

North East Fife Area Committee

JP Court Room, County Buildings, Cupar

Wednesday, 6 December 2023 - 9.30 am



AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – 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. **DEPUTATION BY CUPAR DEVELOPMENT TRUST ON BELL BAXTER CATCHMENT AREA.**
4. **MINUTE** – Minute of Meeting of North East Fife Area Committee of 25 October 2023. 3 – 7
5. **APPLICATION FOR FUNDING FROM CRAIL COMMON GOOD FUND - CRAIL COMMUNITY PARTNERSHIP** – Report by the Head of Communities & Neighbourhoods. 8 – 12
6. **PLAY SPACES CATEGORISATION – NORTH EAST FIFE AREA** – Report by the Head of Communities & Neighbourhoods. 13 – 29
7. **DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2022-23** – Report by the Head of Environment & Building Services. 30 – 33
8. **ST ANDREWS - SPEED LIMIT ALTERATIONS** – Report by the Head of Roads & Transportation Services. 34 – 46
9. **CRAIGROTHIE – SPEED LIMIT AMENDMENTS AND TRAFFIC CALMING** – Report by the Head of Roads & Transportation Services. 47 – 55
10. **BEREAVEMENT SERVICES CEMETERY STRATEGY** – Report by the Head of Property Services. 56 – 74
11. **NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director, Finance & Corporate Services. 75 – 79

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
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Glenrothes
Fife, KY7 5LT

29 November 2023

If telephoning, please ask for:
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Agendas and papers for all Committee meetings can be accessed on
www.fife.gov.uk/committees

BLENDING MEETING NOTICE

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

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

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

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

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

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

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

THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

25 October 2023

9.30 am – 12.05 pm

PRESENT: Councillors Jonny Tepp (Convener), 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 and Ann Verner.

ATTENDING: David Paterson, Community Manager (Levenmouth), Vicky Wilson, Area Community Development Team Manager, Community Development Team (North East Fife); Andy Paterson, Lead Consultant, Car Parking Strategy & Operations, Lesley Craig, Lead Consultant, Traffic Management, Nigel Hampton, Technician Engineer, Traffic Management, Vicki Connor, Lead Consultant, Roads & Lighting Asset Management, Roads & Transportation Services; Steven Paterson, Solicitor and Diane Barnet, Committee Officer, Legal & Democratic Services.

ALSO ATTENDING: Michelle Sweeney, Director of Creative Development & Delivery, and Christine McLean, Head of Cultural Heritage & Wellbeing, Fife Cultural Trust (for Para. 106).

APOLOGY FOR ABSENCE: Councillor John Caffrey.

96. DECLARATIONS OF INTEREST

Councillor Clark declared an interest in Paragraphs 97, 98 and 100, relating to proposals for an East Neuk Skate Park, as he was a colleague of a representative from one of the deputation groups.

Councillor Clark, having declared an interest, left the meeting at this point.

97. DEPUTATION - PLEASE KEEP BANKIE PARK GREEN AGAIN

The Convener agreed, in terms of Standing Order No. 12.0 that representatives from the organisation 'Please Keep Bankie Park Green Again' be permitted to address the meeting regarding their objections to a concrete skatepark being built in Bankie Park which would reduce the limited genuine green public space. Additionally, the organisation wished to convey their reasons for believing that the Pittenweem and Waid Campus sites offered the best solutions for a skatepark in the East Neuk.

The Convener thanked the organisation for their presentation.

98. DEPUTATION - ANSTRUTHER SKATEPARK GROUP

The Convener agreed, in terms of Standing Order No. 12.0 that representatives from the organisation 'Anstruther Skatepark Group' be permitted to address the meeting regarding their vision to deliver a truly unique facility that was of lasting benefit to the young people of Anstruther and surrounding areas.

Members thereafter asked a number of questions which were subsequently answered.

The Convener thanked the organisation for their presentation.

99. MINUTE

The committee considered the minute of the meeting of the meeting of the North East Fife Area Committee of 16 August 2023.

Decision

The committee agreed to approve the minute.

100. EAST NEUK SKATEPARK – STAGE 1 APPRAISAL

The committee considered a report by the Head of Communities and Neighbourhoods Service advising of the outcome of the Council-led options appraisal carried out in relation to an East Neuk Skatepark.

Motion

Councillor Knox, seconded by Councillor Lawson moved that, due to the apparent lack of community cohesion and support, no further action be taken.

Amendment

Councillor Dillon, seconded by Councillor Hayes moved as an amendment that Bankie Park be taken forward to Stage 2 for a full appraisal and design considerations.

Roll Call Vote

For the Motion – 6 votes

Councillors Holt, Knox, Lawson, Lothian, Tepp and Verner.

For the Amendment – 5 votes

Councillors Dillon, Hayes, Kennedy-Dalby, Liston and MacDiarmid.

Abstentions – 3

Councillors Corps, Hoggan-Radu and Kennedy.

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

Decision

The committee agreed, due to the apparent lack of community cohesion and support, no further action be taken.

Councillor Clark rejoined the meeting following consideration of the above item.

101. WAITING RESTRICTION AMENDMENTS – CUPAR ROAD, HIGH STREET & BLYTH STREET, NEWPORT

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to amend existing restrictions and introduce a 'No Waiting At Any Time' prohibition in Cupar Road, Newport.

Decision

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to revoke the Fife Council (High Street, Newport-on-Tay) (Amendment) Order 2021 and introduce the parking restrictions detailed in drawing no. TRO23_42 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

102. PROPOSED WAITING PROHIBITION: SHANWELL ROAD SOUTH, TAYPORT

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to introduce 'No Waiting At Any Time' restrictions in Shanwell Road South, Tayport.

Decision

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23_38 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

103. AREA ROADS PROGRAMME 2022/2023 - FINAL REPORT

The committee considered a report by the Head of Roads and Transportation Services relating to the delivery of the 2022-23 Area Roads Programme (ARP).

Decision

The committee noted the contents of the report and appendices.

104. PARKING CONGESTION MEASURES IN NORTH EAST FIFE

The committee considered a report by the Head of Roads and Transportation Services providing an update following the motion on parking congestion measures raised at the North East Fife Area Committee's meeting on 24 November 2021 (minute reference Para. 402 of 2021 NEFAC 206 refers).

Decision

The committee noted:-

- (1) the issues highlighted relating to Controlled Parking Zones and residents parking permits in Fife and other Scottish Local Authority areas;
- (2) that officers considered that the residents' parking permit scheme remained the most appropriate means to support residents within towns and villages in North East Fife; and
- (3) the Local Transport Strategy considered parking at a strategic level and would inform a subsequent review of the Fife Parking Strategy to consider issues in more detail.

The committee adjourned at 11.30 am and reconvened at 11.45 am.

105. LOCAL COMMUNITY PLANNING BUDGET REQUEST – OPTIONS IN LIFE

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for a contribution of £10,000 from the Local Community Planning Budget (LCPB) for Ward 20 - towards the costs of renovating the TSB building in Cupar for use as a social and education centre for young people with learning disabilities.

Decision

The committee approved a contribution of £10,000 from the Local Community Planning Budget (LCPB) for Ward 20 - towards the costs of renovating the TSB building in Cupar for use as a social and education centre for young people with learning disabilities.

Councillor Margaret Kennedy left the meeting prior to consideration of the following item.

106. ONFIFE UPDATE

The committee considered a report by the Director of Creative Development, OnFife providing an update relating to OnFife's service offer in the area, including a review of activity in the past six months and outlining plans in the coming year.

Decision

The committee noted the information provided and explored how OnFife could better engage with and support the ongoing work within the area, ensuring a joined-up approach to service delivery which would enhance the offer to communities in North East Fife, expanding the return on investment of the public pound and contributing to the Community Wellbeing agenda.

107. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services relating to the workplan for future meetings of the committee.

Decision

The committee:-

- (1) noted the workplan and agreed to advise the Convener and Lead Officer of any suggestions for specific areas they would like to see covered in any of the reports; and
- (2) requested an update on any alternative arrangements being considered to reschedule the presentation by Cupar Now/Destination Digital which had been continued at the committee's previous meeting on 16 August 2023 (minute reference paragraph 86 of 2023.NEFAC.31 refers).

6 December 2023

Agenda Item No. 5

Application for Funding from Crail Common Good Fund - Crail Community Partnership

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 for grant funding from Crail Common Good Fund.

Recommendations

Members are asked to consider an application for funding from Crail Community Council for £96,000 towards the costs of staff for three years from April 2024 – March 2027 – from Crail Common Good Fund.

Resource Implications

Crail Common Good Fund has an estimated in-year revenue surplus of £33,804 and revenue balances from previous years of £383,616. Successful applications from previous years that have yet to draw down funding amount to £46,702, excluding 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 project has the support of ward members and the Community Council.

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 Crail Community Partnership (CCP) currently employs a part-time Community Hall Development Coordinator, to help develop the commercial (wedding) and community activity in CCH. This has been funded since May 2021 by the Scottish Land Fund, The Robertson Trust, The National Lottery and additional small grants from Fife Council and the Helen Main Trust. The partnership is progressively increasing the commercial income and have long term goal of self-funding. Current funding expires in March 2024.
- 2.2 CCP acquired community land and has ambitions to acquire more, some of which could provide income from renewable energy generation or camping/parking fees. CCP would like to employ a part-time Land Development Coordinator that would enable us to make good use of community land. The aim is to employ someone in this role next year if funding is successful.
- 2.3 The community hall co-ordinator role aim is to increase high levels of social and community participation and self-determination through the delivery of locally based activities, for example, expand on current groups using CCH for Pilates, Yoga, Badminton, Table Tennis, Pickleball, Folk Club, Wine Club, Crail Festival, Crail Primary School, and so on. The commercial use of the hall for weddings brings guests to boost the local economy. Increased community confidence and autonomy, for example, current willingness to organise activities and fund raising (CHAS, RNLI and Air Ambulance). Local delivery of community designed services for instance, current CCH Friday (free) lunches, FC Cafe Inc.
- 2.4 Job creation – land development role will manage community owned land and be involved in the acquisition, development and management of potential community assets. Generation of sustainable and surplus revenue stream, for example, wind and solar power on community land. Community infrastructure such as broadband connectivity – for example, implementation of Digital Fife
- 2.5 Identification and development of new sporting and cultural activities to be undertaken in CCH, Beech Walk Park and the other underutilised community buildings.
- 2.6 Liaise with pressure groups and government funded bodies seeking to expand and develop pedestrian and cycle expansion.

3.0 Project Costs

- 3.1 The overall cost for the project is £96,000.
- 3.2 The following applications have been made to cover this cost:
- Common Good - £96,000 (this application)
- 3.3 The £96,000 would come from the current revenue balance of £383,616 leaving the in-year surplus available to other projects in Crail. The remaining revenue balance would be invested according to the common good guidance every 3 years.

4.0 Conclusion

- 4.1 The award of a grant towards the cost of staffing to develop local community assets in Crail will be welcomed by the local community and valued resource for all ages living in the community.
- 4.2 The application meets the criteria for Common Good funding. Grant funding requested is 100% of total estimated 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

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COMMON GOOD APPLICATION -FINANCIAL EVALUATION FORM

Amount of Grant per year for 3 years

Application Number

Grant Applicant

Contact Name
Address

Description of Project

Period of Accounts

1. One off Project

2. Information available from the Annual Accounts

Income & Expenditure/Receipts & Payments Account

Statement of Balances/Balance Sheet

Accounts Audited/Independent Examiner

Deficit or Surplus as % of Total Expenditure

Have Funds at end of year increased If so, what is percentage increase on previous year

Organisations Annual Income

Organisations Annual Expenditure

Expenditure items appropriate

3. Comments from Evaluation of Accounts

4. Funding Breakdown

Detailed Breakdown of costs provided

Detailed Breakdown of Funding Income provided

<u>Income raised/applied for</u>	
Current Application	£ 32,000 Common Good Per year for 3 years
Income raised	
Other Grants	
Others	
Total Income	<u>32,000</u>
Total Expenditure	<u> </u>

5. Comments

This would be £96k in total funds are there to support it
Dont normally award recurring payments
100% of expenditure is being funded from the CG.

Prepared By S Mitchell Financial Assistant 10/31/2023

Checked By E Hodgson 11/7/2023

Designation Accountant Date

**FINANCIAL STATEMENT 2023/24
AS AT SEPTEMBER 2023**

2022/23	2023/24 EXPENDITURE TO DATE	2023/24 FULL YEAR PROJECTION
£	£	£
INCOME		
43,760 RENTS	18,288	43,760
20,158 EXTERNAL INTEREST	6,201	20,158
9,338 INTEREST ON REVENUE BALANCES	0	9,338
0 OTHER INCOME	0	0
OTHER INCOME - PROPERTY	0	0
73,256 TOTAL INCOME	24,489	73,256
EXPENDITURE		
0 PROPERTY COSTS - CORPORATE MANAGED	0	0
300 PROPERTY COSTS - OTHER	403	403
26,033 GRANTS - Current Year	3,114	49,816
GRANTS - Previous years	14,238	56,841
(56,924) OTHER EXPENDITURE	0	0
(30,591) TOTAL EXPENDITURE	17,756	107,060
103,847 SURPLUS/(DEFICIT) FOR YEAR	6,733	(33,804)
REVENUE BALANCES FOR PREVIOUS YEAR GRANTS	14,238	56,841
103,847 SURPLUS/(DEFICIT) TOTAL	20,971	23,037

FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/23

	£
HERITABLE PROPERTY	1,322,871

CRAIL COMMON GOOD

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	
20,000	Refurbish Harbourmasters Office at Crail Harbour	NEF035	02/09/2020	
-	Crail Community Partnership - Victoria Gardens 2021 Plantin	NEF050	07/01/2021	
-	Crail Festival - Tree Pollarding	NEF067	05/10/2021	
1,254	Crail in Bloom	NEF074	12/05/2022	1,254
1,825	Crail Museum & Heritage Centre - Computerising Collection	NEF075	12/05/2022	
10,000	Trustee of Crail - Turning Tarmac into Wetland	NEF079	20/07/2022	9,223
3,762	Crail Community Hall - Floor Resurfacing	NEF090		3,762
56,841				14,238

REMAINING AMOUNT STILL TO BE PAID 42,602

APPLICATIONS APPROVED IN 2023/24

£	COMMITTED PROJECT	REF	AWARDED DATE	£ PAID
44,884.00	Crail Playpark Renovation	NEF089	5/10/2023	
1,818.00	Remocal of Infected Willow tree	NEF093		
3,114	Doocot Restoration	NEF095		3,114

49,816

3,114

89,304

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 23/24			23,037
CURRENT REVENUE BALANCES AVAILABLE			383,616

6 December 2023

Agenda Item No. 6

Play Spaces Categorisation – North East Fife Area

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

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

Purpose

The purpose of this report is to seek approval of the Play Spaces Categorisation for the North East Fife Area to create better quality and more inclusive play spaces.

Recommendation(s)

The Committee is asked to:

- 1) approve the play spaces categorisation for the North East Fife Area; and
- 2) note that an implementation plan will be produced.

Resource Implications

The play spaces categorisation standardises the provision of play spaces which improves the play value and inclusivity.

Legal & Risk Implications

There are several risks if the Council does not have a categorisation of play spaces. These include:

- The absence of a clear basis on which to prioritise capital investment for the refurbishment of play parks.
- Inconsistent approach across Fife, meaning that some neighbourhoods will have limited access to good quality play parks.
- Less opportunity for securing external funding.
- Challenges around timelines for delivery of projects

Impact Assessment

An EQIA is not required as this was carried out for the Fife Play Spaces Strategy. A Fife Environmental Impact Assessment was carried out and is included in Appendix 1.

A widely advertised [public consultation](#) was held between September and December 2019. Public meetings were held in Pitlessie, Pittenween and Tayport. The public could also comment in an online questionnaire.

Community councils were notified of the categorisation. Grounds Maintenance Service staff were involved in the process. Meetings were held with members to agree categorisation.

1.0 Background

1.1 Community and Housing Services sub-committee approved the [Play Spaces Strategy](#) in [August 2021](#). The recommendation was for engagement at local level to implement the strategy to ensure that areas most in need are identified as a priority.

1.2 Play Spaces Strategy

Aim of the play spaces strategy:

- Provide play parks with good play value for children of different ages and needs
- Ensure the public parks and greenspaces continue to provide varied opportunities for outdoor play.
- Ensure the financial sustainability of play park provision in Fife.

1.3 Categorisation

Categorisation is one of the main purposes of the strategy. Sites with play equipment have been added over the years to greenspaces, with no standard approach. Many sites have less than three pieces of equipment and can't really be called play parks. Many cater for pre-school children, with no equipment for primary school children or less able-bodied children. The categorisation has three types of play parks (destination, town, local) and a natural play space, this is described in Appendix 2.

1.4 Existing situation

Within the committee area, there are 110 Fife Council maintained sites with play equipment. This varies from sites with a set of swings at the Myres, Falkland, to the range of equipment at Craigtoun Country Park.

Much of the equipment will be at the end of its safe use in the next ten years so there is a need to plan for replacement and refurbishment of sites to secure funds.

In the area there are non-FC sites, which are maintained by private housing factors, that have not been categorised. They have been scored as part of the Play Sufficiency Assessment which is a requirement of the Local Development Plan.

1.5 Natural Play Spaces

Natural Play Spaces are sites with no manufactured play equipment instead they have natural play features such as logging, wooden stepping stones, mounds,

wildflowers, wooden sculptures. Sites that are changed to a natural play space will be within a 5-minute walking distance of a local play park.

2.0 Play Space Categorisation

ward name	settlement	site name	categorisation	strategy proposal
16 - Howe of Fife & Tay Coast	Auchtermuchty	Lochiebank Crescent (Westland)	local play park	improve
16 - Howe of Fife & Tay Coast	Auchtermuchty	Low Road	local play park	maintain
16 - Howe of Fife & Tay Coast	Auchtermuchty	Station Road	natural play space	natural play space
16 - Howe of Fife & Tay Coast	Auchtermuchty	The Riggs	natural play space	natural play space
16 - Howe of Fife & Tay Coast	Brunton	Brunton	local play park	maintain
16 - Howe of Fife & Tay Coast	Collessie	Collessie Common	natural play space	natural play space
16 - Howe of Fife & Tay Coast	Collessie	Collessie Park	local play park	maintain
16 - Howe of Fife & Tay Coast	Dunshalt	Dunshalt	local play park	maintain
16 - Howe of Fife & Tay Coast	Falkland	Factory Road	local play park	improve
16 - Howe of Fife & Tay Coast	Falkland	The Myres	greenspace	greenspace
16 - Howe of Fife & Tay Coast	Falkland	West Loan Park	local play park	maintain
16 - Howe of Fife & Tay Coast	Freuchie	Church Street	local play park	maintain

ward name	settlement	site name	categorisation	strategy proposal
16 - Howe of Fife & Tay Coast	Gateside	Gateside	local play park	improve
16 - Howe of Fife & Tay Coast	Giffordtown	Giffordtown	local play park	maintain
16 - Howe of Fife & Tay Coast	Kilmany	Kilmany	local play park	maintain
16 - Howe of Fife & Tay Coast	Kingskettle	Cathel Square	local play park	improve
16 - Howe of Fife & Tay Coast	Kettle Bridge	Kingskettle Park	local play park	maintain
16 - Howe of Fife & Tay Coast	Ladybank	Royal Buildings	natural play space	natural play space
16 - Howe of Fife & Tay Coast	Ladybank	Victoria Park	local play park	maintain
16 - Howe of Fife & Tay Coast	Ladybank	Well Park	local play park	improve
16 - Howe of Fife & Tay Coast	Letham	Letham Playpark	local play park	maintain
16 - Howe of Fife & Tay Coast	Luthrie	Luthrie	local play park	maintain
16 - Howe of Fife & Tay Coast	Newburgh	Adams Park	local play park	improve
16 - Howe of Fife & Tay Coast	Newburgh	Tayside Park	local play park	improve
16 - Howe of Fife & Tay Coast	Newburgh	Towerwell	local play park	improve
16 - Howe of Fife & Tay Coast	Newton of Falkland	Newton of Falkland	local play park	maintain

ward name	settlement	site name	categorisation	strategy proposal
16 - Howe of Fife & Tay Coast	Strathmiglo	Strathmiglo Park	local play park	maintain
17 - Tay Bridgehead	Balmullo	Balmullo	local play park	maintain
17 - Tay Bridgehead	Gauldry	Gauldry	local play park	maintain
17 - Tay Bridgehead	Guardbridge	Guardbridge	local play park	maintain
17 - Tay Bridgehead	Leuchars	Meadow Road Park	local play park	improve
17 - Tay Bridgehead	Leuchars	Pitcairn	local play park	improve
17 - Tay Bridgehead	Newport	Gowriewoods	local play park	maintain
17 - Tay Bridgehead	Newport	Kinbrae	town play park	improve
17 - Tay Bridgehead	Tayport	Bett Scheme	local play park	maintain
17 - Tay Bridgehead	Tayport	Common Park	town play park	maintain
17 - Tay Bridgehead	Tayport	Garvie Brae	natural play space	natural play space
17 - Tay Bridgehead	Tayport	Scotsgreen	local play park	maintain
17 - Tay Bridgehead	Tayport	Shanwell Common	local play park	maintain
17 - Tay Bridgehead	Tayport	West Lights	local play park	improve
17 - Tay Bridgehead	Wormit	Craigshannoch	local play park	maintain
17 - Tay Bridgehead	Wormit	Old Station	local play park	improve
17 - Tay Bridgehead	Wormit	Woodhaven	local play park	improve
18 - St Andrews	St Andrews	Balone Play Area	local play park	improve
18 - St Andrews	St Andrews	Balrymonth Park	local play park	improve
18 - St Andrews	St Andrews	Cockshaugh Park	local play park	maintain
18 - St Andrews	St Andrews	Kinburn Park	town play park	maintain

ward name	settlement	site name	categorisation	strategy proposal
18 - St Andrews	St Andrews	Craigtoun Park	destination play park	maintain
18 - St Andrews	St Andrews	East Bents	local play park	maintain
18 - St Andrews	St Andrews	Glebe Road	local play park	improve
18 - St Andrews	St Andrews	Hallow Hill	town play park	new
18 - St Andrews	St Andrews	Hutchison Court	natural play space	natural play space
18 - St Andrews	St Andrews	Lade Braes	local play park	improve
18 - St Andrews	St Andrews	Lumsden Crescent Park	natural play space	natural play space
18 - St Andrews	St Andrews	Pipelands Road	local play park	improve
18 - St Andrews	St Andrews	Roundhill Road	local play park	maintain
18 - St Andrews	St Andrews	Shoolbraids Park	local play park	improve
18 - St Andrews	St Andrews	Spinkie Den	natural play space	natural play space
18 - St Andrews	St Andrews	Younger Gardens	natural play space	natural play space
18 - St Andrews	Strathkiness	Bonfield Park	local play park	maintain
18 - St Andrews	Strathkiness	High Road	local play park	improve
18 - St Andrews	Strathkiness	High Road Football Park	local play park	improve
19 - E Neuk & Landward	Arncroach	Arncroach	local play park	maintain
19 - E Neuk & Landward	Cellardyke	Cellardyke Pool Area	local play park	maintain
19 - E Neuk & Landward	Cellardyke	March Crescent	natural play space	natural play space
19 - E Neuk & Landward	Cellardyke	St Ayles Crescent	natural play space	natural play space

ward name	settlement	site name	categorisation	strategy proposal
19 - E Neuk & Landward	Cellardyke	Windmill Court	natural play space	maintain
19 - E Neuk & Landward	Colinsburgh	Football Park	natural play space	natural play space
19 - E Neuk & Landward	Colinsburgh	Mayfield Park	local play park	maintain
19 - E Neuk & Landward	Crail	Beach Walk Park	local play park	maintain
19 - E Neuk & Landward	Crail	Roome Bay	local play park	improve
19 - E Neuk & Landward	Elie	Woodside Crescent Park	local play park	improve
19 - E Neuk & Landward	Kilconquhar	Dale	local play park	maintain
19 - E Neuk & Landward	Kilrenny	Kilrenny Common	local play park	improve
19 - E Neuk & Landward	Kingsbarns	Kingsbarns	local play park	maintain
19 - E Neuk & Landward	Largoward	Largoward	natural play space	greenspace
19 - E Neuk & Landward	Largoward	Football pitch	local play park	new
19 - E Neuk & Landward	New Gilston	New Gilston	local play park	improve
19 - E Neuk & Landward	Pittenweem	Glebe Park	natural play space	natural play space
19 - E Neuk & Landward	Pittenweem	New Grange Park	local play park	improve

ward name	settlement	site name	categorisation	strategy proposal
19 - E Neuk & Landward	Pittenweem	West Braes	local play park	improve
19 - E Neuk & Landward	St Monans	Common Ramp and Skate Area	local play park	improve
19 - E Neuk & Landward	St Monans	East Shore Pool Area	natural play space	natural play space
19 - E Neuk & Landward	St Monans	Newark St Park	natural play space	natural play space
19 - E Neuk & Landward	St Monans	Queen Margaret	local play park	maintain
19 - E Neuk & Landward	Anstruther	Bankie Park	town play park	maintain
19 - E Neuk & Landward	Anstruther	Billowness	local play park	maintain
20 - E Neuk & Landward	Anstruther	March Crescent	natural play space	natural play space
19 - E Neuk & Landward	Anstruther	Mayview	natural play space	natural play space
19 - E Neuk & Landward	Anstruther	Mitchell Place	local play park	improve
20 - E Neuk & Landward	Anstruther	St Ayles Crescent	natural play space	natural play space
21 - E Neuk & Landward	Anstruther	Windmill Court	natural play space	natural play space
20 - Cupar	Ceres	Anstruther Road	local play park	improve
20 - Cupar	Ceres	Buchanan Park	natural play space	natural play space
20 - Cupar	Ceres	Main Street / Bow Butts	local play park	improve
20 - Cupar	Craigrothie	Craigrothie	local play park	improve
20 - Cupar	Cupar	Duffus Park	local play park	maintain

ward name	settlement	site name	categorisation	strategy proposal
20 - Cupar	Cupar	Haugh Park	town play park	maintain
20 - Cupar	Cupar	Kinloss Park	local play park	improve
20 - Cupar	Cupar	Millfield	local play park	improve
20 - Cupar	Cupar	Robertson Road	local play park	improve
20 - Cupar	Cupar	Tarvit Park	local play park	maintain
20 - Cupar	Cupar	Well Street Park	local play park	improve
20 - Cupar	Dairsie	Dairsie	local play park	maintain
20 - Cupar	Pitlessie	Pitlessie	local play park	maintain
20 - Cupar	Springfield	Springfield Arthur Park No 2	local play park	improve
20 - Cupar	Springfield	Springfield Arthur Place	local play park	improve
20 - Cupar	Stratheden	Stratheden Park	natural play space	natural play space
20 - Cupar	Cupar Muir	Community greenspace	natural play space	new

2.1 Implementation

Implementation is a long-term process due to the range and volume of sites and the costs involved to deliver this. Communities and Neighbourhoods have ringfenced play park refurbishments funding within their capital programme.

3.0 Conclusions

3.1 Implementation of the play space categorisation will lead to better quality play spaces, that are more inclusive for children of all ages and abilities. It aids investment in refurbishment of play parks.

List of Appendices

1. Fife Environmental Impact Assessment
2. Play Space categories

Background Papers

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

- [Play Spaces Strategy](#)
- [Fife Council play parks](#)

Report Contact

Kevin O'Kane

Greenspace Partnership Officer, Communities & Neighbourhoods

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Appendix 1 Fife Environmental Impact Assessment

Project name:	Play Space Categorisation North East Fife Area	Committee report title:	Play Space Categorisation North East Fife Area
Committee name & date:	North East Fife Area Committee December 2023	Have the proposals been subject to any other formal environmental assessment?	no
Completed by:	Kevin O'Kane	Completed on:	3 rd November 2023

A. Wildlife and biodiversity		Answer	Comments
Fife Council is committed to protecting and enhancing Fife's natural heritage.			
1	What impact will the proposals have on wildlife (including protected sites and species)?	Beneficial impact	The creation of natural Play Spaces, will increase the area of wildflower meadows and the number of trees.
B. Impacts on people		Answer	Comments
Fife Council is committed to protecting and enhancing the wellbeing of our people.			

2	What impact will the proposals have on environmental nuisance? (i.e. visual impacts, traffic, noise, vibration, odour, dust, particulates, smoke)	No impacts / not applicable	No response
3	What impact will the proposals have on human health or wellbeing?	Beneficial impact	Implementation of the play spaces will create better play opportunities for children.
C. Pollution	Soil and geology	Answer	Comments
Fife Council is committed to protecting and improving air, water and soil quality.			
4	What impact will the proposals have on pollution (including pollution to air, water or soil)?	No impacts / not applicable	No response
D. Climate change		Answer	Comments
Fife Council is committed to cutting carbon emissions and making Fife more resilient.			
5	What impact will the proposals have on greenhouse gas emissions?	A mixed impact (good and bad)	Replacement of play equipment and safety surfacing will produce carbon emissions.

6	What impact will the proposals have on resilience to the adverse effects of severe weather events, including flooding and landslips?	No impacts / not applicable	No response
7	What impact will the proposals have on flooding and sites designated as being at risk of flooding or sea level rise?	No impacts / not applicable	No response
E. Resources and waste		Answer	Comments
Fife Council is committed to using resources efficiently and minimising waste.			Please clarify your response
8	What impact will the proposals have on how much waste is generated or how waste is managed?	A mixed impact (good and bad)	Replacement of equipment, will result in some material going to landfill. Much of the metal should be recycled.
9	What impact will the proposals have on energy use and the consumption of material resources?	A mixed impact (good and bad)	Energy will be used in the production of new equipment.
F. Cultural heritage		Answer	Comments
Fife Council is committed to protecting		Please select an option:	Please clarify your response

Fife's cultural heritage.			
10	What impact will the proposals have on cultural heritage (including designated heritage / archaeology sites or listed buildings)?	No impacts / not applicable	No response

Good practice	2
Data gaps or mixed impacts	3
Environmental red flags	0
No impacts identified	5

Appendix 2 – Play Space Categories

Public Greenspace



2 ½ minute walk from home



Public Greenspace that can be used for play, such as grass areas, parks, woods, beaches

Natural play space



Non equipped greenspace with features for play such as logs, benches, mounds, boulders

Local play park



5 minutes walk from home



Kettle Park play park is an example of a local play area

Town play park



10 minutes walk from home or you could cycle



Thornton Public Park play park is an example of a town play area.

Destination play park



30 minutes walk from home or you could cycle or drive



Beveridge Park play park, Kirkcaldy is an example of a Destination play area.

Play spaces categorisation – details

Green space	Natural Play Space	Local Play Park	Town Play Park	Destination Play Park
Aim	Aim	Aim	Aim	Aim
Publicly usable green space. Such as grass areas, woods, parks, coast, beaches, flower meadows .	This is a greenspace with play features. The features are designed according to the space. Manufactured play equipment is not included in the greenspace.	This is a neighbourhood or village type of play park. These are within walking distance of housing. It is a basic public play area with enough equipment for a short visit. This type of play area is generally located in a park, providing space to run around.	This is an intermediate type of play park located in towns that people are prepared to travel a short distance to. It has enough equipment to cater for babies through to high school children. Town play areas are located in public parks.	The play park at Beveridge Park, Kirkcaldy is a good example of a play area that people are prepared to travel to. It has a wide range of equipment catering for babies through to high school children. Located in a large public park with toilets, with good space to run around, it also has adult gym equipment and a skate park.
Distance		Distance	Distance	Distance
<i>2 ½ minutes walk to a 0.2 hectare publicly usable greenspace from a house</i>		500m real time (along streets) from a house 300m straight line (radius from play area centre) 5 minute walk along streets Most people will walk to the play park	1km distance real time from a house 600m straight line 10minute walk People will walk, cycle or drive to the play park.	3km real time from a house 1.8km straight line 30 minute walk As a destination play area - people will generally drive to reach it.
	Play features		Equipment	Equipment
	Landform changes e.g slopes, mounds Boulders to climb on		High School (up to 13yrs) 1 unit Cable way / flying fox	High School (up to 13yrs) 3 units Cable way / flying fox Rotating equipment for 12+

	logs Picnic tables Benches Flower meadows Wooden sculptures			Rotating equipment
		Primary School age	Primary School age	Primary School age
			Basket Swing	Basket swing
		Swings (2 seats)	Swings (4 seats)	Swings (4 seats)
		Multi-unit with inclusive elements	Multi-unit or climbing net	Large multi-unit. Approx. 5m high with long tube slide
				6 m high climbing net or high multi-unit
		Moving unit – see saw , or rotating equipment	Moving unit – see saw , or rotating equipment	Moving unit – see saw , or rotating equipment
		Pre-primary school age	Pre-primary school age	Pre-primary school age
		Cradle swing (2 seats)	Cradle swing (4 seats)	Cradle swing (4 seats)
		Toddler multi-unit with inclusive elements	Toddler multi-unit with inclusive elements	Toddler multi-unit with inclusive elements
		Moving equipment (3 units) e.g. springy, roundabout trampoline	Moving equipment (3 units) e.g. springy, roundabout trampoline	Moving equipment (3 units) e.g. springy, roundabout trampoline
		May include an element of inclusive play.	Should include inclusive play features.	Must include inclusive play equipment.
		Benches and picnic tables	Benches and picnic tables	Benches and picnic tables
Green space	Natural Play Space	Local Play Park	Town Play Park	Destination Play Park

6 December 2023

Agenda Item No. 7

Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2022-23

Report by: Scott Clelland, Service Manager – Grounds Maintenance Service
Sandy Anderson, Service Manager – Domestic Waste and Street
Cleansing Service

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

Purpose

The purpose of this report is to inform Committee of the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2022-23.

Recommendation(s)

It is recommended that Committee note:

- The continuing improved performance in grounds maintenance, domestic waste collection and street cleansing services in 2023.
- The plans to deliver local priorities and help communities shape their environment.

Resource Implications

There are no additional resource implications arising from this report.

Legal & Risk Implications

The Environmental Protection Act 1990 imposes a duty on Fife Council to keep public roads and relevant land clear of litter and refuse so far as is practicable.

There are no new legal & risk implications arising from this report.

Impact Assessment

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

Consultation

No consultations are required in connection with this report.

1.0 Domestic Waste and Street Cleansing Performance

Domestic Waste

- 1.1 Consistent levels of service provision remained a challenge for domestic waste collection in 2022-23. Despite coming out Covid, staff absence remained high, and a shortage of qualified HGV drivers caused disruption to the service in some areas.
- 1.2 Supply chain issues that previously affected sourcing specialist spare parts have eased allowing vehicle repair times to improve.
- 1.3 The procurement and deployment of four new narrow bodied Dennis Eagle refuse collection vehicles are improving access to narrow streets and minimising missed bins in the North East Fife villages.
- 1.4 The new free bulky uplift service has been in place since April 2023. There has been a fourfold increase in demand since this service was introduced.

Street Cleansing

- 1.5 The street cleansing division are slowly recovering the legacy backlog of weeds on streets. Teams are reacting to Ward priorities and although resource limitations prevent the delivery of a consistent standard across all areas, there is evidence of improvement in many localities.
- 1.6 Street Cleansing working with Business Technology solutions have introduced a new digital asset management system. This will enable accurate data recording and more efficient work scheduling along with performance management.
- 1.7 The Environmental Training Academy continues to train young people for jobs in street cleansing and this is now an important recruitment avenue for the Service and is resulting in permanent jobs for the long term unemployed.
- 1.8 The dedicated verge cleaning teams created in 2021 are making a material difference to the environment. Their work is highly visible, and feedback has been very positive. Roadside verges and reservations that have never been cleaned, are now on routine schedules, and will be regularly attended.
- 1.9 Likewise the teams dedicated to the removal of fly tipping have been making a strong impact, ensuring that reported rubbish is lifted at the very earliest to avoid blighting the environment.
- 1.10 Additional resources continue to be deployed to the North East Fife villages to mitigate visitor impacts over the summer months and this includes weekend working as required.

2.0 Domestic Waste and Street Cleansing - Future Developments

- 2.1 The single shift managing change project is ongoing for Domestic Waste and a complete route redesign is underway, as is the procurement exercise for 13 new refuse collection vehicles. The new working pattern is programmed to start in October 2024.

- 2.2 The creation of dedicated teams working in partnership with the Housing Service to address priority areas in Council housing estates, has been a success. This model will be extended in 2023/24.
- 2.3 Street cleansing specifications and schedules will be shared and discussed with Area Committees as part of the Council's decentralisation agenda. Area Committee's will be able to influence works in their communities, recognising the impacts and opportunity cost of resource deployment choices.

3.0 Grounds Maintenance Performance

- 3.1 The core Service Level Agreement specification is being met in most areas, although the challenge of inclement weather over the late summer months disrupted the grass cutting and weed management operations. Limitations in the supply chain for machinery spare parts has at times restricted the deployment of specialist machinery and limited performance.
- 3.2 Local teams continue to provide positive support to Elected Members through reactive and ad-hoc work requests enabling delivery of local priorities.
- 3.3 Building on the success of the Housing Estate Improvement work in 22-23, the Grounds Maintenance Service in partnership with the Housing Service will resource a dedicated team delivering a programme of environmental improvement works on Housing owned land.
- 3.4 The employment and retention of seasonal staff remains a challenge during the peak period of Grounds Maintenance activities. The Service continues to work with partner agencies such as Rural Skills Scotland and Fife Council's Employability Team to provide work placement opportunities for short term and longer term unemployed.
- 3.5 There is an aspiration to minimise the use of herbicides as part of any integrated weed management approach. The reduction in herbicide application and improved growing conditions for weeds will remain a perennial management challenge. The Service continues to monitor the development of new alternatives to replace the more traditional control measures employed. Dialogue with communities will assist in delivering local plans that consider an appropriate range of weed management criteria and a level of vegetation acceptable within a geographical space.

4.0 Grounds Maintenance - Future Developments

- 4.1 A Managing Change proposal offering a 9-day working fortnight alongside a re-alignment of working hours is currently under consultation with staff. If agreed, this will create a more efficient operating model and support a better work-life balance for those staff affected.
- 4.2 The Service is committed to the implementation of a formal process of recording grounds maintenance activity standards in partnership with the Association of Public Service Excellence (APSE). The Land Audit Management System (LAMS)

will assist in monitoring and benchmarking service performance both at a local level and across external organisations.

- 4.3 A review of the Services' back-office management systems concludes that the current approach is fragmented and does not facilitate the Services move to a digital platform. Investment in a single host system will provide efficiencies through the digital scheduling of work activity and data capture.
- 4.4 A decision to bring forward £350,000 Capital investment in the GMS fleet of grass cutting equipment shall provide greater business continuity and increased performance outputs.
- 4.5 Grounds maintenance specifications and schedules will be shared and discussed with Area Committees as part of the Council's decentralisation agenda. Area Committee's will be able to influence works in their communities, recognising the impacts and opportunity cost of resource deployment choices.
- 4.6 A new 'place making' approach to the management of greenspace is being developed. The Council recognises that officers responsible for greenspace design decisions across the Council should be working much more closely with the Grounds Maintenance Service and a new operating model is being explored.

5.0 Conclusions

- 5.1 Service operating models continue to evolve in both Grounds Maintenance and Domestic Waste and Street Cleansing functions. The aim is to ensure the most effective use of resources to maintain consistent levels of service and address area priorities on a ward-by-ward basis.
- 5.2. Future developments such as digital system implementations and organisational redesign are all part of the modernisation process. Smarter, more joined up and efficient ways of working, with the latest technological support will give these services the best chance of improving local environments with limited resource envelopes.

Report Author and Contact

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6 December 2023

Agenda Item No. 8

St Andrews – Speed Limit Amendments

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

Wards Affected: Ward 18 – St Andrews

Purpose

The purpose of this report is to allow the Area Committee to consider proposals for the expansion of the 20mph speed limit to cover the remaining urban 30mph speed limit roads and introduction of appropriate 40mph speed reductions on rural approach roads.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO23_48/1-8 (Appendices 1 - 8) and schedule (Appendix 9) 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 Traffic Regulation Order and deliver the associated traffic management works will be approximately £45,000 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.

Delivery of the new infrastructure for new developments is the responsibility of the individual developers.

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 St Andrews Community Council are aware.

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.

1.0 Background

- 1.1 Roads & Transportation Service has been implementing 20mph speed limits on roads in St Andrews since 2003. At present, 84% of the roads are already 20mph with a few spinal A-class and selected minor distributor roads remaining at 30mph.
- 1.2 Following requests from ward members for 20mph speed limits on all remaining roads within the St Andrews town boundary, £36,000 has been allocated to promote a final TRO within financial year 2023-24. This budget can be rolled forward into 2024/25 to allow the installation of signage after the statutory consultation period.

2.0 Issues and Options

- 2.1 It is proposed to implement 20mph speed limits on all remaining 30mph roads within the St Andrews town boundary and selected 40mph lengths to encourage slower approach speeds as detailed in the attached schedule & plans.
- 2.2 The £36,000 funding allocated will cover the costs of implementing the 20mph limits. It is estimated that a further £9,000 will be required to provide the signing required for the proposed 40mph lengths. This will be met from the Traffic Management revenue budget.
- 2.3 No vertical speed reduction measures are proposed.
- 2.4 The existing 30mph speed limit on the A91 west of Petheram Roundabout and on Bell Brae are appropriate will remain. There are no proposals for further changes to speed limits on the A91 to the west of St Andrews.
- 2.5 There is no 40mph buffer zone proposed for Strathkinness High Road, due to low traffic volume and lack of housing development west of the existing 20mph gateway.
- 2.6 The existing part-time 20mph speed limit on Lamond Drive will be revoked and the electronic signs removed.
- 2.7 New developments at Craigtoun Road (Zone 1) and Grange Road (Zone 2) will be included in the new 20mph TRO.
- 2.8 The proposed TRO previously approved by Committee for the development at Grange Road is superseded by this proposal.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that both the 20mph and the 40mph speed limits should be promoted.

List of Appendices

1. Drawing No. TRO23_48/1 – A91 Links Cresc & Old Guardbridge Rd Area
2. Drawing No. TRO23_48/2 – A915 Bridge St, B939 & Doubledykes Rd Area
3. Drawing No. TRO23_48/3 – A915 Largo Rd, Canongate & Lamond Dr Area

- 3a. Drawing No. TRO23_48/3a – B939 Strathkinness Low Rd, Buchanan Gardens Area
4. Drawing No. TRO23_48/4 – A917 Abbey Walk/St Mary St
5. Drawing No. TRO23_48/5 – A917 & B9131
6. Drawing No. TRO23_48/6 – A917, Grange Rd Area
7. Drawing No. TRO23_48/7 – A915 Area
8. Drawing No. TRO23_48/8 – Bogward Rd
9. Schedule of roads to be 20 mph & 40 mph

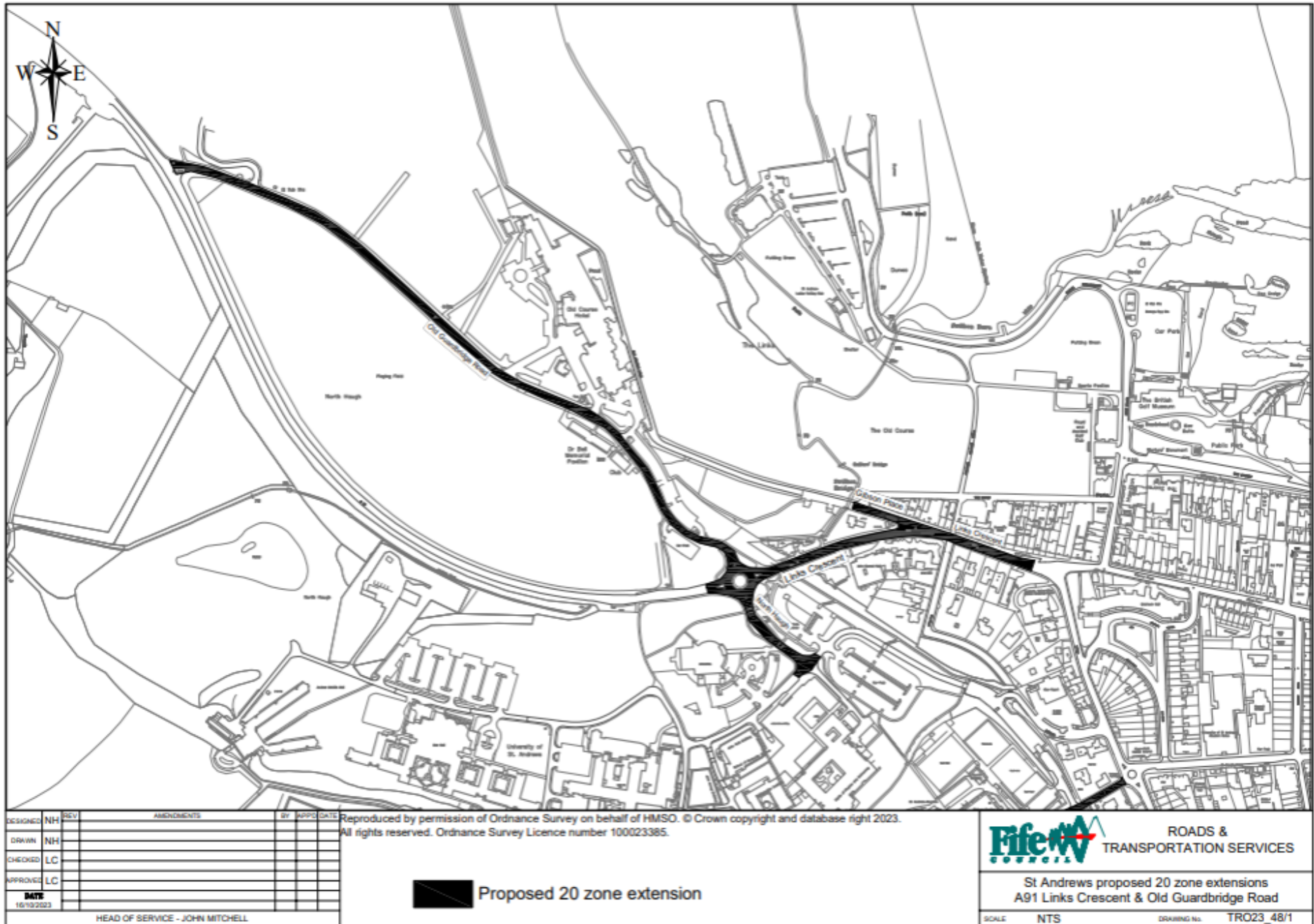
Report Contacts

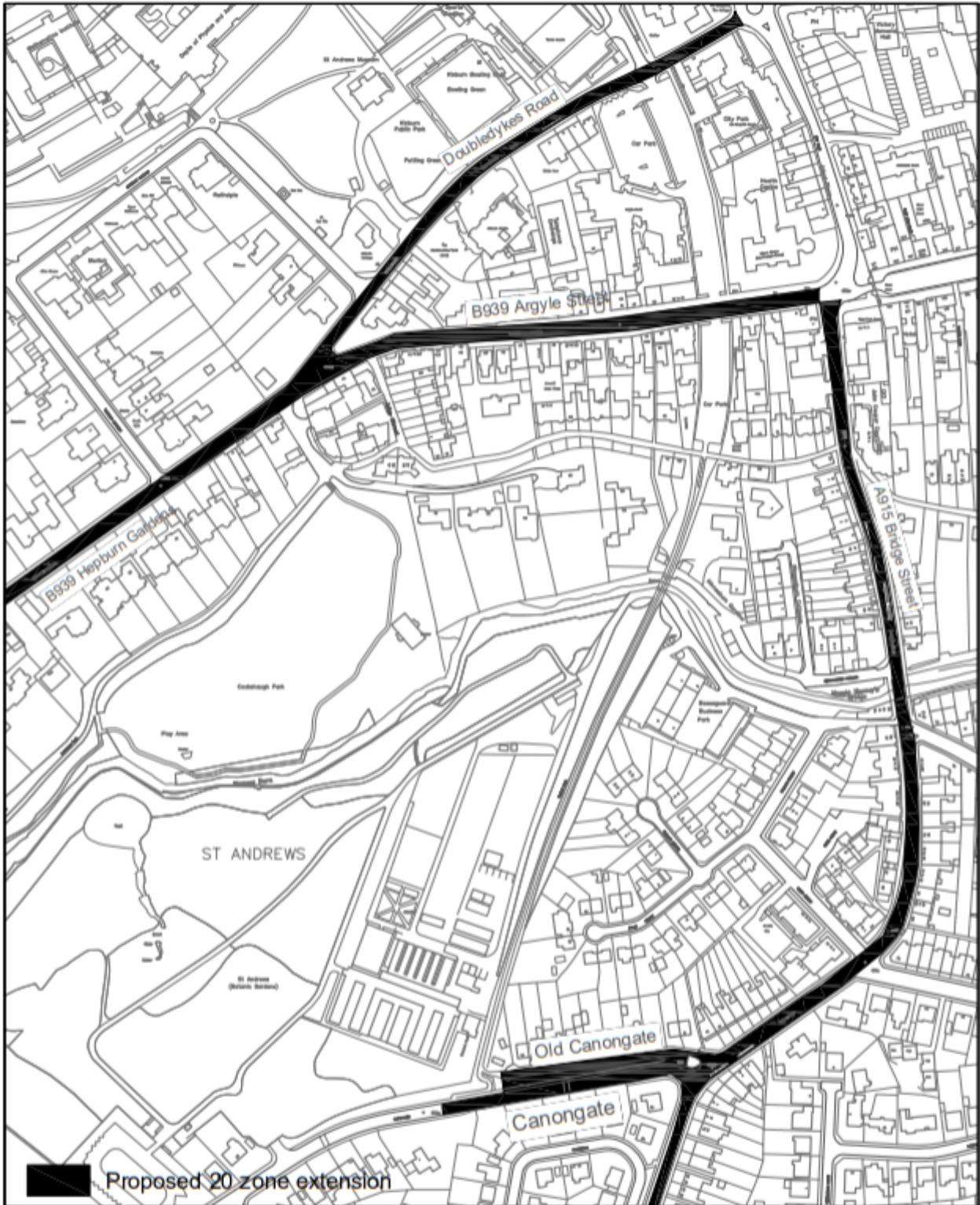
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Appendix 1





 Proposed 20 zone extension

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REF	AMENDMENTS				BY	APPV'T	DATE
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HEAD OF SERVICE - JOHN MITCHELL							DATE
							16/10/2023

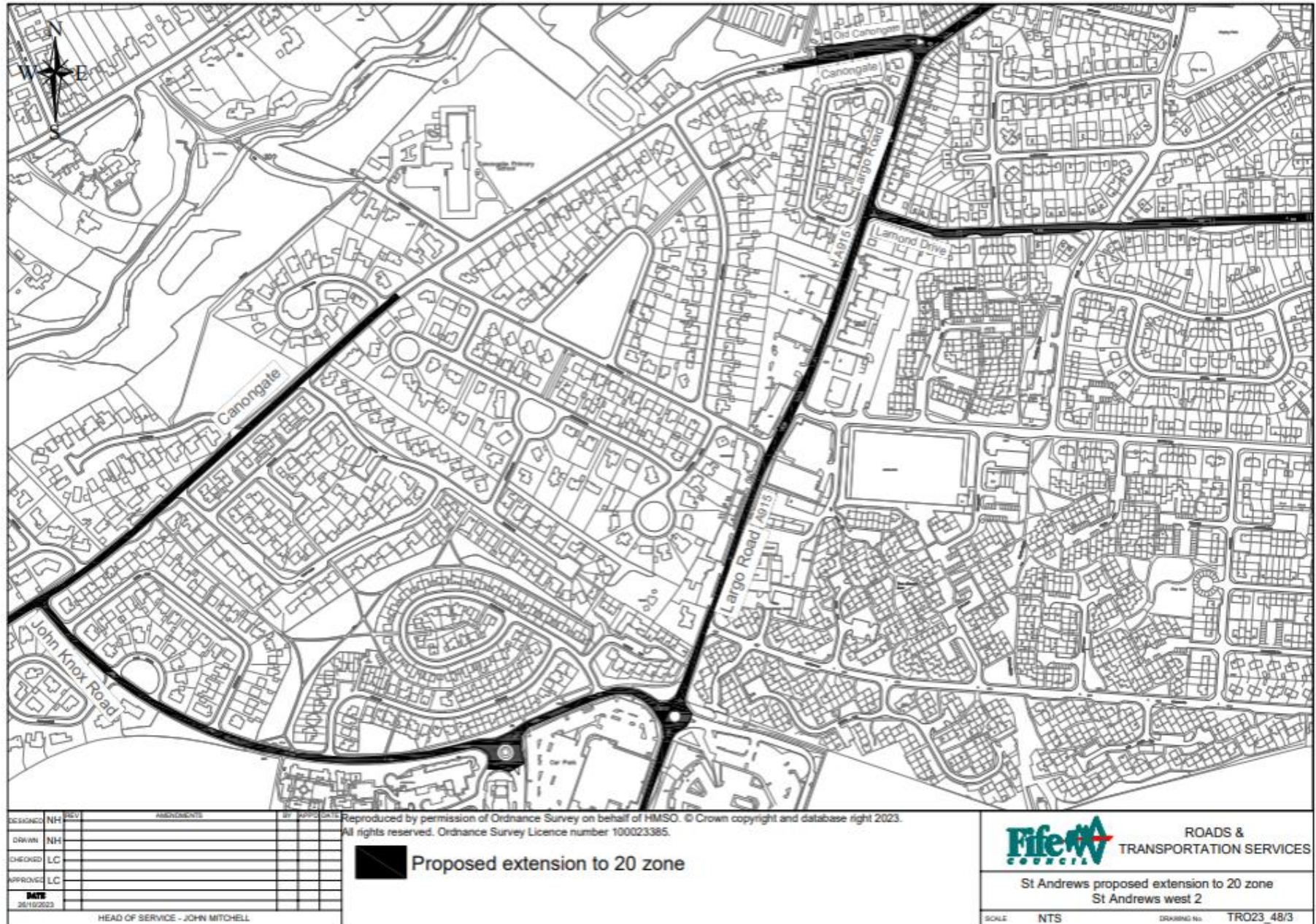


**ROADS &
TRANSPORTATION**

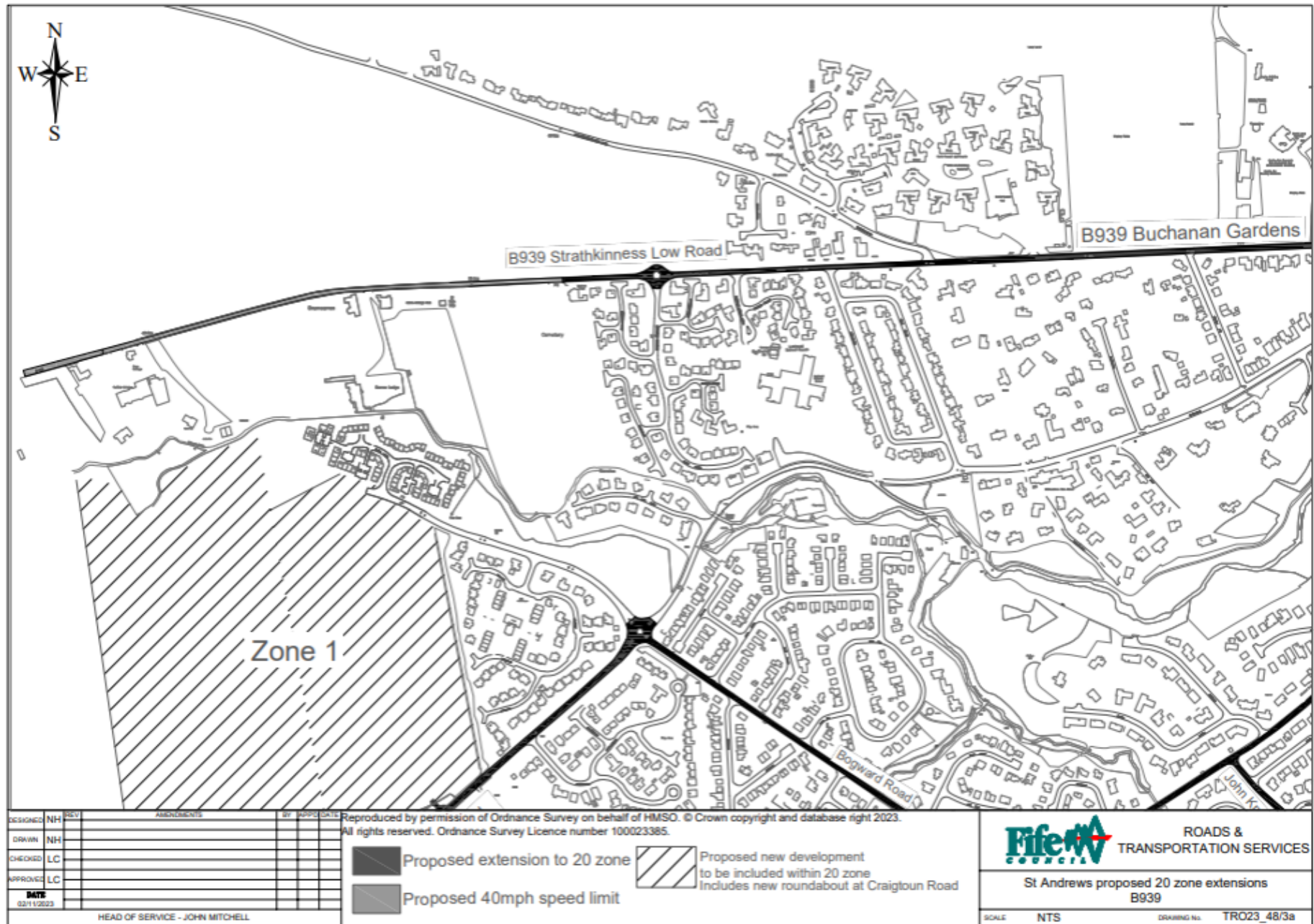
**St Andrews proposed 20 zone
extensions
St Andrews central**

SCALE NTS DRAWING No. TRO23_48/2

Appendix 3




Appendix 3a



DESIGNED	NH	REV	AMENDMENTS	BY	DATE
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CHECKED	LC				
APPROVED	LC				
DATE	02/11/2023				
HEAD OF SERVICE - JOHN MITCHELL					

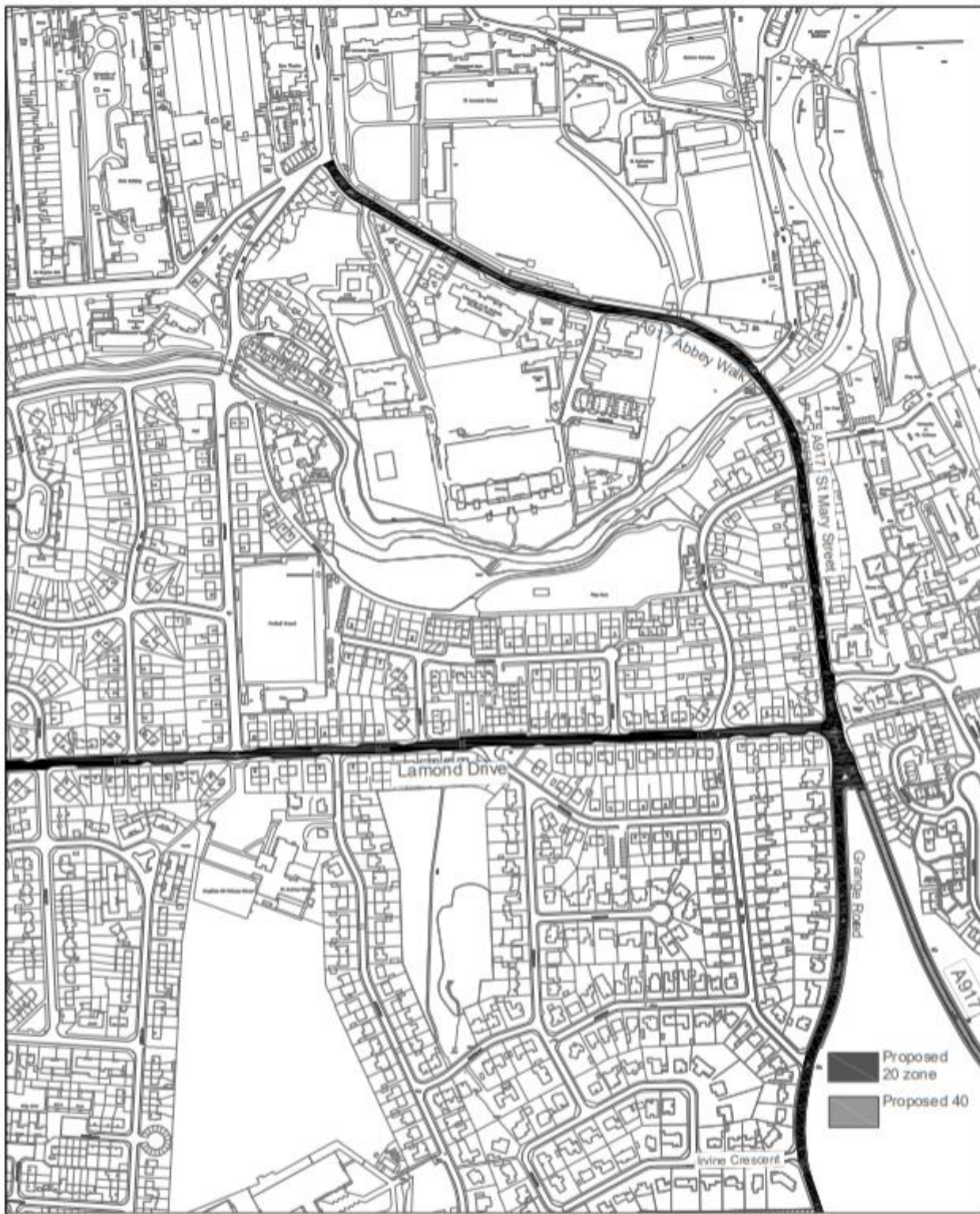
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Proposed extension to 20 zone
 Proposed new development to be included within 20 zone (Includes new roundabout at Craigtoun Road)
 Proposed 40mph speed limit


ROADS & TRANSPORTATION SERVICES

St Andrews proposed 20 zone extensions B939

SCALE: NTS DRAWING NO.: TRO23_48/3a



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REF	AMENDMENTS				BY	APPV'D	DATE	
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								26/10/2023
HEAD OF SERVICE - JOHN MITCHELL								

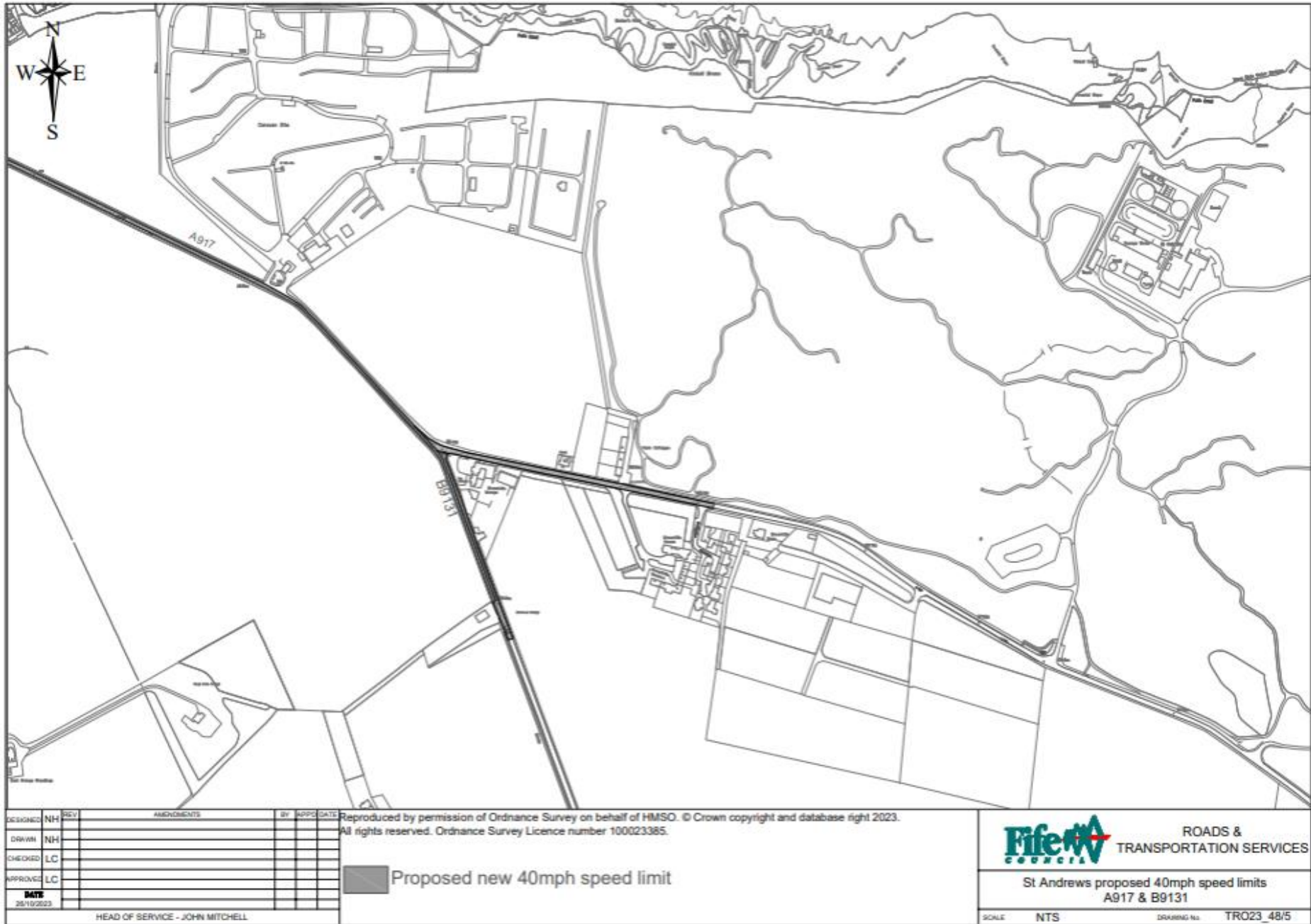


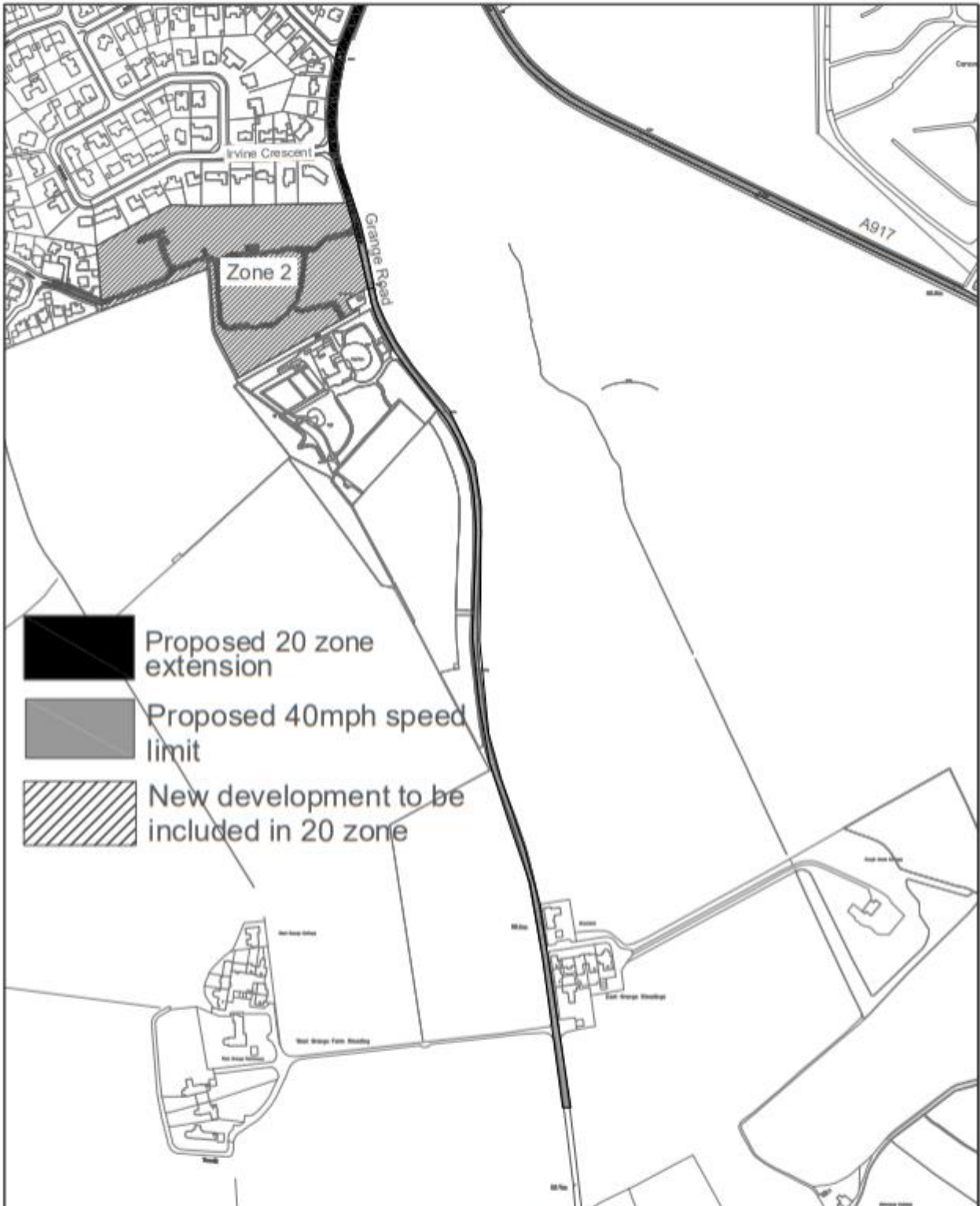
**ROADS &
TRANSPORTATION**

**Proposed 20 zone extensions
St Andrews east**

SCALE NTS DRAWING No. TRO23_484

Appendix 5





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DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	DATE
								26/10/2023
HEAD OF SERVICE - JOHN MITCHELL								



ROADS & TRANSPORTATION

**St Andrews 20 zone extensions
Grange Road**

SCALE NTS DRAWING No. TRO23_48/6



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REF	AMENDMENTS	BY	APPROV	DATE



**ROADS &
TRANSPORTATION**

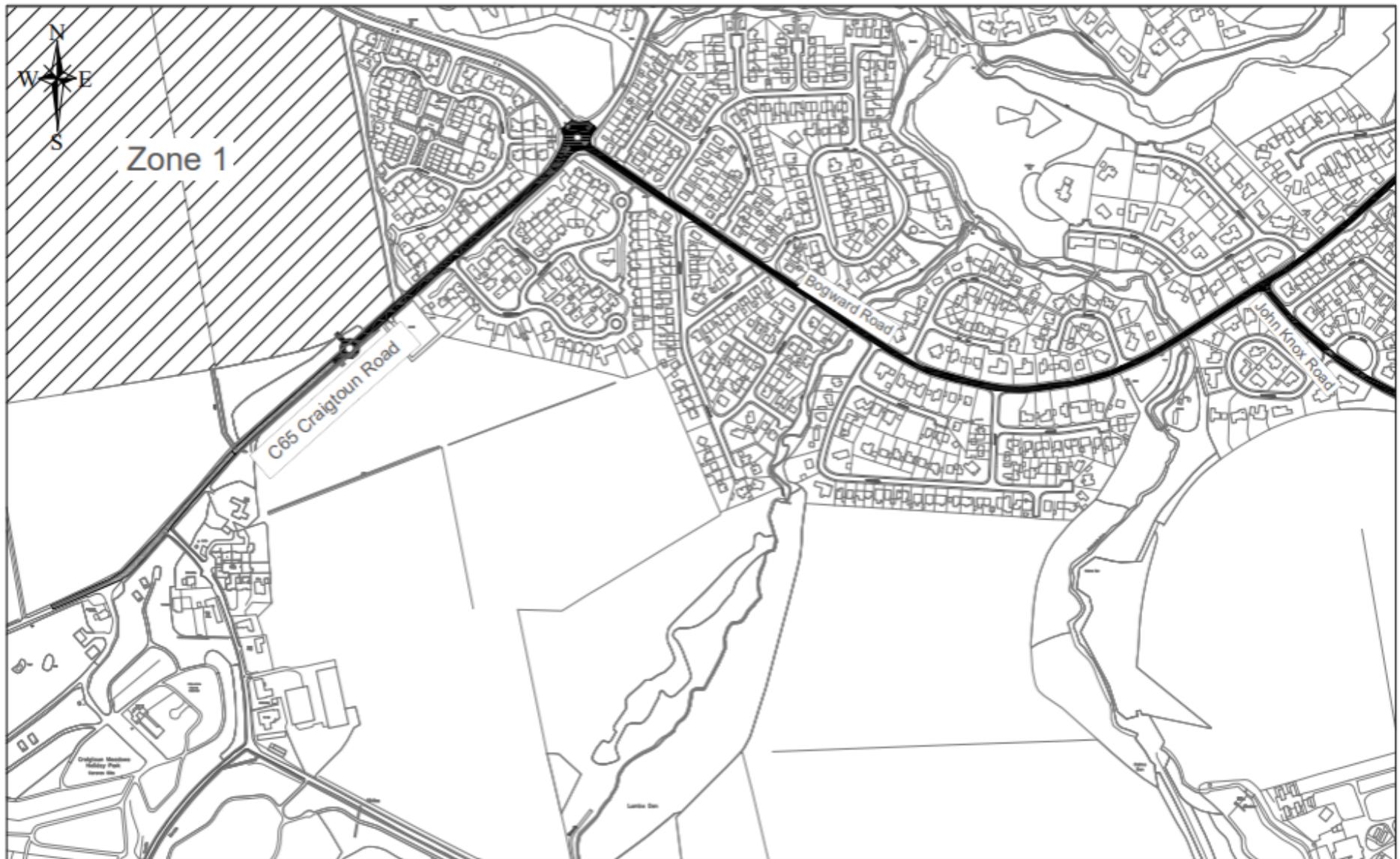
**St Andrews
A915 proposed 40mph speed limit**

DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	DATE
								19/10/23

HEAD OF SERVICE - KEN GOURLAY

SCALE NTS DRAWING No. TRO23_48/7

Appendix 8



DESIGNED	NH	REV	AMENDMENTS	BY	APPRODATE	Reproduced by permission of Ordnance Survey on behalf of HMSO. © Crown copyright and database right 2023. All rights reserved. Ordnance Survey Licence number 100023385.
DRAWN	NH					
CHECKED	LC					
APPROVED	LC					
DATE	19/10/23					

Proposed extension to 20 zone Proposed 40mph speed limit	Proposed new development to be included within 20 zone Includes new roundabout at Craigtoun Road
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	ROADS & TRANSPORTATION SERVICES
	St Andrews 20 zone extensions St Andrews southwest
SCALE	NTS
DRAWING No.	TRO23_48-8

HEAD OF SERVICE - JOHN MITCHELL

Appendix 9

TR023_48 Proposed extension to St Andrews 20mph Speed Limit and Establishment of 40mph 'buffer zones' on Rural Approach Roads

Schedule of proposals

Road/street:	Extent:	Existing speed limit:	Proposed:	Drawing no.	Comments:
A91 Links Crescent	West side of Petheram Roundabout to start of existing 20 zone to the west of City Road Roundabout	30mph	20mph	TRO23_48/1	A91 west of Petheram Roundabout is proposed to remain at 30mph
North Haugh	Petheram Roundabout to extent of adoption	30mph	20mph	TRO23_48/1	
Gibson Place	Junction with Links Crescent to end of adoption	30mph	20mph	TRO23_48/1	
Old Guardbridge Road	Petheram Roundabout to west junction with A91	30mph	20mph	TRO23_48/1	
Doubledykes Road	City Road to Hepburn Gardens	30mph	20mph	TRO23_48/2	
B939 Argyle Street	City Road to Hepburn Gardens	30mph	20mph	TRO23_48/2	
B939 Hepburn Gardens	Argyle Street to Buchanan Gardens	30mph	20mph	TRO23_48/2	
B939 Buchanan Gardens/Strathkinness Low Road	Hepburn Gardens to Cemetery	30mph	20mph	TRO23_48/3a	
A915 Bridge Street/Largo Road	City Road to south side of hospital	30mph	20mph	TRO23_48/2 & 3	
John Knox Road	Largo Road to Canongate	30mph	20mph	TRO23_48/3	
Canongate (including Old Canongate)	Largo Road to west side of botanic gardens	30mph	20mph	TRO23_48/3	
Canongate/Bogward Road	Newmill Gardens to Craigtoun Road	30mph	20mph	TRO23_48/8	
Lamond Drive	Largo Road to A917 St Mary Street	30mph	20mph	TRO23_48/4	Revoke order for part-time 20mph
A917 Abbey Walk/St Mary Street	Greenside Place to south side of roundabout with Grange Road	30mph	20mph	TRO23_48/4	
B939 Strathkinness Low Road	Cemetery to west side of access to Rufflets Hotel	Derestricted	40mph	TRO23_48/3a	
C65 Craigtoun Road	Bogward Road to southwest side of proposed new roundabout	30mph/derestricted	20mph	TRO23_48/8	Allows for planned new development on the northwest side of C65/Craigtoun Road (Zone 1)
C65 Craigtoun Road	Southwest side of proposed new roundabout to a point 440m southwest of U046 junction	Derestricted	20mph	TRO23_48/8	
Grange Road	South side of St Mary Street/Lamond Drive roundabout to a point 100m south of junction with Irvine Crescent	30mph/derestricted	20mph	TRO23_48/6	Allows for The Grange new development (Zone 2)
Grange Road	100m south of junction with Irvine Crescent to 90m south of East/West Grange	Derestricted	40mph	TRO23_48/6	
A915	South side of hospital to south side of access to Cairnsmill Caravan Park	Derestricted	40mph	TRO23_48/7	
A917	South side of roundabout at Grange Road to Brownhills Steadings	Derestricted	40mph	TRO23_48/5	
B9131	Brownhills junction to Birchwood Cottage	Derestricted	40mph	TRO23_48/5	

6 December 2023

Agenda Item No. 9

Craigrothie – Speed Limit Amendments and Traffic Calming

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

Wards Affected: Ward 20 – Cupar

Purpose

The purpose of this report is to allow the Area Committee to consider proposals for the introduction of a 20mph speed limit on the A916 and B939 through Craigrothie with 40mph buffer zones on the A916 approaches as part of an approved Area Roads Programme project. Appropriate traffic calming is also included.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the speed limits detailed in drawings TRO23_51/1-2 (Appendices 1 & 2) with all ancillary procedures;
- (2) agrees to the promotion of a Road Hump Order (RHO) to introduce speed cushions and a raised table as detailed in drawings nos. TRO23_51/3-6 (Appendices 3-6), with all ancillary procedures; and
- (3) authorises officers to confirm the Traffic Regulation Order and construct the speed humps within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £29,000 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 has been completed. No negative impacts have been identified.

Consultation

The local Ward Councillors, Police Scotland and Ceres & District Community Council are aware.

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.

1.0 Background

- 1.1 A total of £29,000 was agreed by Committee for speed reduction schemes for Craigrothie as part of the Area Roads Programme capital budget.
- 1.2 Ward Members and the community council have requested that a 20mph speed limit be part of this project.

2.0 Issues and Options

- 2.1 It is proposed to implement a 20mph speed limit on all 30mph roads within Craigrothie and 40mph lengths on the A916 to encourage slower approach speeds, as detailed in the attached plans.
- 2.2 It is also proposed to install traffic calming measures consisting of “give and take” build outs at the gateways of the new 20mph speed limit, speed cushions in locations as detailed in the attached plans and a raised table uncontrolled crossing point at the primary school in place of the existing dropped kerb crossing point.
- 2.3 Concerns have been expressed regarding traffic failing to slow appropriately for the A916/B939 junction when approaching from the south and undercutting the corner onto the wrong side of the B939 at the junction. To discourage this we propose revised junction/give-way markings to incorporate a profiled centre island as shown in drawing TRO23_51/3.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that both the 20mph and 40mph speed limits and traffic calming measures should be promoted.

List of Appendices

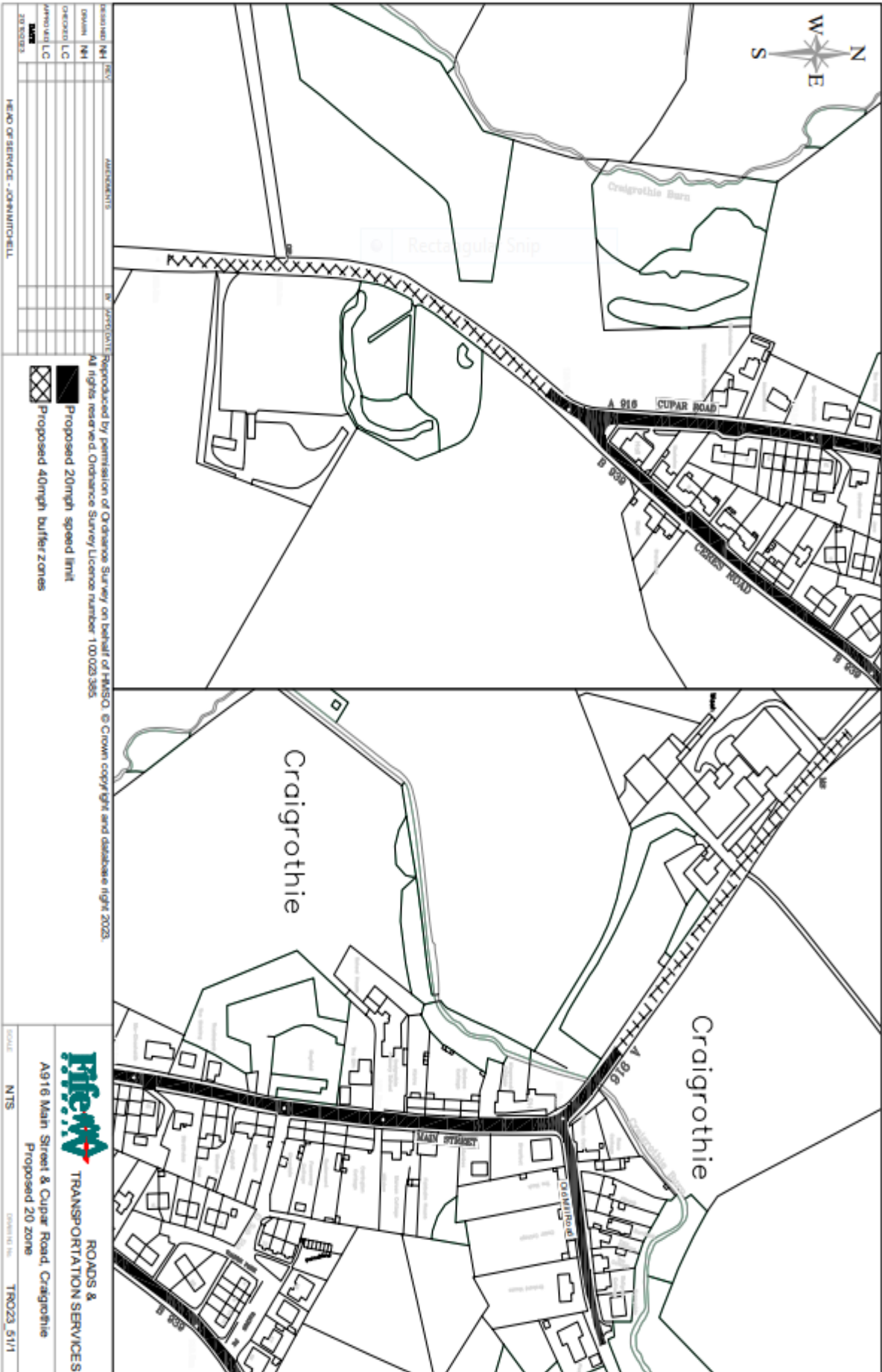
1. Drawing No. TRO23_51/1 – A916 proposed 20mph extents & 40mph buffer zones.
2. Drawing No. TRO23_51/2 – B939 proposed 20mph extents.
3. Drawing No. TRO23_51/3 – A916/B939 proposed junction treatment.
4. Drawing No. TRO23_51/4 – A916 Cupar Rd/B939 locations of proposed traffic calming
5. Drawing No. TRO23_51/5 – A916 Main Street locations of proposed traffic calming
6. Drawing No. TRO23_51/6 – Proposed raised table outside Craigrothie Primary School.

Report Contacts

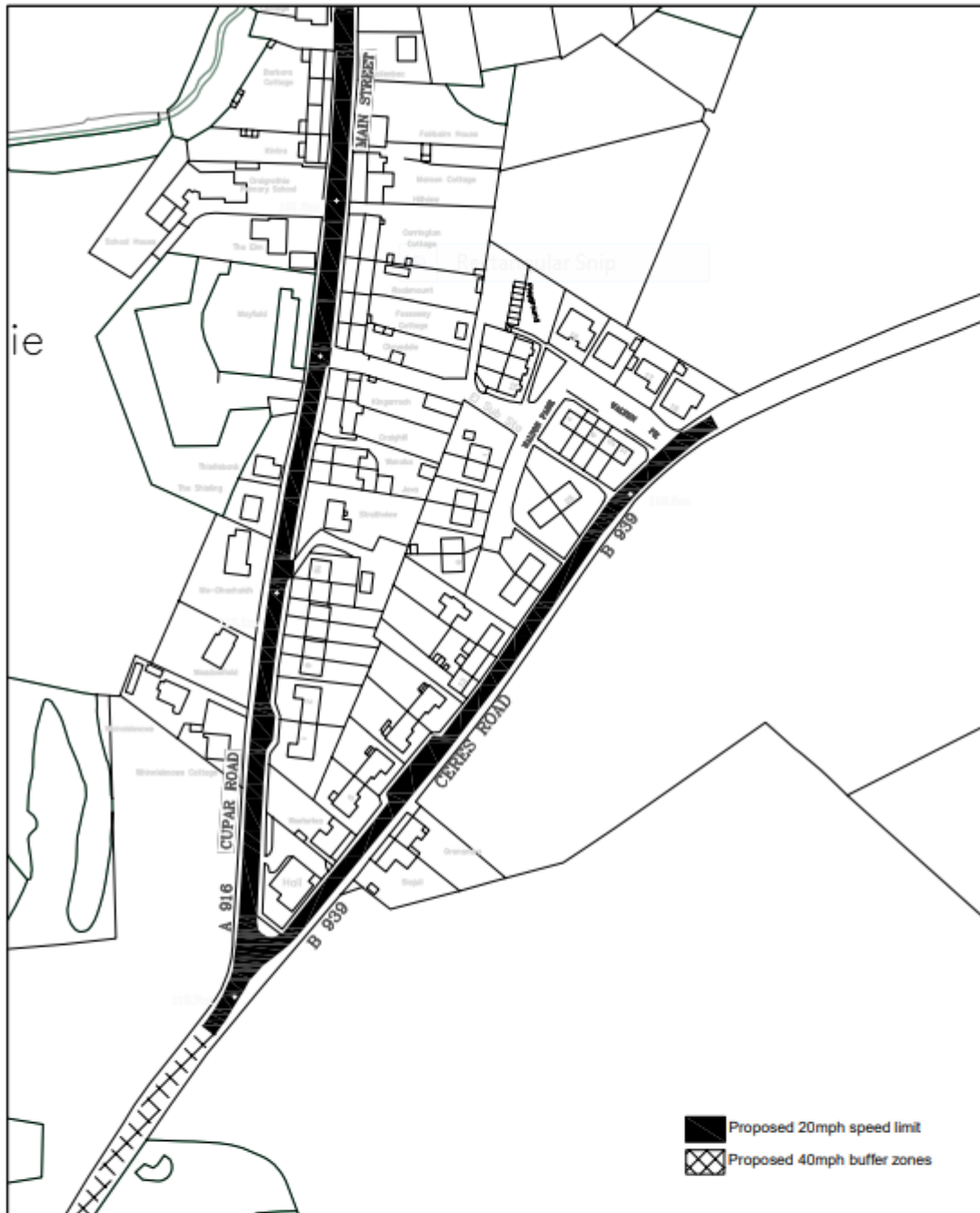
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Appendix 2



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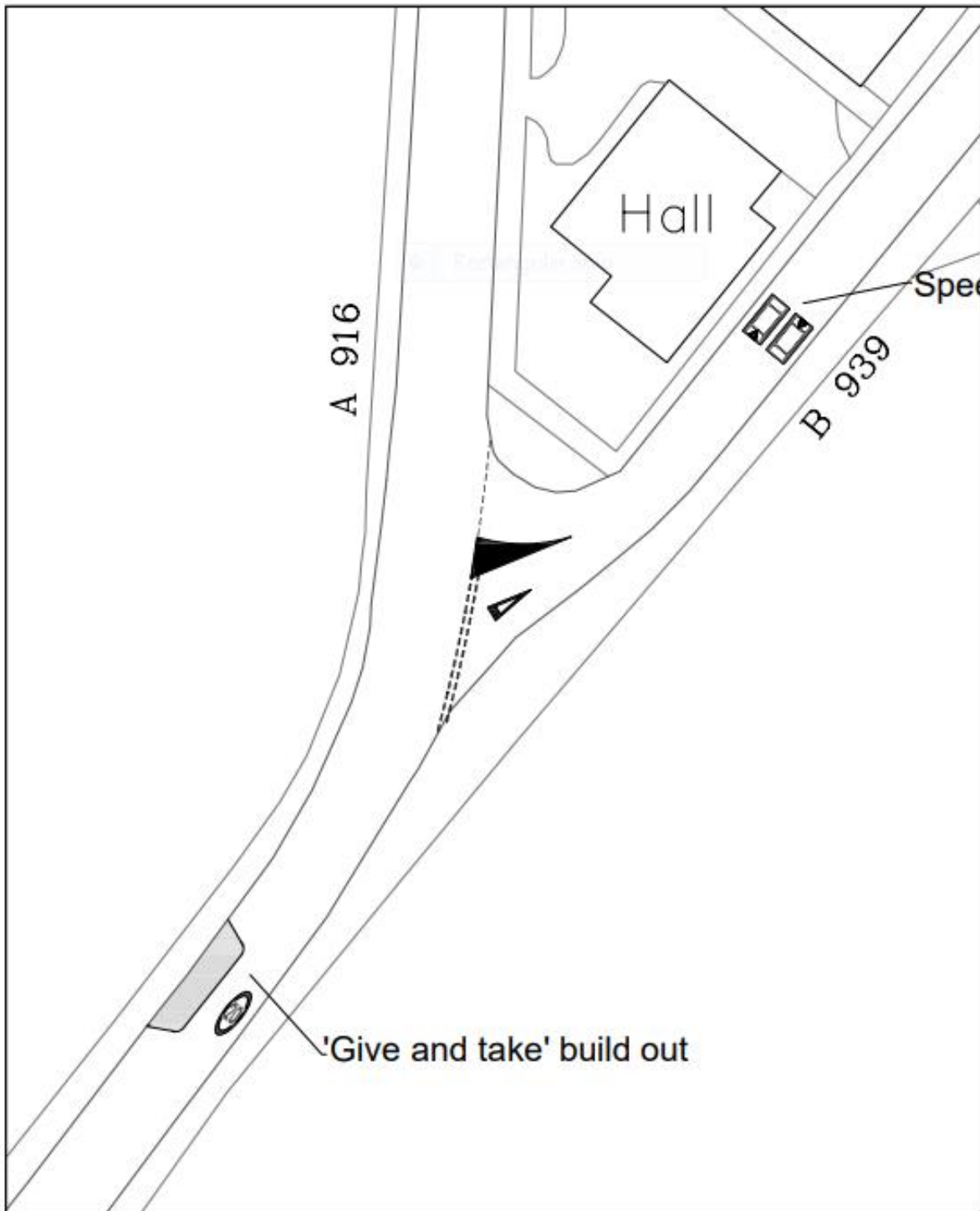
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DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	
HEAD OF SERVICE - JOHN MITCHELL							DATE	20/10/2023
SCALE				NTS		DRAWING No.		TRO23_51/2



**ROADS &
TRANSPORTATION**

**B939 Ceres Road, Craigothie
Proposed 20 zone**

Appendix 3



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REF	AMENDMENTS	BY	APPVD	DATE				
DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	DATE
								29/10/2023
HEAD OF SERVICE - JOHN MITCHELL								

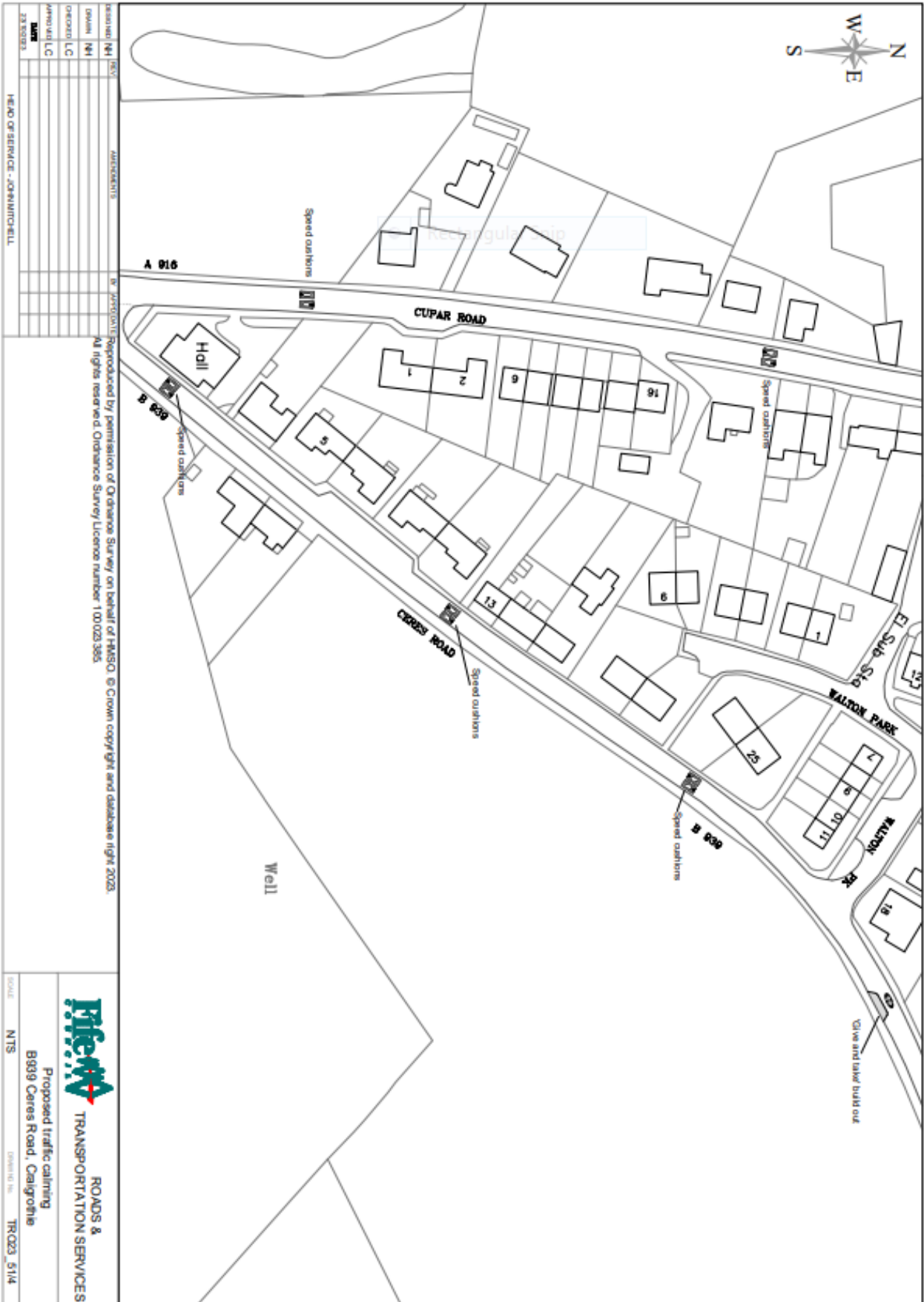


**ROADS &
TRANSPORTATION**

**A916/B939 Craigrothie
Proposed traffic calming and
revised junction with profiled island**

SCALE NTS DRAWING No. TRO23_513

Appendix 4





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REF	AMENDMENTS	BY	APPROV	DATE					
DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	DATE	23/10/2023
HEAD OF SERVICE - JOHN MITCHELL									

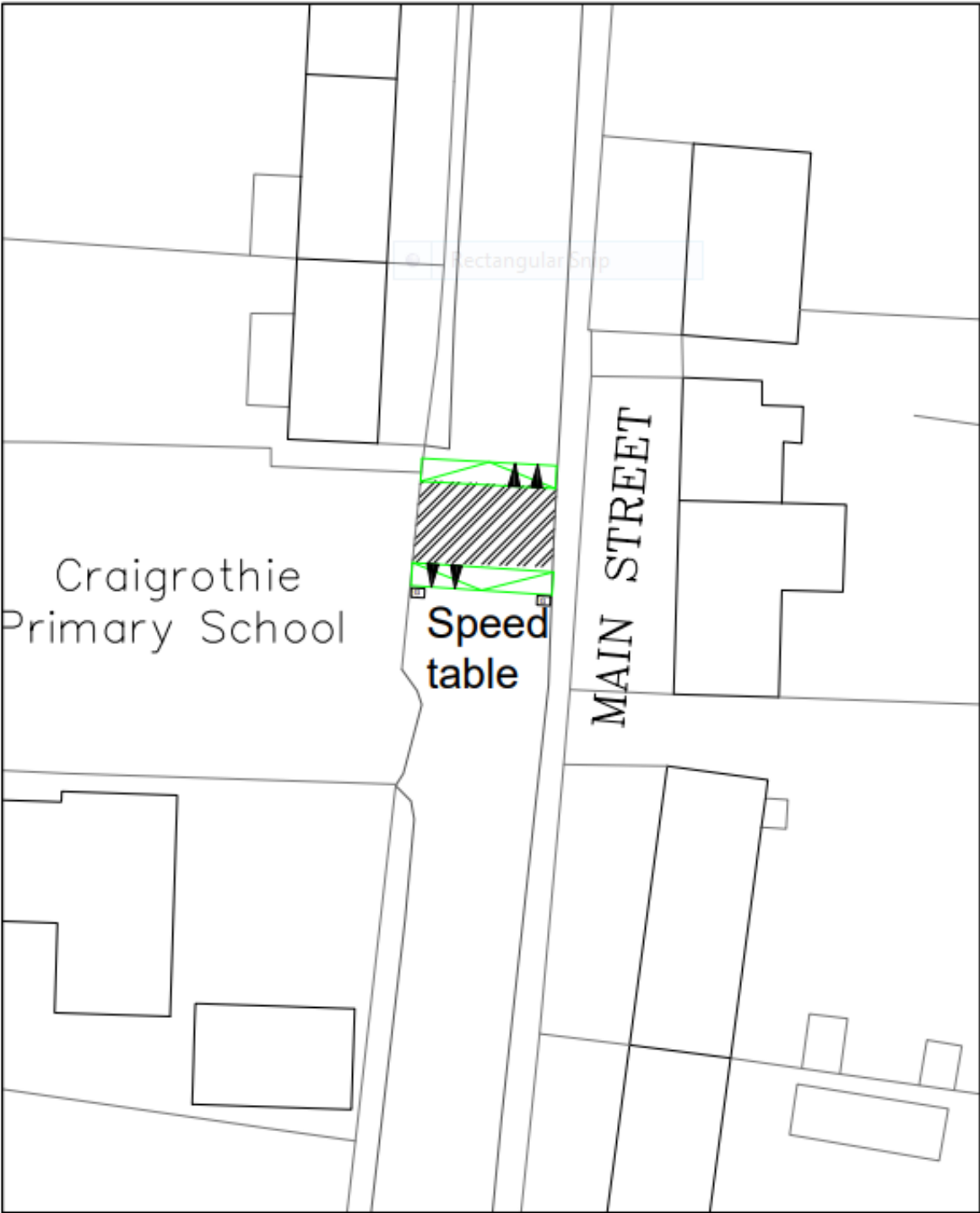


**ROADS &
TRANSPORTATION**

**Proposed traffic calming
A916 Cupar Road/Main Street,
Craigrothie**

SCALE NTS DRAWING No. TRO23_51/5

Appendix 6



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REF	AMENDMENTS						BY	APPV'D	DATE
DESIGNED	NH	DRAWN	NH	CHECKED	LC	APPROVED	LC	DATE	
								23/10/2023	
HEAD OF SERVICE - JOHN MITCHELL									



ROADS & TRANSPORTATION

Proposed raised table crossing to replace existing crossing point A916 Main Street, Craigrothie

SCALE NTS DRAWING No. TRO23_516

6 December 2023

Agenda Item No. 10

Bereavement Services Cemetery Strategy

Report by: Alan Paul, Head of Property Services

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

Purpose

Fife Council has a legal responsibility to provide and regulate cemeteries and make appropriate provision for the care and disposal of the dead. The importance of cemeteries is acknowledged in the current Programme for Administration which notes the importance of making “sure our cemeteries are safe, well looked after and provide fitting places for remembrance and contemplation.”

This report informs members of the outcome of the consultation which took place and the strategy to be implemented moving forward.

Recommendation(s)

North East Fife Area Committee is asked to:

- (1) Note the key points from the consultation exercise.
- (2) Support the actions moving forward in the Cemetery Strategy 2023 – 2028 (Appendix 1).

Resource Implications

Capital funding for cemetery development has been made available over the 10-year period from 2023/24. Additionally, funding has been set aside to continue to address the failing infrastructure in many of the older burial grounds in the Council’s care.

Moving forward a sustainable funding policy is required to cover the increased revenue cost from additional sites while continuing to enhance and maintain the assets and resources already under Council management.

Legal & Risk Implications

Failure to address the reducing capacity available will result in no new burial provision. There is a legal requirement for the Council to provide burial.

Impact Assessment

An EqIA will be carried out as part of the development of any future cemetery.

An online consultation took place over January / February 2023 where local community groups, members of the wider public and elected members were invited to respond to the various points put forward.

The consultation received 3,147 views which converted to 228 responses (25% of the deep reads).

Almost 90% responded as individuals, showing a keen interest from residents of Fife to be involved in the consultation.

Greatest interest came from the North East Fife area with 30% of respondents representing this area, closely followed by Dunfermline with 20%.

1.0 Background

- 1.1 Bereavement Services has identified which cemeteries are nearing capacity using statistical information. We need to ensure that our cemetery provision continues to evolve and meet the changing social and demographic needs of Fife.
- 1.2 There are currently 10 cemeteries identified as immediate priority where capacity available is less than 10 years. A further 7 cemeteries have less than 20 years capacity available. These include a range of town and more rural cemeteries of varying sizes.
- 1.3 There is growing interest in relation to 'green' burial which was reinforced by feedback received through the consultation. 'Green' burial is where the interment of the deceased is marked with a tree and/or wildflower planting as opposed to a traditional headstone. In time the site may become a woodland or meadow, enhancing local ecology.
- 1.4 The consultation provided background information and asked participants to comment on 5 options:
 - Do nothing.
 - Reimagine current provision.
 - Extend current provision.
 - One site replaces several closed sites.
 - One site for whole of Fife.
- 1.5 Additionally, participants were asked to give consideration on what a sustainable funding model might look like.
- 1.6 Feedback focused strongly on options 3 and 4, with other suggestions for inclusion in provision being put forward such as more options for dispersal or burial of cremated remains in designated areas not necessarily within a cemetery environment. It was also clear that decision making around provision should be on an area-by-area basis.
- 1.7 Requirements of ethnic minorities have also been identified and consultation is taking place with those groups, particularly the growing Muslim community, to ensure their needs are accounted for.
- 1.8 In 2018, Bereavement Services highlighted the need to review the condition of headstones in Fife cemeteries. To support this work the Service established best practice inspection and make safe processes. To date over 35k headstones have been inspected with 22 cemeteries completed. Within North East Fife completed sites include Cupar

Cemetery and Churchyards, St Andrews Eastern Cemetery, Anstruther Cemetery and Churchyards, Crail Cemetery and Churchyards, Tayport Cemetery and Churchyards, Carnbee Churchyard, Ceres Cemetery and Churchyard.

- 1.9 There are 3 teams currently working throughout Fife, with additional staff being trained to support make safe work within cemeteries where unstable memorials are identified by the cemetery operatives during routine maintenance. Once all cemeteries have been inspected a rolling programme of inspections will remain in place to ensure the safety of each burial ground.

2.0 Issues and Options

2.1 The key points that emerged from the consultation are:

- Discontinue the presale of lairs to preserve capacity.
- Reclaim lairs that have been sold over 50 years ago and never used for interment, providing no successors are available to claim Right of Burial.
- Strong interest in the development of provision of 'Green' burial.
- Improve the provision of dedicated areas for either burial or dispersal of cremated remains within new cemetery developments. There was also interest raised in areas for dispersal of ashes being provided within communities but outwith existing or new cemeteries. Commemorative options where no burial has taken place was also raised as a consideration.
- Encourage and support development of community or 'friend' group involvement.
- Enhance biodiversity.

2.2 Investment is available to allow discussion on the priority areas needing addressed. Through consultation and required investigation, options exist to develop new sites where suitable ground can be identified or in some instances to add capacity within existing boundaries. Additionally, sustainable funding requires to be developed to continue ongoing maintenance of grounds and infrastructure.

2.3 Specifically within North East Fife area, there are 4 cemeteries with less than 10 years capacity namely Boarhills, Kingsbarns, Carnbee and St Monans Cemeteries. Some investigation to identify ground suitable for new provision has taken place but further discussion with East Neuk landowners and site investigation is required to find ground compliant with the requirements of the ground water legislation and accessibility.

2.4 The Council will also continue to support the work of others that complements council provision.

2.5 Further collaboration is planned to improve and enhance community involvement and develop better interpretation and connections of the history attached to many of Fife's burial grounds.

3.0 Conclusions

3.1 How these key points will be achieved are detailed in the action plan within the draft Cemetery Strategy 2023-28. This includes further implementation of good management of lairs such as ceasing presales and reclaiming of lairs sold and not used, and area-by-area consultation with communities and elected members to address capacity issues in their areas.

- 3.2 Bereavement Services will continue to strive to improve the efficiency of how it carries out its working practices while aiming to achieve environmental standard ISO 14001 through reducing carbon emissions, increasing biodiversity and development of green projects.

List of Appendices

1. Cemetery Strategy 2023 – 2028
2. Consultation Summary

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Cemeteries Strategy



2023 - 2028

Cemeteries Strategy 2023-28

Foreword

I am pleased to introduce Fife Council's cemetery strategy for the period 2023 to 2028. This sets out the principles that will help us make decisions as we continue to invest and reshape our cemetery estate to meet the needs of the people of Fife.

We recognise the importance of our cemeteries to our communities. They provide spaces that support contemplation, remembrance, reflection and mourning in a peaceful and tranquil setting. They are deeply rooted in the local community, linking past and present and providing a tangible sense of **place**.

In recognising these needs, the fundamental principles of our strategy are to improve the **fitness for purpose of our cemeteries** (by addressing suitability, capacity and condition), **improve effectiveness of our activities** (achieving better outcomes); and **improving leverage** through contributing to place, local wellbeing and broader change agendas, to include our contribution towards meeting our Net Zero obligations. Our strategy supports and aligns with the Recovery and Renewal Plan4Fife: all with the aim of ensuring our ***cemeteries are safe, well looked after and provide fitting places for remembrance and contemplation in the years to come.***

Alan Paul
Head of Property Services

Introduction

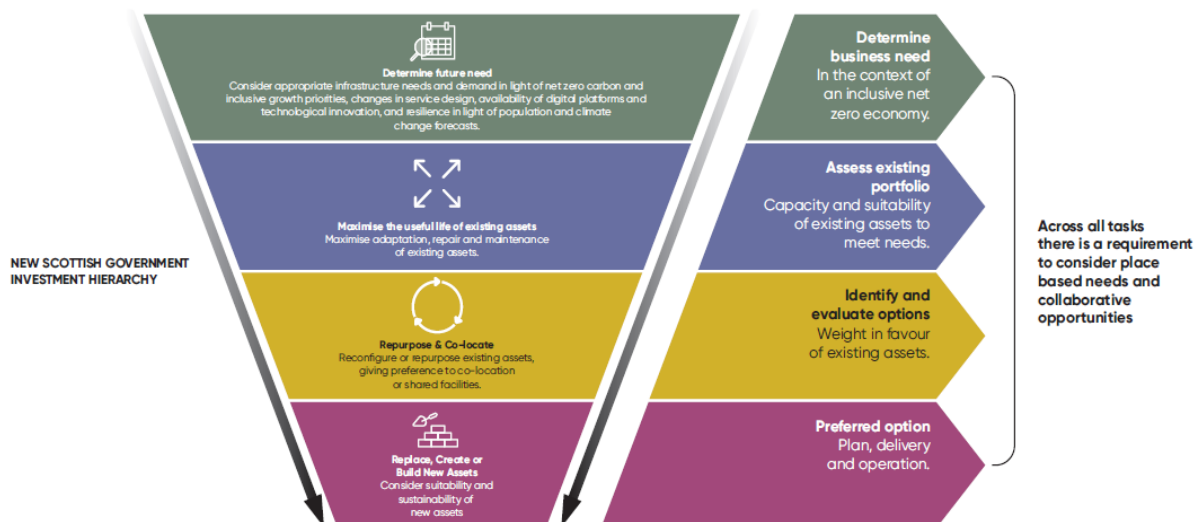
It is important that our cemeteries are safe, well looked after and provide fitting places for remembrance and contemplation in the years to come. The purpose of this strategy is to ensure that remains the case and that we maintain the strong bonds between our communities and their local cemeteries, whilst also making future provision as sustainable as possible. We also need to ensure that our cemetery provision continues to evolve to meet the changing social and demographic needs and expectations of Fife and Fifiers, whilst also contributing to the achievement of broader change agendas, such as the drive to meet our Net Zero obligations. It is also important to recognise that cemeteries contribute to our sense of place, as they connect us to our past and the history of our communities, and have the potential to improve local wellbeing, for example by improving biodiversity.

Our approach

Our strategy includes guiding principles to act as a framework for decision-making which mirrors the four stages of the Scottish Government guidance:

- Determining future need,
- Assessing scope of existing assets to meet the need,
- Evaluating options and
- Delivery of the preferred option.

The hierarchy is illustrated below.



Our strategic approach to investing in our cemeteries builds on our extensive experience. We have invested in improving the condition and suitability of our cemeteries and will continue to do so. However, we still have a large and aging cemetery estate and in some locations we either have limited future capacity or indeed no capacity for new burials. Approximately half of our 115 cemeteries no longer take interments but still require to be maintained.

Whilst the demand for cremation has and continues to increase (and now accounts for around 70% of deaths in Fife), the demand for lairs in our cemeteries has remained broadly constant over recent years and we now need to replenish cemetery capacity in Fife to ensure we can meet future demand, whilst also making our current and any future provision as sustainable as possible.

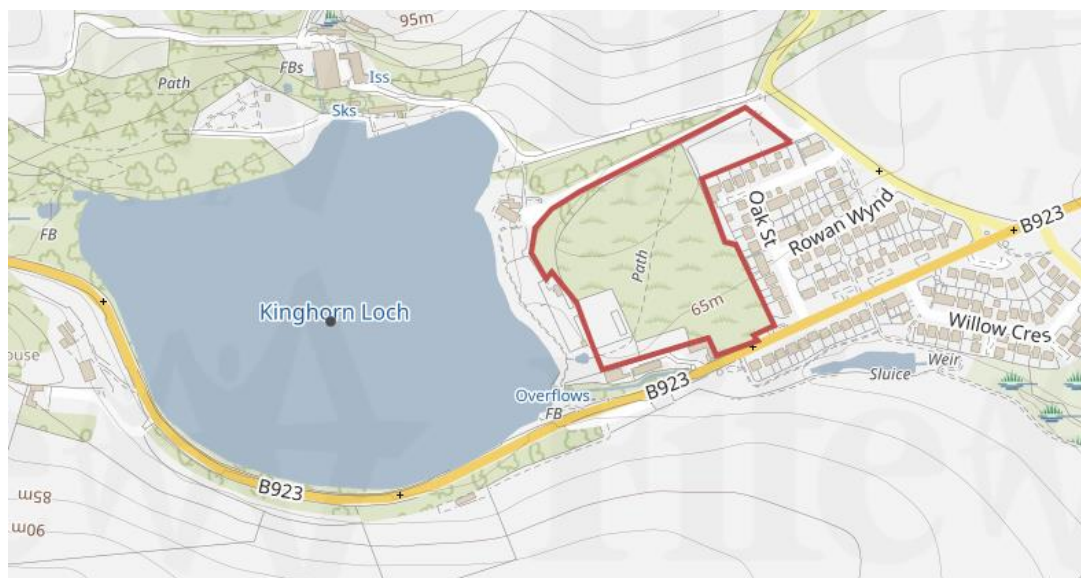
The fundamental principles of our strategy are to improve the **fitness for purpose of our cemeteries** (by addressing suitability, capacity and condition), **improve effectiveness of our activities** (achieving better outcomes); and **improving leverage** through contributing to local wellbeing and broader change agendas.

We will do that through:

- **Improving Stewardship of our Cemeteries**
- **Alignment with the Plan for Fife** to ensure we make best use of resources to meet the needs of our customers and local communities and to link with work being led by local partners.

CASE STUDY

In 2015, the Kinghorn Community Land Association (KCLA) were successful in purchasing 3.5 hectares of land adjacent to Kinghorn Loch with a vision to develop an eco-cemetery, green corridor and growing space. The long-term operation of the eco cemetery is seen as providing a place of rest for people of Kinghorn and beyond who embrace the idea of natural burial and the contribution to biodiversity.



The KCLA propose to operate the eco cemetery with support from Fife Council for record keeping and operational gravedigging assistance. A close working relationship with The Ecology Centre has also been established.

The proposed plan will include areas for green burial, a celebration platform for services and reflection, a traditional long barrow style columbarium for the storage

of cremated remains, network of grass paths through the site linking areas of the site and beyond.



Proposed Site Plan

Current Situation

Fife has 115 burial grounds and a plan showing their location is to be found at [Fife Cemeteries Locations](#)

Condition

We have a duty of care to ensure that our cemeteries are safe for our community and for our workforce. To ensure this, we have a cyclical programme of safety inspections. We have also instigated a rolling programme of headstone inspections for which we have dedicated teams. In recent years we have invested approx £3m in repairing cemetery walls and other cemetery infrastructure which has included reconstructing walls such as Abbotshall Kirk, Kirkcaldy.



Cemetery Capacity

There are 61 sites within Fife that are 'active', meaning there are still regular burials. Of these 61, only 51 have lairs available to purchase and 10 have no additional capacity. 'Exclusive Rights for Burial' for lairs (burial plots) are purchased for a specified term. When all Rights of Burial have been purchased in a cemetery, there is no additional capacity left. Burials may continue for many years after that, where a lair is reopened to allow other family members to be buried in the same plot.

Within the next 20 years, 16 cemeteries are nearing capacity, 11 cemeteries have less than 10 years, 7 cemeteries have less than 5 years. Seven cemeteries are nearing capacity within next 30 years and 28 cemeteries have more than 40 years capacity. Most of these serve smaller communities.

These projections relate to individual cemeteries, meaning that as a cemetery reaches capacity, the demand for lairs in nearby cemeteries is likely to increase. As a consequence, the number of lairs available in these cemeteries will reduce.

Inactive Cemeteries

An additional 54 cemeteries are maintained only. These cemeteries are historical or full, and no longer used for burials. These burial grounds are still maintained to the same standard as active cemeteries. Currently, funding for the maintenance of these cemeteries comes from burial fees. However, maintenance costs have risen over recent years and will continue to rise in line with inflation and as additional cemeteries are added to the inactive list.

CASE STUDY

At Kirkton Cemetery, Burntisland we worked with a range of local partners to restore the ruins of this scheduled monument and surrounding churchyard to prevent further deterioration of the monument and to develop and encourage further the use of the site in local heritage trails and for educational use. This is supported with interpretation and informational boards on site along with leaflets and booklets for distribution within local outlets and online.



Before



After

A similar community heritage project is being established for Dunfermline Abbey grounds to focus on community engagement and involvement to enhance interpretation and management of the Abbey grounds.

Consultation

In response to the various challenges around cemetery capacity, place, social and demographic changes, resources, Net Zero obligations and above all, the need to ensure cemetery provision meets the needs of Fife; an online consultation exercise was carried out in early 2023. With an initial focus on community groups, the consultation was widened to the public to allow individuals to respond.

The key points that emerged from the consultation are:

- Discontinue the presale of lairs in cemeteries to preserve capacity,
- Reclaim lairs that have been sold but never used for interment where there are no successors available to claim right of burial,
- The inclusion of dedicated areas for cremated remains within any new cemetery design,
- Research the possibility of the development of ash scattering areas throughout Fife, outwith existing or new cemeteries,
- A strong interest in the development of the provision for green burials,
- To encourage and support development of community or 'friend' group involvement,
- The need to increase awareness of direct cremation provision,
- Decision making to be based on the needs of specific areas, and not across Fife as a whole,
- Enhance biodiversity,
- Consider options for commemoration where burial is not involved.

Where are we going?

Our vision is that:

Our cemeteries are safe, well looked after and provide fitting places for remembrance and contemplation in the years to come.

We will deliver this through:

1. Ensuring our cemetery estate is in good condition, fit for purpose and is sustainable.
2. Investing in additional cemetery capacity to meet future needs and support the work of others that complements council provision – for example the green burial provision that is being developed by KCLA at Kinghorn.
3. Collaborating with partners and local communities to leverage the wider benefits of our cemeteries – to enhance place and improve local wellbeing, to support biodiversity and to improve our understanding and connection to Fife's rich history.
4. Investing in our skilled and dedicated workforce to ensure we make the best of our available resources.

What we will deliver

Key activities are given in the action plan below.

Ref	Description	Action	Timescale	Resources
CP1	Ease pressures on immediate priority cemeteries (less than 10 years capacity)	Cease presale of lairs where no interment is to be scheduled	Immediate	Bereavement Services staff
CP2	Ease pressures on medium term priority cemeteries	Plan for continued provision by identifying new sites or alternative provision	Ongoing work to identify suitable sites	Bereavement Services staff
CP3	Ease pressures on immediate and medium-term priority cemeteries	Reclaim previously sold unused lairs where no successors	Ongoing	Bereavement and Legal Services staff
CP4	Capacity Consultations	Consult local members and communities where capacity is limited	2023 to 2024	Bereavement Services staff
CP5	Improve/enhance existing cemetery provision	What is action	2033	Capital funding allocated
CP6	New Cemetery Provision	Develop new cemeteries at	Develop business case including brief and client requirements, design, development and procurement strategy, options for location. 2023-2027	Capital funding allocated. Bereavement Services Staff, Property Services, Specialist Consultants, Contractors
CP7	Improve effectiveness	Assess maintenance regime and improve working practices	Ongoing	Bereavement Services staff
CP8	Reduce carbon emissions and enhance biodiversity	Develop green burial projects, including specific options. Implementation of ISO 14001:2015	Work toward attainment of ISO 14001:2015 in 2024 and ongoing environmental improvement thereafter.	Bereavement Services staff, Climate Change & Zero Waste Team

CP9	Cremated Remains Remembrance Areas	Research development of ash scattering areas throughout Fife	Ongoing – introduce areas as suitable locations found	Bereavement Services staff
CP10	Community Group Involvement	Foster community and 'friend' group involvement	Ongoing	Bereavement Services staff

Future Provision of Cemeteries in Fife Consultation February 2023

Summary

The consultation received 3,147 views, (1,419 glanced, 829 quick reads, 899 deep reads). This converted to 228 responses (25% of the deep reads)

Almost 90% responded as individuals, showing a keen interest from residents of Fife to be involved in the consultation.

Greatest interest came from the North East Fife area with 30% of respondents representing this area, closely followed by Dunfermline with 20%.

What decisions need to be made?

92% stated that do nothing was not an option that Fife should consider.

Can we reimagine provision?

51% agreed with stopping the pre-sale of lairs across all Fife cemeteries to safeguard lair capacity for the future, 35% did not agree and 14% didn't know.

71% agree that the exclusive right of burial for unused lairs should be retrieved/renewed on expiry of the lease, (36% Yes for all cemeteries, 35% yes where financially viable), 27% did not agree.

88% agree that there should be more options for dispersal or burial of cremated remains (68% thought that there should be more designated areas and options around Fife where cremated remains can be dispersed, 39.9% would like to see more casket lair options for burial of cremated remains, and 38.6% would like to see more above ground storage options). 12% thought that there are enough options.

70% did not agree the reuse of lairs should be considered.

Some other options put forward were: green cemeteries returning to public use areas; land is left/reclaimed from developers for possible future use; different sized lairs for burial and cremation; after a period of years remains would be moved to a communal burial plot; offer an incentive to buy back lairs; make it easier for people to donate their bodies to medical research and training; increase awareness of direct cremations; education/awareness of options; set aside funding for its own department and to support and encourage Community Groups to participate in meeting the long term needs of the communities

Decision Making

With 79.8% decision making needs to be made area by area, (17.1% thought one site replaces many could work and 3.1% thought one site for the whole Fife area could work).

Sustainable

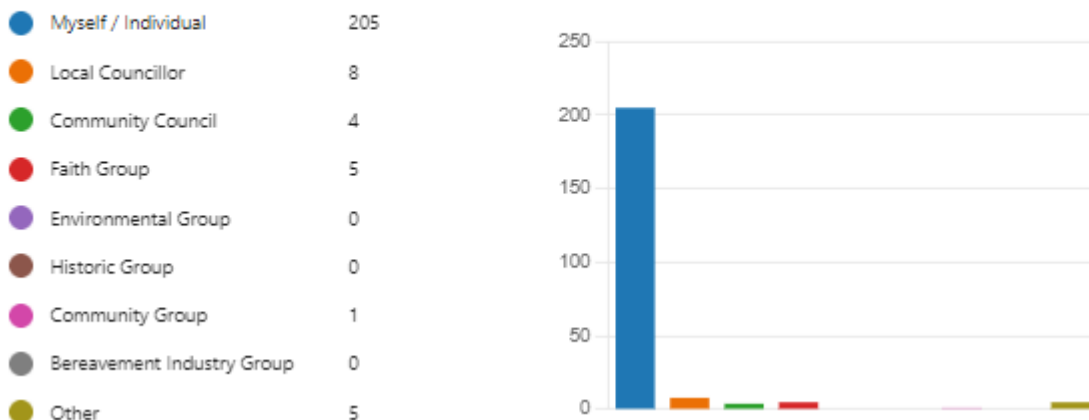
61.8% Welcome network of local constituted community groups to work support the conservation of historic sites.

60.5% Where possible encourage wildflower growth in retired cemeteries and churchyards. More environmentally friendly and less operation costs

Some other options put forward were: communal marker stone; families to maintain lairs; put prices up - a scarce resource has to cost more; shorter term right of burial options, un-constituted groups working with Community Associations; charge extra for anyone who is not a Fife resident; using full lairs for ashes is not making best use of the resources; cemeteries that are inactive can have their maintenance reduced by extending their grass cutting intervals by a few weeks that leaves extra availability for active cemeteries to have their grass maintained more regularly; increase the price for the pre-sale substantially

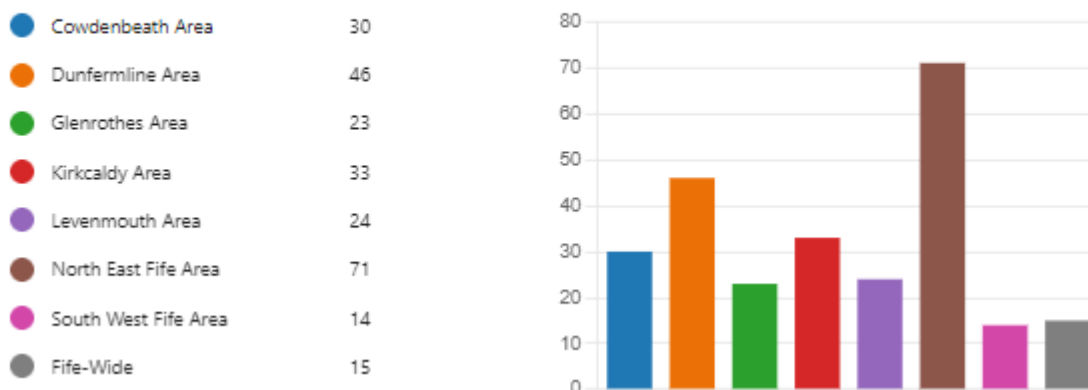
Consultation Results

What group are you representing?



89.9% Individuals. Other = 2 individual, 1 Family and 2 Funeral Director

What area(s) of Fife do you or your group/organisation represent?



Greatest interest in the survey related to North East Fife, followed by, Dunfermline, Kirkcaldy, Cowdenbeath, Levenmouth, Glenrothes, South West Fife

Do Nothing

- If we do nothing, year on year there would be less choice of where to be buried, until there are no lairs left. At that point burial would no longer be a choice.

Is do nothing an option that Fife should consider?

● No	210
● Yes	18



92% No, 8% Yes

Why do you think we should do nothing?

There was a mixed response to this question, from those who believe burial is a thing of the past to those concerned about the proposal of reuse of graves therefore continued burial provision was important to them. For clarification however, at this stage, Fife Council is only proposing to claim back lairs sold over 50 years and would only claim these back where no lair holders/successors established their wish to retain their entitlement.

I agree with stopping the pre-sale of lairs across all Fife cemeteries to safeguard lair capacity for the future

● Yes	116
● No	80
● Don't know	32



51% Yes, 35% No, 14% Don't Know

I agree that the exclusive right of burial for all unused lairs should be retrieved/renewed on expiry of the lease

● Yes, for all cemeteries	82
● Yes, where financially viable (onl...	85
● No	61



36% Yes for all cemeteries, 35% yes where financially viable, 27% No

I agree that there should be more options for dispersal or burial of cremated remains

- Yes, more above ground storag... 88
- Yes, more casket lair options for ... 91
- Yes, there should be more desig... 155
- No, there are enough options 28



More than one option could be selected.

38.6% Yes, more above ground storage options, such as Columbaria

39.9% Yes, more casket lair options for burial of cremated remains

68% Yes, there should be more designated areas and options around Fife where cremated remains can be dispersed

12% No, there are enough options

Should it become lawful in Scotland, I agree reuse of lairs should be considered

- Yes 68
- No 160



30% Yes, 70% No

Do you have any other ideas for reimagining current provision?

This question generated the most feedback. There was strong support for green or eco burial and for ensuring that sufficient provision is available for the interment or scattering of cremated remains. Additionally, suggestions for general areas within communities, not within a cemetery, for the scattering of ashes or remembrance purposes was put forward. A preference for existing cemeteries to be extended was suggested however this is only possible where suitable ground is available adjacent to an existing site.

How do you think decisions should be made?



- 79.8% Area by area - extend or replace sites most at risk
- 17.1% One site replaces many - better economy of scale and wider service to communities
- 3.1 % One site for the whole Fife Area

Which options would you consider helpful to support a future sustainable funding and operational model



More than one option could be selected.

61.8% Welcome network of local constituted community groups to work support the conservation of historic sites

60.5% Where possible encourage wildflower growth in retired cemeteries and churchyards. More environmentally friendly and less operation costs

Other

Working more with local communities and heritage groups was welcomed. Suggestions also included using community payback. Properly managed wildflower meadows that remain under Council maintenance was welcomed.

Do you have any further feedback, ideas or concerns you would like to share with us?

Many comments stress the importance of burial being available and where possible that it should be in local communities. The standard of maintenance was also raised as important to respondents.

6 December 2023

Agenda Item No. 11

North East Fife Area Committee Workplan

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

Wards Affected: 13, 14, 15

Purpose

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

Recommendation(s)

It is recommended that the Committee review the workplan and that members come forward with suggestions for specific areas they would like to see covered in any of the reports.

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

- 1.1 Each Area Committee operates a workplan which contains items which fall under three broad headings: items for decision, supporting the Local Community Plan and Scrutiny/Monitoring. These items will often lead to reactive rather than proactive scrutiny. Discussion on the workplan agenda item will afford members the opportunity to shape, as a committee, the agenda with future items of business it wishes to review in more detail.

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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North East Fife Area Committee of 28 February 2024			
Title	Service(s)	Contact(s)	Comments
Presentation - Cupar Now Third Annual Report			Deferred from 16.08.23. Now 28.02.24 - at the organisation's request.
Update Report on Service Provision for North East Fife Holiday Villages and St Andrews	Business and Employability	Gordon Mole	Update report to be submitted early 2024.
Common Good & Trust Funds Annual Report 2022/23	Finance and Corporate Services	Eleanor Hodgson	Deferred at Service request from 06.12.23 meeting.
Local Economic Profiles	Business and Employability	Peter Corbett	Annual Report. Previously considered 15.02.23.
Area Roads Programme 2024/25	Roads & Transportation	Paul Hocking	
Health & Social Care Locality Planning Update - North East Fife	Health and Social Care	Jacquie Stringer	6 monthly update. Previously reported 26.04.23.
Capital Plan Projects in North East Fife	Finance and Corporate Services	Lesley Kenworthy, Eleanor Hodgson	Requested at meeting 21.06.23.
Area Housing Plan - 6 monthly update	Housing Services	Kirstie Freeman	
Area Lettings Plan - 6 monthly update	Housing Services	Kirstie Freeman	
North East Fife Area Committee Forward Work Programme	Democratic Services	Helena Couperwhite	

North East Fife Area Committee of 24 April 2024			
Title	Service(s)	Contact(s)	Comments
North East Fife Local Community Plan 2023-2026 Progress Report	Communities and Neighbourhoods Service	Donald Grant	Previously reported 15.02.23.
Tay Cities Deal Annual Report	Business and Employability	Morag Millar	Annual Report. Previous report 26.04.23.
Justice Social Work Service - Community Payback: Unpaid Work Scheme - Annual Update	Education and Children's Services	Joan Gallo	Annual report. Previous report 26.04.23.
Report on Educational Outcomes - 2021/22	Education and Children's Services	Shelagh McLean	Previous report 26.04.23.
St Andrews Speed Limit Alterations (any unresolved Objections)	Roads & Transportation	Lesley Craig	
North East Fife Area Committee Forward Work Programme	Democratic Services	Helena Couperwhite	

North East Fife Area Committee of 19 June 2024			
Title	Service(s)	Contact(s)	Comments
Safer Communities Annual Report	Communities	Sara Gray, Paul Coleman	Previous report 21.06.23.
Police Scotland Annual Report	Police Scotland	Inspector Mike Reilly	Previous report 21.06.23.
Fire Service Annual Report	Scottish Fire & Rescue Service	Niall Miller (tbc)	Previous report 21.06.23.
North East Fife Area Committee Forward Work Programme	Democratic Services	Helena Couperwhite	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Pupilwise and Parentwise Surveys	Education and Children's Services	Mary McKay	3-yearly report – previously reported 12.09.18. Reporting impacted by COVID. Surveys this session not yet completed.
Review of Position following implementation of 50 mph speed limit at Strathkinness Crossroads	Assets, Transportation and Environment	Steven Sellars	Agreed at meeting 24.11.21 - Para. 387 (3) - review one year after implementation of speed limit. Delayed – may be issued as a briefing note.
Pupil Equity Fund	Education and Children's Services	Sarah Else, Zoe Thomson	Previous report 26.01.22. To be included in a member Workshop for each area on Attainment. Outcome. Follow up report to committee following the workshop (service to confirm committee date).
Common Good Funds Update	Finance and Corporate Services	Eleanor Hodgson	Report as necessary.
Update Report Following Workshop on Traffic Calming Measures	Roads & Transportation	Sara Wilson	
South Street, St Andrews	Roads & Transportation	Allan Maclean	Previously considered 24.11.23 (para.392 refers); 26.04.23 (para. 67 refers) - '(3) agreed that officers would progress preliminary design work for the footway extensions on South Street, St Andrews and submit a further report to the committee once these designs had been developed'; member briefing proposed as an alternative, 21.11.23.