

AGENDA

Page Nos.

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST** - In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** - Minute of meeting of the North East Fife Area Committee of 4 December 2019 3 - 8
4. **PRESENTATION ON LARICK CENTRE, TAYPORT BY TAYPORT COMMUNITY TRUST**

ITEMS FOR DETERMINATION

5. **MADRAS COLLEGE (KILRYMONT) - DESIGN & DEVELOPMENT FRAMEWORK** - Report by the Chief Officer - Planning 9 - 26
6. **NORTH EAST FIFE NON-SETTLEMENT TRUSTS REVIEW** - Report by the Head of Communities & Neighbourhoods 27 - 33
7. **PROPOSED FOOTWAY ADOPTION - PITTENWEEM** - Report by the Head of Assets, Transportation and Environment 34 - 36
8. **ST ANDREWS ROAD, ANSTRUTHER - FOOTWAY ADOPTION 2020** - Report by the Head of Assets, Transportation and Environment 37 - 39
9. **PROPOSED NO WAITING AT ANY TIME RESTRICTIONS - MARKET STREET, ST ANDREWS** - Report by the Head of Assets, Transportation and Environment 40 - 42

MOTION

10. **NOTICE OF MOTION** - In terms of Standing Order No. 8.1(1), the following notice of motion has been submitted:-

North East Fife Area Committee asks the Executive Director, Education & Children's Services, to review the decision not to provide a 2G artificial pitch as part of the development of the new Madras College in St Andrews.

Proposed by Cllr Tim Brett  
Seconded by Cllr Jane Anne Liston

ITEMS FOR NOTING/

## ITEMS FOR NOTING

- |     |  |         |
|-----|--|---------|
| 11. | <b>PROPERTY TRANSACTIONS</b> - Report by the Head of Assets,<br>Transportation and Environment | 43 - 44 |
| 12. | <b>NORTH EAST FIFE AREA COMMITTEE WORK PROGRAMME</b>   | 45 - 48 |

### **NOTE FOR COMMITTEE MEMBERS ONLY**

**Please note that, following the conclusion of formal Committee business, there will be a short session provided for Members on the Area Roads Programme.**

**Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.**

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Head of Legal and Democratic Services  
Finance and Corporate Services

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22 January, 2020

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**THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE- CUPAR**

**4 December, 2019**

**9.30 a.m. - 12.50 p.m.**

**PRESENT:** Councillors Ann Verner (Vice-Convener), Tim Brett, Bill Connor, John Docherty, Andy Heer, Linda Holt, Jane Ann Liston, David MacDiarmid, Dominic Nolan, Bill Porteous, Jonny Tepp and Brian Thomson.

**ATTENDING:** Janice Laird, Community Manager (North East Fife), Communities and Neighbourhoods; Scott Clelland, Team Manager (Levenmouth & North East Fife), Parks, Streets & Open Spaces; Shona Cargill, Lead Officer (Sustainable Development), Fife Resource Solutions; Stuart Goodfellow, Technician Engineer, Traffic Management (North Fife), Roads & Transportation Services; Stuart MacArthur, Team Manager, Children & Families and Criminal Justice Services; Eleanor Hodgson, Accountant, Finance and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

**ALSO IN ATTENDANCE:** Derek Watson, Quaestor and Factor, St Andrews University.

**APOLOGIES FOR ABSENCE:** Councillors Margaret Kennedy, Donald Lothian, Karen Marjoram and Tony Miklinski.

**228. DECLARATIONS OF INTEREST**

Councillor Connor declared an interest in paragraph 239 as a member of the British Legion but was satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in his role as a Councillor.

**229. MINUTE**

The Committee considered the minute of meeting of the North East Fife Area Committee held on 23 October 2019.

**Decision**

The Committee agreed to approve the minute.

**230. UNIVERSITY OF ST ANDREWS UPDATE**

Derek Watson, Quaestor and Factor, St Andrews University, gave a presentation providing an overview of the general activity of the university, the response to climate change, provision of additional student housing and estate developments, in particular the Eden Campus project.

**Decision**

The Committee noted the information given in the presentation and thanked Derek for his attendance.

*Councillors MacDiarmid and Tepp entered the meeting during consideration of this item and Councillor Liston left the meeting following consideration of this item.*

### **231. APPOINTMENTS TO PARTNER ORGANISATIONS**

The Committee considered a report by the Head of Legal & Democratic Services seeking appointments to partner organisations following the resignation of Councillor Nolan from the Madras College Endowment Trust and The St Andrews Partnership.

#### **Decision**

On a motion by Councillor Connor, seconded by Councillor MacDiarmid, the Committee agreed unanimously that Councillor Docherty be appointed to the Madras College Endowment Trust.

On a motion by Councillor Brett, seconded by Councillor Verner, the Committee agreed unanimously that Councillor Liston be appointed to the St Andrews Partnership.

### **232. LOWER MELVILLE WOOD WIND TURBINE COMMUNITY PAYMENT**

The Committee considered a report by the Head of Assets, Transportation & Environment presenting options to manage community benefit payments from the Council's wind turbine at Lower Melville Wood.

#### **Decision**

The Committee:-

- (1) delegated authority to the Head of Assets, Transportation & Environment the arrangements for the Giffordtown Community Council to receive and distribute community payments from the wind turbine income stream; and
- (2) requested that the payments be backdated to the date the wind turbine started operating.

*Councillor Liston re-joined the meeting during consideration of the above item.*

### **233. PROPOSED WAITING RESTRICTION - SHOREGATE, CRAIL**

The Committee considered a report by the Head of Assets, Transportation & Environment advising of proposals to extend the existing 'No Waiting at Any Time' restrictions on Shoregate, Crail.

#### **Decision**

The Committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/19/53, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.



**234. CUPAR COMMON GOOD FUND - APPLICATION FOR ASSISTANCE TOWARDS BUILDING IMPROVEMENTS TO CASTLEHILL COMMUNITY CENTRE, CUPAR**

The Committee considered a report by the Head of Communities & Neighbourhoods seeking a contribution from the Cupar Common Good fund towards the cost of building improvements and an extension to Castlehill Community Centre to accommodate all user groups on a single site.

**Decision**

The Committee approved a contribution of £6,000 from Cupar Common Good Fund to Castlehill Community Organisation towards the cost of building improvements and an extension to Castlehill Community Centre.

**235. CUPAR COMMON GOOD FUND - APPLICATION FOR ASSISTANCE FROM CUPAR COMMUNITY COUNCIL TO INSTALL DEFIBRILLATORS IN 2 FORMER TELEPHONE BOXES**

The Committee considered a report by the Head of Communities & Neighbourhoods seeking a contribution from the Cupar Common Good fund towards the cost of a defibrillator project covering the Cupar ward area.

**Decision**

The Committee approved a contribution of £4,000 from Cupar Common Good Fund to Cupar Community Council towards the cost of a defibrillator project covering the Cupar ward area.

**236. LOCAL COMMUNITY PLANNING APPLICATION FROM KINGSBARNs COMMUNITY COUNCIL FOR PLAYPARK REFURBISHMENT**

The committee considered a report by the Head of Communities & Neighbourhoods seeking a contribution of £6,000 to Kingsbarns Community Council from the East Neuk Local Community Planning budget towards the development of a new playpark.

**Decision**

The Committee agreed a contribution of £6,000 from the East Neuk Local Community Planning budget towards the development of a new playpark in Kingsbarns.

**237. PARKS, STREETS AND OPEN SPACES ANNUAL REVIEW**

The Committee considered a report by the Head of Assets, Transportation & Environment of work done in the North East Fife Area over the last 12 months and providing an update on progress of the programme of change being embarked upon by Parks, Streets and Open Spaces to modernise and improve service delivery in the North East Fife Area.

**Decision/**

**Decision**

The Committee noted the work done over the last 12 months and recognised the significant programme of change that would improve the provision of grounds maintenance and street cleansing in the North East Fife Area.

**238. CRIMINAL JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK - UNPAID WORK SCHEME**

The Committee considered a report by the Head of Education & Children's Services (Children & Families & Criminal Justice) advising on developments within Fife Council Criminal Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the Area Committee wards.

**Decision**

The committee

- (1) noted the content of the report; and
- (2) agreed that further reports on the Unpaid Work Scheme by the Criminal Justice Social Work Service be brought to the Committee on an annual basis.

**239. TAYPORT COMMUNITY FUND**

The Committee considered a report by the Head of Communities & Neighbourhoods providing a progress report on the operation of the former Tayport War Memorial Fund.

**Decision**

The Committee noted the progress in delivering the Tayport Community Fund and how it was benefitting groups in Tayport.

**240. SETTLEMENT TRUSTS - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD - 2018/19**

The committee considered a report by the Head of Communities & Neighbourhoods giving a position statement on the expenditure relating to the Settlement Trusts in the Kirkcaldy area and providing a Fife wide statement of funds held in both capital and revenue accounts as at April 2019.

**Decision**

The committee noted:-

- (1) the expenditure statement for the financial year 2018/19 detailed in Appendix 1 of the report;
- (2) the funds available at the year-end relating to amounts held as interest, in Revenue accounts and as Capital;
- (3)/

- (3) the detail of the projects supported by the disbursement of these funds provided in section 2.0 of the report; and
- (4) noted the acceptable uses for this funding detailed in Appendix 2 of the report.

**241. NON SETTLEMENT TRUSTS - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD - 2018/19**

The Committee considered a report by the Head of Communities & Neighbourhoods providing a position statement on the expenditure relating to the Non-Settlement Trusts covering North East Fife and also providing a Fife-wide statement on funds as at April 2019.

**Decision**

The Committee noted:-

- (1) the expenditure statement for the financial year 2018/19 contained in Appendix 1 of the report;
- (2) the funds available at the year end; and
- (3) the projects supported by the disbursement of these funds detailed in Appendix 2 of the report.

**242. AREA CAPITAL UPDATE REPORT 2018-2019**

The Committee considered a report by the Executive Director, Finance & Corporate Services advising of the current status of the additional capital investment awarded to North East Fife area in the 2017-20 budget.

**Decision**

The Committee noted the information contained in the report and the relevant appendices for the Capital funding allocations.

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

**243. COMMON GOOD FUNDS ANNUAL REPORT 2018-2019**

The Committee considered a joint report by the Executive Director, Finance & Corporate Services and the Head of Communities & Neighbourhoods advising of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2018-19.

**Decision**

The committee noted the information contained in the relevant appendices to the report for the various Common Good funds in the North East Fife area.

**244./**

**244. PROPERTY TRANSACTIONS**

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

**Decision**

The Committee noted the report.

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

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

**Decision**

The Committee noted the current work programme which would be updated as appropriate.

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29<sup>th</sup> January 2020

Agenda Item No. 5

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## **Madras College (Kilrymont) – Design & Development Framework**

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Report by: Pam Ewen, Chief Officer – Planning

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Ward Affected: 18 – St Andrews

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### **Purpose**

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The Design & Development Framework document identifies key design and development principles for the existing Madras College (Kilrymont) site that will be used to facilitate the marketing and disposal of the site. It will inform and direct any future proposals for the site to ensure that future re-use or redevelopment contributes positively to the site, street and wider context within which it sits.

### **Recommendation**

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It is recommended that Committee note the content of the Design and Development Framework as a vehicle for supporting the marketing, disposal and re-use/re-development of the site.

### **Resource Implications**

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There are no direct financial implications relating to the Design and Development Framework, other than the cost of printing the document. It is anticipated that the use of the document, in a marketing context, will take place electronically and any printed copies would be funded from the Estates Team revenue budget.

### **Legal & Risk Implications**

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There are no direct legal implications relating to the publication of the Design and Development Framework.

### **Impact Assessment**

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The Design and Development Framework is a tool which identifies design principles to implement the placemaking principles within existing Council adopted policies and guidance, and to consider the special historic and architectural interest of the area while providing principles for identifying measures to protect and enhance the listed building and its setting.

An Equalities Impact Assessment has not been completed and is not necessary for the following reason: the document has been prepared for planning, marketing, design and development purposes, will apply to everyone, and has no impact on any of the nine equality protected characteristics.

The Fairer Scotland Duty, which came into force on 1 April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. FIFEplan and Making Fife's Places align with this Duty in its commitment to apply the six qualities of successful places, which is shared by all. The Design and Development Framework, as presented, supports this through the identification of design and development principles to meet the placemaking objectives of FIFEplan and Making Fife's Places.

## **Consultation**

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The Heads of Finance & Legal Services have been consulted during the preparation of this report and have agreed the contents.

Consultations have taken place to inform the final document with the following:

- Fife Council – Head of Assets, Transportation and Environmental Services
- Historic Environment Scotland

Given the nature of the document as an advisory strategy to support the Council's marketing/disposal of the site, no wider public consultation has been undertaken.

## **1.0 Background**

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### **Site background**

- 1.1 The Kilrymont site was identified as a Development Opportunity within the FifePlan Main Issues Report in 2013 leading up to the Proposed FifePlan and the Examination in 2016. Following the quashing of planning permission for the replacement school at Pipelands by the Court of Session, the Kilrymont Development Opportunity site was removed from the final approved FifePlan through the Examination process. The site is currently identified in the adopted FifePlan for educational use, reflecting the current use of the site.
- 1.2 At the Fife Council meeting of 27th June, 2019, the purchase of the Madras College site at Langlands, St Andrews and the disposal of the college's South Street Campus were approved. Construction of the new school at Langlands is now underway. As the future of the new school and the South Street Campus have been secured, this leaves the future of the Kilrymont Campus to be resolved. Kilrymont will remain in use until the new school is completed, following which the building will become surplus to requirements.

### **Purpose of the Design and Development Framework**

- 1.3 This document sets out a series of images and text that identifies key design and development principles for the existing Madras College (Kilrymont) site. It takes a strategic approach in that it does not set out technical details of land use or building form for example, but it does identify the key urban design concepts or principles that would help facilitate a future development that will contribute positively to the site, street and wider context within which it sits.
- 1.4 Taking a placemaking approach, the document examines not just the site, but the wider place context. It identifies the assets of the site and its context, and the issues that may affect future development opportunities. Following on from the analysis of the place, a series of design/development principles and two conceptual options are set out.
- 1.5 The document is included as Appendix 1.

## 2.0 Issues and Options

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- 2.1 There are a number of challenges with the re-use/redevelopment of the Kilrymont Campus, including:
- 2.2 Built Heritage - The existing buildings are category B listed. Any development proposals for the site have to consider the impact of these built heritage assets. Historic Environment Scotland and the Council's Built Heritage Team have been involved in discussions on how to achieve the re-use of the buildings while protecting the key heritage assets. The Design & Development Framework sets out the most significant components of the listed structures that should be retained while identifying opportunities to accommodate changes, and potential demolition in part, to help facilitate its re-use.
- 2.3 Setting of Heritage Assets - Any new development on currently undeveloped parts of the site would need to protect the setting of the listed buildings, and in this regard a green buffer to the north is proposed to help secure this.
- 2.4 Future Uses - It is considered that, in principle, the site and buildings could accommodate a range of uses. This could include private housing, affordable housing, care home, student accommodation, class 4 (office) use or education/community uses.
- 2.5 Movement - The site is located within a predominantly residential area, with any access taken from 20mph residential streets. In terms of access, road safety, and residential amenity, the intensification of vehicular movements as a result of re-use/redevelopment would be carefully assessed through a Transport Statement/Assessment to accompany any future development proposal.
- 2.6 Residential context - The surrounding area is formed principally by residential development. The building density, form and height of this context is used for considering potential building design/layout principles.

### Options

- 2.7 The Design and Development Framework sets out 2 concept options for development of the site to the north of the listed buildings. Option 1 presents a development framework representing an urban block approach, with a permeable movement route where housing will be orientated to create active streets.
- 2.8 Option 2 presents a development framework comprising a single, large structure which can reference the layout of the existing buildings and allow a particular type of development (eg care home, student accommodation) to be located within the site.
- 2.9 Across all options, the following key design/development principles are presented:
  - A green buffer to protect the setting of the listed buildings to ensure they are not visually overwhelmed by new development.
  - Existing Sports Hall – potential re-development opportunity. Building design should not compete with the existing listed buildings
  - Small scale development opportunity to the south west of the site – would help screen back gardens of adjacent housing, present active building fronts to Kilrymont Rd, and development should not significantly impact upon the setting of the listed buildings.
  - Existing lock up garages to the west of the site removed and relocated within the site to facilitate an additional vehicular access to ensure an appropriate level of site permeability.
  - Landscaping to the burnside corridor should be retained and enhanced as a key part of the green corridor and natural heritage asset of the site.

## 3.0 Conclusions

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- 3.1 The Design and Development Framework provides a resource to facilitate the marketing of the site to potential investors by providing direction on the key land use, built heritage and design principles that will need to be considered when preparing detailed proposals. The Framework does not provide technical solutions for the development of the site, but sets the context that can be used as the basis for more detailed discussions with any potential site purchaser.
- 3.2 It is recommended that Committee note the content of the Design and Development Framework as a vehicle for supporting the marketing, disposal and re-use/re-development of the site.

### List of Appendices

1. Madras College (Kilrymont) Design and Development Framework.

### Background Papers

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

- Scottish Planning Policy
- Designing Streets
- Historic Environment Policy for Scotland – Historic Environment Scotland
- Managing Change in the Historic Environment: The Use and Adaptation of Listed Buildings – Historic Environment Scotland
- FifePlan
- Making Fife's Places Supplementary Guidance

### Report Contact

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### Report has been agreed and signed off by:

Craig Walker  
Service Manager (Development Plan)  
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# Madras College (Kilrymont) St Andrews

## Design & Development Framework



## Content

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2. Foreword
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4. Assessment: General Land Use
5. Assessment: Buildings
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10. Built Heritage Principles
12. Key Policy References

## Foreword

### The Placemaking Agenda

Placemaking is enshrined in planning and development principles and policies across Scotland and Fife. At the Scottish Government level, the National Planning Framework, Scottish Planning Policy, Designing Streets comprise part of a suite of policy documents that set the placemaking agenda for Scotland.

Within a Fife context, FifePlan and Making Fife's Places bring these placemaking principles to a local level.

The objective of the placemaking agenda is to **CREATE SUCCESSFUL PLACES**.

### Successful Places

Good quality, successful places are defined by the Scottish Government as those that:

- have a strong sense of character and identity
- form safe and pleasant spaces to be in
- are easy to move around in
- are welcoming to all
- can adapt to changing community needs
- use resources efficiently.

### Making Places

The process of placemaking is complex. For new development to create places that are successful requires thinking beyond the boundary of a proposed development, and a proper assessment of how development will relate and respond to its wider surroundings.

Placemaking is more than just creating better design of buildings and public spaces. It is about understanding the nature and character of places, the interaction of buildings, spaces & movement, and how they are (or can be) used by people. Proposals should then respond to this. Schemes that are parachuted into an area, taken from other, quite different places, and that do not have regard for local circumstances and characteristics, will quite often fail.

## Introduction

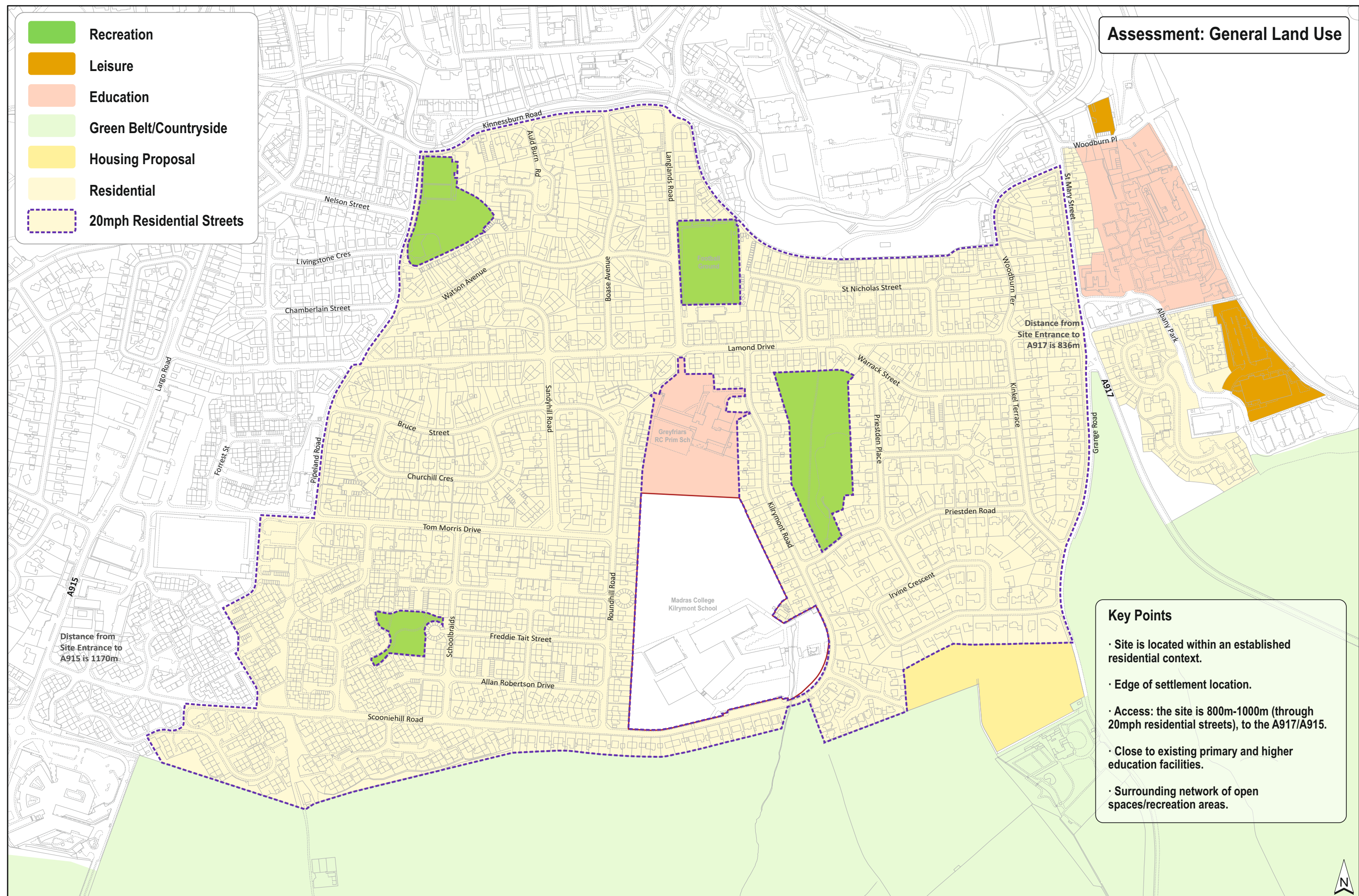
This document sets out a series of images and text that identifies key design and development principles for the existing Madras College (Kilrymont) site. It takes a strategic approach in that it does not set out details of land use or building form for example, but it does identify the principle urban design concepts or principles that would help facilitate a future development that will contribute positively to the site, street and wider context within which it sits.

Taking a placemaking approach, the document examines not just the site, but the wider place context. It identifies the assets of the site and its context, and the issues that may affect future development opportunities. There are 2 main sections to this study:

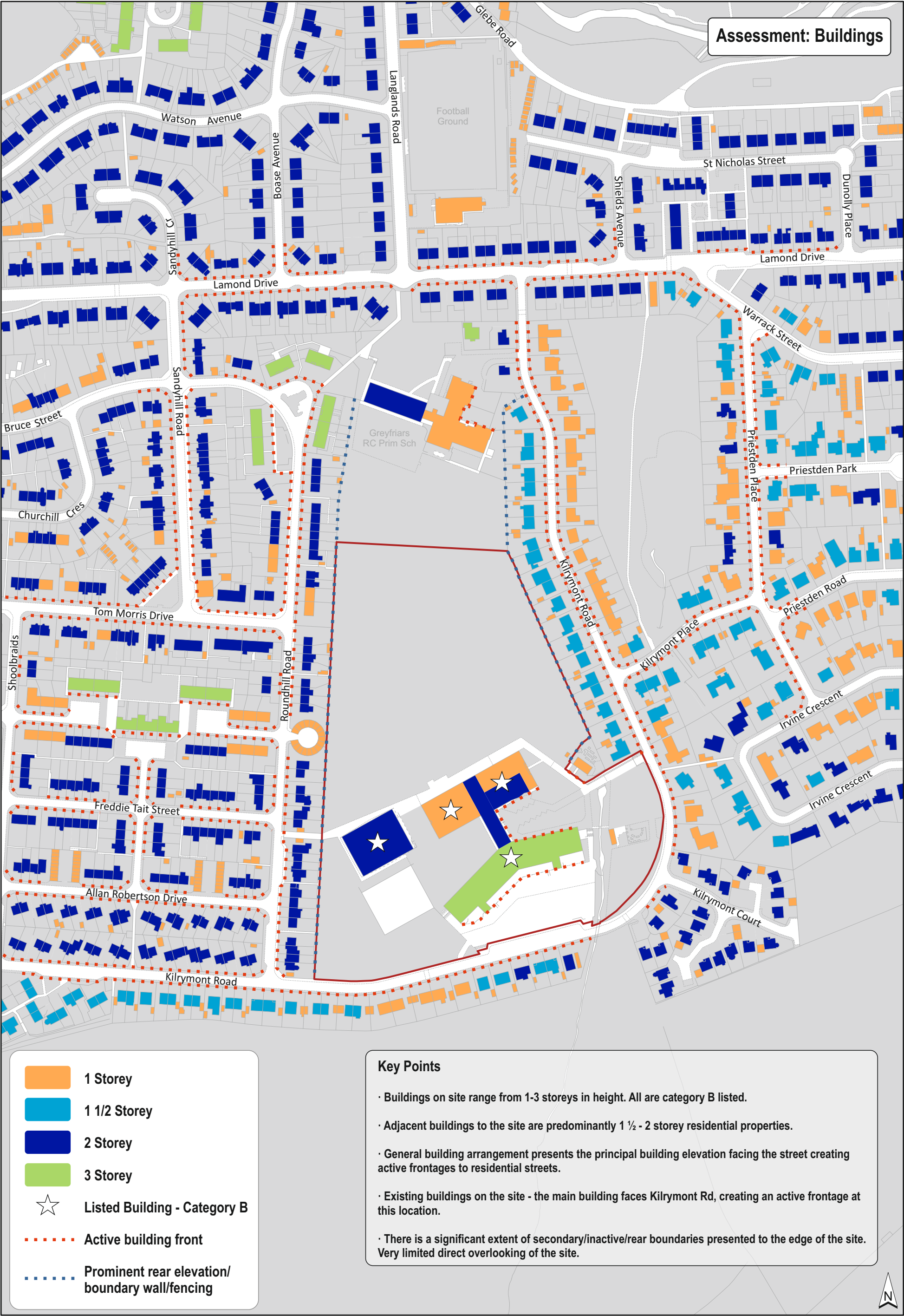
**Analysis** - this examines the site in relation to the placemaking concepts of Buildings, Spaces, and Movement. It identifies matters that may affect or influence subsequent design principles and or future development proposals.

**Design & Development Principles** - this section sets out a series of guiding principles and development concepts that should inform any redevelopment proposals to help meet the Placemaking agenda and contribute to a creation of a successful place.



















## Development Concept 1: Residential & Small Scale Office Uses

### Design & Development Principles

- **Green buffer** - an area necessary to protect the setting of the listed building's, so they continue to offer a presence within the Kilrymont Rd and are not visually overwhelmed by new development to the north. The extent of the green buffer should respond to the scale of any new development and following an assessment of the impact on the relationship of development to the setting of the listed building's.
- **New build opportunity** - This should be to a residential scale to reflect the wider context within which the site sits. Maximum building height of 2 storeys to the edges of the development. This may increase to 3 storeys to the middle of the site subject to detailed design considerations and impact on the listed buildings and their setting.
- **Sports Hall** - this is a potential re-development opportunity. Any redevelopment should not significantly affect the setting of the listed buildings or visually compete with them. The buildings should be of a modest, unfussy, contemporary design - single storey (to avoid visual competition with the adjacent main buildings), with the potential to step up the building height to 2 storeys towards the west of the site.
- **Existing buildings** - Potential re-use for: residential, offices, care home, student accommodation.
- **Potential residential development** to the north of the green buffer. Active building fronts to face the buffer zone. Back gardens located adjacent to adjacent back gardens.
- **Shared surface road environment** within the residential development. Use of parking courtyards to reduce the visual impact of cars on the street and in front gardens.
- **A small scale development opportunity** present to the south west of the site. Modest 2 storey development would screen the visually prominent back gardens of the existing houses and present active building fronts to Kilrymont Rd. The location would not significantly impact on the setting of the listed buildings given the separation between and the proximity of the existing housing.
- **The use of trees in the street/courtyards** is encouraged to provide a vertical landscape element within an urban development.
- **Existing lock up garages** - these are kept within close proximity to the existing site so users will not have to travel far to access. The removal of the existing garages would facilitate a new vehicular access to ensure an appropriate level of permeability for the whole site.
- **Boundary treatment to Kilrymont Rd** should be retained - the materials used on the boundary wall provides a visual connection to materials used on the main buildings. The railings should be refurbished/repainted.
- **The visual impact of car parking** to the east of the site should be mitigated with an appropriate screening - low level hedging and/or additional tree planting for example.
- **Landscaping to the burnside corridor** should be retained/enhanced.

Development opportunities may be subject to a Transport Assessment to identify and assess traffic impact.

### Other Matters:

#### Pre-Application/Developer Contributions

Developers are encouraged to make a Pre-Application Planning submission to allow for further discussion with the Planning Authority and Historic Environment Scotland prior to the lodging of any planning application.

**Sustainable Urban Drainage** should be addressed through subsequent detailed design and layout stages.

#### Low Carbon/Climate Change

Developers will be expected to demonstrate how proposals include the integration of low carbon elements to the site development, alongside measures that can contribute to the tackling of climate change.





## Development Concept 2: Managed Accommodation & Small Scale Office Uses

### Design & Development Principles

- Green buffer - an area necessary to protect the setting of the listed building's, so they continue to offer presence within the Kilrymont Rd and are not visually overwhelmed by new development to the north. The extent of the green buffer should respond to the scale of any new development and following an assessment of the impact on the relationship of development to the setting of the listed building's.
- New build opportunity - This should be to a scale to reflect the wider context within which the site sits. Maximum building height of 2 storeys to the edges of the development. This may increase to 3 storeys to the middle of the site subject to detailed design considerations and impact on the listed buildings and their setting.
- Potential development to the north of the green buffer. Active building front to face the buffer zone. Single building arranged in a form to reflect the layout of the existing main building. Potential uses: care home, retirement or student accommodation, or private flatted accommodation.
- Sports Hall - this is a potential re-development opportunity. Any redevelopment should not significantly affect the setting of the listed buildings or visually compete with them. The buildings should be of a modest, unfussy, contemporary design - single storey (to avoid visual competition with the adjacent main buildings), with the potential to step up the building height to 2 storeys towards the west of the site.
- Existing buildings - Potential re-use for: residential, offices, care home, student accommodation.
- Shared surface road environment within the development. Use of parking courtyards to reduce the visual impact of cars on the street and in front gardens.
- A small scale development opportunity present to the south west of the site. Modest 2 storey development would screen the visually prominent back gardens of the existing houses and present active building fronts to Kilrymont Rd. The location would not significantly impact on the setting of the listed buildings given the separation between and the proximity of the existing housing.
- The use of trees in the street/courtyards is encouraged to provide a vertical landscape element within an urban development.
- Existing lock up garages relocated - these are kept within close proximity to the existing site so users will not have to travel far to access. The removal of the existing garages would facilitate a new vehicular access to ensure an appropriate level of permeability for the whole site.
- Boundary treatment to Kilrymont Rd should be retained - the materials used on the boundary wall provides a visual connection to materials used on the main buildings. The railings should be refurbished/repainted.
- The visual impact of car parking to the east of the site should be mitigated with an appropriate screening - low level hedging and/or additional tree planting for example.
- Landscaping to the burnside corridor should be retained/enhanced.
- Development opportunities may be subject to a Transport Assessment to identify and assess traffic impact.

### Other Matters:

#### Pre-Application/Developer Contributions

Developers are encouraged to make a Pre-Application Planning submission to allow for further discussion with the Planning Authority and Historic Environment Scotland prior to the lodging of any planning application.

**Sustainable Urban Drainage** should be addressed through subsequent detailed design and layout stages.

#### Low Carbon/Climate Change

Developers will be expected to demonstrate how proposals include the integration of low carbon elements to the site development, alongside measures that can contribute to the tackling of climate change.



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## Building Analysis:

Modernist architecture of striking design with a particularly complex pagoda-style roofline. Comprises of a pagoda-roofed Assembly Hall and Dining Room Block, linked by a glazed corridor to the V-plan Classroom Block. Freestanding Sports Hall to West with complex interlocking roof design.

Variety of materials including tiles, brick, painted wood, large areas of glazing with black enamel panels and some stylised rubble stonework.

## Re-Development Principles:

With any proposals, there will be a presumption in favour of retaining the existing structures and important internal features, unless stated. Most significant components of the building to be retained in any development are:

### 1 Rear block complex pagoda-style external roof profile

Materials and detailing can be changed to improve thermal or technical performance.

### 1 Assembly Hall (internal) with balcony and stage

Most significant internal space and with a presumption in favour of retention. Internal decoration can be renewed. Presumption that the ceiling detail, balcony, stage, parquet floor and link to dining hall should also be retained. Artwork (metal panels) could be incorporated or re-located to the new school.

### 1 Dining Halls (internal)

Originally split into two areas, separated by the kitchens. Areas have spatial quality with full-height glazing providing views out over the playing fields towards the centre of St Andrews. Spanned by exposed large curved timber beams of the roof structure, with (in the eastern area) two substantial timber columns support the roof.

Roof structure should be retained and remain open in places, although could be partitioned. Adjacent and more utilitarian spaces, such as the music rooms and corridors, where the timber beams are exposed, could form the basis of the design approach if further partitioning is needed. Existing internal walls, including the kitchen areas could be removed in their entirety if required.

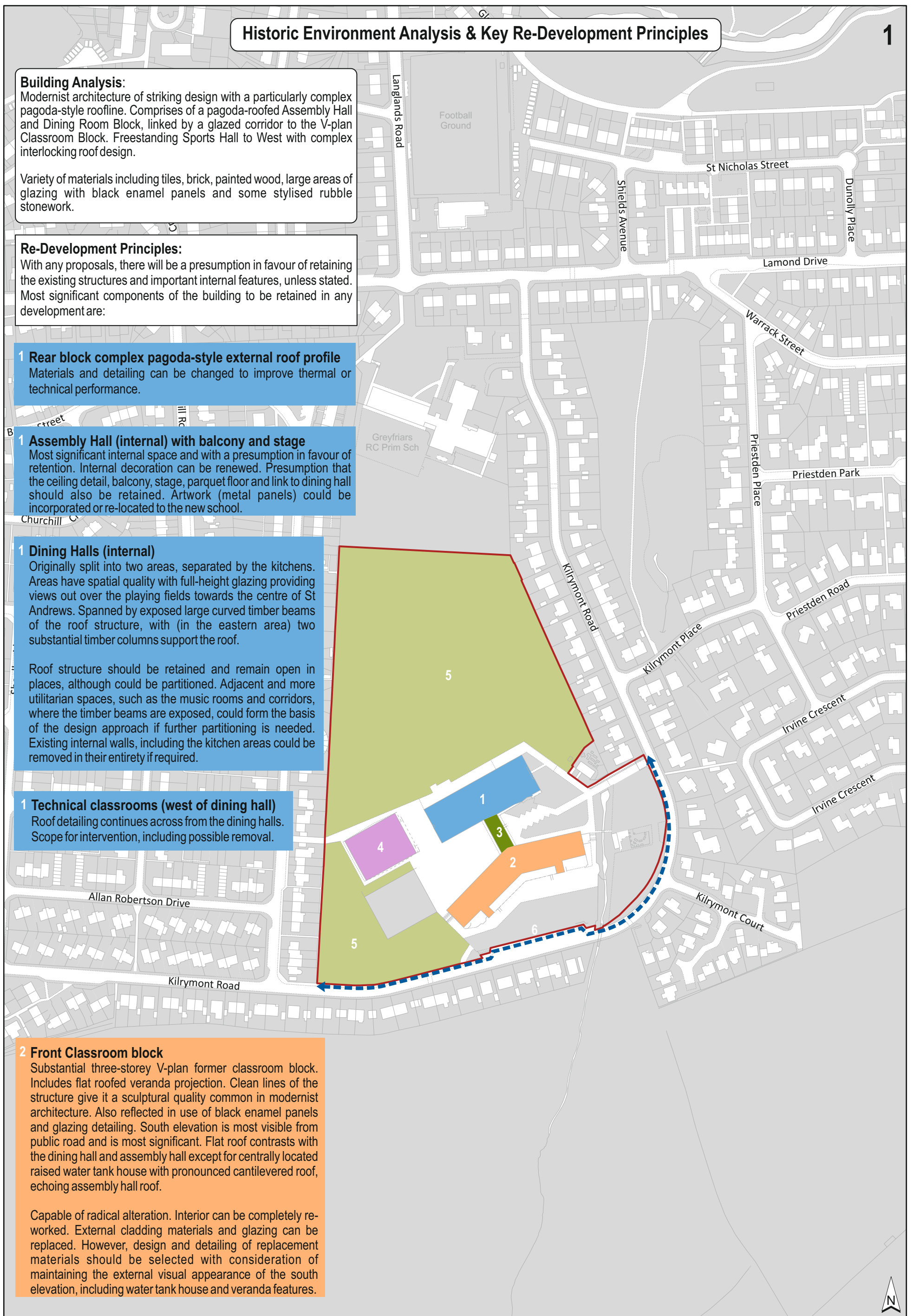
### 1 Technical classrooms (west of dining hall)

Roof detailing continues across from the dining halls. Scope for intervention, including possible removal.

### 2 Front Classroom block

Substantial three-storey V-plan former classroom block. Includes flat roofed veranda projection. Clean lines of the structure give it a sculptural quality common in modernist architecture. Also reflected in use of black enamel panels and glazing detailing. South elevation is most visible from public road and is most significant. Flat roof contrasts with the dining hall and assembly hall except for centrally located raised water tank house with pronounced cantilevered roof, echoing assembly hall roof.

Capable of radical alteration. Interior can be completely reworked. External cladding materials and glazing can be replaced. However, design and detailing of replacement materials should be selected with consideration of maintaining the external visual appearance of the south elevation, including water tank house and veranda features.



## Re-Development Principles:

### 3 Linking block

The two-storey block linking the classroom block with the assembly and dining halls.

Extensive alteration and even a new building possible, either serving as a new link, or functionally freestanding.

### 4 Sports Hall

Part of original 1960s scheme with distinctive and complex roofline. Part of an integrated suburban campus design the sports hall is of some significance.

If reuse is problematical, can be removed, releasing potential space for some form of enabling development.

### 5 Playing Fields / Enabling Development

Key characteristic. Important as part of the original design and setting of the school buildings. Portion of this land could be released for development.

Dining halls designed to take advantage of views outwith the site. Views across the playing fields towards the St Andrews' town centre. These should be retained.

### 6 Boundary to Kilrymont Road

Pedestrian access in front of the classroom block metal gates at each end of a rubble wall. The wall is pushed back from the road edge (allowing buses to park) with a metal rail running along its length. Contemporary with the school and share some common features (the rubble walling). The boundary treatments contribute positively to the importance of the school.

Should be retained as a boundary treatment.

Further guidance in [Managing Change in the Historic Environment: The Use and Adaptation of Listed Buildings](#)

## **Key Policy References**

### **Scottish Government:**

National Planning Framework  
Designing Streets  
Scottish Planning Policy

### **Historic Environment Scotland:**

Managing Change in the Historic Environment: Use and Adaptation of Listed Buildings

### **Fife Council:**

FifePlan Local Development Plan - Adopted September (2017)  
Making Fife's Places (2018)



Economy, Planning & Employability Services



29 January 2020

Agenda Item No. 6

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## North East Fife Non-Settlement Trusts Review

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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Wards Affected: All

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### Purpose

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The purpose of this report is to seek agreement from the Committee on action to be taken to rationalise the number of North East Fife Non-Settlement Trusts.

### Recommendation(s)

---

It is recommended that the Committee approve the actions outlined in Section 2.2 and specifically:

1. retain the trusts listed in 2.2.1 (Bell Fund, Crail War Memorial, J Ferguson Trust, Tayport Community Trust) & 2.2.17 (Flisk Parish Church, Leuchars Parish Church, MacIntosh Bequest, Ogilvy Dalgleish Mortification, Thomas Ireland's Trust) and promote their uptake.
2. close the trusts listed in 2.2.2 (Blyth Hall Fund), 2.2.5 (Donald and Margaret Bequest), 2.2.6 (Duffus Park Disabled Garden Appeal), 2.2.7 (Flowers in Perpetuity), 2.2.10 (North Carr Lightship Fund), 2.2.12 (Sabina Buck Executry), 2.2.13 (St Andrews War Memorial) & 2.2.14 (Stuart Bursary) and use the capital investments for the purposes stated.
3. agree to further discussion with the Parent Council of Crail Primary School on the Crail Public Library Trust and remit to officers to decide whether the trust should be closed and transferred to the Parent Council as a restricted fund or be retained by Fife Council and proactively managed for the benefit of library provision.
4. note the proposals in relation to 2.2.9 Graves Dressings.
5. discuss and agree the preferred options in relation to:
  - 2.2.11 Provost Scott Memorial Fund
  - 2.2.15 Thomas S. Greig's Bequest
  - 2.2.16 Thomson Bequest and Laing Library
6. report back to Area Committee on the operation of the Non-Settlement Trusts in December 2020.

### Resource Implications

---

As reported in the annual update on Non-Settlement Trusts presented to Committee on 4 December 2019, the Capital Closing Balances held in Non-Settlement Trusts at 31 March 2019 was £1,381,210.70 which provided annual interest of £32,422.15. However, only 3 of the 26 Non-Settlement Trusts were active in 2018/19. The proposals in this report seek to address this issue.

## Legal & Risk Implications

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A recent Audit Scotland overview of the levels of Trust dispersals within Fife, has raised concerns that there is a relatively low level of take-up from both groups and individuals in terms of applications.

## Impact Assessment

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

## Consultation

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Consultation has taken place with Finance and Democratic Services.

## 1.0 Background & Context

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- 1.1 Non-Settlement Trusts cover more than one geography or were designated for a specific purpose. Some are Scottish Charitable Incorporated Organisations (SCIO) and are governed by the Scottish Charity Regulator, OSCR, others do not have this legal status.
- 1.2 Elected Members are trustees of the various Non-Settlement Trusts in North East Fife.
- 1.3 A list of the Non-Settlement Trusts, their purpose, legal status, area covered, and finances are provided in Appendix 1.
- 1.4 The Non-Settlement Trusts have been the subject of various reports since 2010. However, in the light of the Audit Scotland work on this area, it is proposed to take a fresh look at how the various funds are to be dealt with.

## 2.0 Issues and Options

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- 2.1 Fife Council requires to pro-actively manage funds held in trusts but in the majority of Non-Settlement Trusts the interest available for dispersal each year only amounts to several hundred pounds and in some instances is less than £100. In other cases, the purpose of the trust is no longer relevant e.g. “coal for poor”. Actively promoting applications for funding is therefore difficult.
- 2.2 A review of Non-Settlement Trusts has been undertaken and proposed actions are outlined below and in Appendix 1 for Members consideration.
  - 2.2.1 Trust Funds which have been active in the past 2 years/ to be retained – Bell Fund/Good Templars Fund, Crail War Memorial, J. Ferguson Trust, Tayport Community Trust.
  - 2.2.2 Blyth Hall Fund – for the provision of a hall. Capital Closing Balance at 31.03.19 £1,028.47. Proposal is to close this fund and transfer capital to the Blyth Hall refurbishment project which is currently under way.



- 2.2.3 Buist Bequest (SC019434) – for improvements or necessary repairs in St Andrews. As agreed at North East Fife Area Committee on 14 August 2019 officers were remitted to consult with OSCR on the winding up of the Buist Trust and transfer funding to St Andrews Preservation Trust to be ringfenced for the Bruce Embankment refurbishment.
- 2.2.4 Crail Public Library Trust – Capital Closing Balance of £20,069.31 at 31.03.19. A public library no longer exists in Crail. It is proposed that the Parent Council of Crail Primary School be approached and encouraged to submit an application for the benefit of the school library.
- 2.2.5 Donald and Margaret Ross Bequest – Capital Closing Balance of £66.08 at 31.03.19. This would appear to be residual funding following a bequest to St Andrews Common Good. It is proposed to close the trust and to transfer the balance to St Andrews Common Good.
- 2.2.6 Duffus Park Disabled Garden Appeal – for the repairs to the gardens. Capital Closing Balance of £130,541.73 at 31.03.19. The background to this funding is unclear. From the information ascertained it would appear that this related to the Douglas Bader Gardens which are long gone. Duffus Park has been developed as a sports hub for rugby, football, tennis and bowling and is a grassed area with no gardens. There is an ongoing issue with the Middle Road which has a red tarr surface which requires regular filling of pot holes. It is proposed that funding is used to install a tarmac surface.
- 2.2.7 Flowers in Perpetuity – Capital Closing Balance of £26,072.03 at 31.03.19. The background to this fund is unknown. It is proposed that the trust be closed and that the funding be distributed between the 28 'in bloom' groups in North East Fife.
- 2.2.8 Galloway Trusts – the 3 Galloway Trusts for the Colinsburgh area have been closed and as reported previously are to be transferred to Colinsburgh Development Trust.
- 2.2.9 Graves Dressings - Capital Closing Balance of £367,275 at 31.03.19. It is proposed that this fund be retained but that part of the capital investments be liquidated to pay for work to be undertaken in cemeteries in North East Fife. A project has been established with the Community Payback Team which will cover the cost of materials for work to be undertaken under the direction of Bereavement Services; Building Services has identified and prioritised work required on cemetery walls; a contribution will be made to a project to restore historic graves in Crail Cemetery (£10K); Bereavement Services is to identify cemeteries in North East Fife which would benefit from external funding. Costings for these projects are being worked on.
- 2.2.10 North Carr Lightship Fund - Capital Closing Balance of £69.83 at 31.03.19. Previous decision to transfer this amount to Tamara, a maritime charity who have ownership of the North Carr Lightship, to be actioned and the Trust fund closed.
- 2.2.11 Provost Scott Memorial Fund – for an annual prize for engineering at Elmwood College. Capital Closing Balance of £4,496.60 at 31.03.19. Elmwood College is now part of SRUC, Scotland's national agricultural college and no longer offers engineering courses. Options are to close the trust and to transfer the funds to SRUC Elmwood for a related purpose or to transfer the funds to Fife College, Fife's regional college for the benefit of engineering students.

- 2.2.12 Sabina Buck Executry – for the benefit of residents of Kirkhill Sheltered Housing Complex. Capital Closing Balance of £238.58 at 31.03.19. It is proposed that this trust is closed, and the balance transferred to Housing for the purpose it was intended.
- 2.2.13 St Andrews War Memorial (SC019437) - Capital Closing Balance of £1,077.60 at 31.03.19. It is proposed that this trust is closed and that the balance is used to add Private John Gray, a World War 1 soldier who died in France on 23 November 1917 to the Memorial. This work is currently at Listed Building Consent stage. Consultation with OSCR will be required.
- 2.2.14 Stuart Bursary (SC019436) – for the benefit of St Andrews University. The specific purpose of this trust fund is being investigated. It is proposed that the trust is closed, and the capital transferred to St Andrews University. Consultation with OSCR will be required.
- 2.2.15 Thomas S. Greig's Bequest (SC019417) – to provide a pavilion in Tayside Park, Newburgh. Capital Closing Balance of £22,414.69 at 31.03.19. A key priority for Local Elected Members would be to refurbish the park's carpark which is in a state of disrepair. Alternatively, the Community Council is exploring options for a site for a Men's Shed. Consultation with OSCR will be required.
- 2.2.16 Thomson Bequest and Laing Library (SC019420) – the former is for the benefit of old folk in Newburgh and the latter is for the upkeep of the library. The trusts appear to be merged. This is being investigated. Capital Closing Balance of £40,722.83 at 31.03.19. Options are to retain the trust and to encourage applications from local groups in relation to projects for the elderly and from the voluntary management committee of the Laing Library or to close the trust and to split the funding between the Laing Library and the Tayside Institute Community Centre to be held as restricted funds to support activities for older people in Newburgh. Consultation with OSCR will be required.
- 2.2.17 Projects for the benefit of the poor/coal for the poor – Flisk Parish Trust, Leuchars Parish Church, MacIntosh Bequest, Ogilvy Dalgleish Mortification, Thomas Ireland's Trust. It is proposed that these trusts are retained and monitored. The trusts should be proactively marketed through Local Elected Members and the NEF Anti-Poverty Group for addressing poverty related issues, particularly fuel poverty in Flisk, Leuchars, Guardbridge, Balmullo, Dairsie, Ceres, Largoward and Colinsburgh. Non-Settlement Trusts can accept applications to support individuals.

## 3.0 Conclusion

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- 3.1 The position regarding the origin of many of the trust funds is unclear particularly where the trusts are not registered charities. In a number of instances, the purpose for which they were set up is no longer relevant.
- 3.2 The actions proposed in this report will realise capital to be used for related purposes and will reduce the total number of Non-Settlement Trusts which can be pro-actively managed going forward.

### List of Appendices

1. NEF Non-Settlement Trust Review

## **Background Papers**

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

## **Report Contact**

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### North East Fife Non-Settlement Trust Review

Name of Trust/OSCR Reference	Purpose	Area Covered	Estimated Interest	2018/19 Expenditure	Full Capital Closing Balance as at 31st March 2019	Proposed Action
BELL FUND/GOOD TEMPLARS FUND <b>SC019435</b>	Moral and religious improvement of St Andrews	St Andrews	£7,816.79	£7,570.00	£283,561.78	Active Trust Fund. Retain
BLYTH HALL FUND	Provision of a Hall	Newport on Tay	£21.49		£1,028.47	Close and use capital investments to contribute to Blyth Hall refurbishment.
BUIST BEQUEST <b>SC019434</b>	Improvements or necessary repairs in St Andrews	St Andrews	£798.60		£33,207.67	Committee approval to liquidate and transfer monies to St. Andrews Preservation Society. Money ringfenced for Bruce Embankment Toilet Project. <b>Discussion with OSCR required.</b>
CRAIL PUBLIC LIBRARY TRUST		Crail	£126.13		£20,069.31	Raised with the Community Council. No public library in Crail. Opportunity to use funding for the school library?
CRAIL WAR MEMORIAL	Upkeep of War Memorial	Crail	£170.05		£7,037.92	Retain
DONALD & MARGARET ROSS BEQUEST		St Andrews	£0.44		£66.08	Close and transfer funds to St Andrews Common Good
DUFFUS PARK DISABLED GARDEN APPEAL	Repairs to Gardens	Cupar	£2,964.72		£130,541.73	Close and use capital investments to address an ongoing issue with the Duffus Park Middle Road.
FLISK PARISH TRUST	benefit of the poor	Flisk	£11.10		£507.70	Retain and market.
FLOWERS IN PERPETUITY	North East Fife Area Generally	NEF	£629.83		£26,072.03	Close and distribute funds to 'in bloom' groups.
GALLOWAY TRUSTS - COAL FOR POOR <b>SC019400</b>	Coal for the poor	Colinsburgh			£0.00	To be transferred to Colinsburgh Development Trust. (£7,936)
GALLOWAY TRUSTS - LIBRARY 1 <b>SC019390</b>	Benefit of a Library	Colinsburgh			£0.00	To be transferred to Colinsburgh Development Trust. (£506)
GALLOWAY TRUSTS - LIBRARY 2		Colinsburgh			£0.00	To be transferred to Colinsburgh Development Trust. (£17,548)
GRAVES DRESSINGS	North East Fife Area Generally	NEF	£3,690.00		£367,275.00	Retain
J. FERGUSONS TRUST	Benefit of the aged/sick poor - Maintenance of a District Nurse in Dunhalt and Auchtermuchty	Dunhalt & Auchtermuchty	£7,534.90	£8,070.00	£223,553.67	Active Trust Fund. Retain
LEUCHARS PARISH CHURCH	Leuchars, Guardbridge & Balmullo - Benefit of the Poor	Leuchars, Guardbridge & Balmullo	£352.17		£11,732.52	Retain and market.
MACINTOSH BEQUEST <b>SC019399</b>	Benefit of industrious poor	Dairsie	£23.83		£887.57	Retain and market.
NORTH CARR LIGHTSHIP FUND		Now docked in Dundee	£0.44		£69.83	Close
OGILVY DALGLEISH MORTIFICATION <b>SC019396</b>	Coal for the poor	Ceres	£55.19		£2,060.06	Retain and market.
PROVOST SCOTT MEMORIAL FUND	Annual Prize for Engineering at Elmwood College	Cupar	£113.24		£4,496.66	Close and transfer funds to SRUC or Fife College? Member decision required
SABINA BUCK EXECUTRY	Benefit of Residents of Kirkhill Sheltered Housing Complex	St Andrews	£1.52		£238.58	Close and transfer funds to Housing.
ST.ANDREWS WAR MEMORIAL <b>SC019437</b>	Upkeep of War Memorial	St Andrews	£15.47		£1,077.60	Funding to be used to pay for costs associated with adding WW1 soldier's name to the War Memorial.
STUART BURSARY <b>SC019436</b>	Benefit of St Andrews University	St Andrews	£40.45		£1,968.86	Close and transfer to St. Andrews University. <b>Discuss with OSCR.</b>
TAYPORT WAR MEMORIAL (Now Tayport Community Trust)	Upkeep of War Memorial	Tayport	£6,154.03	£32,059.50	£198,705.54	Active Trust Fund. Retain

THOMAS IRELAND'S TRUST <b>SC019447</b>	Provision of coal etc	Largoward & Colinsburgh	£106.12		£3,914.60	Retain and market.
THOMAS S GREIG'S BEQUEST <b>SC019417</b>	To provide pavillion in Tayside Park	Newburgh	£659.48		£22,414.69	Investigate if funding can be used to address an issue with the car park which is not on PSOS or Transportation's account, is in disrepair and is a Health & Safety hazard? Alternatively, the Community Council is exploring a site for a Men's Shed. <b>Discussion with OSCR required.</b>
THOMSON BEQUEST AND LAING LIBRARY <b>SC019420</b>	(1) Thomson - Benefit of the old folks (2) Laing Library - Upkeep of the library	Newburgh	£1,136.16		£40,722.83	Members views on options required. <b>Discuss with OSCR.</b>
<b>NEF Total</b>			<b>£32,422.15</b>	<b>£47,699.50</b>	<b>£1,381,210.70</b>	

29<sup>th</sup> January 2020

Agenda Item No. 7

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## **Proposed Footway Adoption - Pittenweem**

---

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

---

Wards Affected: 19

---

### **Purpose**

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The purpose of this report is to seek Committee approval to promote the adoption of a section of footway at Abbey Wall Road, Pittenweem.

### **Recommendation(s)**

---

It is recommended that Committee agree to the promotion of the adoption under Section 1 of the Roads (Scotland) Act 1984.

### **Resource Implications**

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None.

### **Legal & Risk Implications**

---

None.

### **Impact Assessment**

---

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

### **Consultation**

---

The adoption would be promoted under the Roads (Scotland) Act 1984 with notification to frontagers and a legal notice in the local newspaper with a 28-day objection period.

## 1.0 Background

---

- 1.1 A section of footway at Abbey Wall Road in Pittenweem is not adopted.
- 1.2 The solicitor acting for the owners of the adjacent property, 67 Abbey Wall Road, has requested that the Council adopt the footway.
- 1.3 Roads & Transportation support the proposal as it would improve pedestrian safety and ensure the footway is maintained to a safe standard in future years.

## 2.0 Conclusions

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- 2.1 The proposed footway adoption would remove an anomaly and improve the safety of pedestrians by bringing the section of footway into the council's inspection regime.

### List of Appendices

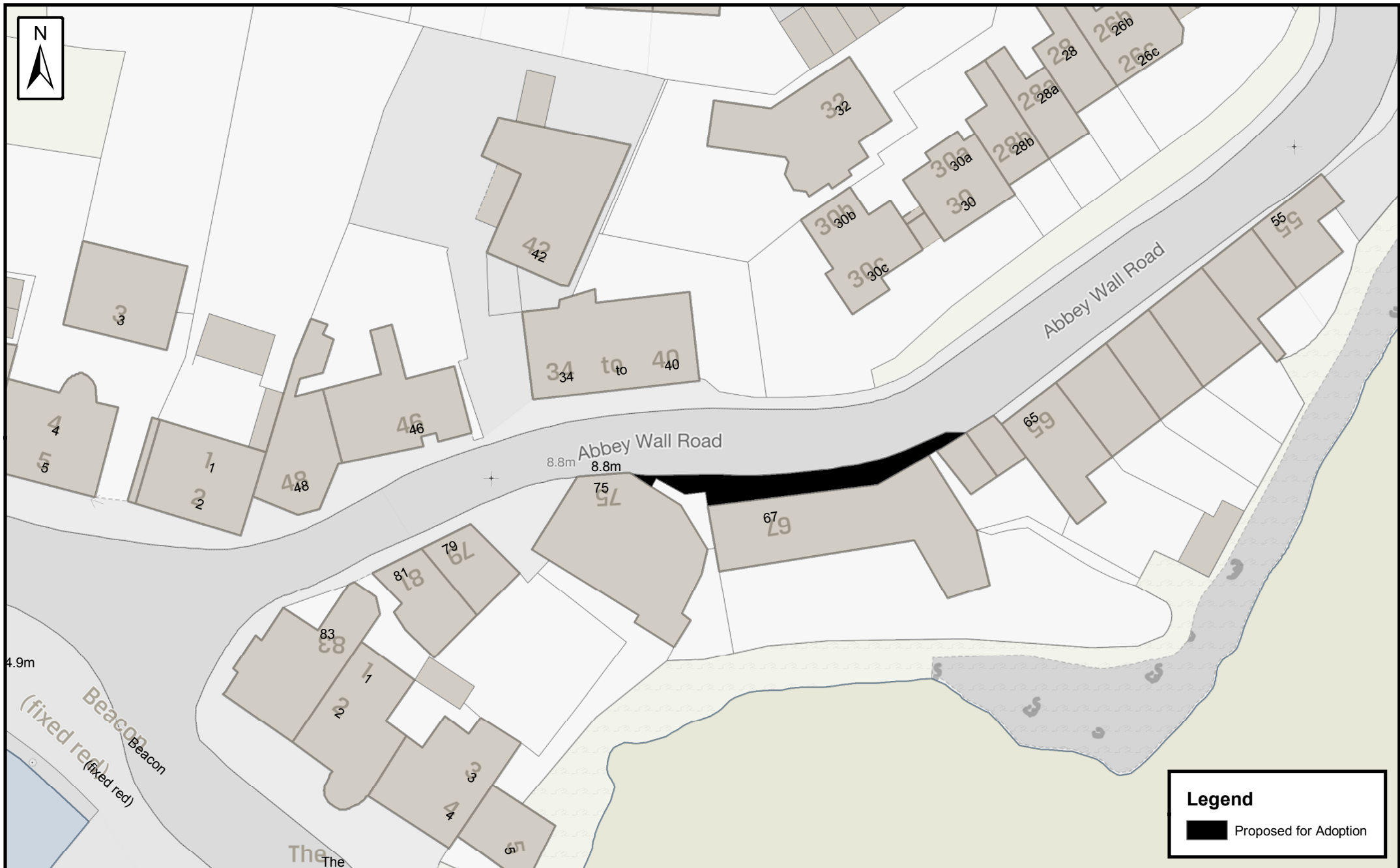
Plans: The Fife Council (Abbey Wall Road, Pittenweem) Road Adoption Order 2020  
SM/RE.12.02.38/2020

### Background Papers

None

### Report Contact:

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## The Fife Council (Abbey Wall Road, Pittenweem) Road Adoption Order 2020 SM/RE.12.02.38/2020

Indicative Plan ONLY. Exact adopted road boundaries should be confirmed through Roads Asset Management. All queries should be directed to Garry Glass Ext 444387"

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**Scale:** 1:500

**Prepared By:** smccarroll-95

**Service:** Assets, Transportation & Environment

**Printing Date:** 15 November 2019

### Legend

 Proposed for Adoption



Assets, Transportation and Environment

**Ken Gourlay**  
Head of Service



29<sup>th</sup> January 2020

Agenda Item No. 8

---

## **St Andrews Road, Anstruther – Footway Adoption 2020**

---

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

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Wards Affected: 19

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### **Purpose**

---

The purpose of this report is to seek Committee approval to promote the adoption of a section of footway.

### **Recommendation(s)**

---

It is recommended that Committee agree to the promotion of the adoption under Section 1 of the Roads (Scotland) Act 1984.

### **Resource Implications**

---

None.

### **Legal & Risk Implications**

---

None.

### **Impact Assessment**

---

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

### **Consultation**

---

The adoption would be promoted under the Roads (Scotland) Act 1984 with notification to frontagers and a legal notice in the local newspaper with a 28-day objection period.

## 1.0 Background

---

- 1.1 Negotiations are on-going relating to the sale of the former school, site at St Andrews Road, Anstruther.
- 1.2 It has been noted that the extent of adoption of the footway along St Andrews Road adjacent to the former school site does not fully extend to the boundary of the former school site but only covers the first two metres of footway from the edge of the carriageway.
- 1.3 Roads inspectors have been inspecting the full width of the footway for many years and arranging repairs as necessary.
- 1.4 Irrespective of whether or not the sale of the site goes through it is considered appropriate to formally extend the footway adoption.

## 2.0 Conclusions

---

- 2.1 The extension of the adoption of the section of footway is advisable to ensure the full footway width is adopted.

### List of Appendices

Plans: The Fife Council (St Andrews Road, Anstruther) Road Adoption Order 2020  
SM/RE.12.02.32/2020.

### Background Papers

None

### Report Contact:

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29 January 2020

Agenda Item No. 9

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## Proposed No Waiting at Any Time Restrictions – Market Street, St Andrews

---

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

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**Wards Affected:** Ward 18 – St Andrews

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### Purpose

---

The purpose of this report is to allow the North East Fife Area Committee to consider proposals for the introduction of “No Waiting At Any Time” restrictions on Market Street, St Andrews.

### Recommendation(s)

---

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

1. Agree to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/19/39, with all ancillary procedures; and
2. Authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

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

### Legal & Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

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

### Consultation

---

The local ward councillors, 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 Direct.

## 1.0 Background

---

- 1.1 Concern was raised by residents and the Community Council about vehicles parking on Market Street at the Whyte-Melville Memorial Fountain on Market Street. Vehicles are being parked causing obstruction and carrying out careless manoeuvres risking injury to pedestrians and damage to the fountain.

## 2.0 Issues and Options

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- 2.1 This location has been assessed and following consultation with Police Scotland, local councillors and Parking Management team and it has been agreed that additional waiting restrictions should be introduced to better manage and control parking in this area.
- 2.2 It is proposed that the waiting restrictions detailed on Drawing Number TRO/19/39 are promoted in the interest of road safety. In recognition of the sensitivity of the location and the fact that it is in a conservation area, more subtle, narrower, 'primrose yellow' double yellow lines shall be applied.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of road safety, that these traffic restrictions be promoted.

### List of Appendices

1. Drawing No. TRO/19/39

### Background Papers

None

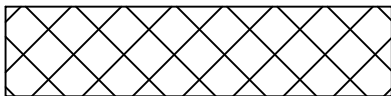
### Report Contact

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DESIGNED	DR	REV	AMENDMENTS	BY	APP'D	DATE
DRAWN	DR					
CHECKED	SG					
APPROVED	CS					
DATE						
Sept 2019						
HEAD OF ASSETS, TRANSPORTATION & ENVIRONMENT - KEN GOURLAY						

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Proposed  
No Waiting At Any Time



ASSETS, TRANSPORTATION  
and ENVIRONMENT

Proposed No Waiting At Any Time Restrictions  
Market Street fountain, St Andrews

SCALE    NTS    DRAWING No.    TRO/19/39

29 January 2020

Agenda Item No. 11

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## PROPERTY TRANSACTIONS

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

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

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

### Consultation

---

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



## 1.0 Background

---

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

## 2.0 Transactions

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### 2.1 Acquisitions

#### 2.1.1 Acquisition of 21 Mayview Avenue, Anstruther

Date of Acquisition:	14 November 2019
Price:	£86,250
Seller:	Gary Watson

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Background Papers

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

N/A

### Report Contact

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Lead Professional  
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Bankhead Central  
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<b>29 January 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
Presentation on Larick Centre, Tayport by Tayport Community Trust			
Madras College (Kilrymont) - Design & Development Framework	Economy, Planning and Employability	Ewen Campbell	
North East Fife Non-Settlement Trusts Review	Communities and Neighbourhoods Service	Janice Laird	
Proposed Footway Adoption - Pittenweem	Assets, Transportation and Environment	Neil Watson	
St Andrews Road, Anstruther - Footway Adoption 2020	Assets, Transportation and Environment	Neil Watson	
Proposed No Waiting at Any Time Restrictions - Market Street, St Andrews	Assets, Transportation and Environment	Colin Stirling	
Motion		Cllr Tim Brett	
Property Transactions	Assets, Transportation and Environment	Michael McArdle	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	

<b>25 March 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
School Attainment & Achievement	Education and Children's Services	Sarah Else	
Tourism Strategy	Enterprise and Environment	Ann Camus	Deferred from January meeting to allow more detailed information to be obtained.
Area Roads Programme	Assets, Transportation and Environment	Neil Watson	
Housing Services Update	Housing Services	Gordon Binnie	
North East Fife Anti-Poverty Fund	Communities and Neighbourhoods	Sheena Watson	

<b>13 May 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	
Health & Social Care	Health and Social Care	David Heaney	

<b>24 June 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Mayview Flats Inquiry	Housing Services	John Mills	Moved from March meeting - research report not completed until 31st March. Moved to June following members meeting on 10th January.
Minute	Democratic Services	Elizabeth Mair	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	
Director of Public Health Report 2019-20	NHS Fife	Dona Milne	Date to be confirmed.
North East Fife Local Community Plan	Communities and Neighbourhoods Service	Janice Laird	
Pupil Equity Fund	Education and Children's Services	Rona Weir	
Area Roads Programme 2019/2020 Outturn	Assets, Transportation and Environment	Neil Watson	
Anstruther Care Village	Health and Social Care; Communities	David Heaney; John Mills	

<b>02 September 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	
Safer Communities Team Update	Communities	Sara Gray	
Scottish Fire & Rescue Service - Local Plan Annual Performance Report	Scottish Fire & Rescue Service	Steven Michie	
Operational & Community Briefing on Policing Activities in North East Fife	Police Scotland	Yvonne Stenhouse	

<b>28 October 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	
North East Fife CLD Plan & Anti-Poverty Update	Communities and Neighbourhoods Service	Sheena Watson	
Parks, Streets & Open Spaces Performance Review	Assets, Transportation and Environment	Scott Clelland	
Criminal Justice - Community Payback	Education and Children's Services	Stuart MacArthur	
Early Learning & Childcare	Education and Children's Services	Clark Graham	
Complaints Update	Communities	David Thomson	

<b>09 December 2020 09:30</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Democratic Services	Elizabeth Mair	
North East Fife Area Committee Work Programme	Democratic Services	Elizabeth Mair	

University of St Andrews Presentation	St Andrews University		
Common Good Annual Update	Finance and Corporate Services	Eleanor Hodgson	
Settlement Trusts	Communities and Neighbourhoods Service	Janice Laird	
Non-Settlement Trusts	Communities and Neighbourhoods Service	Janice Laird	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pupilwise and Parentwise Surveys	Education and Children's Services	Deborah Davidson	3-yearly report - last reported 12/9/18
Eden Estuary LNR Advisory Group	Communities and Neighbourhoods Service	Janice Laird	Decisions for NEFAC requested by Advisory Group
Tay and Earn Trust (Annual Reports)	Assets, Transportation and Environment		As they arise
Lammas Market		Janice Laird	20th March, 2019 para 166 Management of Lammas Market to be reviewed annually and, if necessary report to Committee. Members to be briefed on the financial position.
Review of Council Lock Ups	Housing Services	Mark McCall	Date to be confirmed.
Campervans	Economy, Planning and Employability	Alison Laughlin; Sandra Montador-Stewart	Being progressed by FCCT - briefing note to be issued.
Common Good Investments	Finance and Corporate Services	Eleanor Hodgson	Withdrawn from January meeting to enable review to be undertaken.
Cupar Now Digital Improvement District	Economy, Planning and Employability	David Grove	As requested by Cllr Kennedy 16/01/20