

Due to Scottish Government guidance related to COVID-19, this meeting will be held remotely

Wednesday, 28 October, 2020 - 9.30 am

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AGENDA

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1. **APOLOGIES**
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. **MINUTE** - Minute of Meeting of North East Fife Area Committee of 2nd September, 2020. 3 - 7

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5. **PUBLIC RIGHT OF WAY DIVERSION, DUNBARNIE LINKS, DRUMELDRIE** - Report by the Head of Communities and Neighbourhoods Service. 35 – 42
6. **PROPOSED AMENDMENT TO WAITING RESTRICTIONS – HIGH STREET, NEWPORT ON TAY** - Report by the Head of Assets, Transportation and Environment. 43 – 45
7. **PROPOSED AMENDMENT TO WAITING RESTRICTIONS – BOAT BRAE AND BOAT ROAD, NEWPORT ON TAY** - Report by the Head of Assets, Transportation and Environment. 46 – 48
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**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.**

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21 October, 2020

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**THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE – REMOTE MEETING****2 September, 2020****9.30 a.m. – 12.00 noon**

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

**ATTENDING:** Sheena Watson, Team Manager (Community Development), Communities and Neighbourhoods; Colin Stirling, Lead Consultant, Traffic Management (North Fife), Neil Watson, Lead Consultant (Roads & Lighting Asset Management), Roads & Transportation Services; John Mills, Head of Housing Services, Paul Short, Service Manager, Housing, Health & Social Care & Older Persons, Gordon Binnie, Housing Manager, Area Housing Management, Housing Services; John Cooper, Service Manager, Residential & Day Services and Fieldwork East, Older People's Services, Health & Social Care; Elizabeth Mair, Committee Officer, Legal & Democratic Services.

**APOLOGIES FOR ABSENCE:** Councillor Tim Brett

**257. DECLARATIONS OF INTEREST**

Councillors Jane Ann Liston and Brian Thomson both declared an interest in Para. 262 - Applications for Funding from St Andrews Common Good, as Directors of BID St Andrews in respect of the application for Clean & Green.

Councillor Dominic Nolan declared an interest in Para. 262 - Applications for Funding from St Andrews Common Good, as a trustee of organisations which had also received applications for funding from the two applicants.

**258. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee of 29 January 2020.

The Committee agreed to approve the minute.

*Councillor Porteous joined the meeting following consideration of this item.*

**259. REVIEW OF HOUSING MANAGEMENT POLICY & APPROACH: MAYVIEW FLATS**

The Committee considered a report by the Head of Housing Services presenting the findings from the independent research report 'Review of Housing Management Policy & Approach: Mayview Flats', which was requested by the Committee in March 2019 following the decision to demolish the 44 flats at Mayview, Anstruther.

**Decision/**

**Decision**

The Committee:

- (1) noted the findings of the report;
- (2) agreed the learning points identified to feed into the Community & Housing Services Sub-Committee on 3rd September 2020; and
- (3) agreed that a further update report be submitted to the North East Fife Area Committee in 6 months.

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

**260. ANSTRUTHER CARE VILLAGE (MAYVIEW SITE), ANSTRUTHER**

The Committee considered a joint report by the Head of Housing Services and the Divisional General Manager (East), Health & Social Care, in respect of a change of intended purpose for the Mayview site in Anstruther following the decision at the North East Fife Area Committee in March 2019 to demolish the four blocks of flats and build out 22 new properties on the existing site as part of the Phase 3 Affordable Housing Programme and provide a commitment to re-house tenants and owners in the new Council housing.

**Decision**

The Committee:

- (1) noted the contents of the report;
- (2) agreed the change of intended purpose for the Mayview site to develop the Anstruther Care Village; and
- (3) agreed to the council's intention to redevelop the Ladywalk site to build a minimum of 20 new council houses following the demolition of the existing care home.

**261. APPLICATIONS FOR FUNDING FROM CRAIL COMMON GOOD**

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of five applications for grant funding from Crail Common Good Fund.

**Decision**

The Committee approved:

- (1) an application for £20,000 from Crail Parish Church Kirk Session for the repair and restoration of the church tower, roof and gables;
- (2) an application for £2,400 from Crail Community Trust for the refurbishment of the Multi-Use Games Area;
- (3) an application for £2,700 from Crail Museum and Heritage Centre for painting the exterior of the building;
- (4)/

- (4) an application for £8,573 from Crail Community Council for the second phase of improvement works to the public realm; and
- (5) an application for £20,000 from Crail Community Trust for the restoration of the Harbour Master's Office.

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

## **262. APPLICATIONS FOR FUNDING FROM ST ANDREWS COMMON GOOD**

*Having earlier declared an interest, Councillor Nolan left the meeting prior to consideration of this item. Also having earlier declared interests, Councillors Liston and Thomson left the meeting prior to consideration of the application by St Andrews Environmental Network.*

The Committee considered a report by the Head of Communities & Neighbourhoods in respect of two applications received for grant funding from St. Andrews Common Good fund. It was also advised that Councillor Nolan had not, in fact, expressed support for the applications.

### **Decision**

The Committee approved:-

- (1) an application for £10,000 from St. Andrews United FC for floodlights to meet SFA conditions for membership; and
- (2) an application for £25,000 from St. Andrews Environmental Network to contribute to staffing costs for the Clean & Green team.

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

## **263. OBJECTIONS TO PROPOSED PARKING RESTRICTIONS - SHOREGATE, CRAIL**

The Committee considered a Report by the Head of Assets, Transportation & Environment in respect of objections to a proposed Traffic Regulation Order (TRO) for the introduction of waiting restrictions on Shoregate, Crail.

### **Decision**

The Committee:-

- (1) agreed, in the interests of road safety and local traffic management, to set aside the unresolved objections to allow the promotion of a Traffic Regulation Order (TRO) to introduce waiting restrictions on Shoregate, Crail, as shown on Drawing Number TRO/19/53; and
- (2) authorised officers to confirm the Traffic Regulation Order with all ancillary procedures within a reasonable period.

**264./**

**264. A91 BOW OF FIFE - PROPOSED 40MPH SPEED LIMIT**

The Committee considered a Report by the Head of Assets, Transportation and Environment in respect of a proposal for lowering the existing 50mph speed limit to 40mph on the A91 through the Bow of Fife.

**Decision**

The Committee:-

- (1) agreed, in the interests of road safety, to the speed limit through A91 Bow of Fife being reduced to 40mph as detailed on Drawing. No. TRO/20/14 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**265. BANK STREET AND LIBERTY, ELIE & EARLFERRY - PROPOSED WAITING RESTRICTIONS**

The Committee considered a report by the Head of Assets, Transportation & Environment on proposals to amend the waiting restrictions on Bank Street and Liberty in Elie & Earlsferry.

**Decision**

The Committee:-

- (1) approved the amendments to the waiting restrictions on Bank Street and Liberty as detailed on Drawing. Nos. TRO/20/23 and TRO/20/24 respectively with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**266. AREA ROADS PROGRAMME 2019/2020 - FINAL REPORT**

The Committee considered a report by the Head of Assets, Transportation & Environment providing a final position statement on the delivery of the 2019-20 Area Roads Programme.

**Decision**

The Committee noted the delivery of the 2019-20 Area Roads Programme.

**267. AREA ROADS PROGRAMME 2020-21**

The Committee considered a report by the Head of Assets, Transportation & Environment outlining the projects which were proposed for approval in the Area Roads Programme in the North East Fife Area Committee area for delivery in the 2020-21 financial year.

**Decision/**

**Decision**

The Committee:-

- (1) approved the report and Appendices 1-3;
- (2) delegated authority to the Head of Assets, Transportation & Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener; and
- (3) agreed to note Appendices 4 and 5.

**268. PROPERTY TRANSACTIONS**

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

**Decision**

The Committee noted the report.

**269. DECISIONS TAKEN UNDER DELEGATED AUTHORITY - MARCH TO AUGUST 2020**

The Committee considered a report by the Head of Legal & Democratic Services advising of decisions taken by officers acting under delegated authority that were within the remit of the North East Fife Area Committee. Sheena Watson, Team Manager (Community Development) gave a brief update on the projects carried out using the approved anti-poverty funding.

**Decision**

The Committee noted the decisions taken.

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

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

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

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28 October 2020

Agenda Item No. 4

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## Public Right of Way Diversion, Kinloch Quarry, Collessie, Fife.

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

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Wards Affected:

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### Purpose

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The purpose of this report is to request approval for a diversion of public right of way FN432 and FN433 at Kinloch Quarry, Collessie Fife.

### Recommendation(s)

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It is recommended that members approve the proposed diversions of the public rights of way under section 208 of the Town and Country Planning (Scotland) Act 1997.

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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The diversion of the two public rights of way allows for safe access to the development site while quarrying is going on. When reinstatement takes place, the local community will benefit from an extension to the local path network.

### Consultation

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

The local community council -  
Fife walking group - no objection  
Ramblers association - support the application  
Scotways - no objection  
British Horse Society - no objection  
Fife Access Forum - support the application



## 1.0 Background

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- 1.1 Laird Aggregates Ltd has planning permission for the establishment of a sand and gravel quarry and ready-mix concrete plant on land at Kinloch Farm, Collessie.

Planning permission (12/01165/EIA0 was granted by appeal in on the 17th of April 2014, condition 23 of the planning application states; Before any work which could restrict access to a right of way start on site, an acceptable alternative route, details which have been submitted to and agreed in writing by the Planning Authority, shall be made available for general public use. On the completion of development, the original route shall be reinstated in full, the details of which shall first have been submitted to and approved in writing by the Planning Authority. Both the agreed temporary route and the later reinstated route shall be completed in full accordance with the approved details. Reason: In the interest of ensuring replacement provision is made for any temporary diversion of a right of way.

- 1.2 There are two rights of way within the site numbered FN433 and FN432 which are shown in the Right of way diversion plan appendix one.
- 1.3 Following the excavation of sand and gravel both rights of way will be reinstated. On reinstatement of the two rights of way it is proposed to retain the alternative routes as informal pathways

## 2.0 Issues and Options

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- 2.1 Fife Council must consider whether the alternative routes for the public rights of way FN432 and FN433 is reasonable and expedient.

## 3.0 Conclusions

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- 3.1 The new routes will be developed at the landowners cost and will allow for multi-use access.
- 3.2 The new paths will be developed and opened before the original paths are closed.

### List of Appendices

Appendix 1. Location map and full application.

### Background Papers

The following 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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**LAIRD AGGREGATES LTD**  
**KINLOCH QUARRY**  
**PROPOSED TEMPORARY DIVERSION OF RIGHTS OF WAY**

Prepared For:

Laird Aggregates Ltd

Signed.....*Dalgleish Associates Ltd*

William Booth BSc MRICS MIQ  
For Dalgleish Associates Ltd

Date            28<sup>th</sup> July 2020

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**Condition Compliance**

Condition 23V.1	Alternative Path
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## 1 INTRODUCTION

Laird Aggregates Ltd has planning permission for the establishment of a sand and gravel quarry and ready-mix concrete plant on land at Kinloch Farm, Collesie, Fife KY15 7UT (Figure 2.2, Site Location Plan refers). Planning permission for the application (Ref 12/01165/EIA) was granted, on appeal (Ref: PPA-250-2167) on 17<sup>th</sup> April 2014.

There are two rights of way within the site numbered FN433 and FN432 which are shown on Figure ROWD1, Right of Way Diversion Plan. As these rights of way are located within the approved excavation areas, it will be necessary to temporarily suspend these rights of way and to provide an alternative route. Dalgleish Associates Ltd has prepared this report, on behalf of Laird Aggregates Ltd, to provide supporting information for the application to Fife Council requesting that the Council commence the necessary procedures to allow the diversion of the rights of way.

Right of way FN432 traverses the site in a general north to south direction from Kinloch Farm to Burnside. As this right of way is located within the Phase 1 and Phase 2 excavation areas, it will be necessary to temporarily suspend the right of way for a period of approximately 3 years to allow for excavation and restoration works. Prior to the suspension of the right of way it is proposed to set out an alternative route around the eastern boundary of the site.

Right of way FN433 traverses the site in a general east to west direction from the B937 and links to right of way FN432. As this right of way is located within the Phase 7 excavation area, at the commencement of this phase it will be necessary to temporarily suspend the right of way for a period of approximately 3 years to allow for excavation and restoration works. As the proposed alternative route for FN432 links directly to FN433 at the B937 this effectively provides an alternative route for FN433.

The planning application site boundary (Figure 2.2 refers) is also the Laird Aggregates Ltd landownership boundary. The land shown shaded green on Figure 2.2 is owned by Mr M. Munro, Kinloch Farm who is agreeable to the proposed

diversion. Landowner consent can therefore be confirmed for all of the land relating to the proposed right of way suspensions and diversion.

## **2 PLANNING PERMISSION AND DIVERSION OF RIGHTS OF WAY**

Planning permission PPA-250-2167 Condition 23 states:

*23 Before any works which could restrict access to a right of way start on site, an acceptable alternative route, details of which have been submitted to and agreed in writing by the Planning Authority, shall be made available for general public use. On the completion of development, the original route shall be reinstated in full, the details of which shall first have been submitted to and approved in writing by the Planning Authority. Both the agreed temporary route and the later reinstated route shall be completed in full accordance with the approved details.*

*Reason: In the interests of ensuring replacement provision is made for any temporary diversion of a right of way.*

Details of the proposed alternative route were submitted to Fife Council on 4<sup>th</sup> June 2014 and were formally approved on 17<sup>th</sup> March 2017. A copy of the approved details is attached to this report (Condition23V.1).

Under Section 208 of The Town and Country Planning (Scotland) Act 1997, the local authority can authorise the diversion of a public path if it is satisfied that this is necessary in order to enable the development for which planning permission has been granted to be carried out.

This report provides supporting information in relation to the application to Fife Council requesting that the Council commence the necessary procedures to allow the diversion of the rights of way.

### **3 RIGHT OF WAY FN432**

Right of way FN432 traverses the site in a general north to south direction from Kinloch Farm to Burnside as shown on Figure ROWD1, Right of Way Diversion Plan.

When consulted by Fife Council in 2012, ScotWays noted that FN432 was recorded as an equestrian right of way. The response also noted that Scotways records indicated that the right of way appeared to have been informally diverted as a sign-posted footpath at the northern end. Right of way FN432 is shown coloured orange as points N-C-M-D-E on Figure ROWD1. The part of the right of way that has been informally diverted is between point C and point N on the B937; reference to Google Earth indicates that this link has not been utilised since at least 2006. The informal diversion route is shown coloured purple as points C-B-A again linking with the B937.

The bottom section of the right of way (point D-E) is located within the Phase 1 and Phase 2 excavation areas, it will be necessary to temporarily suspend this section of pathway for a period of approximately 3 years to allow for excavation and restoration works.

Prior to the suspension of the right of way it is proposed to set out an alternative route around the eastern boundary of the site which is shown on Figure ROWD1 as a black dotted line (points A-N-F-G-H-I-J-K-L-E).

The application to the Council for a diversion requires that a general description of the existing and proposed routes is provided confirming length, width, surface, gradient and construction. Details are set out below

#### **3.1 Description of Existing Right of Way FN432**

##### **3.1.1 Points A-B**

The right of way from point A to B runs from the B937 along the access road to Kinloch Farm. This section is 287m long and rises from 44m to 46m AOD, a gradient of 1 in 143. The route is an asphalt road approximately 5m wide. The attached photograph looks west towards Kinloch Farm.



**3.1.2 Points B-C**

At point B a farm gate gives access into the field and the right of way follows the edge of woodland in a generally north-west to south-easterly direction. A further farm gate is located on the dividing fence between the two fields. This section is 301m long and rises from 46m to 51m AOD, a gradient of 1 in 60. The route is approximately 3m wide and is delineated by tractor tracks on the bare ground. The attached photograph looks north-west towards Kinloch Farm.



### 3.1.3 Points C-D

The route between points C and D runs roughly from north to south. This section is 212m long and drops from 51m to 47m AOD, a gradient of 1 in 53. The route is approximately 5m wide and is delineated by a fenceline on the western edge and a dilapidated dry-stone wall on the eastern side. The route is formed by bare ground and is lined by mature trees and bushes. The route is overgrown with thistles, nettles, long grass and bushes which are, in some places, impenetrable and there is no evidence of usage in recent times.





The attached photographs look north on the track between points D and C and are typical of the current track condition over this section.

### 3.1.4 Points D-E

The route between points D and E is the part of the right of way that is located within the Phase 1 and 2 excavation area and which would require to be suspended during quarry operations. The attached photographs look north on the track between points E and D and are typical of the current track condition over this section.



This section runs roughly from north to south and is 327m long and drops from 47m to 40m AOD, a gradient of 1 in 47. The route is approximately 5m wide and is delineated by a fenceline on the western edge and a dilapidated dry-stone wall on the eastern side. The route is formed by bare ground and is lined by trees and bushes. The route is overgrown with thistles, nettles, long grass and bushes which are, in some places, impenetrable. There is no evidence of usage in recent times.

### **3.2 Description of Proposed Diversion to Right of Way FN432**

#### **3.2.1 Points A-F**

The route between points A and F runs roughly from north-west to south-east. The route commences at the junction of the B937 and the access to Kinloch Farm runs parallel with the B937. The route will be located on the field edge. A stone wall separates this section of proposed pathway from traffic on the B937. This section is 338m long and rises from 44m to 49m AOD, a gradient of 1 in 68. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians. The diversion route will be cut annually during the period the diversion is in force.



The attached photograph looks south-east along the proposed route from the junction of the B937 and Kinloch Farm (point A). Point F, overpage, is the site access and is also the start point for right of way FN433.



### 3.2.2 Points F-G

The route between points F and G runs roughly from north-west to south-east. The route leads south west from the site access onto the B937 and runs parallel with the B937. The route will be located on the field edge. A stone wall separates this section of proposed pathway from traffic on the B937. This section is 208m long and drops from 49m to 48m AOD, a gradient of 1 in 208. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



### 3.2.3 Points G-H

The route between points G and H runs roughly from north to south. The route will be located on the field edge. This section is 114m long and rises from 48m to 49m AOD, a gradient of 1 in 114. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



### 3.2.4 Points H-I

The route between points H and I runs roughly east and then south. The route will be located on the field edge. This section is 222m long and drops from 49m to 40m AOD, a gradient of 1 in 25. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians. It had initially been intended to run the path directly south from point H-J. However, by running the pathway around the field boundary the whole field is available for ploughing without interruption and the path also links with right of way FN437 thereby providing improved access over the wider area. The photograph overpage shows the field edge parallel to the B937.



The photograph below shows point I which adjoins FN437. An appropriate gate would be installed to allow access from/to FN437.



### 3.2.5 Points I-J

The route between points I and J runs roughly from east to west. The route will be located on the field edge. This section is 111m long and rises from 40m to 43m AOD, a gradient of 1 in 37. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



### 3.2.6 Points J-K

The route between points J and K runs roughly from east to west-south-west. The route will be located on the field edge. This section is 152m long and rises from 43m to 45m AOD, a gradient of 1 in 76. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



### 3.2.7 Points K-L

The route between points K and L runs roughly from north-east to south-west. The route will be located initially on the field edge with a minor curve around some scrub at point L. This section is 189m long and drops from 45m to 40m AOD, a gradient of 1 in 38. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



### 3.2.8 Points L-E

The route from point L runs roughly west-north-west to E located on FN432 and is the end-point of the diversion. The route will be located initially on the field edge with minor curves around a marshy area and some scrub. This section is 207m long and is level in gradient. Footpath signage will be erected along the route. The field edge will be cut to create a 2m wide access route which is suitable for both pedestrians and equestrians.



The photograph below looks west towards the FN432. An access point with an appropriate gate will be created from the field onto the right of way.



#### **4 RIGHT OF WAY FN433**

Right of way FN433 traverses the site in a general east to west direction from the quarry site access on the B937 (Points F-M on Figure ROWD1). FN433 links right of way FN446, located on the eastern side of the B937, with right of way FN432. This section is 243m long and drops from 51m to 46m AOD, a gradient of 1 in 31. The route is approximately 3m wide and is delineated by tractor tracks on the bare



ground. The attached photograph looks west-north-west towards FN432 (point M).



The photograph below shows the junction point between FN433 and FN432 (the sign post for the FN432 is visible in the centre of the picture). Whilst FN433 is clearly used for agricultural purposes, the connection to FN432 is overgrown and there is no evidence of recent usage.



#### **4.1 Proposed Temporary Suspension of FN433**

During the period of the temporary suspension of FN432 between points D-E during Phases 1 and 2, when travelling to the south-east towards Burnside, as opposed to utilising FN433 to access FN432, recreational users would follow the alternative right of way (points F-G-H-I-J-K-L-E).

During Phases 1 to 6 of the quarry development FN433 can continue to be used for access onto the northern part of FN432 leading towards Kinloch Farm (points F-M-C-B-A).

As right of way FN433 is located within the Phase 7 excavation area, at the commencement of this phase it will be necessary to temporarily suspend the right of way for a period of approximately 3 years to allow for excavation and restoration works.

As the proposed alternative route for FN432 links directly to the FN433 at the B937 (Point F), this effectively provides an alternative route for FN433 both north to the access to Kinloch Farm at point A and south towards the proposed new link to FN437 at point I and south-east to link with FN432 at point E. Accordingly, a further alternative route is not required during this temporary suspension.

### **5 REINSTATEMENT OF RIGHT OF WAYS**

#### **5.1 Reinstatement of FN432**

Following the excavation of sand and gravel FN432 will be reinstated between points D and E. Processing fines will be utilised to backfilling the edge of the excavation to create the final restoration profile. From point D there will be a drop from original ground level at 47m AOD to the base of excavation at 41m AOD; this represents a drop of 6m over a length of 100m; a gradient of 1 in 16. Thereafter the path will be relatively level at between 41m AOD and 40m AOD at point E. The existing boundaries will be reinstated creating a 5m wide corridor and woodland planting shall be undertaken along the eastern boundary. The reinstated ground in the corridor will be graded and seeded to grass. Prior to the formal reinstatement of the right of way the section between points C and D will be cleared of

undergrowth to provide unhindered access and the notices advising of the diversion shall be removed.

## **5.2 Reinstatement of FN433**

Following the excavation of sand and gravel FN433 will be reinstated between points F and M. Processing fines will be utilised to backfilling the edges of the excavation to create the final restoration profiles. From just west of point F there will be a drop from original ground level at 50m AOD to the base of excavation at 44m AOD; this represents a drop of 6m over a length of 85m; a gradient of 1 in 14. Thereafter the path will be level before climbing over a distance of some 50m from 44m AOD to 49m AOD at point M; a gradient of 1 in 10. The corridor will be 3m wide and the reinstated ground will be graded and seeded to grass. On formal reinstatement of the right of way the notices advising of the diversion shall be removed.

## **5.3 Retention of Alternative Pathway**

On reinstatement of the rights of way it is proposed to retain the alternative route as an informal pathway. This will provide the benefit of additional access and will maintain the additional link with FN437.

# **6 GAINS TO BE DERIVED FROM THE PROPOSED DIVERSION**

## **6.1 Gains to the Applicant**

The proposed temporary diversions of rights of way would allow the applicant to undertake sand and gravel extraction in accordance with the existing planning permission whilst ensuring that any health and safety issues relating to recreational access are appropriately addressed.


## **6.2 Gains to the Public**

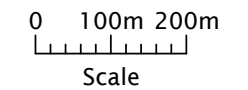
The proposal ensures that safe access routes are maintained throughout the duration of quarry operations. The proposed diversion route provides an additional access link on to right of way FN437. During the reinstatement of the southern section of FN432, the northern section of the route will also be cleared of existing vegetation; improved access should promote more regular use. Following

the reinstatement of the right of ways, the diversion route will be retained as an informal route thereby providing wider off-road access and maintaining the link to FN437.

### SITE LOCATION PLAN

#### Legend

-  Planning Application Boundary  
Landowner Laird Aggregates Ltd
-  Landownership - M Munro



Client: LAIRD AGGREGATES LTD.

Project: KINLOCH QUARRY

Title: SITE LOCATION PLAN

Figure: 2.2

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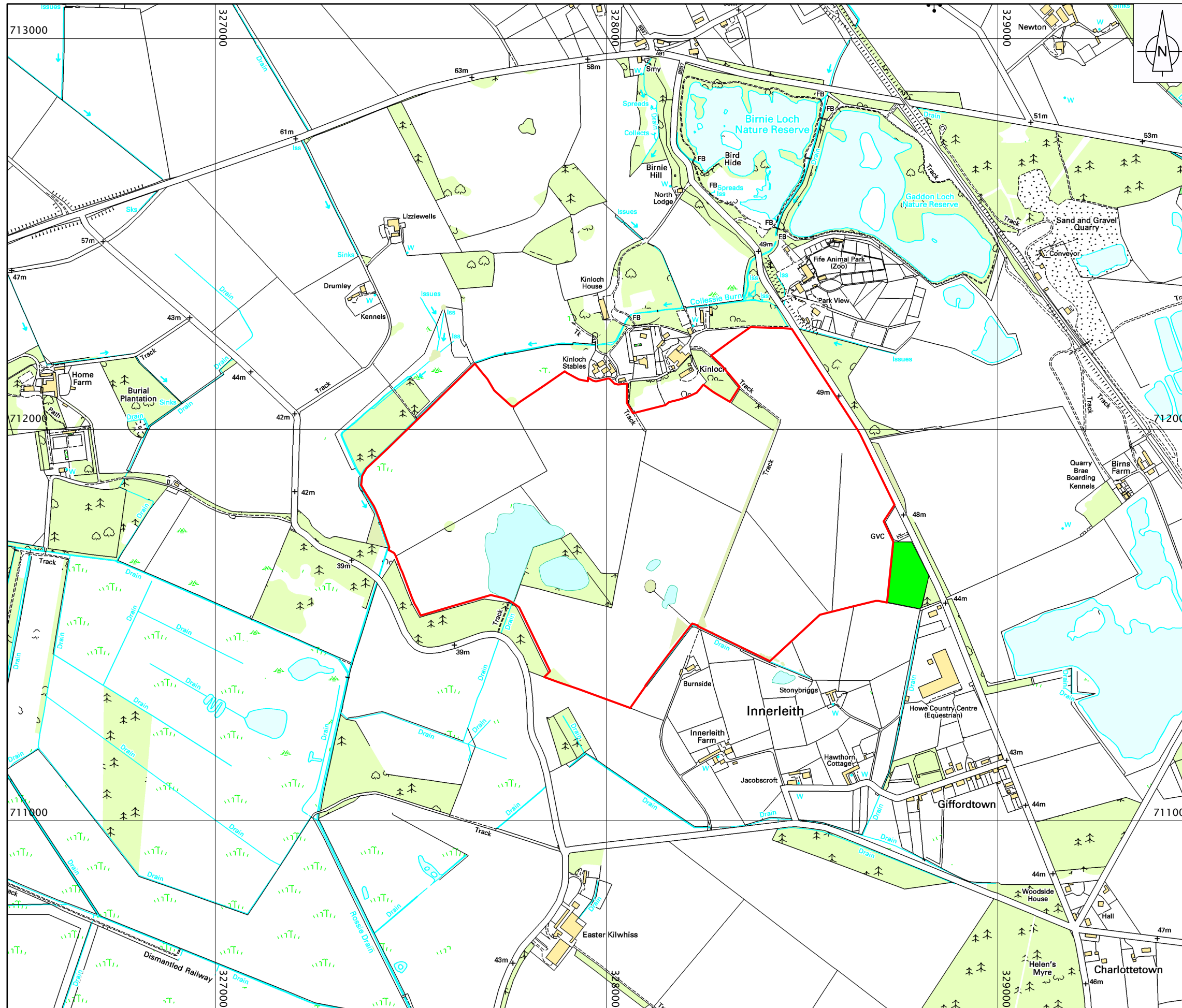
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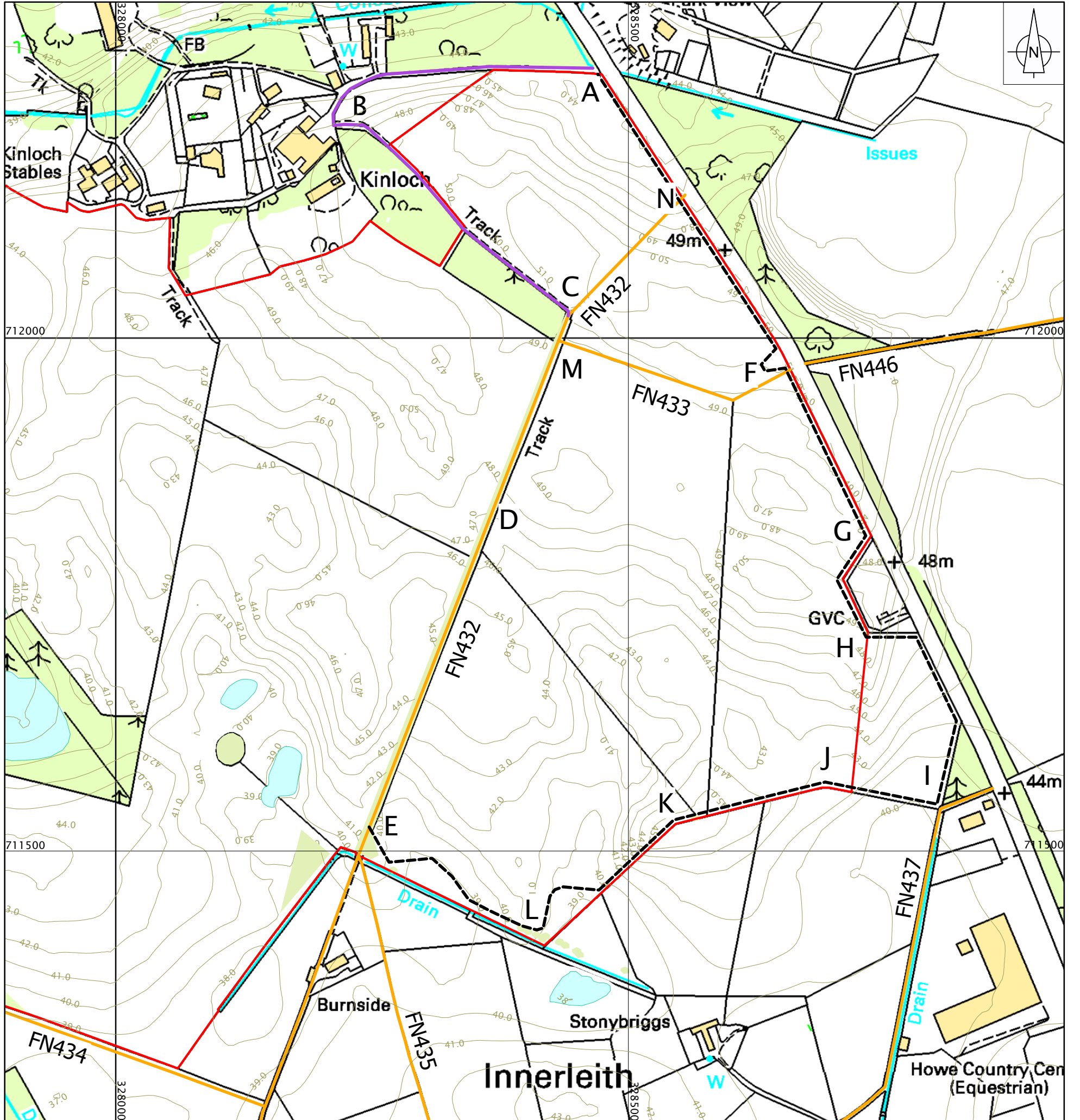
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**RIGHT OF WAY DIVERSION PLAN**

Client: LAIRD AGGREGATES LTD.

Project: KINLOCH QUARRY





Title: RIGHT OF WAY DIVERSION PLAN

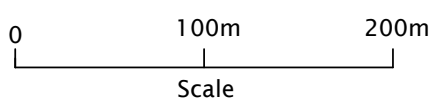
Figure: ROWD1 Drawn: LJT

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**Legend**

-  Planning Application Boundary
-  Right of Way
-  Informally Diverted Right of Way
-  Diverted Footpath Route



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## LAIRD AGGREGATES LTD - KINLOCH QUARRY

PLANNING PERMISSION REF: PPA-250-2167

### CONDITION 23 – ALTERNATIVE PATH

*Condition 23 Before any works which could restrict access to a right of way start on site, an acceptable alternative route, details of which have been submitted to and agreed in writing by the Planning Authority, shall be made available for general public use. On the completion of development, the original route shall be reinstated in full, the details of which shall first have been submitted to and approved in writing by the Planning Authority. Both the agreed temporary route and the later reinstated route shall be completed in full accordance with the approved details.*

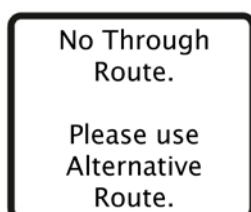
*Reason: In the interests of ensuring replacement provision is made for any temporary diversion of a right of way.*

#### 1.0 Right of Way FN432

- 1.1 The Right of Way FN432 [Figure 23.1 refers] runs between Kinloch and Burnside.
- 1.2 During Phases 1 and 2 it will be necessary to suspend use of this path.
- 1.3 An alternative path [Figure 23.1 refers] shall be created at the commencement of operations and shall intersect the existing route at its junction with the B937 in the north and shall follow the eastern and south-eastern boundary of the site to link with the existing path immediately to the north of Burnside.
- 1.4 The alternative path will be grassed and will run around the periphery of the agricultural fields.

#### 2.0 Diversion Signage

- 2.1 It will be necessary to erect signage at the start of the path [at Kinloch Farm] and at the end of the path [at Burnside], approximately halfway through the operational lifetime of Phase 1, to advise any users of the diversion to the right of way.
- 2.2 At the locations marked 1 on Figure 23.2, the following sign will be erected together with a directional marker for the alternative path:



- 2.3 At the various locations marked 2 on Figure 23.2, directional markers for the alternative path will be erected:



### 3.0 Crossing Point Signage

- 3.1 The alternative path crosses the quarry access road at the junction between the quarry access road and the B937.
- 3.2 Signage shall be erected prior to the commencement of operations on either side of the crossing point alerting drivers to the potential for public access. A speed limit of 10mph shall be enforced at the crossing point. Signage shall be erected on either side of the crossing point both to notify users of the path of the potential for vehicle movements and as a health and safety warning with respect to quarry access. Where the path approaches the crossing point a sign with a directional arrow displaying the word 'Path' will indicate the through route. Location of signage is shown on Figure 23.2.

At the locations marked 3 on Figure 23.2, on the quarry access road approaching the alternative path:



At the locations marked 4 on Figure 23.2, on the alternative path approaching the quarry access road:



At the locations marked 5 on Figure 23.2, at each crossing point at the entrance to the operational area:







- 3.3 A crossing point is also required for where the quarry access road crosses Right of Way FN432. Details and signage are as specified in Section 3.2 above. This crossing point will be operational at the commencement of operations and again once Phases 1 and 2 are restored [approximately halfway through Phase 3].

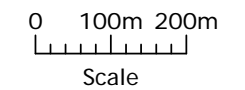




# RIGHT OF WAY DIVERSION PLAN

## Legend

-  Planning Application Boundary
-  Right of Way
-  Right of Way FN432 Temporary Diversion Route
-  Kingdom of Fife Cycleway [Ladybank Auchtermuchty Falkland]



Client: LAIRD AGGREGATES LTD.

Project: KINLOCH QUARRY

Title: RIGHT OF WAY DIVERSION PLAN

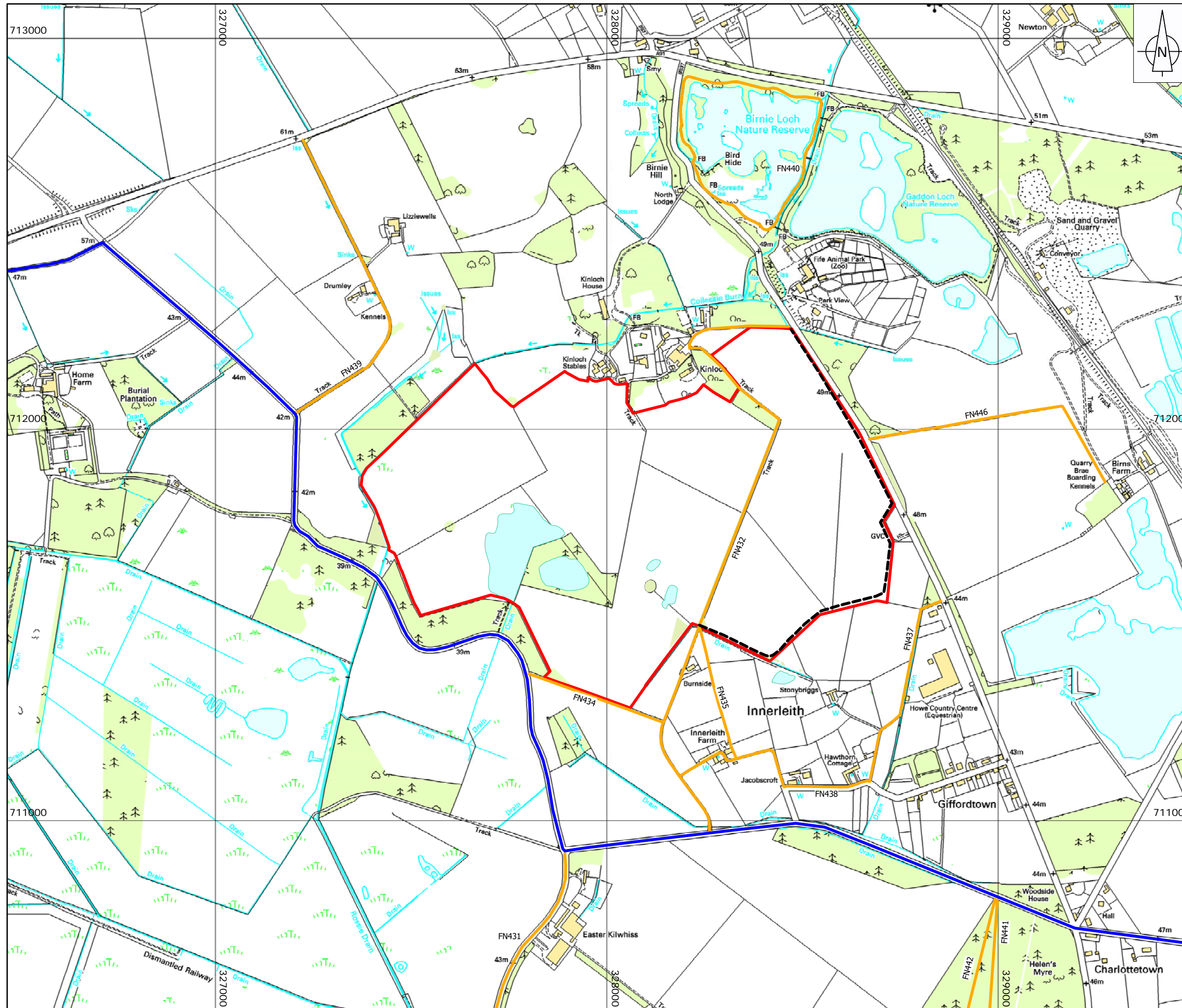
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### DEVELOPMENT PHASING PLAN SHOWING LOCATION OF SIGNS

- Legend**
-  Planning Application Boundary
  -  Longterm Screening Mounds
  -  Sequentially Constructed Screening Mounds
  -  Gas Pipelines [with exclusion zones]
  -  Alternative Path [maintaining access at all times]
  -  Link to RoW FN437 (Core Path P185/01)
  -  Proposed Planting [at Phase 1]
  -  Existing Waterbodies
  -  Recirculation Pond
  -  Wet Working [Creation of Waterbodies]
  -  Final Landscaping [Waterbody]
  -  Direction of Working and Progressive Restoration
  -  Location of Signage

Client: LAIRD AGGREGATES LTD.

Project: KINLOCH QUARRY

Title: DEVELOPMENT PHASING PLAN  
SHOWING LOCATION OF SIGNS

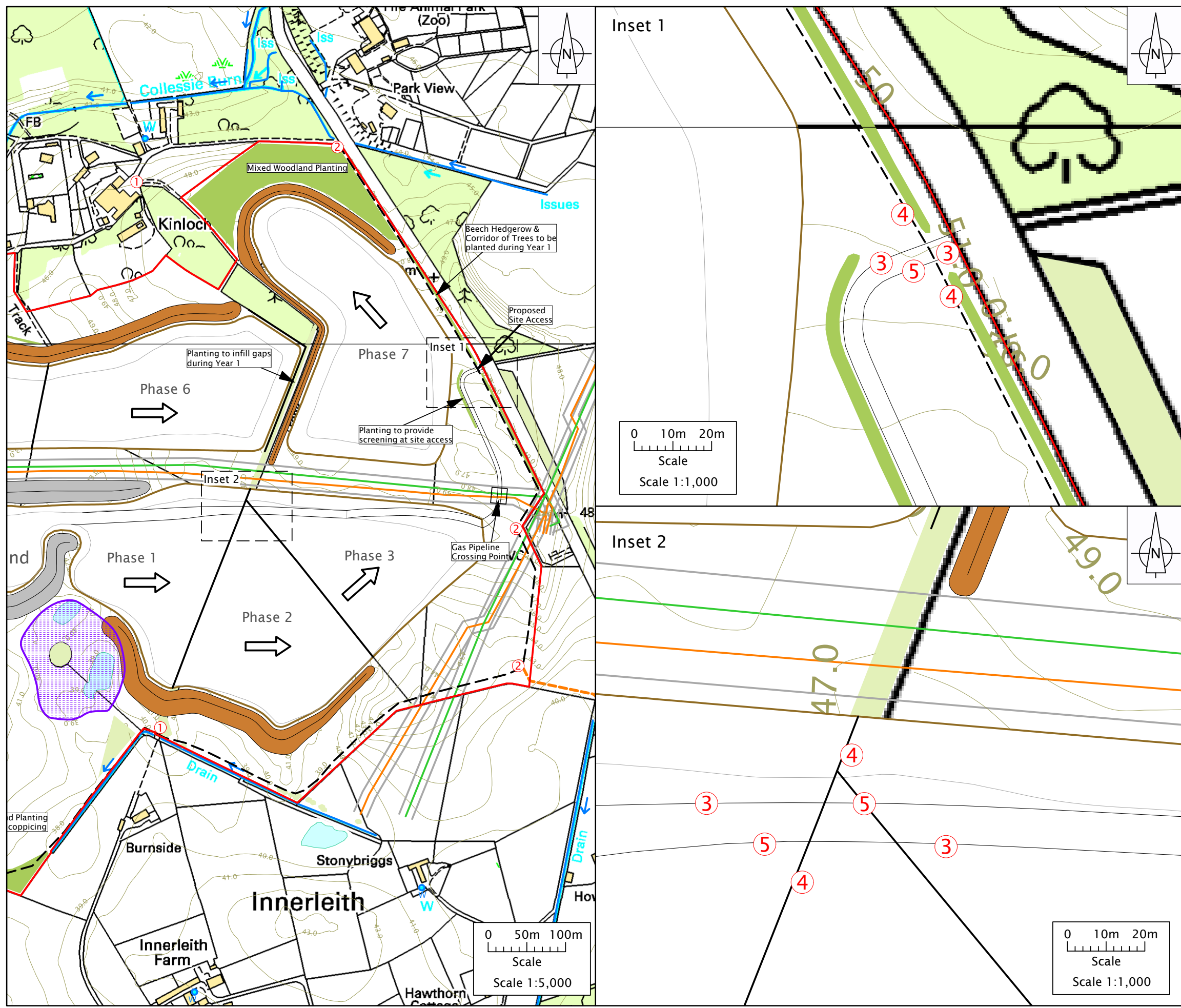
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Date: 10.03.17      Sheet Size: A3

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28 October 2020

Agenda Item No. 5

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## Public Right of Way Diversion, Dunbarnie Links, Drumeldrie Fife

---

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

---

Wards Affected: 21/19

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### Purpose

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The purpose of this report is to request approval for a diversion of public right of way FN702 at Dunbarnie Links.

### Recommendation(s)

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It is recommended that members approve the proposed diversion of the public right of way under section 35 of the Countryside (Scotland) Act 1967.

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

The diversion of the public right of way is an improvement on the current route. The new route will be subject to a regular maintenance routine and the surface will be of a higher standard.

### Consultation

---

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

- The local community council - no comment received.
- Fife walking group - no comment received.
- Ramblers association - support the changes to the route.
- Scotways - Objected to the diversion.
- British Horse Society - no objection
- Cyclist Touring Club- no comment received.
- Fife Access Forum - concerns raised about maintenance of the route, which the applicant has addressed and confirmed that the new route will be maintained.
- Public comments - Anthony Balniel (landowner) in support
- Public comments-One objection.

## 1.0 Background

---

- 1.1 Planning permission was granted in April 2018 for the construction of a 18 hole golf course, club house and ancillary buildings, formation of access and landscaping (17/023881)
- 1.2 FN702 is classed by Scotways as a pedestrian route. The route was recorded in 1975. It followed the old railway line. During construction of the golf course the line of the right of way has moved onto newly developed buggy tracks on the golf course. The route is longer, but as this is a recreational route the access team doesn't see this as a problem. The original route was 4122m in length the new route is 4392m in length. The width of the new route is 3m. The route will be maintained by the golf course and is subject to weekly inspections to check its condition. The surface of the new route is a significant upgrade compared to the original routes path surface. The new route will have no gates. It is suitable for all non-motorised access.
- 1.3 A number of objections to the diversion have been received.
- 1.31 Scotways, full objection is attached in appendix 2. The main points of the objection are the route is longer and steeper in parts. However, the Access Team's view, is that this is a recreational route and therefore distance isn't an issue considering other improvements have been made to the route, by the removal of all gates and an upgrade to the path surface.
- 1.32 Objection from a member of the public shown in full appendix 2. The first point raised is that condition number 37 of the planning application is being breached. Condition 37 states 'No work shall be undertaken which in any way permanently impinges or obstruct any recorded public/footpath/bridleway, Fife Coastal Path or Right of Way on or immediately adjacent to the application site unless otherwise agreed in writing with the planning authority before these routes are affected' This enforcement of a planning condition is a planning issue. The second point raised is Landownership. The landowner supports the diversion so therefore this is not an issue.
- 1.4 Support received from Anthony Balniel of Balcarres Estate, who owns the land in question, shown in full in Appendix 2.

## 2.0 Issues and Options

---

- 2.1 Fife Council must consider whether the alternative route for the public right of way FN702 is reasonable and expedient in terms of improving the efficiency of the management of the golf course without unduly inconveniencing the public.

## 3.0 Conclusions

---

- 3.1 The public right of way will continue to link the same two public places and is 6.5% longer than the original route. The route will be regularly maintained and signposted.

## **List of Appendices**

Appendix 1. Location map

Appendix 2. Responses from consultees.

## **Background Papers**

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

## **Report Contact**

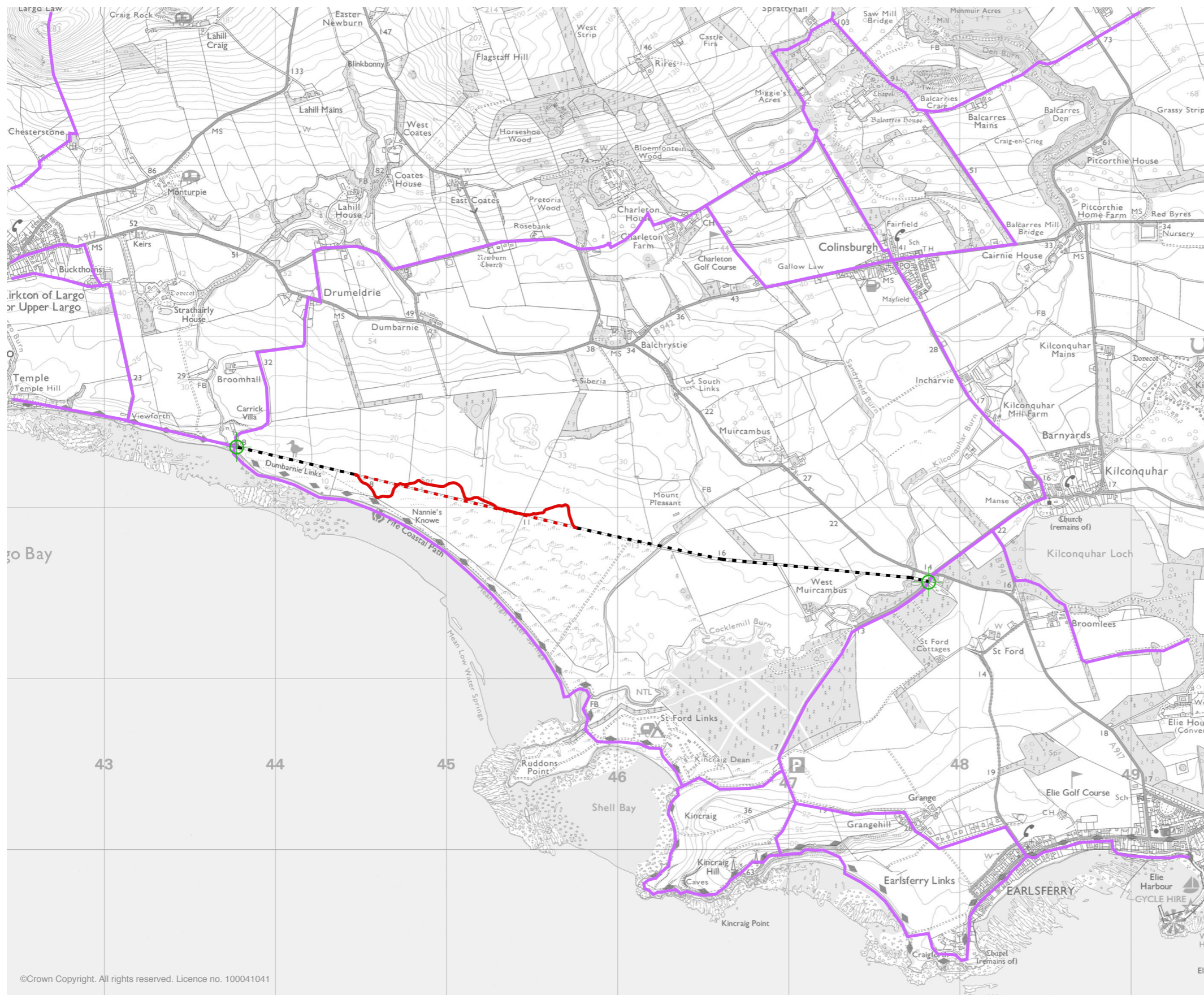
Sarah Johnston

Access Officer

County Buildings Cupar

Telephone: 08451 55 55 55 440618

Email - [sarah.johnston@fife.gov.uk](mailto:sarah.johnston@fife.gov.uk)



- Core path network
- Diverted path
- Original path
- Original path removed
- ⊕ Junction with core path

Original path core path to core path Length - 4,122m  
 Diverted path core path to core path Length - 4,392m  
 Increase in length 6.55%

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<b>NOTE</b>		
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If in doubt ASK!		
<b>Revision Notes</b>		
No	Description	Date

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t 0141 334 4881  
e info@g1architects.com  
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<b>Drawing Status</b>	<b>Drawing Title</b>
ROW Diversion	PATH DIVERSION 2
<b>Project</b>	<b>Scale Size Drawn Checked Date</b>
Golf Course Dumbarnie Links Fife	1:25000 A3 SJT XXX 01/05/2020
<b>Drawing No</b>	<b>Revision</b>
342 G1 SO XX DR A SP18	

## Appendix 2

### Reply The British Horse Society.

**Patron** Her Majesty The Queen

Fulfilling your passion for horses

**Helene Mauchlen (Scotland)** Woodburn Farm Crieff Perthshire PH7 3RG **Email** helene.mauchlen@bhs.org.uk **Website**

www.bhsscotland.org.uk **Tel** 01764 656334 **Mob** 07808 141077

**The British Horse Society** Abbey Park, Stareton, Kenilworth, Warwickshire CV8 2XZ The British Horse Society is an Appointed Representative of South Essex Insurance Brokers Limited who are authorised and regulated by the Financial Conduct Authority. Registered Charity Nos. 210504 and SC038516. A company limited by guarantee. Registered in England & Wales No. 444742

Dear David

Dumbarnie Links formalisation of diversion of public path

Thank you for corresponding with the British Horse Society on this path and for sending such comprehensive information, plans and map.

We are delighted to support the changes you propose, and we agree with your reasons for diversion, we actually think the proposed new path will be much more interesting to travel along and also meet the environmental and landscape goals you outline.

We are also delighted that your access policy is multi-use in line with the Land Reform Scotland 2003 Act and that you welcome horse riders to this beautiful corner of the East Neuk of Fife. We will make sure (as far as is possible) that horse riders are considerate when they take access

Good luck with your development and you have our full support.

Kind regards

Helene Mauchlen (National Manager)

### Reply Anthony Balniel

Dear Mr Scott,

I have reviewed you plan to divert the path that ran along the railway line at Dumbarnie and am writing to give the plan my full support. I have been to the new links course on many occasions and believe that the new route is significantly better for many reasons. The removal of barbed wire linear fences with several poorly functioning gates will not only facilitate access but also offers a more visually appealing route.

The maintained surface will also allow a much safer experience for the public.

I confirm that the new route has my full support.

Yours

Anthony Balniel

## Reply Scotway (Scottish rights of way society)

Thank you for your emailed letter of 14 April 2020, entitled *Modest Diverting of Rights of Way SJT*, seeking feedback on your proposal to divert right of way which is affected by the site of Dumbarnie Links golf course.

As you will be aware, ScotWays submitted a holding objection to the planning application. This was due to the lack of information regarding public access and we requested an access plan be drawn up to show how rights of way and routes across the site would be accommodated within the development. We did so because we could find nothing within the planning application that indicated proposals for the routes across the site. The expectation was that any re-routing/diversion would be dealt with at the planning application stage, and therefore prior to construction commencing. We also requested that it be made a condition of planning consent that all affected rights of way remain open and free from obstruction during both construction and operation of any development.

The plans were passed with conditions relating to the Rights of Way in order to protect them and ensure that they were not 'adversely affected' as a result of the development.

So to the current situation where, in your letter, you say:

*to create a course of this magnitude, we had to divert the original public path that ran through our grounds. This alteration has already been approved under Fife Council planning Ref:17/03881/EIA and we now seek formalisation of this diversion under Section 35 of The Countryside (Scotland) act 1967.*

While the planning application has been approved the fact that you now seek a formal diversion to the right of way would indicate that this part of the process has not yet been approved.

At the moment you, the developer, have provided a new path through the site and you now seek to have this new path recognised as the right of way. As the provision of this new path does not alter the line of the right of way you are now seeking to divert it on to your new path. For clarity the right of way you seek to divert is recorded in the National Catalogue of Rights of Way (CROW) as FN702.

Focussing on the proposed application to divert right of way FN702, which the Society understands to be a route well used by pedestrians and by cyclists: we note your reasons for the proposed diversion and your *Gains to public*, however it may be useful to set out some of the criteria ScotWays consider when determining whether we find a proposed diversion to be acceptable; these include:

- the diversion should be of at least an equivalent standard,
- be not significantly longer,
- be no less convenient,
- be accessible to at least the same categories of access taker as use it at present,
- be available for use before the present route becomes unavailable.

Looking at the points above:

*the diversion should be of at least an equivalent standard, be not significantly longer and be no less convenient:* this was a straight, flat route that is now proposed to be longer and with a steeper gradient in parts.

*be accessible to at least the same categories of access taker as use it at present:* running along the bed of a disused railway line FN702 is suitable for use by cyclists, it is unclear from the documentation provided whether this will still be the case with the proposed new line. It is also unclear whether this would be suitable for wheelchair users.



*be available for use before the present route becomes unavailable:* this has clearly not been the case in this instance. ScotWays has had reports from members of the public regarding the lack, indeed blocking, of access along the right of way.

Taking all the above into consideration we find this proposed 'diversion' totally unacceptable. This proposal comes as an afterthought rather than an issue that should have been considered well in advance of any development commencing. It appears that there has been no consideration of diverting the right of way for the benefit of access takers. This new path seems to have been created purely as a way of managing access takers through the golf course.

The Society welcomes improvements to public access and this new path will indeed provide a new route across the site, but it should be seen as that. This new route is not an acceptable route for FN702 to be diverted on to. The Society **objects** to this planned diversion.

The developer needs to provide an alternative route that can be seen as a properly considered diversion to the existing right of way rather than this proposed route. ScotWays would welcome the opportunity to discuss this further.

I hope the information provided is useful to you. Please do not hesitate to contact me if you need more detail or if you have any queries.

Yours sincerely,

*Lynda L Grant*

Lynda L Grant  
Access Officer

### Reply from member of public

Many thanks for your e-mail of 24th inst. I do not wish to make any comments until I have walked the proposed new route. Can you confirm that it has been formed and marked out so that I can then arrange to go and see it.

I do wish at this stage to raise a few points which require clarification. At the moment there exists a recognised and established right of way running directly east to west along the line of the old railway line. In effect this is available for use of the public in all time coming. The existing surface has been decimated, destroyed and incorporated into the new golf course contrary to Condition 37 of the grant of Planning Permission and it appears to me that the Council have done nothing about this contravention.

For the sake of argument and so that I can understand the legal implication of such an application, if this application was successful does the proposed new route automatically become a right of way in place of the original? If not and I expect this to be the case does the developer enter into a binding legal agreement with the Council so that the rights of the public to walk the new route are protected in all time coming. Will such an agreement also require the developer to maintain the new route to a required width in good order and also to erect appropriate signage showing the existence of the route. Such an agreement would require to be entered into with the owner of the ground otherwise it is of no value long term. Do you know whether or not the applicant is the owner of the ground or a tenant. I raise this point as the application does not disclose this information. This in my view is essential so that any change in the route is legally binding and allows the public uninterrupted access at all times in the future.

Question from the access forum in black and answers in red from applicant.

1. In relation to the path please describe:

- The type of surface **Hard Core Type 1**
- b. The width of the path **3 Meters**
  - c. Will the path have positive drainage? **As the path is built on free draining sand, drainage is not an issue.**
  - d. What will be the frequency of site condition surveys and maintenance to the path? **The path diversion is monitored daily and any emergency repairs carried out as required. Standard maintenance to the path is carried out monthly to re grade and roll.**

2. In relation to Biodiversity

- a. What are the biodiversity gains in relation to the diversion? **The new diversion does provide a far more exciting journey through the property. As the new path flows and weaves through sand dunes, wetland areas and ponds. It does allow users of the path to view wildflowers, orchids, butterflies, swans and ducks to name but a few.**
- b. What plans are in place to control pioneering and invasive flora for the site? **All areas surrounding the new diversion are hand weeded for problematic weeds such as Ragwort. Also harvesting these areas every winter to encourage fine grasses such as sheep's fescue. Transplanting marram in selected areas also will help a positive species exchange occur which will allow these areas to mirror the SSSI costal dunes leaving all areas to blend seamlessly through the property.**

28 October 2020

Agenda Item No. 6

---

## **Proposed amendment to waiting restrictions – High Street, Newport on Tay**

---

Report by: Ken Gourlay, Head of Assets, Transportation and Environmental Services

---

Wards Affected: Ward 17 – Tay Bridgehead

---

### **Purpose**

---

The purpose of this report is to allow the North East Fife Area Committee to consider a proposal for amending the waiting restrictions on High Street, Newport on Tay.

### **Recommendation(s)**

---

It is recommended that Committee:

- i) Agree to the amendments to the waiting restrictions on High Street as detailed on Drg. Nos. TRO20/29 with all ancillary procedures; and
- ii) Authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### **Resource Implications**

---

The cost to formally promote this TRO and deliver the associated signing and lining works will be approximately £1,000, which covers Roads & Transportation and Legal Services staff costs and advertising. This will be met from approved Service budgets.

### **Legal & Risk Implications**

---

There are no known legal or risk implications.

### **Impact Assessment**

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

### **Consultation**

---

The local ward councillors and Community Council have been advised and Parking Management supports the proposals.

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 on Fife Direct.

## 1.0 Background

---

- 1.1 In January 2020 Fife Council were approached by the Community Council to amend the existing waiting restrictions on High Street.
- 1.2 The request was to relocate one of the existing disabled parking spaces from the north end of Blyth Street to the south east side of High Street, outside the local post office.

## 2.0 Issues and Options

---

- 2.1 This scheme is being promoted at the request of the Community Council.
- 2.2 The proposed alterations is of a minor nature and will reallocate the existing road space.
- 2.3 There will be no change in the total number of spaces available in the area.

## 3.0 Conclusions

---

- 3.1 It is considered that in the interest of road safety that the amendments to existing waiting restrictions are approved and promoted.

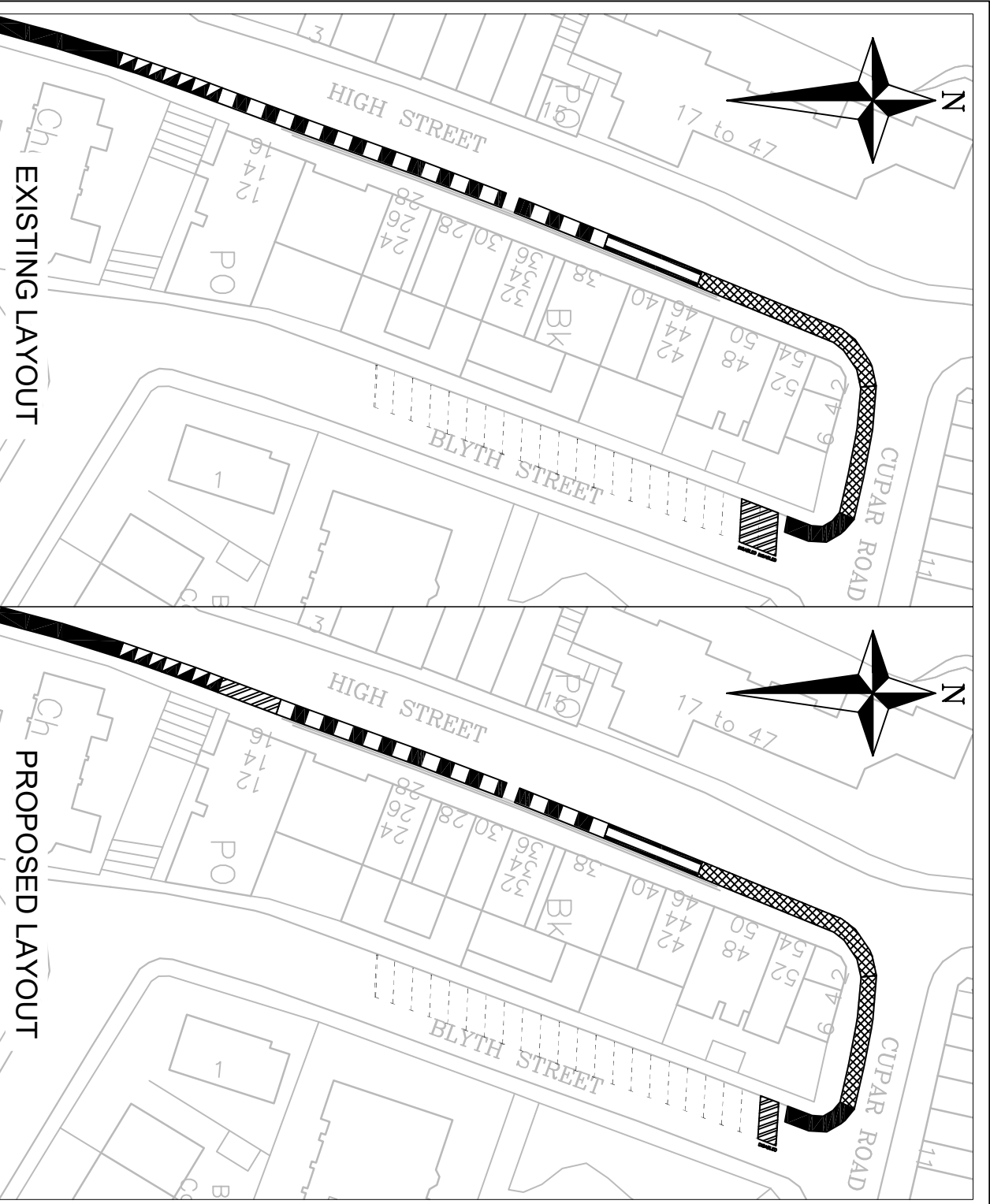
### List of Appendices

1. Drawing No. TRO20/29


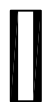




### Background Papers - None

### Report Contact

Stuart Goodfellow, Technician Engineer  
Traffic Management (North Fife)  
Bankhead Central  
Glenrothes  
Telephone: 03451 55 55 55 + 450442  
Email – [stuart.goodfellow@fife.gov.uk](mailto:stuart.goodfellow@fife.gov.uk)



**LEGEND**

-  Zebra crossing zig zags
-  Loading bay
-  Limited waiting
-  Disabled bay
-  Bus Stop Clearway
-  No Waiting At Any Time

DESIGNED	REV	AMENDMENTS	BY	APPRO DATE
SG				
SG				
SG				
CS				
CS				
CS				
DATE				
September 2020				

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**ASSETS,  
TRANSPORTATION  
and ENVIRONMENT**

High Street/Blyth Street, Newport on Tay  
 disabled bay alterations

SCALE: NTS      DRAWING No. TRO20-29

28 October 2020

Agenda Item No. 7

---

## **Proposed amendment to waiting restrictions – Boat Brae and Boat Road, Newport on Tay**

---

Report by: Ken Gourlay, Head of Assets, Transportation and Environmental Services

---

Wards Affected: Ward 17 – Tay Bridgehead

---

### **Purpose**

---

The purpose of this report is to allow the North East Fife Area Committee to consider a proposal for amending the waiting restrictions on Boat Brae and Boat Road, Newport on Tay.

### **Recommendation(s)**

---

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

- i) Agree to the amendments to the waiting restrictions on Boat Brae and Boat Road as detailed on Drg. Nos. TRO20/25 with all ancillary procedures; and
- ii) Authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### **Resource Implications**

---

The cost to formally promote this TRO and deliver the associated signing and lining works will be approximately £1,000, which covers Roads & Transportation and Legal Services staff costs and advertising. 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 and community council have been advised and Police Scotland supports the proposals.

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 on Fife Direct.

## 1.0 Background

---

- 1.1 Prior to March 2020 there were reported instances of congestion on Boat Brae. This was being caused by indiscriminate and irresponsible car parking which restricted carriageway width to such an extent that public bus services could not pass.
- 1.2 When this occurred it would effectively prohibit eastbound traffic in Newport until the obstruction was cleared.
- 1.3 Due to the reduction in traffic as a result of Covid-19 travel and work restrictions being in place, the matter did not occur as frequently. However as these restrictions are being relaxed the issues are reoccurring, most recently culminating in a 6 bus traffic jam on the first of school term.
- 1.4 An on-site meeting was held at the end of August at which the issues were discussed and observations were made.
- 1.5 Boat Brae is not wide enough to allow parking on both sides of the road whilst leaving adequate road space for larger traffic, therefore restrictions are required on one side of the road.
- 1.6 It was also noted at the meeting that the need for similar restrictions on the north side of Boat Road would also be beneficial in maintaining free flowing traffic.
- 1.7 The proposed restrictions will allow active loading/unloading for local businesses and frontagers.

## 2.0 Issues and Options

---

- 2.1 This scheme is being promoted in the interest of road safety.
- 2.2 Due to the existing carriageway width it is proposed that waiting restrictions are introduced on the entire east side of Boat Brae as this option provides the maximum amount of parking whilst allowing passage of all traffic.
- 2.3 It is also considered necessary to introduce waiting restrictions on a section of Boat Road to ensure that traffic can negotiate this area without impediment.
- 2.4 The proposed waiting restrictions will help with the safe passage of all traffic whilst maintaining a balance with the demand for on street facilities for residents and businesses alike.

## 3.0 Conclusions

---

- 3.1 It is considered that in the interest of road safety that the amendments to existing waiting restrictions are approved and promoted.

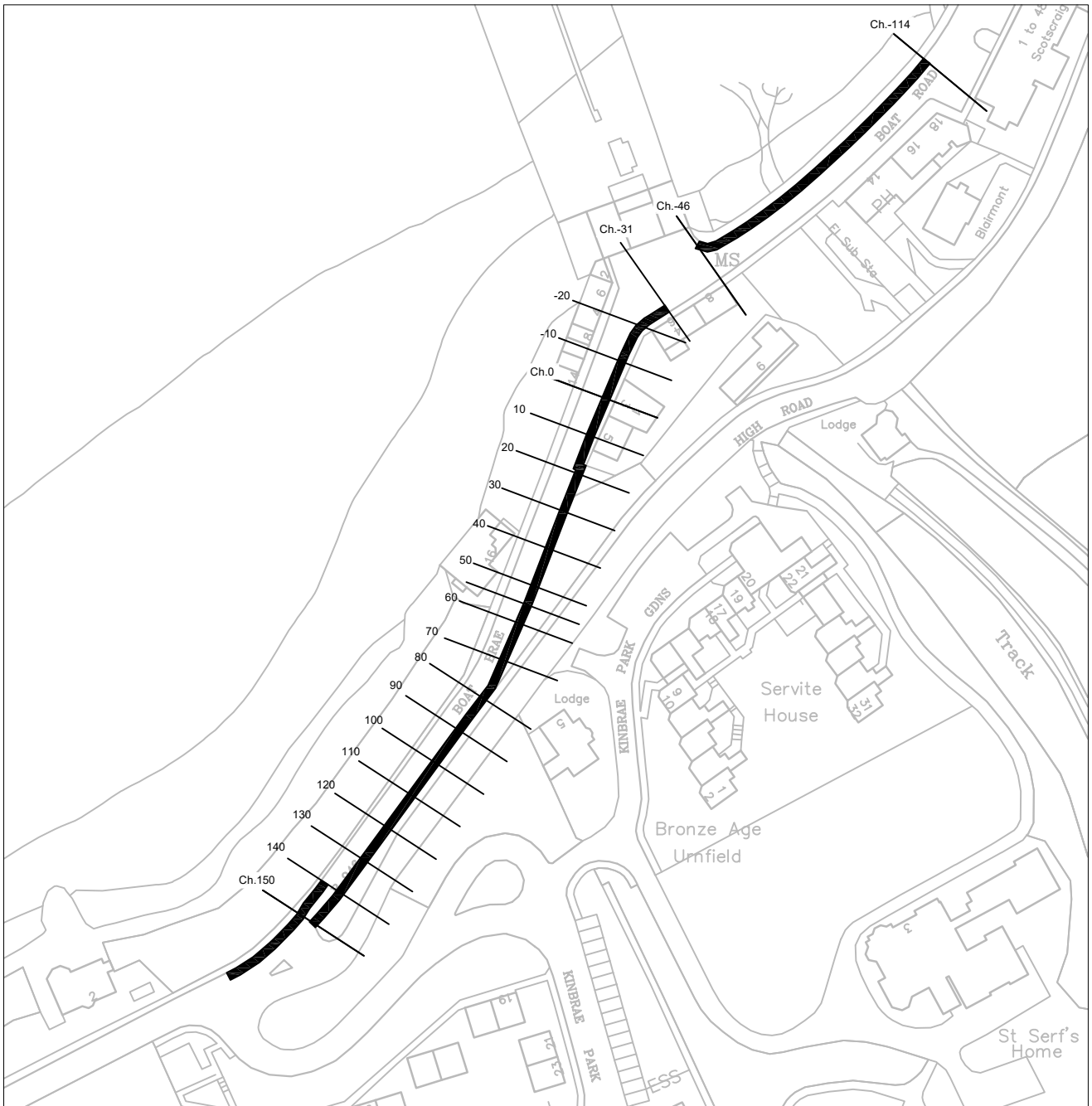
### List of Appendices

1. Drawing No. TRO20/25

### Background Papers - None

### Report Contact

Stuart Goodfellow, Technician Engineer  
Traffic Management (North Fife)  
Bankhead Central  
Glenrothes  
Telephone: 03451 55 55 55 + 450442  
Email – [stuart.goodfellow@fife.gov.uk](mailto:stuart.goodfellow@fife.gov.uk)



**Legend**

 Proposed 'No Waiting At Any Time' restrictions

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REF	AMENDMENTS				BY	APPV	DATE
DESIGNED	SG	DRAWN	SG	CHECKED	CS	APPROVED	CS
							DATE
							September 2020
HEAD OF ASSETS, TRANSPORTATION & ENVIRONMENT - KEN GOURLAY							



**ASSETS,  
TRANSPORTATION  
and ENVIRONMENT**

**Boat Brae and Boat Road, Newport on Tay  
Proposed waiting restrictions**

SCALE    NTS    DRAWING No.    TRO20/25



28 October 2020

Agenda Item No. 8

---

## **Crail Common Good Fund – Application for Assistance Towards the Costs of Restoring the Mercat Cross**

---

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

---

Wards Affected: 19 – East Neuk and Landward

---

### **Purpose**

---

The purpose of this report is to seek a 50% contribution from Crail Common Good fund towards the cost of restoring the Mercat Cross.

### **Recommendation(s)**

---

Members are asked to consider a request from Crail Preservation Society for £10,000 funding towards the cost of the Mercat Cross Restoration Project.

### **Resource Implications**

---

Funding currently available in 2020/21 is £334,051 including revenue balances from previous years of £330,350.

### **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 Royal Burgh of Crail Community Council supports the proposal. Local elected members have been consulted and support the proposal.

## 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 under £2,000 can be determined under delegated powers if there is agreement between the local Elected Members. However, the amount applied for on this occasion will require that it is determined by the North East Fife Area Committee.
- 1.3 The grant application should normally be a maximum of 50% of the total project cost except in circumstances where funding is for the maintenance of Common Good property.

## 2.0 Project Proposal

---

- 2.1 The iconic Mercat Cross has lost its snout and a leg and is sorely in need of restoration. Previous repairs have been patches which have not stood the test of time. The proposed restoration project will be undertaken by specialists and it is anticipated will last for generations.
- 2.2 The Preservation Society has engaged the professional services of ARC, Conservation Architects to undertake the design work. It is proposed that restoration will be undertaken by Graciela Ainsworth Sculpture Conservation Ltd., acknowledged experts in this field.
- 2.3 The Mercat Cross is situated on Crail Common Good land and is a listed historic monument. It features in the Crail Heritage Trail organised by Crail Museum.

## 3.0 Project Costs

---

- 3.1 The estimated project costs prior to tender are £20,000 and a 50% contribution is requested from Common Good.
- 3.2 Crail Preservation Society will underwrite an additional 10% contingency fund of £2,000.
- 3.3 Applications for funding from the following grant awarding bodies are pending:
  - Historic Environment Scotland - £6,000
  - Fife Environmental Trust - £4,000.
- 3.4 Planning permission for the work has been approved (20/00803 LBC and 20/00804 FULL).

## 4.0 Conclusion

---

- 4.1 The project meets the criteria for Common Good funding.

## **List of Appendices**

1. Crail Common Good Financial Statement
2. Applicant Financial Evaluation

## **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**

Janice Laird  
Community Manager  
County Buildings, Cupar  
Tel: 03451 55 55 55 Ext no 471788  
Email: [janice.laird@fife.gov.uk](mailto:janice.laird@fife.gov.uk)

## CRAIL COMMON GOOD

**FINANCIAL STATEMENT 2020/21  
AS AT AUGUST 2020**

2019/20	2020/21 EXPENDITURE TO DATE	2020/21 FULL YEAR PROJECTION
£	£	£
<b>INCOME</b>		
40,890 RENTS	17,788	40,890
19,253 EXTERNAL INTEREST	(1,569)	14,440
2,044 INTEREST ON REVENUE BALANCES	0	2,044
0 OTHER INCOME	0	0
<b>62,187 TOTAL INCOME</b>	<b>16,218</b>	<b>57,374</b>
<b>EXPENDITURE</b>		
2,983 PROPERTY COSTS	0	0
25,814 GRANTS	0	53,673
400 OTHER EXPENDITURE	0	0
<b>29,197 TOTAL EXPENDITURE</b>	<b>0</b>	<b>53,673</b>
<b>32,990 SURPLUS/(DEFICIT) FOR YEAR</b>	<b>16,218</b>	<b>3,701</b>

**FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/20**

	£
HERITABLE PROPERTY	583,753
INVESTMENTS	352,666
PRIOR YEAR COMMITMENTS	0
REVENUE BALANCES (NET OF PRIOR YEAR COMMITMENTS)	330,350
	<u>1,266,769</u>

**ANALYSIS OF GRANT PAYMENTS**

**APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS**

£	REF	AWARDED DATE	£
OUTSTANDING PROJECT			PAID
-			-
		REMAINING AMOUNT STILL TO BE PAID	0

**APPLICATIONS APPROVED IN 2020/21**

£	PROJECT	REF	AWARDED DATE	£
COMMITTED				PAID
20,000	Crail Parish Church Restoration	NEF023	02/09/2020	
2,400	Repaint MUGA pitch	NEF028	02/09/2020	
2,700	Crail Museum & Heritage Centre	NEF029	02/09/2020	
8,573	Crail Public Improvement Works - Phase 2	NEF031	02/09/2020	
20,000	Refurbish Harbourmasters Office at Crail Harbour	NEF035	02/09/2020	
<b>53,673</b>				-
				53,673

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 20/21	£3,701
CURRENT REVENUE BALANCES AVAILABLE	£330,350
<b>TOTAL AVAILABLE TO SPEND IN 2020-2021</b>	<b>£334,051</b>

COMMON GOOD APPLICATION -FINANCIAL EVALUATION FORM

Amount of Grant	<input type="text" value="£10,000"/>	Application Number	<input type="text" value="NEF041"/>
Grant Applicant	<input type="text" value="Crail Preservation Society"/>		
Contact Name	<input type="text" value="Paul N Hutchison"/>		
Address	<input type="text" value="2 The Anchorage"/> <input type="text" value="12 Westgate South"/> <input type="text" value="Crail"/> <input type="text" value="KY10 3RF"/>		
Description of Project	<input type="text" value="Restoration of the mercat cross which is situated on Common Good land, the unicorn has lost its snout and a leg."/>		
Period of Accounts	<input type="text" value="31-Oct-19"/>		

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

Large loss in 2018 but was due to building works. Smaller loss for 2019, would question if the organisation is sustainable if they regularly generate a loss.

4. Funding Breakdown

Detailed Breakdown of costs provided  an estimation has been provided

Detailed Breakdown of Funding Income provided

Income raised/applied for		£
Current Application		10,000
Income raised		
Other Grants		
	Historic Environment Scotland	6,000 pending
	Fife Environment Trust	4,000 pending
Others		
Total Income		<u>20,000</u>
Total Expenditure	estimation	<u>20,000</u>

5. Comments

the Crail Preservation Society have guaranteed a contingency fund of 10% of the cost which will be £2,000

Funds available to fund this projects

Prepared By	Mary O'Neill
Checked By	Eleanor Hodgson
Designation	Accountant
Date	11/9/2020.

28 October 2020

Agenda Item No. 9

---

## Application for Funding from St. Andrews Common Good from St. Andrews Tennis Club

---

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

---

Wards Affected: 18 - St. Andrews

---

### Purpose

---

To present for consideration application received from St. Andrews Tennis Club for grant funding from St. Andrews Common Good fund.

### Recommendation(s)

---

Members are asked to consider an application for £20,000 from St. Andrews Tennis Club for the reconstruction of the tennis courts and upgrade to floodlighting.

### Resource Implications

---

St. Andrews Common Good fund has in year funding of £40,743 unallocated in addition to revenue balances of £109,455. The projected income for 2020/21 has been reduced to account for the loss of Lammas Fair income due to Covid-19. If this application is approved it will leave a balance of £130,198 which will be required as a 2020/21 contribution to the repair work on the St. Andrews Town Hall, which is currently projected to be circa £300k. St. Andrews Town Hall is a Common Good asset.

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

### Consultation

---

The Royal Burgh of St. Andrews Community Council has been consulted and supports the application. There is Ward Member support for the St. Andrews Tennis Club proposal.

## 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 under £2,000 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 St. Andrews Tennis Club are seeking funding from various sources to undertake major renovation work at the club. Last year the club replaced four of the seven courts and the remaining 3 require replacement in 2020/21. Unfortunately, as well as the playing surface, the substratum also requires total reconstruction. The cost of groundworks and replacing the playing surface is £103,097. The floodlighting is also nearing the end of its life and it is proposed that it is replaced with new LED technology at a cost of £38,304.
- 2.2 The club is run entirely by volunteers with membership ranging in age from 5 to 85 years. The club caters for non-members and holiday visitors also. A coaching programme is delivered which includes some free places for local children. Students at Madras College get a free mornings use of the courts during term time; the club also provides coaching for the Assisted Learning Unit and each Spring club coaches run 6 weeks of taster sessions within local primary schools.
- 2.3 The club is used by both members and the general public. One court is kept free at all times for public use. Four of the seven courts are available for advance booking by members and non-members. The club also keep at least one mini court available for the public. These courts are popular not only with small children but also with less able-bodied adults who use them for walking tennis. The Cosmos Centre has a regular block booking for the mini courts.

## 3.0 Project Finance

---

- 3.1 Total project costs are £141,401
- 3.2 Income and grant awards confirmed to date amount to £102,250:
  - Club Funds £90,000
  - R&A £1,000
  - St. Andrews Community Trust £10,000
  - Business Sponsorship £1,250
- 3.3 Applications outstanding amount to £40,000:
  - St. Andrews Common Good £20,000
  - Fife Environmental Trust £20,000

## 4.0 Conclusion

---

- 4.1 The application meets the criteria for Common Good funding. The club has a track record of providing access for players with disabilities and has additional funding in place to construct a new disabled toilet. It is a recognised Community Hub, providing a basketball and tennis practice area to all members of the community free of charge. In addition, it provides free use of the clubhouse to the Express Mental Health Group.

### List of Appendices

1. Royal Burgh of St. Andrews Common Good Financial Statement.
2. St. Andrews Tennis Club Financial Evaluation Form.

### Report Contact

Janice Laird  
Community Manager  
County Buildings, Cupar  
Tel: 03451 55 55 55 Ext no 471788  
Email: [janice.laird@fife.gov.uk](mailto:janice.laird@fife.gov.uk)



ST ANDREWS COMMON GOOD

Appendix 1

**FINANCIAL STATEMENT 2020/21  
AS AT AUGUST 2020**

2019/20	2020/21 EXPENDITURE TO DATE	2020/21 FULL YEAR PROJECTION
£	£	£
<b>INCOME</b>		
66,606 RENTS	33,090	55,579
25,429 EXTERNAL INTEREST	(2,073)	19,072
1,093 INTEREST ON REVENUE BALANCES	0	1,093
0 OTHER INCOME	0	0
<b>93,127 TOTAL INCOME</b>	<b>31,017</b>	<b>75,743</b>
<b>EXPENDITURE</b>		
0 PROPERTY COSTS	0	0
28,216 GRANTS	5,000	35,000
(49,969) OTHER EXPENDITURE	0	0
<b>(21,753) TOTAL EXPENDITURE</b>	<b>5,000</b>	<b>35,000</b>
<b>114,880 SURPLUS/(DEFICIT) FOR YEAR</b>	<b>26,017</b>	<b>40,743</b>

**FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/20**

	£
HERITABLE PROPERTY	952,376
INVESTMENTS	465,784
PRIOR YEAR COMMITMENTS	127,791
REVENUE BALANCES (NET OF PRIOR YEAR COMMITMENTS)	109,455
	<u>1,655,406</u>

**ANALYSIS OF GRANT PAYMENTS**

**APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS**

£	OUTSTANDING PROJECT	REF	AWARDED DATE	£ PAID
decommitted	St Andrews Harbour Trust	236	10/12/2015	5,000
50,000	Lade Braes Footpath Improvement Works	330	22/11/2016	
1,999	Pethrum Bridge Carpet Bed/Signage	522	17/07/2018	
4,190	St Andrews Town Hall Wi-Fi	NEF001	17/04/2019	
4,880	Victoria Hall Wi-Fi	NEF002	17/04/2019	
7,722	Victoria Hall DDA Access	NEF003	17/04/2019	
59,000	Bruce Embankment Toilets	NEF007	27/05/2019	
<b>127,791</b>				<b>5,000</b>
	REMAINING AMOUNT STILL TO BE PAID			122,791

**APPLICATIONS APPROVED IN 2020/21**

£	COMMITTED PROJECT	REF	AWARDED DATE	£ PAID
25,000	St Andrews Environment Network - Clean & Green	NEF036	02/09/2020	
10,000	St Andrews United Football Club	NEF016	02/09/2020	

<b>35,000</b>					157,791
---------------	--	--	--	--	---------

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 20/21	£40,743
CURRENT REVENUE BALANCES AVAILABLE	£109,455
<b>TOTAL AVAILABLE TO SPEND IN 2020-2021</b>	<b>£150,198</b>

Amount of Grant	£20,000
Grant Applicant	ST ANDREWS TENNIS CLUB
Contact Name	Eliza McLachlan
Address	ST ANDREWS TENNIS CLUB WEST KINCAPLE HOUSE KINCAPLE ST ANDREWS KY16 9SH
Description of Project	Reconstruction of tennis court and upgrade to floodlighting
Period of Accounts	30-Sep-19

Application Number NEF038

1. One off Project  Yes**2. Information available from the Annual Accounts**

Income & Expenditure/Receipts & Payments Account	<input type="checkbox"/> Yes
Statement of Balances/Balance Sheet	<input type="checkbox"/> Yes
Accounts Audited/Independent Examiner	<input type="checkbox"/> No
Deficit or Surplus as % of Total Expenditure	Deficit -1.61%
Have Funds at end of year increased If so, what is percentage increase on previous year	
Organisations Annual Income	£24,229
Organisations Annual Expenditure	£24,626
Expenditure items appropriate	<input type="checkbox"/> Yes

**3. Comments from Evaluation of Accounts****4. Funding Breakdown**

Detailed Breakdown of costs provided	<input type="checkbox"/> Yes
Detailed Breakdown of Funding Income provided	<input type="checkbox"/> Yes

<b>Income raised/applied for</b>		£
Current Application		20,000
Income raised		
	Club Funds	90,000
	Award from R&A	1,000
	Sponsorship from local businesses	1,250 awarded
Other Grants		
	St Andrews Communities Trust	10,000 awarded
	Fife Environmental Trust	20,000 pending
Others		
Total Income		<u>142,250</u>
Total Expenditure		<u>141,401</u>

**5. Comments**

Reserves of £141k however these appear to be getting used as the club contribution to the project. Common good funds available to fund this project .

Prepared By	Pauline Gilfillan	
Checked By	Eleanor Hodgson	24/08/2020
Designation	Accountant	Date

28 October 2020

Agenda Item No. 10

---

## Applications for Funding from St. Monans Common Good Fund

---

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 St. Monans Community Council for grant funding from St. Monans Common Good Fund.

### Recommendation(s)

---

Members are asked to consider:

- i. an application for £6,000 from St. Monans Community Council for St. Monans Floral Display Scheme.
- ii. an application from the Jim Matthew Camera Collection Trust for £12,500 to secure a unique collection of cameras and the St. Monans building in which it is housed.

### Resource Implications

---

St. Monans Common Good Fund has in year funding of £32,878 unallocated in addition to revenue balances of £172,069 giving a total of £204,947 available to spend.

### 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 application for the Floral Display Scheme has been received from the Community Council. One Ward Member has declined an interest and abstained. The other two Ward Members support the proposal.

The application from the Jim Matthew Camera Collection Trust is supported by the St. Monans and Abercrombie Community Council and the three Ward Members.

## **1.0 Background**

---

- 1.1 Applications to Common Good Funds should be able to demonstrate a benefit to the inhabitants of the former Burgh concerned.
- 1.2 Applications under £2,000 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 Beautiful St. Monans**

---

- 2.1 An application has been received from St. Monans Community Council for £6,000 grant funding towards a 'Beautiful St. Monans' project.
- 2.2 The project will deliver a floral display scheme in St. Monans which will increase civic pride and promote tourism.
- 2.3 The grant will be used for plants, materials, compost and fertiliser for tubs and hanging baskets around the village. It will also cover the costs of watering and maintenance of the displays.
- 2.4 The total cost of the project is £8,200. The balance will come from profit from the Covid-19 Mask Making Group, proceeds from calendar sales and donations.
- 2.5 In previous years a sponsorship scheme was in place but as a result of Covid-19 the Community Council do not expect to raise the same level of income through this route.

## **3.0 Jim Matthew Camera Collection Museum**

---

- 3.1 Jim Matthew was an avid collector who amassed an amazing array of 3,000 cameras and related memorabilia during his lifetime. At the heart of his collection are Kodak Brownies from 1900 onwards. The collection holds almost every model ever made. He also had other thematic collections, such as stereoscopic and 3D cameras and viewers including rare East European models.
- 3.2 He travelled the world with his work and bought cameras wherever he went. It was a private collection but was opened occasionally for public viewing, for example, during the St. Monans Community Arts Festival.
- 3.3 After his death in 2017 the collection was in danger of being broken up but now there is a plan to rescue and keep it as a community and national asset. A charitable trust has been set up, and a crowdfunding appeal was launched on 19 August 2020, World Photography Day.
- 3.4 The cost of securing the collection is £12,500 and the Matthew family has generously agreed to include the building to host the collection, (former Salvation Army Hall in St. Monans). The building is secure, wind and watertight but would require some refurbishment to turn it into a museum which would be open to the public on a regular basis.
- 3.5 The total cost of the project is £30,000 and the Trust is requesting £12,500 from Common Good to secure the collection.

## 4.0 Conclusion

---

- 4.1 The Community Council will make a 27% contribution towards the cost of the Floral Display Scheme project. Although offering less than the 50% contribution guideline the project clearly benefits the whole community and demonstrates that it meets the values and ethos of the Common Good Fund.
- 4.2 The award of a grant to purchase the collection and hall will allow the Jim Matthew Camera Collection Trust to move forward with fundraising from other sources. The amount requested represents 42% of the total project cost.

### List of Appendices

1. St. Monans Common Good Financial Statement.

### 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

Janice Laird  
Community Manager  
County Buildings, Cupar  
Tel: 03451 55 55 55 Ext no 471788  
Email: [janice.laird@fife.gov.uk](mailto:janice.laird@fife.gov.uk)

ST MONANS COMMON GOOD

Appendix 1

**FINANCIAL STATEMENT 2020/21  
AS AT AUGUST 2020**

2019/20	2020/21 EXPENDITURE TO DATE	2020/21 FULL YEAR PROJECTION
£	£	£
<b>INCOME</b>		
23,000 RENTS	11,600	23,000
13,851 EXTERNAL INTEREST	(1,129)	10,388
1,236 INTEREST ON REVENUE BALANCES	0	1,236
0 OTHER INCOME	0	0
<b>38,087 TOTAL INCOME</b>	<b>10,471</b>	<b>34,624</b>
<b>EXPENDITURE</b>		
8,640 PROPERTY COSTS	26	26
7,515 GRANTS	1,720	1,720
7 OTHER EXPENDITURE	0	0
<b>16,163 TOTAL EXPENDITURE</b>	<b>1,746</b>	<b>1,746</b>
<b>21,924 SURPLUS/(DEFICIT) FOR YEAR</b>	<b>8,725</b>	<b>32,878</b>

**FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/20**

	£
HERITABLE PROPERTY	375,000
INVESTMENTS	253,718
PRIOR YEAR COMMITMENTS	146
REVENUE BALANCES (NET OF PRIOR YEAR COMMITMENTS)	172,069
	<u>800,932</u>

**ANALYSIS OF GRANT PAYMENTS**

**APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS**

£	OUTSTANDING PROJECT	REF	AWARDED DATE	£ PAID
146	St Monans & Abercrombie Community Action Plan	521	24/08/2018	
<b>146</b>				<b>-</b>
			REMAINING AMOUNT STILL TO BE PAID	146

**APPLICATIONS APPROVED IN 2020/21**

£	COMMITTED PROJECT	REF	AWARDED DATE	£ PAID
1,720	St Monans & Abercrombie Newsletter	NEF037	01/07/2020	1,720
<b>1,720</b>				<b>1,720</b>
				146

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 20/21	£32,878
CURRENT REVENUE BALANCES AVAILABLE	£172,069
<b>TOTAL AVAILABLE TO SPEND IN 2020-2021</b>	<b>£204,947</b>

28 October 2020

Agenda Item No. 11

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## Application for Funding from St. Andrews Local Community Planning Budget

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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Wards Affected: 18 - St. Andrews

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### Purpose

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To present for consideration an application received from BID St. Andrews for £15,000 funding to provide interim support for the ballot renewal process.

### Recommendation(s)

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Members are asked to approve an application for £15,000 from BID St. Andrews.

### Resource Implications

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St. Andrews Ward has £31,881 unallocated budget.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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Two Ward Members are Directors of BID St. Andrews and have abstained from commenting. The other two Ward Members support the proposal.

## 1.0 Background

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- 1.1 BID St. Andrews, the town's Business Improvement District, began its 5-year mandate in January 2016 with a Business Plan of agreed projects to support businesses and the wider community in St. Andrews.
- 1.2 Projects have included the Clean & Green team in partnership with St. Andrews Environmental Network which enhances the streetscape as well as providing support to many of the town's community groups including the Men's Shed, St. Andrews in Bloom, Beach Wheelchairs and women's aid charities.
- 1.3 Events funded by BID have included the St. Andrews Day celebrations and the Winter Lights festival.
- 1.4 Collectively, through levy payments and project funding businesses in St. Andrews have invested over £680k into the town centre in the past 4 years.

## 2.0 Funding Gap and Requirement for Short-Term Support

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- 2.1 In 2020 due to Covid-19 restrictions a decision was taken nationally to suspend levy collection for Business Improvement Districts to offer businesses the financial relief they needed. This has caused a cashflow problem for BID St. Andrews. In addition, as a result of Covid-19 all planned activities and projects including the re-ballot campaign had to be suspended.
- 2.2 Legally all BIDs must go through an extensive period of consultation with their members (businesses) on the re-ballot and content of a new business plan for the future 5 years. The lockdown made this impossible and the UK Government have given all BIDs reaching the end of their 5-year period, an extension to hold their re-ballots in Spring 2021. (anticipated ballot date is 29 April 2021)
- 2.3 While this extension is welcome it does mean that BID St. Andrews will be out of mandate and will be unable to collect further levy from businesses for the period January to March 2021.
- 2.4 To ensure the future investment of BID St. Andrews revenue in town projects and events, some emergency funding is required to keep the office running and to deliver the re-ballot campaign.
- 2.5 A minimum of £20k is required and BID St. Andrews has requested a contribution of £15k from St. Andrews Local Community Planning Budget.



## 3.0 Conclusion

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- 3.1 BID St. Andrews has brought significant benefits to the town in its first period of operation. If businesses agree to support BID for a further 5 years, a Business Plan for investing approximately £850k in town centre development and events will be brought forward.

### List of Appendices

None

### 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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2<sup>nd</sup> September, 2020.

Agenda Item No. 12

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## Safer Communities Team Update Report

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

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

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### Purpose

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The purpose of this report is to provide members with an update on the operational activity of the Safer Communities Team within the North East Fife committee area during the 12 month period 1st April, 2019 to 31st March, 2020.

### Recommendation(s)

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

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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

### Consultation

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Consultation has taken place with community safety partner agencies.

# 1.0 Background

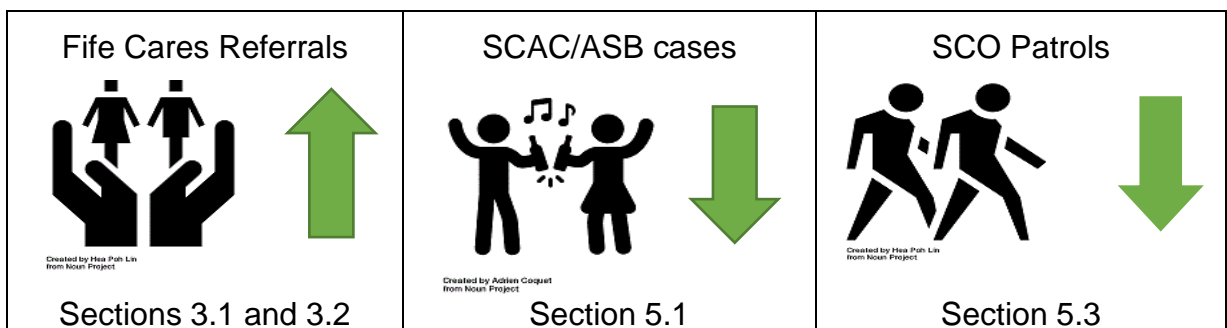
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- 1.1 The purpose of this report is to update elected members on the activity of the Safer Communities Team (SCT) within the North East Fife area during the period stated. This report sits alongside individual updates from Police Scotland and Scottish Fire and Rescue Service (SFRS). It should be noted that the three core agencies (Police Scotland, SFRS and Fife Council's SCT) may comment on work carried out *in partnership* with each other and other agencies but cannot comment specifically on work carried out independently by other services.
- 1.2 Information is also provided on Fife-wide activity in order to ensure that members are aware of the range of activities which may be of interest to them and their constituents.
- 1.3 As far as possible, updates are provided under the following strategic priorities as identified within the current community safety strategy - [Making Fife's Communities Safer 2015-2020](#)- which is available to download from Fife Council's webpage by clicking on the link above:
  - 1. People are safe from fire and unintentional harm
  - 2. Crime is reduced and victims of crime are supported
  - 3. There is less antisocial behaviour and people feel confident about reporting incidents
  - 4. Fewer people offend or at risk of offending
  - 5. Fewer people are killed or seriously injured on the roads.
- 1.4 It should be noted that there will be further activities being undertaken and co-ordinated by other agencies and services under these priorities.

# 2.0 Performance summary

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2.1 The table below provides a summary of the Safer Communities Team **annual activity** within North East Fife during the reporting period compared to the previous year (2018-19). The figures behind each of these activities are explained in greater detail in the sections referenced within each box:



<p>All environmental enforcement complaints</p>  <p>Section 5.2</p>	<p>Abandoned vehicle complaints</p>  <p>Section 5.2</p>	<p>Contaminated garden complaints</p>  <p>Section 5.2</p>
<p>Dog fouling complaints</p>  <p>Section 5.2</p>	<p>Domestic noise complaints</p>  <p>Section 5.2</p>	<p>Flytipping complaints</p>  <p>Section 5.2</p>
<p>Youth Justice referrals</p>  <p>Section 6.1</p>	<p>Dog control notices</p>  <p>Section 8.1</p>	<p>Stray dog reports</p>  <p>Section 8.1</p>

### 3.0 People are safe from fire and unintentional harm (priority one)

3.1 Referrals to our Fife Cares service during the reporting period increased to 93 (from 66 in the previous year). 33% of referrals related to requests for tailored **home safety advice** to either vulnerable adults or families with young children (31 referrals for home safety advice in 2019-20 compared with 18 during the previous year).

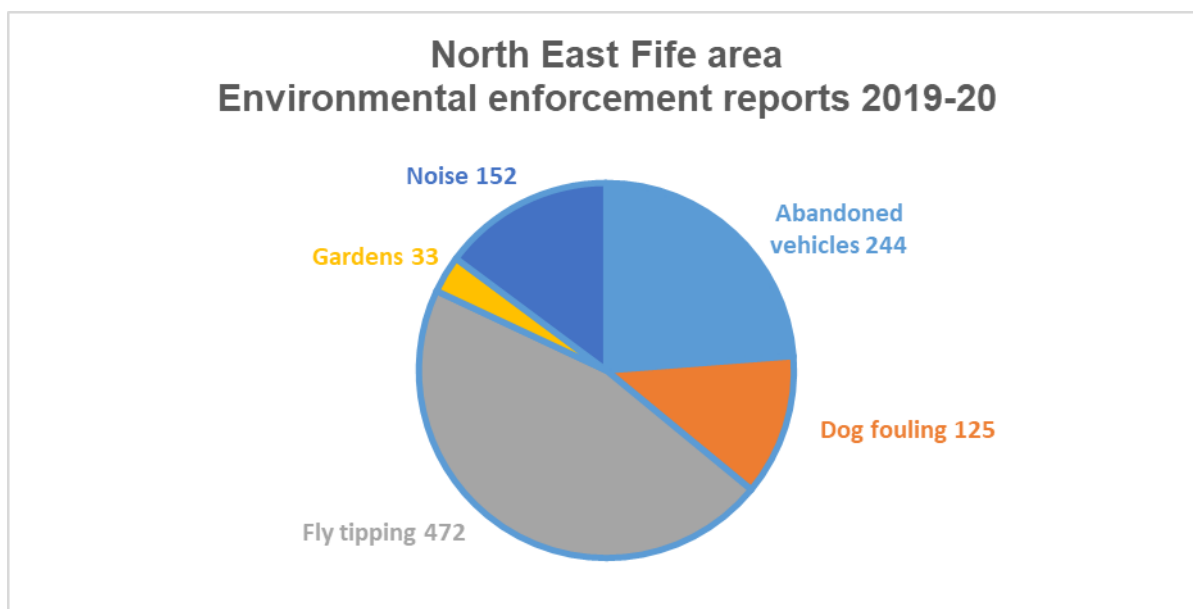
### 4.0 Crime is reduced and victims of crime are supported (priority two)

- 4.1. Following on from 3.1, the remaining 67% of referrals to the Fife Cares service related to requests for **home security advice** under the Safe, Secure and Supported at Home initiative (62 referrals in 2019-20 compared with 48 the previous year).
- 4.2. Of the 25 referrals to **Fife Community Safety Support Service (FCSSS)**, 16 resulted in the provision of support whilst the remaining nine involved some form of mediation. Referrals to FCSSS decreased by 16 on the previous reporting period. Appendix 1 provides examples of some of the feedback received by the service.

## 5.0 There is less antisocial behaviour and people feel confident about reporting incidents (priority three)

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- 5.1. The Area Co-ordinator investigated 22 **antisocial behaviour cases** (a decrease of 12 cases on the previous year). 10 cases were assessed as extreme with three of these being in relation to incidents involving protected characteristics as detailed within the Equality Act 2010. Nine cases were assessed as serious and three as minor antisocial behaviour. All cases were resolved within locally agreed timescales.
- 5.2. In terms of **environmental enforcement issues**, 1065 requests for service were received for the North East Fife area during 2019-20 (a decrease of 125 requests on the previous year). Of the five main categories there was an increase in reports about abandoned vehicles (up by 46 compared to 2018-19). However, reports about dog fouling, flytipping, domestic noise and contaminated gardens all decreased when compared with data from 2018-19 (complaints down by 30, 114, 10 and 13 respectively). The following chart shows the type and number of complaints received by the Safer Communities Team relating to environmental enforcement in the North East Fife area during 2019-20:



- 5.3 The graphs in Appendix 2 illustrate the annual trends in terms of environmental enforcement issues dealt with by the team by comparing the data from 2019-20 with the previous year.
- 5.4 Our Safer Communities Officers (SCOs) have undertaken 1316 **patrols** in the North East Fife area over the reporting period, a decrease on the previous year of 458, which takes into account the reduction in environmental enforcement complaints received.
- 5.5 Appendix 3 provides some examples of activity and initiatives involving Safer Communities staff with the aim of preventing or reducing antisocial and environmental offending behaviour.

## 6.0 Fewer people offend or at risk of offending (priority four)

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- 6.1 Safer Communities **Youth Justice Officers** received 25 referrals for young people from North East Fife who were involved in antisocial or offending behaviour (an increase of nine referrals on the previous year). All of the young people and their families were visited and given appropriate advice regarding their behaviour by a

Youth Justice Officer accompanied by a colleague from one of our community safety partners. Where appropriate, the young person was referred to a youth diversion.

- 6.2 Details of all current diversion opportunities for young people which involve the Safer Communities Team are provided in Appendix 4.
- 6.3 Examples of cases involving our Youth Justice Officers are provided in Appendix 5. These give a flavour of the work our officers carry out when they receive a referral regarding a young person who has been involved in antisocial or offending behaviour.

## 7.0 Fewer people killed or seriously injured on the roads (priority five)

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- 7.1 The following activities either took place within this area or involved schools/residents within this area. Please see Appendix 6 for the full range of projects co-ordinated or staffed by the Safer Communities Team in terms of road safety:
- Three **car seat clinics** were held during the reporting period with 48 seats assessed within 31 cars. 30 seats (approximately 63%) were fitted correctly with appropriate advice and information provided in respect of the remainder.
  - The **Safe Drive Stay Alive** roadshow was delivered at the Rothes Halls in November 2019. Overall, a total of 577 pupils from the North East Fife Committee area experienced the show. This year's roadshow has been cancelled due to Covid-19 but plans are already in place to organise the event for 2021. Elected members are invited to contact [safercommunities.team@fife.gov.uk](mailto:safercommunities.team@fife.gov.uk) for more information about this event and to advise if they wish to attend in the future.

## 8.0 Other activities

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- 8.1 **Dog control:**
- Twenty one **stray dogs** were reported to the Safer Communities Dog Wardens (the same as the previous year). Eighteen of the dogs were microchipped but only half of those reflected the correct details of their owners. Fifteen of the stray dogs were claimed/returned to their owner.
  - Three North East Fife residents were given **advice** regarding the control of their dog, an decrease of four from 2018-19.
  - There was an increase in the number of dog control **warning letters** sent to residents in the area (24 in 2019-20 compared with 18 in 2018-19)
  - Six **Dog Control Notices** (DCNs) were issued in the area (a decrease of seven notices from the previous year).
- 8.2 In addition to our normal business of supporting and enforcing dog control legislation throughout Fife, we developed an **Accredited Dog Walking scheme** which allows us to monitor how such businesses operate. Accredited dog walkers are required to adhere to specific guidelines and, in return, their business is advertised on Fife Direct and also on our Safer Communities webpage. This scheme works very much in the same way as the trusted traders' scheme. During 2019-20, five applicants were registered within the North East Fife area.
- 8.3 The last week of the reporting period saw the introduction of lockdown due to Covid-19. The normal day to day business of the team was therefore interrupted and a large number of staff were redeployed to assist other services while others continued to provide a community safety service remotely and/or in a socially distanced manner. Appendix 7 illustrates the type of work our staff were involved in during this period.

## 9.0 Campaigns and events

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- 9.1 Team members are involved in a number of different events during the course of each year. We provide information, advice and assistance on a number of community safety issues, along with practical road safety experiences where requested. A number of these events take place in partnership with our community safety partners across Fife. Whilst these events may not always be held in this Committee area, they may take place in neighbouring towns and/or attract residents from all over Fife. In order to keep up-to-date with forthcoming events and activities co-ordinated by the Safer Communities Team, or shared by the Team on behalf of partner agencies, members are invited to 'like' our Facebook page **Safer Communities Fife** or follow us on Twitter **@safeinfife**.

## 10.0 Conclusion

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

### List of Appendices:

- Appendix 1 – Example of feedback received by FCSSS
- Appendix 2 – Environmental enforcement annual trends (2018-19 and 2019-20 )
- Appendix 3 - Initiatives to reduce antisocial and environmental offending behaviour
- Appendix 4 - Youth diversion opportunities
- Appendix 5 - Youth justice case study
- Appendix 6 - Road safety activity
- Appendix 7 - Covid-19 activity

### Report contact:

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**FIFE COMMUNITY SAFETY SUPPORT SERVICE (FCSSS)  
EXAMPLE OF FEEDBACK RECEIVED**

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

*"I was thankful for the chance to talk"*

*"I managed to get a house move"*

*"I have had a great amount of support, the worker has been amazing. Also phoning me all the time keeping my spirits up"*

*"This is a hard question to answer as I participated in the process and my neighbour didn't. I did feel good telling someone neutral about the situation my family and I had been going through"*

**What did FCSSS do well?**

*"Listened and kept in touch"*

*"They supported me and told me everything that was going on about having meetings with the police etc"*

*"Provided good information"*

*"I was always treated with absolute respect, kindness and understanding. Thank you so much"*

*"They did as well as they could with the situation they were presented with"*

*"Your staff 100% treated me with respect and helped"*

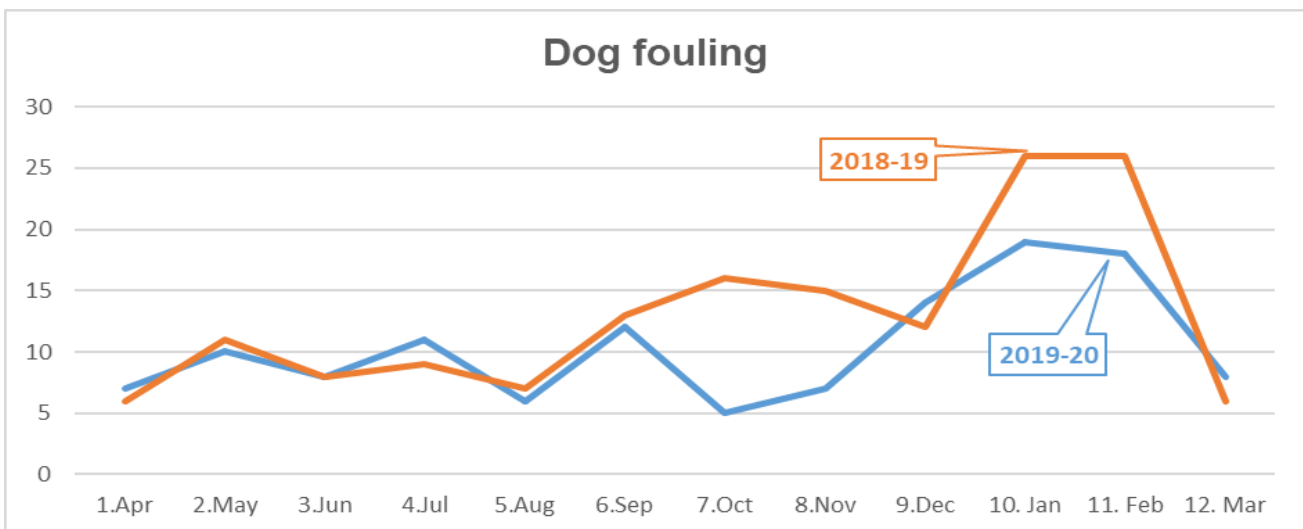
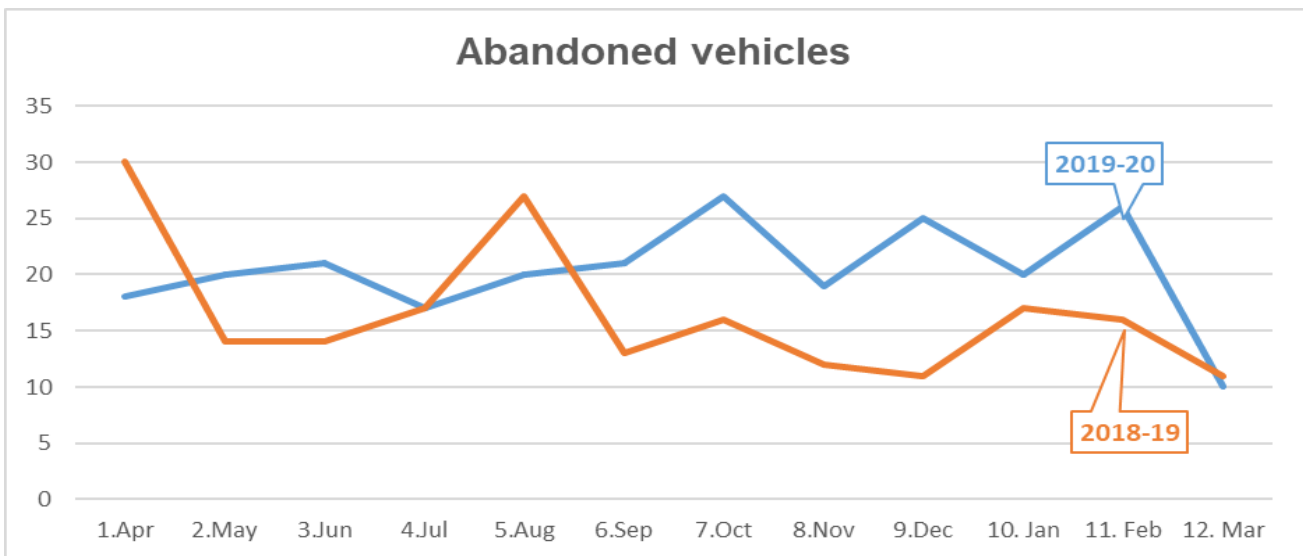
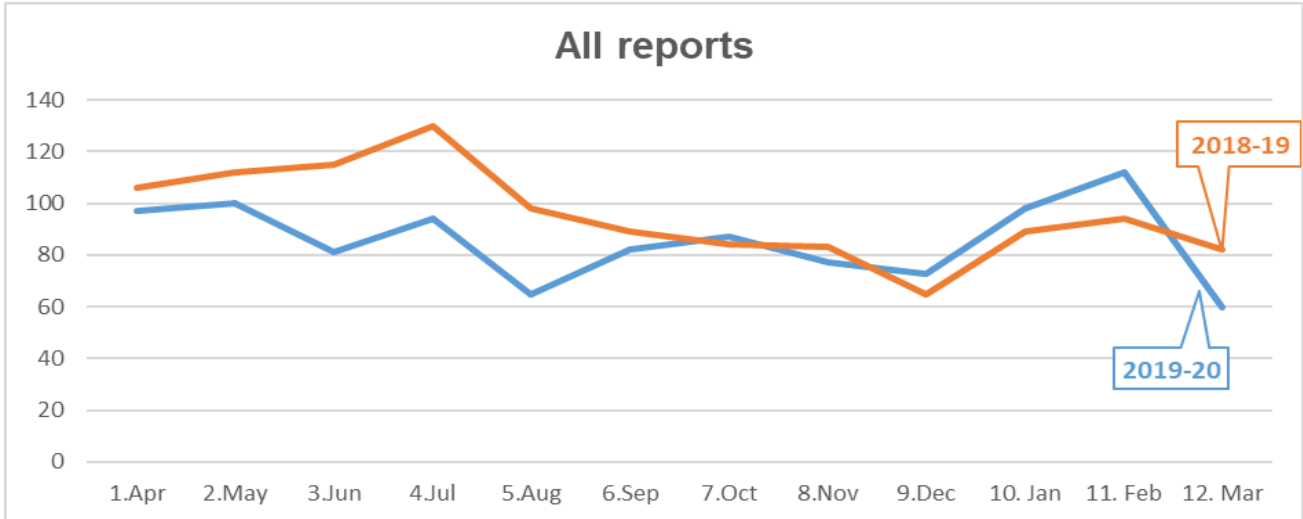
**What could FCSSS do better**

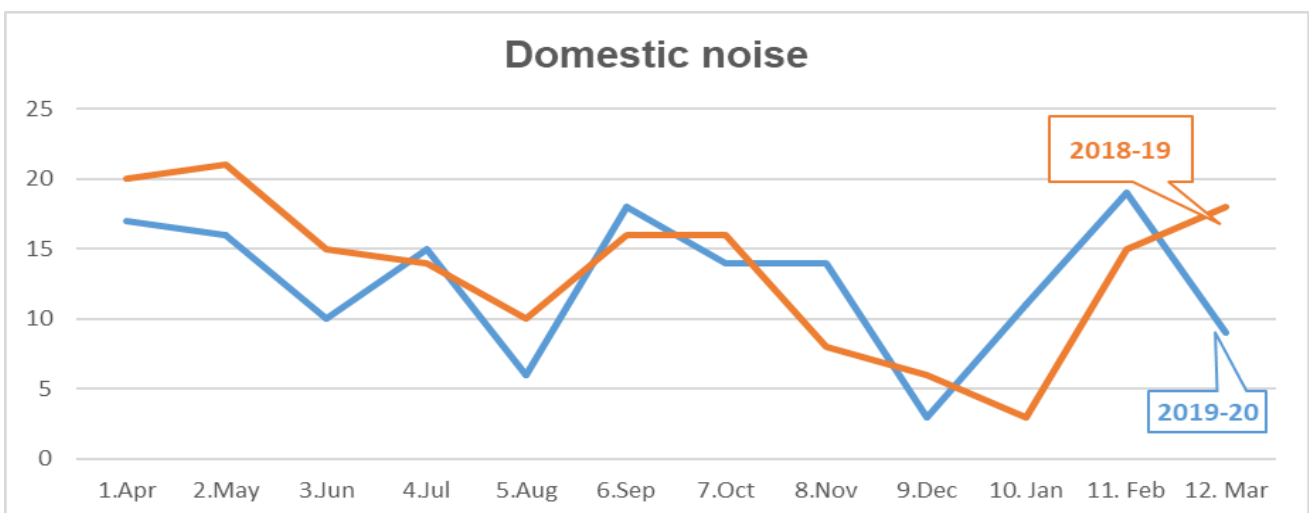
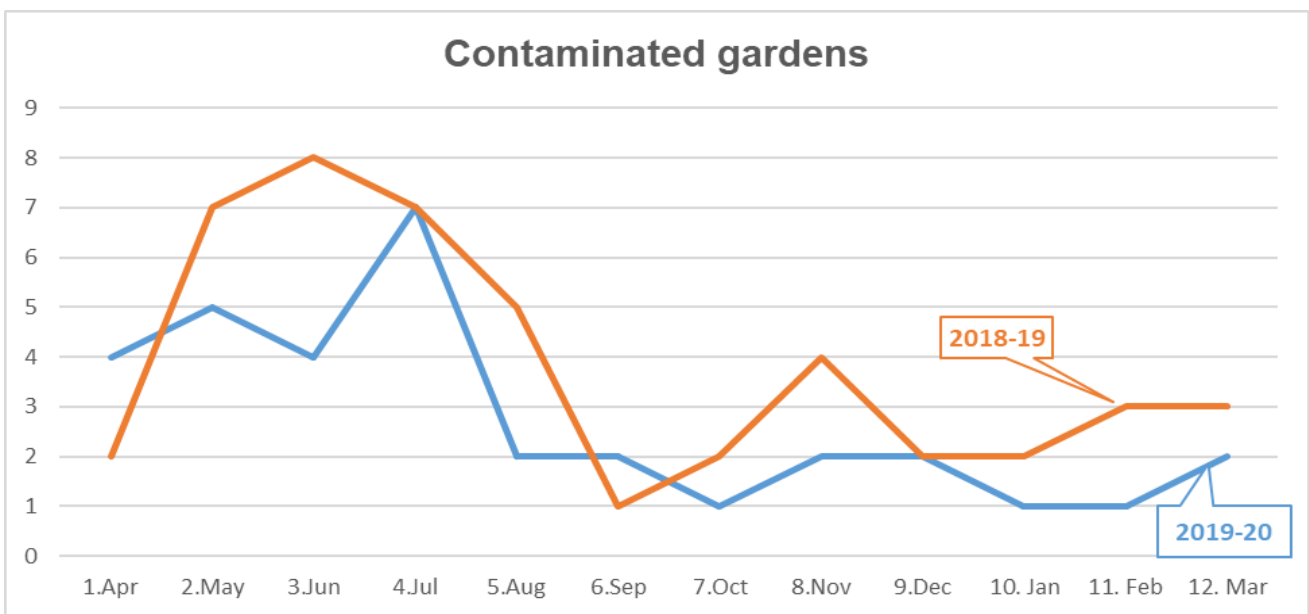
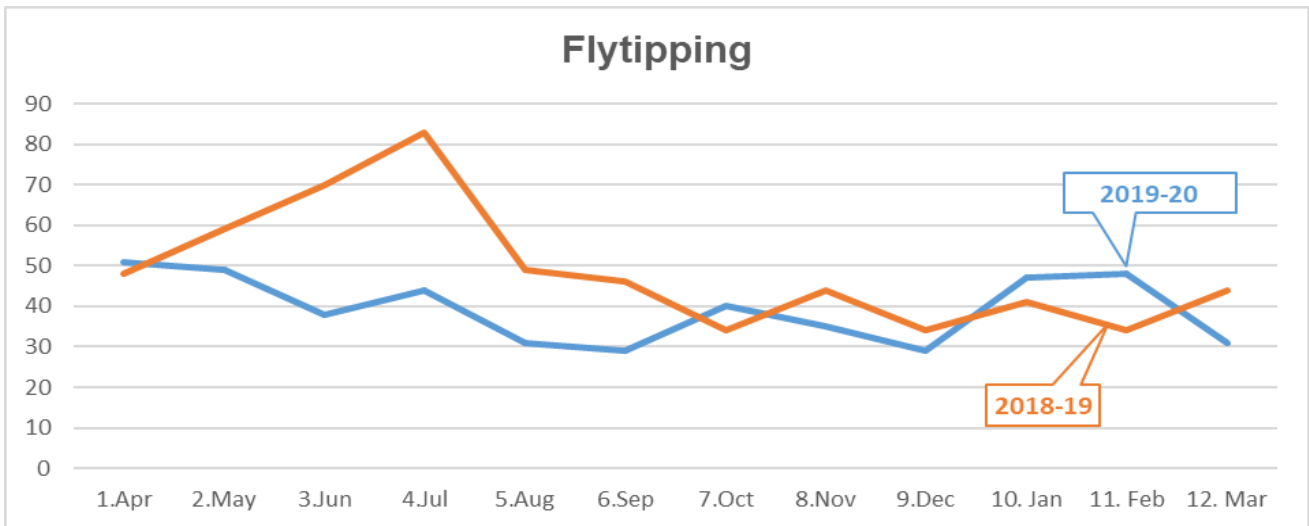
*"They did their very best"*

*"I cannot think of anything FCSSS can do better. I have had great support and kindness and understanding"*



**North East Fife  
Environmental Enforcement annual trends  
(2018-19 and 2019-20)**





## Initiatives to reduce Antisocial/Environmental Offending

- In an effort to assist local communities with issues relating to the environment, Safer Communities Officers (SCOs) regularly attended area walkabouts and they action any items that fall within the teams remit. Examples of issues that are identified via this process include abandoned vehicles and fly tipped waste.
- The SCOs carried out numerous patrols and attended events across the area to provide advice and information relating to community safety. These included regular attendance at community engagement meetings, Neighbourhood Development Group meetings, Tenants and Residents Associations, school visits, gala days and community clean ups. The number of patrols carried out in the North East Fife committee area is carried out by four dedicated officers, with further support provided by the wider team as and when required.
- SCOs carried out preventative patrols in an effort to deter dog fouling, littering and fly tipping. Information from members of the public, elected members and officer gathered intelligence helps to identify the areas that require to be patrolled proactively. These patrols are supported by the installation of signs to help deter problems and provide information about how to report incidents. Due to an increase in fly tipping in 2019/20, particular focus was given to recycling points and areas surrounding recycling centres. Specific fly tipping signage has also been used at these locations and officers also inspect sites routinely across the course of their day in an effort to prevent dumping of waste. Our officers work with colleagues from Fife Resource Solutions and also Parks, Streets and Open Spaces to resolve any incidents of dumping as soon as possible.
- The Safer Communities Team actively engage in preventative and community empowerment activities, including engaging with communities via social media, to try to encourage all residents of Fife to become involved in their local communities with a view to making them safer. For example, SCOs have supported numerous community clean ups across the area and have provided local groups and organisations with the tools to carry out community litter picks. Some of the locations litter picked by volunteers include parks, streets, wooded areas and beaches across North East Fife. Our team have provided the groups with litter pickers, gloves, bags and arranged to dispose of the litter that is collected by their efforts.
- Following a successful introduction in 2018-19, we continued with our festive flytipping campaign to try to combat the flytipping issues that blight local recycling centres and sites across Fife. The campaign, run on the theme of the 12 days of Christmas, included posts of festive word play messages, song lyrics and a 12 days of Christmas video, along with information about recycling centre festive opening times. The campaign is designed to encourage residents to do the right thing by not dumping their waste. We also teamed up with colleagues in Resource Solutions and also Parks Streets and Open Spaces in order to monitor common hotspot areas and to ensure actions and remedies were put in place as soon as possible.
- February 2020 saw the introduction of the Just Bin It - Twilight campaign to Newburgh, Falkland, Freuchie & Kettle. The campaign involved raising awareness predominantly around dog fouling. In pre-identified locations our officers installed a variety of signs and stickers to help deter offences and also to encourage reporting. With the focus

being on the twilight hours they also installed special reflective signs as well as some glow in the dark versions. Officers adjusted their starting hours to target the early hours and evenings but also patrolled throughout other times of the day. Over 75 officer hours were spent carrying out 107 patrols and visits to the areas. Along with these measures, some of the local schools supported the campaign by welcoming along our Safer Communities Officer and Special SCO "Dog" (see photo below) to help educate them about the dangers of not picking up after your dog and also judge their poster competitions.



Officers regularly engaged with all members of the public - not only dog walkers - during the patrols and all owners were doing the right thing by picking up and Just Binning It. The campaign was launched and promoted on the Safer Communities Facebook page and featured photos and videos from the patrols as well as a variety of important messages.

## Youth Diversion Opportunities

- The **DiversiFIRE** project aims to address hoax calls and fire setting amongst young people between the ages of 14-17. The Youth Justice Officers within the Safer Communities Team work in partnership with fire service colleagues. The programme has been developed to incorporate a much more holistic approach the aim of which is to give young people a positive experience and engage them in meaningful awareness raising around a range of social topics, in addition to fire setting and antisocial behaviour. This course aims to support and empower the participants to make positive future choices.
- The **F24** project is a local initiative run by the Police Scotland's community officers, is supported by a youth justice officer and co-ordinated by the Safer Communities Team. The object of this diversion is to encourage young people to work together as a team to build a racing car, see how it all goes together and works and then eventually race it against other teams from all over Scotland. This project also incorporates inputs from Gingerbread, Clued Up and SACRO and include information about young runaways and the impact this has on families as well as explaining the involvement of a variety of services. The team are also involved in designing and printing their team colours onto sweatshirts to wear whilst racing.
- In conjunction with colleagues in Police Scotland, Fife Council's Education Service and various third sector organisations, we supported and facilitated the pilot of "**Punch Beyond**" - a boxing initiative aimed at young people who have become disengaged at school and are becoming involved in antisocial or low level offending behaviour, many of whom had also witnessed Domestic Violence in their homes. The project focuses on improving physical and mental wellbeing through fitness as well as learning the discipline and skills involved with boxing. It also included a variety of educational inputs; helping to build positive relationships as well as confidence and improved self-esteem. Formal evaluation is yet to be carried out, however it is hoped that this can be built upon and rolled across other areas in Fife.
- **No Knives Better Lives** initiative – working with YouthLink Scotland, our Youth Justice Officers are now trained to deliver No Knives Better Lives inputs to young people. These sessions challenge young people's perceptions and attitudes to knife carrying by focussing on the impact and consequences of carrying weapons and becoming involved in knife related crime. These inputs can be delivered to schools, community groups, as well as residential facilities for looked after children on request, or where an issue has been identified by partners.

### Youth Justice Case Study

Through established partnership work, our Youth Justice Officers (YJOs) take a person-centered approach and try to refer young people to suitable partners that will help reduce offending behavior, as well as promote social inclusion.

Our YJOs take the time to identify the range of different supports and services currently in the area and are subsequently able to determine whether there are any suitable opportunities available to local young people.

As an example, a young person was referred to our youth justice service due to their involvement in a minor vandalism offence. On our initial visit, it was clear that the offence occurred in response to a family dispute. By working directly with the young person involved, the YJO identified that the young person had limited engagement with age-appropriate peers (they spent most of their time with older relatives or gaming in their bedroom).

Following in depth discussions with the individual, and also separate conversations which included their family, the young person agreed to be considered for ongoing support and a referral to an appropriate local group.

The YJO felt it was extremely useful to have the knowledge that this service existed and therefore was able to suggest a tailored activity/opportunity to this socially isolated young person.

Feedback received has been extremely positive and the young person has begun to interact with other young people within the group, forming suitable peer supports and friendships. Just as important, there have been no further reports of the young person being involved in any incidents of offending or antisocial behaviour.

## Road Safety Activities

### Pre-school, Nurseries, Schools

- Child Car Seat Clinics: a programme of in-car safety clinics organised by the Safer Communities Team is carried out throughout Fife in conjunction with the Fire Service and Police Scotland. Apart from the pull over clinics held at supermarkets, all other clinics are held at venues where there is a ready-made audience, i.e. health centres during baby immunisation days. They are also advertised through social media to the public as a drop-in clinic. Clinics are normally held in spring/summer/autumn months due to the nature of the work involved.
- P7 and S1/5 Road Safety Plays: Road Safety Scotland employ a company to carry out a number of road safety themed plays across Scotland to Primary 7 and Secondary 1 or 6. Fife is offered 14 performances of the P7 play and these normally take place between February and April each year. Fourteen secondary school performances take place between August and November annually. The Safer Communities Team co-ordinates the bookings for schools each year.
- Junior Road Safety Officer (JRSO) meetings with schools: this is an ongoing national initiative developed by Road Safety Scotland to encourage pupils to support and deliver road safety messages within their primary school. This initiative is co-ordinated through the Safer Communities Team who offer schools an initial input on the project and support the establishment of it within the school.
- Drivewise: this project provides young people an opportunity to learn basic driving techniques and road rules by carrying out a series of simple manoeuvres in a vehicle. This is complemented by a series of workshops throughout the day aimed at instilling a sense of responsible behaviour when driving and/or being a passenger. Workshops include the use of virtual reality goggles, seatbelt convincer, beer goggles, first aid, road signs and much more.
- Running since 2002, the Safe Drive Stay Alive roadshow is a Fife-wide annual road safety event which aims to increase young drivers' awareness of safe driving practice and the potential consequences of poor practices on the road. Its main objectives are to raise awareness around speeding and bad driving habits, change attitudes and ultimately reduce casualty numbers. The roadshow takes place each year in November at the Rothes Halls and is supported by funding from Technip FMC, Diageo and NHS and targets young people (16-25 years) from Fife's secondary schools and colleges. Parents and any Fife residents are also invited to an evening event which is normally advertised on social media nearer the time. The show is delivered to all students in S5/6 over the course of a week and consists of a stage production delivered by emergency services and those with first hand experience of road traffic collisions.

### Young Drivers

- Pass Plus: a practical training course that takes at least six hours to complete and is designed to enable drivers to improve their skills and drive more safely. It can be taken at any time although it is most useful to new drivers in the year after passing their test. It consists of six modules – the majority of which are practical – and they cover driving:
  - in town
  - in all weathers
  - on rural roads
  - at night

- on dual carriageways
- on motorways



In addition, in Fife we hold an information evening where new drivers receive inputs to ensure they are aware of the responsibilities associated with driving.

### **Adult Drivers projects**

- Road Traffic Offenders: run by Criminal Justice Services and attended as part of a Community Payback Order by adults who have been charged with a road traffic offence (i.e. drug/drink driving, driving with no insurance, vehicle theft, driving whilst disqualified). The course runs over five weeks and finishes with attendance at the main SDSA or a mini SDSA show. The role of the Safer Communities Team is to present a road safety input on the first week and then present the SDSA show for the final week.
- Biker Down: Safer Communities Project Officers co-ordinate the Biker Down event in Fife, which is a free training course for bikers and pillion passengers designed to answer the uncertainties of what actions to take if they are first to arrive at the scene of a motorbike collision. The course looks at details such as: how to manage and protect the scene for the biker, yourself and others; emergency first aid for bikers including helmet removal; rider techniques and how to avoid being in a road traffic collision.
- Older Road User Project: this is now being delivered as part of the Drivewise Fife road safety initiative, which is a project seeking to reduce road casualties in the county. Safer Communities Team staff are delivering inputs to groups involving drivers over 65 at groups such as rotary clubs and church groups. The input focuses on and recognises safe driving and provides information and guidance on various subjects, including when might be the right time to give up driving. As part of the project, groups are given some refresher driving vouchers to be taken up with Institute of Advanced Motoring.

### **Occupational Road Risk**

- Taxi Driver Presentations: this course is organised and co-ordinated by Fife Council Licencing Committee and is designed both for all new taxi drivers applying for a licence and all existing taxi drivers who have been brought in front of the Taxi Licencing Committee for an offence. The drivers must attend one morning's road safety presentation which are held once a month. Safer Communities Team staff carry out a main section of this input on road safety awareness.
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### Safer Communities Team Covid-19 Activities

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

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

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

Specific examples include:

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

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

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

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

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

28 October 2020

Agenda Item No. 13

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## Operational and Community Briefing on Policing Activities within North East Fife



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

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

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### Purpose

This report is to provide elected members with information on matters involving Police Scotland, which have relevance to community safety in the North East Fife policing area.

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### Recommendation(s)

Members are asked to note the update provided.

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### Resource Implications

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

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### Legal & Risk Implications

There are no identified legal or current risk implications.

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### Impact Assessment

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

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### Consultation

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

## 1.0 Background

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- 1.1 This report provides members with an update of the performance with regards to the local priorities, campaigns and other initiatives undertaken by North East Fife officers from April 2019 to March 2020. All police activity highlighted in this report was undertaken in line with local and national objectives and in support of other organisational priorities within the North East Fife policing area.

## 2.0 Police Scotland, North East Fife Area Plan - Update

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- 2.1 Local Policing remains at the heart of Police Scotland, with the Fife Division Local Policing Plan 2017-2020 identifying priorities from established engagement processes within our communities.

The divisional priorities are;

- Acquisitive Crime – Operation Principle
- Anti-Social Behaviour – Operation Prevail
- Violent Crime – Operation Path
- Substance Misuse – Operation Prospect
- Road Safety – Operation Paramount

- 2.2 In addition, the priorities set within the North East Fife area are:

- Driver Behaviour
- Anti-social Behaviour
- Crimes of Dishonesty

The objectives of the plan were set following consultation with attendees at Community meetings and Community Council Meetings across all the North East Fife Wards.

Local community and partnership involvement in identifying priorities and scrutinising performance is integral to maintaining high levels of service delivery and their ongoing support in this regard is appreciated.

## 3.0 Ward 16 – Howe of Fife and Tay Coast

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### 3.1 Driver Behaviour

- 3.1.1 Community Officers have been working to expand the number of villages involved in the Community Speedwatch Campaign and increase the number of volunteers overall. Training took place for new recruits in Freuchie, Dunshalt and Gateside.

Regular deployments took place during the summer months and 'Pop up Bob' was utilised to add extra visual presence. A number of official warning letters were sent to motorists responsible for committing road traffic offences.

- 3.1.2 Parking outside schools at drop-off and pick up times remains a priority. Officers have carried out 'Parksafe' deployments at key times at a number of schools, including Falkland and Gateside Primary Schools. They have also carried out speed deployments at these locations. Several warnings were issued outside Falkland Primary School, with motorists being educated about their inappropriate parking given the small roundabout, bus stop and a number of junctions in close proximity.

### 3.1.3 Notable Crimes

The driver of a single decker bus was reported for driving in a dangerous manner. They failed to react to the stopped traffic ahead causing the bus to collide with the rear of a motor car, causing it to be pushed forward into the rear of another motorcar.

A male was reported for driving at 66mph in a 30mph zone.

A male was reported for driving whilst disqualified and without a certificate of insurance covering third party risks.

A provisional driving licence holder was reported driving whilst not being accompanied, not displaying 'L Plates' and therefore no insurance.

A female was reported for driving 73mph in a 50mph zone.

## 3.2 Antisocial Behaviour

3.2.1 Howe of Fife and Tay Coast remains a positive picture in terms of anti-social behaviour (ASB). Minor youth disorder became more prevalent during the summer months with reports of groups of youths in playparks intimidating some users. Community Officers carried out foot patrols within these areas during the evening and engaged with the young people. Talks were carried out within schools and clubs, such as Cubs and Brownies, in relation to ASB to educate the younger population.

3.2.2 During the summer of 2019, there was an increase in ASB calls to Springfield in relation to the use of off-road motorbikes and quad bikes. Increased patrols in the area were carried out and a number of people identified and spoken to. Calls to this area decreased following intervention.

### 3.2.3 Notable Crimes

A male was reported after assaulting another male by throwing punches at him and also shouted, swore and brandished a pen knife, threatening to use it. No injuries were sustained.

A female was reported after setting fire to a number of items of clothing within a garden.

A male and female were both reported after acting together to assault a 25 year old female. They punched her to the face and body and struck her with a metal rod, causing minor injuries, and then stole a number of items from her.

A male was reported after threatening to stab Police Officers. He also head-butted a police officer and struggled violently with officers, kicking out at them with his legs and body.

A young person behaved in a threatening manner by shouting, swearing and throwing items around the home, damaged the property by kicking holes in the doors, smashing a window and then smeared blood on the walls.

## 3.3 Crimes of Dishonesty

3.3.1 Community Officers have been working alongside Community Safety officers on a number of campaigns such as "Shut out Scammers" to prevent vulnerable people from being susceptible to cold-callers, scams and ATM offences. Officers have attended and held talks at a number of venues throughout North East Fife and provided leaflets and support to those who may be susceptible to this kind of offence.

3.3.2 The vast area of North East Fife can be a challenging environment to Police. We have been supported by our new Wildlife Liaison Officer, PC Pacholek, who has assisted us with wildlife crime and has supported officers through their enquiries. He has provided valuable training to officers within North East Fife and is a link between the rural community and frontline officers.

### 3.3.3 Notable Crimes

Two males were reported after attending at a property and kicked at the door in an attempt to gain entry, causing slight damage. They did not gain entry and left the scene before later being traced.

A young person did fraudulently obtain a sum of over £5000 from an elderly female's bank accounts over a period of time without her knowledge. A report was submitted to both the PF and the Scottish Children's Reporter Administration.

Two people, whilst acting together, entered a property by opening insecure front door and stole, car keys and thereafter stole the vehicle parked outside the property.

## 4.0 Ward 17 – Tay Bridgehead

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### 4.1 Driver Behaviour

4.1.1 In Ward 17, as with many others, parking near to schools continues to be a key priority and focus for local Community Officers with continued complaints from the majority of the school areas regards driver attitude in terms of speeding and parking. Officers continue to carry out regular patrols and have carried out specific plans targeting the time to and from school, with a great deal of success however this requires ongoing attention and management. Whilst this continues to be monitored and enforcement carried out where appropriate, an education program continues in consultation with the schools themselves, to allow the message of school and child safety to get out to drivers.

4.1.2 'Pop Up Bob' continues to be utilised in identified prominent locations as a preventative measure, however this is in addition to regular enforcement with over 30 speed enforcement sites carried out in Ward 17 over the past 12 months. We have obtained additional funding for and commissioned additional 'Pop Up Bobs' and Community Speed Watch signage, through partnership with a local company, which will be utilised in the upcoming year.

4.1.3 Local Community Officers continue to manage a positive Community Speed Watch initiative and are continually building on the local community volunteers who are now firmly established in the Guardbridge area. This initiative has proved positive in the past year with an additional two volunteers trained and added to the roster. Leuchars area has approached with interest regards training and deployment volunteers in their area. They hope to move forward with this in 2020.

### 4.1.4 Notable Crimes

A male was detected for driving at 89mph in a 30 mph limit and due to the seriousness of the offence was reported for dangerous driving.

A male has been reported for driving at 66mph in a 30mph limit, with another male being reported for driving at 63mph in a 30 mph limit.

A male was reported for careless driving, driving without insurance and a driving license and attempting to pervert the course of justice.

## 4.2 **Anti-social Behaviour**

4.2.1 Overall the Tay Bridgehead ward area is positive in terms of antisocial behaviour and year on year provides a consistent picture. Over the past 12 months there has been a drop in crime associated with antisocial behaviour and this is the main due to partnership working with agencies and regular patrols. Whilst there are intermittent spikes in minor disorder, which can often be associated with seasonal peaks, there is no analytical data which suggests any prolonged level of concern within this ward.

4.2.2 After a minor rise in youth issues in parts of Gauldry and Leuchars, there has been a steady drop in such calls over the recent months covered in this report. Having carried out several dedicated days of action in conjunction with other officers in the North East Fife area, we have been able to keep on top of this. A number of enquires have positively identified those responsible, and where appropriate the individuals have been charged and referred to partner agencies.

4.2.3 As has been the case over the past few years there has been increasing concern regards numbers of persons wild camping in the Balmerino area. Suggested that large groups of youths are camping in the woods and causing issues in terms of littering, alcohol and drug abuse and antisocial noise. Efforts are ongoing to collaborate with partner agencies to implement a long term solution, including local Police patrols.

### 4.2. Notable Crimes

Six youth offenders were reported to the children's reporter for being involved in the break in to a premises in Leuchars.

After reports of anti-social behaviour a female was arrested and charged thereafter with threatening and assaulting attending Police Officers.

A male was reported for a vandalism on a public house after leaving premises. He was traced nearby and taken into custody and released on bail.

A male was reported after acting in an antisocial manner within his home address and did thereafter set fire to property near to the address.

## 4.3 **Crimes of Dishonesty**

4.3.1 Ward 17 continues to be vulnerable to travelling criminals due to its remote geography and close proximity to neighbouring divisions. There are continuing issues with individuals targeting rural locations in order to steal agricultural plant, as well as gas tanks/oil and also shop premises. Prevention work is continually being carried out by specialist and local officers, ward officers and our Community Safety Department through local engagement, media releases and education on securing property in the correct manner. We have worked closely with our colleagues in the neighbouring divisions to ensure we maintain the best information and intelligence sharing. We continue to look for increased engagement from the public in terms of reporting information to the Police, both for crimes of dishonesty and other offences.

### 4.3.2 Notable Crimes

Three males were reported for a series of break-ins to commercial premises across the Ward area and Central Scotland.

A male was reported for theft by shipbreaking after reports of increased activity in the Tayport harbour area.

Fraud (Ringing the Changes) offences were detected and a male was identified and reported despite being having travelled from England to commit these crimes locally.



## 5.0 Ward 18 – St Andrews and Strathkinness

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### 5.1 Driver Behaviour

- 5.1.1 Speeding remains a priority for residents in Ward 18. Officers have promoted the Community Speed Watch initiative through the Community Council meetings and look for positive engagement from the local Community to assist. Hepburn Gardens, Largo Road and Strathkinness are reported hot spots in terms of speeding. In the 12 months period covered by this report there have been 27 speeding deployments by local officers alone which in addition are complimented by our colleagues in Road Policing and Fife Safety Camera Partnership.
- 5.1.2 As with the majority of wards in North East Fife, parking at schools remains a concern. In the past specific concerns have been raised with schools in the St Andrews area but after deployments and working with our colleagues in Fife Council we have to date found a reduction in problems. Efforts at education from a Police, Fife Council and Education perspective appears to be having a positive impact. Local officers continue to carry out deployments with the 'Pop Up Bairns', with the ability now to temporarily leave a supply with local schools who can deploy themselves.
- 5.1.3 Officers in St. Andrews have received continued concerns regards the ever increasing use of pedal cycles in the St Andrews area and the safety issues that are highlighted as a result. The majority of use is by St Andrews University students and therefore we have made progress with the provision of formal Police inputs at the start of the academic year in order to provide security and safety advice.

### 5.1.4 Notable Crimes

A male was reported for careless driving by driving at speed and colliding with another vehicle causing extensive damage to both vehicles.

A male was reported for drink driving on the A91 heading into St Andrews and was found to be over four times the legal limit.

In the Strathkinness area a male was stopped for speeding and found to be a disqualified driver, driving with no insurance, failing initially to stop for Police and other Road Traffic offences.

A male was reported for driving whilst unfit to do so through drink or drugs and he resisted arrest. He was also found to be in possession of controlled drugs.

### 5.2 Anti-social Behaviour

- 5.2.1 Youth disorder has featured heavily in problems reported by the public. A robust approach and action plan was quickly implemented and maintained throughout the past year with significant support from specialist units and partner agencies from out with the local area. As a result of this positive action, youth disorder has been quickly managed. St Andrews appears to have become a meeting point for local youths across the NEF area, often congregating in the area of Cockshaugh Park, the Town Centre and Bus Station. By conducting dedicated anti-disorder patrols, using Police cycle trained officers and a mix of plain clothed and uniformed officers we have been satisfied the impact on the local community has been significantly reduced.

- 5.2.2 Officers have carried out joint patrols with Fife Council Community Safety Officers to tackle anti-social behaviour and littering, predominately around both Madras school sites. Officers link in regularly with the local school to tackle this issue and promote good behaviour, a practice which will continue through the coming academic year. We will continue to work with the school as the new site is constructed to ensure that when opened Police monitor and manage the impact from a more remote site.
- 5.2.3 North East Fife's Night Time Economy plan is in operation and has a priority orientated policing approach which allows the plan to be flexible and resources to be deployed to any area that may require additional attention based on call demands and emerging trends within the wards. Local Community Supervisors continue to operate a joint partnership approach with Detached Youth Workers and Clued Up to allow prompt and effective youth engagement. In October and November 2019, there were a number of youths involved in serious incidents, mainly against students, however these appear to have been orchestrated by an older male who was very quickly brought to justice and since then matters have improved.

#### 5.2.4 Notable Crimes

After calls were received regards antisocial behaviour in the St Andrews area, two males were reported for a hate crime, whereby derogatory racial comments were made to passers-by.

After a rise, over a number of months, in antisocial calls against predominately students in the St Andrews area, a male was brought into custody and reported for a series of incidents, including assault to injury and robbery. He has since been convicted and received a significant custodial sentence.

At the same time a number of both male and female youth offenders were reported for similar offences.

A youth was reported for assault to injury as a result of an incident report in Cockshaugh Park.

### 5.3 Crimes of Dishonesty

- 5.3.1 St Andrews continues to encounter issues with the theft of pedal cycles from the Student population within the area. Whilst maintaining our vital links with the student population in order to provide education and advice, we have targeted primarily locals who have financially benefitted.
- 5.3.2 The security of Residential and Commercial property continues to be a priority in the St Andrews. Local officers work closely with the St Andrews Retail Business community to maintain a partnership approach in terms of shop security and working together to information share. This allows the identities of well-known shoplifters to be disseminated to allow the prevention of further offences. PC Emma Fisher, who is our Community Safety and Crime Reduction Officer, working with our own Community Officers, continues to be available to carry out personal or commercial security surveys when requested or required. Her early intervention in new projects has been vital to ensure we proactively "build in security" to premises at concept rather than a re-active approach after an incident highlights shortcomings.
- 5.3.3 We have implemented our "Coffee with Cops" initiative which allows members of the public to speak with local Community Officers in a pleasant and informal environment. This allows for the opportunity for two way communication where information or advice can be given to the Police and likewise security and personal safety inputs can be delivered to the public.

#### 5.3.4 Notable Crimes

A male was reported for a series of thefts of student property in St Andrews.

Over a four month period numerous thefts of pedal cycles were reported in the St Andrews area. As a result of extensive enquiries a male was reported for over 20 offences and has since been convicted.

After a number of break-ins to the homes of members of the Chinese community were reported, extensive work was carried out by local officers, community ward officers and criminal investigation department staff, which resulted in the reporting of a male and a female for these crimes.

## 6.0 Ward 19 – East Neuk and Landward

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### 6.1 Driver Behaviour

6.1.1 Speeding in the Ward 19 area has again been highlighted as a priority by the public and in particular specifically surrounding the behaviour of drivers at the start and finish of the school day or during events. We have had several days of actions to target this, including coordinating with colleagues in Road Policing and Fife Camera Safety Partnership surrounding specific concerns such as increased traffic for the Crail Thrash. Local Community Officers have carried out over 80 speeding deployments across the ward area during this period and reported numerous persons for road traffic and other offences.

6.1.2 Community Speed watch continues to grow with the assistance of Community Councils and elected members encouraging the public to play their part. We have recently had vetting carried out for a number of volunteers who we expect to be able to deploy shortly. The recruitment process remains a priority and we continue to actively recruit via Police Scotland Divisional Page and via Social Media.

#### 6.1.3 Notable Crimes

A male was reported for dangerous driving after overtaking a car and colliding with a cyclist.

A male was reported for causing death by dangerous driving and various other road traffic offences.

A female was reported for causing serious injury by dangerous driving after overtaking a farm vehicle.

A male was reported for driving at 58mph in a 30mph residential area.

A male was reported for taking a motor vehicle without consent, driving whilst the holder of provisional license, no insurance and whilst drunk. On being traced he also failed to stop for Police.

### 6.2 Anti-social Behaviour

6.2.1 We continue to report a significant drop in local youth anti-social behaviour. By maintaining regular patrols and a very high visible presence in the communities of the ward we can report that spikes of youth anti-social behaviour as witnessed in recent years has not happened. We work closely with partner agencies and Community Officers in other wards to ensure that we share information regards local youths who may travel across North East Fife causing disruption.

6.2.2 Drug dealing activity and the affect this has on the community continues to dominate interaction with Police. Local Community Officers have worked tirelessly to improve the communication links with the public and ensure that the information and intelligence we require to progress this, is passed to us. As a direct result of the rapport we have built up, we have obtained a sufficiency to execute three drugs search warrants over the period. This have been vital in disrupting drugs dealing activity in the East Neuk.

### 6.2.3 Notable Crimes

As a result of significant work, coordination and hard work by local officers, a male was reported for eight charges under the Misuse of Drugs Act 1971 for supply offences dating over an eight month period.

A male was reported for offences under the Misuse of Drugs Act 1971 for the cultivation of a controlled drug namely Cannabis.

Two males were reported for five offences under the Misuse of Drugs Act 1971 due to them being in possession of Class A drugs at a student event.

A male was reported under the Misuse of Drugs Act 1971 for drugs offences and offences relating to possession of firearms.

## 6.3 Crimes of Dishonesty

6.3.1 The rural landscape of North East Fife unfortunately continues to leave us vulnerable and a target to travelling criminals from out with the area. Community Police Officers along with Community Safety Officers have been actively working with local communities in order to educate and answer the questions raised by those living within rural areas in respect of crime prevention. Our Community Safety and Crime Reduction Officer, PC Fisher, actively works from colleague referrals and the public to offer Security Reviews for any premises requiring advice.

6.3.2 We continue to be focussed on addressing community concerns in relation to crimes of dishonesty with plans to detect, disrupt and deter those involved in acquisitive crime. We continue to utilise simple prevention tactics such as co-ordinated vehicle stop points, 24 hour visible patrols and engagement with known offenders in an effort to reduce acquisitive crime within ward 19.

### 6.3.3 Notable Crimes

A travelling criminal from out with North East Fife was reported for four thefts by shoplifting offences whereby he attended and stole from numerous retail outlets.

Two males from the Levenmouth area were charged with six thefts from commercial and farm premises in the ward area.

A local male was reported for three charges of being on premises with the intent to commit theft.

A male was reported for wildlife crime offences involving the theft of animals for personal financial gain.

## 7.0 Ward 20 - Cupar

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### 7.1 Driver Behaviour

7.1.1 As speeding remains a concern, the use of the handheld device (Unipar) has been utilised in the local villages and the streets within Cupar, paying particular attention to school areas and residential areas. During the course of these deployments a number of drivers were warned and fixed penalty tickets issued. As areas were identified as problematic we worked together with the Safety Camera Partnership to further enforce these concerns. As probationers have come to work in North East Fife, they have been trained in the use of Unipar and encouraged to be pro-active and carry out speed check deployments.

7.1.2 Following the campaign to increase numbers of volunteers for the Community Speedwatch Campaign a number of deployments were carried out throughout the Ward area. Regular deployments to problematic areas, acted as a fantastic visual deterrent, with official warning letters sent out to those responsible for committing road traffic offences and visits being carried out to those committing more serious offences.

7.1.3 Parking at schools has remained a priority within the Ward area, particular attention has been given to Castlehill and St Columba's RC as they have reported problems. Community Officers carrying out Parksafes have attended at the start and end of the school day with `Pop up Bairns` to show a visible presence and engage with those driving to collect their children.

#### 7.1.4 Notable Crimes

A male was reported for causing death by dangerous driving and a report submitted to the Procurator Fiscal after he failed to see a cyclist.

A male was reported for driving with no licence, no MOT and no insurance. A report was submitted to the Procurator Fiscal.

A female was reported after she failed to stop after causing an accident and was found to be driving whilst over the prescribed limit of alcohol.

A male was reported after driving on the opposing carriageway and collided with a vehicle travelling in the opposite direction.

### 7.2. Anti-Social Behaviour

7.2.1 Cupar has remained a positive picture in terms of anti-social behaviour. Whilst there are intermittent spikes in minor disorder, which can often be associated with seasonal peaks, there is no analytical data which suggests any prolonged level of concern within this ward. Due to the large number of pupils attending Bell Baxter High School the Town Centre sees a large influx of young people during the lunchtime period and after school, there was a slight increase in calls relating to youths gathering within Duffus Park and smoking. Officers have built up positive relationships with both staff and students and are a regular presence within the school.

7.2.2 There were a number of anti-social calls to addresses within Cupar Town Centre and officers worked with their partners at Safer Communities and Housing to carry out work within these areas. Joint visits were carried out with Housing Officers when problems were reported and these areas added to the Patrol Matrix for Community Officers who provided a visible presence by both mobile and foot patrol. Positive partnership working has provided a reduction in calls.

7.2.3 Work continued with the schools in the area to promote the Good Citizens Award which was established in 2015 by Police in North East Fife in order to promote good behaviour and make the Community a safer place to be. A number of awards were given out to pupils and parents who were nominated by the various schools for their positive contributions to the area. The awards were presented by local Community Officers.

#### 7.2.4 Notable Crimes

A male was reported for vandalising eight windows at a property before damaging a motorcycle parked outside the property.

Two males were reported after inciting other males to fight and then producing a knife and threatened them.

A male was reported after he began threatening neighbours and attempting to enter their properties.

### 7.3 Crimes of Dishonesty

7.3.1 Officers have taken part in Coffee with Cops to meet with members of the Community, aimed particularly at the more elderly population to warn them about potential bogus workmen attending at their homes offering to carry out work on their property. A number of leaflets have been produced and distributed. Engagement has been made with the Community Safety Officer who has attended at homes and offered safety advice and home security advice for those who are vulnerable.

#### 7.3.2 Notable Crimes

Two males were reported after forcing entry to a house and threatening the occupant with a hammer before robbing him of his property.

A male and female were reported after fraudulently attending at various petrol stations on several occasions in the area and leaving without paying for fuel.

A male was reported after he entered a supermarket in Cupar on several occasions and left without paying for items

## 8.0 Working in Partnership

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### 8.1 Participation

8.1.1 Local officers and PC Fisher, our local Community Safety and Crime Reduction Officer, continue to work closely with local groups, schools and residential establishments in the North East Fife. This is aimed at breaking down barriers between Police and residents in the area and creating an engagement model in which people are encouraged to liaise with the officers over any ongoing issues. The attendances range from a Cub Scouts meeting in Newburgh, delivering an ATM and personal safety talk to the Inner Wheel group in Tayport, attending People First meetings in St Andrews, hosting an information stall in the Co-op in Anstruther and participating in a table tennis competition at Falkland School.

8.1.2 Community Speed watch operates during the spring and summer months and has continued to see a positive 12 months in respect of new volunteers and how the scheme is run. Recruitment will continue with the aim of maintaining a number of vetted volunteers ready to deploy in 2020.

8.1.3 Consultation for new Divisional Policing Plan 2020-2023 took place towards the end of 2019 and officers shared information regarding the consultation process at local community meetings, schools, businesses and through social media. Consultation also took place with elected representatives with a meeting held at Cupar Police station during December. This has allowed the local community to be involved in shaping local policing for the next three years.

## 8.2 Localism

8.2.1 Work continues to be undertaken regarding the theft of pedal cycles in the St Andrews area, liaising with the University and educating students, staff and local residents with regard to preventative measures.

8.2.2 Police Scotland continues to work closely with Leuchars Base and regular meetings take place. Liaison has also taken place regarding the anticipated temporary return of the Quick Reaction Alert aircraft for a period during 2020.

8.2.3 Coffee with Cops is a regularly used engagement tool, where Community Officers advertise local venues where they will be available to meet with residents, discuss any concerns and provide information and advice. This relies upon local businesses, with community use areas and shop premises where these events take place being supportive of the event.

8.2.4 The revised format of reporting to Community Council Meetings continues and appears to be working well. Officers still attend when possible, often changing shifts to allow them to do so. The information highlighted in the Police reports continues to be well received and created in the same format for every meeting in all ward areas, ensuring updates are of a consistent standard. Reports contain vital information in respect of policing activities, call demand and any trends or ongoing issues.

8.2.5 Community Officers engagement with local care homes for children remains a priority and officers have built strong working relationships with these establishments to ensure Police and public expectations are clear. These relationships continue to be extremely important when the young people are reported missing and assist with tracing them promptly.

## 8.3 Prevention

8.3.1 The Banking Protocol scheme, aimed at the prevention of fraudulent schemes against the vulnerable in banks, continues to operate in North East Fife. Positive working relationships have been developed with the financial institutions in the area, which assists in protecting vulnerable adults from being defrauded of large sums of money.

8.3.2 Theft by shoplifting continues to occur in the NEF area, particularly by travelling criminals. Officers from the Community Safety department and local ward officers continue to engage with local shops and provide sound prevention advice with regards to the display and positioning of high value items.

8.3.3 Unipar speed detection device is routinely deployed by area ward officers in and around North East Fife.

- 8.3.4 'Pop Up Bob' and 'Pop Up Bairns' are well used preventative measures routinely deployed in areas where speeding is highlighted as a local concern or to tackle parking and speeding issues in and around schools at peak times.
- 8.3.5 We continue to visit schools and other educational and residential establishments in our wards as part of our core duties. We are committed to engaging with young people and staff alike in prevention and education work. We are also keen to improve perceptions of the police with our engagement.
- 8.3.6 The Good Citizen award scheme continues in Cupar and Howe of Fife areas where each primary school and educational establishment nominates an individual for this annual award. The nominee can be any person that is seen to go above and beyond, pupil, staff or other member of the community who contributes to the local area. This fits in with the national curriculum, promoting respect and consideration of others. This continues to be well received in our schools and the awards are presented by ward officers at the end of the school year.
- 8.3.7 Bikeability continues is delivered to all schools across Fife. Local area ward officers continue to assist in this delivery.
- 8.3.8 Our Twitter account @NorthFifePol is updated regularly and is a useful engagement tool. Safety messages are shared along with news worthy cases, local initiatives and national campaigns.

#### 8.4 **Collaboration**

- 8.4.1 During October 2019, Leuchars Army base was host to Drivewise, a Fife Road Safety Event aimed at young drivers and those young people who are likely to be learning to drive in the near future. This is a partnership event with all the Emergency Services present and key speakers spoke to the young people about their experiences. It can be an emotional day for the young people as they hear about and from people who have been involved in accidents. This year the use of 'beer goggles' was introduced with the young people encourage to wear them to see what happens whilst 'driving under the influence'. The event was well attended and supported by local High Schools.
- 8.4.2 Working with Fife Coast and Countryside Trust and the RNLI we have recently been involved with, and secured funding for, a project to purchase a number of information boards to be sited on the Fife Coastal path. The project also intends to have a series of markers along the route to assist with location identification for any incidents.
- 8.4.3 In addition to the regular annual events held across North East Fife, including the Dunhill Links Golf Championship and the St Andrew's Day celebrations, there were also a number of inaugural events over the last year. The Women's Tour of Scotland cycle race, which passed through a number of towns and villages in North East Fife, presented unique challenges in relation to the policing of the event. We continue to liaise and work with event organisers to ensure safe, enjoyable events for all attendees and minimise the disruption to daily life.

#### 8.5 **Community Safety Funding**

- 8.5.1 We continue to sell community safety equipment at the police stations and at events, which is now fully self-sufficient.
- 8.5.2 We continue to source funding annually for the purchase of plaques for the Good Citizen award, which allows the recipient from each school to have a reminder of their recognition.



## 9.0 Licensed premises

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- 9.1 Licensed premises are subject to Red, Amber and Green (RAG) grading system, which highlights specific premises that, for a variety of reasons, have come to the notice of the police. The definition of the three RAG categories is as outlined below:
- **Red** - Problematic Premises (highest grading)
  - **Amber** - Premises subject to formal intervention (subject to some form of monitoring & intervention where appropriate), and
  - **Green** - Monitored Premises – (all reported incidents)
- 9.2 There are no licensed premises within North East Fife requiring intervention at this time.
- 9.3 All incidents and crimes occurring within or linked to licensed premises are the subject of a licensed premises report that allows us to continually monitor the management of premises and assess whether enhanced measures aligned to RAG may be required.
- 9.4 Over the last year a number of licensed premises in the North East Fife area, who have been operating to a continued high standard, have qualified for a 'Best Bar None' award. This accreditation scheme is supported by the Home Office and drinks industry aims to improve standards in the evening and night time economy through a combination of responsible management and operation of licensed premises to help provide a safer night out to all.

## 10.0 Policing in North East Fife

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- 10.1 The policing structure in North East Fife continues to place a strong focus on dedicated community policing and is well received by the communities we serve.
- 10.2 I can report that there have been a small number of changes made to the local Community Policing team recently. Inspector Yvonne Stenhouse took over as Community Inspector for the North East Fife area in July 2019, Sergeant Stuart Hay moved to a role out with North East Fife in November 2019 and Sergeant Helen Manuel took over the role of Community Sergeant for wards 16 and 20, with Sergeant Matt Spencer remaining as Community Sergeant for wards 17, 18 and 19.
- 10.3 The Community Ward Officers are:
- ❖ Ward 16 – Constable Kirstie Haddow and Constable Mark Lowe
  - ❖ Ward 17 – Constable Ewan McIntosh and Constable Sarah Deighan
  - ❖ Ward 18 – Constable Larna Fox and Constable Dawn Doherty
  - ❖ Ward 19 – Constable Christopher Stecka and Constable Robert Wallace
  - ❖ Ward 20 – Constable Kevin Adam and Constable Claire Laing

## 11.0 On the Horizon – Significant Matters ahead

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- 11.1 North East Fife continues to be both a challenging and rewarding environment to police.
- 11.2 Our priorities require clear focus and the deployment of resources to address community concerns. This will require considerable investment across all sectors as we look to implement short, medium and long term strategies to provide reassurance and maintain public confidence in the service provided. We remain fully committed to the North East Fife tradition of local engagement and community policing by consent.
- 11.3 The ongoing impact of the Coronavirus pandemic is currently unknown, however it appears it will continue to affect the communities across North East Fife over the coming months. Our approach has been, and will continue to be, Engage, Explain, Encourage and, as a last resort, Enforce. Officers have been doing this throughout the previous periods of restrictions and we have been grateful for the co-operation of the majority of the public during these unprecedented times.

## 12.0 Conclusion

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- 12.1 Members are invited to note and comment on the content of this report as per the recommendations made at the front of the report.

### Report Contact:

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Twitter: NEFife Police @NorthFifepol  
Facebook: [www.facebook.com/policescotland](http://www.facebook.com/policescotland)

28 October 2020

Agenda Item No. 14

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## **Scottish Fire and Rescue Service**

# **Local Plan Annual Performance Report**

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Report by: Steven Michie, Station Commander for North East Fife Area.

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Wards Affected: All

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### **Purpose**

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This report provides the Committee with incident information for the period 1<sup>st</sup> April 2019 – 31<sup>st</sup> March 2020. The incident information enables the Committee to have an overview of the Scottish Fire and Rescue Service (SFRS) North East Fife Committee Area incident activity against its key performance indicators (KPIs).

### **Recommendation(s)**

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The committee is asked to:

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

### **Resource Implications**

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Not applicable

### **Legal & Risk Implications**

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

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

### **Impact Assessment**

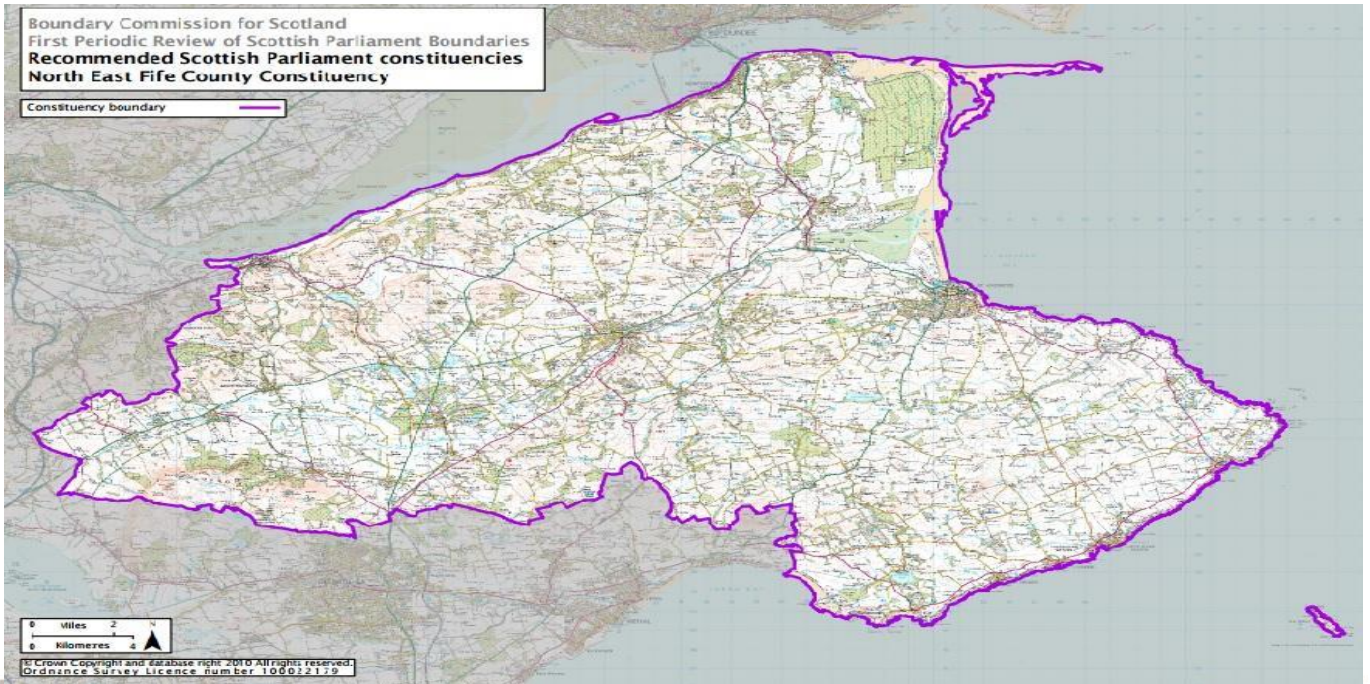
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An Equality Impact Assessment checklist is not required as this report does not have any immediate implications for service delivery and policy.

### **Consultation**

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



# ANNUAL PERFORMANCE REPORT

April 2019 – March 2020

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

## ABOUT THE STATISTICS IN THIS REPORT

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



**SCOTTISH**  
**FIRE AND RESCUE SERVICE**  
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## **DEFINITIONS**

### **Accidental Dwelling Fire**

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

### **Fire Fatality**

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

### **Fire Casualty**

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

### **Deliberate Fire**

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

### **Non-Domestic Fires**

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

### **False Alarms**

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

## **Unwanted Fire Alarm Signal**

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

### **Primary Fires:**

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

### **Secondary Fires**

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

# 1. INTRODUCTION

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1.1 This annual performance report for the period April 1<sup>st</sup> 2019 to March 31<sup>st</sup>, 2020 inclusive and provides comparative data across the previous 3 years for the same period. The KPI's detailed below support the delivery of the North East Fife Area Fire plan in support of the SFRS Fife Local Fire and Rescue Plan priorities and are shown in bold text;

- **Domestic Fire Safety**

Continuously monitor the number of accidental dwelling fires

Continuously monitor the severity and cause of accidental dwelling fires

Continuously monitor the number and severity of fire related injuries

- **Deliberate Fire Setting**

Monitor the number, type and cause of deliberate fire setting incidents in Fife

- **Built Environment**

Monitor the number and severity of fire related incidents in our relevant premises

- **Unwanted Fire Alarm Signals**

Monitor and challenge each Unwanted Fire Alarm Signal (UFAS) incident across Fife

- **Transport and Environment**

Monitor the amount of water related incidents













Monitor the frequency of attendances at Road Traffic Collisions (RTCs), as well as the number and severity of injuries. These will be monitored alongside Police Scotland RTC incidence information



## 2. PERFORMANCE SUMMARY

2.1 The table below provides a summary of annual activity 2019-2020 and a comparison of the previous year's activity.

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

<p><b>Accident Dwelling Fires</b></p>  <p>2020 = 42 2019 = 32</p>	<p><b>ADF Fatal Casualties</b></p>  <p>2020 = 0 2019 = 0</p>	<p><b>ADF Non-Fatal Casualties</b></p>  <p>2020 = 4 2019 = 3</p>
<p><b>Deliberate Primary Fires</b></p>  <p>2020 = 7 2019 = 21</p>	<p><b>Deliberate Secondary Fires</b></p>  <p>2020 = 23 2019 = 44</p>	<p><b>Non-domestic Building Fires</b></p>  <p>2020 = 12 2019 = 21</p>
<p><b>Fatal Casualties in Non-Domestic Building Fires</b></p>  <p>2020 = 0 2019 = 0</p>	<p><b>Non-Fatal Casualties in Non-Domestic Building Fires</b></p>  <p>2020 = 0 2019 = 0</p>	<p><b>Unwanted Fire Alarm Signals</b></p>  <p>2020 = 404 2019 = 414</p>
<p><b>Road Traffic Collision (RTC) Incidents</b></p>  <p>2020 = 41 2019 = 47</p>	<p><b>Fatal RTC Casualties</b></p>  <p>2020 = 0 2019 = 0</p>	<p><b>Non-Fatal RTC Casualties</b></p>  <p>2020 = 13 2019 = 42</p>

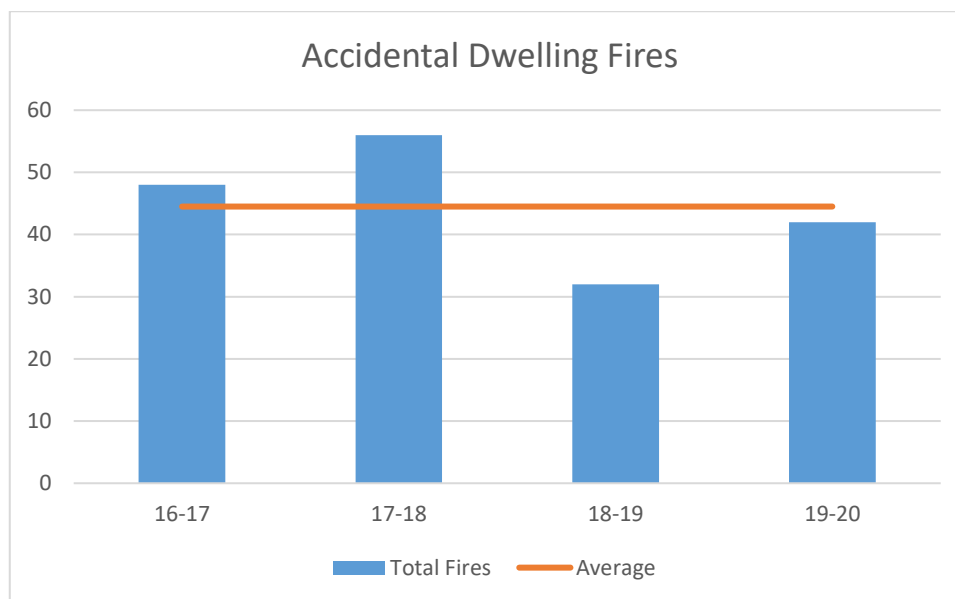
## PERFORMANCE SUMMARY

Of the indicators, the following performance should be noted for the annual period April 1<sup>st</sup>, 2019 to March 31<sup>st</sup>, 2020 inclusive comparing data across previous years for the same period;

- The number of **Accidental Dwelling Fires (42)** are below the 4-year average of 45 and an increase of 10 on last year's figure of 32.
- There were no **Accidental Dwelling Fire Fatal Casualty** during this period. The number of **Accidental Dwelling Fires Non-Fatal Casualties** was 4 which is one above last year and below the 4-year average of 5.
- The number of **Deliberate Primary Fires** during this period was 7. This is a decrease of 14 on last year and below the 4-year average of 17.
- The number of **Deliberate Secondary Fires** during this period was 23. This is a decrease of 21 on last year and below the 4-year average of 32.
- The number of **Non-Domestic Building Fires** recorded was 12. This is a decrease of 9 from last year and below the 4-year average of 21.
- The number of **Unwanted Fire Alarm Signals (UFAS) caused by automatic fire alarms (AFAs) in non-domestic buildings** during this period was 404. This is a decrease of 10 and 22 below the 4 - year average of 426.
- The number of **Road Traffic Collisions** during the period was 41. This is a decrease of 6 on last year and 1 below the 4-year average.
- The number of **Fatal RTC Casualties** during this period was nil which was the same as last year. The number of **Non-Fatal RTC Casualties** was 13. This is a decrease of 29 compared to last year and below the 4 - year average of 27

### 3. Domestic Fire Safety

3.1 Accidental Dwelling Fires have increased by 10 incidents when compared to the previous year figures.



**Graph 1 Accidental Dwelling Fires – April – March 2016-2020**

ADF,s	16-17	17-18	18-19	19-20
Cupar	11	12	11	10
East Neuk & Landward	14	6	4	8
Howe of Fife & Tay Coast	9	9	7	6
St. Andrews	6	18	5	8
Tay Bridgehead	8	11	5	10
<b>Total</b>	<b>48</b>	<b>56</b>	<b>32</b>	<b>42</b>

**Table 1 Accidental Dwelling Fires by Committee Area April – March 2016-2020**

3.2 This reporting period has seen an increase in Accidental Dwelling Fires up 10 incidents from last year’s low of 32 and remains below the 4-year average of 45.

3.3 27 of the recorded 42 Accidental Dwelling Fires for this reporting period were caused within the kitchen location. 17 incidents had no damage recorded, 14 were limited to damage to item ignited only and 7 limited to the room of origin. Only 4 of the 42 incidents resulted in fire development and more moderate to serious damage.

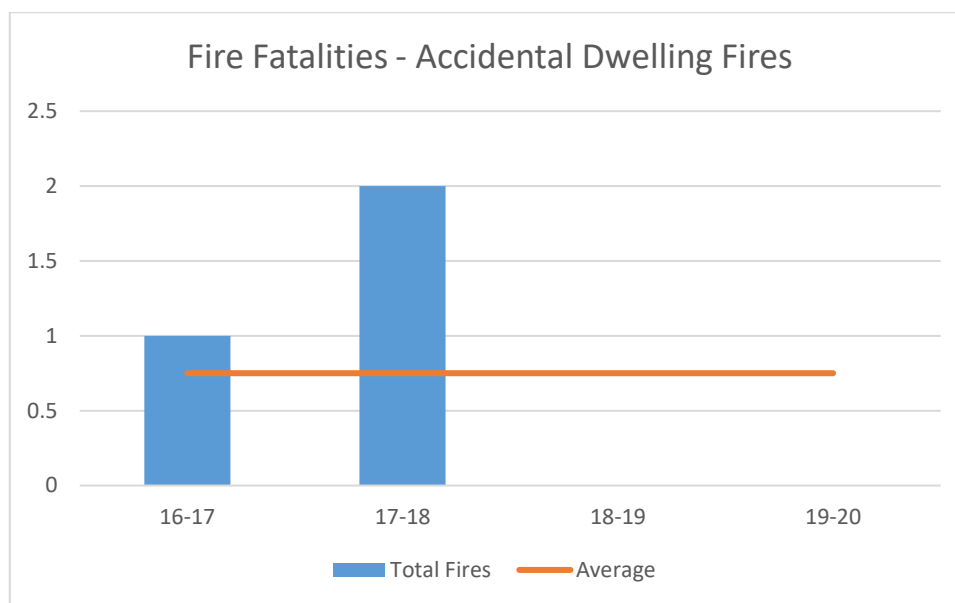
3.4 It is noted that 14 of the 42 addresses had no smoke detection provision at the time of the incident.

3.5 33 of the incidents were resolved either without Scottish Fire and Rescue Service intervention, or by very limited action on arrival e.g removal from heat source. 9 incidents required the use of a Hose Reel Jet and application of water.

3.6 The information above describes a continuing trend of reduction in severity. This can be attributed to the high number of detection systems being tested and where necessary fitted by SFRS and partners, which give an early warning of fire.

3.7 The absence of smoke detection equipment in 33% of incidents evidences the need for SFRS and partners to continue the free HFSV and smoke alarm campaign across NEF with communities and partners to ensure all dwellings are covered appropriately.

### 3.8 Fire Fatalities – Accidental Dwelling Fires



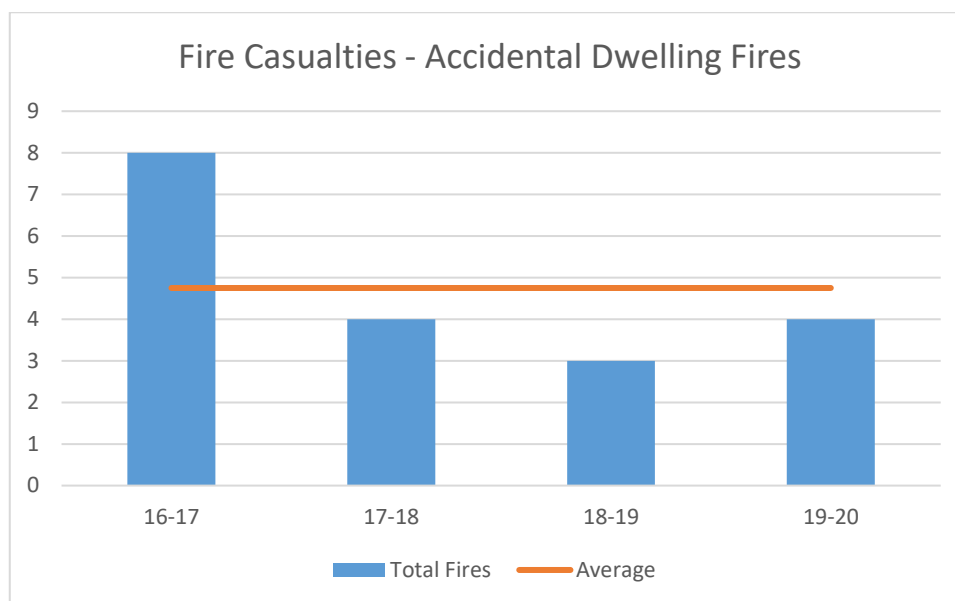
**Graph 2 Accidental Dwelling Fire Fatal Casualties -- April – March 2016-2020**

ADF Fatalities	16-17	17-18	18-19	19-20
Cupar	0	0	0	0
East Neuk & Landward	0	0	0	0
Howe of Fife & Tay Coast	0	0	0	0
St. Andrews	1	1	0	0
Tay Bridgehead	0	1	0	0
<b>Total</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>

**Table 2 Accidental Dwelling Fire Fatal Casualties**

3.9 No fire fatalities have occurred within North East Fife Area for the reporting period 2019/20.

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



**Graph 3 Accidental Dwelling Fire Casualties April –March 2016-2020**

<b>ADF Casualties</b>	16-17	17-18	18-19	19-20
Cupar	3	3	3	2
East Neuk & Landward	3	0	0	0
Howe of Fife & Tay Coast	2	1	0	0
St. Andrews	0	0	0	0
Tay Bridgehead	0	0	0	2
<b>Total</b>	<b>8</b>	<b>4</b>	<b>3</b>	<b>4</b>

**Table 3 Accidental Dwelling Fire Casualties**

3.11 Fire casualties have increased by 1 this period compared to last year.

3.12 All 4 were provided first aid and oxygen therapy at the scene by SFRS. Two required transportation to hospital with one suspected minor precautionary injury and one suspected more serious injury. 3 required to be rescued by SFRS.

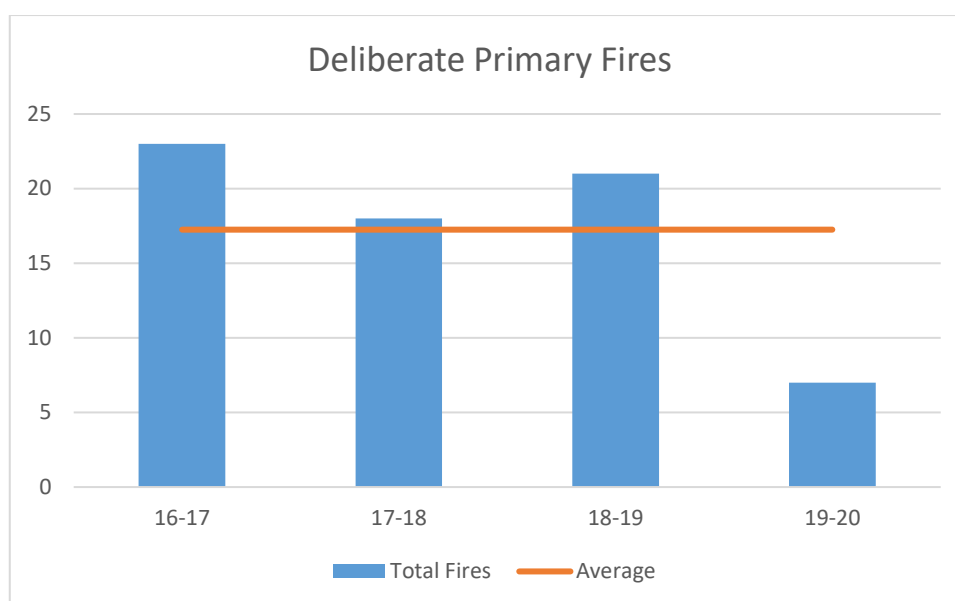
### 3.13 Domestic Fire Reduction Strategy

Home Safety Visits play a vital part in our strategy to reduce the number of Accidental Dwelling Fires. Station personnel recorded 690 completed visits in the reporting period across NEF. These visits are used to deliver vital fire safety messages and install detection systems, as well as trip, slip and falls messages and safety equipment for our elderly and very young population. This years figure is 35 less than last last years due to a change in the HFSV approach. The focus is now on those most at risk and those visit requests from partners and individuals which record the occupier at a high risk of fire, those who record at low risk are contacted by telephone and provided information and further assessment of risk and mitigation measures by our dedicated

community safety engagement team. This approach will result in a greater capacity to provide advice and guidance to those deemed at medium and low risk without visiting each property. This will result in a reduced number of physical visits being undertaken within households not at risk thus ensuring that teams can focus on those visits to high risk individuals within their home environment and work with them and partners to reduce the risk posed.

## 4. Deliberate Fire Setting

### 4.1 Deliberate Primary Fires

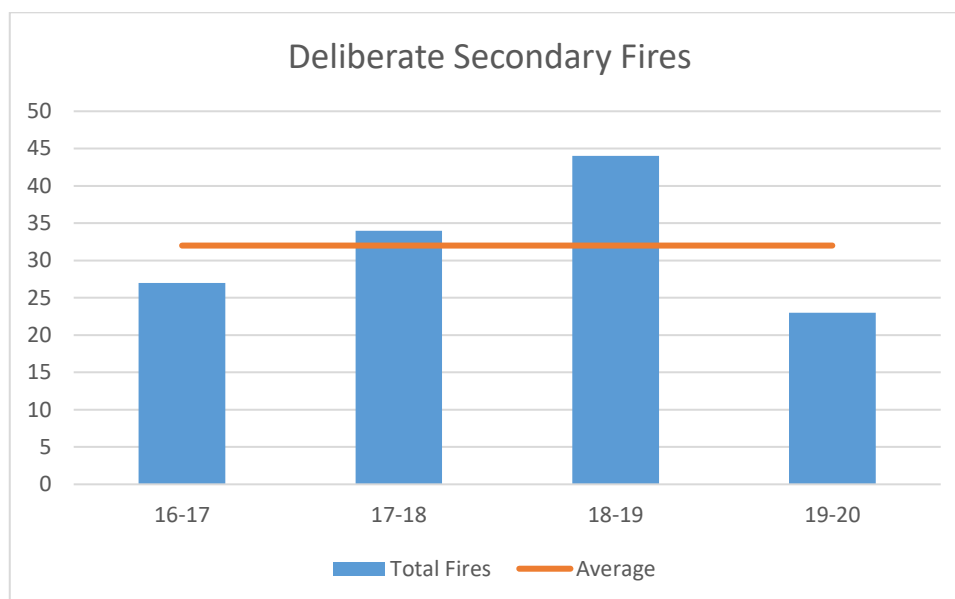


**Graph 4 Deliberate Primary Fires April – March 2016-2020**

Deliberate Primary	16-17	17-18	18-19	19-20
Cupar	5	1	2	1
East Neuk & Landward	5	5	6	4
Howe of Fife & Tay Coast	1	3	4	1
St. Andrews	4	2	4	0
Tay Bridgehead	8	7	5	1
<b>Total</b>	<b>23</b>	<b>18</b>	<b>21</b>	<b>7</b>

**Table 4 Deliberate Primary April – March 2016-2020**

## 4.2 Deliberate Secondary Fires



**Graph 5 Deliberate Secondary Fires April – March 2016-2020**

Deliberate Secondary	16-17	17-18	18-19	19-20
Cupar	3	6	8	4
East Neuk & Landward	5	7	8	5
Howe of Fife & Tay Coast	6	7	10	1
St. Andrews	3	9	8	6
Tay Bridgehead	10	5	10	7
<b>Total</b>	<b>27</b>	<b>34</b>	<b>44</b>	<b>23</b>

**Table 5 Deliberate Secondary Fires April – March 2016-2020**

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

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

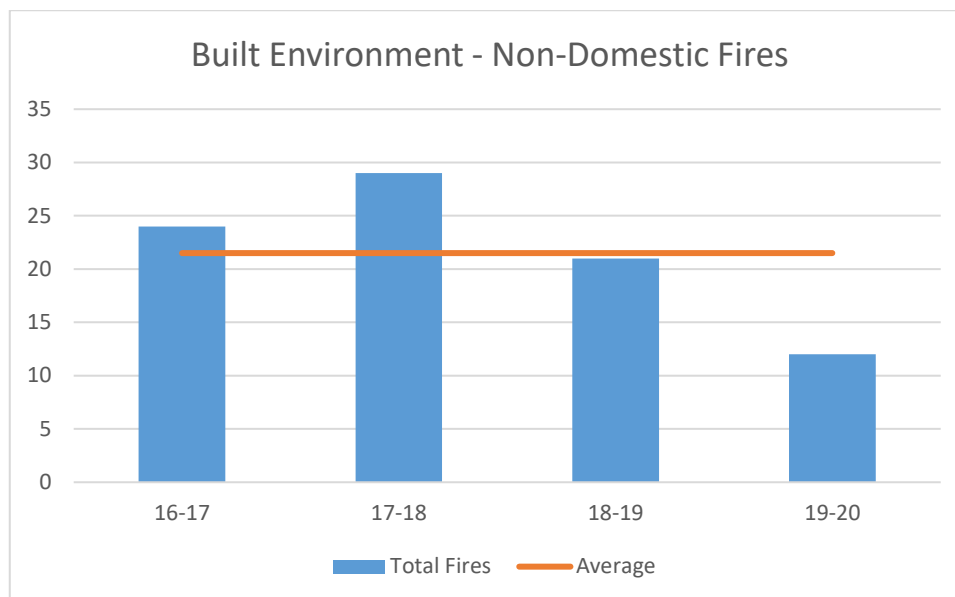
We are working closely with our Police and Local Authority partners in order to ensure that those responsible are identified and dealt with robustly.

We liaise with premises occupiers both domestic and retail to give advice on refuse storage and security, which can be a target of deliberate firesetters.

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

## 5. Built Environment

### 5.1 Built Environment – Non- Domestic Fires



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

Non Domestic	16-17	17-18	18-19	19-20
Cupar	6	3	3	3
East Neuk & Landward	3	4	4	0
Howe of Fife & Tay Coast	1	5	1	2
St. Andrews	8	15	12	7
Tay Bridgehead	6	2	1	0
<b>Total</b>	<b>24</b>	<b>29</b>	<b>21</b>	<b>12</b>

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

5.2 The table above shows that Non-Domestic Fires have shown a significant decrease including a 50% decrease within student accommodation. The table below shows the type of building involved with more than one incident recorded. 6 of the 12 incidents were cooking related and originated in the kitchen.

Property Types	4a - Non Domestic Fires
Other Residential, Student Hall of Residence	3
Other Residential, Holiday accommodation	2

5.3 There were no casualties or fatalities resulting from incidents within Built Environment Non- Domestic Fires for this period with only one incident involving the whole building which was a domestic timber garage.



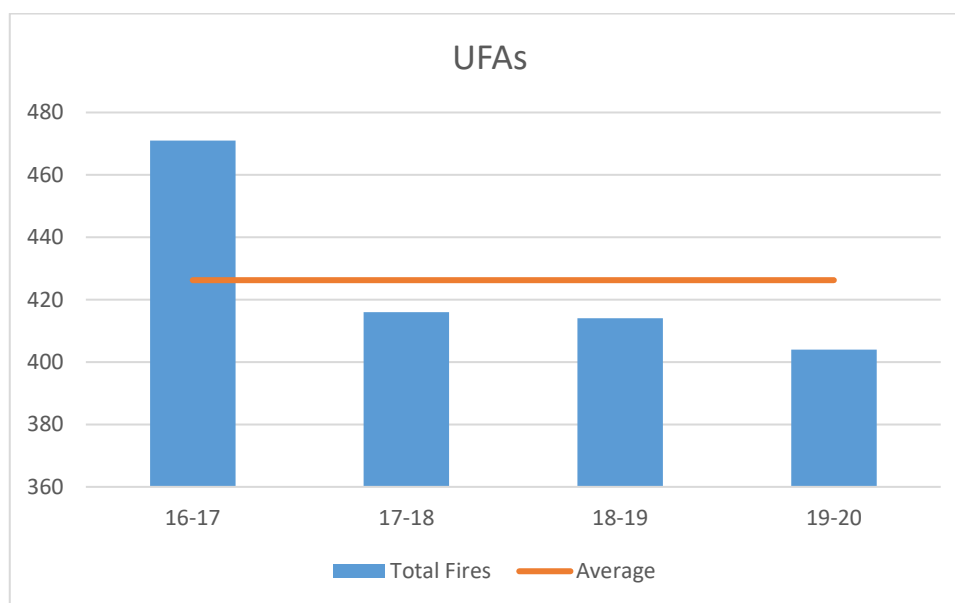
#### **5.4 Built Environment Fire Reduction Strategy**

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

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

## 6. Unwanted Fire Alarm Signals

6.1 An Unwanted Fire Alarm Signal (UFAS) can be defined as ‘any alarm activation which is not the result of a fire or a test’. UFAS incidents have fluctuated over the four-year period at an average of 426. The table and graph below details the incident numbers over four years and evidences a steady reduction since the high of 2016.



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

UFAS	16-17	17-18	18-19	19-20
Cupar	81	86	85	86
East Neuk & Landward	53	44	52	51
Howe of Fife & Tay Coast	19	42	38	58
St. Andrews	295	212	207	185
Tay Bridgehead	23	32	32	24
<b>Total</b>	<b>471</b>	<b>416</b>	<b>414</b>	<b>404</b>

**Table 7 Unwanted Fire Alarm Signals April – March 2016-2020**

6.2 This period has seen a reduction and is the lowest recorded for the period with the St Andrews reductions continuing to fall. This is despite an increase in Fire Detection Systems being fitted within school premises and NHS buildings along with problematic systems within known premises. The table below highlights where our attention is focussed (more than 10) to achieve reductions for 2020/21.

Property Types	UFAS
Other Residential, Student Hall of Residence	81
Education, College/University	41
Hospitals and medical care, Hospital	39
Education, Infant/primary school	34 (16 last year)
Sporting venues, Golf Clubhouse	25 (17 last year)
Residential Home, Nursing/Care	22 (less than 10 last year)
Other Residential, Sheltered Housing - not self contained	19
Other Residential, Hotel/motel	18
Other Residential, Boarding School accommodation	11 (less than 10 last year)

### 6.3 Reduction in Unwanted Fire Alarm Signals Strategy

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

## 7. Transport and Environment

7.1 These will be monitored alongside Police Scotland RTC incidence information

### 7.2 Water Related Incidents

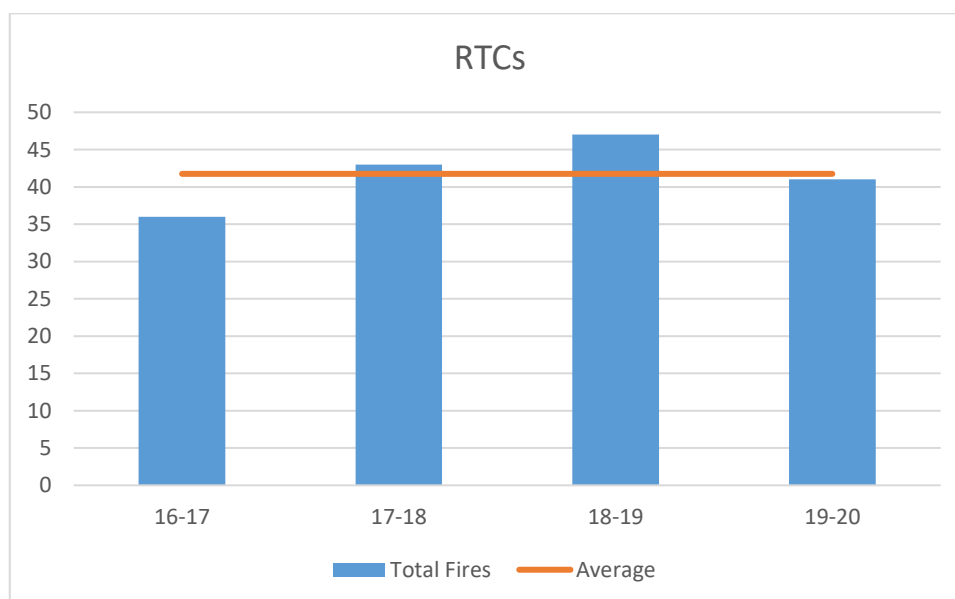
Water related incidents have increased significantly this reporting period mainly due to the flash floods experienced on 10<sup>th</sup> Aug 19 and 22<sup>nd</sup> Feb 20.

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

12 of these incidents include small domestic water leaks and are not a result of climatic conditions.

### 7.3 Road Traffic Collisions

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



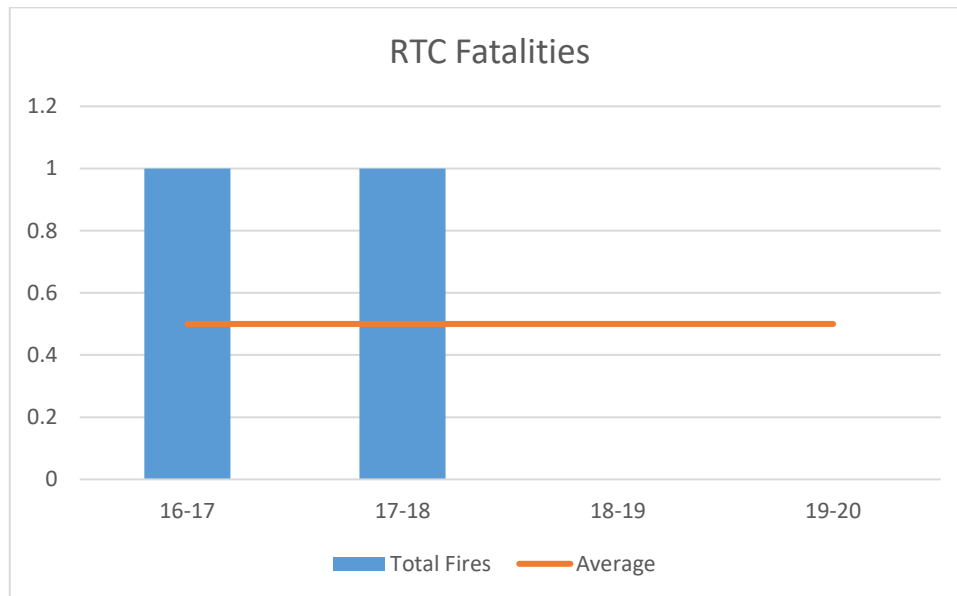
Graph 8 Road Traffic Collisions April – March 2016-2020

<b>Rtc,s</b>	16-17	17-18	18-19	19-20
Cupar	8	10	11	5
East Neuk & Landward	9	6	8	10
Howe of Fife & Tay Coast	9	13	12	8
St. Andrews	6	7	8	6
Tay Bridgehead	4	7	8	12
<b>Total</b>	<b>36</b>	<b>43</b>	<b>47</b>	<b>41</b>

**Table 8 Road Traffic Collisions April – March 2016 - 2020**

7.4 RTC's have seen an decrease from 47 to 41 incidents for the same period 2018-19. No hot spot areas of repeat accidents have been identified through analysis.

### 7.5 RTC Fatal Casualties



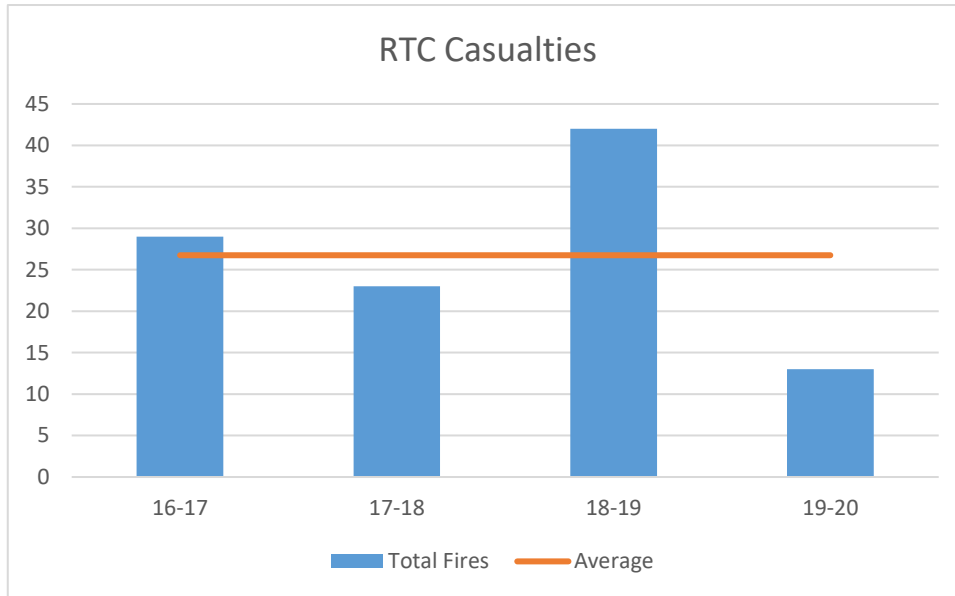
**Graph 9 Road Traffic Collision Fatal Casualties April – March 2016-2020**

<b>RTC Fatalities</b>	16-17	17-18	18-19	19-20
Cupar	0	0	0	0
East Neuk & Landward	0	1	0	0
Howe of Fife & Tay Coast	0	0	0	0
St. Andrews	0	0	0	0
Tay Bridgehead	1	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>

**Table 9 Road Traffic Collision Fatal April – March 2015-2019**

7.6 **RTC Fatalities – No Fatalities attended to by SFRS in this reporting period.**

## 7.7 RTC Casualties



**Graph 10 Road Traffic Collision Casualties April – March 2016-2020**

RTC Casualties	16-17	17-18	18-19	19-20
Cupar	8	7	14	1
East Neuk & Landward	9	2	4	4
Howe of Fife & Tay Coast	3	7	11	3
St. Andrews	5	5	9	0
Tay Bridgehead	4	2	4	5
<b>Total</b>	<b>29</b>	<b>23</b>	<b>42</b>	<b>13</b>

**Table 10 Road Traffic Collision Casualties April – March 2016-2020**

## 7.8 RTC Casualties

The reporting period has returned a decrease of 29 casualties when compared to 2018-2019.

## 7.9 RTC Injury Extent

The table below shows that 6 casualties were deemed to have suffered a serious injury.

Extent of Harm	6a - Non-Fatal RTC Casualties
Injury - Victim went to hospital, injuries appear to be Serious	6
Injury - Victim went to hospital, injuries appear to be Slight	6
Injury - Precautionary check recommended	1

## 7.10 Transport and Environment Related Incident Reduction Strategy

Fife LSO area, along with our partners, continue to deliver valuable educational projects including 'Safe Drive Stay Alive', 'Drive Wise', 'Child Car Seat Safety Checks', 'Cut It Out', 'Biker Down' and the 'Fife Water Safety Initiative'.

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

## 8. Conclusions

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A significant reduction within , RTC incidents and resulting casualties, Deliberate Primary and Secondary fires and fires within non domestic properties are welcomed. UFAS also continues to fall and we will continue to focus on these areas to continue these welcomed trends. We will concentrate our focus on the areas of emerging increase identified in this annual report and strive to seek reductions and improve local outcomes .

We will continue to manage demand reduction strategies linking in with key partner agencies to create a safer place to live, work and visit.

## Background Papers

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SFRS Local Fire and Rescue Plan for Fife Local Authority Area 2017. Link - <https://www.firescotland.gov.uk/your-area/east/east-local-plans.aspx>

Report Contact

Steven Michie

Station Commander

Levenmouth / North East Fife Service Delivery manager

Scottish Fire and Rescue Service

Email – [steven.michie@firescotland.gov.uk](mailto:steven.michie@firescotland.gov.uk)

28 October 2020  
Agenda Item No. 15

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## Spaces for People Programme

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

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

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### **Purpose**

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The purpose of this report is to update Committee on the progress made with the Spaces for People programme and agree the use of local ward meetings for advancing projects within North East Fife Area.

### **Recommendation(s)**

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It is recommended that the Committee:

- i. notes the contents of this report regarding progress made; and
- ii. agrees the use of local ward meetings to progress local Spaces for People projects including the advancement of further design work and thereafter the publication of the design drawings on the Spaces for People website.

### **Resource Implications**

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As part of a national initiative to boost town centre recovery within the post lockdown Covid-19 period, grant funding of £2.42m was allocated by Sustrans for the Fife Spaces for People project. The Council is working within this limit on a Fife-wide basis.

### **Legal & Risk Implications**

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The proposals are primarily intended to ensure that the public can adhere to the government's 'physical distancing' guidelines and undertake essential journeys safely when walking or cycling.

### **Impact Assessment**

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The Council is working with a range of equality groups to progress an EqlA for this project.

### **Consultation**

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Consultation in the initial stages of this programme was limited, due to lockdown restrictions and the short deadline for the submission of the application to Sustrans. As schemes have progressed, Councillors have been notified and proposals published on the Spaces for People website.

## 1. Background

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- 1.1 Michael Matheson MSP announced a new £10m 'Spaces for People' fund on 28 April 2020 (increased to £30m on 29 May 2020).
- 1.2 On 1 May 2020, a briefing note was sent to all Fife Councillors requesting that if they wish to submit suggestions for consideration, they should contact Fife Council's Sustainable Transport section. Over 140 suggestions were received from Councillors, council officers, community groups and individual members of the public. All suggestions were assessed against the Government's essential travel criteria, number of people affected, urgency, equality and links to essential services and facilities. Since site visits were not possible due to the 'lock-down' the assessments were carried out as a 'desk exercise' only. Various internal consultations took place, for example, sharing the suggested list with Network Management and Traffic Management Lead Consultants, etc.
- 1.3 On Tuesday 2 June 2020, the list of schemes and accompanying plans were sent to the seven Area Committee conveners and they were asked to rank their preferences. The list of suggestions was then sent to Councillor Craik, final changes made and then submitted to Sustrans on 09 June 2020, value £2.52m. 100% funding was sought from the Spaces for People programme. All the members of each Area Committee were sent a copy of the suggestions that had been submitted for their area on Wednesday 10 June 2020.

Sustrans confirmed that our award was successful on 19 June 2020, although the proposed 'long term' measures were not funded. £2.42m was awarded to Fife. The fund closed on 3 July 2020.

## 2. Proposals

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- 2.1 Since July, the design process for Spaces for People interventions in North East Fife have progressed for: Anstruther, Crail, Cupar, Elie, Pittenweem and St Andrews. Some interventions were Fife-wide activities, such as the clearing of vegetation along shared pedestrian/ cycle routes to maximise widths and help with 'physical distancing'. This programme started on 25 July and is now drawing to a close. There is also an invitation on the Spaces for People website, <https://www.fife.gov.uk/spaces-for-people>, for the public to identify locations where cycle tracks have surface defects in need of repair.
- 2.2 To date, most of the Spaces for People interventions that have been installed have been installed in North East Fife and are designed to create additional space for pedestrians for public health reasons, see Appendix 1 for full list.

### St Andrews

- 2.3 The initial measures implemented in St Andrews were modified, following receipt of a petition from some of the local traders. The extra space given to pedestrians in Market Street was removed.



- 2.4 The proposals were developed through discussions with the various communities, a process which helped shape the proposals to maximise the benefits for local residents, traders and visitors. The Council recognises the need to support commercial activity, but it is also clear that the community is very concerned about public health and the need to provide areas where people, particularly the vulnerable, can undertake essential journeys and adhere to the government's 'physical distancing' requirements. During the summer and at other times throughout the year it is locally acknowledged by all that St Andrews can be very busy and the footways very crowded. Our staff routinely saw that physical distancing on many of St Andrews streets, was not only not being observed, but was actually impossible, due to the narrow footway widths for the associated high footfall. A temporary change in favour of extra space for pedestrians was consequently required.
- 2.5 Fife Council has now implemented the Spaces for People temporary measures in St Andrews, aimed at creating extra pedestrian space in areas where there is high footfall. The temporary measures are designed to provide more outdoor space where needed and high profile 'physical distancing' information signing has been erected on the streets and at bus stops. Footpath widths have also been maximised by the removal of overgrowth close to paths, enabling pedestrians and cyclists to have as much space as possible between them when passing.
- 2.6 Following the new layouts being placed on the ground and consequent inspection by Fife Council officers, it has become clear that with the autumn volume of pedestrians within the town centre is greatly reduced from the previous weeks and that some of the measures, at this time of year, are no longer warranted. Therefore, as the footways are wider in Market Street, the measures have been removed for the time being. However, should things change, and the town become busier again, for example, on the run up to Christmas, we will reconsider the potential to provide further pedestrian space if it is needed.
- 2.7 Several of the interventions in South Street have provided additional space for eating establishments. These measures are being monitored to ensure that the space is working properly, and attention is now being turned on how we can make these areas as attractive and purposeful as possible. Other areas such as Bell Street and Church Street are being monitored and appear adequate at present.

### **Cupar**

- 2.8 The immediate focus of our Spaces for People interventions will be aimed at establishing a temporary 20mph limit within the commercial area of the town centre. A plan showing this area is being published shortly.
- 2.9 Whilst there seemed to be support in the stakeholder group to extend the 20mph limit along Bonnygate, West Port and Carslogie Road, i.e. as far as Bell Baxter school, permanent infrastructure changes would be required to enable this to proceed. For example, due the road being so straight, the western part will require traffic calming and consequently a full public consultation. This is beyond the Spaces for People programme since it is only aimed at temporary measures.

- 2.10 Also, it is acknowledged that the south footway of Carslogie Road is subject to high footfall, particularly by school pupils, so widening would be beneficial. Again however, it is unlikely that this could be undertaken by anything other than permanent infrastructure. The suggested speed table at the bottom of Kirk Wynd is also in this category.

### **Crail**

- 2.11 Consultation in May provided the 3 schemes proposed by community groups in Crail, see Appendix 1. Proposals were developed and shared with Local Members (17<sup>th</sup> September) and advertised on the Spaces for People webpage (19<sup>th</sup> September), proposals were then implemented on 28 September. The measures have been monitored and adjusted.
- 2.12 The measures received wider comment and local criticism leading to meetings with local members and community council representatives. A further meeting has been arranged to review the measures in terms of providing safe space to assist with social distancing but also to meet the specific requirements of the local community.

## **3.0 Issues**

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- 3.0 As managers of the public open realm, the council has a duty to ensure not only the safe condition and available use of the roads estate but also to meet the new challenges of providing a safe urban / town centre environment that permits the public to meet the physical distance guidelines and feel safe and comfortable when visiting town centres.
- 3.1 It's equally important that we encourage and support town centre recovery and provide an environment that is attractive as being safe yet does not overly hinder town centre recovery.
- 3.2 The Spaces for People initiative and funding opportunity arrived without warning and during the lockdown period when consultation processes were limited and normal committee business was suspended. The bids were prepared within the time available and were made with the best of intentions to ensure Fife did not lose out on this opportunity to maintain public safety and support town centre recovery.
- 3.3 Lessons have been learned. Such novel projects have proven to receive mixed responses and whilst the projects require to be temporary, it is clear that they will need to last much longer on site than initially thought and hence higher quality / more costly interim measures are now being preferred.
- 3.4 Now that committee (albeit virtual) and other governance processes are back in place, it is proposed that all new Spaces for People schemes/measures are discussed and agreed at the local ward meetings prior to implementation.
- 3.5 The team leading on this initiative are open to meeting with councillors and local groups and encourage any input or queries to the team email address: [active.travel@fife.gov.uk](mailto:active.travel@fife.gov.uk)

## **4.0 Conclusions**

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- 4.1 The Spaces for People initiative is well meaning and presents an opportunity to provide safer environments in our town centres to support recovery.
- 4.2 Response to the schemes on the ground has been mixed and changes have been made.
- 4.3 Using local ward meetings as the focus to review and agree new schemes will ensure local members are close to the development and delivery of any further schemes.

### **List of Appendices**

Appendix1 - Spaces for People Programme for North East Fife

### **Report Contact**

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## SPACES FOR PEOPLE PROGRAMME

### North East Fife

Ref.	Urgency	Proposals	Town/Area	Location	Destinations /Trip attractors	Possible intervention/ Actions	Actions
GEN 1	Medium Term	Primary schools	Fife-wide	Various		Increase ped space using traffic cones, barriers, etc. Remove parking.	
GEN 2	Medium Term	Secondary schools	Fife-wide	Various		Increase ped space using traffic cones, barriers, etc. Remove parking.	
GEN 3	Medium Term	Placemaking equipment	Fife-wide	Various		Street furniture	
GEN 4	Medium Term	Bus stop provision	Fife-wide	Various		Cones, Barriers, bolt down ramps	
GEN 5	Medium Term	Park active	Fife-wide	Various		Pop-up cycleway, space for peds	
GEN 6	Short Term	Maximise path widths	Fife-wide	Various		Cut shrubbery on key paths	
GEN 7	Medium Term	Ensure safe surface of pop-up lanes	Fife-wide	Various		Reinstatements around ironwork or surface defects	
GEN 8	Short Term	2m markings	Fife-wide	Various		Road markings at 2m spacing on footways outside shops	
F001	Short Term		Fife-wide	Various		Publicity campaigns: 'Cyclists: Pass Pedestrians with Care'. Bus backs, internet, press ads.	

<b>F002</b>	<b>Short Term</b>		Fife-wide	Selected sites		Signals Automatic pedestrian phases	
<b>F003</b>	<b>Short Term</b>		Fife-wide	various		Signals Bluetooth pedestrian detection	
<b>N003</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Murray Park/ Murray Place	Town centre, university	Increase pedestrian space/ cycle space (possible contra flow)	Implemented seating area at Ziggy's restaurant
<b>N007</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Primary schools	Primary schools	Increase pedestrian space using traffic cones.	No action required
<b>N008</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Bogward Rd	Shops, health centre, direct route	Pop-up cycle lanes	
<b>N009</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Market Street	Shops, health centre, direct route	Pedestrianisation Place making features.	Design complete – ready for implementation when required
<b>N010</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	South Street (A917)	Shops, health centre, direct route	Increase pedestrian space using traffic cones, barriers, etc. Remove parking.	Implemented – currently being reviewed and adjusted
<b>N011</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Bell St & Church St	Shops, health centre, direct route	Increase pedestrian space using traffic cones, barriers, etc. Remove parking.	Implemented
<b>N012</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Doubledykes Rd, Argyll Street	Shops, university	Filtering one way for cars	Design being worked up
<b>N013</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Queens Gardens	Near shops	Road closure at South St	Scheme dropped
<b>N014</b>	<b>Long Term</b>	<b>North East Fife</b>	St Andrews	Bell Street	Shops, university	Road closure to motor vehicles, re-route buses	Not supported

<b>N016</b>	<b>Medium Term</b>	<b>North East Fife</b>	St Andrews	Market Street	Shops , university	Road closure to motor vehicles	Not supported
<b>N020</b>	<b>Short Term</b>	<b>North East Fife</b>	Crail	High Street	Shops, amenities	Increase ped space using traffic cones, barriers, etc. Remove parking.	Implemented
<b>N023</b>	<b>Short Term</b>	<b>North East Fife</b>	Crail	St Andrews Rd	Primary school	Increase ped space using traffic cones, barriers, etc. Remove parking.	Implemented
<b>N026</b>	<b>Medium Term</b>	<b>North East Fife</b>	Crail	High St/ Orchard Pk	whole town	temp cycle lane	
<b>N052</b>	<b>Short Term</b>	<b>North East Fife</b>	Elie	High Street	shops	remove parking to allow SD outside shops	Implemented
<b>N030</b>	<b>Medium Term</b>	<b>North East Fife</b>	Pittenweem	Marygate		Increase ped space using traffic cones. Remove parking.	Scheme dropped, no further action to be taken
<b>N028</b>	<b>Short Term</b>	<b>North East Fife</b>	Anstruther	Rodger St, Shore St	TBC	Increase ped space using traffic cones, barriers, etc. Remove parking.	Not supported by Community Council. No further action to be taken
				Shore St	Chip shop		Implemented
<b>N029</b>	<b>Medium Term</b>	<b>North East Fife</b>	Anstruther	High Street east		Road closure to traffic  Not supported by Community Council progressing	Scheme dropped, no further action to be taken
<b>N033</b>	<b>Medium Term</b>	<b>North East Fife</b>	NEF	various	Towns & villages	Reduced speed limits	Cupar 20mph trial
<b>N033</b>	<b>Medium Term</b>	<b>North East Fife</b>	NEF	various	Towns & villages	Reduced speed limits	Cupar 20mph trial
<b>N044</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	Bonnygate	Shops, takeaway	Increase ped space using traffic cones, barriers, etc. Remove parking.	No action required

<b>CUP0 1</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	Shopping areas	shops	signs/markings for social distancing	Actioned
<b>CUP0 3</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	town centre	town ctre	timings on all controlled crossings to give more priority to pedestrians	To be actioned
<b>CUP0 4</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	town ctre	town ctre	if taking parking spaces away, need more loading bays.  Bonnygate car park free for 2-3 hours advertise it	No action required
<b>CUP0 7</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	Westfield Rd, Drum Road	Westfield Rd, Drum Rd, High School	vegetation cutback	Works issued
<b>CUP0 8</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	Cuparmuir	Cuparmuir	vegetation cutback	Works issued
<b>CUP1 0</b>	<b>Medium Term</b>	<b>North East Fife</b>	Cupar	Cupar and surrounding area	whole area	vegetation cutback	Works issued

28 October 2020

Agenda Item No.16

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## PROPERTY TRANSACTIONS

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

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

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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



## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Leases by the Council – New Leases

#### 2.1.1 Victory Memorial Hall, St Mary’s Place, St Andrews

Date of commencement:	28 August 2020
Tenant:	Secretary of State for Housing, Communities and Local Government
Rent amount:	£1 per annum

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Background Papers

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

### Report Contact

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## North East Fife Area Committee

North East Fife Area Committee  
28th October, 2020.

Agenda Item No. 17

<b>28 October 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Public Right of Way Diversion, Kinloch Quarry, Collessie, Fife	Communities and Neighbourhoods Service	Sarah Johnston	
Public Right of Way Diversion, Dunbarnie Links, Drumeldrie	Communities and Neighbourhoods Service	Sarah Johnston	
Proposed amendment to waiting restrictions, High Street, Newport on Tay	Assets, Transportation and Environment	Stuart Goodfellow	
Proposed amendment to waiting restrictions – Boat Brae and Boat Road, Newport on Tay	Assets, Transportation and Environment	Stuart Goodfellow	
Crail Common Good - Application for Assistance Towards the Costs of Restoring the Mercat Cross	Communities and Neighbourhoods Service	Janice Laird	
Application for Funding from St Andrews Common Good from St Andrews Tennis Club	Communities and Neighbourhoods Service	Janice Laird	
Application for Funding from St Monans Common Good Fund	Communities and Neighbourhoods Service	Janice Laird	
Application for Funding from St Andrews Local Community Planning Budget	Communities and Neighbourhoods Service	Janice Laird	
Safer Communities Team Update	Housing Services	Kirstie Freeman	Moved from 2/9/20
Operational & Community Briefing on Policing Activities within North East Fife	Police Scotland		Moved from 2/9/20
Scottish Fire & Rescue Service - Local Plan Annual Performance Report	Scottish Fire & Rescue Service		Moved from 2/9/20
Spaces for People Programme	Assets, Transportation and Environment	Derek Crowe	
Property Transactions	Assets, Transportation and Environment	Michael Mcardle	
North East Fife Area Committee Work Programme	Democratic Services		

**North East Fife Area Committee**

<b>09 December 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Common Good Investments	Finance and Corporate Services	Eleanor Hodgson	Withdrawn from January meeting to enable review to be undertaken.
North East Fife Area Housing Plan Update	Housing Services	Gordon Binnie	Moved from 25/03/20 and 13/05/20 Moved from 2/9/20 Moved to 9 December.
North East Fife CLD Plan & Anti-Poverty Update	Communities and Neighbourhoods Service	Sheena Watson	Moved from 28.10.20
Common Good Annual Update	Finance and Corporate Services	Eleanor Hodgson	
Settlement Trusts	Communities and Neighbourhoods Service	Janice Laird	
Non-Settlement Trusts	Communities and Neighbourhoods Service	Janice Laird	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pupilwise and Parentwise Surveys	Education and Children's Services	Deborah Davidson	3-yearly report - last reported 12/9/18
Eden Estuary LNR Advisory Group	Communities and Neighbourhoods Service	Janice Laird	Decisions for NEFAC requested by Advisory Group
Tay and Earn Trust (Annual Reports)	Assets, Transportation and Environment		As they arise
Lammas Market		Janice Laird	20th March, 2019 para 166 Management of Lammas Market to be reviewed annually and, if necessary report to Committee. Members to be briefed on the financial position.

**North East Fife Area Committee**

Review of Council Lock Ups	Housing Services	Mark Mccall	Date to be confirmed.
Campervans	Economy, Planning and Employability	Alison Laughlin; Sandra Montador-Stewart	Being progressed by FCCT - briefing note to be issued.
School Attainment & Achievement Report	Education and Children's Services	Sarah Else	Date to be agreed.
Fife Tourism and Events Strategy	Enterprise and Environment	Ann Camus	Deferred from January meeting; more detailed information to be obtained. Moved from 25/03/20, 13/05/20 and 2/9/20 Date to be agreed.
Health & Social Care	Health and Social Care	David Heaney	Date to be agreed.
Director of Public Health Report 2019-20	NHS Fife		Date to be confirmed.
North East Fife Local Community Plan	Communities and Neighbourhoods Service	Janice Laird	Moved from 24/06/20 and 2/9/20. Date to be agreed.
Pupil Equity Fund	Education and Children's Services	Rona Weir	Date to be agreed.
Parks, Streets & Open Spaces Performance Review	Assets, Transportation and Environment	Scott Clelland	Date to be agreed.
Criminal Justice - Community Payback	Education and Children's Services	Stuart MacArthur	Date to be agreed.
Early Learning & Childcare	Education and Children's Services	Clark Graham	Date to be agreed.
Complaints Update	Communities	David Thomson-CRM	Date to be agreed.
University of St Andrews Presentation	St Andrews University		
Cupar Now Digital Improvement District	Economy, Planning and Employability	David Grove	As requested by Cllr Kennedy 16/01/20