

## Levenmouth Area Committee

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



Wednesday, 11<sup>th</sup> August, 2021 - 9.30 a.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** - In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** - Minute of Meeting of Levenmouth Area Committee of 23<sup>rd</sup> June, 2021. 3 – 7
4. **AREA ROAD PROGRAMME 2020-21 - FINAL REPORT** – Report by the Head of Assets, Transportation and Environment 8 – 13
5. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN - LEVEN TOWN CENTRE CHRISTMAS LIGHTS** – Report by the Head of Communities & Neighbourhoods 14 – 16
6. **SUPPORTING THE LEVENMOUTH PLAN - AREA CAPITAL UPDATE REPORT – GREIG INSTITUTE WINDYGATES** – Report by the Head of Communities & Neighbourhoods 17 – 21
7. **STREET NAMING AND NUMBERING CONSULTATION** – Report by the Head of Business and Employability 22 – 25
8. **PROPERTY TRANSACTIONS** – Report by the Head of Assets, Transportation and Environment 26 – 27
9. **LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME** 28 – 29

**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.**

Eileen Rowand  
Executive Director  
Finance and Corporate Services

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

4<sup>th</sup> August, 2021

If telephoning, please ask for:  
Michelle Hyslop, Committee Officer, Fife House  
Telephone: 03451 555555, ext. 445279; email: [Michelle.Hyslop@fife.gov.uk](mailto:Michelle.Hyslop@fife.gov.uk)

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**THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – REMOTE MEETING**

23<sup>rd</sup> June, 2021

9.30 a.m. – 1.30 p.m.

**PRESENT:** Councillors Ken Caldwell (Convener), David Alexander, John O'Brien, Colin Davidson, David Graham, Ryan Smart and Alistair Suttie.

**ATTENDING:** Ken Gourlay , Head of Assets, Transportation and Environment, John Mitchell, Service Manager, Sustainable Transport and Parking, Michael Drever, Programme Manager Levenmouth Reconnected Blueprint, Eva Martinez, Technician Engineer - Traffic Management (North Fife), Assets Transportation and Environment, Roads and Transportation Services; David Paterson, Community Manager (Levenmouth), Communities and Neighbourhoods; Lisa Taylor, Lead Officer (Safer Communities Officers), Peter Nicol, Housing Manager - Levenmouth, Elaine Campbell, Lead Officer, Kirstie Freeman, Safer Communities Area Co-ordinator, Housing Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

**ALSO ATTENDING:** Brian Poole, Chief Inspector, Paul Gillespie, Community Inspector, Police Scotland and Chris Smith, Station Commander, Scottish Fire and Rescue Service (SFRS)

**APOLOGY FOR ABSENCE:** Councillor Graham Ritchie.

**258. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

**259. MINUTE**

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 19th May, 2021.

**Decision**

The Committee agreed to approve the minute.

*At this stage, the Convener intimated that he had agreed to vary the sequence of item from that on the agenda to consider the following item next.*

**260. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN ANNUAL PERFORMANCE REPORT**

The Committee considered a report by Chris Smith, Station Commander, Levenmouth Community Fire Station, Scottish Fire and Rescue Service, providing information relating to incidents for the period 1 April 2020 to 31 March 2021 in the Levenmouth Committee area.

**Decision/**

**Decision**

The Committee noted the contents of the report and the progress across the range of key performance indicators detailed in the report.

*Councillor Smart joined the meeting during consideration of the following item.*

**261. SPEED LIMIT REVIEW A915, LEVEN ROAD, AND PILMUIR ROAD, LUNDIN LINKS**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking approval to:-

- (1) extend the 20mph on Leven Road, Lundin Links, from its current limit westwards, including the service road;
- (2) remove the section of national speed limit between Leven and Lundin Links and replace it with a 40mph limit; and
- (3) extend the 30mph limit on Pilmuir Road.

**Decision**

The Committee in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing nos. TRO/21/24-PART1 and TRO/21/24-PART2, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**262. AREA HOUSING PLAN UPDATE 2021**

The Committee considered a report by the Head of Housing Services providing an update on progress in delivering service priorities and performance information for the financial year 2020/21 relating to the Levenmouth Area Housing Plan approved in November 2017. A revised Plan would be presented to this Committee once there had been the opportunity to consult on future priorities for the Levenmouth area.

**Decision**

The Committee: -

- (1) noted the contents of the report and the work progressed through the Area Housing Plan for the financial year 2020/21; and
- (2) acknowledged that a revised Levenmouth Area Housing Plan would be presented at a subsequent meeting of this Committee following consultation on future priorities for the Levenmouth area.

**263./**

**263. LEVENMOUTH AREA LOCK UP PROGRAM PROGRESS REPORT**

The Committee considered a report by the Head of Housing Services providing an update on the progress of the programme for improving and modernising the lock up service offered to tenants within the Levenmouth area.

**Decision**

The Committee: -

- (1) noted the content of the report; and
- (2) acknowledged the proposed and completed work for the lock up programme for 2021/22 and 2022/23 within the Levenmouth area.

*The meeting adjourned at 11.04 a.m. and reconvened at 11.10 a.m.*

**264. REVISION OF LOCAL COMMUNITY PLANNING PRIORITIES IN LEVENMOUTH– ALIGNMENT TO REFORM AND RECOVERY**

The Committee considered a report by the Head of Communities and Neighbourhoods, providing updated details of the current local community plan (LCP or Plan 4 Levenmouth) in supporting the current Reform and Recovery priorities. The report also provided an overview of the current activities in place to support the existing Local Community Plan in aligning with the Plan 4 Fife strategic document which is currently under review.

**Decision**

The Committee noted: -

- (1) the framework to be used in driving local community and officer input, to be used in shaping the local planning priorities within the Levenmouth area, and in line with Council objectives around recovery and reform;
- (2) the process would broadly cover the local approach in adapting and adopting the new priorities as part of the Local Community Plan, the Community Learning and Development Plan and the Neighbourhood Plan for Buckhaven South;
- (3) that the place-based focus on building the asset base within the Levenmouth area would fully align with the key priorities contained within the Levenmouth Reconnected Programme approach; and
- (4) progress for the 2020/21 projects alignment with the 2019/2022, local community plan for the Levenmouth area.

**265./**

**265. SUPPORTING THE LEVENMOUTH PLAN – ANTI SOCIAL BEHAVIOUR CONCERNS MULBERRY CRESCENT.**

The Committee considered a report by the Head of Communities and Neighbourhoods, which sought support for an intervention to prevent issues surrounding anti-social use of motorcycles and quad bikes within a specified area within Levenmouth.

**Decision**

The Committee: -

- (1) noted the concerns raised locally surrounding anti-social use of motorcycles and quad bikes;
- (2) noted the engineering solution that had been proposed by Grounds Maintenance and the associated costs;
- (3) agreed to a site meeting with elected members for Ward 22, Police Scotland, and Grounds Maintenance representatives;
- (4) noted possible implications of the proposals detailed in the report;
- (5) agreed a mechanism to release funds (if appropriate following the site visit) and subject to the approval of members, to allow works to be carried out in Summer 2021, and
- (6) agreed that a report would be brought back to the Levenmouth Area Committee in August, 2021.

**266. SAFER COMMUNITIES TEAM UPDATE REPORT**

The Committee considered a report by the Head of Housing Services providing an update on the operational activity of the Safer Communities Team within the Levenmouth Committee area during the 12-month period 1st April, 2020 to 31st March, 2021.

**Decision**

The Committee noted the activity to date as detailed in the report.

**267. OPERATIONAL AND COMMUNITY BRIEFING ON POLICING ACTIVITIES WITHIN LEVENMOUTH**

The Committee considered a report by Chief Inspector, Brian Poole, Local Area Commander, Levenmouth, providing information on matters impacting on, or involving Police Scotland, which had relevance to community safety in the Levenmouth policing areas.

**Decision/**

**Decision**

The Committee endorsed the action taken to date and noted support for Police Scotland to move forward in addressing priorities.

*The meeting adjourned at 1.05 p.m. and reconvened at 1.10 p.m.*

**268. LEVENMOUTH RECONNECTED PROGRAMME**

The Committee considered a report by the Head of Assets, Transportation and Environment which detailed the key grant award process and documentation proposed for allocating funding from the £10m Levenmouth Reconnected Programme fund, and provided an update on the progress of the Levenmouth Reconnected Programme, Leven Rail Link, and River Leven Programmes.

**Decision**

The Committee: -

- (1) agreed the key grant application process and documentation as detailed in appendices 1, 2, 7 to 13 of the report, which completed the strategy and guidance for the £10m Levenmouth Reconnected fund; and
- (2) noted that regular reports on the progress and expenditure of the programme would be presented to this Committee.

*Councillor Graham left the meeting during consideration of the following item.*

**269. PROPERTY TRANSACTIONS**

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

**Decision**

The Committee noted the contents of the report.

**270. LEVENMOUTH AREA FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the content of the Levenmouth Area forward work programme.

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11<sup>th</sup> August 2021

Agenda Item No. 04

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## Area Roads Programme 2020-21 – Final Report

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

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Wards Affected: 21 & 22

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### Purpose

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The purpose of this report is to advise the committee on the delivery of the 2020-21 Area Roads Programme (ARP).

### Recommendation(s)

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Committee is asked to:

- i. Note the contents of the report and appendices.

### Resource Implications

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The 2020-21 ARP was funded from capital and revenue and some ring-fenced budgets. Programmes of work were adjusted, if required, to ensure that expenditure remained within the Service budget.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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Members were consulted on the list of projects forming the 2020-21 ARP.



## **1.0 Background**

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- 1.1 Committee agreed the list of projects forming the 2020-21 ARP on 5 February 2020 (2020 LAC 87 para. 191 refers).
- 1.2 This is the final report to committee on the progress of the programme.

## **2.0 Issues and Options**

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- 2.1 Attached are Appendices 1-4 which detail the final position on the progress of individual projects in the programme.
- 2.2 Despite the impact of the COVID 19 restrictions, which meant works were not able to commence on site until July 2020, good progress was made with the delivery of the 2020-21 Area Roads Programme.
- 2.3 To improve information on how annual ARP programmes are progressing throughout the year, an on-line system is in place and continues to be developed. This means that quarterly progress reports, which were often out of date before reaching committee, are no longer being required.

## **3.0 Conclusions**

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- 3.1 The attached Appendices show the Levenmouth Area Roads Programme for 2020-21. The type of works, work location and expenditure are provided for each project.

### **List of Appendices**

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

### **Report Contact**

Vicki Connor  
Co-ordinator (Programme & Financial Management)  
Bankhead Central, Glenrothes  
Telephone: 03451 555555 ext. 444339  
Email – vicki.connor@fife.gov.uk

## Roads & Transportation

Appendix 1

### Area Roads Programme 2020-21 - Levenmouth Area

#### Carriageway Schemes

Ward	Town	Street	Location/Description	Allocation/ Revised Estimate	Outturn	Progress	Comments
22	Methilhill	Dunsire Street	Lane to no's 14-20 & park	£ 11,717 *	£ 12,148	Complete	
21	Leven	Scoonie Crescent	Full length	£ 39,252 *	£ 41,074	Complete	
21	Lundin Links	A915 Leven Road Ph1 & 2	30mph signs to the Links Hotel	£ 193,431 *	£ 198,624	Complete	
21	A915 Rural	Lower Largo 40's to Upper Largo 30's	Lower Largo 40s to Upper Largo 30s	£ 170,000 *	£ 4,971	Postponed	Design fees only - Delayed due to SGN utilities in vicinity of works
21	Kennoway	C1 Leven Road	Cupar Road to east gateway	£ 176,614	£ 160,291	Complete	
<b>TOTAL</b>				<b>£ 591,014</b>	<b>£ 417,108</b>		

\* Allocation changed to design estimate

## Roads & Transportation

Appendix 2

### Area Roads Programme 2020-21 - Levenmouth Area

#### Footway Schemes

Ward	Town	Street	Location/Description	Allocation/ Revised Estimate	Outturn	Progress	Comments
21	Windygates	Main Street	Footpath from Main Street to garage site off Balcurvie Road	£ 16,336 *	£ 15,508	Complete	
21	Leven	Scoonie Crescent	Full length	£ 45,133 *	£ 48,644	Complete	
21	Leven	Glebe Street	Full length	£ 68,167 *	£ 70,688	Complete	
21	Leven	Hawthorn Street Ph1	Full length. North side	£ 53,000 *	£ 55,050	Complete	
<b>TOTAL</b>				<b>£ 182,636</b>	<b>£ 189,890</b>		

* Allocation changed to design estimate
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## Roads & Transportation

Appendix 3

### Area Roads Programme 2020-21 - Levenmouth Area

#### Road Safety & Traffic Management

Ward	Town	Street	Location/Description	Allocation/ Revised Estimate	Outturn	Progress	Comments
21	Kennoway	A916 Sandybrae	Speed Reduction Measures	£ 20,000	£ 575	Postponed	Design fees only - Scheme delayed due to the pandemic shortened year
22	Methil	Methil Brae	Traffic Calming measures	£ 18,000	-	Postponed	Deferred to 2021/22 due to budget availability
22	Methil	Laburnam Road	Traffic Calming measures	£ 18,000	-	Postponed	Deferred to 2021/22 due to budget availability
21	Leven	B927 Cupar Road	Traffic calming/speed reduction measures	£ 21,000 *	£ 23,617	Complete	
<b>TOTAL</b>				<b>£ 77,000</b>	<b>£ 24,192</b>		

* Allocation changed to design estimate
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## Roads & Transportation

Appendix 4

### Area Roads Programme 2020-21 - Levenmouth Area

#### Lighting Schemes

Ward	Town	Street	Location/Description	Allocation/ Revised Estimate	Outturn	Progress	Comments
22	Methil	Methilhaven Road access roads	Fronting 228-248 Methilhaven Road	£ 16,000	£ -	Postponed	Scheme delayed due to the pandemic shortened year and availability of Contractors
21	Kennoway	Kenmount Drive		£ 120,000 *	£ 121,710	Complete	
22	Rural	Standing Stane Road		£ 150,000 *	£ 122,670	Complete	
<b>TOTAL</b>				<b>£ 270,000</b>	<b>£ 244,380</b>		

* Allocation changed to design estimate
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11<sup>th</sup> August 2021

Agenda Item No. 05

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## Supporting the Levenmouth Local Community Plan – Leven Town Centre Christmas Lights

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

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**Wards Affected:** Ward 21

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### Purpose

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The purpose of this report is to seek agreement from the Area Committee for a contribution from the Local Community Planning Budget (LCPB) of £7,750, specifically relating to funding from the Ward 21 budget.

### Recommendation(s)

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The Committee is asked to agree:

1. A contribution of £5450.00 towards the cost of the erection and dismantling of the festive decorations for Leven Town centre during November/December 2021.
2. A contribution of £1800 to carry out 5KN pull tests on wall mounted eyelets and straining points to ensure the safety of this infrastructure and secure sign off by a qualified engineer.
3. A contribution of up to £500 to cover incidental repairs identified from the pull test process, this is a figure broadly in line with previous years repair requirements.
4. Accordingly, the Committee is being asked to agree to a total contribution of up to £7750.00 towards the overall project proposal.

### Resource Implications

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Approval of this funding will reduce the LCPB element by £7750.

### Legal & Risk Implications

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There are no legal implications inherent in this report. Risk management is at the heart of the process in terms of fitting units securely and safely. A visual inspection will be carried out at the time of fitting and any repairs required to anchor points or to lighting hardware will be carried out before fitting takes place. The team charged with carrying out the work are highly experienced and competent to carry out this work. A high-lift unit will be used to allow the work to take place in a manner that ensures the safety of

pedestrians and those carrying out the work. The timing for this work will be scheduled to coincide with quiet periods for the High Street area.

## **Impact Assessment**

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

## **Consultation**

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There is no specific consultation process attached to this request. The Christmas lighting regime in Leven is a recurring event and draws positive plaudits from visitors to the town.

## **1.0 Background**

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- 1.1 The criteria for spend from the LCPB requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from this Area Committee for a contribution from the Local Community Planning Budget, specifically in this case from the Ward 21 budget.
- 1.3 Leven was always considered a main town centre in Fife and benefitted year on year from funding from the Council to put on a display of Christmas lights. This funding was subsumed several years ago into the local community planning budget for the area, as part of a streamlining exercise for budgetary codes.

## **2.0 Issues and Options**

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- 2.1 The Levenmouth Plan notes that economic development and area regeneration is a key focus and the last two years has seen several projects put in place to improve the environment around Leven town centre.
- 2.2 Leven High Street is the main retail area within Levenmouth, offering a selection of national stores along with niche market shops. Like all areas within the United Kingdom, they have been badly affected by the economic downturn. We have had some noticeable losses of businesses from the area in recent years; however there have been several new entrants who have helped mitigate some of the negative impacts. This includes the likes of McDonald's which is near the High Street and Shorehead area. Alongside this we will soon see the former WH Smith building coming back into use, redevelopment work is also taking place at the former Bawbee Bikes and Doriano's buildings on Bridge Street.
- 2.3 Improvements to visual amenity and making the area a nice place to be for the shoppers and visitors will help to retain and indeed increase the footfall of the area. We will continue to monitor the footfall recording data over the festive period and beyond to better understand how and when the High Street area is being utilised by local people and visitors to the town.

- 2.4 Leven Environment Group (LEG) has led on the Christmas Lights project for many years and is supported by Leven Community Council. The erection and dismantling of the lighting structures, as well as the ongoing maintenance and safe storage of the units, is an involved and complex piece of work.
- 2.5 Due to the ongoing health emergency it is still in the balance as to whether we will see a formal switch on event in the format of previous years, which included a parade – however the positive results brought about by the lights will still be appreciated by visitors to the High Street over the festive period.
- 2.6 Along with the installation and dismantling process, the LEG group also lead on the safety of the plug points and retaining bolts, and as noted in the report already, they ensure these are checked in accordance with current safety regulations. In the case of the retaining bolts these have to be checked regularly by a specialist testing company and are certified as meeting the standards. The costs for this have been shown above in the recommendations section to this report.

## 3.0 Conclusion

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- 3.1 This project will make an impact on civic pride in the area whilst supporting the local economy. The current crisis has badly affected High Streets across the country, while this project will not solve the underlying issues that surround the future direction of these retail spaces, it does appreciably add to the amenity of the area over the festive period.
- 3.2 In addition, this project meets the underpinning aims of the approved Levenmouth Local Community Plan, notably around the theme of Thriving Places. The involvement of a voluntary group in the organisation of this festive offer also supports the ethos of moving towards Community Led Services.

### Report Contact

David Paterson

Community Manager (Levenmouth)

Email – [david.paterson@fife.gov.uk](mailto:david.paterson@fife.gov.uk)



11<sup>th</sup> August 2021

Agenda Item No. 06

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## Supporting The Levenmouth Plan - Area Capital Update Report – Greig Institute Windygates

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

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**Wards Affected:** 21

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### Purpose

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The purpose of this report is to advise members of the current status of the additional capital budget allocated to the area. This includes a statement on a project pre-approved by members at the Greig Institute Windygates where £10,000 was provisionally agreed to support a capital upgrade of the toilets.

### Recommendations

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Members are asked to:

- Reconfirm agreement to the expenditure of £10,000 from the new capital allocation towards the renewal of the toilet facilities at Greig Institute Windygates.
- Note the new Area Capital allocation to the area.
- Note that a further report on potential projects which could be aligned to this new funding will come to area committee for agreement in the current calendar year.

### Resource Implications

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Resources are available per the capital allocations agreed; accordingly, this would reduce the £78,000 allocated in the current year 21/22 leaving a balance of £68,000. Members should be aware that a second tranche of funding equivalent to the current allocation will be available in 22/23.

### Legal & Risk Implications

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There are no known legal or risk implications in terms of this report, any risk assessments required for projects approved subsequent to the approval of this report will be put in place by the successful contractor.

## Impact Assessment

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

## Consultation

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Elected members from Ward 21 have already signalled their agreement to this work being carried and funding allocation committed, out by positively responding to an e-mail dated 6<sup>th</sup> June 2021. This report is required to formally record this consent.

## 1.0 Background

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- 1.1 The approved Capital Investment Plan for 2017-2027 included an allocation of £200,000 for each area over 2 years, as an Area Capital Fund to trial an approach to further support local community plans. The proposal also included a Fife wide sum of £3.5million, aggregated to £500,000 per area specifically for the investment in area play and sports facilities. Members will be aware that we have largely allocated this funding to a range of projects, many of which were presented to the committee in the form of a report entitled 'Play Park Update and Next Steps' agreed at Committee on 19<sup>th</sup> May 2021.
- 1.2 It was agreed that Area Capital Budgets will be managed through the existing delegated authority for local community planning budgets to Area Committees. Each project will be considered and approved by the Area Committee. The full review of governance arrangements is noted in para 2.1 of this report.
- 1.3 The most recent budget statement from the Council earlier in 2021 agreed a further allocation of capital funding for the areas equating to £78,000 in the current financial year and £78,000 in 22/23. It is from this budget stream that the project noted in 3.0 is being drawn from.

## 2.0 Governance

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- 2.1 On 28th March 2017, the Executive Committee approved revised governance and scrutiny arrangements for the additional capital investment. At that meeting the Committee approved the following:
  - Area Capital Budgets will be managed through the existing delegated authority for local community planning budgets to Area Committees.
  - All projects including project business plans and allocations will be approved by each Area Committee.
  - As the funding is capital in nature, certain criteria is required to be met in terms of the type of project that can be funded. In addition to the guidance around what is capital in nature, projects should meet a recognised priority within the Local Community Plan.
  - A short project outline template will be developed for each bid and will provide details on funding requested (including match funding), expected outcomes and capital criteria eligibility.

- 2.2 A biannual report will be presented to each Area Committee to update members on the progress on all approved projects and the level of funds that are still available for future allocation.

## 3.0 Project

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- 3.1 The Levenmouth area has been consistent in its approach to improving its community-based facilities to ensure that they stay relevant as well-regarded assets by local people.
- 3.2 The Greig Institute in Windyates is a hub for a range of activities in the settlement and has seen significant improvements over the years notably in terms of window replacements and kitchen upgrades.
- 3.3 The management committee for this community facility have for some time expressed the need to update both the female and male toilets at this facility as part of the ongoing upgrade for the building, and as a result increasing its appeal as a quality environment that will in turn increase hires and secure its future viability.
- 3.4 The work proposed at Greig Institute is shown below
- Complete refurbishment of ladies and men's toilets
- Remove all sanitary ware and replace with new.
  - Strip and plasterboard uneven walls where necessary and re plaster
  - Remove all cubical doors, skirtings and facings and replace with new.
  - Lift all floor coverings and fit with new. -
  - Supply and fit new W/C units. -
  - Install new lighting throughout with automatic sensors.
  - Supply and fit new radiators. -
  - Paint all walls, ceilings and woodwork where required.
- 3.5 The detail of the proposal is contained in the ACPF01 appendix document which is attached to this report.

## 4.0 Conclusions

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- 4.1 This report and its appendices are intended to give elected members information on Area Capital Investment for the Levenmouth area.

### List of Appendices

1. ACPF01 Document

### Report Contacts

David Paterson  
Community Manager, Levenmouth  
Email – David.Paterson@fife.gov.uk

<b>Project Title</b>	Greig Institute Windygates – New Toilet Provision
<b>Local Community Plan reference</b>	
<b>Project Sponsor</b>	David Paterson Community Manager
<b>Project Manager</b>	
<b>Approval Committee</b>	Interim approval by E-mail – Report to Committee August 2021
<b>Date</b>	

## Section 1: Proposal

### 1.1 What is the project going to do?

Full renewal of male and female toilets at this well used centre. The current disabled provision is already up to standard.

### 1.2 Which Local Community Planning priority does it meet?

Thriving Places and Community Led services

### 1.3 What consultation / community engagement has taken place on this project?

Consultation has taken place with all elected members in Ward 21, and the Committee for the Greig Institute, Windygates

### 1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
New Toilet Provision	Higher quality committee run facility providing a hub for a range of community events, learning offers, meeting space etc.	Higher booking numbers – Higher satisfaction rates

### 1.5 What are the known costs and timescale? How will this be funded?

#### 1.5.1 Costs

Total expected one-off cost	Maintenance strategy
£11382 (10K to be allocated from the Area Capital budget for Levenmouth)	Will be contained within existing maintenance regime at no extra cost – this investment in high quality fittings should see a reduction year on year on current maintenance costs while the fittings are relatively new. The first year of maintenance will be covered by manufacturer's warranty and installers guarantee.

### 1.5.2 Funding requested

How much funding is being requested? £10,000\_\_\_\_\_

### 1.5.3 Funding availability

*This will list all sources of funding including any match funding*

- £1382 from Committee Funds

### 1.5.4 Resource availability

No implications

## 1.6 What are the known risks?

### 1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Poor Contractor Performance	2	4	8
Cost Overrun	1	4	4

### 1.6.2 Risk mitigation

Risk description	Mitigation Measures
Contractor Performance	Good reputation established by preferred contractor
Cost Overrun	Fixed price Contract established

## 1.6 Proposal sign-off

Approved by	Role	Date approved
DPaterson	Community Manager	

11<sup>th</sup> August 2021

Agenda Item No.07

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## Street Naming and Numbering Consultation

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**Report by:** Gordon Mole, Head of Business and Employability

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**Wards Affected:** (Ward 21) Leven, Kennoway and Largo

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### Purpose

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Under Section 97 of the Civic Government (Scotland) Act 1982, this report proposes that the name 'McKay Court' be approved as a new street name at the development on land to the east of Station Road, Leven (planning reference 20/01761/FULL). A copy of the site plan for the development is appended showing the layout of the new street.

### Recommendation(s)

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It is recommended that the new street name 'McKay Court' is adopted for the Quale Homes development on land to the east of Station Road, Leven.

### Resource Implications

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There are no Resource Implications associated with this report.

### Legal & Risk Implications

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

### Policy & Impact Assessment

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

### Consultation

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The developer (Quale Homes) was consulted on the 3<sup>rd</sup> March 2021 and provided a suggestion to be considered by elected ward members.

The local Community Council (Leven Community Council) was consulted on the 29<sup>th</sup> March 2021 and no suggestions were received.

The elected ward members (Councillor David Alexander, Councillor Colin Davidson, Councillor Graham Ritchie, and, Councillor Alistair Suttie) were consulted on the 30<sup>th</sup> April 2021 and unanimously support the proposal from the developer.

The preferred street name for the new development is 'McKay Court' which has been approved by the elected ward members. The suggestion was proposed by the developer, Quale Homes.

The proposed name 'McKay Court' conflicts with Street Naming and Numbering Policies and Procedures para 2.12 "*Names of living persons or persons who have been deceased for fewer than five years*" and will therefore be referred to the Levenmouth Area Committee for decision.

As per Fife Council's Street Naming and Numbering Policies and Procedures para 2.13 "*EPES officers will advise consultees when a street name suggestion does not meet the above criteria, and will seek an alternative proposal*" the developer was approached for an alternative suggestion and they confirmed that they had none to put forward.

In advance of this consultation being brought to the Levenmouth Area Committee, a representative of Quale Homes has contacted the person whose name is proposed and have advised that they consent to having their name considered for the proposed street name 'McKay Court'.

## 1.0 Background

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- 1.1 One new street name is required for the road serving the residential development on land to the east of Station Road, Leven.
- 1.2 'McKay Court' honours James Taylor Hamish McKay who served the local community as a youth leader and sports coach for over four decades and was awarded the British Empire Medal in the Queen's New Year's Honours List 2020 for his services to young people and the community in Levenmouth. This suggestion was proposed by the developer under the following criteria as per Fife Council's Street Naming and Numbering Policies and Procedures para 2.11 that new street names should "*Honour noteworthy persons local to the area or to Fife*". This street name does not conflict with any existing street name in the area.
- 1.3 The proposed name 'McKay Court' conflicts with Street Naming and Numbering Policies and Procedures para 2.12 "*Names of living persons or persons who have been deceased for fewer than five years*" and is therefore being referred to the Levenmouth Area Committee for decision.

## 2.0 Conclusions

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- 2.1 The proposed street name for this development honours James Taylor Hamish McKay and was proposed in line with Fife Council's Street Naming and Numbering Policies and Procedures para 2.11 that states that new street names should "*Honour noteworthy persons local to the area or to Fife*". It is for the Levenmouth Area Committee to decide on final approval of 'McKay Court' as an exception to Fife Council's Street Naming and Numbering Policies and Procedures para 2.12 "*Names of living persons or persons who have been deceased for fewer than five years*".

### List of Appendices

1. Location plan: L\_21002 Streetmap

### Background Papers

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

- Fife Council Street Naming and Numbering – Policy and Procedures document dated November 2018.
- Planning documents associated with application 20/01761/FULL.

### Report Contact

Ryan McQuade

Fife Property Gazetteer Officer

Telephone: 08451 55 55 55 ext. 444487

Email – [Property.Gazetteer@fife.gov.uk](mailto:Property.Gazetteer@fife.gov.uk)





Business and Employability  
Property Gazetteer  
<http://www.fife.gov.uk/addressing>  
16th July 2021

## Fife Council - Street Naming & Numbering L\_21002

ONE NEW STREET NAME PROPOSED: MCKAY COURT  
development on land east of Station Road, Leven  
planning application reference: 20/01761/FULL

Area Committee:  
LEVENMOUTH  
Ward:  
LEVEN, KENNOWAY AND LARGO  
Community Council:  
LEVEN



1:712

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Date 11 August 2021

Agenda Item No. 08

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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: 21 and 22

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### **Purpose**

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

### **Recommendation(s)**

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

### **Resource Implications**

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

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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

# 1.0 Background

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

# 2.0 Transactions

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## 2.1 Acquisitions

### 2.1.1 58 Haughgate Street, Leven

Date of Acquisition: 3 June 2021  
Price: £60,000  
Seller: Jordan G Cowie

# 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

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

<b>Levenmouth Area Committee of 22 September 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pupil Equity Funding Update	Education and Children's Services	Shelagh McLean	
Complaints Annual Update	Customer and Online Services	David Thomson-CRM	
Settlement Trust Annual Update	Communities and Neighbourhoods Service	David Paterson	
Parks Street and Open Spaces Annual Update Review	Environment & Building Services	John Rodigan	
Update on school leaver destinations	Education and Children's Services	Lynn Porter, Sarah Else	
Buckhaven Waterfront Fireworks Funding Request	Communities and Neighbourhoods Service	David Paterson	
Levenmouth Area Capital Allocation Proposals (78K).'	Communities and Neighbourhoods Service	David Paterson	

<b>Levenmouth Area Committee of 17 November 2021</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Fife Sports & Leisure Trust Update Report - Leven Pool	Fife Sports & Leisure Trust (FSLT)	Andy Maclellan	
Pupilwise / Parentwise Update Report	Education and Children's Services	Deborah Davidson	
Common Good Fund Annual Update 2020-2021	Finance & Corporate Services	Eleanor Hodgson	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Interreg Funding Request	Communities and Neighbourhoods Service	Brian Odonnell-Crm, David Paterson	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Kennoway Den - Environmental improvements and Training Opportunity -Funding Request 40K	Communities and Neighbourhoods Service	David Paterson	
Health & Social Care Partnership Report - Local Priorities	Health and Social Care	John G Thomson, Tracey Harley	
Economic Report - Levenmouth Area	Communities and Neighbourhoods Service	Pamela Stevenson	
Levenmouth WRAP Group Consortium BID - Pilot Project Review	Communities and Neighbourhoods Service	Robert Graham, Billy Bain	
Area Capital Update 2021	Finance & Corporate Services	Eleanor Hodgson	Annual Report due end of 2021.
Policing Update Anti Social Behaviour Initiative Levenmouth	Police Scotland	John Docherty	Annual Report due 2021.
Workshop - Pupil Equity Fund	Education & Children Services	Shelagh McLean	Workshop on PEF to be added to WP as per Committee on 19.5.21
Proposed 30mph speed limit - East Wemyss	Communities and Neighbourhoods Service	Martin Kingham	