

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

Wednesday, 2nd December, 2020 - 9.30 a.m.

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 Glenrothes Area Committee of 14th October, 2020. | 3 - 6 |
| 4. | TRAFFIC REGULATION ORDER - MARKINCH RAILWAY STATION, RESIDENTS PARKING SCHEME: AMENDMENT TO THE LIST OF QUALIFYING PREMISES – Report by the Head of Assets, Transportation and Environment. | 7 - 10 |
| 5. | TRAFFIC REGULATION ORDER - PROPOSED WAITING RESTRICTIONS: POPLAR ROAD AND WOODSIDE ROAD, GLENROTHES – Report by the Head of Assets, Transportation and Environment. | 11 - 14 |
| 6. | TRAFFIC REGULATION ORDER - PROPOSED WAITING RESTRICTIONS: FARADAY ROAD, GLENROTHES – Report by the Head of Assets, Transportation and Environment. | 15 - 18 |
| 7. | GLENROTHES YMCA HEALTHY LIVING GARDEN – APPLICATION FOR FUNDING – Report by the Head of Communities & Neighbourhoods. | 19 – 20 |
| 8. | PROGRESS REPORT, RESIDENTS PETITION – AUCHMUTY ROAD – Report by the Head of Communities & Neighbourhoods. | 21 – 24 |
| 9. | AREA HOUSING PLAN UPDATE – Report by the Head of Housing Services. | 25 – 30 |

ITEMS FOR NOTING

- | | | |
|-----|--|---------|
| 10. | GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME 2021. | 31 – 34 |
| 11. | PROPERTY TRANSACTIONS – Report by the Head of Assets, Transportation and Environment. | 35 - 36 |

<p>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.</p>
--

Morag Ferguson
Head of Legal and Democratic Services
Finance and Corporate Services

Fife House
North Street
Glenrothes
Fife, KY7 5LT

25th November, 2020

If telephoning, please ask for:
Diane Barnet, Committee Officer, Fife House
Telephone: 03451 555555, ext. 442334; email: Diane.Barnet@fife.gov.uk

Agendas and papers for all Committee meetings can be accessed on www.fife.gov.uk/committees

THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE (VIRTUAL MEETING)

14th October, 2020

9.30 a.m. – 10.20 a.m.

PRESENT: Councillors Fiona Grant (Convener), John Beare, Altany Craik, Mick Green, Derek Noble, Ross Vettraino, Craig Walker, Vikki Wilton and Jan Wincott.

ATTENDING: Norman Laird, Community Manager (Glenrothes); JP Easton, Team Manager (Community Development); Robert S. Gibson, Team Manager (Community Use Kirkcaldy & Glenrothes), Communities and Neighbourhoods; Neil Watson, Lead Consultant (Roads & Lighting Asset Management), Assets, Transportation and Environment Service; Chris Mcmenemy, Property and Planning Research and Information Co-ordinator, Economy, Planning & Employability Services; and Diane Barnet, Committee Officer, Legal & Democratic Services.

ALSO IN ATTENDANCE: Kirk Donnelly, Community Inspector, Police Scotland, Fife Division.

APOLOGY FOR ABSENCE: Councillor Julie Ford.

187. DECLARATIONS OF INTEREST

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

188. MINUTE

The Committee considered the minute of the Glenrothes Area Committee of 19th August, 2020.

Arising from the minute, the Convener provided an update on - Paragraph 181. (3) - relating to a request for a financial contribution from NHS Fife toward the 'Positive You' initiative - that she had written to NHS Fife and was awaiting a response.

Also arising from the minute, the Convener provided an update on Paragraph 183. (2) - relating to funding for the ongoing cost of maintenance of CCTV cameras - that clarification had been received.

Decision

The Committee noted the updates and otherwise approved the minute.

189. PETITION - FOOTBALL (CAGE) FIELD AND CAR PARKING ISSUES, AUCHMUTY ROAD, GLENROTHES

In terms of Standing Order No. 6.1 (2), the Committee considered a petition raised by Mr. Kerran Andrew, containing 21 signatures, on behalf of residents of Auchmuty Road/

Road, relating to the impact on car parking and anti-social behaviour during the use of the Community Use football cage at Auchmuty High School outwith operating hours. The Convener briefly introduced the petition and thereafter invited Mr. Robert Gibson, Team Manager, Community Use, Glenrothes to present their preliminary Service response to the petition.

The Committee thereafter discussed the merit of the petition, asking questions of the Team Manager, Community Use.

Motion

Councillor Vettraino, seconded by Councillor Beare, moved that:

'The Committee agrees that:

- (1) the Head of Environment, Assets and Transportation be asked to consider if a Traffic Regulation Order would minimise the potential of nuisance from parked cars to residents in Auchmuty Road, while the Community Use pitches are in use;
- (2) the Head of Communities and Neighbourhoods be asked to consider establishing appropriate supervision of the Community Use pitches, while they are in use, extending the height of the boundary fence between the pitches and Auchmuty Road and measures to prevent the pitches being used without authorisation; and
- (3) the Head of Housing be asked to consider the use of CCTV to monitor anti-social behaviour and damage to public property.

and that they each report accordingly to the Committee at its next meeting.'

Amendment

Councillor Craik, seconded by Councillor Noble, moved as an amendment to approve the recommendations detailed in the report, that:

'The issues experienced by residents in Auchmuty Road have no short term, easy fix. There are seasonal re-occurring challenges that require a cross service approach to achieve a long-term sustainable solution. Communities and Neighbourhoods, Education and Police representatives could attend ward meetings to agree seasonal approaches to dealing with these issues.'

Roll Call

For the Motion - 6 votes

Councillors John Beare, Fiona Grant, Mick Green, Ross Vettraino, Craig Walker and Vikki Wilton.

For the Amendment - 3 votes

Councillors Altany Craik, Derek Noble and Jan Wincott.

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

Decision/

Decision

The Committee agreed in terms of the motion outlined above.

190. STREET NAMING CONSULTATION

As required under Section 97 of the Civic Government (Scotland) Act 1982, the Committee considered a report by the Head of Business and Employability proposing that the name 'Annie Swan Drive' be approved as a new street name for the Campion Homes development on land adjacent to the Dairy, Main Street, Star.

Decision

The Committee agreed that the street name 'Annie Swan Drive' be adopted for the Campion Homes development on land adjacent to the Dairy, Main Street, Star.

191. LOCAL COMMUNITY PLANNING BUDGET REQUEST -WARDS 14 AND 15, GLENROTHES: CCTV

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval to purchase CCTV cameras – two each for Wards 14 and 15. The cameras would be used across each of the Wards to help tackle anti-social behaviour.

Decision

The Committee agreed, subject to a correction relating to the number of CCTV cameras detailed in the report to a total of four cameras (two each for Wards 14 and 15), to approve a total contribution of £31,631 from Local Community Planning budgets, split equally between the budgets for Wards 14 and 15.

192. AREA ROADS PROGRAMME 2019-20 - FINAL REPORT

The Committee considered a report by the Head of Assets, Transportation and Environment advising on the delivery of the 2019-20 Area Roads Programme (ARP).

Decision

The Committee noted the contents of the report and appendices detailing the type of works, work location and expenditure for the list of projects forming the 2019/20 ARP.

193. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME 2020/21

The Committee considered the Glenrothes Area Committee draft forward work programme 2020/21.

Decision

The Committee/

The Committee:-

- (1) noted the draft Glenrothes Area Committee forward work programme 2020/21; and
- (2) agreed to feed back to the Community Manager (Glenrothes) any suggestions for further reports to be included, within the context of the remit of this Committee.

194. PROPERTY TRANSACTIONS

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

Decision

The Committee noted the contents of the report.

2 December 2020

Agenda Item No. 4

Markinch Railway Station, Residents' Parking Scheme - Amendment to the list of qualifying premises

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

Wards Affected: Ward 14 – Glenrothes North, Leslie and Markinch

Purpose

The purpose of this report is to allow the Glenrothes Area Committee to consider amending the list of addresses that qualify to apply for a residents parking permit by adding Victoria Road to the Markinch Railway Station Residents' Parking Permit Scheme.

Recommendation(s)

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

1. agrees to the amendment of the existing Traffic Regulation Order to introduce the additional premises detailed in Appendix 1 to this report ; and
2. authorises officers to confirm the amendment Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000, which covers Roads & Transportation Services' 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 Parking Management team have been advised of the proposed amendment.

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.gov.uk.

1.0 Background

- 1.1. On 31st January 2017 (minute ref 2017.G.A.C.23 para. 37a refers) the Glenrothes Area Committee agreed to the introduction of a Residents' Parking Scheme on streets close to Markinch Railway Station. Objections were subsequently received and then set aside by committee on 31st October 2018 (minute ref 2018.G.A.C.47 para. 80 refers).
- 1.2. Over the period of operation of the Traffic Regulation Order, representations have been received from residents on Victoria Road about the lack of parking opportunities on this road.
- 1.3. Victoria Road has a high density of residents due to a combination of houses and flats and they were not included in the original list of qualifying addresses for a residents' permit when the scheme was initially introduced.
- 1.4. Representations received have brought to our attention that the residents of Victoria Road used to rely on parking on streets that are now within the permit area.
- 1.5. Following the introduction of the permit scheme, these residents have been bound by the 2-hour waiting limit on close-by streets, while at the same time the spaces available on Victoria Road itself have been taken by non-residents displaced to streets outside the permit scheme.

2.0 Issues and Options

- 2.1 It is proposed to include residents of Victoria Road with the residents' permit scheme.
- 2.2 Spot checks of parking within the permit area have revealed that there are enough spaces to accommodate the extra permit holders.
- 2.3 The full list of proposed addresses to be added to the list of qualifying premises is identified on Table 1 in the Appendix.

3.0 Conclusions

- 3.1 It is considered, in the interests of accessibility, that the addresses identified on Table 1 are added to the list of qualifying premises for the Markinch Railway Station Residents Parking Permit Scheme.

List of Appendices

1. Table 1: Proposed new qualifying premises

Background Papers

1. None

Report Contact

Colin Stirling
Lead Consultant, Traffic Management (North Fife)
Assets, Transportation and Environment
Roads & Transportation Services
Bankhead Central
Glenrothes
03451 55 55 55 Ext No 450444

colin.stirling@fife.gov.uk

Appendix 1

Qualifying premises	
Road	Section
Victoria Road	Whole

2 December 2020

Agenda Item No. 5

Proposed Waiting Restrictions – Poplar Road and Woodside Road, Glenrothes

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

Wards Affected: Ward 15 – Glenrothes Central and Thornton

Purpose

The purpose of this report is to allow the Glenrothes Area Committee to consider proposals to introduce “No Waiting at Any Time” restrictions on Poplar Road and Woodside Road, Glenrothes.

Recommendation(s)

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

1. agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/20/31 with all ancillary procedures; and
2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000, which covers Roads & Transportation Services’ and Legal Services’ staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

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

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

1.0 Background

- 1.1 Poplar Road is a busy road that gives access to an industrial estate on the west side and a housing estate on the east side. Parking on this road occurs on the west side, sometimes by larger commercial vehicles.
- 1.2 The section of Woodside Road at the junction with Poplar Road is equally busy, with a small shopping centre on the south side and other trip attractors opposite on Cos Lane.
- 1.3 Woodside Road also registers high pedestrian movements. There is a zebra crossing immediately to the west of the junction with Poplar Road and a bus stop opposite, which is served by school buses. To aid pedestrians crossing Poplar Road at its junction with Woodside Road there is a raised crossing point.
- 1.4 There is also a cycle path on Woodside Road connecting the town centre to Eastfield and Bankhead Industrial Estates. Even though the cycle path runs on the opposite side from Poplar Road, some cyclists cross the junction at the raised table.

2.0 Issues and Options

- 2.1 Representations have been received about a lack of visibility at the junction of Poplar Road with Woodside Road due to vehicles parked very close to the junction on Poplar Road. This creates a hazard to pedestrians and cyclists as they are not able to clearly see traffic coming along Poplar Road. It also creates a conflict with vehicles turning into Poplar Road from Woodside Road and encountering oncoming vehicles on the wrong side of the road.
- 2.2 In order to improve visibility at this junction, it is proposed to introduce a "No Waiting at Any Time" restriction for a length of 20 metres on Poplar Road and for a length of 10 metres on Woodside Road as detailed on drawing number TRO/20/31.

3.0 Conclusions

- 3.1 In the interests of road safety, it is recommended that a TRO is promoted to introduce a "No Waiting at Any Time" restriction on Poplar Road at its junction with Woodside Road, Glenrothes as detailed on drawing number TRO/20/31.

List of Appendices

1. Drawing No. TRO/20/31

Background Papers

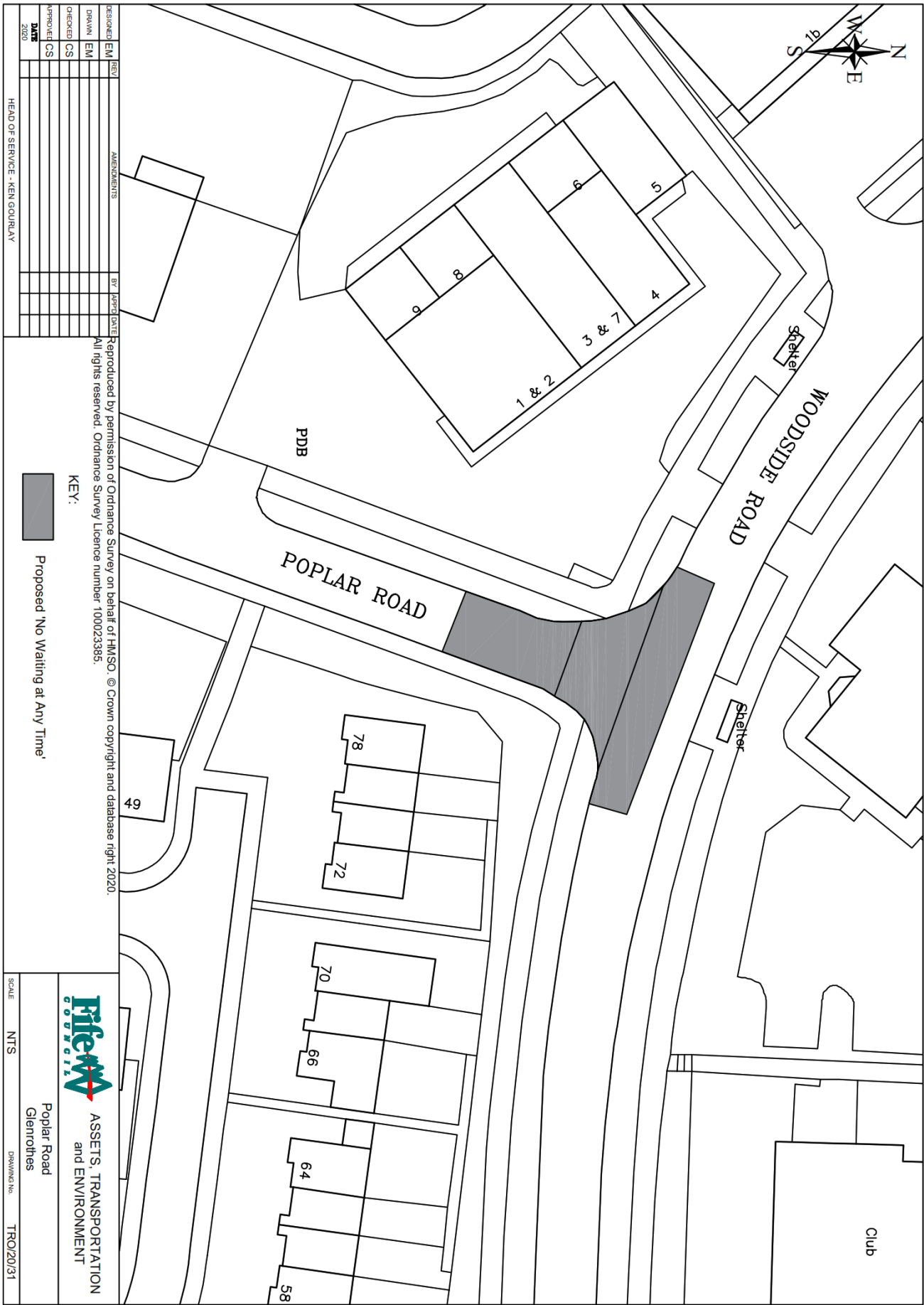
1. None

Report Contact

Colin Stirling
Lead Consultant, Traffic Management (North Fife)
Assets, Transportation and Environment
Roads & Transportation Services
Bankhead Central
Glenrothes
03451 55 55 55 Ext No 450444

colin.stirling@fife.gov.uk

Appendix 1



2 December 2020

Agenda Item No. 6

Proposed Waiting Restrictions – Faraday Road, Glenrothes

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

Wards Affected: Ward 13 – Glenrothes West and Kinglassie

Purpose

The purpose of this report is to allow the Glenrothes Area Committee to consider proposals to introduce “No Waiting at Any Time” restrictions on Faraday Road, Glenrothes.

Recommendation(s)

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

1. agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/20/32 with all ancillary procedures; and
2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000, which covers Roads & Transportation Services’ and Legal Services’ staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

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

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

1.0 Background

- 1.1 Faraday Road is a main distributor road within Southfield Industrial Estate. On the south side, the estate comprises both industrial units as well as a 24hr gym, which attracts a large number of patrons.
- 1.2 There are two car parks available to gym patrons, one to the rear of the gym and one across the road on the front. Despite this, some users prefer to park closer to the gym entrance on the road. The issue arises when this parking occurs close to a bend to the east of the gym or even along it.

2.0 Issues and Options

- 2.1 Parking on the bend poses a safety hazard as it sometimes forces traffic to travel on the wrong side of the road. As this is a 90 degree angle bend, opposing traffic is not able to see oncoming vehicles. Representations have been received about this issue.
- 2.2 Representations have also been received about parked vehicles causing an obstruction to heavy good vehicles servicing the factories. This can have a significant impact on business operations.
- 2.3 Initially, a Temporary "No Waiting at Any Time" Traffic Regulation Order (TTRO) will be introduced over the same length as the proposed TRO. This is expected to improve safety on Faraday Road and to contribute to the economic development of Southfield Industrial Estate. This TTRO will be in place for a period of up to 18 months.
- 2.4 It is proposed to follow the TTRO with a permanent "No Waiting at Any Time" TRO as detailed on drawing number TRO/20/32. This report seeks permission to start the legal process necessary to promote a TRO with a view to having the permanent Order in place before the expiration of the current TTRO.

3.0 Conclusions

- 3.1 In the interests of road safety and economic development, it is recommended that "No Waiting at Any Time" restrictions are introduced on Faraday Road, Glenrothes as detailed on drawing number TRO/20/32.

List of Appendices

1. Drawing No. TRO/20/32

Background Papers

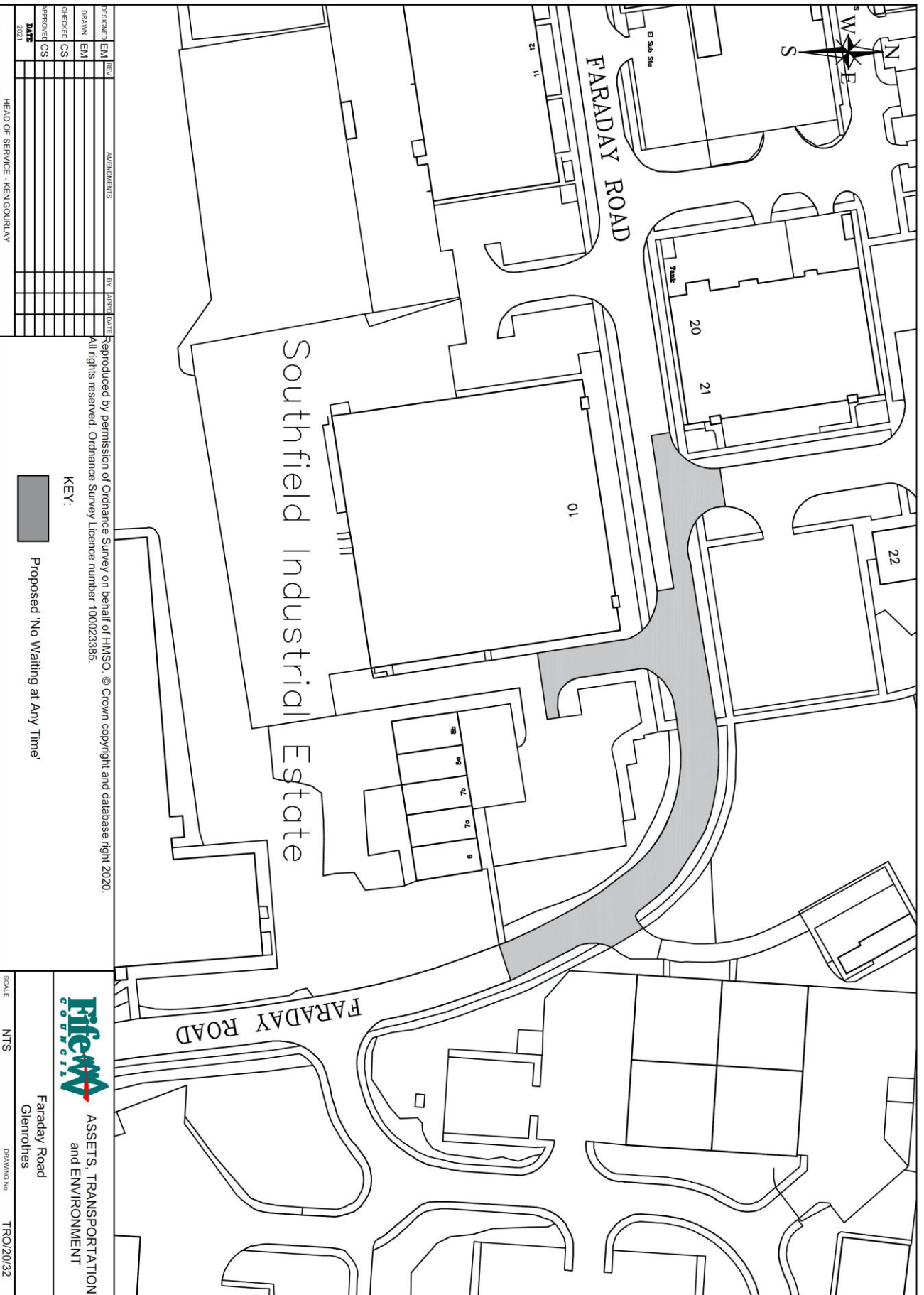
1. None

Report Contact

Colin Stirling
Lead Consultant, Traffic Management (North Fife)
Assets, Transportation and Environment
Roads & Transportation Services
Bankhead Central
Glenrothes
03451 55 55 55 Ext No 450444

colin.stirling@fife.gov.uk

Appendix 1



2nd December 2020

Agenda Item No. 7

Glenrothes YMCA Healthy Living Garden - Application for Funding

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

Wards Affected: Wards 13, 14 and 15

Purpose

This report seeks the approval of Members to contribute towards the completion of the Glenrothes YMCA Healthy Living Garden Project.

Recommendation(s)

Recommendation: that Members support the request from Glenrothes YMCA to complete the Healthy Living Garden Project with contributions from the Local Community Planning Budget - a contribution of £26,740. The YMCA will meet the remainder of the shortfall - £24,000.

Resource Implications

There is enough resource in the Local Community Planning (LCP) Budget to fund the work required to complete the Healthy Living Garden Project with contributions from each Ward area.

Legal & Risk Implications

There are no Legal & Risk Implications associated with the proposals included in this report.

Impact Assessment

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

Consultation

The Healthy Living Garden Project Application form has been circulated to all the Glenrothes area Councillors. A site visit was convened on Friday 20th November 2020 which allowed Members the opportunity to see the Project and discuss issues and queries.

1.0 Background

- 1.1 Glenrothes YMCA secured funding from Big Lottery through the Our Place Auchmuty initiative, along with support from Fife Environmental Trust (FET), Cycling Scotland, and Fife Council (Glenrothes Area Committee) to create the Healthy Living Garden Project in 2019. The Project was costed at £283,015.
- 1.2 The Project has transformed an under-utilised space into an area with play equipment, exercise equipment, storage space, seating and meeting places, areas to grow vegetables and fruit and a cycle store. This area will benefit residents of the WASH (Warout Accommodation for Single Homeless) and families.

2.0 Issues

- 2.1 Work was started on the Project – unfortunately Covid-19, the national ‘lockdown’ and physical distancing measures have had a major impact on the project, as well as increasing the costs.
- 2.2 There are other factors that contributed to the increased costs for the project which meant there is a shortfall. These factors are detailed in the LCP application and were discussed at the site visit in detail on 20th November.
- 2.3 To complete the Healthy Living Garden Project the YMCA has requested a contribution of £26,740. The YMCA will meet the remainder of the shortfall £24,000.

3.0 Conclusions

- 3.1 The project can be completed if Members approve the request for funding from Glenrothes YMCA. The Healthy Garden Project will have a formal opening ceremony, as soon as it is safe to do so, in 2021.
- 3.2 The Healthy Garden Project will benefit people from Glenrothes area as well as residents of the WASH Project with play and exercise equipment, gardening space, and the potential to develop cycling project.

Background Papers

- 1. YMCA Local Community Planning Budget Application previously circulated to Members.

Report Contact

JP Easton

Team Manager (Community Development)

5th Floor West, Fife House

Telephone: 03451 55 55 55, Ext No 443 776

Email: jp.easton@fife.gov.uk

2 December 2020

Agenda Item No. 8

Progress Report, Residents Petition – Auchmuty Road

Report by: Paul Vaughan, Head of Communities & Neighbourhoods

Wards Affected: Ward 15

Purpose

To provide Area Committee with an update on the progress of the resident petition regarding use of the artificial grass pitch at Auchmuty High School.

Recommendation(s)

Ward 15 members are requested to monitor progress of the associated issues.

Resource Implications

Cost of increasing the height of the fence £16,759.00
Cost of installing CCTV cameras
Re-deployment of staff by Police Scotland

Legal & Risk Implications

There are no Legal or Risk implications associated with the proposals included in this report.

Impact Assessment

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

Consultation

The residents petition was discussed at Area Committee on 14th October, 2020. An amendment requesting further detail was requested to be provided at the Committee meeting scheduled on 2nd December, 2020.

1.0 Background

- 1.1 The new Auchmuty High School building opened in August 2013. The school was one of the new school builds in the “Building Fife’s Future Programme”
- 1.2 A key component to the Scottish Government’s support funding for new school buildings is that the facilities should be accessible to the wider community.
- 1.3 Community access to the old school was managed via the school lets system. There had been a variety of issues regarding access and management control of the facilities using this system. There was a reluctance from the school senior management team to implement a similar system in the new school.
- 1.4 Community Use Schools were requested to manage community access of the sports facilities at the new school. No additional revenue budget was provided to support this role. The lead in time to take on this responsibility was approximately two weeks.
- 1.5 In October 2013 Community access to the indoor sports facilities was made available for public access.
- 1.6 In October 2014 the floodlit artificial grass pitch was opened for community access. The pitch was made available for public hire between the hours of 6.00 – 9.00 pm, Monday to Friday.
- 1.7 The community use programme continues to be very successful. Approximately 30 different clubs and groups with over 500 participants use the facilities on a weekly basis. Most of the use takes place between the months of October and March when there is a high demand for indoor facilities and the outdoor floodlit artificial grass pitch.
- 1.8 There is currently one member of staff on duty during community use opening hours.
- 1.9 All bookings, including payment, are processed and managed via the main community use school at Glenwood HS.
- 1.10 Good communication systems remain in place between the school management team and the community use management team to ensure that there is a positive environment where school pupils and community use customers benefit from using the excellent facilities.
- 1.11 Education Service retain the revenue budget for maintenance of the pitch and associated equipment.
- 1.12 Income from pitch use is used to cover the additional leisure attendant cover. Any surplus income is used to offset the significant Community Use overspend.
- 1.13 Since the opening of the new school, residents have made intermittent complaints about use of the pitch. This has included members of the public parking in Auchmuty Road, balls being kicked over the fence and hitting cars or property and young people congregating on the pitch during non-programmed activity.

- 1.14 Unauthorised use by young people tends to take place at weekends, school holidays or during the period between school finishing and community use commencing.

2.0 Issues and Options

- 2.1 The Area Convener and the Community Use Team manager attended a site visit on Thursday 5th November. Issues regarding parking, balls going over the fence and unauthorised access were discussed.
- 2.2 Parking: Community Use include a section in their booking conditions that advises participants that they must use the school car park when accessing the pitch. Community Use Lead Officer staff also visit the area at the start of each new block booking period to re-enforce this condition.
- 2.2.1 It is proposed that an additional large sign, advising that there is no access for pitch users is placed on Auchmuty Road, adjacent to Russell Drive.
- 2.2.2 A consultant from Roads & Transportation services will examine the potential of a Traffic Regulation Order. The findings will be discussed at a Ward 15 meeting.
- 2.3 Increasing the height of the boundary fence will reduce the likelihood of balls going over the fence. There is however a possibility that the number of groups using the pitch area nearest to the residential area will increase if a higher fence is installed.
- 2.4 Unauthorised access: It is proposed to implement a strategy where partner agencies work with young people to ensure appropriate use of the pitch during unprogrammed periods. This would be an alternative option to attempting to prevent unauthorised access. The approach would require input from the school management team, community safety, detached youth workers, community use and Police Scotland. Young people would be permitted access during unprogrammed periods on the understanding that they adhere to rules and guidance including wearing appropriate footwear, not leaving litter on the pitch, refraining from any form of vandalism, playing cross court instead of towards the goals and the west end of the pitch and leaving the pitch when programmed users arrive.
- 2.5 The use of CCTV in tackling antisocial behaviour is supported through 2 separate methods.
- 2.5.1 The public space CCTV system is jointly funded by Fife Council and Police Scotland and provides approximately 102 fixed cameras across Fife in high footfall areas, predominantly town centres. This is monitored through a control room at Police HQ.
- 2.5.2 There are also a number of re-deployable cameras (domehawks) which have been purchased either through area budgets or are in community ownership. These cameras can be deployed on a short-term basis to support activity where high levels of crime or antisocial behaviour are taking place. The deployment of these cameras is agreed by community planning partners at an area level. Monitoring is undertaken by Police Scotland.
- 2.5.3 Fife Council and Police Scotland are currently reviewing the use of re-deployable CCTV.
- 2.5.4 Local Police officers will raise the deployment of CCTV cameras at Ward 15 meeting on 2nd December 2020.

3.0 Conclusions

- 3.1 This matter will be monitored and dealt with at ward level with oversight by local Members .
- 3.2 There will be communication with all local residents who signed the petition on the actions agreed and how to communicate with the Council on any future concerns.

List of Appendices

None.

Background Papers

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

None.

Report Contact

Robert Gibson
Community Use Team Manager, Glenrothes & Kirkcaldy
Glenwood High School
Telephone: 03451 55 55 55, Ext No 441668
Email – Roberts.gibson@fife.gov.uk

2nd December 2020

Agenda Item No. 9

Area Housing Plan Update

Report by: John Mills, Head of Housing Services

Wards Affected: 13,14,15

Purpose

Members approved the Glenrothes Area Housing Plan in October 2017. This interim report provides an update on progress in delivering service priorities and performance information for the financial year 2020/21 where figures are available at an Area level.

A revised Plan for 2021/23 will be presented at Committee once there has been the opportunity to consult on future priorities for the Glenrothes Area.

Recommendation(s)

Members are asked to:

- Note and comment on the work progressed through the Area Housing Plan for the financial year 2020/21

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Local tenants were involved in the development of the Area Housing Plan through local groups and events, as well as taking part in walkabouts with staff and members. We also used feedback from the annual tenant survey to develop the plan. A similar approach will be taken to the development of the Glenrothes Area Housing Plan for 2021/23.

1.0 Background

- 1.1 Members approved a report in October 2017 which outlined the 2017/19 Glenrothes Area Housing Plan and set out how we intended to:
 - Understand and address housing needs in the area
 - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services, as the largest landlord in Fife, can improve the lives and opportunities of its tenants through effective neighbourhood management and community-led improvement initiatives. We have a key role to work in partnership with others to reduce poverty in Fife.
- 1.3 This report includes measures to outline how well we are performing and addressing housing need in Glenrothes. Performance data for the previous financial year is provided where this is available at an Area level. It also outlines how staff have adapted to deliver services during COVID restrictions. Housing Officers are now able to be more visible in local communities as we work our way through the Recovery Plan.
- 1.4 A revised Glenrothes Area Housing Plan will be produced for 2021-23. This will outline future priorities that reflect the views of our local communities.

2.0 Issues and Options

- 2.1 This report will focus on the following Plan for Fife headings-
 - Opportunities for all
 - Community-led services
 - Thriving places
- 2.2 Attached to the report is Appendix 1 providing a summary of performance information.
- 2.3 **Opportunities for all**
 - The period of lockdown was a difficult and challenging time for many in our communities. Housing Services worked in partnership with others to help vulnerable households to obtain necessities such as food and prescriptions. We also provided advice and support to tenants who were worried about their rent. Housing Services focused on delivering business-critical services. This included gas safety inspections, emergency repairs, dealing with anti-social behaviour, welfare checks, urgent allocations to homeless applicants and support to older people in retirement and very sheltered housing. Staff in the Glenrothes team also volunteered for redeployment to critical parts of Council services.

Throughout this time, we have had to adapt to change and new ways of working. It has presented us with the opportunity to review how we operate. As we operate within the Recovery Plan, staff are now undertaking estate inspections and, adhering to appropriate safeguarding measures, visit tenants in their homes. We will continue to focus on improving the condition of our estates and addressing the welfare needs of our tenants.

Appendix 1 contains key performance information on the following areas:

- Void properties were turned around and reallocated during 2019/20 within 24 days. Performance during 2020/21 is 67 days, reflecting the severe restrictions in place regarding access to properties, especially at the start of the crisis. Currently, however, Glenrothes Housing Access Officers are reporting a substantial number of properties now becoming available for let, as they reach the end of the change of tenancy process.

The need for significant improvement in performance in this area of work is evident, in order to satisfy housing need and to minimise rent loss to the Housing Revenue Account which, in turn, enables reinvestment to improve tenant services and build new homes.

- A total of 218 allocations have been made. The amount of allocations to each housing list category was 58% to homeless and 37% to transfer applicants. The percentage of allocations to homeless applicants was lower in comparison to the previous year but additional properties were added to the temporary accommodation stock to cope with increased demand.
- We have been proactive in facilitating moves where tenants are under occupying larger family-sized properties. We have enabled 9 larger properties to be made available for allocation following best use of stock moves. The Tenant Incentive Scheme (TIS) was used to assist tenants with the costs associated with moving home. Practical help is provided with the things that can sometimes be a barrier for people wishing to downsize and this included removal costs, decoration, new carpets, furnishings and white goods. We will continue to facilitate moves where suitable properties can be identified to meet the preferences of tenants who are under-occupying and who have indicated they may be prepared to move.
- The Property Acquisition Policy has been used over the last year to buy back 13 family-sized former council houses - a further 10 have offers agreed, awaiting completion. These have been used to provide permanent housing for homeless families. Although a recent policy change now directs these properties to be allocated more to Transfer applicants, staff will always endeavour to include homeless applicants in any 'chain' of allocations.
- The Housing team have been at the forefront of tackling poverty in the Glenrothes Area and assisting vulnerable tenants whose normal life has been disrupted due to the pandemic.
- Improving rent collection rates continues to be a challenge but the Glenrothes figure is currently 99.52%, actually an improvement from 98.53% in 2019/20, although just below the Fife figure. A related area where the reduction in direct

contact between staff and tenants has had an impact is in the percentage of tenants in arrears who have made re-payment arrangements with us. The current figure is nearly 28%, down from over 37% last year. In comparison, the current Fife-wide average is just under 24%.

- It has been a priority for staff to work with tenants in debt within their patches and to liaise closely with Revenue Officers and Universal Credit Officers. A preventative approach is taken to support new tenants and promote early intervention. At the accompanied viewing staff discuss affordability, the Welfare Fund and other options for sourcing household items with new tenants. Through the Locality Managed Budget, household items and other practical help can be provided to new tenants in need who are struggling to set up their home.
- The introduction of the Coronavirus (Scotland) Act prevents the eviction of tenants for rent arrears until the 31st March 2021. It was recognised that we needed to assist tenants facing financial pressures during the pandemic. The rent arrears process was suspended for several months with a shift in focus to reach out to tenants who were experiencing a disruption to their employment. Advice and assistance were offered to those who were self-employed, faced redundancy or were part of the government's furlough scheme.

2.4 Community-Led Services

Tenant engagement is critical for the Housing Service to receive feedback and to deliver community-led and relevant services. Tenants indicated to us that they wished to be more involved in improving their local areas and this will be reflected in the new Area Housing Plan. There are now 4 tenants' and residents' associations (TRA's) across the Glenrothes area which make an active contribution to improving their local communities. Most TRA's have not been able to hold meetings due to current restrictions and staff have only been able to offer support remotely. It is hoped, as we progress through the recovery phases, that we will be able to engage more actively with TRAs.

2.5 Thriving Places

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

3.0 Conclusions

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

List of Appendices

1. Area Performance Data

Background Papers

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

- Glenrothes Area Housing Plan 2014

[ghhttp://www.fifedirect.org.uk/publications/index.cfm?fuseaction=publication.pop&pubid=F8DE672E-9E81-7BF7-35CB487BC1DAC3E8](http://www.fifedirect.org.uk/publications/index.cfm?fuseaction=publication.pop&pubid=F8DE672E-9E81-7BF7-35CB487BC1DAC3E8)

Report Contact

John Flaherty
Housing Manager
Glenrothes Area

Telephone: 03451 55 55 55 Ext No 474021

Email – john.flaherty@fife.gov.uk

Area Housing Plan update December 2020

Appendix 1 - Area Performance Data

Indicator	Glenrothes 2020/21	Glenrothes 2019/20	Fife 2020/21
Average days to turnaround an empty property	67	24	51
rent collection rates	99.52%	98.53%	99.98%
% of tenants on payment agreements	27.85%	37.67%	23.98%
% allocations to homeless households	58%	68%	Not available
% allocations to transfer	37%	23%	Not available

Glenrothes Area Committee of 27 January 2021			
Title	Service(s)	Contact(s)	Comments
Walking Routes to School - Outcome of Consultation	Education and Children's Services	Shelagh McLean	Member briefings issued on 21.08.19 and 22.01.20. Deferred from August. Available for 2 December? Delayed due to COVID-19.
Children Performing Caring Duties	Education and Children's Services	Kathy Henwood, Karen Pedder	As agreed at GAC 04.03.20 - Para. 176. (3) of 2020.GAC.83 refers. Delayed due to COVID-19.
Children's Services in Fife - Local Area Report (Glenrothes Area) (due 02/12/2020)	Education and Children's Services, Health and Social Care	Kathy Henwood	Annual report - previously considered 09.10.19. Available for 2 December? Delayed due to COVID-19.
Glenwood Centre - Update	Communities and Neighbourhoods Service	Andy Maclellan	To be confirmed. Not available 02.12.20.

Glenrothes Area Committee of 24 March 2021			
Title	Service(s)	Contact(s)	Comments
Riverside Park Improvement Plan 2020 - 2030 - Update	Communities and Neighbourhoods Service		Costings, improvements and repairs approved on 04.03.20 - Para. 173 (4) of 2020.GAC.82 refers. Update due March, 2021.

Unallocated			
Title	Service(s)	Contact(s)	Comments
Fife Health & Social Care Partnership - Glenrothes Area Locality Planning Update	Health and Social Care	Fiona Mckay	GAC 29.11.17 - Min Ref Para 25 (2) refers; deferred from GAC on 31.01.18; issued as a briefing note on 19.01.18. Deferred from 19.06.19. Locality work suspended due to COVID. Date 2021 to be advised.
Report of the Pupilwise & Parentwise Surveys		Deborah Davidson	3-yearly surveys - due to be reported 2021. Previously considered 31.10.18.
Director of Public Health Annual Report 2018-19			Dona Milne, Director of Public Health for NHS Fife - briefing note in the first instance - issued to GAC members on 19.08.19. Query agenda item at future meeting - to include update on seasonal flu immunisation programme.
Pupil Equity Fund	Education and Children's Services	Angela Logue, Sarah Else	Requested Headteacher of St Andrew's RC HS to attend Committee. Member Workshop took place on 12.09.19.
Glenrothes Area Economic Development Fund - Town Centre Masterplan Update		Andrew Walker, Ronnie Hair	Report previously considered 16.01.19. Update briefing requested/

Unallocated			
Title	Service(s)	Contact(s)	Comments
			requested for June 2019. Further report tba - or presentation (including Masterplan for Warout).
Lock-up Review	Housing Services	Mark McCall	Agreed at C&HSC 14.02.19 - devolved Area Committees - improvements as part of a Fife-wide 10-year HRA capital improvement project.
Area Housing Plan (including Area Lettings Plan)	Housing Services	Gavin Smith, John Flaherty, Greig Henderson	Agreed by C&HSC on 14.02.19 - development of Area Lettings Plans. Being looked at Fife-Wide. Previously scheduled for 10.06.20, then deferred to October; update now expected April 2021.
Making Glenrothes a Living Wage Place: Update Report	Economy, Planning and Employability	Peter Corbett	Previously considered 06.03.19 - Para 107 refers. Date for update report to be advised.
Presentation/Update - Community Hospital & Intermediate Care Beds Redesign	Health and Social Care		Previous presentation/update 21.08.19 (Karen Gibb and Dr Helen Hellewell). Karen Gibb advised (Feb'20) awaiting outcome of Integration Transformation Board scrutiny process. Claire Dobson, Divisional/

Unallocated			
Title	Service(s)	Contact(s)	Comments
			Divisional General Manager West - leading (clairedobson@nhs.net). Work subsequently suspended due to COVID-19.
Local Community Planning Budget Request - Riverside Park Initiatives	Communities and Neighbourhoods Service	Jp Easton, Kevin Okane	Originally scheduled for 22.04.20. Deferred from 19.08.20 until early 2021. Date to be advised 2021.
Attainment and Achievement for Secondary Schools	Education and Children's Services	Sarah Else	Previous report 04.03.20. Next report expected Sep - Nov 2020 (tbc).
Corporate Parenting/Looked After Children	Education and Children's Services	Kathy Henwood, Lynn Gillies	To link with educational attainment, as agreed at GAC 04.03.20 - Para. 176. (3) of 2020.GAC.83 refers.
Secure Care Pathway	Education and Children's Services	Kathy Henwood, Lynn Gillies	To include info on out of Fife/high cost placements - as agreed at GAC 04.03.20 - Para. 176. (3) of 2020.GAC.83 refers.
Flooding/drainage Issues, Glenrothes (exceptional weather conditions)	Assets, Transportation and Environment	Sara Wilson, Lynne Davidson, Ross Speirs, Rick Haynes	Network Condition Team
Grassland Management Consultation Update	Assets, Transportation and Environment	Scott Clelland	Expected January/February, 2021.

2 December 2020

Agenda Item No. 11

PROPERTY TRANSACTIONS

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

Wards Affected: 13, 14 & 15

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Disposals

2.1.1 522 sqm. of additional ground at Units 22-28 Faraday Road, Southfield Industrial Estate, Glenrothes

Date of Sale: 18 September 2020
Price: £11,000
Purchaser: Nikki Dawn Beveridge

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

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