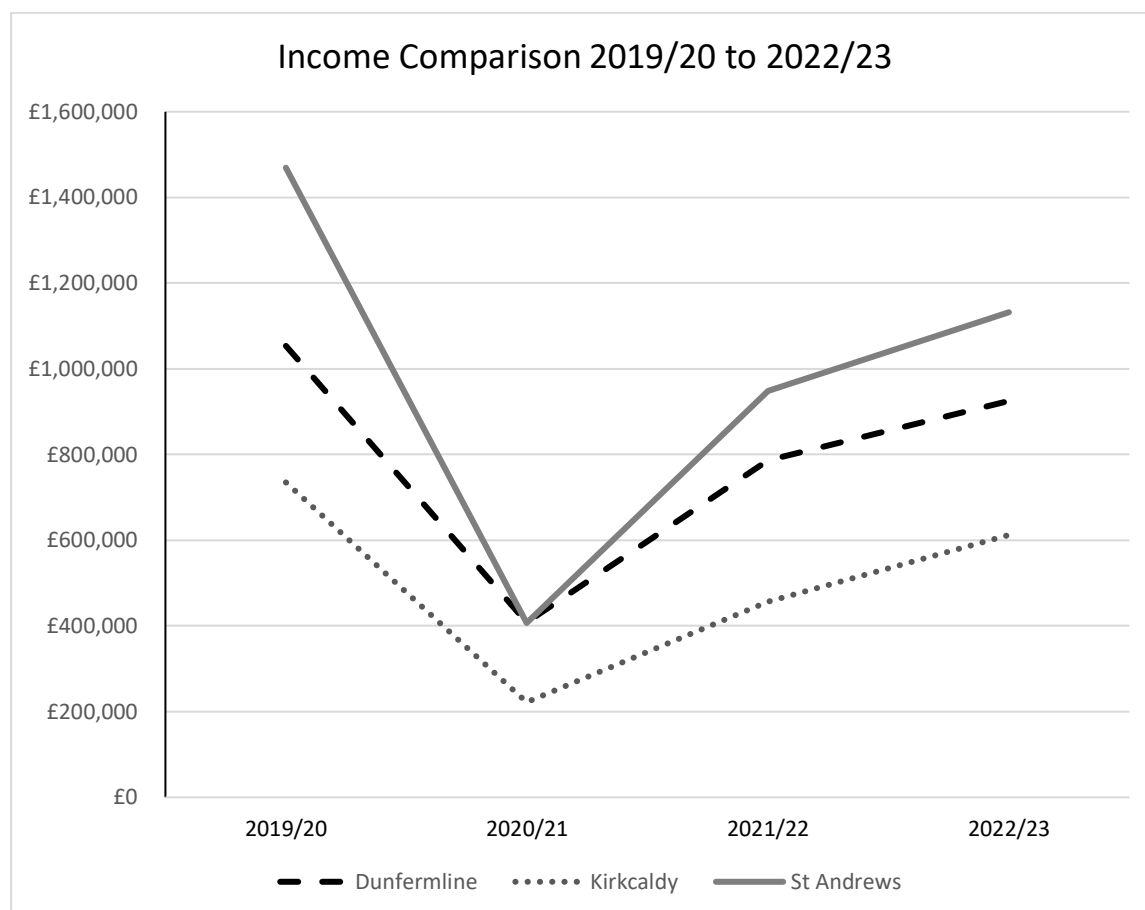


Figure 2: Parking Income Comparison (2019/20 to 2022/23)

The level of income from payments through RingGo has increased year on year and is now approximately 50% of the income from pay and display machines. Immediately prior to the Covid period, only 22% of drivers paid for parking using the RingGo App.

#### 2.4 Pavement Parking and the Transport (Scotland) Act 2019

The Footway Parking Bill (Transport Scotland Act, 2019) was enacted on 11th December 2023. Fife Council is progressing with the detail of how the new powers could be implemented. If the Council agrees to adopt the statutory powers, then Parking Attendants would be able to take enforceable action against vehicles parking on pavements, over dropped kerbs and which are double parked (excluding areas which have exemptions). Work is progressing on the detail of how this will be

managed, with all Scottish Local Authorities currently assessing their road networks to identify locations for consideration of exemptions.

It is anticipated that any income generated from the new powers will contribute to the enforcement of the restrictions rather than generate a surplus.

- 2.5 Parking is a complex issue that cuts across social, economic, environmental and development policies. There is a balance to be struck in prioritising the needs of residents, businesses, visitors and different user groups within our towns and city, whilst meeting other strategic ambitions, such as supporting the recovery from the COVID pandemic and net zero targets.

## 3.0 Conclusions

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- 3.1 The parking capacity, income and expenditure across Fife is detailed in this report for noting and information.

### List of Appendices

Appendix 1 – Car Parks & Charged Locations by Area Committee

Appendix 2 – Car Parking Occupancy in key locations

Appendix 3 – Parking Income per Area Committee (2019/20 to 2022/23)

### Report Contacts:

Andy Paterson

Lead Consultant, Car Parking Strategy & Operations

Bankhead Central, Bankhead Park, Glenrothes, KY7 6GH

Telephone: 03451 55 55 55 Ext. 47 46 27

Email – [Andy.Paterson-ts@fife.gov.uk](mailto:Andy.Paterson-ts@fife.gov.uk)

Susan Keenlyside

Service Manager (Sustainable Transport & Parking)

Bankhead Central, Bankhead Park, Glenrothes, KY7 6GH

Telephone: 03451 55 55 55 Ext. 44 44 42

Email – [susan.keenlyside@fife.gov.uk](mailto:susan.keenlyside@fife.gov.uk)

## Appendix 1: Car Parks & Charged Locations by Area Committee

### City of Dunfermline Area

No of charged car parks	7
No of free car parks	12
Total no. of car parks	19
Total off-street capacity	1927
No of on-street charged locations	8
Total on-street capacity	56

Town / City	OFF-STREET CAR PARK	Capacity (No of spaces)	free/ charged
DUNFERMLINE	Carnegie Drive (West) Car Park	47	Long stay charged
DUNFERMLINE	Carnegie Drive (East) Car Park	14	Short stay charged
DUNFERMLINE	Glen Bridge Car Park	153	Long stay charged
DUNFERMLINE	St. Margaret Street Car Park	61	Long stay charged
DUNFERMLINE	Viewfield Terrace Car Park	115	Long stay charged
DUNFERMLINE	Walmer Drive Car Park	274	Long stay charged
DUNFERMLINE	Carnegie Birthplace Car Park	40	Long-stay charged
DUNFERMLINE	Abbeyview	98	Long stay - free
DUNFERMLINE	Buchanan Street	29	Long stay - free
DUNFERMLINE	Hospital Hill	24	Short stay - free
DUNFERMLINE	Izzat Avenue	35	Long stay - free
DUNFERMLINE	Leys Park Road	370	Long stay - free
DUNFERMLINE	Priory Lane	41	Long stay - free
DUNFERMLINE	Queen Margaret Railway Station	113	Long stay - free
DUNFERMLINE	St Margaret's Drive Railway Station	76	Long stay - free
DUNFERMLINE	West Drive	20	Long stay - free
DUNFERMLINE	Woodmill Street 2A	27	Long stay - free
DUNFERMLINE	Woodmill Street - Railway Station	192	Long stay - free
DUNFERMLINE	Pittencrieff Car Parks	198	Long stay – free
Town / City	ON-STREET CHARGED LOCATION	Capacity (No of spaces)	free/ charged
DUNFERMLINE	Abbot Street	8	Short stay charged
DUNFERMLINE	Bridge Street	10	Short stay charged
DUNFERMLINE	Bruce Street	4	Short stay charged
DUNFERMLINE	Canmore Street	8	Short stay charged
DUNFERMLINE	Chalmers Street	2	Short stay charged
DUNFERMLINE	East Port	5	Short stay charged
DUNFERMLINE	Maygate	3	Short stay charged
DUNFERMLINE	St Catherine's Wynd	16	Short stay charged
<b>PARKING TARIFFS</b>			
Off-Street (short-stay) 0-1hrs £1.10, 1-2hrs £1.70, 2-3hrs £2.20			
Off-Street (long-stay) 0-2hrs £1.10, 2-4hrs £2.20, 4hrs + £3.80			
On-Street (short-stay) 0-30mins 60p, 30mins – 1hr £1.10			

### South West Fife Area

No of charged car parks	1
No of free car parks	21
Total no. of car parks	22
Total off-street capacity	2509

Town	OFF-STREET CAR PARK	Capacity (No of spaces)	free/ charged
ABERDOUR	Livingstone Lane	16	Long stay - free
ABERDOUR	Railway Station	68	Long stay - free
CULROSS	West Balgonie	101	Long stay - free
CULROSS	East Causewayside	65	Long stay - free
DALGETY BAY	Bay Centre	115	Long stay - free
DALGETY BAY	Pentland Rise	39	Long stay - free
DALGETY BAY	Rail Halt	199	Long stay - free
DALGETY BAY	St David's Harbour	40	Long stay - free
INVERKEITHING	Binning Road	7	Long stay - free
INVERKEITHING	Ferrytoll Park And Ride	1042	Long stay free
INVERKEITHING	King Street Car Park	160	Long stay - free
INVERKEITHING	Queen Street Car Park	34	Long stay - free
INVERKEITHING	Belleknowes Car Park	212	Long stay - free
INVERKEITHING	Chapel Place Car Park	53	Long stay charged
KINCARDINE	Walker Street	67	Long stay - free
NORTH QUEENSFERRY	Battery Road	25	Long stay - free
ROSYTH	Aberlour Street	44	Long stay - free
ROSYTH	Admiralty Road	30	Long stay - free
ROSYTH	Burnside Crescent	18	Long stay - free
ROSYTH	Queensferry Road	24	Long stay - free
ROSYTH	Railway Station	137	Long stay - free
SALINE	Main Street	13	Long stay - free
<b>PARKING TARIFFS</b>			
Off-Street (long-stay) 5:00am – 9:30am (part/whole period) £2.50			

**North East Fife Area**

No of charged car parks	8
No of free car parks	29
Total no. of car parks	37
Total off-street capacity	2228
No of on-street locations	7
Total on-street capacity	406

Town	OFF-STREET CAR PARK	Capacity (No of spaces)	free/ charged
ANSTRUTHER	Crail Road	33	Long stay - free
ANSTRUTHER	George Street	7	Long stay - free
ANSTRUTHER	James Street	7	Long stay - free
ANSTRUTHER	John Street	7	Long stay - free
ANSTRUTHER	Mayview Road	12	Long stay - free
ANSTRUTHER	St Andrews Road	59	Long stay - free
ANSTRUTHER	Folly Car Park	34	Short stay seasonal charges
ANSTRUTHER	East Basin Car Park	67	Long-stay seasonal charges
AUCHTERMUCHTY	Station Road A	28	Long stay - free
AUCHTERMUCHTY	Station Road B	9	Long stay - free
AUCHTERMUCHTY	Pitmedden Wynd	20	Long stay - free
CERES	Bogwell	48	Long stay - free
CRAIL	Marketgait (South)	17	Long stay - free
CRAIL	Nethergate	11	Long stay - free
CUPAR	Short Lane	15	Long stay - free
CUPAR	The Fluthers	229	Long stay - free
CUPAR	Steele's Close	26	Long stay - free
CUPAR	Bonnygate Car Park	175	Short & long stay charged areas
ELIE	The Vennel	12	Long stay - free
FALKLAND	Back Wynd	94	Long stay - free
FALKLAND	Cross Wynd	17	Long stay - free
KILCONQUHAR	Main Street	20	Long stay - free
LEUCHARS	Railway Station A & B	327	Long stay charged
LEUCHARS	School Hill	10	Long stay - free
NEWBURGH	Tay Street/Lyall Place	5	Long stay - free
PITTENWEEM	Market Place	11	Long stay - free
ST ANDREWS	Murray Place	36	Long stay - free
ST ANDREWS	Woodburn Place	30	Long stay - free
ST ANDREWS	Petheram Bridge Car Park	396	Long stay - free
ST ANDREWS	St Mary's Place Car Park	23	Short stay charged
ST ANDREWS	Argyle Street (S) Car Park	55	Long stay charged
ST ANDREWS	Argyle Street (N) Car Park	144	Long stay charged
ST ANDREWS	Bruce Embankment Car Park	173	Long-stay seasonal charges
ST ANDREWS	Kinburn Tennis Club Car Park	28	Long stay - free
ST MONANS	East Street	5	Long stay - free
ST MONANS	Hope Place	14	Long stay - free
ST MONANS	The Common	24	Long stay - free
			<i>Cont.</i>

Town	ON-STREET CHARGED LOCATION	Capacity (No of spaces)	free/ charged
ST ANDREWS	Market Street	73	Short stay charged
ST ANDREWS	Bell Street	12	Short stay charged
ST ANDREWS	Greyfriars Gardens	40	Short stay charged
ST ANDREWS	South Street	155	Short stay charged
ST ANDREWS	North Street	91	Short stay charged
ST ANDREWS	Queens Gardens	21	Short stay charged
ST ANDREWS	St. Mary's Place	14	Short stay charged
<b>PARKING TARIFFS</b>			
<b>St Andrews</b>			
Off-Street (short-stay) 0-1hrs £1.10, 1-2hrs £1.70, 2-3hrs £2.20			
Off-Street (long-stay) 0-2hrs £1.10, 2-4hrs £2.20, 4hrs+ £3.80			
Off-Street (long-stay seasonal) (1 April – 30 September) 0-2hrs £1.10, 2-4hrs £2.20, 4hrs+ £3.80			
On-Street (short-stay Market St., Bell St., Greyfriars Gdns.) 0-30mins 60p, 30mins – 1hr £1.10, 1-2hrs £2.20			
On-Street (short-stay South St., North St., Queens Gdns., St. Mary's Pl.) 0-1hr £1.10, 1-2hrs £2.20			
<b>Cupar</b>			
Off-Street (short-stay) 0-2hrs 50p			
Off-Street (long-stay) 0-2hrs 50p, 2-4hrs £1.10, 4hrs+ £2.20			
<b>Anstruther</b> (seasonal charges - operate 1 April to 30 September)			
Off-Street (short-stay) 0-1hrs 70p, 1-2hrs 90p, 2-3hrs £1.20			
Off-Street (long-stay) 0-2hrs 70p, 2-4hrs 90p, 4hrs+ £1.20			
<b>Leuchars</b>			
Off-street (long stay) 24hrs £1.00			

## Cowdenbeath Area

No of charged car parks	0
No of free car parks	14
Total no. of car parks	14
Total off-street capacity	1915

Town	OFF-STREET CAR PARK	Capacity (No of spaces)	free/ charged
BALLINGRY	Kirkland Avenue	8	Long stay - free
CARDENDEN	Station Road	46	Long stay - free
COWDENBEATH	Bridge Street	94	Long stay - free
COWDENBEATH	Central Park	92	Long stay - free
COWDENBEATH	Foulford Street	18	Long stay - free
COWDENBEATH	Hall Street	46	Long stay - free
COWDENBEATH	Stenhouse Street	137	Long stay - free
COWDENBEATH	Natal Place B	65	Short stay - free
CROSSGATES	Halbeath Park & Ride Car Park	1213	Long stay - free
KELTY	Keltyhill Road	42	Long stay - free
KELTY	Main Street	28	Long stay - free
KELTY	Maple Terrace	20	Long stay - free
LOCHGELLY	Francis Street	29	Long stay - free
LOCHGELLY	Landale Street	77	Long stay - free



## Glenrothes Area

No of charged car parks	0
No of free car parks	16
Total no. of car parks	16
Total off-street capacity	617

Town	OFF-STREET CAR PARK	Capacity (No of spaces)	free/ charged
COALTOWN OF BALGONIE	School Road	28	Long stay - free
GLENROTHES	Church Street	29	Long stay - free
GLENROTHES	Flemington Road	48	Long stay - free
GLENROTHES	Glamis Centre	74	Long stay - free
GLENROTHES	St Ninian's Church	24	Long stay - free
KINGLASSIE	Lochty Avenue	16	Long stay - free
LESLIE	Greenside	44	Long stay - free
LESLIE	High Street	15	Long stay - free
LESLIE	Mansfield Road	50	Long stay - free
MARKINCH	Balgonie Road	7	Long stay - free
MARKINCH	Betson Street	33	Long stay - free
MARKINCH	Glass Street	24	Long stay - free
MARKINCH	Railway Station Upper	25	Long stay - free
MARKINCH	Railway Station Extension	121	Long stay - free
THORNTON	Railway Station	49	Long stay - free
THORNTON	Strathore Road	30	Long stay - free

## Levenmouth Area

No of charged car parks	0
No of free car parks	24
Total no. of car parks	24
Total off-street capacity	961

Town	OFF-STREET CAR PARK	Capacity (No of spaces)	free/charged
BUCKHAVEN	College Street	29	Long stay - free
BUCKHAVEN	East High Street	10	Long stay - free
BUCKHAVEN	Wellesley Road	31	Long stay - free
KENNOWAY	Bishop's Court	25	Long stay - free
KENNOWAY	Leven Road	25	Long stay - free
LEVEN	School Lane	10	Long stay - free
LEVEN	Commercial Road Car Park	39	Long stay - free
LEVEN	Forth Street Car Park	51	Long stay - free
LEVEN	Mitchell Street Car Park	40	Long stay - free
LEVEN	North Street Car Park	31	Long stay - free
LEVEN	Promenade Car Park	83	Long stay - free
LEVEN	Shorehead Car Park	39	Long stay - free
LEVEN	South Street/Seagate Car Park	24	Long stay - free
LEVEN	South Street/Viewforth Car Park	113	Long stay - free
LEVEN	Victoria Road Car Park	39	Long stay - free
LEVEN	Levenmouth Swimming Pool/Sports Centre and Railway Car Park	88	Short stay - free
LOWER LARGO	Harbour Wynd	60	Long stay - free
LOWER LARGO	The Temple	50	Long stay - free
METHIL	Birch Grove	14	Long stay - free
METHIL	Logie Street	83	Long stay - free
METHIL	Methil Brae	24	Long stay - free
METHIL	Ossian Crescent	20	Long stay - free
METHIL	Wellesley Road	21	Long stay - free
WINDYGATES	Durie Bank	12	Long stay - free

## Kirkcaldy Area

No of charged car parks	13
No of free car parks	26
Total no. of car parks	39
Total off-street capacity	2597
No of on-street locations	4
Total on-street capacity	118

Town	OFF- STREET CAR PARK	Capacity (No of spaces)	free/ charged
BURNTISLAND	Seaforth Place	25	Long stay - free
BURNTISLAND	Somerville Street	16	Long stay - free
BURNTISLAND	Links Place	130	Long stay - free
KINGHORN	Baloil Street	6	Long stay - free
KINGHORN	Nethergate	16	Long stay - free
KINGHORN	Pettycur Road	44	Long stay - free
KIRKCALDY	Aitken Street	22	Long stay - free
KIRKCALDY	Alford Avenue	29	Long stay - free
KIRKCALDY	Birnam Road	30	Long stay - free
KIRKCALDY	Brodick Road	52	Long stay - free
KIRKCALDY	Cromarty Place	43	Long stay - free
KIRKCALDY	Esplanade C	117	Long stay - free
KIRKCALDY	Esplanade D	43	Long stay - free
KIRKCALDY	Fish Wynd	8	Long stay - free
KIRKCALDY	Malcolm's Wynd	6	Long stay - free
KIRKCALDY	Milton Road	22	Long stay - free
KIRKCALDY	Nether Street	33	Long stay - free
KIRKCALDY	Templehall Avenue	24	Long stay - free
KIRKCALDY	Wilson Avenue	20	Long stay - free
KIRKCALDY	Dunnikier Road	13	Long stay - free
KIRKCALDY	St. Clair Street (South)	58	Long stay - free
KIRKCALDY	Loughborough Road	14	Long stay - free
KIRKCALDY	Station Road car park	129	Long stay - free
KIRKCALDY	Junction Road car park	69	Long stay - free
KIRKCALDY	Victoria Road	68	Long stay - free
KIRKCALDY	Whyte Melville Road car park	450	Long stay - free
KIRKCALDY	Charlotte Street Car Park B	23	Short stay charged
KIRKCALDY	Charlotte Street Car Park A	62	Short stay charged
KIRKCALDY	Hill Place Car Park	29	Short stay charged
KIRKCALDY	Glasswork Street Car Park A	47	Short stay charged
KIRKCALDY	Glasswork Street Car Park B	38	Short stay charged
KIRKCALDY	Oswalds Wynd Car Park	95	Short stay charged
KIRKCALDY	Coal Wynd Car Park	68	Long stay charged
KIRKCALDY	Esplanade 'A' - Opp. Ambassadeur	81	Long stay charged
KIRKCALDY	Esplanade 'B' - Opp. Volunteers Green	77	Long stay charged
KIRKCALDY	Nicol Street Car Park	63	Long stay charged
			<i>Cont.</i>

KIRKCALDY	St. James Church	13	Long stay charged
KIRKCALDY	Esplanade Multi Car Park	378	Multi -storey
KIRKCALDY	Thistle Multi (CLOSED)	136	Multi -storey
<b>Town</b>	<b>ON-STREET CHARGED LOCATION</b>	<b>Capacity (No of spaces)</b>	<b>free/ charged</b>
KIRKCALDY	High Street	8	Short stay charged
KIRKCALDY	Whytecauseway	20	Short stay charged
KIRKCALDY	Hunter Street (entire length)	36	Short stay charged
KIRKCALDY	Esplanade Service Road	54	Short stay charged
<b>PARKING TARIFFS</b>			
Off-Street (short-stay) 0-1hr £1.10, 1-2hrs £1.70, 2-3hrs £2.20			
Off-Street (long-stay) 0-2hrs £1.10, 2-4hrs £2.20, 4hrs+ £3.80			
Off-street (MSCP) 0-1hr £1.10, 1-2hrs £1.70, 2-3hrs £2.20, 3-4hrs £2.70, 4hrs+ £3.80			
On-Street (short-stay) 0-30mins 60p, 30mins – 1hr £1.10, 1-2hrs £2.20			

## Appendix 2: Car Parking occupancy in Key Locations

Note: tables below show annual average parking occupancy levels

City of Dunfermline	2018/19	2019/20	2020/21	2021/22	2022/23
Off-Street Fee Paying	71%	70%	47%	60%	64%
Off-Street Uncharged	63%	67%	36%	46%	51%
ONS Fee Paying	69%	66%	71%	71%	77%
<b>Combined Total</b>	<b>67%</b>	<b>69%</b>	<b>43%</b>	<b>54%</b>	<b>58%</b>

Kirkcaldy	2018/19	2019/20	2020/21	2021/22	2022/23
Off-Street Fee Paying	27%	23%	20%	18%	20%
Off-Street Uncharged	85%	78%	18%	39%	51%
ONS Fee Paying	61%	64%	68%	71%	68%
<b>Combined Total</b>	<b>47%</b>	<b>43%</b>	<b>21%</b>	<b>27%</b>	<b>33%</b>

St. Andrews	2018/19	2019/20	2020/21	2021/22	2022/23
Off-Street Fee Paying (Sub-Total)	79%	73%	38%	64%	59%
Off-Street Uncharged (Sub-Total)	94%	93%	46%	76%	89%
ONS Fee Paying (Sub-Total)	82%	79%	65%	81%	84%
<b>Combined Total</b>	<b>85%</b>	<b>82%</b>	<b>50%</b>	<b>74%</b>	<b>78%</b>

Cupar	2018/19	2019/20	2020/21	2021/22	2022/23
Off-Street Fee Paying	40%	39%	31%	35%	37%
Off-Street Uncharged	68%	63%	37%	44%	48%

Leuchars Railway Station	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Total</b>	<b>59.33%</b>	<b>89.82%</b>	<b>9.58%</b>	<b>38.32%</b>	<b>58.08%</b>

Ferrytoll Park & Ride	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Total</b>	<b>64%</b>	<b>70%</b>	<b>10%</b>	<b>20%</b>	<b>45%</b>

Halbeath Park & Ride	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Total</b>	<b>60%</b>	<b>64%</b>	<b>14%</b>	<b>17%</b>	<b>46%</b>

## Appendix 3: Parking Income per Area Committee (2019/20 to 2022/23)

### 2022/23

COMMITTEE AREA	TOTAL INCOME	ON-STREET INCOME	OFF-STREET INCOME	PCN INCOME	RESIDENT PERMIT & SEASON TICKETS	OTHER INCOME
SW FIFE AREA	£44,343	£0	£14,850	£29,492	£0	
CITY OF DUNFERMLINE	£924,522	£84,675	£673,107	£154,738	£12,003	
COWDENBEATH	£12,679	£0	£0	£12,679	£0	
KIRKCALDY	£611,611	£97,048	£334,798	£179,765	£1,765	
LEVENMOUTH	£7,111	£0	£0	£7,111	£0	
GLENROTHES	£6,505	£0	£0	£6,505	£0	
NE FIFE	£1,131,584	£613,121	£335,961	£160,967	£21,535	
<b>TOTAL INCOME</b>	<b>£3,187,554</b>	<b>£794,844</b>	<b>£1,358,716</b>	<b>£551,256</b>	<b>£35,303</b>	<b>£447,434</b>
<b>INCOME BUDGET</b>	<b>£3,632,041</b>					
VARIATION	-£444,487	UNDER-ACHIEVED INCOME				

### 2021/22

COMMITTEE AREA	TOTAL INCOME	ON-STREET INCOME	OFF-STREET INCOME	PCN	RESIDENT PERMIT & SEASON TICKETS	OTHER INCOME
SW FIFE AREA	£15,562	£0	£5,318	£10,244	£0	
CITY OF DUNFERMLINE	£786,170	£68,109	£600,620	£110,981	£6,460	
COWDENBEATH	£6,830	£0	£0	£6,830	£0	
KIRKCALDY	£456,687	£65,786	£279,919	£110,981	£0	
LEVENMOUTH	£6,830	£0	£0	£6,830	£0	
GLENROTHES	£3,415	£0	£0	£3,415	£0	
NE FIFE	£948,010	£553,351	£303,210	£92,200	£9,250	
<b>TOTAL INCOME</b>	<b>£2,681,362</b>	<b>£687,246</b>	<b>£1,189,067</b>	<b>£341,480</b>	<b>£15,710</b>	<b>£463,569</b>
<b>INCOME BUDGET</b>	<b>£3,906,041</b>					
VARIATION	-£1,224,679	UNDER-ACHIEVED INCOME				

## 2020/21

COMMITTEE AREA	TOTAL INCOME	ON-STREET INCOME	OFF-STREET INCOME	PCN	RESIDENT PERMIT & SEASON TICKETS	OTHER INCOME
SW FIFE AREA	£8,267	£0	£960	£7,307	£0	
CITY OF DUNFERMLINE	£408,437	£26,048	£287,231	£92,557	£2,600	
COWDENBEATH	£4,871	£0	£0	£4,871	£0	
KIRKCALDY	£222,135	£30,379	£116,248	£75,507	£0	
LEVENMOUTH	£4,871	£0	£0	£4,871	£0	
GLENROTHES	£2,436	£0	£0	£2,436	£0	
NE FIFE	£407,027	£254,097	£92,858	£56,022	£4,050	
<b>TOTAL INCOME</b>	<b>£1,547,883</b>	<b>£310,525</b>	<b>£497,298</b>	<b>£243,572</b>	<b>£6,650</b>	<b>£496,488</b>
<b>INCOME BUDGET</b>	<b>£3,936,041</b>					
VARIATION	-£2,388,158	UNDER-ACHIEVED INCOME				

## 2019/20

COMMITTEE AREA	TOTAL INCOME FROM PARKING (1-4)	ON-STREET INCOME	OFF-STREET INCOME	PCN	RESIDENT PERMIT & SEASON TICKETS	OTHER INCOME
SW FIFE AREA	£44,689	£0	£19,793	£24,896	£0	
CITY OF DUNFERMLINE	£1,053,593	£83,583	£830,624	£139,386	£6,400	
COWDENBEATH	£9,937	£0	£0	£9,937	£0	
KIRKCALDY	£735,018	£92,236	£491,158	£151,624	£1,000	
LEVENMOUTH	£9,048	£0	£0	£9,048	£0	
GLENROTHES	£15,691	£0	£0	£15,691	£0	
NE FIFE	£1,469,287	£865,473	£431,373	£172,441	£10,300	
<b>TOTAL INCOME</b>	<b>£3,840,821</b>	<b>£1,041,292</b>	<b>£1,772,948</b>	<b>£523,023</b>	<b>£17,700</b>	<b>£485,858</b>
<b>INCOME BUDGET</b>	<b>£3,846,041</b>					
VARIATION	-£5,220	UNDER-ACHIEVED INCOME				

23 January 2024

Agenda Item No. 8

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## Environment, Transportation & Climate Change Scrutiny Committee Workplan

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**Report by:** Eileen Rowand, Executive Director Finance & Corporate Services

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**Wards Affected:** All

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### Purpose

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This report supports the Committee's consideration of the workplan for future meetings of the Committee.

### Recommendation(s)

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It is recommended that the Committee review the workplan and that members come forward with suggestions for areas of scrutiny.

### Resource Implications

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Committee should consider the resource implication for Council staff of any request for future reports.

### Legal & Risk Implications

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Committee should consider seeking inclusion of future items on the workplan by prioritising those which have the biggest impact and those which seek to deal with the highest level of risk.

### Impact Assessment

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None required for this paper.

### Consultation

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The purpose of the paper is to support the Committee's discussion and therefore no consultation is necessary.



## **1.0 Background**

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- 1.1 Each Scrutiny Committee operates a workplan which contains items which fall under three broad headings: performance reporting, planning; and improvement work. These items will often lead to reactive rather than proactive scrutiny. Discussion on the workplan agenda item will afford members the opportunity to shape, as a committee, the agenda with future items of business it wishes to review in more detail.

## **2.0 Conclusions**

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- 2.1 The current workplan is included as Appendix 1 and should be reviewed by the committee to help inform scrutiny activity.

### **List of Appendices**

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1. Workplan

### **Background Papers**

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

None

### **Report Contact**

Helena Couperwhite  
Committee Services Manager  
Telephone: 03451 555555 Ext. No. 441096  
Email- [helena.couperwhite@fife.gov.uk](mailto:helena.couperwhite@fife.gov.uk)

## Environment, Transportation and Climate Change Scrutiny Committee

Forward Work Programme as of 28/12/2023 1/4

<b>Environment, Transportation and Climate Change Scrutiny Committee of 19 March 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Helena Couperwhite	
Strategy for Dealing with Flash Flooding	Roads & Transportation	Rick Haynes	Requested at meeting 20 June 2023.
Mossmorran Annual Report		Nigel Kerr	

<b>Environment, Transportation and Climate Change Scrutiny Committee of 28 May 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Helena Couperwhite	
Active Travel Strategy	Roads & Transportation	Susan Keenlyside, Allan Maclean	Active Travel Strategy development and Scrutiny is likely to be approximately 12 months. Email from John Mitchell 10/4/23. Email from Susan Keenlyside - aim for May 2024 meeting. 29/5/23.
Bulky Uplifts Free of Charge Service - Update Report	Environment & Building Operations (AT&E)	John Rodigan	Agreed at meeting on 20/6/23 (para. 44) - update report in 12 months.
Scotrail - Unplanned changes to ticket office opening hours in Fife.			
Service Delivery Plan for Environmental Health (Food & Workplace Safety)		Lisa Mccann	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Mossmorran & Braefoot Bay Community and Safety Committee - Annual Report	Protective Services	Nigel Kerr	Decision at meeting 17/9/20. Moved to November provisionally - waiting for confirmation from Nigel after Liaison Cttee meets in June. Moved to February as outcome from recent Community Workshops still not available which will inform these reports in due course. Email from Nigel 14/10/21. Nigel advised Annual Report will not be ready for February. 22/10/21. Nigel advised move to Jan 2023. 26/8/22. Moved to April at request of Nigel 6/12/22. Moved to June as Nigel still waiting on information from outside bodies. 17/1/23. Moved to September at Nigel's request. 22/5/23. Nigel advised that report going to Cabinet on 29/6 and will recommend no annual report. Will confirm once agreed for removal from this programme. Email 29/5/23. Removed for WP for meeting 20 June.
Kinnessburn, St Andrews Flood Study Update	Roads & Transportation	Michael Anderson, Rick Haynes	Email from Ross Speirs 2/7/21. Moved to 18 Nov - awaiting information on revised finance model from COSLA/SG. Email from Ross 3/8/21. Moved to February - no report yet as SG are still

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			reviewing all possible outcomes. Email from Ross 19/10/21.
Scotland's Proposed Deposit Return Scheme (Including Recycling Points Review)	Enterprise and Environment	Ross Spalding	Date to be confirmed once Scottish Government appoint Scheme Administrator - earliest likely to be May. Email from Ross Spalding 8/1/21. Moved to May as advised by Keith 23/3/21 Ken advised DRS review now July so likely report Oct time. 8/4/21 Include Recycling Points Review. Ross advised DRS scheme administrator has not announced plans and therefore a report at this time (November) would not be useful or provide any further information. Email 19/10/21. Ross advised scheme start delayed to August 2023 so no report until at least summer 2022 or when scheme administrator outlines plans. 24/1/22. Ross advised May 2023 at the earliest. 21/12/22. Ross advised Scheme delayed until UK wide scheme introduced in 2025 so no report until early 2025. 3/8/23.
Management of Vacant Buildings - Report on Internal Audit Findings/Improvement Actions	Enterprise and Environment	Michael Ogorman	As agreed at the previous meeting on 31.01.23 - Para. 32.(2) refers - date to be advised. Report on audit went to Standards and Audit Committee

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			meeting on 2nd March. Report submitted to 12/9/23 committee. To be scheduled as an annual report approx September 2024.
Waste Management, inc. bulky uplifts and Deposit Return Scheme	Assets, Transportation and Environment		Suggested by Convener at agenda-planning meeting on 4/4/23. Removed from WP for 20 June meeting.
Provisional Item - Summer 2023 Water Shortages			Suggested by Cllr Hoggan-Radu at meeting 20/6/23. To cover any water shortage issues over the summer and the success of back up plans to deal with this. Ken Gourlay to discuss with Mike Enston the best way to take this forward. Possible joint workshop with FECS Scrutiny suggested.
For Information/reminder only - Briefing Note on Free Bulky Uplift Service to be issued to ET&CC Scrutiny members		John Rodigan	Agreed at meeting on 20/6/23 (para. 44) - Briefing note to be issued to members in 6 months (Dec 2023?).
Member Led Task & Finish Group - Long Term Reduction in School Crossing Staff		Tariq Ditta	