This meeting will be held remotely.



Wednesday, 7 September, 2022 - 9.30 a.m.

# <u>AGENDA</u>

|     |   | Page Nos. |
|-----|---|-----------|
| 1.  | APOLOGIES FOR ABSENCE   |           |
| 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 31 May 2022.   | 3 - 4     |
| 4.  | <b>APPOINTMENTS TO EXTERNAL ORGANISATIONS</b> – Report by the Head of Legal and Democratic Services   | 5 - 9     |
| 5.  | PROPOSED WAITING PROHIBITION – RUMDEWAN TERRACE AND HAUGHFIELD TERRACE, KETTLEBRIDGE – Report by the Executive Director, Enterprise & Environment   | 10 - 12   |
| 6.  | PROPOSED WAITING PROHIBITION – HIGH STREET AND PARLIAMENT PLACE, AUCHTERMUCHTY – Report by the Executive Director, Enterprise & Environment   | 13 - 15   |
| 7.  | PROPOSED WAITING PROHIBITION – JAMES STREET AND LARGO ROAD, ST ANDREWS – Report by the Executive Director, Enterprise & Environment   | 16 - 18   |
| 8.  | PROPOSED WAITING PROHIBITION – GLEBE PLACE AND QUEEN STREET, TAYPORT – Report by the Executive Director, Enterprise & Environment   | 19 - 21   |
| 9.  | HIGH ROAD AND BONFIELD PARK – 20MPH SPEED LIMIT – Report by the Executive Director, Enterprise & Environment  | 22 - 24   |
| 10. | A917 (ANSTRUTHER ROAD, HIGH STREET AND ST ANDREWS ROAD), CRAIL – 20MPH EXPERIMENTAL TRAFFIC REGULATION ORDER (ETRO) – Report by the Executive Director, Enterprise & Environment  | 25 - 29   |
| 11. | STREET NAMING AND NUMBERING CONSULTATION – SITE WEST OF CHURCH STREET, LADYBANK – Report by the Head of Business & Employability  | 30 - 33   |
| 12. | PUBLIC RIGHT OF WAY AND CORE PATH DIVERSION, WESTER PITSCOTTIE – Report by the Head of Communities and Neighbourhoods   | 34 - 38   |
| 13. | AREA ROADS PROGRAMME 2021/2022 - FINAL REPORT – Report by the Executive Director, Enterprise & Environment  | 39 - 46   |

| 14. | APPLICATION FOR FUNDING FROM CRAIL COMMON GOOD FUND – REWILDING KILMINNING – Report by the Head of Communities and Neighbourhoods | 47 - 51 |
|-----|---|---------|
| 15. | NORTH EAST FIFE AREA ANTI-POVERTY FUND – Report by the Head of Communities and Neighbourhoods                                     | 52 - 70 |
| 16. | AREA HOUSING PLAN UPDATE – Report by the Head of Housing Services   | 71 - 79 |
| 17. | <b>PROPERTY TRANSACTIONS</b> – Report by the Senior Manager - Property Services   | 80 - 81 |
| 18. | NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME   | 82 - 85 |

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

31 August, 2022

If telephoning, please ask for:

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#### 2022 NEFAC 1

## THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE - REMOTE MEETING

31st May, 2022 11.00 a.m. – 11.10 a.m.

**PRESENT:** Councillors John Caffrey, Al Clark, Fiona Corps, Sean Dillon,

Alycia Hayes, Stefan Hoggan-Radu, Gary Holt, Margaret Kennedy, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid, Jonny Tepp and Ann Verner.

ATTENDING: Donald Grant, Community Manager (North East Fife), Communities &

Neighbourhoods and Elizabeth Mair, Committee Officer, Legal &

Democratic Services.

## 1. MEMBERSHIP OF COMMITTEE

There was submitted a list of members of the North East Fife Area Committee elected to serve at the elections held on 5th May, 2022.

# **Decision**

The Committee noted the membership as detailed on the agenda.

### 2. APPOINTMENT OF CONVENER

Councillor Allan Knox, seconded by Councillor Gary Holt, proposed that Councillor Jonny Tepp be appointed as Convener of the North East Fife Area Committee.

#### Decision

There being no other nominations, Councillor Jonny Tepp was duly appointed Convener of the North East Fife Area Committee and took the Chair.

### 3. APPOINTMENT OF DEPUTE CONVENER

# **Motion**

Councillor Allan Knox, seconded by Councillor Gary Holt, moved that Councillor Jane Ann Liston be appointed as Depute Convener.

# **Amendment**

Councillor Stefan Hoggan-Radu, seconded by Councillor Louise Kennedy-Dalby, moved that Councillor Ann Verner be appointed as Depute Convener.

### Roll Call

For the Motion - 11 votes

Councillors Caffrey, Clark, Corps, Dillon, Holt, Kennedy, Knox, Lawson, Liston, Lothian and Tepp.

For/

# 2022 NEFAC 2

# For the Amendment - 5 votes

Councillors Hayes, Hoggan-Radu, Kennedy-Dalby, MacDiarmid and Verner.

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

# **Decision**

Councillor Jane Ann Liston was appointed Depute Convener of the North East Fife Area Committee.

-----

7 September, 2022.

Agenda Item No. 4



# **Appointments to External Organisations**

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

Wards Affected: 16 - 20

# **Purpose**

The purpose of this report is to ask the Area Committee to agree member representation on those external organisations detailed in Appendix 1.

# Recommendation(s)

The Committee is asked to agree member appointments to the organisations detailed in the Appendix 1 to this report.

# **Resource Implications**

There are no direct resource implications arising from this report.

# **Legal & Risk Implications**

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

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

## **Impact Assessment**

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

## Consultation

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

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

# 2.0 Current position

2.1 Members are asked to consider the list of external organisations as set out in Appendix 1 and agree the members nominated to each of the organisations listed.

# **List of Appendices**

1. External organisations requiring Member appointment in North East Fife Area.

# **Report Contact**

Elizabeth Mair
Committee Officer
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# Appendix 1.

# **External Organisations Requiring Member Appointment from the North East Fife Area Committee**

| External   | Main Functions / Purpose of   | Ward(s) | No of Members to   |
|--|---|---------|--|
| Organisation   | Organisation  | 00      | be Appointed   |
| Bruce Charitable<br>Trust                              | To provide financial assistance to individuals and groups residing within Cupar Ward.   | 20      | 1  |
| Castle Furniture Project Management Committee          | To provide free and discounted furniture via a referral system, to work with those furthest from the job market such as prison, probation service and those suffering from mental health.   | 16 - 20 | 1  |
| Cupar & North Fife<br>Local Tourist<br>Association     | Local Area Group set up to deliver local tourism activities. Its Chair reports to the Fife Tourism Partnership.   | 20      | 1  |
| Cupar<br>YMCA/YWCA<br>Management<br>Committee          | Voluntary organisation with community centre facility, delivering a full programme of activities in youth work, adult learning, and community development. Links into the priorities in the Fife Community Plan and Local Community Plan.   | 20      | 1  |
| Dr Sloan's Trust                                       | To use assets and income for charitable purposes in the St Andrews area.  | 18      | 1  |
| East Fife Sports<br>Council                            | To see more people participating in sport and physical recreation and thereby enjoying its benefits. Provides advice and support for the development of all sports, competitions and other events. Also assists in the formation of sports clubs where none exist or where existing clubs are unable to fulfil current needs. | 16 - 20 | 1  |
| East Neuk Centre<br>Trust                              | To manage four community halls and work with Community Learning & Development to deliver aims with a Service Level Agreement.   | 19      | 1  |
| East Neuk Local Tourist Association                    | Local Area Group set up to develop<br>and deliver local tourism projects. The<br>Chair reports to the Fife Tourism<br>Partnership.  | 19      | 1  |
| Eden Estuary Local<br>Nature Reserve<br>Advisory Group | To provide information and advice to Fife Council on the management of the Reserve; help to maintain and improve the nature, conservation, recreation, physical structure and human value of the Reserve; monitor and encourage the Countryside Ranger to undertake and monitor the operational objectives for the Reserve.   | 16 - 20 | 3 (One member from Ward 18, one member from Ward 19 and one other member of the North East Fife Area Committee). |

| Elie Sea Box<br>Society             | To provide financial support to the widows and children of the Seamen of Elie.  | 19 | 1 (This Trust is in<br>the process of<br>being wound up<br>but a member is<br>required until this is<br>completed). |
|-------------------------------------|---|----|---|
| Fleming Bequest                     | The principal objective is to benefit the poor, aged, infirm and distressed persons living in the Parishes of St Andrews and St Leonards.   | 18 | 1   |
| Gibson<br>Mortification/Trust       | To provide care services for the elderly and those with social, physical and other needs. The Trust furthers its purpose by the operation of a residential care home known as Gibson House, Argyle Street, St Andrews. Note: This Trust is in the process of winding up and the appointment will be short term. | 18 | 2   |
| Madras College<br>Endowment Trust   | Provides funding for bursaries, travel grants and special situation support for pupils of Madras College.   | 18 | 3   |
| Murray Library<br>Trust             | To return the Murray Library to active use for the social and educational benefit of the community, to support educational and recreational activities and projects.  | 19 | 3   |
| Paton Trust                         | To provide suitable/affordable accommodation to retired Medical Practitioners, retired clergy, retired ministers of the Church of Scotland. All Trust Property located in St Andrews.   | 18 | 1   |
| Provost Tulloch<br>1973 Trust       | Annual income distributed to the Management Committee of the Cosmos Centre, St Andrews and other organisations constituted for the benefit of the youth of St Andrews and district.   | 18 | 1   |
| Scottish Fisheries<br>Museum        | Independent charitable trust and national museum telling the story of the Scottish fishing industry and its people from the earliest times, progressing into the future, and addressing issues faced by the fishing industry and the environment.   | 19 | 1   |
| St. Andrews BID<br>Management Board | To enable local businesses to decide and direct improvements for their area to benefit the local economy and trade  | 18 | 2   |
| St Andrews Botanic<br>Garden Trust  | To promote and advance the education of the community in the knowledge of botany, horticulture, the environment and other subjects related to the work of St Andrews Botanic Gardens.   | 18 | 2   |

| St Andrews<br>Community Trust                                       | To support local community projects that meet one or more of our objectives, including focus on the community, education, environment, heritage, health and supporting those in need.   | 18      | 1 (appointment is for a 3 year term. Cannot be on the Links Trust or the Links Management Committee. Must be a St Andrews Ward Councillor). |
|---|---|---------|---|
| St Andrews Harbour<br>Trust   | To improve and promote St Andrews Harbour and its surrounding area to the benefit of residents, visitors and the local community.   | 18      | 1   |
| St. Andrews Local<br>Tourism Association<br>(Tourism St<br>Andrews) | Local Area Group set up to develop<br>and deliver local tourism projects. The<br>Chair reports to the Fife Tourism<br>Partnership.  | 18      | 1   |
| St Andrews Welfare<br>Trust   | Trust Income is to be used to provide the following to people resident in or near St Andrews: - Financial assistance towards sickness and convalescence expenses, financial assistance to elderly persons in special circumstances, contributions towards the funds of nursing, medical and casualty organisations, financial assistance for young persons in special circumstances of need. The Trust provides such assistance by way of numerous grants to individuals and appropriate local organisations throughout the year. | 18      | 2   |
| St. Monans<br>Community Trust                                       | To support local groups and to facilitate fundraising ventures when appropriate.  | 19      | 1   |
| Tay and Earn Trust  | The aim of the Tay and Earn Trust is "to preserve the past and promote the future" through: Conservation, regeneration and improvement of the environment, flora and fauna of the Tay and Earn river systems.  Preservation of the heritage and culture and to support the development of traditional skills along with renewable energy and sustainable resources. Development and provision of recreational and social facilities.  | 16 - 20 | 1   |
| Walker Trust  | Trust owns and lets 5 properties in Falkland for sheltered housing.   | 16      | 2   |

7<sup>th</sup> September 2022

Agenda Item No. 5



# Proposed Waiting Prohibition – Rumdewan Terrace and Haughfield Terrace, Kettlebridge

Report by: Ken Gourlay, Executive Director – Enterprise and Environment

Wards Affected: Ward 16 – Howe Of Fife & Tay Coast

# **Purpose**

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a "No Waiting at Any Time" prohibition on the junctions of Rumdewan Terrace with Back Park and Haughfield Terrace, Kettlebridge.

# Recommendation(s)

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

- agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/48 (Appendix 1) with all ancillary procedures; and
- 2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

# **Resource Implications**

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,200, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

## **Legal & Risk Implications**

There are no known legal or risk implications.

# **Impact Assessment**

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

### Consultation

The local Ward Councillors, Parking Management team, Police Scotland and Kettle Community Council have been advised.

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

- 1.1 Rumdewan Terrace is part of the C20 that gives access between Kettlebridge and Kingskettle.
- 1.2 Haughfield Terrace is a narrow residential road that provides on street parking to many residents and a footpath access to the recreation ground.

# 2.0 Issues and Options

- 2.1 Parking on Rumdewan Terrace occurs on both sides of the road. Indiscriminate parking causes congestion on football match days when Kettle United play at the nearby Kettle Park. There have been instances when buses were unable to get through due to the parking as there are no passing places available, thus creating standstill traffic.
- 2.2 In order to reinforce Highway Code Rule 243 (Do not stop or park within 10m or opposite a junction) it is proposed to provide "No Waiting At Any Time" double yellow line restrictions as shown in drawing no. TRO/22/48 around the junction of Rumdewan Terrace with Haughfield Terrace to create a passing place for traffic to tuck in and give way to oncoming traffic and Back Park to keep the junction clear.

# 3.0 Conclusions

3.1 In the interests of road safety, it is recommended that a TRO is promoted to introduce a "No Waiting at Any Time" prohibition on Haughfield Terrace and Rumdewan Terrace as detailed in drawing number TRO/22/48.

# **List of Appendices**

1. Drawing No. TRO/22/48

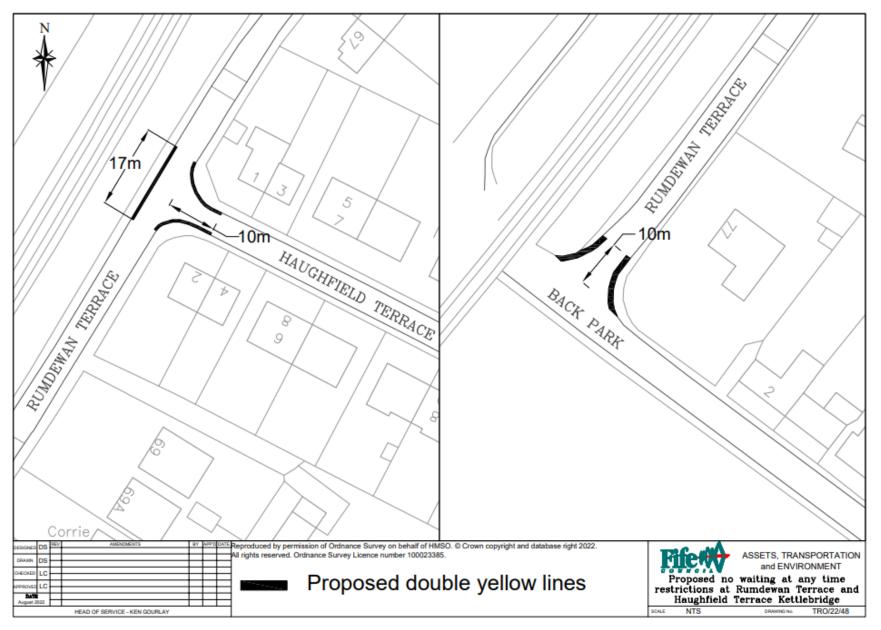
# **Background Papers**

1. None

# **Report Contact**

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# **Appendix 1**



7<sup>th</sup> September 2022 Agenda Item No. 6



# Proposed Waiting Prohibition – High Street and Parliament Place, Auchtermuchty

**Report by:** Ken Gourlay, Executive Director – Enterprise and Environment

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

# **Purpose**

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a "No Waiting at Any Time" prohibition on the junction between High Street and Parliament Place, Auchtermuchty.

# Recommendation(s)

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

- agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the prohibition detailed in drawing no. TRO/22/46 (Appendix 1) with all ancillary procedures; and
- 2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

## **Resource Implications**

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of new infrastructure. This will be met from approved Service budgets.

## **Legal & Risk Implications**

There are no known legal or risk implications.

# **Impact Assessment**

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

### Consultation

The local Ward Councillors, Parking Management team, Police Scotland and Auchtermuchty and Strathmiglo Community Council have been advised.

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

- 1.1 Parliament Place is a narrow one-way street which gives access to High Street and surrounding residential/commercial properties.
- 1.2 There is a popular Chinese takeaway at this location which attracts many customers.
- 1.3 Delivery vehicles require the use of these roads to make deliveries to local businesses.

# 2.0 Issues and Options

- 2.1 Representations have been received that vehicles are parking at the junction between Parliament Place and High Street causing a visibility hazard for vehicles exiting Parliament Place.
- 2.2 Although there is parking provision provided on High Street next to the telephone box there is continual parking on the junction between High Street and Parliament Place.
- 2.3 It is therefore proposed to introduce a "No waiting at any time" (double yellow line) prohibition as per attached drawing. This will maintain traffic flow and improve road safety at this junction.

# 3.0 Conclusions

3.1 It is considered, in the interests of road safety and to maintain traffic flow, that these traffic restrictions be promoted.

# **List of Appendices**

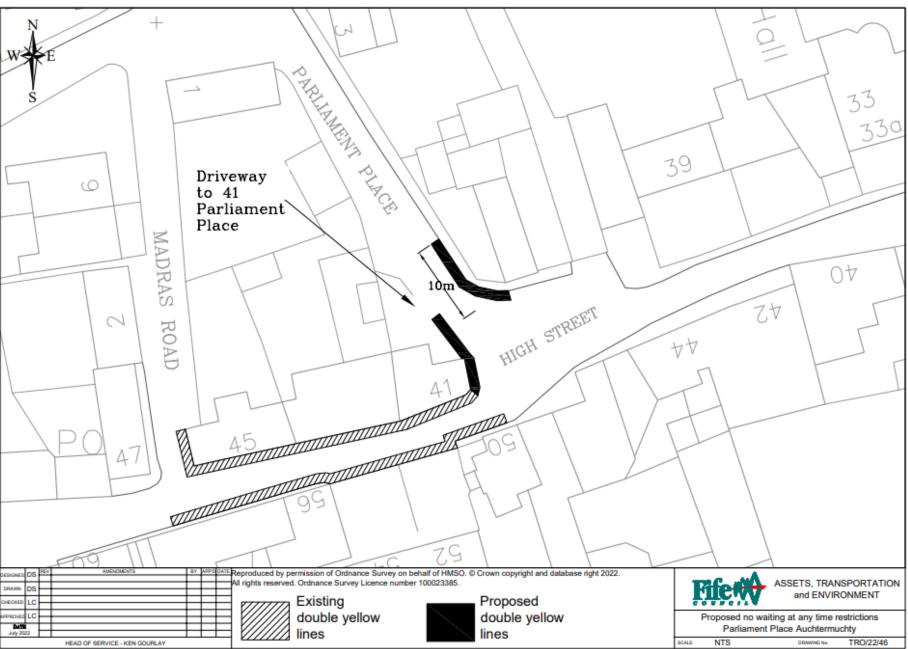
1. Drawing Nos. TRO/22/46

## **Background Papers - None**

## **Report Contact**

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Appendix 1



7<sup>th</sup> September 2022

Agenda Item No. 7



# Proposed Waiting Prohibition – James Street and Largo Road, St Andrews

**Report by:** Ken Gourlay, Executive Director – Enterprise and Environment

Wards Affected: Ward 18 – St Andrews

# **Purpose**

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a "No Waiting at Any Time" prohibition on the junction of James Street and Largo Road, St Andrews.

# Recommendation(s)

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

- 1. agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/47 with all ancillary procedures; and
- 2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

#### **Resource Implications**

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of new infrastructure. This will be met from approved Service budgets.

# **Legal & Risk Implications**

There are no known legal or risk implications.

#### **Impact Assessment**

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

# Consultation

The local Ward Councillors, Parking Management team, Police Scotland and St Andrews Community Council have been advised.

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

- 1.1 James Street gives access to Bassaguard Business Park, St Andrews Botanic Garden depot and many residential properties from the heavily trafficked A915, Largo Road.
- 1.2 It also accommodates on street parking for residents on both sides as many properties do not have off street parking facilities.

# 2.0 Issues and Options

- 2.1 Large vehicles often require the use of this road to make deliveries to the business park.
- 2.2 Local residents have raised concerns about vehicles parking on the junction of James Street and Largo Road which can be obstructive for pedestrians crossing the road and vehicles accessing James Street.
- 2.3 In order to reinforce Highway Code Rule 243 (Do not stop or park within 10m or opposite a junction) it is proposed to provide "No Waiting At Any Time", double yellow line restrictions around the junction as shown in drawing no. TRO/22/47.
- 2.4 As there are already waiting restrictions in this area, enforcement will be possible as part of the normal patrol beat of the Parking Attendants.

# 3.0 Conclusions

3.1 It is considered, in the interests of road safety and to maintain traffic flow, that these traffic restrictions be promoted.

# **List of Appendices**

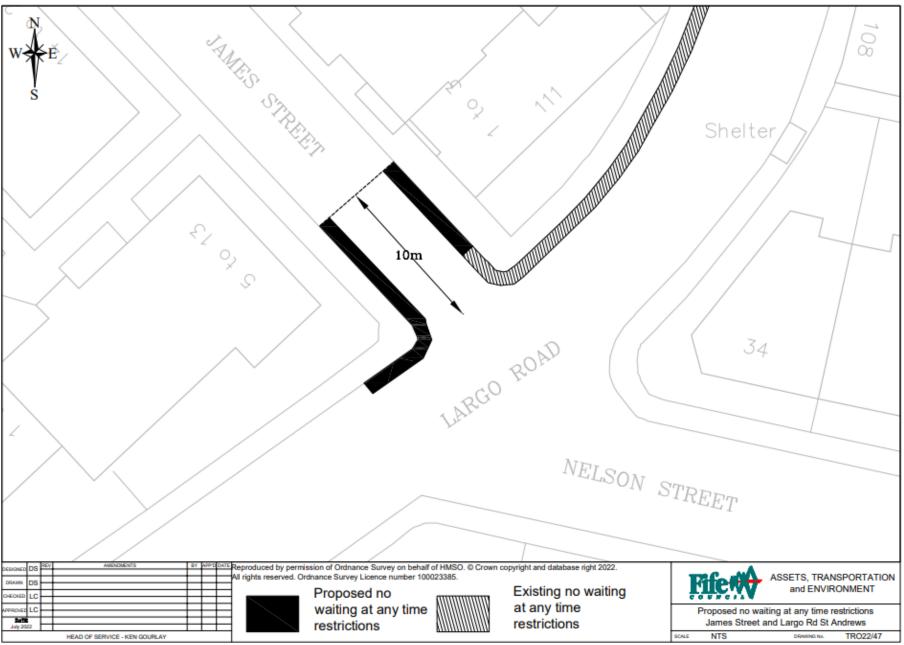
1. Drawing Nos. TRO/22/47

## **Background Papers - None**

# **Report Contact**

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# Appendix 1



7th September 2022 Agenda Item No. 8



# Proposed Waiting Prohibition – Glebe Place and Queen Street, Tayport

**Report by:** Ken Gourlay, Executive Director – Enterprise and Environment

Wards Affected: Ward 17 – Tay Bridgehead

# **Purpose**

The purpose of this report is to allow the North Fife Area Committee to consider proposals to introduce a "No Waiting at Any Time" prohibition on the junction of Glebe Place and Queen Street, Tayport.

# Recommendation(s)

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

- agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the prohibition detailed in drawing no. TRO/22/45 (Appendix 1) with all ancillary procedures; and
- 2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

#### **Resource Implications**

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of new infrastructure. This will be met from approved Service budgets.

# Legal & Risk Implications

There are no known legal or risk implications.

# **Impact Assessment**

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

#### Consultation

The local Ward Councillors, Parking Management team, Police Scotland and Tayport Ferryport-on-Craig Community Council have been advised.

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

- 1.1 Glebe Place is a short and narrow cul-de-sac which gives access to 12 properties.
- 1.2 There is a taxi company operating from this street which adds to the number of vehicles here.
- 1.3 There is a bus stop on Queen Street immediately to the left when exiting Glebe Place.

# 2.0 Issues and Options

- 2.1 Local residents have raised concerns about vehicles parking on the junction of Glebe Place and Queen Street which block sightlines when emerging from this junction and is contrary to the Highway Code.
- 2.2 In order to reinforce Highway Code Rule 243 (Do not stop or park within 10m or opposite a junction) it is proposed to provide "No Waiting At Any Time", double yellow line restrictions around the junction as shown in drawing no. TRO/22/45.
- 2.3 As there are already waiting restrictions in this area, enforcement will be possible as part of the normal patrol beat of the Parking Attendants.

# 3.0 Conclusions

3.1 It is considered, in the interests of road safety and to maintain traffic flow, that these traffic restrictions be promoted.

# **List of Appendices**

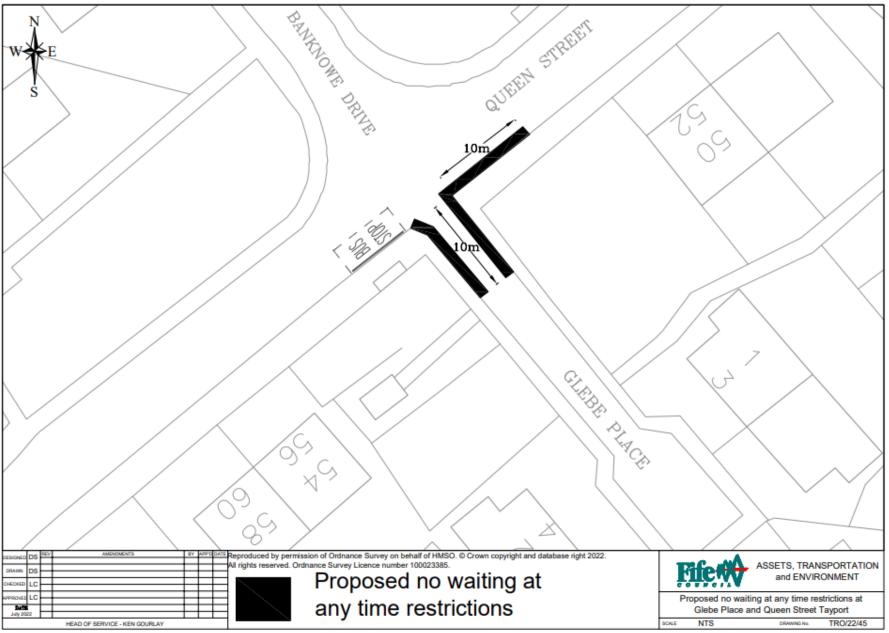
1. Drawing Nos. TRO/22/45

# **Background Papers - None**

# **Report Contact**

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# Appendix 1



7<sup>th</sup> September 2022

Agenda Item No. 9



# High Road and Bonfield Park – 20mph speed limit

**Report by:** Ken Gourlay, Executive Director – Enterprise and Environment

Wards Affected: Ward 18 – St Andrews

# **Purpose**

The purpose of this report is to allow the Area Committee to consider proposals for the extension of the 20mph speed limit on High Road, Strathkinness and the introduction of a 20mph speed limit in the new residential development adjoining Bonfield Park.

# Recommendation(s)

It is recommended, in the interests of road safety, that Committee agrees to the promotion of a Traffic Regulation Order (TRO) to extend the existing 20mph speed limit on High Road and include the new adjoining residential roads within this TRO.

# **Resource Implications**

The cost to formally promote this TRO will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. Delivery of the new infrastructure will be the responsibility of the developer.

## Legal & Risk Implications

There are no known legal or risk implications.

# **Impact Assessment**

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

#### Consultation

The local Ward Councillors, Police Scotland and Strathkinness Community Council have been advised.

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

- 1.1 In December 2021 approval was granted for planning application 20/00542/RCC. This was for a residential development on the land south of High Road, Strathkinness.
- 1.2 As part of this development, a new junction will be formed with the existing public road network to provide access/egress for pedestrian and vehicular traffic.
- 1.3 The length of High Road, Strathkinness involved is the U049 and is 20mph to the rural national speed limit gateway. The speed limit on the section where the new junction will be formed is currently national speed limit.
- 1.4 The new roads within the development are being constructed to national guidelines which recommend design speeds of 20mph for residential streets of this kind.

# 2.0 Issues and Options

- 2.1 As part of the planning application for this development it has been agreed that the westernmost 20mph/national speed limit gateway on High Road will be relocated approximately 230 metres further west of the existing Bonfield Park entrance.
- 2.2 This will cover the entire frontage of the new development on the U049 and accommodate the designed sightlines at the new junction.
- 2.3 Additionally, it is necessary to promote an amendment to the existing 20mph Traffic Regulation Order for Strathkinness to include the new residential roads.

# 3.0 Conclusions

3.1 In the interests of road management and safety, it is recommended that the section of the existing 20mph is extended and the new residential development included within the 20mph zone as shown on drawing number TRO/22/31.

# **List of Appendices**

1. Plan TRO22/31

# **Background Papers**

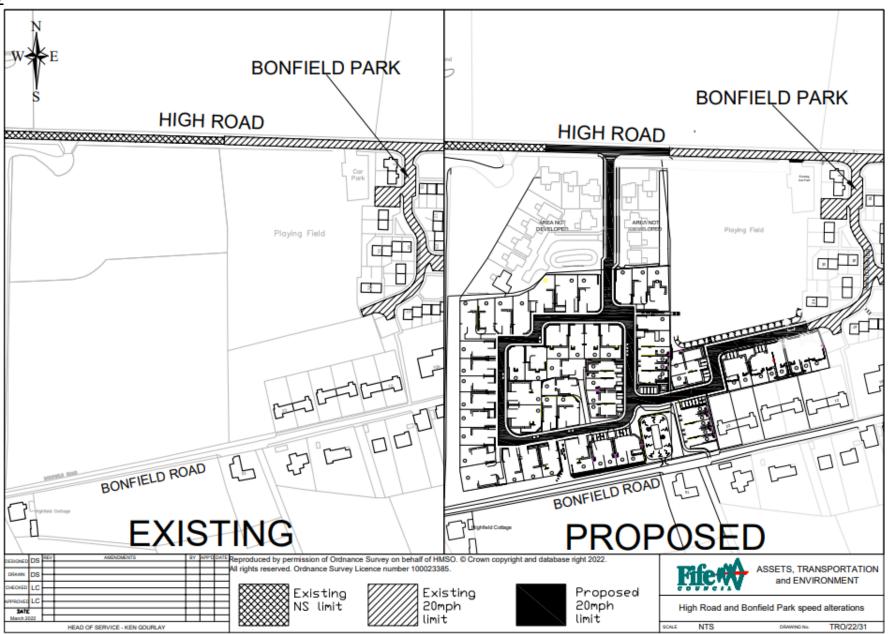
1. EqlA Summary Report

# **Report Contact**

Lesley Craig Lead Consultant, Traffic Management (North Fife) Roads and Transportation Services Bankhead Central 03451 55 55 55 Ext No 480082

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# Appendix 1



7<sup>th</sup> September 2022 Agenda Item No. 10



# A917 (Anstruther Road, High Street and St Andrews Road), Crail – 20mph Experimental Traffic Regulation Order (ETRO)

**Report by:** Ken Gourlay, Executive Director – Enterprise and Environment

Wards Affected: Ward 19 - East Neuk and Landward

# **Purpose**

The purpose of this report is to allow the North East Fife Area Committee to consider a proposal to introduce an experimental 20mph speed limit on the A917 (Anstruther Road, High Street and St Andrews Road), through Crail.

# Recommendation(s)

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

- 1. agrees to the promotion and confirmation of an Experimental Traffic Regulation Order (ETRO) to replace the existing 30mph speed limit on A917 (Anstruther Road, High Street and St Andrews Road), Crail with a 20mph limit for an experimental period of 18 months, as shown in drawings TRO22/50/Crail/Exist and TRO22/50/Crail/Prop (Appendix 1 and 2) with all ancillary procedures; and
- requires officers to provide a future report to this Committee providing further recommendations towards the conclusion of the ETRO period

# **Resource Implications**

The cost to formally promote this ETRO and deliver the associated traffic management works will be approximately £10,500 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

The cost of making the experimental 20mph speed limit permanent at the end of the ETRO will approximately be a further £5,500.

The cost of reverting back to the 30mph limit on expiration of the ETRO is estimated at approximately a further £3,500.

## **Legal & Risk Implications**

There are no known legal or risk implications.

This ETRO will trial the effectiveness of a 20mph speed limit on A class roads, which is something that the Scottish Government is actively investigating. Any proposals from the Scottish Government may impact this ETRO before the end of the 18 month period.

# **Impact Assessment**

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

#### Consultation

The local Ward Councillors and Police Scotland have been advised.

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

Consultation with the public will be carried out prior to the ETRO commencing and repeated during the ETRO period.

# 1.0 Background

- 1.1 During discussions with local elected members of the previous administration, Roads & Transportation Services was asked to consider 20mph speeds limits on A class roads; specifically the A917 through East Neuk Villages. Speed limits need to comply with national legislation, as well as balance road safety with travel times and, therefore, it was considered prudent to carry out a trial to quantify the benefits and disbenefits before progressing elsewhere.
- 1.2 The road proposed for the trial is the A917 through Crail (comprising Anstruther Road, High Street and St Andrews Road) and this is to be done by means of an Experimental Traffic Regulation Order (ETRO). An ETRO is a temporary traffic regulation order introduced with the aim of assessing effects and impacts on the ground over a maximum period of 18 months.
- 1.3 The process to make an ETRO is different from a TRO in that it can be introduced after a 7-day legal notice period. Objections to the order are possible within the first six months of the ETRO coming into force, and the ETRO may be amended at any time within the first 12 months. If the ETRO is modified, objections are possible again within the 6 months after the modification.
- 1.4 An ETRO can be followed by a permanent TRO if the monitoring and assessment produces positive results and feedback, provided that the experimental order has been in force for at least 6 months and has not been modified more than 12 months after it was made. Objections may be made to the making of a permanent TRO within the period of 6 months from the date on which the corresponding experimental order came into force.
- 1.5 If the ETRO is found not to produce positive results, it would expire after 18 months and the road would revert to the pre-ETRO situation.

# 2.0 Issues and Options

- 2.1 It is proposed that the 30mph speed limit on the A917 through Crail is replaced with a 20mph speed limit for an 18-month period.
- 2.2 Works required for the implementation of this ETRO involve replacing speed limit signage, including gateway signs, speed countdown signs, repeater speed limit signs and amending or switching off electronic signs. No vertical traffic calming measures are proposed at the start of the ETRO period.

- 2.3 The ETRO will be operational following a 7-day notice period and installation of the appropriate signs. An online consultation portal will be available for comments/ objections. Based on the results of this survey, amendments can be made to the scheme within the 18mponth period.
- 2.4 The effects of the ETRO will also be monitored via speed surveys as follows:
  - a survey will be taken prior to implementation
  - another survey will be taken 6 months after implementation
  - a final survey will be taken 12 months after implementation.
- 2.5 The results of the speed survey after 12 months will be taken as final measure of success. This to allow time for the proposal to be considered at Committee and go through the statutory TRO process if results warrant making the ETRO permanent. The ETRO will be deemed successful if average speeds are 23mph or below.
- 2.6 It is recognised that the absence of vertical traffic calming measures during the ETRO may result in speeds that are higher than if the road were traffic calmed. Average speeds of around 25/26mph (85<sup>th</sup> percentile speeds of over 27/28mph) may suggest that better compliance could result from the introduction of traffic calming.
- 2.7 On expiration of the ETRO, three options are possible:
  - OPTION 1: reverting back to the previous 30mph speed limit. This would involve reinstating signage as it was prior to the ETRO. The estimated total cost of this option is £16,000.
  - OPTION 2: consolidating the 20mph speed limit in a permanent TRO. The estimated final cost of this option is £14,000.
  - OPTION 3: As in Option 2, but with the addition of speed cushions. The cost of this option would only be available upon completion of a design if required.
- 2.8 A report will be brought to the North East Fife Area Committee nearing completion of the ETRO to allow Committee to consider these options.

# 3.0 Conclusions

3.1 It is recommended the ETRO is promoted as detailed in drawings TRO22/50/Crail/Exist and TRO22/50/Crail/Prop (Appendix 1 and 2) in the interests of road safety.

# **List of Appendices**

- 1. Plan TRO22/50/Crail/Exis
- 2. Plan TRO22/50/Crail/Prop

# **Background Papers**

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

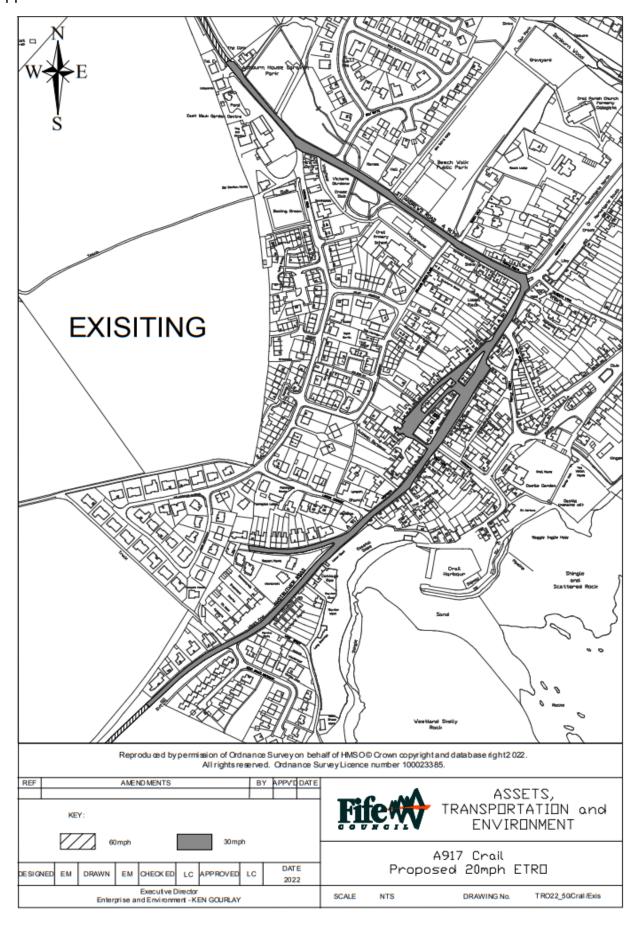
1. EqlA Summary Report

## **Report Contact**

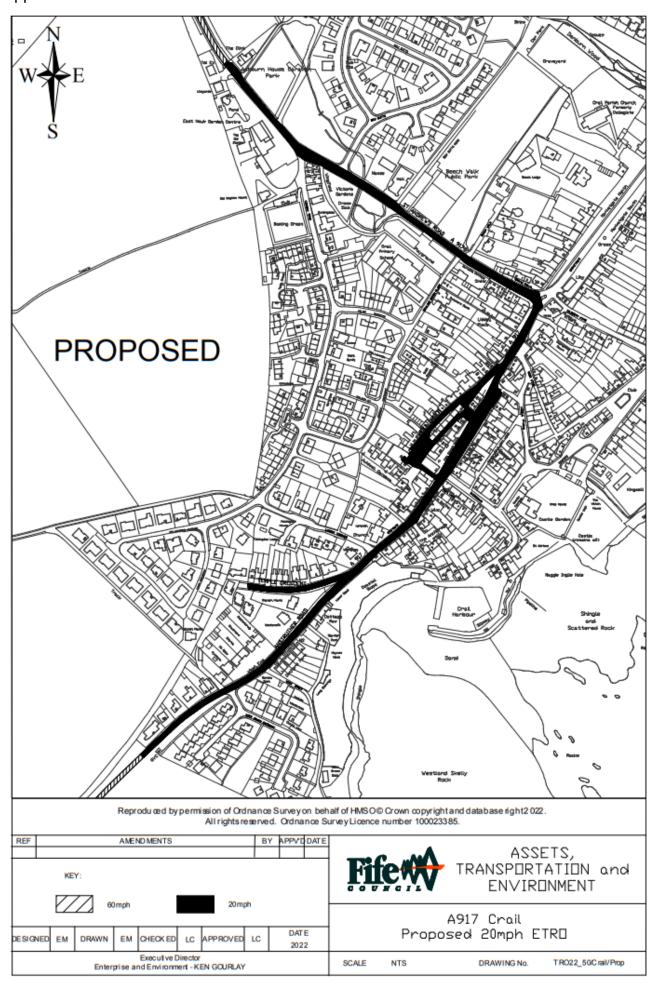
Lesley Craig Lead Consultant, Traffic Management Roads and Transportation Services Bankhead Central

03451 55 55 55 Ext No 480082 Email: lesley.craig@fife.gov.uk

# Appendix 1



# Appendix 2



7<sup>th</sup> September 2022

Agenda Item No. 11



# Street Naming and Numbering Consultation - Site West of Church Street, Ladybank

Report by: Gordon Mole, Head of Business and Employability

Wards Affected: (16) Howe of Fife and Tay Coast

# **Purpose**

Under Section 97 of the Civic Government (Scotland) Act 1982, this report proposes that the names 'Nairn Way' and 'Crichton Gardens' are approved as new street names at the development site to the west of Church Street, Ladybank. A copy of the site plan for the development is appended showing the layout of the new streets.

# Recommendation(s)

It is recommended that the new street names 'Nairn Way' and 'Crichton Gardens' are approved for the Raith Homes development on the site to the west of Church Street, Ladybank.

# **Resource Implications**

There are no direct resource implications associated with this report.

# **Legal & Risk Implications**

There are no Legal & Risk Implications associated with this report.

## **Policy & Impact Assessment**

There is no Policy & Impact Assessment required for this report.

## Consultation

The developer (Raith Homes) was consulted on the 2<sup>nd</sup> of June 2022 and provided suggestions to be considered by elected ward members.

The local Community Council (Royal Burgh of Ladybank and District Community Council) was consulted on the 16<sup>th</sup> of June 2022 and provided suggestions to be considered by elected ward members.

The elected ward members (Councillor Donald Lothian, Councillor Gary Holt, and Councillor David MacDiarmid) were consulted on the 14<sup>th</sup> of July 2022.

The preferred street names for the new development are 'Nairn Way' and 'Crichton Gardens' which have been approved by the elected ward members. The suggestions were proposed by the developer who had taken on board residents' suggestions and the local community council supports these suggestions.

The proposed names 'Nairn Way' and 'Crichton Gardens' conflict with Street Naming and Numbering Policy paragraph 2.12 "Street names very similar to existing streets in Fife" and will therefore be referred to the North East Fife Area Committee for decision. The other names proposed during the consultation (Dall and Mart) do not conflict with policy.

In advance of this consultation being brought to the North East Fife Area Committee, a representative of the local community council has contacted Nairn and Crichton relatives who have consented to the proposed street names 'Nairn Way' and 'Crichton Gardens'.

# 1.0 Background

- 1.1 Four new street names are required for the roads serving the residential development at the site to the west of Church Street, Ladybank. Two of these names (Nairn and Crichton) are already in use as street names in other areas of Fife.
- 1.2 The reasons provided by the developer for these suggestions are: 'Nairn Way' to honour "three generations of builders started up in the late 1800's and were in business just short of 100 years. As well as house building locally, they built many houses at the beginning of Glenrothes just after WW11" and 'Crichton Gardens' to honour "Thomas & John Crichton, Maltsters founded the malting business in Ladybank in 1899. They built the local Boyne House, Roselea House & Walmer House".
- 1.3 These suggestions are in line with Fife Council Street Naming Policy criteria, paragraph 2.11 that states that street names should "Commemorate local history and culture" / and / "Honour noteworthy persons local to the area or to Fife"
- 1.4 The proposed names 'Nairn Way' and 'Crichton Gardens' conflict with Street Naming and Numbering Policy paragraph 2.12 "Street names very similar to existing streets in Fife" and will therefore be referred to the North East Fife Area Committee for decision.
- 1.5 Existing street names in Fife that include 'Nairn' and 'Crichton' are: Lady Nairn Avenue and Michael Nairn Avenue in Kirkcaldy, Lady Nairne Road in Dunfermline, Nairn Street in Leven, Nairn Path in Glenrothes, Crichton Way in Cupar and Nairn Path in Anstruther.

# 2.0 Conclusions

2.1 The proposed street names for this development honour three generations of Nairn Builders and Thomas and John Crichton for the reasons given above in section 1.3. It is for the North East Fife Area Committee to decide on final approval of 'Nairn Way' and 'Crichton Gardens' as exceptions to Street Naming and Numbering Policy paragraph 2.12 "Street names very similar to existing streets in Fife".

# **List of Appendices**

1. Location plan: N\_22024\_Streetmap

# **Background Papers**

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

- Fife Council Street Naming and Numbering Policy and Procedures document dated November 2018.
- Documents associated with planning application 20/03233/ARC available on the ePlanning portal on fife.gov.uk

# **Report Contact**

Ryan McQuade

Fife Property Gazetteer Officer

Telephone: 08451 55 55 55 ext. 444487 Email – Property.Gazetteer@fife.gov.uk





# Fife Council - Street Naming & Numbering

FOUR NEW STREET NAMES
DEVELOPMENT SITE TO THE WEST OF CHURCH STREET, LADYBANK
PLANNING REFERENCE: 20/03233/ARC

Area Committee:
NORTH EAST FIFE
Ward: 16
HOWE OF FIFE & TAY COAST
Community Council:
LADYBANK



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7 September 2022

Agenda Item No. 12



# **Public Right of Way and Core Path Diversion Wester Pitscottie**

Report by: Paul Vaughan, Head of Communities and Neighbourhoods.

Wards Affected: 20

# **Purpose**

The purpose of this report is to request approval for a diversion of public right of way FN863 and core path 92 Pitscottie to Ceres Road via Wester Pitscottie.

# Recommendation(s)

It is recommended that members approve the proposed diversion of the public right of way and the core path using section 208 Town and Countryside Planning (Scotland) Act 1997; delegating its confirmation to officers if no objections are received, and otherwise submission to the Scotlish Government for confirmation.

# **Resource Implications**

There are no resource implications as the applicant for the diversion will bear any costs.

## **Legal & Risk Implications**

The diversion of the public right of way and the core path must be advertised and the public given the opportunity to object. There are no other legal obligations.

## **Impact Assessment**

An EqIA has not been completed and is not necessary for the following reasons: No negative impact has been identified.

## Consultation

In line with guidance approved by Fife Council in November 2012, the following people or organisations have been consulted:

The Landowner - The Landowner is the applicant

Any effective residents - No comment

Fife Access Forum - No comment

Nature Scot - No comment.

Ceres and District Community Council - No comment

Scotways (Scottish rights of way society) - No comment.

Fife Walking Club - No comment.

Ramblers Association - No comment

British Horse Society - No comment

- 1.1 The Landowner intends to sell the property to a housing developer who would progress onto construction of the planning approved scheme. Planning permission was granted by Fife Council (20/02634/FULL) for the erection of 9 dwelling houses, formation of access, hardstanding and associated landscaping and external alterations and extensions to the existing dwelling house at West Pitscottie farm. To limit the disruption to the public it is proposed to move the core path and right of way before the development starts.
- 1.2 Public right of way FN863 is classed by Scotways as a pedestrian route. Core path 92 is classed for walking cycling, pushchair and horse-riding use. The core path was adopted in January 2012, under sections 17 and 18 of the Land Reform (Scotland) Act 2003.
- 1.3 The diversion would be commenced on the existing path prior to the interchange with the proposed new internal residential road/footway and would divert around and away from the immediate path of the new dwellings. The new route will be a 190metres in length and re-join the existing core path and right of way just north of the new dwellings and continue on its existing course. To ensure public awareness of the diverted routing, a signpost will be installed at either end of the diversion.
- 1.4 The new path will be opened before the old one is closed. The present path has a variety of surfaces plus an informal line through a yard. The new path will be suitable for multi-use (pedestrians, prams, horses, disabled users and cyclist) The new path will be built to the standard to be approved by the access team. The standard will be a country style path suitable for all weather use.

# 2.0 Issues and Options

2.1 Fife Council must consider whether the alternative route for the public right of way FN863 and core path 92 are reasonable and expedient in terms of improving the local path network and enable the development as outlined in the planning application to go ahead.

# 3.0 Conclusions

3.1 The core path and the public right of way will continue to link the same two public places and is only 8 metres longer. The surface will be of a much higher quality and the increase in width will improve the path network. The overall sufficiency of the core paths plan for Fife is preserved.

The Access Team recommend that the diversion of the public right of way FN863 and Core Path 92 should be approved.

# **List of Appendices**

Appendix 1. Location map core path diversion.

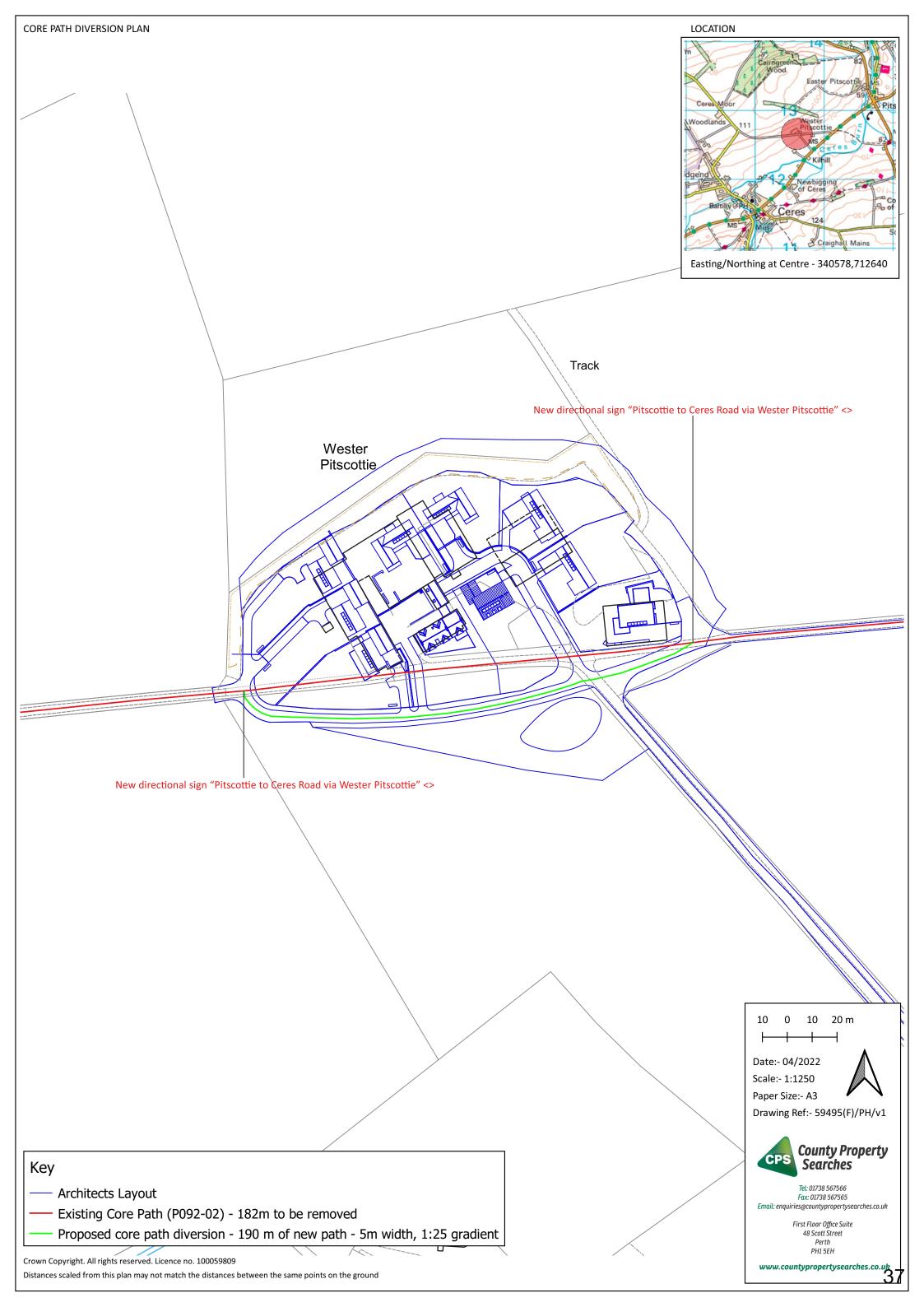
Appendix 2. Location map right of way diversion.

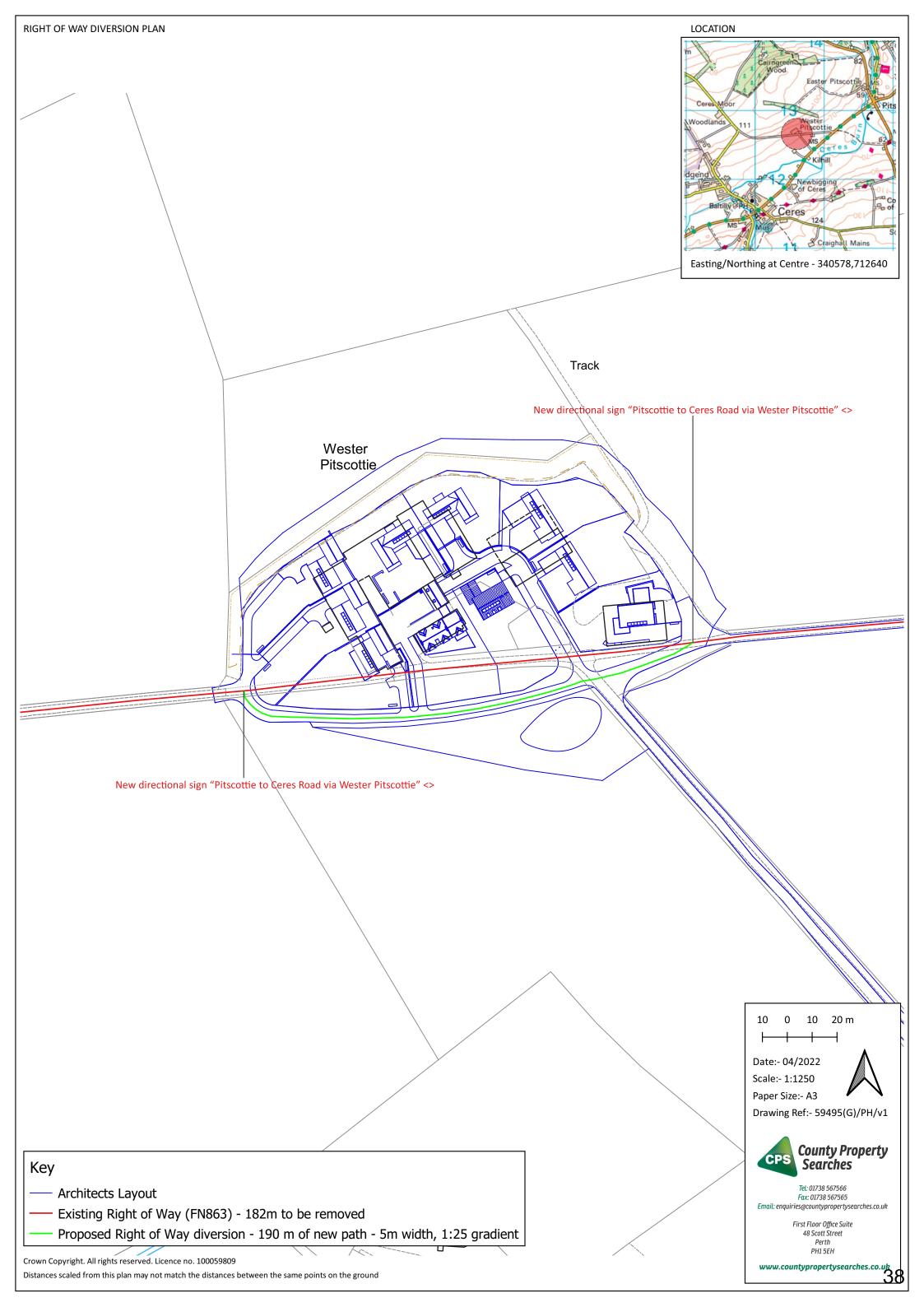
**Background Papers**The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973: None

# Report Contact:

Sarah Johnston Access Officer County Buildings Cupar

Telephone: 08451 55 55 55 440618 Email - sarah.johnston@fife.gov sarah.johnston@fife.gov.uk







7<sup>th</sup> September 2022

Agenda Item No. 13

# **Area Roads Programme 2021-22 – Final Report**

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

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

#### **Purpose**

The purpose of this report is to advise the committee on the delivery of the 2021-22 Area Roads Programme (ARP).

#### Recommendation(s)

Committee is asked to note the contents of the report and appendices.

#### **Resource Implications**

The 2021-22 ARP was funded from capital and revenue and some ring-fenced budgets. Programmes of work were adjusted, if required, to ensure that expenditure remained within the Service budget.

#### **Legal & Risk Implications**

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

#### **Impact Assessment**

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

#### Consultation

Members were consulted on the list of projects forming the 2021-22 ARP.

# 1.0 Background

1.1 Committee agreed the list of projects forming the 2021-22 ARP on 3 March 2021 (2021 NEFAC 168 para. 316 refers).

# 2.0 Issues and Options

- 2.1 Attached are Appendices 1-5 which detail the final position on the progress of individual projects in the programme.
- 2.2 To improve information on how the programme is progressing throughout the year, an on-line system is in place and continues to be developed.

# 3.0 Conclusions

3.1 The attached Appendices show the North-East Fife Area Roads Programme for 2021-22. The type of works, work location and expenditure are provided for each project. Any underspend or overspend is carried through to the following year's allocation for the committee area.

#### **List of Appendices**

- 1. Carriageway Schemes
- 2. Footway Schemes
- 3. Road Safety & Traffic Management Schemes
- 4. Lighting Schemes
- 5. Structures Schemes

#### **Report Contact**

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Email – vicki.connor@fife.gov.uk

#### **Carriageway Schemes Outturn**

| Ward | Town          | Street  | Location/Description                   | Original Estimate | Design Estimate | Outturn Cost | Progress at 31st<br>March 2022 | Comments   |
|------|---------------|---|--|-------------------|-----------------|--------------|--------------------------------|--|
| 18   | St Andrews    | A91 Ph1 & Ph2   | Balgove to New Roundabout              | £ 130,000         | £ 149,354       | £ 151,286    | Completed                      | Carry-over from 2020-21  |
| 18   | St Andrews    | C65   | B939 to Balone                         | £ 201,802         | £ 628,273       | £ 715,417    | Completed                      | Increased works due to significant deterioration, edge failure and Coal Tar (material recycled). |
| 16   | Rural Road    | U093 (previously Q52 by Auchte (Pitcairlie Toll north for 230m) |  | £ 58,767          | £ 51,174        | £ 113,560    | Completed                      | carryover from 2020/21 - additional surfacing required due to deterioration                      |
| 19   | Rural Road    | C41   | A915 to U057 (formerly Q16) northwards | £ 200,000         | £ 225,000       | £ 247,473    | Completed                      | Additional work required   |
| 17   | Leuchars      | A919 Station Road / Main Street                                 |  | £ 50,701          | £ 66,727        | f 51,049     | Completed                      |  |
| 18   | Rural Road    | C4  | B940 to B939                           | £ 171,007         |                 | £ 2,008      | Postponed                      | delayed due to contractor availability, re-<br>programmed for 2022                               |
| 18   | St Andrews    | John Knox Road Ph1 & Ph2  |  | £ 173,667         | £ 171,480       | f 129,107    | Completed                      |  |
| 16   | Burnside      | A91   | At Fife Boundary                       | £ 97,405          | £ 142,005       | £ 32,875     | In Progress                    | completed mid April 2022   |
| 17   | Rural Road    | A91   | East of Guardbridge                    | £ 82,000          | £ 83,181        | f 83,181     | Completed                      |  |
| 18   | St Andrews    | Gibson Place  |  | £ 21,548          |                 | £ 605        | Postponed                      | Planning delays - development  |
| 18   | St Andrews    | The Scores  |  | £ 69,900          |                 | £ 1,348      | Postponed                      | Design fees only, delayed due to contractor availability. Completed in May 2022                  |
| 19   | Rural Road    | C44 Ph 1 of 2   | Dreel Burn Bridge to B9171             | £ 65,356          |                 | £ 177        | Postponed                      | Design fees only, delayed due to contractor availability. Re-programmed for 2022                 |
| 17   | Rural Road    | C12   | A92 to A914                            | £ 161,040         |                 | £ 8,435      | Postponed                      | Design fees only, delayed due to contractor availability. Completed April 2022                   |
| 20   | Rural Road    | U107 (formerly Q66)   |  | £ 117,203         | £ 150,000       | £ 155,933    | Completed                      |  |
| 16   | Newburgh      | A913 Ph 1   | Burnside & Craigmill                   | £ 280,122         | £ 410,358       | £ 430,565    | Completed                      | works extended due to deterioration, funded from additional Capital                              |
| 18   | Strathkinness | C21 High Road   |  | £ 152,486         | £ 170,000       | £ 5,943      | Postponed                      | Design fees only, delayed due to contractor availability. Completed May 2022                     |
| 20   | Ceres         | C56 Ph1 & Ph2   |  | f 123,970         | £ 87,267        | £ 83,406     | Completed                      |  |
| 18   | St Andrews    | C41 Grange Road   |  | f 146,161         | f 146,161       | £ 115,174    | Completed                      |  |
| 19   | Crail         | C70 Marketgate  |  | £ 67,940          | £ 52,845        | £ 55,894     | Completed                      |  |
| 19   | Rural Road    | U079 (formerly Q35) to U077<br>(formerly Q36) New Gilston       |  | £ 61,389          | £ 95,756        | £ 126,793    | Completed                      | Additional work required   |
| 19   | Anstruther    | Hadfoot Wynd  |  | f 19,631          | £ 110,000       | f 3,187      | Postponed                      | Design fees only, delayed due to contractor availability. Completed May 2022                     |

| 19 | Kilrenny                              | A917                                   | North-east side of village | f 23,766  |           | £ 907     | Postponed                             | Design fees only, delayed due to contractor availability. Completed May 2022 |
|----|---------------------------------------|--|----------------------------|-----------|-----------|-----------|---------------------------------------|--|
| 19 | Pittenweem                            | C85 South Loan                         |                            | £ 31,870  |           | £ 4,477   | Postponed                             | Design fees only, scheme replaced with West Braes due to condition           |
| 19 | Anstruther                            | A917 Pittenweem Road Ph1 & Ph2         |                            | £ 244,908 | £ 245,558 | £ 263,134 | Completed                             | Ph2 promoted   |
| 16 | II advhank                            | B938 Monkstown / Comercial<br>Crescent |                            | £ 151,627 | £ 172,000 | £ 179,015 | Completed                             | Promoted to Cat 1  |
| 17 | Tayport                               | Bell Street                            |                            | £ 31,688  | £ 24,000  | £ 23,772  | Completed                             |  |
| 17 | Tayport                               | Braid Road                             |                            | £ 7,560   | £ 7,560   | £ 6,665   | Completed                             |  |
| 17 | Tayport                               | Spearshill Road                        |                            | £ 29,453  | £ 29,453  | £ 23,870  | Completed                             |  |
| 17 | Balmullo                              | A914 Main Street                       |                            | £ 118,434 | £ 118,710 | £ 129,169 | Completed                             |  |
| 18 | St Andrews                            | Canongate                              |                            | £ 56,348  | £ 59,601  | £ 56,928  | Completed                             |  |
| 19 | Rural Road                            | U057 (formelry Q16)                    |                            | £ 84,624  | £ 147,000 | £ 158,909 | Completed                             | Promoted to Cat 1 and extended due to network deterioration                  |
| 20 | Rural Road                            | U108 (formerly Q67)                    | C30 to U107 (formerly Q66) | £ 18,788  | £ 42,146  | £ 48,835  | Completed                             | Cat 2 - Promoted to Cat 1  |
| 19 | Pittenweem                            | West Braes                             |                            | £ 53,652  | £ 49,400  | £ 41,842  | Completed                             | Cat 2 - Promoted to Cat 1  |
|    | · · · · · · · · · · · · · · · · · · · | ·                                      |                            |           |           |           | · · · · · · · · · · · · · · · · · · · | ·  |

#### **Footway Schemes Outturn**

| Ward | Town       | Street                      | Location/Description | Original Estimate | Design Estimate | Outturn Cost | Progress at 31st<br>March 2022 | Comments                                  |
|------|------------|-----------------------------|----------------------|-------------------|-----------------|--------------|--------------------------------|---|
| 19   | Kingsbarns | A917 Approach to Kingsbarns | Feasibility Study    | £ 2,000           |                 | £ -          |                                | Not yet progressed                        |
| 20   | Cupar      | Moathill Road               |                      | £ 94,941          | £ 67,732        | £ 62,749     | Completed                      |   |
| 18   | St Andrews | Letham Place                |                      | £ 43,697          | £ 38,665        | £ 36,994     | Completed                      |   |
| 18   | St Andrews | Canongate                   |                      | £ 51,218          | £ 140,000       | £ 140,900    | Completed                      | Works extended.                           |
| 17   | Leuchars   | Main Street                 |                      | £ 33,195          | £ 15,687        | £ 10,685     | I Completed                    | funded from Revenue due to size of scheme |
| 17   | Newport    | Boat Brae                   |                      | £ 36,754          | £ 46,239        | £ 39,426     | Completed                      | Promoted to Cat 1                         |
| 16   | Falkland   | South Street                |                      | £ 28,175          | £ 34,438        | £ 38,251     | Completed                      | additional works required                 |
|      |            |                             | TOTAL                | £ 289,980         | £ 342,761       | £ 329,005    |                                |   |

#### Road Safety & Traffic Management Schemes Outturn

| Ward | Town          | Street   | Location/Description                                   | Original Estimate | Design Estimate | Outtturn Cost | Progress at 31st<br>March 2022 | Comments  |
|------|---------------|--|--|-------------------|-----------------|---------------|--------------------------------|---|
| 20   | Ceres         | B939 Craigrothie Road / St<br>Andrews Road           | 20mph Speed Limit & traffic Calming                    | £ 30,000          | £ -             | £ -           | Postponed                      | Design in progress  |
| 16   | Gateside      | A91 Main Road  | Speed Reduction Measures                               | £ 15,000          | £ -             | £ -           | Postponed                      | Design complete, consultation delays  |
| 18   | St Andrews    | A918 South Street                                    | Zebra Crossing at Janetta's                            | £ 35,000          | £ -             | £ -           | Postponed                      | Design in progress, programme delays  |
| 17   | Tayport       | Sandyhill Road                                       | Speed Reduction / Traffic Calming                      | £ 25,000          | £ -             | £ -           | Postponed                      | Objections received   |
| 20   | Dairsie       | ICAS Station Road                                    | Speed Reduction Measures at New Housing<br>Development | £ 15,000          | £ -             | £ -           | Postponed                      | Carriageway surfacing required, Consultation delays   |
| 18   | St Andrews    | A915 City Road                                       | Pedestrian Crossing near West Port Junction            | £ 35,000          | £ -             | £ -           | Postponed                      | Utility/design delays   |
| 18   | St Andrews    | Buchanan Gardens                                     | Speed Reduction Measures                               | £ 26,000          | £ 26,000        | £ 22,453      | Completed                      | funded from CWSR grant  |
| 18   | St Andrews    | Hepburn Gardens                                      | Speed Reduction Measures                               | £ 20,000          | £ 20,000        | £ 19,560      | Completed                      | funded from CWSR grant  |
| 16   | Auchtermuchty | A91 Low Road   | Traffic Calming & Speed Reduction Measures             | £ 20,000          |                 | £ 939         | Postponed                      | VAS programmed for June 2022  |
| 18   | St Andrews    | Petheram Bridge                                      | Pedestrian crossing                                    | £ 40,000          |                 |               | Postponed                      | Ducts installed and speed limit reduced<br>from 40 to 30mph. Puffin to be<br>programmed post Open Golf. |
| 16   | Letham        | The Row  | Speed reduction measures                               | £ 10,000          |                 |               | Postponed                      | Awaiting design approval  |
| 20   | Dairsie       | Main Street  | Speed reduction measures                               | £ 25,000          |                 |               | Postponed                      | Awaiting design approval  |
| 19   | Cellardyke    | Windmill Road/Skeith Road (speed reduction measures) | speed reduction measures                               | £ 32,000          |                 |               | Postponed                      | Awaiting design approval  |
| 17   | Guardbridge   | Main Street  | speed reduction measures                               | £ 15,000          |                 |               | Postponed                      | Carriageway surfacing required in advance of works  |
|      |               |  | TOTAL  | £ 343 000         | 46,000          | £ //2 052     | ·                              | ·   |

TOTAL £ 343,000 £ 46,000 £ 42,952

# **Lighting Schemes Outturn**

| Ward | Town        | Street   | Location | Original Estimate | Design Estimate | Outturn Cost | Progress at 31st<br>March 2022 | Comments                   |
|------|-------------|--|----------|-------------------|-----------------|--------------|--------------------------------|----------------------------|
| 18   | ISt Andrews | N Castle Street / East Scores / The<br>Scores              |          | £ 100,000         | £ -             | £ -          | Postponed                      | Planning Approval Required |
| 20   | Cupar       | Moathill Road  |          | £ 60,000          | £ 7,767         | £ 8,872      | Completed                      |                            |
| 18   | St Andrews  | Letham Place   |          | £ 7,500           | £ 7,500         | £ 5,093      | Completed                      |                            |
| 18   | St Andrews  | Ph 4 & 5   |          | £ 82,500          |                 | £ 1,762      | Postponed                      | Design in progress         |
| 19   | Anstruther  | Harbour & Shore Street                                     |          | £ 73,500          | £ -             | £ -          | Postponed                      | Design in progress         |
| 18   | St Andrews  | Canongate  |          | £ 25,000          | £ 25,000        | £ 22,642     | Completed                      |                            |
| 17   | Newnort     | Kirk Road / Waterston Crook /<br>Castle Brae / Castle Bank |          | £ 78,000          | £ 59,279        | £ 64,570     | Completed                      |                            |
|      |             |  | TOTAL    | £ 426,500         | £ 99.546        | f 102.939    |                                |                            |

#### **Structures Schemes Outturn**

| Ward | Town       | Street                 | Location/Description | Description                              | Outturn Cost | Progress at 31st<br>March 2022 | Comments   |
|------|------------|------------------------|----------------------|--|--------------|--------------------------------|--|
| 19   | St Monans  | A917                   | Inverie Burn Bridge  | Bridge Deck Replacement                  | £ 12,279     | Postponed                      | Site investigation and design ongoing. Delay due to resource issues. |
| 20   | Cupar      | Riggs Place            |                      | Reconstruction of Leaning Retaining Wall | £ 16,205     | Ongoing                        | Site investigations expanded to include alternative design options   |
| 20   | Ceres      | Main Street            |                      | Wall remediation                         |              | l Feasibility only             | Design will be progressed once options are known                     |
| 20   | Rural Road | C45                    | Dairsie Bridge       | Heritage Structures Repair               | £ 64,855     | Complete                       |  |
| 19   | Pittenweem | B943 Abbey Wall Road   |                      | Heritage Structures Repair               | 1 04,655     | Complete                       |  |
| 20   | Kemback    | U051 (formelry Q10)    |                      | Boss Verge Investigation & Repair        | £ 2,503      | Complete                       | Investigation  |
| 19   | Pittenweem | A917 High Street East  | Dreel Burn Bridge    | Parapet Repairs                          | C 17.540     | Camplata                       |  |
| 20   | Rural Road | A916                   | Kame Bridge          | Parapet Repairs                          | £ 17,548     | Complete                       |  |
| 19   | Rural Road | A917 Kenly Burn Bridge | Kenly Burn Bridge    | Parapet Repairs                          | £ 46,504     | Substantially<br>Complete      | Repairs complete, awaiting TM improvements                           |
|      |            |                        |                      | TOTAL                                    | . 450.004    |                                |  |

TOTAL £ 159,894

7 September 2022 Agenda Item No. 14



# **Application for Funding from Crail Common Good Fund – Rewilding Kilminning**

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 19 – East Neuk and Landward

#### **Purpose**

To present for consideration an application received from Crail Community Partnership (CCP) for grant funding from Crail Common Good Fund.

#### Recommendation(s)

Members are asked to approve an application from Crail Community Partnership for £10,000 towards the Rewilding Kilminning project.

#### **Resource Implications**

Crail Common Good Fund has an estimated in-year revenue surplus of £54,361 and revenue balances from previous years of £327,828. Successful applications from previous years that have yet to draw down funding amount to £62,940, including this application.

#### Legal & Risk Implications

There are no legal or risk implications based on this report.

#### **Impact Assessment**

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

#### Consultation

The Crail Charrette 2019 involved extensive consultation with local people and identified actions which residents wished to see progressed. The Crail Community Partnership comprises most groups and stakeholders and local people from Crail and was formed to deliver the Crail Local Place Plan. Community ownership of Kilminning was one of the priority actions within the Plan. The project is supported by Crail Community Council and has the support of the majority of ward members.

# 1.0 Background

- 1.1 Applications to Common Good Funds should be able to demonstrate a benefit to the inhabitants of the former Burgh concerned.
- 1.2 Applications for £5,000 and under can be determined under delegated powers if there is agreement between the local Elected Members. However, the amount applied for on this occasion will require that it is determined by the North East Fife Area Committee.
- 1.3 The grant application should normally be a maximum of 50% of the total project cost except in circumstances where funding is for the maintenance of Common Good property.

# 2.0 Project Proposal

- 2.1 The East Neuk area around Crail has no wetlands beyond the size of a pond. Crail Community Partnership (CCP) are aiming to create a rewilded area of wetland at South Kilminning. South Kilminning is a 14.3 Ha area of tarmac, amenity grassland, regenerating woodland and coastal scrub that has recently passed into community ownership through a Community Asset Transfer. Much of the site was formerly part of Crail airfield and has been extensively covered with tarmac. CCP plan to remove the tarmac, deculvert a field drain that runs under much of the site and create a wetland in an area where almost all burns and wetlands have been removed due to intensive farming. CCP plan to restore coastal woodland and meadow, again in an area where almost all has been removed due to intensive farming.
- 2.2 The project is part of the CCP's mission to restore and connect nature rich sites around Crail an initiative that arose from a Scottish Government funded community charrette in Crail two years ago. The Crail community identified enlarging and conserving natural habitats in the area as a priority. The natural environment was identified as highly important for both locals and visitors, and this is reflected in Crail's Local Place Plan that arose from the charrette. Kilminning is one of 4 areas CCP have now secured through Community Asset Transfer legislation or purchase, and CCP intend, over the next ten years, to add other sites and connect them with wooded and hedgerow walkways so that locals and visitors can walk all day, starting and ending in Crail, through biodiverse, rewilded landscapes, within the farmland setting of the East Neuk
- 2.3 A successful application to the Nature Restoration Fund was made in April 2022. CCP requested about £213,000 to create a standalone wetland to greatly increase the biodiversity value of Kilminning, but that will eventually be part of a wetland area double in size. The proposed plan, to be completed in 2 years, is:
  - 1. Deculvert the terminal 75m of the field drain through the site to create a natural above ground burn.
  - 2. Dig a large, seasonally variable, meadow pond of 0.6 Ha in area and a maximum depth of about 1.5 2m in a very low biodiversity amenity, rough grassland area immediately adjacent to the current car park.
  - 3. Break up 0.1 Ha of adjacent tarmac of the car park, then cover this with the soil excavated to create the wetland, and plant to create a wildflower meadow.

- 2.4 The project directly addresses two of the four themes behind the Nature Restoration Fund:
  - Habitat and species restoration management for enhancement and connectivity
  - Freshwater restoration, including restoring natural flows in rural catchments

The award of £213,000 is contingent on 10% matched funding being available. This application for £10,000 from the Crail Common Good Fund is part of this matched funding.

# 3.0 Project Costs

- 3.1 The estimated overall cost for the project is £270,000:
- 3.2 The following applications have been made to cover this cost:

# 4.0 Conclusion

- 4.1 The award of a grant towards the cost of rewilding Kilminning will assist Crail Community Partnership in fulfilling the priorities identified in the 2019 Crail Charrette.
- 4.2 The application meets the criteria for Common Good funding. Grant funding requested is less than 5% of total project costs.

#### **List of Appendices**

- 1. Crail Common Good Financial Statement
- 2. Crail Community Partnership Financial Evaluation Form

#### **Background Papers**

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

#### **Report Contact**

Donald Grant Community Manager County Buildings, Cupar

Tel: 03451 55 55 55 Ext no 446109 Email: donald.grant@fife.gov.uk

#### **FINANCIAL STATEMENT 2022/23** AS AT JUNE 2022

| 2021/22<br>£ |   | 2022/23<br>EXPENDITURE<br>TO DATE<br>£ | 2022/23<br>FULL YEAR<br>PROJECTION<br>£ |
|--------------|---|--|---|
|              | INCOME  |  |   |
| 39,440       | RENTS   | 13,833                                 | 39,440                                  |
| 17,267       | EXTERNAL INTEREST                             | (3,811)                                | 17,267                                  |
|              | INTEREST ON REVENUE BALANCES                  | 0                                      | 516                                     |
| 0            | OTHER INCOME                                  | 0                                      | 0                                       |
| 57,223       | TOTAL INCOME                                  | 10,021                                 | 57,223                                  |
|              | EXPENDITURE                                   |  |   |
| ,            | PROPERTY COSTS                                | 300                                    | 300                                     |
| 43,670       | GRANTS - Current Year                         | 2,562                                  | 2,562                                   |
|              | GRANTS - Previous years                       | 15,582                                 | 0                                       |
| 3,652        | OTHER EXPENDITURE                             | 0                                      | 0                                       |
| 48,833       | TOTAL EXPENDITURE                             | 18,444                                 | 2,862                                   |
|              |   |  |   |
| 8,390        | SURPLUS/(DEFICIT) FOR YEAR                    | (8,423)                                | 54,361                                  |
|              | REVENUE BALANCES FOR PREVIOUS YEAR GRANTS     | 15,582                                 | 0                                       |
| 8,390        | SURPLUS/(DEFICIT) TOTAL                       | 7,159                                  | 54,361                                  |
|              | FOR INFORMATION ONLY - YEAR END BALANCES AS A | AT 31/3/22                             |   |
|              |   |  | £                                       |
|              | HERITABLE PROPERTY                            |  | 753,753                                 |
|              | INVESTMENTS                                   |  | 424,170                                 |
|              | PRIOR YEAR COMMITMENTS                        |  | 65,247                                  |
|              | REVENUE BALANCES (NET OF PRIOR YEAR COMMITME  | ENTS)                                  | 327,828                                 |
|              |   |  | 1,570,998                               |
|              |   |  |   |

#### **ANALYSIS OF GRANT PAYMENTS**

#### APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS

| £           |   |        |              | £      |
|-------------|---|--------|--------------|--------|
| OUTSTANDING | PROJECT   | REF    | AWARDED DATE | PAID   |
| 20,000      | Crail Parish Church Restoration                               | NEF023 | 02/09/2020   |        |
| 8,573       | Crail Public Improvement Works - Phase 2                      | NEF031 | 02/09/2020   |        |
| 20,000      | Refurbish Harbourmasters Office at Crail Harbour              | NEF035 | 02/09/2020   |        |
| 10,000      | Mercat Cross Restoration                                      | NEF041 | 28/10/2020   | 10,000 |
| 3,000       | Crail Community Partnership - Victoria Gardens 2021 Plant     | NEF050 | 07/01/2021   | 2,409  |
| 2,384       | Crail Festival - Tree Pollarding                              | NEF067 | 05/10/2021   | 1,884  |
| 1,290       | Crail Museum & Heritage - assist in cost of interpretation bo | NEF068 | 27/10/2021   | 1,290  |
|             |   |        |              |        |

65,247 15,582 49,665

REMAINING AMOUNT STILL TO BE PAID

**APPLICATIONS APPROVED IN 2022/23** 

| £        |   |        |              | £     |
|----------|---|--------|--------------|-------|
| COMMITED | PROJECT   | REF    | AWARDED DATE | PAID  |
| 2,562    | Standpipe Installations                                   | NEF073 |              | 2,562 |
| 1,450    | Crail in Bloom  | NEF074 | 5/12/2022    |       |
| 1,825    | Crail Museum & Heritage Centre - Computerising Collection | NEF075 | 5/12/2022    |       |
| 10,000   | Trustee of Crail - Turning Tarmac into Wetland            | NEF079 | 7/20/2022    |       |

15,837 2,562

| IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 22/23 |  | 54,361  |
|---|--|---------|
| CURRENT REVENUE BALANCES AVAILABLE                |  | 327,828 |
| TOTAL AVAILABLE TO SPEND IN 2022-2023             |  | 382,189 |

62,940

#### COMMON GOOD APPLICATION - FINANCIAL EVALUATION FORM

| Amount of Grant  | £10,000  |   | Application Nur | mber NEF079 |
|--|--|---|-----------------|-------------|
| Grant Applicant  | Trustee of Crail Community                                       | Partnership                                   |                 |             |
| Contact Name<br>Address  | Prof. Will Cresswell<br>8 High Street South<br>Crail<br>KY10 3TD |   |                 |             |
| Description of Project   | Turning tarmac into wetland:                                     | ewilding Kilminning, Crail                    |                 |             |
| Period of Accounts   | April-December 2019  | I   |                 |             |
| 1. One off Project   |  |   |                 |             |
| 2. Information available f   | rom the Annual Accounts  |   |                 |             |
| Income & Expenditure/Rec   | eipts & Payments Account   | Yes   |                 |             |
| Statement of Balances/Bal  | ance Sheet   | Yes   |                 |             |
| Accounts Audited/Independ  | dent Examiner  | Yes   |                 |             |
| Deficit or Surplus as % of Total Expenditure                                   |  | Deficit<br>130.15%                            |                 |             |
| Have Funds at end of year If so, what is percentage in                         |  | No  |                 |             |
| Organisations Annual Incom   | me   | £25,484                                       |                 |             |
| Organisations Annual Expe  | enditure   | £11,073                                       |                 |             |
| Expenditure items appropri   | iate   |   |                 |             |
| 3. Comments from Evalua  | ation of Accounts  |   |                 |             |
| 4. Funding Breakdown<br>Detailed Breakdown of cos<br>Detailed Breakdown of Fur |  | Yes<br>Yes                                    |                 |             |
| Income raised/applied for  | r  | £   |                 |             |
| Current Application  |  | 10,000  |                 |             |
| Income raised  |  |   |                 |             |
| Other Grants   |  | 213,461 NaturScor NRF                         |                 |             |
| Others   |  | 24,050 Cash Contributions                     |                 |             |
| Total Income   |  | 31,724 Amount of in kind contribution 279,235 | S               |             |
| Total Expenditure  |  |   |                 |             |
| 5. Comments  |  |   |                 |             |

# Prepared By S Mitchell Finance Assistant 6/30/2022 Checked By Eleanor Hodgson 7/20/2022

Designation Accountant Date

7<sup>th</sup> September 2022 Agenda Item No: 15



# North East Fife Area Anti-Poverty Fund - Reporting on 2021/22 and Confirmation of 2022/23 areas of spending

Report by: Paul Vaughan, Head of Communities and Neighbourhoods Service

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

#### **Purpose**

Reporting on the spending of the Anti-Poverty Funds 2021/22. To advise on the areas of spend of the £135,000 North East Fife Anti-Poverty funding 2022/23.

#### Recommendation(s)

It is recommended that Committee:

- (1) Note the actual spend of the 2021/22 budget and outcomes achieved NEF Anti-Poverty Fund Action Plan attached (Appendix 1)
- (2) Note the areas of spending of the 2022/23 funding across the areas of work outlined in (Appendix 2) which align to those identified as a priority by the NEF People Leadership Group which are Homelessness, Mental Health and Social Isolation and Welfare Support and Food Insecurity

#### **Resource Implications**

The Anti-Poverty budget for North East Fife for 2022/23 is £135,000.

#### **Legal & Risk Implications**

There are no legal implications. There is a risk that taking no action to address the impact of poverty will result in poorer outcomes for residents in the North East Fife area.

#### **Impact Assessment**

An EqIA is not required because the report does not propose a change or revision to existing policies or practices. Any projects or initiatives undertaken in supporting the anti-poverty work will carry out EqIAs where appropriate.

#### Consultation

Members of the North East Fife Anti-Poverty partnership have been fully involved in considering the evaluation of current projects and proposing the actions in this report. The membership includes: -

 East Fife Home Start, Fife Council Community Development Team, Fife Young Carers, Families First, Cupar Foodbank, NHS Fife Health Improvement, Social Work, Housing, St Andrews Environmental Network, Fife Voluntary Action, Fife Customer Services, Meal Makers, Fife Express Group, St Andrew's Community HUB, Frontline Fife, Castle Furniture, Social Security Scotland and Fife Council Community Planning officer (Food and Transport).

# 1.0 Background and 2021/22 Reporting

- 1.1 The North East Fife Area Committee approved the 2021/22 anti-poverty spend at area committee meeting 23<sup>rd</sup> March 2021. This allowed us to carry out the planned partnership work addressing poverty in our North East Fife communities (appendix 1)
- 1.2 An amount of £135,000 has been devolved to North East Fife for Anti-Poverty work in 2022-23 and attached (appendix 2) is the committed spend for 2022/23
- 1.3 **COVID Spend** As you will note from Appendix 1, in the discretionary Fund additional money was received through the Fife Wide Tackling Poverty Winter budget to support community initiatives in local areas that addressed food poverty, isolation and mental health. We awarded £29,050 for the kitchen refurbishment at NEF Community HUB to allow them to install a working community kitchen where they could increase the numbers of free and low cost meals and offer cooking classes to the local community to support those living on low incomes. They have successfully opened this and are seeing greater number access the Hub since opening.

The East Neuk Centre Trust was awarded £25,000 to modernise and upgrade the kitchen at the East Neuk centre to offer further practical cooking support to those attending the community fridge and encourage increased attendance at the community café to combat social isolation locally and support those on low incomes and encourage reduction of food waste.

1.4 **Hardship Payments -** We have continued to be able to support people in crisis through the local welfare support team with 190 households supported during 2021/22. The increased spend on transport (£2450) is a result of covid restrictions lifting and people able to travel again to food banks, job centre appointments, health appointments. Providing free travel vouchers helps those living in rural areas and reduces requirement to spend income on travelling. Total spend on supermarket cards was £5950, an average of £31 per household.

We partner with Fife Voluntary Action to offer help for one off higher value awards for people setting up home and other emergency situations. They supported 30 clients for vouchers in clothing, small household essentials, replacement certificates and PVGs.

1.5 **Food Insecurity and Community Fridges/Pop Up Larders and Community Meals -** The Community Centre Network, which is the voluntary community centres in NEF, were successful in gaining funding for a part time worker for 24 months to establish better links across the area between food providers and support set up of any new initiatives and explore community growing support. This ends in April 2023.

We have 6 community fridge/larder initiatives in North East Fife which includes Cupar, St Monans, Anstruther, Tayport and, new this year, Colinsburgh and St Andrews. Most groups are trying to offer a minimum of two sessions each week in order to increase opportunities for people to access food. Work is also ongoing to establish another larder in Leuchars. There are also opportunities to develop existing food projects in the Howe of Fife.

In order to keep up with demand, some groups are having to travel further afield to access surplus food. For example, the group in St Monans are now collecting from three retailers in St Andrews in addition to their local Co-op collection and Fareshare delivery.

We have supported the group to set up a donation point for household surplus, and if successful will look to set this up in other areas. Links have also been established with some small-scale growers such as Largo Estate and Bowhouse Market Garden.

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Contact is being established with local farmers and the NE Fife young farmers regarding accessing surplus food to supplement the community fridges.

Continue to support groups with the recruitment of volunteers and the groups with health ans safety requirements and meeting the criteria as food providers. We have been able to support 32 volunteers to go through their food and hygiene certificate online allowing them to work through this at their own pace and in their own homes which is more accessible.

- 1.6 The Anti-Poverty Group is to hold a **Rural Poverty Conference** in October 2022. This will bring together all key partners in the area to review the previous achievements of the rural anti-poverty plan. Inputs and workshops will be built around the key theme of recovery for the North East Fife area and will form the 2022-2025 rural poverty action plan for the area.
- 1.7 **Welfare Support Activity October 2021- March 2022 -** In total the welfare team supported 212 participants across the NEF area with 31 new registrations. Most of the referrals are for food and fuel support due to the increase in prices and further impacted by the reduction of the extra £20 Universal credit payment.

Referrals to CARF increased to support those to manage household budgets and support for sustainable finance.

#### Welfare support Activity April – June 2022

A total of 111 participants across NEF with 15 of these being new registrations. The referrals for foodbank parcels, fuel top ups, food fund crisis payments as well as Citizens Advice & Rights Fife increased dramatically this operational period. It is predicted this will increase even more from April due to the energy cap being removed.

1.8 **Hardship Grants** - The hardship grant has been available since January 2021. There was a marked increase in applications since January 2022. Last year for the North East Fife Area a total of 77 applications were approved for a total of £34,515. The total approved for Quarter 1 from April – June 2022 is 65 applications for a total amount of £29,175 the average payment if £449 and the highest reason for support is for food with 23 applications falling into this category which is 35% of all applications. Other reasons for applying included waiting time for benefits, debt, fuel, kinship care, lone parent, not eligible Scottish welfare fund and sickness.

In North East Fife we have supported Ukrainian families who have arrived in the area while they await allocation of benefits and seeking work locally. April – June 22 a total of 25 Ukrainian participants in total have received support from the welfare support assistants.

# 2.0 Allocated Funding 2022/2023

- 2.1 All allocations are based on the evaluations of initiatives 2021/22 and evidence of need in NEF:
  - **Fuel Poverty £24,000** Fuel top-ups and an additional staff member at St Andrews Environmental Network to deal with the increase in demand and in preparation of the winter fuel crisis that will impact on many people after the summer.
  - Holiday Activities Fund £13,000 Holiday activities for targeted young people
    and families including healthy food where possible and targeted to those
    potentially in crisis over the school holidays.

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- Project Staff £48,500 Homestart to work with families impacted by debt and poverty £5000, East Neuk Recovery Initiative Group to employ a member of staff for additional hours to support benefits advice, to support those in poverty to maximise income and refer to the right agencies for support £3000, Development Officer Post Fife Council to support Food Insecurity and cost of bus travel work £34,000, North East Natter Express Group provide befriending and telephone support on weekly basis to those experiencing social isolation and poor mental health, £7,500.
- Discretionary Fund £26,500 Ringfenced for initiatives requiring support for transport to access services in rural north east fife and local initiatives supporting mental health and food insecurity.
- Hardship Fund £23,000. Supermarket vouchers and free bus travel tickets to be issued by the welfare team £7000, Concessionary travel scheme £5000 (issued prepaid bus vouchers to x number of organisations in the area to support access to foodbanks, community food initiatives, job centre appointments), Fife Voluntary Action Hardship £8000

Leaving £22,976.75 to further to allocate to partnership projects agreed with the local leadership people team meeting the outcomes of social isolation, food insecurity, homelessness. Looking at the Quarter 1 spend of 2022/23 it is likely we will need to increase the amount for travel vouchers and the discretionary fund administered by FVA to meet the demand of the cost of living crisis for people living in NEF.

Total £135,000

# 3.0 Conclusions

3.1 The recommendation is to confirm the delivery of projects listed above and to continue monitoring the progress and evaluation of the work with the Anti-Poverty Group. The group is made up of the partners who work with those who receive the support, and we can offer and have witnessed the immediate and longer-term results of the interventions.

#### **List of Appendices**

Appendix 1 - Anti-Poverty Action Plan report 2021/22 Appendix 2 - Anti-Poverty Action Plan 2022/23

#### **Report Contact:**

Vicky Wilson NEF Community Development Team Manager County Buildings, Cupar

Email: Vicky.Wilson@fife.gov.uk

Tel: VOIP 466862

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# Anti-Poverty Action Plan 2021/22

Budget Total £135,000

Total Committed £135,000

Balance £0

| Project  | Organisation                           | Committed<br>Amount | Actual Amount | Project Aim  | Outcomes   | Update (Numbers & Impact)   |
|--|--|---------------------|---------------|--|--|---|
| A41789.S30011<br>Fuel Poverty                  |  | £12,000             | £18,500       |  |  |   |
| Healthy Homes Keeping the Lights On            | St Andrews<br>Environmental<br>Network | £12,000             | £18500        | To keep the residents of North-East Fife warm through- out the year by ensuring they are not without electricity, gas, oil, and wood due to circumstances beyond their control. This year we expect demand to be high with energy bills expected to rise by an average of £250pa, coupled with the withdrawal of the uplift in universal credit. | To provide top ups to residents of North-East Fife who find themselves without the means to purchase the fuels required to keep the lights on and ensure they are warm. We will also purchase items to supply winter warm up packs to elderly and disabled residents in need. These will contain such items as microwave hot water bottles, fleece throws, and a microwave if the person doesn't have one. | Q1, 76 households were supported totalling 96 top ups in NEF. Q2, 63 households were supported totalling 79 top ups in NEF. Q3, 116 households were supported totalling 158 top ups in NEF. Q4, 86 households were supported totalling 109 top ups in NEF. Additional 57 fuel vouchers were provided totalling £2793 to 49 households. £19.857.38 was the total amount spent on top ups in NEF between April 2021 – March 2022.  "17-year-old just moved into her own tenancy, needed help with top up which was carried out immediately. She was then passed to advisor who helped get her name on account and got the debt for the previous tenant removed. Client was taught to read her meters so she could submit regular meter readings herself." |
| A41789.S30012<br>Holiday Activities            |  | £18,000             | £15,750       |  |  |   |
| Family outing to Blair<br>Drummond Safari Park | Families First St.<br>Andrews          |                     | £1400         | Reducing isolation Reducing stress and difficulties Improving relationships  | An increased opportunity for new experiences.  Reduced isolation.  A reduction in stress and difficulties.   | 21 families comprised of 27 adult's and 39 children benefited from this funding. The price per head was approx. £21.21.  Our plans changed on several occasions this year due to Covid and venue restrictions, but it was finally confirmed we could take a large party to the Bowling Alley in Dunfermline. This is the feedback we received: When we asked how much you enjoyed this event, how happy were you with the organisation, staff and volunteers of this  |

|   |                        |       |  |  | event 100% replied they were very happy. 100% agreed/strongly agreed that the outing was relevant to their family's needs. When we asked if your family would have had a holiday/day out 71% said no, 19% said maybe and 10% said yes.   |
|---|------------------------|-------|--|--|--|
| NE Fife Summer<br>Holiday Fun for<br>Families | Fife Council           | £2000 | Reducing isolation and creating memories.  To provide identified, vulnerable families with funds, supporting day trips out and around Fife and beyond.   | Family Support Service staff will plan days out with families – looking at transport, identified venues such as Dundee Swimming Pool, Dunfermline Cinema, Parks, beaches etc and will support costs.   | 14 families accessed funding and received varied amounts, depending on the size of the family and ages of the children as this would impact on entry fees etc.  The families identified were from throughout North East Fife — Anstruther, St Andrews, Newburgh, Crail and Cupar. Many of the families required support with bus tickets to access activities and funding allocated ranged from £50 to £300.  The funding allowed families choice of places to visit to suit their children and was able to support relationships and choice of how to eat, being picnic lunches or eating out in some circumstances.  One family supported used the funding to visit the following:  St Andrews Aquarium - £42.00 for a family ticket  Wee kingdom - £4.50 per child  Bowling £9.15 and £11.25 entry pp  Safari Park - £56.50 family ticket  Lammas market -£50 for 2 children rides  Deer Centre Cupar — Corporate ticket used |
| Holiday Clubs & Family<br>Days                | Rio Community Centre   | £2400 | 16 days Holiday Clubs and Family days with lunch supplied for all.  This will include bouncy castle, Dinosaur Puppets, animal meet and greet, cookery sessions, art session, Youth 1st sessions more to be confirmed.  | The enabling of re-socialization within the community, allowing families to have fun times together organised by the session leaders, allowing them to just enjoy themselves safely. The young people will be able to engage in a structured activity allowing them to just enjoy being involved in group activities while learning some new skills. | 30 families for 16 days, (soup and fruit skewers) meal provided at every session.  |
| Play Space Anstruther                         | East Neuk Centre Trust | £1100 | We are a family support group in Anstruther Fife where many of the families struggle to afford days out during the holidays, so this is to let them have days out with their families. All the families would like to do different activities during the holidays. | 5 days out during the Summer<br>Holidays including swimming and<br>other days to Parks such as Craigtoun<br>to allow them to do activities with<br>their children. This covers transport,<br>food, and cost of entry for 20 people.  | 8 families were supported over 5 days which works out at 17 children and 9 adults approx. £42 per person for the 5 days.   |

| Holiday Activities                         | Home Start East Fife                                 | £5000 | To provide funding for families supported by Home-Start East Fife to have family days out during school holidays.   | For families to enhance their relationships through having fun together and providing positive memories of happy times together.  To help reduce feelings of isolation, loneliness and anxiety brought about during the pandemic.  40-50 families (60-100 adults and 100 -120 children) | To date 24 families have accessed funding for a family day out.  A family day out to Deer Centre:  Scottish Deer Centre 2 adults and 2 children = £34  Bus Tayport to Deer Centre = £18.00  Picnic lunch, snacks etc. = £25.00  Total = £77.00  Some of the comments received from parents:  "Went to Lammas Market and out for tea to Mozza. Very grateful for the money and had a great day out and it was child's first time at a fun fair." |
|--|--|-------|---|---|---|
| Family Outings                             | Fife Council Westfield<br>Family Nurture Centre      | £500  | To purchase corporate passes to Muddy Boots and Cairnie Fruit Farm.  To allow all families within the centre the opportunity to have family days out throughout the year with little or no cost to them.  | To reduce social isolation for families because of financial difficulties.  To reduce stress within families on a low or restricted income.   |   |
| NEF October Holidays<br>– Fun for Families | Fife Council – Family<br>Support Services            | £1000 | Reducing isolation and creating memories.  To provide identified, vulnerable families with funds, supporting day trips out and around Fife and beyond.  This may require transport costs, entry fees, equipment (Bathing suits etc) where necessary / picnic costs. | Family Support Service staff will plan days out with families – looking at transport, identified venues such as Dundee Swimming Pool, Dunfermline Cinema, Parks, beaches etc and will support costs.  | Funds were used to support families with outings to The Deer Centre - we renewed the corporate pass which will last until April 2023 and will support families for 2 adults and up to 4 children to enter.  Families were given funds for days out to the park, swimming, ice rink with lunches which is a huge benefit.  |
| Forest Education<br>Week                   | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £1250 | Provide a fun, free and educational experience for children aged 6 to 12 in the East Neuk during the October holidays.  | Children build positive relationships with others Increase confidence, self-esteem and team working skills.   |   |
| Play Space trip in<br>October Holidays     | East Neuk Centre Trust                               | £1100 | The project has meet ups to provide opportunities for families to build up relationships with other families for support and to prevent isolation. The families that attend play space  | The project aims to build up relationships in the community for parents to get peer support and friendship and to provide education opportunities. The funding I am   |   |

| A41789.S30013<br>Project Staff |                   | £56,500 | £46,000 | have got low incomes and have been impacted by benefit reforms, so they often struggle to take their children places. The group has taken trips, done online activities and tied into bigger community events.   | asking for is for a trip for the families in the October Holidays to give them food, transport and entry into Xtreme Bounce Trampoline Park in Glenrothes.   |  |
|--------------------------------|-------------------|---------|---------|--|--|--|
| Impact of Benefit Cap          | Home-Start        | £5,000  |         | To support families with at least one child under 8 years of age who are impacted by Welfare Reform and are in debt and money crisis.  | To continue to support for families impacted by welfare reform, this will include assistance with completing forms, attending appointments, attending groups provided by Home-Start East Fife etc.   | Partnership work continues and likely to target families experiencing fuel poverty.  |
| Fife Young Carers (NEF         | Fife Young Carers | £7,500  |         | Where there are opportunities to encourage young carers to use public transport to access services, we do this especially during the summer when activities are not on in the evenings.  Where travel is a barrier to attend support, the funding would allow us to pay for young carers to receive transport to access these respite and support opportunities. Each young carer would have access to a minimum of two respite opportunities per month. | By removing the barrier of transport, we can support Young Carers to attend support such as 1:1, group, and respite opportunities. The outcome of this means we will be able to: -  • Support young carers with selfesteem and confidence.  • Support Young Carers to build and increase their resilience.  • Increase coping skills.  • Support Young Carers to receive a break from their caring responsibilities.  • Support Young Carers to access support from partners such as CLD, Young Carer School Champions, and other organisations and networks in their local communities.  • Support young carers to access 2 respite opportunities each per month with other young carers. | Q1: Covid 19 has stalled the restart of group work. Q2: 23 young carers received support this quarter to attend regular group sessions plus a respite trip to the Zoo: Transport Costs were: July = £356.16 August = £1455.26 September = £317.25 Totalling 145 hrs support provided. Q3: 16 young carers received support this quarter to attend regular group sessions plus a respite trip to Cluny Clays: Transport costs were: October = £279.38 November = £490.32 December = £670.13 Totalling 116hrs support provided. Q4: 15 young carers received support this quarter to attend regular group sessions plus a respite trip. Transport Costs were: £800 |

|  |  |         |           |  |  | Totalling 64 hours support provided.  |
|--|--|---------|-----------|--|--|---|
| Development Officer<br>Post                        | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £18,500 |           |  |  | Policy works on the cost of bus travel in NEF and the development of community fridges. Post ends 31st March 2022.  |
| North East Natter                                  | Express Group  | £15,000 |           | To provide telephone support on a weekly basis to individuals in NE Fife who are experiencing isolation due to the Covid 19 lockdown. We are currently working with eleven individuals for a year, providing up to one hour of phone calls per week. | Help improve individuals' mental wellbeing or help prevent a deterioration for those who may have low mood due to social isolation.  | Q1: 8 people supported over 50 hours. Q2: 8 people supported over 45 hours. Q3: 9 people supported over 28 hours. Q4: 9 people supported over 49 hours.   |
| A41789.S30014<br>Discretionary Fund                |  | £23,500 | £69903.75 |  |  |   |
| Community Job Club –<br>Emergency Mobile<br>Phones | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £250    |           |  | Participants in poverty are not sanctioned  Participants can be contacted or contact essential services  Participants do not miss out on job opportunities   | 20 x Mobile phones purchased to help members of the community to remain in contact with essential services across NEF including the welfare team during the pandemic.   |
| Balmullo Village Café                              | Fife Council<br>Communities &<br>Neighbourhoods      | £560    |           | To provide low-cost hub for the local community of all ages to regain confidence and to reduce social isolation.   | Volunteers and customers feel more socially included, and a sense of belonging to their community.  Improve employability and training opportunities.  To sustain the café for long term use.  |   |
| NEF Winter Warmth                                  | Fife Council – Family<br>Support Services            | £2500   |           | To support families who are or will be struggling to meet high energy bills.  To provide identified, vulnerable families with cosy blankets, coats, clothing.  To support families to use warm clothing and blankets, reduce their                   | Family Support Service staff will identify families who need support to keep their fuel bills down and encourage use of blankets during Autumn/Winter.  If children don't have winter clothing (coats/scarfs/gloves) families will be supported to purchase these. | funding has been spent to support families from all areas of NE Fife to purchase, clothing, blankets, cosy bedding - some families had up to 6 children requiring support. Families were identified as in poverty, through requiring FSS support with other issues affecting their day to day lives.  Families reported back very grateful for this support with ongoing work around home and money advice/management |

|   |   |       | need to have heating on and lessen<br>the burden of high fuel bills.  |   |    |
|---|---|-------|---|---|----|
| Community Job Club –<br>Printing of posters             | Fife Council<br>Communities &<br>Neighbourhoods | £7.75 | To provide easily accessible welfare information for clients visiting the Job Clubs.  | New leaflets to be distributed in each ward by Community Education Workers & Welfare Workers.   |    |
| Xmas Job Clubs  | Fife Council<br>Communities &<br>Neighbourhoods | £235  | To help tackle social isolation and mental health among those who attend the Community Job Clubs in NE Fife during the Christmas period. (47 x £5 per person)   | To provide festive food at every job club week beginning 13 <sup>th</sup> December. We will also be giving out the Cosy bags during that week as a present to every job club participant. Many of the participants are single people who may not have family or friends they can enjoy Christmas with. They are on benefits and low incomes and may not be able to afford Christmas treats. These sessions will mean they have a Christmas get together to tackle social isolation and mental health issues which can be more prevalent during this time of year. |    |
| Christmas Boxes   | Fife Council Social<br>Work Service             | £500  | To reduce loneliness amongst recipients who have no supports and on very low income (benefits)/no income.  To provide practical items which promote physical exercise, mental wellbeing and self-care. Items which recipients cannot afford or prioritise due to low or no income.  This will be achieved by providing a Christmas box to each recipient which contains practical items including a hat, scarf and gloves, toiletries, a small treat i.e. chocolate bar and a Christmas card. | Recipients will feel valued, supported and cared for at a very difficult time of year which will promote mental wellbeing and reduce feelings of loneliness.  Recipients will have the means to engage in outdoor pursuits such as walking which will give constructive use of time and promote mental wellbeing.   |    |
| Axiom Modelling of<br>Concessionary Bus<br>Fare Schemes | Axiom / Sheena<br>Watson                        | £816  |   |   | 6- |

| Cosy Bags for<br>Christmas    | Cupar YMCA        | £4000  | To help those on Universal Credit who have lost £80 a month and those on legacy benefits to stay a bit warmer this winter as their utility bills will be increasing due to the increase in fuel costs that everyone will be experiencing. | To help participants who attend the Community Job Club to stay a bit warmer during this winter by providing them with bags of items which will aid this.  These bags will include a blanket, hot water bottle, winter woollies as well as other items and information.  The Community Job Club participants are majority single middle-aged men who generally do not have other people who they can get help from and do not like to ask for help.  Therefore, this targeted group are very often missed when these type of 'goodie' bags are suggested. NB: although the bags won't be solely for men, they will be given out during just before Christmas as a present to all those who attend. | This project was to provide festive food at every job club week beginning 13th December, where we also gave out the Cosy bags during that week as a present to every job club participant. The bags contained a hot water bottle, thermal blanket, hat and gloves, local shop voucher, shower / bath toiletries, an item of confectionary as well as a £10 shopping voucher. Many of the participants are single people who may not have family or friends they can enjoy Christmas with. They are on benefits and low incomes and may not be able to afford Christmas treats. This project meant they had a Christmas get together like everyone else which also tackled social isolation and mental health issues which can be more prevalent during this time of year. The food at each job club also provided an informal Christmas party atmosphere with everyone chatting around the table, enjoying a hot meal. The lunch provided soup, sandwiches, tea or coffee and a selection of cakes.  Almost all participants that attended the lunch sessions were genuinely astonished with the generosity of receiving such a wonderful gift, many commented "this year I am actually getting a Christmas present", "what a wonderful gift, can I share these with family", there were also a few tearful eyes. Many asked if the Cosy Bags were going to be a regular thing at Christmas. The following week, prior to Christmas, feedback from participants "the thermal blanket and hot water bottle were fantastic, super warm".  Over all the sessions the participants were surprised they were gifted a Cosy Bag, most were very appreciative that such a small gift could make a huge difference at home, especially when most were struggling to save on the energy outgoings |
|-------------------------------|-------------------|--------|---|---|--|
| Commercial Kitchen<br>Upgrade | NEF Community Hub | £29050 | To complete the set-up of the commercial kitchen adjacent to the hatch for the café. To enable us to upscale our provision of free and low-cost meals to the local community, both as a café and take away service.                       | Increased menu choice Increased number of meals produced Providing hot meals over a longer time period per day. Offering cooking demonstrations and lessons using in season produce or end of day stock. Cooking classes around healthy eating on a budget Opportunity to train volunteers with a view to employment within the sector  |  |

| Fife Council<br>Communities &<br>Neighbourhoods | Cupar Community Fridge                               | £205    | Reduce food waste: surplus food is sourced from the food industry and is redistributed at the community fridge to those who need it. Reduce stigma: surrounding access to affordable food provision and wider support services. Provide benefits to the community: providing individuals with food and opportunities to connect with local people, reducing social isolation, regaining community capacity building. Cupar Community Fridge is for everyone – service users do not need to be claiming benefits to use the fridge. The service offers a non-judgemental approach, ensuring that those who would benefit most (those who may experience food insecurity), will always have the opportunity to access this free food service. | Increase the number people who have dignified access to food provision Increase the number of volunteering opportunities in the North East Fife area Reduce stigma surrounding access to affordable food provision  |  |
|---|--|---------|---|---|--|
| Family Christmas<br>Shopping Vouchers           | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £480    | To reduce the numbers of families impacted by food hunger during school holiday period.   | Work with existing partners to identify families who would be impacted during school holiday period in December  To provide shopping vouchers to families on low incomes  |  |
| Anstruther<br>Community Fridge                  | East Neuk Center Trust                               | £ 25000 | Our aims are to modernise and upgrade the Kitchen area in the East Neuk centre so we can offer basic cookery demonstrations and techniques to those on low incomes . we aim to show people what can be achieved using the basic ingredients that can be obtained either from the local food bank or from the community fridge. We also aim to develop the community drop in café that has started in conjunction with the Anstruther  | The outcome is: a) Increase awareness of the Community Fridge/larder and the part this will play in reducing food waste and alleviating food poverty. b) Increase the knowledge of what food stuffs are available and how to prepare and cook them. c) To increase social inclusion via the community café drop in. Fifty to sixty persons per week Impact (What difference will it make) To reduce food waste, reduce food |  |

| Stagecoach 14 x East<br>of Scotland Dayrider<br>books | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £6300   |            | community fridge. We believe this project will encompass the wider east neuk area.   | poverty , raise community awareness for those on low incomes   |   |
|---|--|---------|------------|--|--|---|
| A41789.S30020<br>Hardship Provision                   |  | £25,000 | £23,749.98 |  |  |   |
| Welfare Officer<br>Hardship payments                  | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £7,000  | £6738.46   | Co-op/Tesco gift Cards and Bus<br>Tickets  4 x East of Scotland Day Rider books<br>(50 per book)  2 x NEF Day Rider books (50 per<br>book) |  | 190 households supported over the year: Q1: 27 Q2: 29 Q3: 55 Q4: 79  Day Rider Tickets: £2450  Tesco Vouchers: £1590  Co-Op Vouchers: £1380  Aldi Vouchers: £530  Total Spend: £5950 Average: £31 per household   |
| Welfare Hardship payments                             | Fife Voluntary Action                                | £8000   |            | To provide access to emergency funds.  | Offer an emergency support to referred NEF crisis clients. The fund can be used for: - Crisis intervention Food and Fuel Small household appliances / household essentials Clothing for interviews Travel to job/volunteer placements. | 30 clients supported to a total of £5,639.93 £2,726 in vouchers for clothing, small household essentials, emergency travel vouchers, replacement certificates and PVGs. £2,913.93 for larger white goods and furniture.   |
| Concessionary Travel                                  | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £3,375  |            | 9 x NEF Day rider books 1 x East of Scotland Day rider books   |  | 10 x bus ticket books were purchased. 9 books which cost £325 and 1 book which cost £450.  These bus tickets have been distributed to a variety of services around NEF to help reduce the transport barrier for the most venerable in NEF. The following agencies have been issuing bus |

|                           |  |          |             |   |  | tickets to participants and clients that cannot receive support due to having no transport. The agencies are:  Home Start East Neuk Foodbank Tay bridgehead Food Bank Cupar Foodbank Andys man's club / Womans Wellbeing Club CARF – (Cupar Office Only) Oor Space – EN Fife Council Children & Families Team  This project has helped 161 people access support services in NEF who had a transport barrier. |
|---------------------------|--|----------|-------------|---|--|---|
| Emergency Food            | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £321.98  |             |   | People will have access to nutritious food appropriate to their dietary requirements and cooking facilities available. |   |
| COVID 19 lockdown<br>food | Colinsburgh Townhall management committee.           | £64.54   |             | To ensure that people who are struggling or vulnerable due to the additional costs or health conditions due to Covid 19 lockdown have access to food. |  |   |
| Tv Licences               | Fife Council,<br>Communities &<br>Neighbourhoods NEF | £5,250   |             | Purchase of 30 TV Licences  |  | License payments have been allocated to vulnerable/elderly within NEF.  |
| TOTAL                     |  | £135,000 | £173,903.73 |   |  |   |

# Anti-Poverty Action Plan 2022/23

Budget Total £135,000

Total Committed £135,000

Balance £0

| Project                             | Organisation                            | Committed<br>Amount | Actual Amount | Project Aim  | Outcomes  | Q1 Update (Numbers & Impact)  |
|-------------------------------------|---|---------------------|---------------|--|---|---|
| A41789.S30011<br>Fuel Poverty       |   | £24000              | £24000        |  |   |   |
| Fuel Poverty<br>Support             | St. Andrews<br>Environmental<br>Network |                     |               | To provide help and support to households struggling with energy costs this year. StAndEN is asking funds to employ an additional part time (£12,000) Energy Advisor and £3,000 for discretionary funds to be used, if necessary, at initial contact to keep the power on until a fuel voucher can be arranged. Cosy Kingdom Funds StAndEN to support 310 distinct clients throughout North-East Fife and Glenrothes. Last year we dealt with 631 clients under the Cosy Kingdom banner with the additional costs to provide this service funded by the charity's funds. We can not sustain that this current year. We already have a 5 week wait for an appointment with an advisor. Our aim is to use this funding (we are applying to Glenrothes for exactly the same) is to supplement the Cosy Kingdom service to meet the current and expected demand going forward. Clients last year on average had 2.26 interventions (1427 in total). It will allow us to reduce waiting times for energy advice and ensure that clients can receive the support they deserve. | To provide residents in North East Fife with energy advice in a timely fashion. To ensure they receive the help and support required and to work with households to help them manage their energy usage to keep costs down as much as possible.   |   |
| A41789.S30012<br>Holiday Activities |   | £13,000             |               |  |   |   |
| Family day trip to<br>Edinburgh Zoo | Families First                          |                     | £2000         | The challenges our service users face include Autism Spectrum Disorders, poor physical and mental health, social problems such as poverty and isolation, and family problems such as fragile relationships, caring responsibilities and substance misuse. They all face the challenge of living in a rural location. All of the children and young people we work with have faced one or more Adverse Childhood Experience. Our overall aims are to strengthen the social and emotional wellbeing in children, young people and adults. We do this in a number of ways, by providing opportunities for our service users to explore the challenges they face and gain new experiences in a safe environment with supportive staff and volunteers. In addition to one-to-one support and group work, we provide new experiences through family days. These days give families a chance to spend time and have fun together, thus creating lasting memories with each other.   | We plan to organise a family outing to Edinburgh Zoo during the October school holidays 2022. We expect 65 children, 50 adults and 10 staff/volunteers to attend. We wish to provide a whole family experience as many of the families we work with are unlikely to have a family day out together or family holiday due to low income households and family circumstances. These outings help the families to have fun and learn together, away from the day-to-day stresses of daily life, which create lasting memories to reflect back on. They are also able to share the experience with others who face similar circumstances. The day allows for children and young people who are isolated to enjoy a day out with the friends they have made at befriending or children's group work. | Not due to happen till Q2   |
| Playspace Trip                      | East Neuk Center<br>Trust               |                     | £850          | Play Space is a Parent Support Group for families in the East Neuk of Fife. The project has meet ups to provide opportunities for families to build up relationships with other families for support and to prevent isolation. The families that attend playspace have got low incomes and have been impacted by benefit reforms so they often struggle to take their children places. The group has taken trips, done online activities and tied into bigger community events.  | The project aims to build up relationships in the community for parents to get peer support and friendship and to provide education opportunities. The funding I am asking for is for a trip for the families in the Easter Holidays to Ninja Bounce in Kirkcaldy with transport there and back and a lunch at McDonalds. Transport £350 Admission to Ninja Bounce: £300 Lunch at McDonalds: £200   | Case studies: Megan has 4 children and lives in a Rural Fishing Village with her partner Stephen. Megans income is affected by the two children benefit cap on Universal Credit. Megan and her family cannot afford to go on days out often due to the cost of a day out between transport, entry and lunch for a day. The Anti Poverty budget meant that Megan and her family had the chance to go on a day out during the Easter Holidays to Ninja Bounce and McDonalds. "If I was to do this with my family it would have cost over £100". |

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|   |  |  |   |  | This shows Megan got to take her family away for a day, cost free which is something they struggle to afford. Megan also commented that her children love going away with the group as they see their friends.  Alison is a lone parent of two girls aged 4 and 10. She is on Universal Credit and is quite isolated due to her Rural Location. She enjoys coming to the group trips because "the girls just love seeing everyone, it is such a great group". Alison comments on how the group is welcoming and inclusive.  Rebeccas son lain has ADHD and this can stress Rebecca out. Rebecca has remarked that "they do not feel judged" showing that Rebecca has found a "safe space" where all the children can be themselves freely without judgement and she feels supported and her children get the chance to socialise.  Susan is the sole primary carer of her 3 grand daughters aged 9, 3 and 1. Susan comes on trips as she gets a chance to socialise and support is there if it is needed. Susan gets the chance to see other grans who have their grandchildren full time and has made good relationships through attending the group that have varied activities both as trips and other things that go on at halls etc |
|---|--|--|---|--|--|
| Sea Life Centre & Muddy Boots Trip              | Fife Council Social<br>Work Service            |  | To provide Kinship Carers (and their families) who may be experiencing poverty and social isolation in the NE Fife area with access to recreational / educational / fun experiences. To improve mental / emotional wellbeing, promote the families feeling of belonging within the local community and enable them to offer children and young people in their care opportunities to visit new places, try new things and be included in events that otherwise they may not be able to access. The aim would be to promote wellbeing within the kinship families bolstering important relationships, improving outcomes for children and young people and promoting carer's ability to provide opportunities to those they are looking after. The kinship team covering the NE Fife area would like to purchase a range of year passes to activities within the NE Fife region to provide Kinship families with access to these services. Sea Life Centre -St Andrews:-x1 annual multiple family pass (2 adults and 2 children) x2 children annual pass Total cost £350 Muddy Boots: X2 adult annual pass X4 children annual pass Total cost £350 | (who become carers 2022- 2023) and their families in the NE Fife area. We currently have 53 Kinship Carers in the NE fife area many of whom are struggling financially, are rurally isolated and not able to access activities within their local area. We would support carers to access activities by providing them with one of the above detailed passes, the aim would be to promote these passes through the kinship support groups run in Cupar and St Andrews and via children and families  | 45 supported - £700 spent  Case study: Family residing in Ceres very socially isolated and in extreme poverty. Child very anxious and shy in social settings, not always getting appropriate stimulation out with the home. Gran has been able to access activities with her grandson which he has very much enjoyed, and no additional financial pressure has been placed on gran. The family have had fun together, experienced new things with no additional stress.  |
| NE Fife Summer<br>Holiday Trips for<br>Families | Fife Council<br>Children &<br>Families Service |  | Reducing isolation and creating memories.  To provide identified, vulnerable families with funds, supporting day trips out and around Fife and beyond.  This may require transport costs, entry fees, equipment (Bathing suits etc) where necessary / picnic/lunch costs.   | Family Support Service staff will plan days out with families – looking at transport needs, identified venues and will support costs.  | Given money back due to getting funding from another source  |
| Impact<br>St.Andrews<br>Holiday Club            | Impact<br>St.Andrews                           |  | Host a Holiday club for primary aged children in St Andrews. We want to keep it free of costs for everyone. The aims are to allow children to meet and enjoy socialising with other children from across the town, learn about the Christian faith and values, and improve their health and well being through sports and games.  | A fun holiday week in which we'll provide a range of activities including; 4 different take-home craft activities, snacks and drinks, multiple team games and sports activities all with a fun beach theme, singing and dancing, hearing bible stories and lots of time to socialise in teams. The club runs for 4 mornings from 09:45-12:00. We're hoping that all children will have a great time at our holiday club. But we are aware that especially for children who experience financial difficulties, this might be the highlight of their holidays. | Not due to happen till Q2  |
| Play Space                                      | East Neuk Centre<br>Trust                      |  | Play Space is a Parent Support Group for families in the East Neuk of Fife. The project has meet ups to provide opportunities for families to build up relationships with other families for support and to prevent isolation. The families that attend playspace have got low incomes and have been  | The project aims to build up relationships in the community for parents to get peer support and friendship and to provide education opportunities. The funding I am asking for is for 2 trips for the families in the Easter Holidays to Innoflate in Dundee and Cairnie Fruit Farm in   | Not due to happen till Q2  |

| A41789.S30013 Project Staff Impact of Welfare Reform | Home Start East<br>Fife                   | £48,500 | £5000    | impacted by benefit reforms so they often struggle to take their children places. The group has taken trips, done online activities and tied into bigger community events.  To support families with at least one child under 8 years of age who are impacted by Welfare Reform and are in debt and money crisis.   | Cupar The breakdown of costs are as follows: Transport to Innoflate Dundee from Anstruther Return: £550 – 45 seat coach Admission and lunch @ Innoflate Dundee = £20 per head = £900 as adults must go on Transport to Cairnie Fruit Farm, Cupar from Anstuther (Return £400) Entry into Cairnie Fruit Farm: 29 children £8 per head £232.00 16 Adults £6.50 per head £104.00 and a budget of £5 per head Picnic Lunch total £225.00. Total Cost = £2411.00  To continue to support for families impacted by welfare reform, this will include assistance with completing forms, attending appointments, attending groups provided by Home-Start East Fife etc. Families will be allocated a member of the team to offer them support for as long as required (a minimum of 3 months). The allocated worker will visit the family and agree support required – support will include weekly contact either visits or phone calls, assistance to attend appointments including transport and accompanying and attendance at support groups. Any financial support will go towards salaries, staff expenses, volunteer expenses |  |
|--|---|---------|----------|---|--|--|
| ANTI POVERTY<br>(AFTER COVID)                        | East Neuk<br>Recovery<br>Initiative Group |         | £3000    | To employ a part time worker who will provide benefits advice, assist with claims, forms, appeals, tribunals and support people in financial crisis. Provide financial management support, assist with debt management, discuss options available and provide support to access these. To increase knowledge/skills, tackling financial exclusion and fuel poverty. This is a rural area where public transport, fuel (cars) and food are expensive. It is difficult to access shops and services and we have noticed an increase in requests for food parcels, delivery of parcels, benefit claims, assistance with gas, electricity, transport to services such as doctors dentists appointments. We have provided benefit advice for a number of years from our drop in at St Monans and outreach clinics but unfortunately the funding came to an end. We would like to continue this service for people because it is difficult and expensive for people to access other areas for help and advice which has prevented them receiving the correct help. We at ENERGI, due to the many years of working in this field have the experience to facilitate the needs of the people of the east neuk of fife. | To respond to the needs of the community. To be accessible to anyone who feels they may benefit from our services. To assist people who experience poverty and isolation. To maximum income. To process more referrals and signpost people to agencies allowing them support which is much needed after covid. To alleviate fuel poverty and alleviate mental health (which has been on the increase due to covid.   | <ul> <li>Supported 6 participants - £240 spent</li> <li>Bus pass enabling free transport to areas outwith East Neuk of Fife for job seeking, shops and social activities.</li> <li>Apply for Council Tax Reduction as person was on benefits.</li> <li>Housing Advice to make best use of what was available in their area and sign posting to other organisations.</li> <li>Apply for Passport Application as client did not have capability to complete form.</li> <li>Apply for Personal Independence Payment Application.</li> <li>Apply for Universal Credit</li> <li>Please note the 6 were beneficiaries however we were not able to assist some others clients due to the requests being out with our remit e.g. request for monies and non-essentials.</li> </ul> |
| Befriending<br>Support                               | Express Group<br>Fife                     |         | £7500    | To provide telephone support on a weekly basis to individuals in NE Fife who are experiencing isolation due to the Covid 19 lockdown and poor mental health. We are currently working with eleven individuals for a year, providing up to one hour of phone calls per week. The contact may be one call or several depending on the requirements of the individual. We have also employed a caseworker to provide this support plus face to face support as covid restrictions ease and a Group Co-ordinator to run our groups which the individuals may attend if they wish. This funding will go part way to cover the wages of these two employees.  | Help improve individuals mental wellbeing, or help prevent a deterioration for those who may have low mood due to social isolation.  | 66 contacts with 8 individuals - spent £1,875  Case Study: M's dad passed away recently which got them down. The 1-1 chats helped to keep their spirit up. They have been attending the Cupar Express Group and been helping with the St Andrews group before its temporary closure. They have found the groups a great help   |
| Development<br>Officer                               | Fife Council<br>Communities<br>Service    |         | £34000   |   |  |  |
| A41789.S30014<br>Discretionary<br>Fund               |   | £26,500 |          |   |  |  |
| Transport Costs                                      | Fife Young Carers                         | £6000   | £2868.50 | With North-East Fife covering a large and mostly rural area transport is a vital means to access opportunities. Young Carers often miss out on opportunities that take place outside of the home and school due to transport difficulties. This could be due to the cared-for person not being able to drive due to their ill health or disability, or due to a caring role in the household meaning that adults are not available to take a young carer to the opportunity on offer. Additionally, public transport in North-East Fife and the locations of where Young Carers live is not always easily accessible. Young carers of primary school age often do not want to take public transport by themselves late at night or face the possibility of having to complete their journey by foot in the dark therefore making  | The Fife Young Carers projects aims to ensure that young carers are supported as children and young people with caring responsibilities. To do this we support young carers in a personal centred way providing support that is tailored to individual need. We provide 1:1 support, respite and group opportunities as well as advocacy and befriending. The support aims to reduce the impact of the caring role on the child or young person allowing them to children and young people first and foremost.  By removing the barrier of transport, we can support Young Carers to attend support such as 1:1, group and respite opportunities. The outcome of this means we will be able to: - · Support Young Carers   | 21 supported - £844.95 spent  This quarter we have been able to support 21 individual young carers access transport to attend support.  Case Study: A young carer aged 9 recently joined the respite support groups at Fife Young Carers. This young carer cares for both of his parents, one with a mental health condition and the other with a physical condition. This young carer provides support at home both practically and emotionally. His mum has had to spend some time in hospital and throughout these times he has picked up extra   |

|  |   |          | attending support after school difficult. The funding would allow us to pay for young carers to receive transport to access support opportunities. Over the last year we have found that offering transport to be a great befit to the young carers and their families. This support has allowed young carers to access support. We anticipate a continued need for this support into the next financial year. We are encouraging young carers to access the new Young Scot travel scheme however we recognise that many still do not feel comfortable using local transport.  | through critical transition periods such as P7 to High School / School to further education or employment. · Support young carers with selfesteem and confidence. · Support Young Carers to build and increase their resilience. · Increase coping skills. · Support Young Carers to receive a break from their caring responsibilities. Support Young Carers to access support from partners such as CLD, Young Carer School Champions; and other organisations and networks in their local communities.  | responsibilities such as getting himself up and ready for school, and organising breakfast. When his parents are unwell, he will also help look after his younger sister by playing with her and keeping her company.  He was recently assessed for support, and he decided he would like to attend group to meet other young carers. His parents and the FYC worker also saw that peer respite opportunities would give him a break from his caring responsibilities. This young carer would not have been able to attend the group respite support without the opportunity for a taxi due to both his age, the time of the group, the lack of public transport from his home area and his parents being unable to transport him to the group.  |
|--|---|----------|--|--|--|
| Transport to<br>Activities             | Families First                                  | £2000    | In addition to one-to-one support and group work, we ensure transport to activities is not a barrier for disadvantaged children and their families accessing our services. It is becoming increasingly more difficult for our families to receive the support they need due to increasing transport costs.   | We plan to offer transport options to children, young people and their families to access our activities throughout the year. These options include: • Walking. • Under 22 bus ticket. • Bus vouchers.  • Taxis. • Reimbursement of petrol costs. • Staff driving including transport coordinator. • Hire of local school minibuses. We expect to support 100 service users over the year with their transport options.  | 47 supported - £736,40 Spent  We have been able to support 47 Service Users to take 264 journeys within our Befriending and Family Support services. Without transport assistance they would be unable to attend and participate in our activities.  Case Study: L & A are two young people that greatly benefit from transport assistance. They are usually driven by Chris, our Transport Coordinator. Chris collects them from school and brings them into St Andrews for their Befriending sessions. As a result of this activity we are also maintaining good relationships with the school and the children's parent. Their family does not have access to a car or funds for independent transport; moreover, both children have additional needs which would make using public transport unsuitable. The consistency of transport, reminders before sessions, and encouragement to join in, are especially important for both L & A for their learning, socialisation and wellbeing.  Both L & A tell us how much they love coming to Befriending, and they have built great relationships with other children, staff and volunteers. We have established a positive relationship with their parent (and the wider family), which ensures we are aware and involved in any changes to the children's wellbeing and care. |
| Gym Passes –<br>Social Prescribing     | Fife Council<br>Communities &<br>Neighbourhoods | £328     | To help improve social prescribing patient's mental health through exercise. The passes are for 10 sessions to be used how often as they like. These passes give the recipients a Silver pass which is gym and a swim. They will need to book an induction of they have never used the gym before. These can be used at any Fife Leisure centres.  | That patients will feel their mental health has been improved by attending the gym and swimming. This will be captured through case studies and impact statements.   | £328 (5 passes £164 now + 5 passes in Oct/Nov at £164)   |
| NEF Community<br>Fridges               | Fife Council<br>Communities &<br>Neighbourhoods | £3376.75 | Reduce food waste: surplus food is sourced from the food industry and is redistributed at the community fridge to those who need it. Reduce stigma: surrounding access to affordable food provision and wider support services. Provide benefits to the community: providing individuals with food and opportunities to connect with local people, reducing social isolation, regaining community capacity building. Cupar Community Fridge is for everyone – service users do not need to be claiming benefits to use the fridge. The service offers a non-judgemental approach, ensuring that those who would benefit most (those who may experience food insecurity), will always have the opportunity to access this free food service.  | Increase the number people who have dignified access to food provision. Increase the number of volunteering opportunities in the NEF area. Reduce stigma surrounding access to affordable food provision. Allow signposting to appropriate services- welfare support etc.  |  |
| Fife Council<br>Children &<br>Families | Cupar, Children<br>and Families Area<br>Team    | £1500    | The Children and Families Team in Cupar work in a rural area where many families are isolated and can struggle to access foodbanks and other amenities/services of support. This alongside the ongoing impact of the COVID pandemic, the marked increase in the cost of living coupled with the fact that benefits and wages are not keeping up with inflation has placed many families at risk of poverty. The Cupar Team work with families across the North East of Fife who are looked after at home, on the Child Protection Register and families who work with us on a voluntary basis. This request is to access the anti-poverty fund to provide 'assessed' support to families in need, particularly those that may not be able to access funding from other areas ie. Welfare Fund etc. | The cost of living and fuel is increasing, and we are working with many families who may not have usually come to our attention. Families are requiring practical support to ensure their basic needs alongside needing support due to unforeseen circumstances such as moving tenancy due to domestic violence or relationship/family breakdown. In line with The Promise, we also have many children living in kinship care; these carers are family members who are not in receipt of any financial support and often prevent children becoming looked after. However, at times these families struggle to either heat their home or put food on the table or have a day out together that some of us may take for granted. Anti-poverty funding has not been claimed over the last two years due to Summer Activity and Achievement Funding we | Only been issued this payment in July  |

|  |   |          |             |  | have been provided with by the Scottish Government alongside the Winter Fund. The Winter Funding money was exhausted some time ago and the Summer Activity and Achievement Funding whilst very welcome does have certain criteria which does not allow for monies to be used for times of crises – ie funds for immediate crises, basic home furnishings etc. The Autumn/Winter months are predicted to be a particularly challenging time for our area and these funds are particularly required for this period. |  |
|--|---|----------|-------------|--|--|--|
| A41789.S30020<br>Hardship<br>Provision |   | £23,000  |             |  |  |  |
| Welfare Hardship                       | Fife Voluntary                                  |          | £8000       | A crisis fund to support individuals and families in the NE Fife area who  | Support those in a crisis situation and address rural inequalities.  | 18 supported- £4,847.00  |
| Payments                               | Action  |          |             | require access to immediate support with clothing, white goods and financial crisis situations.  |  | Case study: A vulnerable client living, with complex health needs and no disposable income, in an inappropriate farm cottage out with essential services was supported to move into appropriate suitable accommodation better suited to needs and the fund paid the removal costs.   |
| Concessionary<br>Travel Scheme         | Fife Council<br>Communities &<br>Neighbourhoods |          | £5000       | To reduce transport barrier for those in the most isolated communities in NEF. To provide access to cheaper supermarkets within NEF. To remove the barrier for people attending essential support and mental wellbeing groups. To help those accessing support from the foodbanks in NEF who live in a far-out corner of their community - a bus ticket to get home with the bags of shopping. | Help reduce the barrier of transport for those on a low income. Help those who are stuck in rural communities in NEF.  |  |
| Welfare Support<br>Shopping            | Fife Council<br>Communities &                   |          | £7000       |  |  | Q1: 108 households were supported this quarter. Total spend to date detailed below:  |
| Vouchers & Bus<br>Tickets              | Neighbourhoods                                  |          |             |  |  | Tesco Vouchers £800  |
|  |   |          |             |  |  | Coop Vouchers £650   |
|  |   |          |             |  |  | Aldi Vouchers £670   |
|  |   |          |             |  |  | Bus tickets £498.50  |
|  |   |          |             |  |  | £2618.50 is the total amount spent at the end of quarter 1.  |
|  |   |          |             |  |  | Case Study Q1: Participant is struggling with the cost of living as she has a mortgaged property and only receives minimum UC (£216pm) with no financial housing support Referral for further support from CARF and £20 Aldi Voucher given as she has no fresh food and has been eating from the foodbank every week since dec ember 2021. |
| TOTAL                                  |   | £135,000 | £112,023.25 |  |  |  |

7<sup>th</sup> September 2022

Agenda Item No. 16



# **Area Housing Plan Update**

Report by: John Mills, Head of Housing Services

Wards Affected: Ward 16 – Howe of Fife, Ward 17 – Tay Bridgehead, Ward 18 – St

Andrews, Ward 19 - East Neuk and Landward, Ward 20 - Cupar

#### **Purpose**

Members approved the North East Fife Area Housing Services Plan 2022-2024 on the 24<sup>th</sup> November 2021.

This report provides an update on progress in delivering service priorities and performance information for the financial year 2021/2022 where figures are available at an Area level.

#### Recommendation(s)

Members are asked to:

- Comment on the work progressed through the Area Housing Plan for the financial year 2021/2022
- Note the Expenditure for the HRA Locality Managed Budget for 2020/21 outlined in Appendix 2.

#### **Resource Implications**

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

#### Legal & Risk Implications

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

#### **Impact Assessment**

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

#### Consultation

Local tenants were involved in the development of the Area Housing Plan through local groups and events, as well as taking part in walkabouts with staff and members. We have also used feedback from the annual tenant survey to develop the plan.

# 1.0 Background

- 1.1. Members approved a report on 24<sup>th</sup> November 2021 which outlined the 2022/2024 North East Fife Area Housing Plan and set out how we intended to:
  - Understand and address housing needs in the area
  - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives. We have a key role to work in partnership with others to reduce poverty in Fife and to ensure that we are acting 'one step sooner'.
- 1.3. This report includes measures to outline how well we are performing and addressing housing need in North East Fife. Performance figures for the previous financial year are provided where this is available at an Area level. It also outlines how staff have adapted to deliver services during COVID restrictions. Housing Management Officers are now able to be more visible in local communities as we work our way through the Recovery Plan.

# 2.0 Issues and Options

- 2.1 This report will focus on the following Plan for Fife headings-
  - Opportunities for all
  - Thriving places
  - Community led services
- 2.2 Attached to the report are two appendices
  - Appendix 1 is a summary of North East Fife Area performance 2021/22
  - Appendix 2 information on the expenditure 2021/22 locally managed budget allocation.

#### 2.3 Opportunities for all

- 2.3.1 The period of lockdown was a difficult and challenging time for many in our communities. Housing have worked in partnership with others to help vulnerable households to obtain necessities such as food and prescriptions. We have also provided advice and support to tenants who were worried about their rent. Housing Services focused on delivering business critical services. This included gas safety inspections, emergency repairs, dealing with anti-social behaviour, welfare checks, urgent allocations to homeless and support to older people in sheltered housing. Staff in the North East Fife Team volunteered for redeployment to critical parts of our business.
- 2.3.2 Throughout this time, we have had to adapt to change and seek new ways of working. It has presented us with the opportunity to become more agile and review how we operate. We have adopted a blended approach, with staff working between home and office space as required. Our focus has remained continuing to deliver critical services while improving the condition of our estates and addressing the welfare needs of our tenants.

- 2.3.3 Housing allocations continue to promote transfers to meet housing needs, however there continues to be a clear focus on statutory homelessness, particularly to assist those at risk of homelessness, care leavers, people fleeing domestic abuse, and those in poor housing conditions. Demand for temporary accommodation is extremely high, and steps have been taken to increase temporary accommodation stock to ensure that Housing Services meets its statutory duties.
- 2.3.4 There is a renewed focus on preventing homelessness by providing high quality Housing advice. To enhance this and improve the customers journey a managing change exercise was undertaken and a new Housing Options Officers role was developed. This brought together former Housing Access Officers and Homeless Persons Officers. While continuing to deliver essential services, six officers have undertaken training for this new role in the North East Fife area and have responsibility for:
  - housing allocations, housing list management and voids management.
  - preventing homelessness by delivering enhanced housing options advice and initiating early intervention actions.
  - assessing needs and making statutory decisions in relation to potentially homeless customers in line with legislation and working with applicants to secure rapid (permanent) rehousing, which meets their requirements.
  - Working in partnership with a wide range of Services and agencies to ensure person centred responses and sustainable housing outcomes.
  - representing the Housing Service at statutory Public Protection Meetings in Child Protection and Adult Protection.
- 2.3.5 The new build site at Eden Woods in Guardbridge has been affected by significant delays. The developer and thus the site has been affected by supply chain and workforce challenges, as well as delays to the signing off of properties due to difficulties with the surface water draining system. 40 units have been handed over, with a further 60 to follow. There is as yet no confirmed handover date for the remaining properties, however construction and site work is progressing.
- 2.3.6 Appendix 1 provides a summary of key performance information for the year 2021/2022. The following areas are highlighted
  - Void properties were turned around and reallocated 2021/2022 within 56 days on average. This is an improvement for the area, with average performance for 2020/2021 at 63 days. This figure is above Fife average for the same period which was 49 days to turnaround and relet a property. It is important to minimise rent loss over the period and to ensure a more efficient management of our stock to drive savings in the Housing Revenue Account which is reinvested to improve tenant services and build new homes.
  - The proportion of allocations to each housing list category were as follows 41% to homeless, 33% transfer and 26% to the housing list. The allocations made to homeless applicants equated to 95 offers.
  - Due to the ongoing impact of the pandemic, we have been less able to be proactive in facilitating moves where tenants are under occupying larger family sized properties. However, the Tenant Incentive Scheme (TIS) was used to assist two of these tenants with the costs associated with moving home. Practical help can be provided with the things that can sometimes be a barrier for people wishing to downsize and this included removal costs, decoration, new carpets, furnishings and white goods. We will continue to engineer moves where suitable properties can be identified to match the preferences of tenants who are under occupying and who have indicated they may be prepared to move.

- The Property Acquisition Policy has been used over the last year to buy back 3
  family sized former council house. These properties will be used to provide
  permanent housing for homeless families. We continue to actively look at
  opportunities to return larger former council properties back to stock to meet the
  housing needs of families in the North East Fife area and identify where transfer
  chains can be created.
- The number of abandoned properties shows a decreasing trend with 12 in 2021-22 compared to 20 in 2020/21. To improve tenancy sustainment the Housing Management Officers, offer a Tenancy Assistance service to tenants to help tenants to sustain their tenancies. Home support visits have been restarted following a telephone only service during lockdown restrictions. We continue to make referrals for longer term and specialist housing support through our partner agencies.
- In 21-22 there were 12,705 repairs carried out in the North East Fife area, with 96.5% completed within the category timescale. This is broken down as follows:
  - Emergency repairs 98.8%
  - Urgent repairs 93.8%
  - Routine repairs 97.4%
- The table in Appendix One shows the recorded breaches of Tenancy actions for anti-social behaviour. Most complaints are of a low level and involve estate management or environmental type issues that are quickly resolved. We continue to work closely with the Safer Communities team to address the more serious issues reported involving anti-social behaviour, and from January 17<sup>th</sup> 2022 adopted a new approach to tackling antisocial behaviour which sees the Safer Communities Team dealing with all complaints relating to council tenancies.
- 2.3.7 Housing team have been at the forefront of tackling poverty in the North East Fife Area and assisting vulnerable tenants whose normal life has been disrupted due to the current pandemic.
  - Improving rent collection rates continues to be a challenge and for North East Fife
    the end of year figure was 98%. This was just above the Fife wide average of 97%.
    The percentage of tenants in arrears who have made arrangements with us to repay
    their debts was 15% by end of 2021/22, which is slightly below the Fife average of
    17%.
  - The rent arrears in North East Fife at the end of last Financial Year were reduced from £422,431 at year end 2020/21 to £326,512. We exceeded our target of reducing rent arrears in North East Fife. This reflected the efforts made by staff to increase contacts with tenants with a view to resolving their difficulties..
  - It has been a priority for staff to work with tenants in debt within their patches and to liaise closely with Revenues Officers. A preventative approach is taken to support new tenants and promote early intervention. At the accompanied viewing staff discuss affordability with new tenants, the Welfare Fund and other options for sourcing household items. Through the Locality Managed Budget household items and other practical help can be provided to new tenants in need who are struggling to set up their home.

• The introduction of the Coronavirus (Scotland) Act prevents the eviction of tenants for rent arrears until the 31<sup>st</sup> March 2021, and Fife Council extended this approach beyond March. It is recognised that we need to assist tenants facing financial pressures during the pandemic. The rent arrears process was suspended for several months and a shift in focus to reach out to tenants who were experiencing a disruption to their employment. Advice and assistance were offered to those who were self-employed, faced redundancy or part of the governments furlough scheme. A total of 22 rent allowances were awarded to tenants in North East Fife and this amounted to over £10k.

#### 2.4 Community Led Services

- 2.4.1 Tenant engagement is critical for the Housing Service to receive feedback and to deliver community led and relevant services. Tenants indicated to us that they wished to be more involved in improving their local areas and this will be reflected in the Area Housing Plan and underlying action plan going forward. The following progress has been made:
  - There are now 7 tenants and residents' associations (TRA's) across the North East Fife area who work closely with us and make an active contribution to improving their local communities. Most TRA's have not been able hold meetings due to restrictions and staff have only been able to offer support remotely, however we are now attending most meetings face to face. It is hoped as we continue to progress through the recovery phases that TRA's will be able to play a more active part in their local communities.
  - While there is clearly a strong sense of community and identity across North East
    Fife it does not always translate well into tenant participation and involvement in
    housing issues. Moving forward we will continue to engage with areas
    underrepresented by our tenant base.
- 2.4.2 We have a strong relationship with Donald Grant (Communities Manager). We have supported our tenants through the Fuel Poverty Fund to assist tenants who are struggling to top up gas/electric meters where they have been refused by Scottish Welfare Fund and are in crisis.
- 2.4.3 Following lessons learned from a multi-disciplinary approach to the most vulnerable in our communities during the pandemic, Housing Services along with other key services have been key in developing a People and Place Leadership local delivery model. The People and Place Leadership Teams work collaboratively to understand our places and the people who live there. The Teams provide support and services which are responsive to the needs of individuals, families and local communities delivered by a range of partners working as "one organisation". Both groups focus delivery on the following key areas; tackling poverty and crisis prevention, leading economic recovery, sustaining services through new ways of working. In North East Fife the groups meet on a 4-weekly basis

#### 2.5 Thriving Places

Within the North East Fife area, the Housing Service Locality Managed budget has been used to support a wide range of projects across ward areas to address issues identified at walkabouts and by elected Members throughout the year. The key areas of spending have been on tree management, environmental clean-up works, landscape improvements, fencing, dealing with fly tipping and maintaining land on the housing account. A proportion of the budget has also been used to provide items for new tenants who are struggling to set up their home and support to those who are vulnerable to sustain their existing tenancies.

Several projects were completed over the last year to improve the local environment and make a difference in communities. These included:

- Backdykes, Strathmiglo lowering kerbs
- New fencing Auchtermuchty, Falkland, Springfield, Cupar, St Andrews, Leuchars, St Monans, Wormit, Tayport
- Waggon Road, Pittenweem and Harbourlea Anstruther replace and install new benches
- Castlebank Gardens, Cupar carrying out groundwork improvements
- Auchtermuchty, Cupar, St Andrews, Pittenweem, Colinsburgh dangerous tree removal
- Albany Crescent, Freuchie carry out flood works on path and resurface

In addition, £33,914.22 of the budget was used to support vulnerable tenants who required help to sustain their tenancy, and tenants who are engaging with Housing Management Officers though our Tenancy Assistance service.

Area teams are offered the opportunity to make a bid for funding from Housing's Opportunities Fund. Submissions must include projects that have been identified using the Place Standard Tool. North East Fife Area team were awarded funding to deliver 1 project as follows:

- Kinloss Park, Cupar Kerbs and grass were removed to make space for an eight bin carrell at every block in Kinloss Park. The carrells are next to the roadside to enable servicing of the bins. Award £20,137.56
- 2.6 Information on how the Housing Service Locality Managed budget has been allocated for the Financial Year 2021-2022 is attached in Appendix 2.

## 3.0 Conclusions

3.1 Our aim is to be a top performing social landlord in Scotland. Through the Area Housing Plan, we will identify local issues and plan to address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes. The plans can be updated to reflect where member scrutiny shows a need to quicken the pace of improvement.

#### **List of Appendices**

Appendix 1 - North East Fife Area Performance 2021/22

Appendix 2 - Housing Service Locality Managed Budget 2021/22 North East Fife Area

#### **Background Papers**

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

Link to North East Fife Housing Services Plan: <u>Area-Housing-Plan-North-East-Fife-2022-24.pdf</u>

#### **Report Contact**

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# Appendix 1 – North East Fife Performance 2021-2022

| Indicator                                    | NEF<br>2020/2021 | NEF<br>2021/22 | FIFE<br>2021/22 |
|--|------------------|----------------|-----------------|
|  |                  |                |                 |
| average days to turnaround an empty property | 63 days          | 56 days        | 49 days         |
| % of the rent lost due to empty houses       | 1.30%            | 1.37%          | 1.44%           |
| rent collection rates                        | 98%              | 98%            | 97%             |
| % of agreements                              | 15%              | 15%            | 17%             |
| % allocations to homeless households         | 61%              | 41%            | 48%             |
| % allocations to transfer                    | 19.5%            | 33%            | 23%             |
| number of abandoned tenancies                | 20               | 12             | 118             |
| number of evictions                          | 0                | 0              | 0               |
| number of reported breach of tenancies       | -                | 122            | -               |

| Breach of tenancy details           | Category   | Description of behaviours   |
|-------------------------------------|--|---|
| Amount 33 Responded in timescale 33 | Cat B Serious Anti-<br>Social Behaviour<br>Timescale: 182 days       | Verbal abuse;<br>frequent/ongoing serious<br>disturbances - i.e. loud<br>music, parties, shouting &<br>swearing; drug dealing.  |
| Amount 43 Responded in timescale 43 | Cat C Nuisance/Minor<br>Anti-Social Behaviour.<br>Timescale: 56 days | Occasional noise; family disputes affecting neighbours; behaviour of children; household noise; first complaints or infrequent disturbances; smell of drugs.  |
| Amount 3 Responded in timescale 3   | Cat D Extreme<br>Behaviour -<br>Timescale: 2 days                    | Physical violence/assault/<br>unprovoked attack;<br>Threats of violence;<br>Aggressive behaviour<br>causing fear; drug<br>charges/cultivation; hate<br>incidents; immediate<br>threats; Serious anti-<br>social behaviour where<br>Court action is being<br>sought. |
| Amount 43                           | Estate management complaints   | Reports of untidy gardens, dumping of rubbish and stairwells in poor state.   |

The figures for the last two quarters of the fiscal year are significantly lower than those for the first two as the recording of breaches of tenancy in relation to antisocial behaviour complaints by Area Housing Teams ceased on the 17<sup>th</sup> January 2022. From this date onwards the responsibility for recording and investigating such complaints became the remit of the Safer Communities Officers within the Safer Communities Team. The figures above relate to cases and complaints dealt with by the Housing Management Officers.

#### Appendix 2

#### Housing Service Locality Managed Budget 2021/22 North East Fife Area

The Locality Managed budget is used for three priorities which are:

- Estate Management
- Tenancy Sustainment
- Improvement Projects

#### **Estates Management**

The budget is used to deal with estate management related issues and is mainly reactive. Examples of this type of work would include managing open space areas on housing land, tree maintenance, fencing, removal of fly tipping and looking after garage sites.

#### **Tenancy Sustainment**

This involves supporting tenants to sustain their tenancies and ensuring balanced communities. Due to the impact of welfare reform we are having to take a more proactive role in this area. We can offer practical help to vulnerable tenants through tenancy assistance. The budget can be used in certain circumstances for clearing properties and providing help to source essential household items. The focus of this type of intervention is to work closely with other partner services to meet any gaps in provision.

#### **Improvement Projects**

The projects are identified through estates walkabouts, consulting with our tenants, and through working with Tenants and Residents Associations and Community Councils. These are usually proactive works to improve the local environment for our tenants. Examples would be lighting, parking provision, improvements to bin store areas, lock ups and communal areas and environmental improvements.

#### **Expenditure to date**

The budget for 2021/22 was £243k and there was a £28k underspend at the end of this year. The table below shows how the expenditure was proportioned.

| Estate Management   | 20% |
|---------------------|-----|
| Tenancy Sustainment | 13% |
| Projects            | 66% |

#### Monitoring

Project work will be considered through discussions with elected members and issues identified at walkabouts. If the allocation of funds needs adjusted in line with the reactive nature of the budget, then this can be highlighted through further update reports.

#### **North East Fife Area Committee**

7 September 2022

Agenda Item No. 17



## PROPERTY TRANSACTIONS

Report by: Alan Paul, Senior Manager - Property Services

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

#### **Purpose**

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)

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

#### **Resource Implications**

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

#### **Legal & Risk Implications**

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

#### **Impact Assessment**

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

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

# 1.0 Background

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

### 2.1 Disposals

2.1.1 667 sqm of land at Mayview Avenue, Anstruther

Date of Sale: 19 May 2022 Price: £50,508

Purchaser: Louise Whiteman and Peter Duncan Murray

2.1.2 Sub Station, Sandylands Road, Cupar

Date of Sale: 1 March 2022

Price: £1,500

Purchaser: SP Distribution plc

2.1.3 Development Site, Short Lane, Cupar

Date of Sale: 14 April 2022
Price: £70.000

Purchaser: Trideck Properties Ltd

## 2.2 Acquisitions

2.2.1 12 Queen Street, Freuchie

Date of Acquisition: 22 October 2021

Price: £110,000 Seller: Janet Russell

2.2.2 19 Haughfield Crescent, Kettlebridge

Date of Acquisition: 2 December 2021

Price: £99,000 Seller: Amanda Law

## 3.0 Conclusions

**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 Glenrothes, KY7 6GH

Telephone: 03451 555555 Ext No 440268 Email: Michael.mcardle@fife.gov.uk

## **North East Fife Area Committee**

| Title   | Service(s)                             | Contact(s)      | Comments |
|---|--|-----------------|----------|
| Minute  | Democratic Services                    | Elizabeth Mair  |          |
| Appointments to External Organisations  | Democratic Services                    | Elizabeth Mair  |          |
| Proposed Waiting Prohibition – Rumdewan   | Assets, Transportation and Environment | Lesley Craig    |          |
| Terrace and Haughfield Terrace, Kettlebridge Proposed Waiting Prohibition – High Street and Parliament Place, Auchtermuchty | Assets, Transportation and Environment | Lesley Craig    |          |
| Proposed Waiting Prohibition – James Street and Largo Road, St Andrews  | Assets, Transportation and Environment | Lesley Craig    |          |
| Proposed Waiting Prohibition – Glebe Place and Queen Street, Tayport  | Assets, Transportation and Environment | Lesley Craig    |          |
| High Road and Bonfield Park – 20mph speed<br>limit  | Assets, Transportation and Environment | Lesley Craig    |          |
| A917 (Anstruther Road, High Street and St<br>Andrews Road), Crail – 20mph Experimental<br>Traffic Regulation Order (ETRO)   | Assets, Transportation and Environment | Lesley Craig    |          |
| Street Naming and Numbering Consultation – Site West of Church Street, Ladybank   | Economy, Planning and Employability    | Ryan McQuade    |          |
| Public right of Way and Core Path Diversion, Wester Pitscottie  | Communities and Neighbourhoods Service | Sarah Johnston  |          |
| Area Roads Programme 2021/2022 - Final Report   | Assets, Transportation and Environment | Vicki Connor    |          |
| Application for Funding from Crail Common<br>Good Fund – Rewilding Kilminning   | Communities and Neighbourhoods Service | Donald Grant    |          |
| North East Fife Area Anti-Poverty Fund  | Communities and Neighbourhoods Service | Vicky Wilson    |          |
| Area Housing Plan Update  | Housing Services                       | Kirstie Freeman |          |
| Property Transactions   | Assets, Transportation and Environment | Michael McArdle |          |
| North East Fife Area Committee Forward Work Programme   | Democratic Services                    | Elizabeth Mair  |          |

| North East Fife Area Committee of 2 November 2022 |                                |                 |          |
|---|--------------------------------|-----------------|----------|
| Title   | Service(s)                     | Contact(s)      | Comments |
| Safer Communities Update                          | Communities                    | Sara Gray       |          |
| Police Scotland Update                            | Police Scotland                | Murray Gibson   |          |
| Fire Service Update                               | Scottish Fire & Rescue Service | Niall Miller    |          |
| Local Transport Strategy for Fife (inc. Green     | Assets, Transportation and     | Allan Maclean   |          |
| Routes)   | Environment                    |                 |          |
| Minute  | Democratic Services            | Elizabeth Mair  |          |
| North East Fife Area Committee Forward Work       | Democratic Services            | Elizabeth Mair  |          |
| Programme   |                                |                 |          |
| Common Good Funds Annual Report                   | Finance and Corporate Services | Eleanor Hodgson |          |
| Settlement Trusts - Annual Update on              | Communities and                | Donald Grant    |          |
| Expenditure & Funds Held 2021/22                  | Neighbourhoods Service         |                 |          |
| Non Settlement Trusts Annual Update and           | Communities and                | Donald Grant    |          |
| Review of Trust Funds                             | Neighbourhoods Service         |                 |          |
| Annual Complaints Report                          | Customer Services              | David Thomson   |          |
|   | Improvement Service            |                 |          |
| Grounds Maintenance Service, Domestic             | Assets, Transportation and     | John Rodigan    |          |
| Waste and Street Cleansing Service Report         | Environment                    |                 |          |

| North East Fife Area Committee of 15 February 2023 |                            |                  |          |
|--|----------------------------|------------------|----------|
| Title  | Service(s)                 | Contact(s)       | Comments |
| Minute   | Democratic Services        | Elizabeth Mair   |          |
| North East Fife Area Committee Forward Work        | Democratic Services        | Elizabeth Mair   |          |
| Programme  |                            |                  |          |
| Area Roads Programme 2023/2024                     | Assets, Transportation and | Neil Watson      |          |
|  | Environment                |                  |          |
| Criminal Justice Social Work Service –             | Education and Children's   | Stuart MacArthur |          |
| Community Payback Unpaid Worker Scheme             | Services                   |                  |          |
| University of St Andrews Annual Report             |                            | Derek Watson     |          |
| Pupil Equity Fund                                  | Education and Children's   | Sarah Else       |          |
|  | Services                   |                  |          |

| North East Fife Area Committee of 26 April 2023 |                            |                |          |  |
|---|----------------------------|----------------|----------|--|
| Title   | Service(s)                 | Contact(s)     | Comments |  |
| Cemeteries                                      | Assets, Transportation and | Avril Guild    |          |  |
|   | Environment                |                |          |  |
| Tay Cities Deal Annual Report                   | Business and               | Morag Millar   |          |  |
|   | Employability              |                |          |  |
| Minute  | Democratic Services        | Elizabeth Mair |          |  |
| North East Fife Area Committee Forward Work     | Democratic Services        | Elizabeth Mair |          |  |
| Programme                                       |                            |                |          |  |

| North East Fife Area Committee of 21 June 2023 |                     |                |          |
|--|---------------------|----------------|----------|
| Title  | Service(s)          | Contact(s)     | Comments |
| Minute   | Democratic Services | Elizabeth Mair |          |
| North East Fife Area Committee Forward Work    | Democratic Services | Elizabeth Mair |          |
| Programme                                      |                     |                |          |

| Unallocated                                   |                            |                      |          |
|---|----------------------------|----------------------|----------|
| Title   | Service(s)                 | Contact(s)           | Comments |
| Spaces for People Programme - Murray Place    | Assets, Transportation and | Allan Maclean        |          |
| & South St, St Andrews                        | Environment                |                      |          |
| Service Provision for North East Fife Holiday | Communities and            | Paul Vaughan, Gordon |          |
| Villages and St Andrews                       | Neighbourhoods Service,    | Mole                 |          |
|   | Assets, Transportation and |                      |          |
|   | Environment                |                      |          |
| Pupilwise and Parentwise Surveys              | Education and Children's   | Deborah Davidson     |          |
|   | Services                   |                      |          |
| Health & Social Care                          | Health and Social Care     | Fiona Mckay          |          |
| Director of Public Health Annual Report       | NHS Fife                   |                      |          |
| Early Learning & Childcare                    | Education and Children's   | Clark Graham         |          |
|   | Services                   |                      |          |

# Forward Work Programme as of 30/08/2022 4/4

| Unallocated  |  |               |   |
|--|--|---------------|---|
| Title  | Service(s)                             | Contact(s)    | Comments  |
| St Andrews BID Annual Report   | Communities and Neighbourhoods Service | Donald Grant  |   |
| Review of Position following implementation of 50 mph speed limit at Strathkinnes Crossroads | Assets, Transportation and Environment | John Mitchell | Agreed at meeting 24/11/21 - Para. 387 (3) - review one year after implementation of speed limit. |
| Parking Congestion Measures in North East Fife   | Assets, Transportation and Environment | John Mitchell | Motion agreed at meeting 24/11/21 - Para. 402 -   |
| North East Fife Local Community Plan 2019-<br>2022 Progress Report                           | Communities and Neighbourhoods Service | Donald Grant  |   |
| Area Roads Programme 2022/2023 - Final Update  | Assets, Transportation and Environment | Vicki Connor  |   |
| School Attainment & Achievement Annual Report  | Education and Children's Services      | Maria Lloyd   |   |