

## North East Fife Area Committee – Blended Meeting

JP Court Room, County Buildings, Cupar

Wednesday, 27 August 2025 - 9.30 a.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the North East Fife Area Committee of 18 June 2025. 5 – 11
4. **PETITION RE SPEED LIMIT ON THE B939, STRATHKINNESS LOW ROAD CROSSROADS**
  - (a) **PETITION** – Submitted by Jane Houston, Secretary of Strathkinness Community Council, on behalf of the local community, containing (820 no.) signatures, seeking to improve safety on the B939 at Strathkinness Low Road crossroads by reducing the speed limit from 50mph to 40mph; and 12 – 20
  - (b) **Preliminary Service Response to Petition** – Report by the Head of Roads and Transportation Services. 21 – 25
5. **DRUMOIG – SPEED LIMIT AMENDMENTS** – Report by the Head of Roads and Transportation Services. 26 – 28
6. **PROPOSED WAITING PROHIBITION: MAIN STREET, COLINSBURGH** – Report by the Head of Roads and Transportation Services. 29 – 31
7. **PROPOSED WAITING PROHIBITION: LOVERS LANE, CUPAR** – Report by the Head of Roads and Transportation Services. 32 – 34
8. **PROPOSED WAITING RESTRICTIONS – ADDITION TO EAST BASIN CAR PARK, ANSTRUTHER** – Report by the Head of Roads and Transportation Services. 35 – 38
9. **CHARGES FOR THE CLEANING OF COMMUNAL AREAS IN LOW/MID-RISE BLOCKS** – Report by the Head of Housing Services. 39 – 45
10. **PROPOSED ST ANDREWS TO GUARDBRIDGE CYCLE PATH UPGRADE (NCN1 AT EDENSIDE)** – Report by the Head of Roads and Transportation Services. 46 – 84
11. **NON-SETTLEMENT TRUST – GRAVES DRESSINGS - CRAIL CEMETERY - MURAL MONUMENTS XIX & XVI** – Report by the Head of Communities and Neighbourhood Services. 85 – 89

	<u>Page Nos.</u>
<b>12. APPLICATION FOR FUNDING FROM ST ANDREWS COMMON GOOD FUND – FISHERMAN’S STORES ROOF MAINTENANCE</b> – Report by the Head of Communities and Neighbourhood Services.	90 – 92
<b>13. PLAY STRATEGY IMPLEMENTATION – NORTH EAST FIFE AREA</b> – Report by the Head of Communities and Neighbourhood Services.	93 – 99
<b>14. DEVOLVED PARKING INITIATIVES IN NORTH EAST FIFE</b> – Report by the Head of Roads and Transportation Services.	100 – 102
<b>15. DELEGATED PROPERTY TRANSACTIONS</b> – Report by the Head of Property Services.	103 – 108
<b>16. PROPERTY TRANSACTIONS</b> – Report by the Head of Property Services.	109 – 110
<b>17. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN</b> – Report by the Executive Director, Finance and Corporate Services.	111 – 122

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

Lindsay Thomson  
Head of Legal and Democratic Services  
Finance and Corporate Services

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

20 August 2025

If telephoning, please ask for:  
Diane Barnet, Committee Officer, Fife House 06 ( Main Building )  
Telephone: 03451 555555, ext. 442334; email: [Diane.Barnet@fife.gov.uk](mailto:Diane.Barnet@fife.gov.uk)

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[www.fife.gov.uk/committees](http://www.fife.gov.uk/committees)

## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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





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

**JP Court Room, County Buildings, Cupar**

**18 June 2025**

**9.30 am – 11.50 am**

**PRESENT:** Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Stefan Hoggan, Margaret Kennedy, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

**ATTENDING:** Kirstie Freeman, Community Manager - North East Fife, Vicky Wilson, Area Community Development Team Manager, North East Fife, Communities and Neighbourhood Services; Roy Lawrence, Principal Lead for Organisational Development and Culture, Rebecca Simpson, Senior Community Led Support Officer, Health and Social Care; Alasdair Rankin, Lead Professional, Economic Development; Vicki Storrar, Lead Consultant - Roads Lighting and Asset Management, Allan Maclean, Lead Consultant - Roads Lighting and Asset Management, Sustainable Traffic and Travel, Vivian Dyas, Co-ordinator (Programme and Financial Management), Nigel Hampton, Technician Engineer, Traffic Management, Roads and Transportation Services; Sheila Rodger, Solicitor, Planning and Environment and Diane Barnet, Committee Officer, Legal and Democratic Services.

**223. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 22.

**224. MINUTE**

The committee considered the minute of meeting of the North East Fife Area Committee of 23 April 2025.

**Decision**

The committee approved the minute, subject to an amendment to decision (2) of Para 210 – Re-allocation of Community Recovery Funding 2025-26 – Dutch Village, Craigtoun Park Project, to read:

‘agreed to reallocate an underspend of £87,828 toward the continuation of temporary staffing and £25,000 to provide contingency funds to the Dutch Village, Craigtoun Park project.’

**225. HEALTH AND SOCIAL CARE LOCALITY PLANNING – NORTH EAST FIFE**

The committee considered a report by the Principal Lead for Organisational Development and Culture, Health and Social Care, providing an overview of the Health and Social Care Partnership (H&SCP) Locality Planning Outcomes for North East Fife (NEF) during 2024.

**Decision**

The committee:-

- (1) noted the content of the annual Health and Social Care Locality Planning report providing evidence on the key outcomes and achievements attained by the locality planning group in 2024;
- (2) noted the collaborative efforts and joint initiatives undertaken within the NEF Community Planning/People and Place Group as detailed in the report; and
- (3) requested an update on outcomes and learning from the North East Fife Test of Change, 'How Services Work Together' following its presentation to the Mental Health and Wellbeing in Primary Care and Community Settings Programme Board in September 2025.

*Councillor Dillon joined the meeting during consideration of the above item.*

**226. APPLICATION FOR FUNDING FROM CUPAR LOCAL COMMUNITY PLANNING BUDGET – CUPAR FOOD STATION PROJECT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £9,600 to Cupar Development Trust from the Local Community Planning Budget (LCPB) for Ward 20.

**Decision**

The committee approved a contribution of £9,600 to Cupar Development Trust from the Ward 20 Local Community Planning Budget - towards the costs of commissioning a technical study, and legal support to negotiate the sale/lease of the building thereafter.

**227. APPLICATION FOR FUNDING FROM CUPAR COMMON GOOD FUND – CUPAR FOOD STATION PROJECT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a contribution of £9,600 from the Cupar Common Good Fund to Cupar Development Trust.

**Decision**

The committee approved a contribution of £9,600 from the Cupar Common Good Fund to Cupar Development Trust towards the costs of commissioning a technical study, and legal support to negotiate the sale/lease of the building thereafter.

**228. APPLICATION FOR FUNDING FROM ST ANDREWS COMMON GOOD FUND – ST ANDREWS BURGH CHAMBERS CHAIR REFURBISHMENT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a contribution of £14,637 from the St Andrews Common Good Fund.

**Decision**

The committee approved a contribution of £14,637 from the St Andrews Common Good Fund for the cost of replacement chairs for the St Andrews Burgh Chambers.

**229. NORTH EAST FIFE AREA LOCAL COMMUNITY AND COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLANS**

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an annual update on the progress of the North East Fife Local Community Plan and Community Learning and Development Plans.

**Decision**

The committee:-

- (1) noted the local area progress in both plans to deliver outcomes to meet the identified priorities; and
- (2) acknowledged the work to date in identifying any gaps in the delivery on community-based need.

**230. GILLINGSHILL NATURE RESERVE - LOCAL MANAGEMENT GROUP**

The committee considered a report by the Lead Professional, Property Investment and Development, seeking approval to establish a Local Management Group (LMG) to manage Gillingshill Nature Reserve (as shown on the location plan in appendix 1), subject to conclusion of its proposed sale on the open market.

To ensure the retention of its designation as a Nature Reserve, the Council required to retain an interest in its management and it was proposed that an LMG be established on which the Council would be represented by the Fife Coast and Countryside Trust (FCCT).

The report also provided further details relating to the proposed management agreement and proposed marketing exercise as part of the disposal process.

**Decision**

The committee:-

- (1) subject to conclusion of the sale of Gillingshill Nature Reserve, agreed to establish an LMG to ensure retention of its designation as a nature reserve, preserving public access rights;
- (2) agreed to appoint FCCT to represent the Council's interest on the LMG; and
- (3) agreed to consider a further update report, as appropriate and on a date to be agreed, once the marketing campaign was under way.

**231. SOUTH STREET, ST ANDREWS – STREET LAYOUT**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to amend various parking restrictions in St Andrews town centre.

**Motion**

Councillor Tepp, seconded by Councillor Verner moved approval of the proposals to amend various parking restrictions in St Andrews town centre, as detailed in the report and appendices, including an amendment to request, subject to confirmation of the TRO – where feasible and the existing street layout mirrored that of the finalised construction layout – that the TRO restrictions were implemented as soon as possible.

**Amendment**

Councillor Knox, seconded by Councillor Corps, moved as an amendment to approve the proposals to amend only those parking restrictions detailed in the drawings in appendices 1, 2 and 4 of the report, as it was considered that the design of the proposed loading bay detailed in appendix 3 would result in a significant reduction in existing trading space at that location.

**Roll Call**

**For the Motion** – 10 votes

Councillors Clark, Dillon, Hoggan, Kennedy-Dalby, Lawson, Liston, Lothian, MacDiarmid, Tepp and Verner.

**For the Amendment** – 3 votes

Councillors Corps, Kennedy and Knox.

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

**Decision**

The committee, in the interests of traffic management:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend various parking restrictions as detailed in drawing nos. TRO25\_18-Layout1 - 4 (appendices 1 – 4);
- (2) requested, subject to confirmation of the TRO – where feasible and the existing street layout mirrored that of the finalised construction layout – that the TRO restrictions were implemented as soon as possible; and
- (3) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**232. PROPOSED LIMITED WAITING RESTRICTION: HIGH STREET, ELIE**

The committee considered a report by the Head of Roads and Transportation Services relating to a proposal to introduce a limited waiting parking restriction at High Street, Elie.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_27 (appendix 1) with all ancillary procedures;
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections; and
- (3) agreed to revoke the TRO for the redundant no waiting at any time order for Park Place.

**233. DAIRSIE – SPEED LIMIT AMENDMENTS**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on Main Street and Station Road with the introduction of appropriate 40mph speed limits on the A91 approaches.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_13a/b/c (appendices 1 - 3) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**234. NEWPORT-ON-TAY – SPEED LIMIT AMENDMENTS**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on Cupar Road and Kirk Road.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_12-1 and TRO25\_12-2 (appendices 1 and 2) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**235. ELIE, PITTENWEEM, ANSTRUTHER AND CELLARDYKE – SPEED LIMIT AMENDMENT**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on the A917 through Elie, Pittenweem, Anstruther and Cellardyke, B9131 at Anstruther and appropriate 40mph speed limits on the A917 approaches to Elie.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_14a/b/c/d/e/f/g/h/i (appendices 1 - 9) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

*The meeting adjourned at 11.20 am and reconvened at 11.30 am.*

**236. SCHOOL BRAE, LETHAM UPDATE**

The committee considered a report by the Head of Roads and Transportation Services relating to options for the upgrading and adoption of School Brae, Letham to the List of Public Roads (LOPR) in response to a public petition dated 29 November 2024, providing an update since its meeting on 26 February 2025 when the petition was considered.

**Decision**

The committee:-

- (1) agreed that Roads and Transportation Services (RTS) collaborate with relevant Services, including the Education Service and frontagers, in developing options and possible funding packages to potentially bring School Brae, Letham to a standard suitable for adoption;
- (2) agreed, in the meantime, for RTS to continue to assist with the repair of safety defects via the Service's Private Roads budget;
- (3) requested RTS arrange a site visit for members to enable a better understanding of the matter; and
- (4) agreed to consider a progress report at a future meeting, on a date to be confirmed, as matters progressed.

**237. AREA ROADS PROGRAMME 2024/25 - FINAL REPORT**

The committee considered a report by the Head of Roads and Transportation Services advising on the delivery of the 2024-25 Area Roads Programme (ARP).

**Decision**

The committee noted the contents of the report and appendices.

**238. PROPERTY TRANSACTIONS**

The committee considered a report by the Head of Property Services relating to action taken using the List of Officer Powers in relation to property transactions.

**Decision**

The committee noted the contents of the report.

**239. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN**

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

**Decision**

The committee:-

- (1) noted the draft workplan for North East Fife Area Committee;
- (2) as outlined at Para 225 (3) - North East Fife Test of Change, 'How Services Work Together' – agreed to consider an update on a date and in a format to be advised;
- (3) as outlined at Para 230 (3) - Gillingshill Nature Reserve - Local Management Group – agreed to consider an update report, as appropriate, on a committee meeting date to be agreed; and
- (4) Para 236 (4) – School Brae, Letham Update – agreed to consider a progress report at a future meeting as matters progressed.



## PETITION SUBMISSION FORM

If you wish to submit a petition for consideration by Fife Council, please complete this form. For guidance, further information or advice on the submission of a petition please see separate Petitions Guidance or contact Legal and Democratic Services by email at [enquiry.petitions@fife.gov.uk](mailto:enquiry.petitions@fife.gov.uk)

<b>Details of Lead Petitioner</b>	
Please enter your name and the organisation you represent (if applicable). Include a contact address to which correspondence may be sent, a contact telephone number and e-mail address if available so that we can contact you with any queries.	
<b>Name:</b>	Jane Houston on behalf of Strathkinness Community Council
<b>Address:</b>	<div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 2px;"></div> Strathkinness St Andrews
<b>Postcode:</b>	KY16 9SA
<b>Telephone No:</b>	<div style="background-color: black; width: 100px; height: 1.2em;"></div>
<b>Email Address</b>	secretary@strathkinnesscommunity.co.uk

<b>Title of Petition and Petition Statement</b>	
Please enter the title of the petition and a statement covering the main subject of the petition or the action you would like the Council to take. *	
<b>Title:</b>	Improve safety on the B939 at Strathkinness Low Road crossroads by reducing the speed limit from 50mph to 40mph
<p><b>Petition Statement:</b> (no more than 250 words)</p> <p>There have been numerous road traffic accidents at Strathkinness Low Road crossroads, where the B939 and the C4 meet. These accidents have resulted in serious injuries and some fatalities over the past 20 years and more. The B939 is a busy road connecting rural areas west and south of St Andrews to the town. It is also a well-used alternative to the A91 for travel between St Andrews and Cupar and beyond. Many residents and visitors also travel from St Andrews via the Craigtoun Road and the C4, crossing the B939 into Strathkinness to travel towards Guardbridge, Leuchars and Dundee. The building of new houses in Strathkinness, St Andrews and the wider area has added to the volume of traffic crossing this junction.</p> <p>We are very aware that driver behaviour is a key factor in road accidents and that not everyone observes speed limits, whatever level they are set at. However, many drivers do observe the legal limits and others are likely to respond to a lower limit by slowing down, even if they do not observe it strictly. Accidents will still occur but if drivers are travelling at lower speeds they will have more time to react and the severity of an impact will be reduced.</p> <p>We have gathered 657 online and 163 hard copy signatures demonstrating the strength of support for the speed limit to be reduced to 40mph, and we urge Fife Council to do so.</p>	

\*if you require additional space please use a separate sheet



**Further information.**

Before a petition is submitted, petitioners are expected to have taken reasonable steps in attempting to resolve the issues.

Please enter below any measures already taken, or persons/organisations approached to attempt to resolve the issues, including copies of any relevant correspondence. This information will be made available when the petition is considered

Concerns about road safety at the crossroads have been raised at meetings of Strathkinness Community Council and Blebo Craigs Community Council over at least the past two decades. In 2021 representations were made to Fife Council to reduce the speed limit from 60mph to 40mph. Fife Councillors pressed for a 40mph limit but officials considered 50mph to be more appropriate, after analysing speed monitor results.

Following at least 6 accidents at the crossroads between May and October 2024, including a fatality, Strathkinness and Blebo Craigs CC's arranged a public meeting in December 2024, chaired by Willie Rennie MSP and attended by over 80 residents from both villages. In response to the concerns raised, Council officials proposed a number of measures including repairs/improvements to road signage, installation of rumble strips and more frequent cutting back of vegetation to improve visibility. However, the officials have restated their position that they do not propose to further reduce the speed limit at the crossroads to 40mph (see attached copy of email from Roads & Transportation Services dated 25/04/25).

Please indicate the following to the best of your knowledge.

Are the issue(s) raised in the petition currently being handled or been submitted in the past as a formal complaint to Fife Council?	<del>Yes</del> /No
Are the issue(s) raised in the petition currently subject to any other formal processes in the council e.g. appeal or planning process	<del>Yes</del> /No
Are the issue(s) raised in the petition currently subject to any other legal proceedings, e.g. information contained within the petition is not subject to interdict or court order?	<del>Yes</del> /No

**Petitions considered at Committee**

The convener of the appropriate committee who hears the petition will invite the lead petitioner to appear before the meeting to speak in support of the petition. This is useful in assisting elected members to consider the petition.

Please indicate below whether you wish to submit a request to make a brief statement to the committee when it is considering your petition.

<p><b>*I DO wish the opportunity to make a brief statement at the meeting</b></p> <p><b>*I DO NOT wish to make a brief statement at the meeting</b></p> <p><small>*tick as appropriate</small></p>	<input checked="checked" type="checkbox"/> <input type="checkbox"/>
<p><b>Signature of Lead Petitioner</b></p> <p>When satisfied that the petition meets all the criteria outlined in the Petitions Guidance, the lead petitioner should sign and date the form in the box below.</p> <p>Any additional sheets of signatures should be attached to the form.</p>	
<p>Signature ..... <span style="background-color: black; color: black;">[REDACTED]</span> ..... Date 28<sup>th</sup> July 2025</p> <p>Name of signatory in block capitals JANE HOUSTON</p> <p>.....</p>	
<p><b>Number of people who have signed the petition: 163 hard copy, attached</b></p> <p><b>657 online, summary attached</b></p>	
<p>Please send petitions to:</p> <p>Legal and Democratic Service  Fife House  Glenrothes  KY7 5LT</p> <p>or email:  <a href="mailto:enquiry.petitions@fife.gov.uk">enquiry.petitions@fife.gov.uk</a></p>	

## PETITION

### Improve safety on the B939 at Strathkinness Low Road crossroads by reducing the speed limit from 50mph to 40mph

#### The issue

There have been numerous road traffic accidents at the Strathkinness Low Road crossroads, where the busy B939 and the C4 meet. These accidents have resulted in serious injuries and some fatalities over the past 20 years and more.

This petition is being led by Strathkinness Community Council with the support of Kemback, Pitcottie and Blebo Community Council. We are gathering signatures to urge Fife Council to improve road safety at the crossroads by reducing the speed limit to 40mph at the earliest opportunity.

Concerns about road safety at the crossroads have been raised at meetings of Strathkinness CC and Blebo Craigs CC over at least the past two decades. In 2021 representations were made to Fife Council to reduce the speed limit from 60mph to 40mph. Fife Councillors pressed for a 40mph limit but officials considered 50mph to be more appropriate, after analysing speed monitor results.

Following at least 6 accidents at the crossroads between May and October 2024, including a fatality, Strathkinness and Blebo Craigs CC's arranged a public meeting in December 2024, chaired by Willie Rennie MSP and attended by over 80 residents from both villages. In response to the concerns raised, Council officials proposed a number of measures including repairs/improvements to road signage, installation of rumble strips and more frequent cutting back of vegetation to improve visibility. However, the officials have restated their position that they do not propose to further reduce the speed limit to 40mph.

We are very aware that driver behaviour is a key factor in road accidents and that not everyone observes speed limits, whatever level they are set at. However, many drivers do observe the legal limits and others are likely to respond to a lower limit by slowing down, even if they do not observe it strictly. Accidents will still occur but if drivers are travelling at lower speeds they will have more time to react and the severity of an impact will be reduced.

### Petition Strength

**9**

Good

### Add a Decision Maker

An important piece of information for you and your supporters.

[Review Decision Maker](#)

## Improve safety on B939 at Strathkinness crossroads - reduce the speed limit to 40mph

[Share this petition](#)**657** Verified signatures 

### The Issue

There have been numerous road traffic accidents at Strathkinness Low Road crossroads, where the busy B939 and the C4 meet. These accidents have resulted in serious injuries and some fatalities over the past 20 years and more. This petition is being led by Strathkinness Community Council with the support of Kemback, Pitscottie and Blebo Community Council. We are gathering signatures to urge Fife Council to improve road safety at the crossroads by reducing the speed limit to 40mph at the earliest opportunity.

Concerns about road safety at the crossroads have been raised at meetings of Strathkinness and Blebo Community Councils over at least the past two decades. In 2021 representations were made to Fife Council to reduce the speed limit from 60mph to 40mph. Fife Councillors pressed for a 40mph limit but officials considered 50mph to be more appropriate, after analysing speed monitor results.

Following at least 6 accidents at the crossroads between May and October 2024, including a fatality, Strathkinness and Blebo Community Councils arranged a public meeting in December 2024, chaired by Willie Rennie MSP and attended by over 80 residents from both villages. In response to the concerns raised, Council officials proposed a number of measures including repairs/improvements to road signage, installation of rumble strips and more frequent cutting back of vegetation to improve visibility. However, the officials have restated their position that they do not propose to further reduce the speed limit to 40mph.

We are very aware that driver behaviour is a key factor in road accidents and that not everyone observes speed limits, whatever level they are set at. However, many drivers do observe the legal limits and others are likely to respond to a lower limit by slowing down, even if they do not observe it strictly. Accidents will still occur but if drivers are travelling at lower speeds they will have more time to react and the severity of an impact will be reduced.


We the undersigned support the reduction of the speed limit on the B939 at Strathkinness Low Road crossroads from 50mph to 40mph. Please note that you must be resident in Fife, aged 16 or over and listed on the Electoral Register.

If you have any questions about this petition, please email Jane Houston, Secretary [secretary@strathkinnesscommunity.co.uk](mailto:secretary@strathkinnesscommunity.co.uk)





Image taken from C4 northbound approach to Strathkinness Low Road crossroads, looking west to B939

 [Report a policy violation](#)



**Strathkinness Community Council**

Petition Starter

**Media enquiries**

Re: B939



**From** Steven Sellars <Steven.Sellars@fife.gov.uk>  
**To** [REDACTED]  
**Copy** Willie.Rennie.msp@parliament.scot <Willie.Rennie.msp@parliament.scot>, council@blebo.org <council@blebo.org>, secretary@strathkinnesscommunity.co.uk <secretary@strathkinnesscommunity.co.uk>, Sara Wilson <Sara.Wilson@fife.gov.uk>, Jennifer Michie <Jennifer.Michie@fife.gov.uk>  
**Date** 2025-04-25 15:32

Hi John

All of the maintenance works are instructed to the operational teams so will be taking place shortly. The teams are still working their way through the significant number of locations where storm damage occurred but are making good progress. The junction verges are being treated as a priority on an ongoing basis to ensure the cutback of growth.

In terms of the new items, the countdown markers on the southern approach to the junction at Strathkinness have been ordered but installation has been held up due to the presence of utilities in the verge at that point, again the operational team are working on plans to take that forward asap. The rumble strip markings are also instructed and should be laid in over the coming weeks, this type of work is very weather dependent but at this time of year, the conditions are generally conducive.

The improvements to access at Blebo bus stop will make it easier to board buses and the additional warnings signs for drivers will help in raising awareness of both the bus stop and access road to Blebo, again this should be carried out in the coming weeks. Also similar to Strathkinness, the junction verges are being treated as a priority on an ongoing basis to ensure the cutback of growth

We have reviewed the position of the various speed limit terminal signs and are content that they are appropriate and meet the relevant legislation and guidance. There are no proposals to further reduce the speed limits along the B939.

The investigation into the road surface has been ongoing, with the most recent data confirming the surface provides a similar level of grip to the majority of the road network and isn't at a level that we would propose to intervene with works to the surface of the road.

I would though reassure Community Council that Roads & Transportation continue to monitor the road network, including its condition, on an ongoing basis and do intervene as required.

Apologies for the delay in reply, I had hoped to get more specific dates that I could share with you but hopefully this indication will give reassurance that the outstanding works are in hand and will take place over the coming weeks

Regards  
Steve

Steve Sellars  
Lead Consultant - Road Safety & Travel Planning  
Roads & Transportation Services  
Fife Council  
03451 55 55 55 Ext 45 04 49  
07395 359632

**From:** [REDACTED]  
**Sent:** 09 April 2025 17:41  
**To:** Steven Sellars <Steven.Sellars@fife.gov.uk>  
**Cc:** Willie.Rennie.msp@parliament.scot <Willie.Rennie.msp@parliament.scot>; council@blebo.org <council@blebo.org>; secretary@strathkinnesscommunity.co.uk <secretary@strathkinnesscommunity.co.uk>  
**Subject:** Re: B939

**CAUTION:** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Steven

I wonder if you can provide an update on the proposed remedial works on the B939 that we discussed in January. The road is increasingly busy as vehicles avoid the roadworks on the Cupar-Guardbridge route

Best wishes

— Original Message —

From: [REDACTED]  
To: Steven.Sellars@fife.gov.uk Cc: Willie.Rennie.msp@parliament.scot; council@blebo.org; secretary@strathkinnesscommunity.co.uk  
Sent: Monday, January 27th 2025, 14:42  
Subject: B939

Dear Steve

Many thanks for coming to Strathkinness and Blebo Craigs today along with the traffic police representative. This was a very helpful discussion, and I think allowed the local concerns to be expressed. While I agree that the primary cause of incidents is poor adherence to road rules by drivers, there is clearly a need to address issues that have led to multiple events at particular sites. Your help here will be much appreciated.

At the Strathkinness junction we agreed that a number of actions could be taken to:

- repair broken signs
- address obstructions to clear visibility
- repair the speed activated signs
- install rumble strips on the 4 approach roads
- move the 50 mph roundels on the road to Craigton further from the crossroads.
- Further measures for consideration would include reducing the 50 mph limit to 40mph; and looking at staggering the junction.

At the Blebo bus stop

- you indicated that the stop could be sited better to provide a more appropriate area for dismounting from buses
- looking into improving visibility by significantly cutting verges and hedges

To improve other aspects of safety along the B939 you agreed to

- remedy broken signage along the road
- take steps to improve visibility for vehicles joining the B939
- install rumble strips before the Blebo access road, and on either side of the double bend
- review skid risk on the road surface
- further consideration could be given to reducing the speed limit on this stretch to 40mph

I hope that this reflects the issues we discussed, and I will report the outcome to our Community Council

best wishes

John Connell

[REDACTED]

This email was scanned by Fife Council

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Fife Council  
\*\*\*\*\*



27 August 2025

Agenda Item No. 4 (b)

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## **B939 Strathkinness**

### **Briefing Report – Petition on 40mph speed limit**

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**Report by:** John Mitchell, Head of Roads and Transportation

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

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#### **Purpose**

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This briefing report has been requested by the North East Fife Area Committee, under the terms of the Petitions Procedure agreed at the Executive Committee on 10 September 2013, by way of background information to allow the committee to hear a petition on requests for a reduction in speed limit to 40mph on the B939 at Strathkinness.

#### **Recommendation(s)**

---

It is recommended that Committee:

- (i) Notes the measures that are already proposed following prior community engagement.
- (ii) Notes the accident statistics and their causes
- (iii) Agrees that no additional road safety measures should be implemented at this time.
- (iv) Agrees Roads & Transportation officers will carry out a review of the location with a consideration of introducing a 40mph speed limit.

#### **Resource Implications**

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There are no resource implications

#### **Legal and 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

---

No consultation has been undertaken or was considered necessary for the preparation of this briefing report.

## 1.0 Background

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- 1.1 A petition was received on 29 July 2025. The petition was signed by 657 residents of St Andrews, Strathkinness and other locations in North East Fife. The petition requests that Roads and Transportation Services reduces the 50mph speed limit on the B939 at Strathkinness to 40mph.
- 1.2 A number of measures have already been instructed for this location: Countdown signs on the C4, jiggle bars (rumble strips) on both the C4 and B939, 'slow' road markings and additional speed limit repeater markings. This junction has already received an enhanced level of measures in response to previous concerns from the community, including illuminated bollards and signs with double give-way signs on each C4 leg.
- 1.3 None of the accidents recorded have excessive speed identified as a cause or contributory factor (see Appendix 1).
- 1.4 The accident statistics for this junction are similar to those for other rural junctions elsewhere in Fife with comparable road geometry and traffic flow.
- 1.5 Speed surveys have shown good compliance with the 50mph speed limit with no evidence found of any significant issues with speeding. The most recent speed survey gave mean speeds of 46.1mph/43.8mph eastbound and 42.4mph/40.7mph westbound.

## 2.0 Issues and Options

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- 2.1 Increasing the junction stagger or constructing a roundabout have been investigated, but these options would be prohibitively expensive. Rerouting of buried utilities would be required, along with land purchase. A roundabout was previously costed at £1m, but this cost will now be significantly higher, due to increases in materials and labour costs. These options also may not improve road safety.
- 2.2 We have received requests for stop signs, but this junction does not meet the restricted visibility criteria within the Traffic Sign Regulations and General Directions.

## 3.0 Conclusions

---

- 3.1 It is the professional assessment of Roads and Transportation Services officers that a reduction in the speed limit to 40mph will not significantly improve road safety, as the collision history does not record any accidents with speed given as a primary cause or contributory factor. However, we recognise the concerns of the community, as evidenced by the petition received and will now re-assess.

### List of Appendices

---

1. Collision history

#### Report Contact

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Roads and Transportation Services  
Bankhead Central  
03451 55 55 55 Ext No 450449  
[steven.sellars@fife.gov.uk](mailto:steven.sellars@fife.gov.uk)

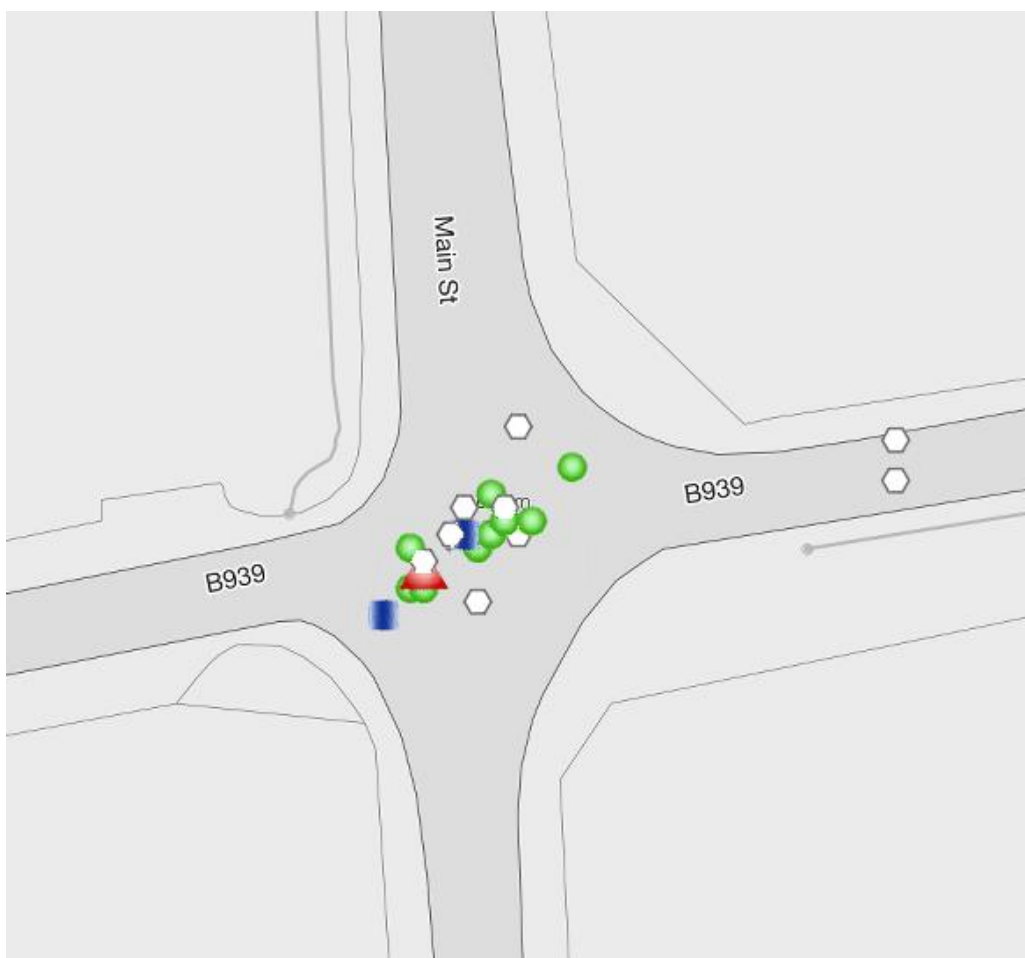
Sara Wilson  
Service Manager, Roads Network Management  
Roads & Transportation Services ,  
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


Fife Council – Assets, Transportation and Environment

Road Collision Information - B939 Strathkinness Crossroads

*Data from 01/01/2005 to 26/09/2024*



- Fatal Injury 
- Serious Injury 
- Slight Injury 
- Damage Only 

### **Road Crash Numbers by Year and Severity**

There are 26 reported collisions within the study period of 1 January 2005 to 26 September 2024 at the B939 at the Strathkinness Crossroads, one collision resulted in a fatal injury, two collisions resulted in a serious injury and 11 collisions involved a slight injury. There have been 12 damage only collisions recorded within the study period.

<b>Year</b>	<b>Fatal</b>	<b>Serious</b>	<b>Slight</b>	<b>Damage</b>	<b>Totals</b>
<b>2024</b>	1	0	1	0	<b>2</b>
<b>2023</b>	0	0	0	0	<b>0</b>
<b>2022</b>	0	1	0	0	<b>1</b>
<b>2021</b>	0	0	0	0	<b>0</b>
<b>2020</b>	0	1	0	0	<b>1</b>
<b>2019</b>	0	0	1	0	<b>1</b>
<b>2018</b>	0	0	0	0	<b>0</b>
<b>2017</b>	0	0	0	0	<b>0</b>
<b>2016</b>	0	0	0	0	<b>0</b>
<b>2015</b>	0	0	1	1	<b>2</b>
<b>2014</b>	0	0	1	1	<b>3</b>
<b>2013</b>	0	0	0	1	<b>0</b>
<b>2012</b>	0	0	0	1	<b>0</b>
<b>2011</b>	0	0	1	0	<b>1</b>
<b>2010</b>	0	0	0	0	<b>0</b>
<b>2009</b>	0	0	2	0	<b>2</b>
<b>2008</b>	0	0	0	2	<b>3</b>
<b>2007</b>	0	0	0	2	<b>2</b>
<b>2006</b>	0	0	2	2	<b>4</b>
<b>2005</b>	0	0	2	2	<b>4</b>
<b>Totals</b>	<b>1</b>	<b>2</b>	<b>11</b>	<b>12</b>	<b>26</b>

27 August 2025

Agenda Item No. 5

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## Drumoig – Speed Limit Amendments

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

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**Wards Affected:** Ward 17 – Tay Bridgehead

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### Purpose

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The purpose of this report is to allow the Area Committee to consider proposals for the introduction of a 20mph speed limit extension on Pickletillum Avenue, Drumoig.

### Recommendation(s)

---

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_66 (Appendices 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £2,500 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising, which will be met from approved Service budgets and delivery of the new infrastructure which will be met by Transport Scotland on behalf of the Scottish Government.

### Legal & Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

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

### Consultation

---

The local Ward Councillors, Police Scotland and Newport, Wormit & Forgan Community Council have been consulted.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and

on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

---

- 1.1 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities, and villages to 20 mph by the end of 2025, to help make these roads safer for all road users.
- 1.2 Roads & Transportation Services has been implementing new 20mph speed limits in line with the Scottish Government's 20mph strategy to address calls for reduced speed limits and improved road safety in many communities around Fife.
- 1.3 Our Asset Management team have identified that no 20mph speed limit order exists for the section of Pickletillum Avenue identified in Appendix 1.

## 2.0 Issues and Options

---

- 2.1 It is proposed to promote a 20mph speed limit order for Pickletillum Avenue in the section as indicated.
- 2.2 Pickletillum Avenue from the junction with Drumoig Way to Craigie Hill has an existing 20mph speed limit order.

## 3.0 Conclusions

---

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

### List of Appendices

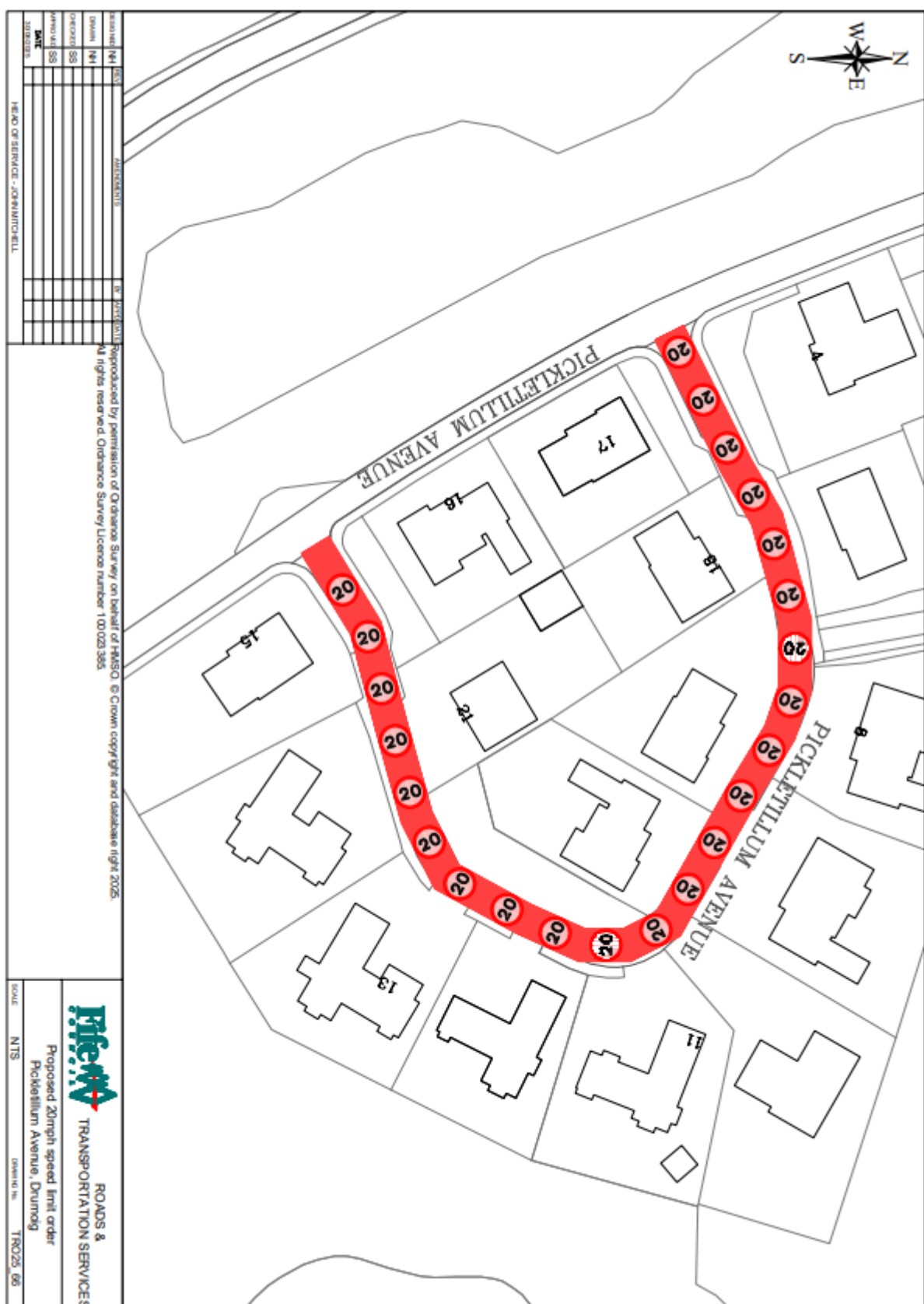
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- 1. Drawing No. TRO25\_66

### Report Contacts

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27 August 2025

Agenda Item No. 6

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## Proposed Waiting Prohibition: Main Street, Colinsburgh

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**Report by:** John Mitchell – Head of Roads & Transportation Services

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**Wards Affected:** Ward No. 19 – East Neuk and Landward

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### Purpose

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The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a further 'No Waiting At Any Time' restriction in Main Street, Colinsburgh.

### Recommendation(s)

---

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_68 (Appendix 1) 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 will be approximately £2,500, 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, Colinsburgh & Kilconquhar Community Council, Parking Management team and Police Scotland have been consulted.

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 Council's website.

## 1.0 Background

---

- 1.1 This report refers specifically to the section of road to the frontage of no. 18 Main Street.
- 1.2 An existing no waiting at any time restriction exists to the west of the above location and we would propose extending this eastwards by 14m.

## 2.0 Issues and Options

---

- 2.1 This follows a resident's report of obstructive parking and a subsequent hazard to pedestrians.
- 2.2 The kerb height is low here with no scope to raise this. We would intend to mitigate against potential footway overrun by the placement of two fixed bollards.

## 3.0 Conclusions

---

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

### List of Appendices

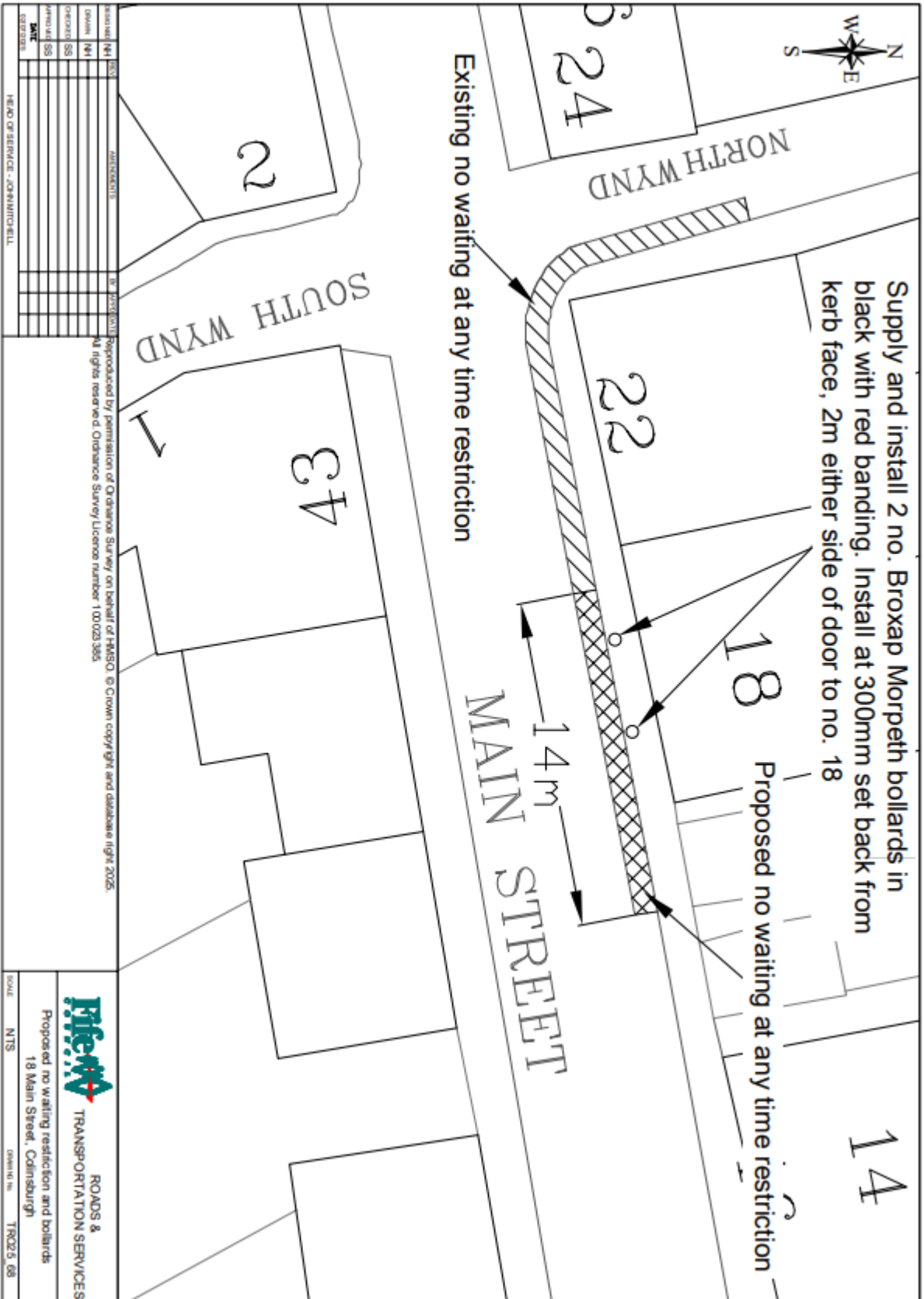
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- 1. Drawing no. TRO25\_68

### Report Contacts

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27 August 2025

Agenda Item No. 7

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## Proposed Waiting Prohibition: Lovers Lane, Cupar

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**Report by:** John Mitchell – Head of Roads & Transportation Services

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**Wards Affected:** Ward No. 20 – Cupar

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### Purpose

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The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce 'No Waiting At Any Time' restrictions at Lovers Lane, Cupar.

### Recommendation(s)

---

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_71 (Appendix 1) 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 will be approximately £2,500, 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, Royal Burgh of Cupar Community Council, Parking Management team and Police Scotland have been consulted.

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 Council's website.

## 1.0 Background

---

- 1.1 Lovers Lane is a narrow one-way street between Kirkgate and Millgate.
- 1.2 It has a narrow footway on the southeast side only.

## 2.0 Issues and Options

---

- 2.1 The road is easily obstructing by parked vehicles, leaving insufficient width for the passage of larger vehicles and difficulties for other road users. This is particularly problematic during events at St Columba's Church.
- 2.2 All properties which take direct access off Lovers Lane have off-street parking available.
- 2.3 Lovers Lane would not be eligible for a Pavement Parking Exemption, due to the narrow footway and vehicles parked on the footway would still present a significant obstruction to the road.

## 3.0 Conclusions

---

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

### List of Appendices

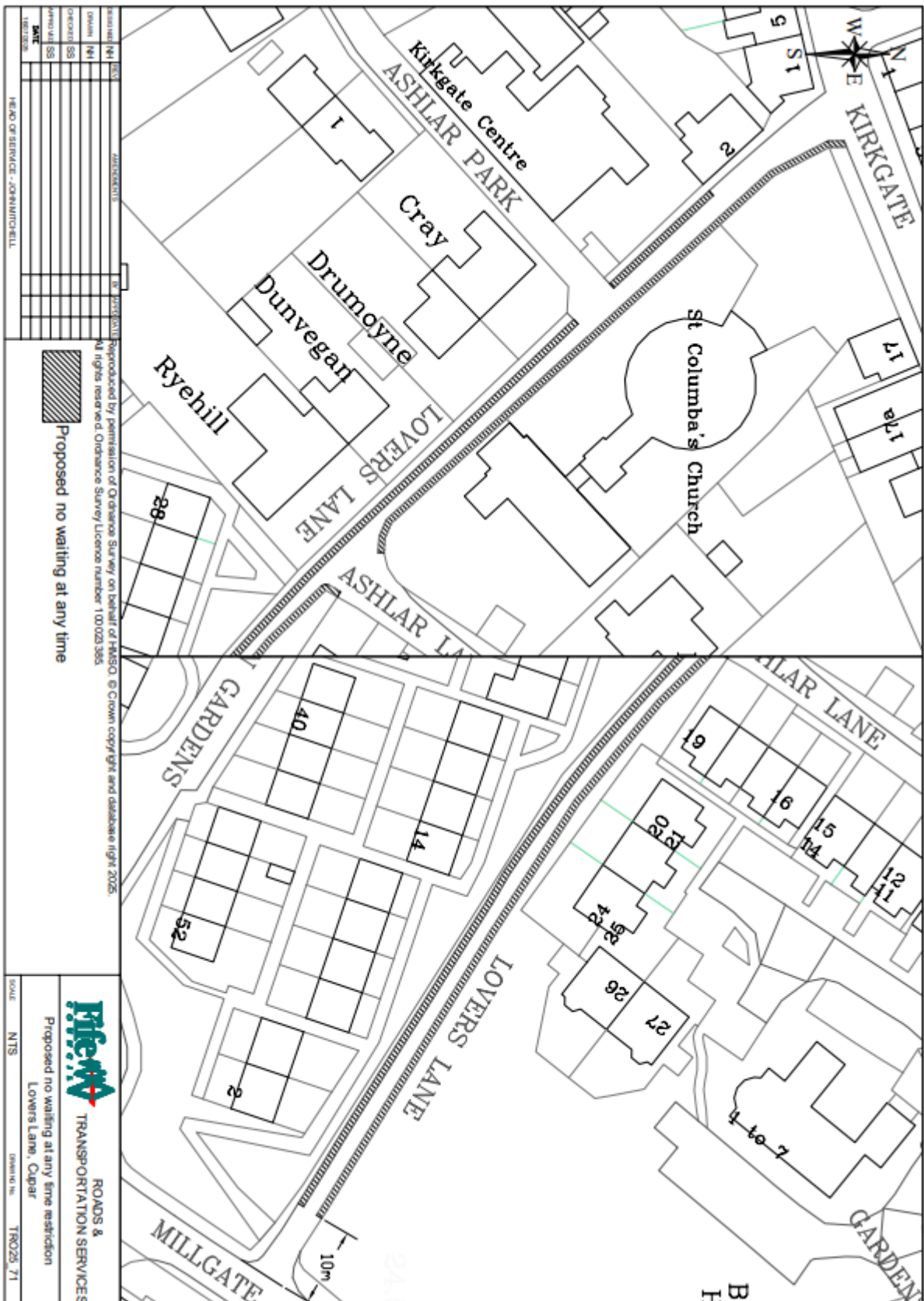
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- 1. Drawing no. TRO25\_71

### Report Contacts

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27 August 2025

Agenda Item No. 8

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## Proposed Waiting Restrictions – Addition to East Basin Car Park, Anstruther

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**Report by:** John Mitchell, Head of Roads and Transportation Services

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**Wards Affected:** Ward 19 – East Neuk and Landward

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### Purpose

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The purpose of this report is to enable the North East Fife Area Committee to consider proposals to extend the area of parking restrictions at the East Basin Car Park, Anstruther. The proposed extension encompasses an area that is not currently designated as part of the existing car park. As such, the implementation of these restrictions requires the initiation of a Traffic Regulation Order (TRO).

### 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 amend the restrictions detailed in drawing no. TRO25\_70 with all ancillary procedures; and
  2. authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections; and
  3. agrees that the temporary car parking area will be monitored throughout the RNLI construction project to inform consideration of making the additional spaces permanent, based on demand, usage, and community feedback.

### Resource Implications

---

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £3,000 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 have been completed. No negative impacts have been identified.



## Consultation

---

The local ward councillors and Fife Council Parking Management team 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 at the affected car park. In addition, details of the proposed TRO will be made available on [Fife.gov.uk](http://Fife.gov.uk).

## 1.0 Background

---

- 1.1 RNLI are proposing the construction of a new lifeboat shed and slipway, with subsequent demolition of the existing structure.
- 1.2 This will necessitate changes to the layout of East Basin Car Park and the number of metered limited waiting parking bays available.

## 2.0 Issues and Options

---

- 2.1 An amendment to the existing Traffic Regulation Order (TRO) is required to incorporate the additional parking spaces into the designated car park area. This is necessary because Area B, located to the east of the current boundary, is not presently included within the official car park limits. Refer to Appendix 1 for a visual representation of the proposed extension.
- 2.2 The creation of the additional spaces is a temporary arrangement to accommodate displaced parking during the construction works.
- 2.3 The proposal includes removal of the existing cobbled area on the northeast side of the car park and creating additional metered parking bays
- 2.4 Temporary parking arrangements and waiting limited to 2 hours will be implemented during the construction and demolition phases and these measures will be covered by a temporary traffic regulation order (TTRO).

## 3.0 Conclusions

---

- 3.1 In the interests of road safety and accessibility, it is recommended that the amendment to the waiting restrictions at East Basin Car Park, Anstruther are promoted as shown on drawing number TRO25\_70.
- 3.2 The temporary car parking area will be monitored throughout the RNLI construction project to inform consideration of making the additional spaces permanent, based on demand, usage, and community feedback.

### List of Appendices

---

1. Drawing No. TRO25\_70



## Background Papers

1. None

### Contacts:

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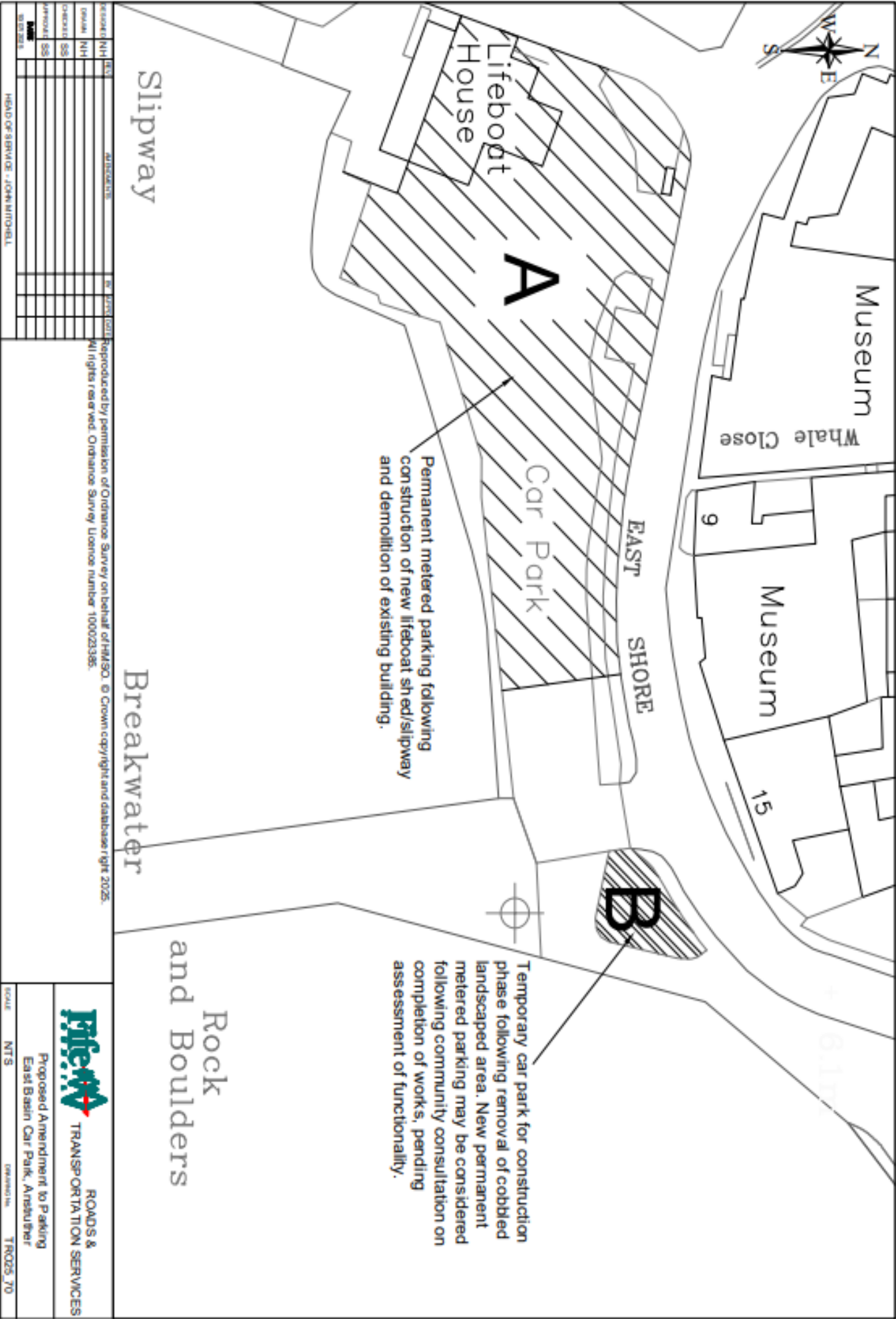
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27 August 2025

Agenda Item No. 9

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## Charges for the cleaning of communal areas in low/mid-rise blocks

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

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**Wards Affected:** Ward Nos. North East Fife (16,17,18, 20), Levenmouth (21,22), Glenrothes (14,15), Kirkcaldy (9,10,11,12) and Cowdenbeath (8).

---

### Purpose

---

To consult with Area Committees about applying a consistent charging procedure where the Council cleans the stairwells and other communal areas on behalf of its tenants. This will address the current inequity and help recover the costs to the Council of providing the service.

### Recommendation(s)

---

The Committee is asked to:

Agree to harmonise charges and apply this to all tenants who receive the service. This will reduce pressure on the HRA from 2026/27 onwards through a two-year implementation programme.

### Resource Implications

---

This proposal will help recover the cost of providing the service and increase income into the HRA. The exercise to harmonise charges applied for stairwell cleaning can be undertaken by existing staffing resources.

### Legal & Risk Implications

---

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

### Impact Assessment

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An EqIA summary form has been completed –the summary form is attached in the appendix.

### Consultation

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A discussion has been held with Fife Tenants Forum, and they were supportive of this approach. Further consultation with the tenants affected by this proposal will be undertaken prior to any changes being implemented.

## 1.0 Background

---

- 1.1 The Revised Estate Management Approach has resulted in various initiatives to improve our housing estates. There needs to be a continued focus on improving the condition of stairwells, closes and other shared spaces particularly in our six in a block and maisonette flats. Stair cleaning is an important part of estate management in flatted dwellings, and it is important communal areas are maintained to a reasonable standard.
- 1.2 The Council tenancy agreement states it is the responsibility of tenants with internal communal areas to maintain these on a weekly basis. They must be kept clean, neat and tidy and always clear of obstruction. Where the Council cleans stairwells and other communal areas then the cost of providing this service should be recovered from the tenants in accordance with the Housing Services Charging Policy. This states all those who benefit from the service should pay for it equally and equitably.
- 1.3 A review was recently undertaken of the charges applied to tenants for the cleaning of stairwells in low/mid-rise blocks of flats. It was found there were variations in how this was applied across different locations. For example, in Glenrothes and Levenmouth there are currently no charges made to tenants for this service. Other areas show charges being applied inconsistently across different blocks. There are examples where neighbouring blocks are receiving the same level of service, and some are being charged for this work and others are not. Overall, the current income received from tenants does not fully recover the cost of the Council providing this service.
- 1.4 The reason for this lack of consistency in charging for stairwell cleaning seems to be historic. It is likely the arrangements currently in place pre-date the creation of Fife Council. We currently do not provide this type of cleaning service in Dunfermline and South West Fife and the responsibility therefore falls to the tenants in these areas to clean their own stairwells and communal areas. The former District Council opted not to provide this type of service for their tenants, and this position has remained unchanged.
- 1.5 The Factoring Service roll out has increased the number of mixed tenure blocks under our management where the Council has successfully been appointed as the factor. An exercise was undertaken to ensure the owners in these blocks were appropriately charged for their share of the services that are provided. In factored blocks, the owners share of the cleaning costs is fully recovered. However, this service charge is not always applied to the Council tenants who live within these same blocks.

## 2.0 Current position

---

- 2.1 The total cost in 2024/25 for providing stair cleaning services was £435,504 and for 2025/26 it is £459,650. It is anticipated this cost will continue to increase annually. The table below outlines the monthly costs of providing this service across the relevant Areas. It also shows the current income received from tenants where charges are in place and from owners who are in factored blocks.

**Table one**

	NEF	LVN	GLN	KDY	COW
Service cost each month.	£5343.23	£2454.17	£6091.67	£23358.19	£1056.95
No. Tenants receiving service	321	207	361	1417	69
No. Tenants charged	83	0	0	1155	65
Tenant Charge Income	£1734.88	£0	£0	£6190.80	£348.40
Owner Charge Income	£441.72	£84.55	£1202.76	£4126.61	£71.07
HRA subsidy	£3166.63	£2369.62	£4888.91	£13,040.78	£637.48

- 2.2 The income received from tenants does not meet the full cost of providing this service and there was a considerable annual shortfall of £284,307 in 2024/25 that had to be met by the HRA. This will increase to £289,241.04 for 2025/26. This is not sustainable going forward and the current charging structures applied are not equitable to tenants across different areas in Fife.
- 2.3 The current charges applied to tenants on a fortnightly basis are either £0, or the flat rate of £2.68 (caretaking charge) or £7.34 (stair cleaning charge) per fortnight. A higher stair cleaning charge is in place in St Andrews of £15.18 per fortnight.

### 3.0 Proposed approach

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- 3.1 A phased approach will be taken to rectify the current anomalies in the charging procedure over two years. This will give us time to consult with the tenants who will be affected and update the housing system with the revised service charges. It is proposed the initial tranche will commence at the start of 2026/27 and includes 84 blocks located in the Kirkcaldy, Glenrothes and North East Fife areas.
- 3.2 Once the initial phase of this exercise is completed any feedback received will be considered and changes will be made to the process if required. It is planned that phase two will continue in the Summer of next year and include a further 114 blocks across Kirkcaldy and Levenmouth. There will be a phase three and four covering the remaining 295 blocks in North East Fife, Levenmouth, Glenrothes, Kirkcaldy and Cowdenbeath and these are scheduled to be completed towards the end of Financial Year 2026/27. Appendix two shows the number of properties that will be included in each of the four phases of this exercise. This includes a breakdown of how many tenants will have to either pay this service charge for the first time or where the existing charge will need to be amended.
- 3.3 Tenants will be required to contribute towards the cost of providing this service and the standardised fortnightly charge is expected to be in the region of £6. This will reduce most of the current shortfall in providing the stair cleaning service. For those tenants in

receipt of Universal Credit this is an eligible charge that should be covered by the DWP. Assistance will be offered to tenants to ensure they correctly notify the DWP and claim this additional charge along with their rent.

- 3.4 A 'Fife Living Rent' is defined as being affordable for a household with someone in full-time employment and not assisted through benefits, based on a calculation of charging a fixed percentage (28%) of net lower quartile earnings. In Fife, the current living rent threshold is £127.68 per week. Total rent costs inclusive of this additional service charge would be below this level and therefore considered affordable.

## 4.0 Conclusions

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- 4.1 A revised charging procedure should be applied consistently and equitably for stair cleaning services across each Area. This should assist with the costs of providing this service and reduce the current level of subsidy from the HRA.
- 4.2 Consultation will be carried out with tenants affected by the implementation of new or revised charges for stair cleaning in their blocks. It is the responsibility of tenants to maintain their communal areas to a good standard of cleanliness and the cost of this must be passed on if the Council provides this service on their behalf.
- 4.3 As part of the Revised Estate Management Approach it will be explored whether there is a demand for this service in areas of Fife that have not benefited to date. This would involve consultation with tenants who live in low/mid-rise blocks in Dunfermline and South West Fife.

## List of Appendices

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1. EqlA Summary Form
2. Area breakdown of each phase of the exercise to rectify the current anomalies in the charging procedure.

## 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:

Joan Lamie  
Service Manager Housing Estates and Safer Communities  
Email: [joan.lamie@fife.gov.uk](mailto:joan.lamie@fife.gov.uk)

# Equality Impact Assessment Summary Report

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(to be attached as an Appendix to the committee report)

**Which Committee report does this IA relate to (specify meeting date)?**

Area Committees

**What are the main impacts on equality?**

No impact as the cost of the stair cleaning service will now apply consistently to Council tenants Fife who receive this service.

**What are the main recommendations to enhance or mitigate the impacts identified?**

Whilst tenants within the protected characteristics living in Fife Council housing will be affected by the proposal, there will be no difference in the treatment of tenants who share a protected characteristic and those who do not.

**If there are no equality impacts on any of the protected characteristics, please explain.**

No recommendations other than to monitor any potential impacts through future review.

**Further information is available from: Name / position / contact details:**

John Mills, Head of Housing

John.Mills@fife.gov.uk

## Appendix one – Area/phase breakdown

### 493 Blocks 2344 FC Properties

#### Blocks

<u>Phase</u>	<u>Fife</u>	<u>NEF</u>	<u>LVN</u>	<u>GLN</u>	<u>KDY</u>	<u>COW</u>
1	84	10	0	29	45	0
2	114	0	3	0	0	0
3	162	22	24	22	88	6
4	133	41	5	29	51	7

#### Properties

<u>Phase</u>	<u>Fife</u>	<u>NEF</u>	<u>LVN</u>	<u>GLN</u>	<u>KDY</u>	<u>COW</u>
1	317	29	0	131	157	0
2	489	0	20	0	469	0
3	952	106	158	100	556	32
4	586	176	29	130	214	37

#### New Charges

<u>Phase</u>	<u>Fife</u>	<u>NEF</u>	<u>LVN</u>	<u>GLN</u>	<u>KDY</u>	<u>COW</u>
1	168	28	0	131	9	0
2	184	0	20	0	164	0
3	403	79	158	100	63	3
4	295	121	29	130	14	1



<b><u>Amended Charges</u></b>						
<b><u>Phase</u></b>	<b><u>Fife</u></b>	<b><u>NEF</u></b>	<b><u>LVN</u></b>	<b><u>GLN</u></b>	<b><u>KDY</u></b>	<b><u>COW</u></b>
<b>1</b>	<b>149</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>148</b>	<b>0</b>
<b>2</b>	<b>305</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>305</b>	<b>0</b>
<b>3</b>	<b>549</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>493</b>	<b>29</b>
<b>4</b>	<b>291</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>36</b>

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## Proposed St Andrews to Guardbridge cycle path upgrade (NCN1 at Edenside)

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

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**Wards Affected: 18**

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### Purpose

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The purpose of this report is to allow Committee to consider options for the potential upgrade of the St Andrews to Guardbridge cycle path (National Cycle Network Route 1) at Edenside.

### Recommendation(s)

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It is recommended that Committee:

1. note the content of the St Andrews to Guardbridge cycle path upgrade (NCN1) feasibility study contained within Appendix 2; and
2. agree that the preferred option stated in the study should be investigated further by officers.

### Resource Implications

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Outline costs for cycle path upgrade options are highlighted in the feasibility study and range between £1.92m to £3.25m approx. (including optimism bias). At present, there is no capital funding identified for this project.

### Legal & Risk Implications

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Access agreements would require to be negotiated and formalised with private landowners. Without such agreements, it is unlikely that the options presented could be delivered.

### Impact Assessment.

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- The Fife Environmental Assessment Tool has been used; no environmental red flags being identified.
- An EqIA screening was carried out, no equalities issue being identified.

## Consultation

Finance and Legal & Democratic Services have been consulted in the preparation of this report.

## 1.0 Background

- 1.1 The existing cycle path between St Andrews and Guardbridge forms part of National Cycle Network Route 1 (NCN1). The current width of approximately 1km of NCN1 (at Edenside) does not meet modern design guidance for a shared pedestrian/cycle path located beside a live carriageway which is 3.5m within a 40mph road and 4.5m within a 50mph road, including verges.
- 1.2 A petition for improving the safety of the section of the St Andrews and Guardbridge cycle path at Edenside was submitted to the Council and was subsequently considered by North East Fife Area Committee on 23 October 2024 (2024 NEFAC 65 para 171 refers). Committee noted the petition and encouraged officers to study options to improve the path.

## 2.0 Issues and options

- 2.1 A feasibility study was undertaken and considered five options for making route improvements, including potential new sections of paths, or realigning and upgrading the existing shared use path. In assessing each option, core design principles have been applied and scored accordingly, allowing each option to be ranked.

Table 1: Summary of Option scoring and Cost

TABLE 1 : Summary of Options scoring, Ranking and Cost												
Option	Safety	Deliverability	Directness	Coherence	Comfort	Attractiveness	Adaptability	Total	Score Rank	Cost Estimate	Cost Optimism Bias	Cost Increment due to Optimism Bias
Option 1	1	5	5	5	5	5	3	29	2	£1,327,500	£1,911,600	£584,100
Option 2	3	4	4	5	5	5	3	29	2	£1,464,400	£2,108,736	£644,336
Option 3	4	3	3	5	5	5	5	30	1	£1,552,900	£2,236,176	£683,276
Option 4	5	2	2	5	5	5	5	29	2	£1,703,300	£2,452,752	£749,452
Option 5	3	1	5	5	5	5	3	27	3	£2,256,100	£3,248,784	£992,684

- 2.2 Given the similarities of the five options, the scoring was similar. However, as the petition focuses on improving the safety of the existing route, this factor when weighted, has biggest influence on selecting the preferred option, i.e. option 4.
- 2.3 Option 1, see appendix 1, widens the existing path, particularly in area A. Although generally 4m wide, Area B would narrow to 3m wide, with a further narrowing to 1.5m in Area C. National guidelines are not satisfied by this option, hence the 'Safety' criterion has scored poorly.
- 2.4 Option 2 is similar to Option 1, but the proposed path has been realigned around the north side of Old Toll House, thus avoiding the localised narrowing in Area C. Desired widths are not achieved in Area B however.

- 2.5 Option 3 re-aligns the path in Area C into the field and to the north side of the Old Toll House property. The Design for Area A and Area B would be the same as in Option 1 above. Desired widths are not achieved at Area B.
- 2.6 Option 4 builds on Option 3 above, but the path is aligned to the north side of the houses in Area B. This enables a 4m path to be built throughout. This option requires the largest amount of private land, but meets national design standards
- 2.7 In Option 5, Area C differs from options 1 to 3 by using existing carriageway space to widen the path. This option requires the carriageway to be moved to the south so that acceptable lane widths are maintained. Significant carriageway resurfacing, landscaping and drainage works would be required. Additional land on the south side would be needed. Desired widths are not achieved in Areas B and C however.
- 2.8 The possibility of utilising the historic Guardbridge to St Andrews railway line has not been considered due to potential flooding issues. It is also noted that the St Andrews Rail Link Campaign (StARLink) is promoting the re-introduction of a railway line in the area.
- 2.9 A section of the cycle path at Edenside (approx. 700m) had been scheduled for resurfacing in financial year 2024-2025. However, this was deferred due to major public utility works. The resurfacing works will be re-scheduled once the completion date for the utility works is confirmed.
- 2.10 No capital funding has been committed for land acquisition, design or construction. The current annual, in-year active travel funding from Transport Scotland is one potential source to be investigated but this would need to be supplemented by other sources of funding.
- 2.11 An initial land search has been progressed and landowners contacted. This will enable details to be forwarded to Property Services (Estates) to formalise land negotiations once a preferred option has been agreed.
- 2.12 The next step is to agree a route option which will address the safety of pedestrians and cyclists as raised by the petitioners. Then design work can be carried out and land negotiations can be progressed.

## 3.0 Conclusions

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- 3.1 Option 4 offers a route that meets current standards and local expectations for an active travel route. However, pursuing this option would require access to private land. Formal discussions with landowners would be required, with a view to securing land purchases or an access agreement.
- 3.2 Funding for the above has not been identified.

## List of Appendices

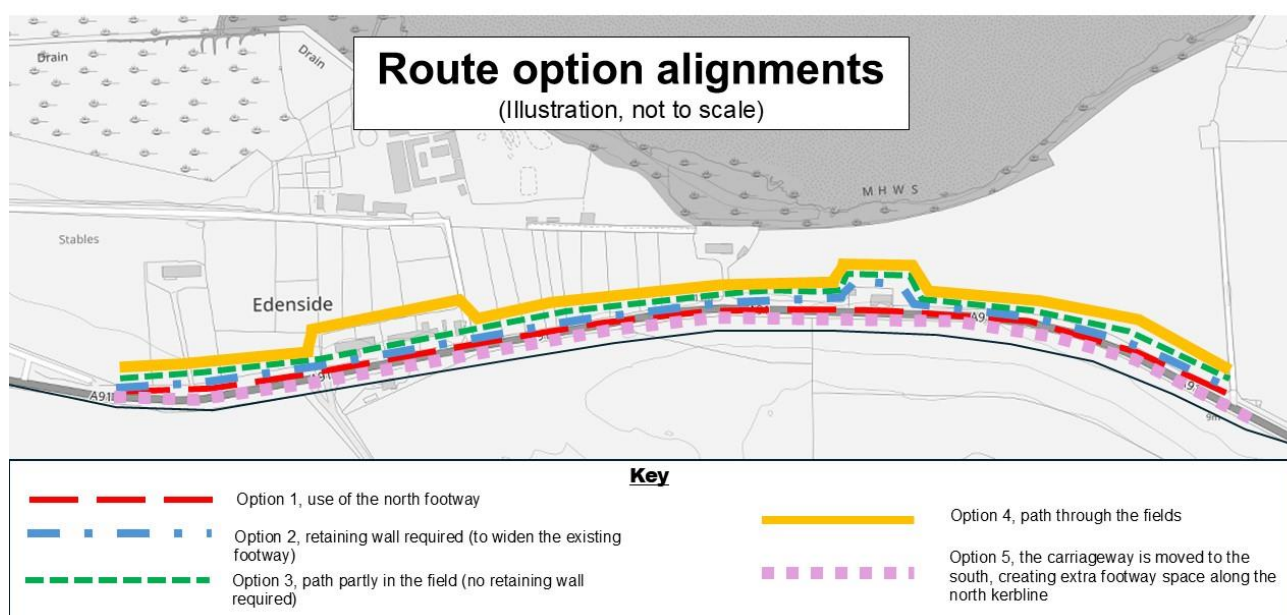
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- 1. Area overview
- 2. St Andrews to Guardbridge Upgrade (NCN1) - Feasibility study & study appendices

## **Report Contact**

Allan Maclean  
Lead Consultant (Sustainable Traffic & Travel)  
Bankhead Central, Glenrothes  
Telephone: 03451 55 55 55 + VOIP number 461270  
Email: [Allan.Maclean@fife.gov.uk](mailto:Allan.Maclean@fife.gov.uk)

## Appendix '1' – Area overview



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**Project:** P30099 – St Andrews to Guardbridge Upgrade (NCN1)

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**Subject:** Feasibility Study

**From:** Jakub Witkowski

**Date:** July 2025

**To:** Sustainable Traffic & Travel

**Ref:** RevA

**cc:** Allan Maclean, Susan  
Keenlyside, Mark Methven

---

## 1.0 Background

The cycle path between St Andrews and Guardbridge forms part of National Cycle Network Route 1 (NCN1). As a result of previous complaints received, the Council is aware that approximately 1km of NCN1 at Edenside does not meet modern design guidance for a shared pedestrian/cycle path beside a live carriageway. A petition for improving the safety of the cycle path between St Andrews and Guardbridge has been submitted to the Council and will be considered by North East Fife Area Committee.

Inspections of the A91 at Edenside by Roads & Transportation staff, suggest that it would not be safe to widen the cycle path by reallocating carriageway space, since 50mph and 40mph speed limits are in place. Consequently, it is highly likely that access to private land would be needed to enable the cycle path to be widened or realigned. During spring 2024, council officers therefore started the process of identifying who the adjacent landowners are, with a view to engaging with them and identifying a new alignment for the path.

Further upgrading work to the St Andrews to Guardbridge route is intended at the eastern end of Old St Andrews Road, providing a dedicated off-carriageway cycle path, thereby avoiding the newly created recycling zone at the cul-de-sac.

The surrounding area is being targeted as a route for The St Andrews Rail Link Campaign (StARLink), however there is currently no indication of any planned railway works in the region.

## 2.0 Objectives

A brief was issued to Key Projects team from Sustainable Traffic & Travel to provide a feasibility study for a 3m minimum width shared use path between Old St Andrews Road to where it joins the A91 footway at Edenside. Requirements for future works are listed below:

- Design a 3.0m minimum width, 4.0m width preferred, shared use path.
- Safety zone (to Cycling by Design) required, if next to a carriageway
- Integrate connections to existing cycle networks and into the rail station.
- Relocate lighting columns as required.
- Relocate and or provide road signing and other street furniture as required.
- Relocate affected traffic monitoring equipment as required.
- Provision of new active travel crossings as required.



- Upgrade existing crossings if required.
- Provide signing and lining as required per TSRGD.
- Cut back vegetation as required and consider where new greening is required.
- Seek biodiversity advice, particularly where trees are to be removed.
- Re-profile landscaped areas as required.
- Road crossings must have flush dropped kerbs (or 6mm max where drainage issues exist) to facilitate easy cycle and disability movement.
- Relocate carriageway and footway drainage where required.
- Additional drainage where required.
- Identification of sub-surface services
- Raised crossing points at side road junctions.
- Provide cycle racks to locations as the need arises.
- Provision of placemaking features as directed.

### 3.0 Options Appraisal

Numerous site visits have taken place to assess the varying options and routes for the new shared use path. A topographical survey was also carried out to establish the existing path and road widths and evaluate constraints.

The option of utilising the historic Guardbridge to St Andrews rail line has been immediately dismissed due to SEPA future flooding guidance.

The options are outlined in Figures 1 & 2 below, referring to three areas of the new path, split up as shown in the picture below:



Figure 1

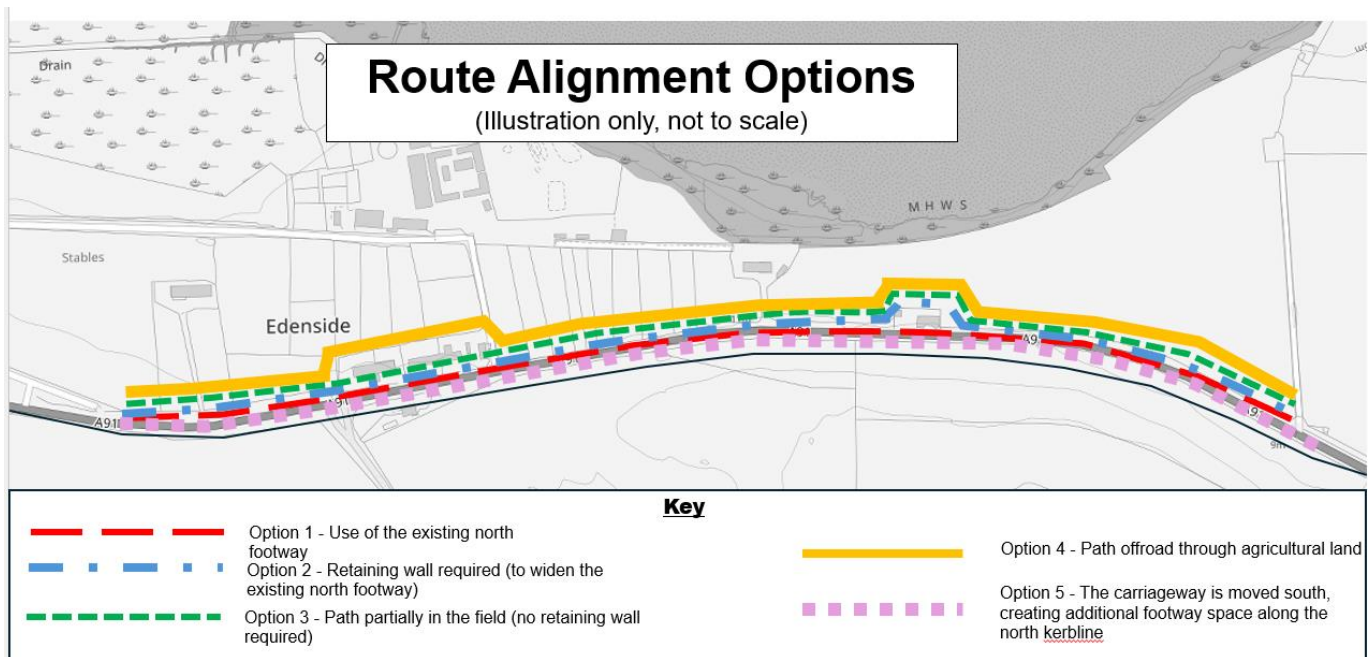


Figure 2

- Option 1 – Path starts at 4m wide in Area A, narrows to 3m wide at front of houses in Area B, then widens out into the field to 4m again in Area C, requiring a retaining structure along various parts of Area C. The path briefly narrows down to 1.5m along the front of the final house on the route (The Old Toll House), requiring cyclists to dismount, before widening back out to 4m. This is the least intrusive and cheapest choice, requiring the least land purchase out of the proposed options.
- Option 2 – As per Option 1, the path starts at 4m wide in Area A, narrows to 3m wide at front of houses in Area B, then widens out into the field to 4m again in Area C, requiring a retaining structure along various parts of Area C. The only difference from Option 1 involves the path diverting to the north of the final property on the route, maintaining a 4m path width until the end. This option will require some extra land purchase from the final property along the proposed route.
- Option 3 – As per Options 1 and 2, the path starts at 4m wide in Area A, narrows to 3m wide at front of houses in Area B, then widens out to 4m in Area C. The difference when comparing to Option 2 involves building the entire new path within the existing farms through Area C. This removes the requirement for a retaining structure; however, it will require more land purchase from the existing farms through Area C.
- Option 4 – The path starts at 4m wide in Area A, and then diverts around the properties at Area B, maintaining the path width at 4m throughout. The path then carries on through Area C as per Option 3, with new path construction through the existing farms. This option requires the most land purchase across all options.
- Option 5 – As per Options 1-3 the path starts at 4m wide in Area A and narrows to 3m wide at front of houses in Area B. Through Area C, the path widens out into the carriageway at 4m wide. This option requires the carriageway to be moved across to maintain acceptable widths, with full resurfacing required as well as substantial landscaping and drainage works. Some land will require to be purchased to the south of the existing carriageway.

Option 1 provides the most direct route along the A91, requires the least land purchase out of all the options and is estimated to be the cheapest solution. The localised narrowing of the path to 1.5m at the front of The Old Toll House is the main drawback. Option 2 requires extra land purchase and provides a detour around the last property on the route to keep the path width consistent. Options 3 and 4 would require further land purchase. Option 4 creates an increased detour around more agricultural land, properties and businesses. Option 5 is the most complex due to moving the entire carriageway to the south, dealing with drainage issues in the southern verge, and the resurfacing the carriageway along the entire length. As a result, this option is estimated to be the most expensive.

#### **4.0 Land Requirements & Landownership**

All five options would require significant areas of land to be purchased from third-party owners, to varying degrees. Initial land search was undertaken, land ownership has been identified, and landowners have been contacted. Copies of the Fife Council ownership plans, and road adoption plans are readily available and can be obtained when required.

#### **5.0 Utilities**

Utility enquires have been made and the returned responses are available upon request.

BT – This is recorded along the full length of the proposed new path. It is situated on the northern verge of the A91 and is underground. There are also overhead cables situated near Edenside Stables. This service should be unaffected by any planned works.

Virgin Media – Underground services are recorded in the northern verge for most of the proposed route, up to The Old Toll House.

Gas – There is no record of any gas services along the proposed route.

Scottish Water – Mains water is situated on the north side of the A91, up to The Old Toll House. This service should be unaffected by any planned works.

Scottish Power – This is recorded at various sections along the A91. Along Area C, several poles are present which may affect the available width of the path for Options 1 and 2 in particular. Both underground and overhead cables are present and are either High Voltage or Low Voltage. The works should be carried out in conformity with the requirements of the HSE Guidance Notes: GS6 – “Avoidance of Danger from Overhead Electric Cables” and GS47 - “Avoiding Danger from Buried Electricity Cables”.

Fife Council Street Lighting – There is no record of any street lighting services along the proposed route.

Biomass – The University of St Andrews utilises a biomass energy centre and district heating network at its Eden Campus in Guardbridge. The pipelines are situated to the south of the A91.

## Spatial Mapping

Feasibility design work has been carried out based on available maps and site visits. A survey was also carried out to establish the existing path and road widths and evaluate constraints.

### 6.0 Environmental Considerations

Based on available information from SEPA, there is currently no major coastal flooding risk associated with the proposed route.

### 7.0 Drainage

**Existing Issues** – There are currently no drainage issues along the proposed routes adjacent to the A91.

**Potential Issues** – It is anticipated that Options 1-4 for the new path will not cause any excessive drainage issues. However, for Option 5, moving the carriageway would affect a drainage channel currently on the southern verge of the A91.

### 8.0 Construction Details

This is a standard type of multi-use path and will not require any specialist skills or materials. Construction work will be dictated by the appropriate and relevant design standards, particularly Cycling by Design.

### 9.0 Route Appraisal

**Safety** – At numerous locations along the proposed route, the route will intersect with agricultural/residential accesses. Priority at these accesses will have to be assessed during the detailed design stage of the project. These accesses will be used infrequently and conflict between users of the path and vehicles will be minimal.

It is envisaged that the construction of a separate path infrastructure for the sole use of pedestrians, cyclists, mobility users etc. will have a positive impact on the perception of users and this can encourage more people to get involved in sustainable forms of transport.

**Directness** – Option 1 runs entirely in parallel with the A91 carriageway, widening the existing footway. The same applies to Option 5, although this is achieved by moving the carriageway to the south. For Options 2-4, much of the proposed route will run in parallel with the A91 carriageway, with some diversions around existing properties.

**Coherence** – It is considered that the route will provide a clear and coherent connection which all users will be able to circumnavigate with minimal effort. Signage will be kept to a minimum so that any doubt in the user's mind will be eased.

**Comfort** – The majority of the route will deliver the 4m wide shared surface which is the desirable width for such routes. There are no intricate turning movements required along the entire route. Also, there are very few inclines/declines along the route. Gently undulating shared use paths will provide a comfortable journey from start to finish.

**Attractiveness** – The proposed route will follow the A91 carriageway which currently is a scenic driving route. The A91 passes mixed farmland, both arable and pastoral with lightly rolling landscapes on either side of the carriageway, it is a pleasant country environment to be in. The route will be highly visible to passing traffic and because it will run parallel with the A91 for the most part, it will hopefully increase awareness of the direct cycling infrastructure that is available to users. This in turn will hopefully lead to more people getting involved in cycling and reduce the numbers of vehicles on the local road network.

**Adaptability and Accessibility** – The width of the shared use path would be a constant 4m throughout almost its entirety. This width will provide a safe route for all users. The path connects into the existing network, which diverges away from the carriageway and carries on to St Andrews heading east and reaches Guardbridge to the west. As such, the shared use path will be easily accessible from popular tourist destinations. The use of appropriate signage will help users be aware of how far and approximately how long it will take to get to a certain destination by both foot and by bicycle.

**Socio-economic** - The economic benefits of walking and cycling routes are substantial, both from tourism but also day to day use, by reducing congestion, pollution and by allowing people to improve their health. Evidence published by the DfT in The Value of Cycling (2016) shows that improvements to cycling infrastructure can provide a direct increase to the local retail economy. It would be projected that the proposed project would result in net socio-economic benefits for the local area.

**Deliverability** – Land agreements will have to be made and settled for this to be a deliverable project. A request will be made to Fife Council Estates department to obtain and identify the landowners, and this information will be included within this report when this becomes available. Initial land search was undertaken, land ownership has been identified and landowners have been contacted. Copies of the Fife Council ownership plans, and road adoption plans are readily available and can be obtained when required.

## 10.0 Option Scoring

The five options have been evaluated and assessed using several key criteria. The main criteria are safety, deliverability and directness, coherence, comfort, attractiveness and adaptability. Each option has been scored between 1-5 (low-high) for each category as shown below. The criteria where there are differences in the scoring will be evaluated. Safety is closely linked with Cycling by Design regulations, assessing viable cycle path widths adjacent to the carriageway for each option. Deliverability evaluates any difficulties which may delay the scheme across all options, such as land purchase, diversion of services and carriageway works causing further disruption. Directness compares the proposed routes and any detours away from the carriageway and crossings are noted with consideration for cyclists. Adaptability assesses the scope for the path to evolve and improve as cycle demands change.

Option	Safety	Deliverability	Directness	Coherence	Comfort	Attractiveness	Adaptability	Total
Option 1	1	5	5	5	5	5	3	29
Option 2	3	4	4	5	5	5	3	29
Option 3	4	3	3	5	5	5	5	30
Option 4	5	2	2	5	5	5	5	29
Option 5	3	1	5	5	5	5	3	27

**Safety** - Option 1 falls short of Cycling by Design regulations, with the short section of 1.5m wide path falling short of the absolute minimum required. Options 2,3 and 5 lose one point as the short 3.0m wide path through Area B falls just short of the minimum width added to the buffer strip requirement which totals 3.5m. Option 2 loses another point as it falls short of the 4.5m total width through Area C required due to the 50mph carriageway speed limit at this section. Option 5 loses another point, as the new carriageway location would have reduced sight lines around the bend towards the end of the proposed path route.

**Deliverability** – Requiring minimal land purchase and keeping the path route largely in line with the existing shared use path means that Option 1 would be the easiest to deliver. Options 2-4 are increasingly more intrusive in terms of land requirements and therefore lose more points in this category. Option 5 is the most complex due to the need to move the entire carriageway. Various services and utilities in the southern verge would need to be diverted – this is likely to be a long and costly process.

**Directness** – Options 1 and 5 provide the most direct route along the northern verge of the A91. Options 2-4 are increasingly more indirect, with detours around various properties, farms and businesses required to maintain the desirable path width.

**Adaptability** – Options 3 and 4 are scored as the most adaptable – the majority of the path being within the farms means there is extra space to modify the path in the future. The remaining options are considerably less adaptable, as they use up as much space as possible next to the carriageway, and future path widening/alterations would be more problematic.



## 11.0 Cost Estimates

The cost estimates for each option are included below. The land purchase costs are a high-level estimate at this stage and are subject to change as more information becomes available.

- **Option 1 - £1,327,500**
- **Option 2 - £1,464,400**
- **Option 3 - £1,552,900**
- **Option 4 - £1,703,300**
- **Option 5 - £2,256,100**

## 12.0 Optimism Bias

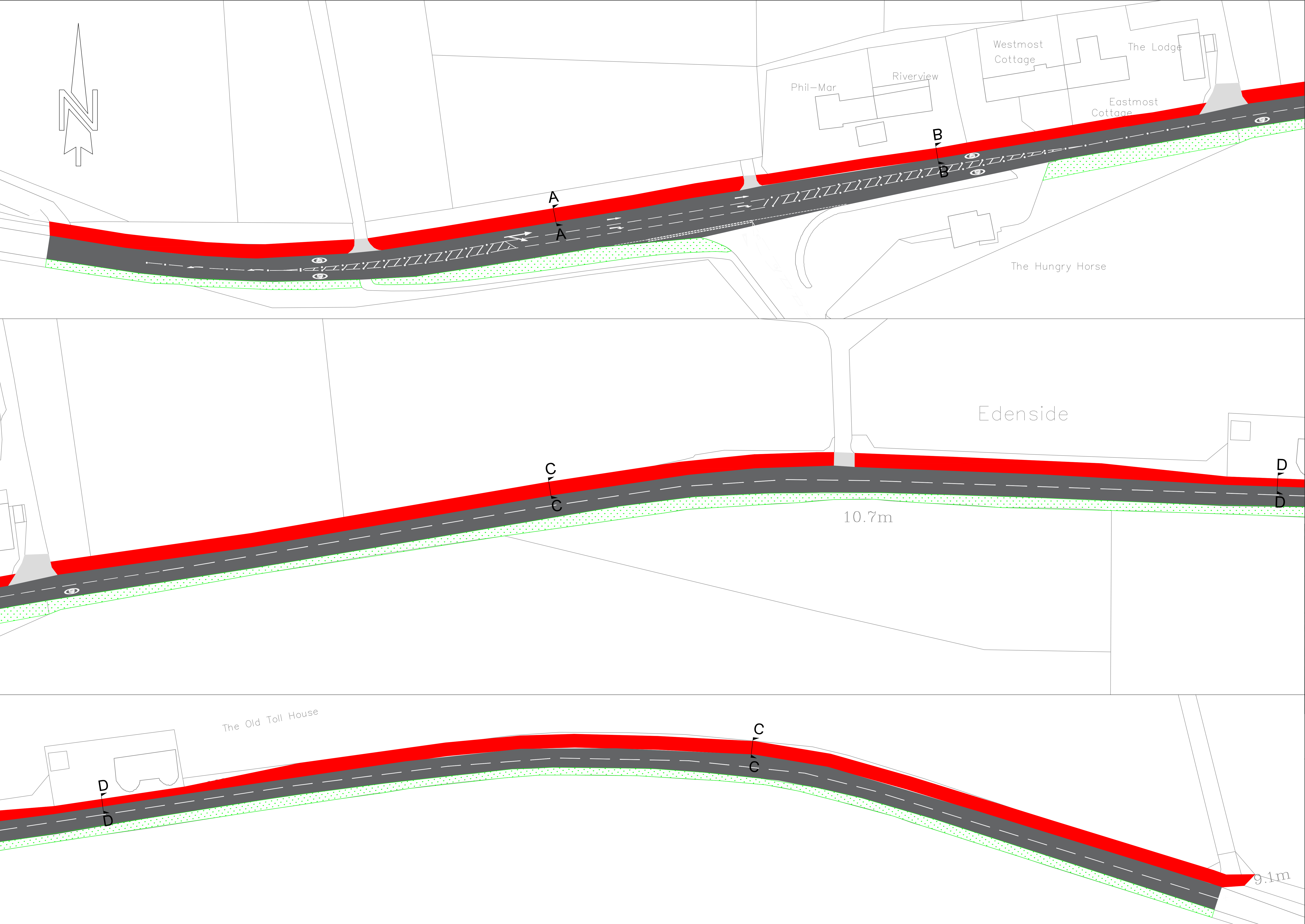
An allowance for optimism bias in line with recommendations in the HM Treasury Green Book has been provided within each of the estimates.

Based on guidance from The Green Book Appraisal and Evaluation in Central Government, an upper bound optimism bias of 44% has been added based on the maturity of the design and current practice for a standard civil engineering project such as this.

Each of the five option estimates with optimism bias included can be seen below:

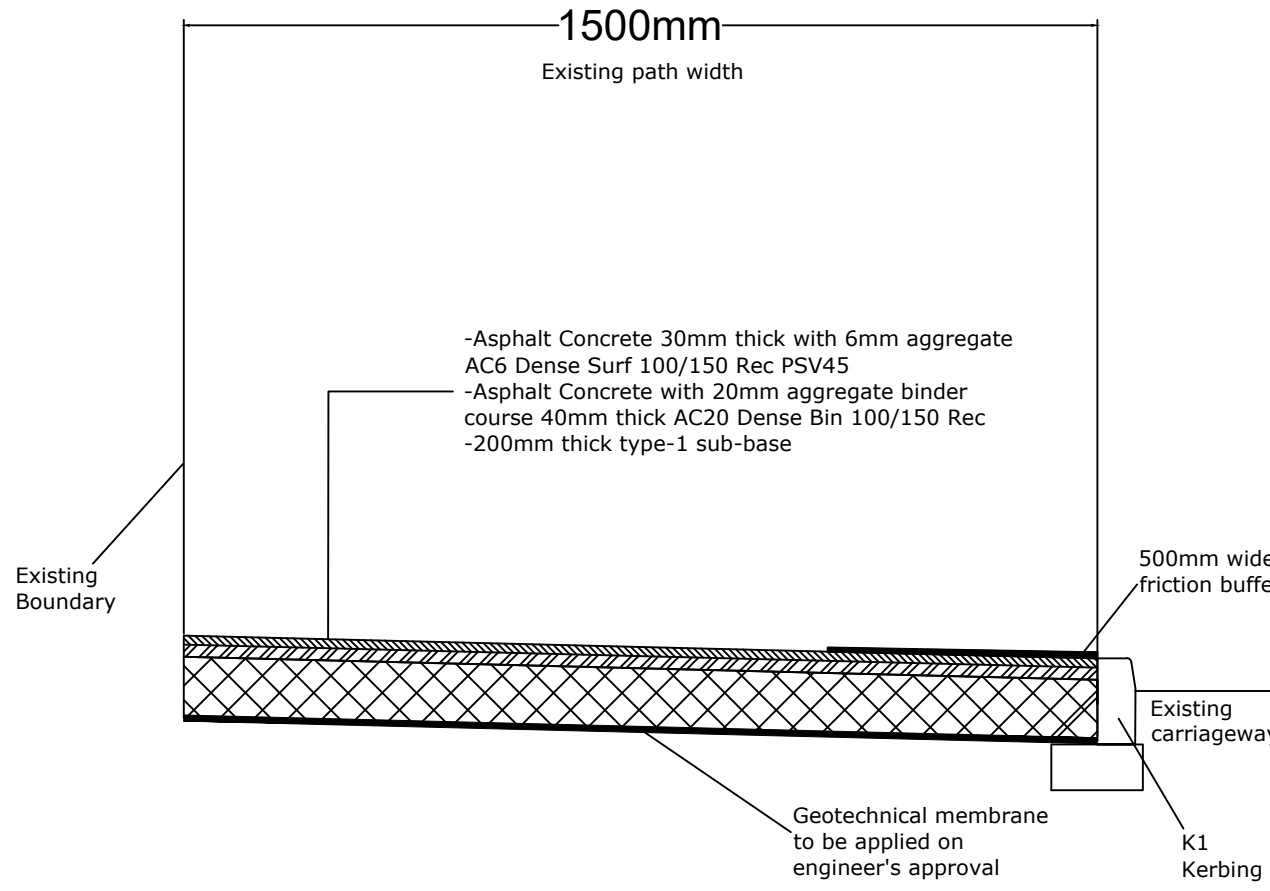
- **Option 1 - £1,911,600**
- **Option 2 - £2,108,736**
- **Option 3 - £2,236,176**
- **Option 4 - £2,452,752**
- **Option 5 - £3,248,784**





LEGEND

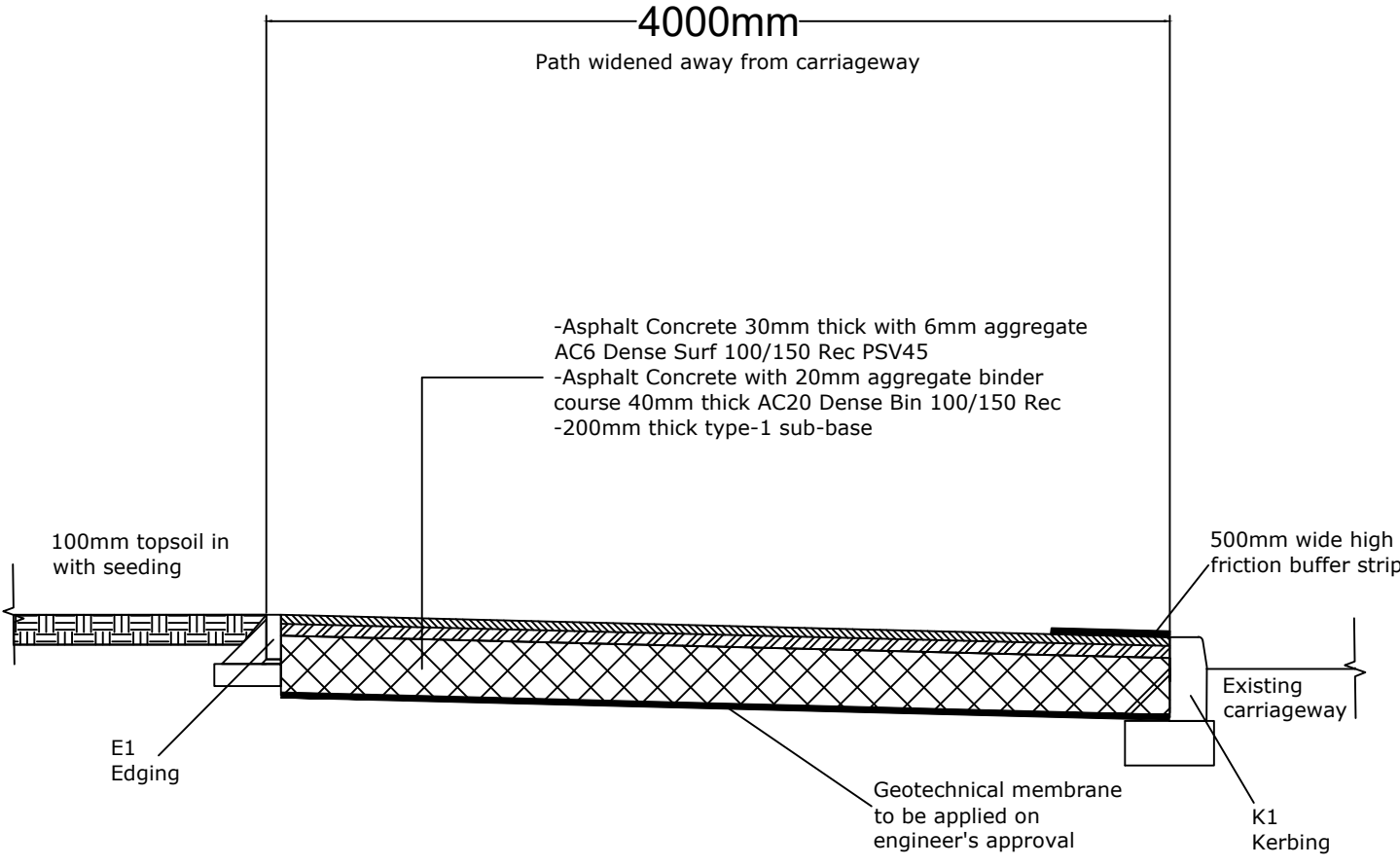
- PROPOSED CARRIAGEWAY RESURFACING
- PROPOSED F1 SHARED USE PATH CONSTRUCTION.
- EXISTING CARRIAGEWAY
- EXISTING VERGE



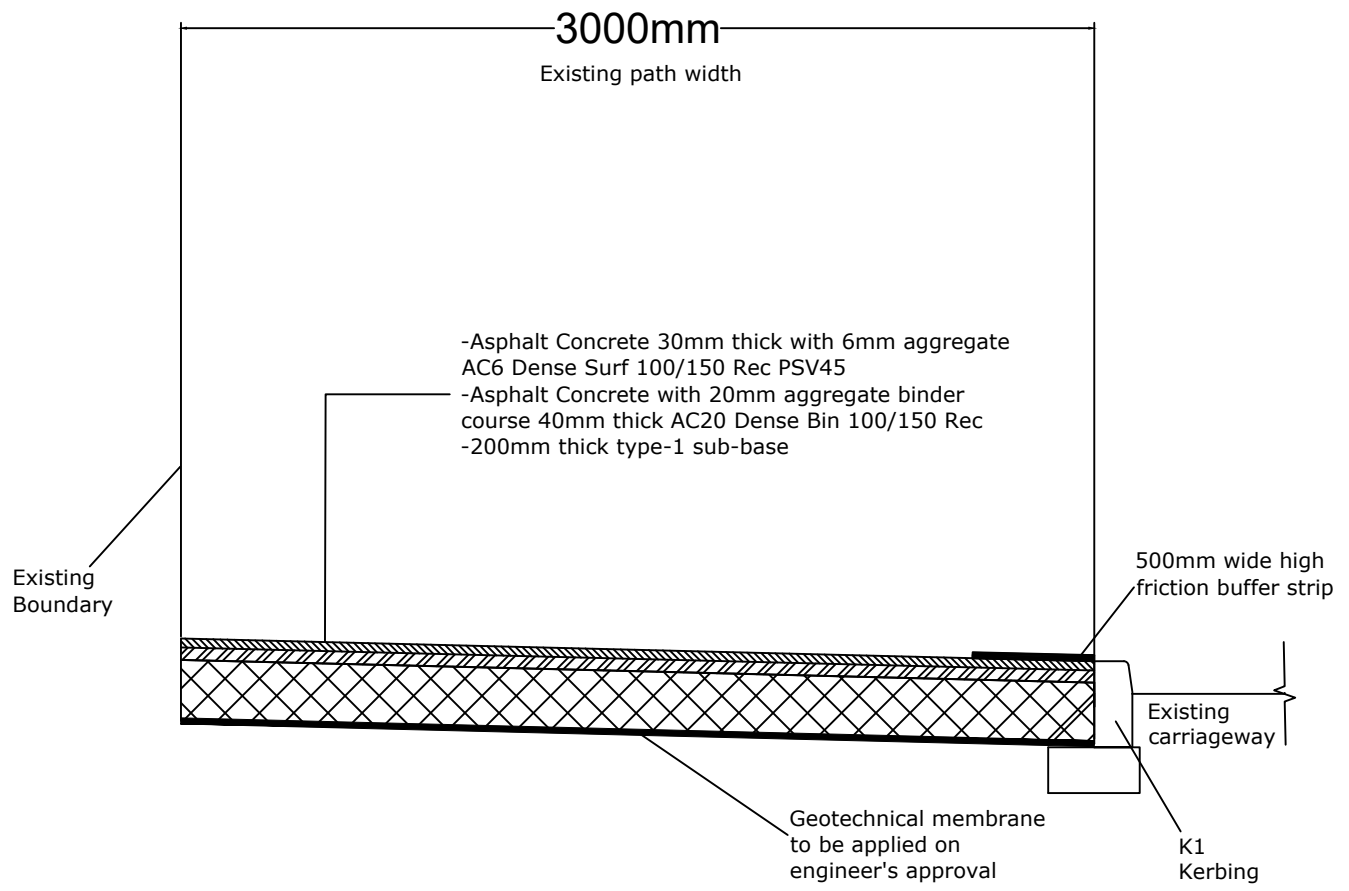
SECTION D - D



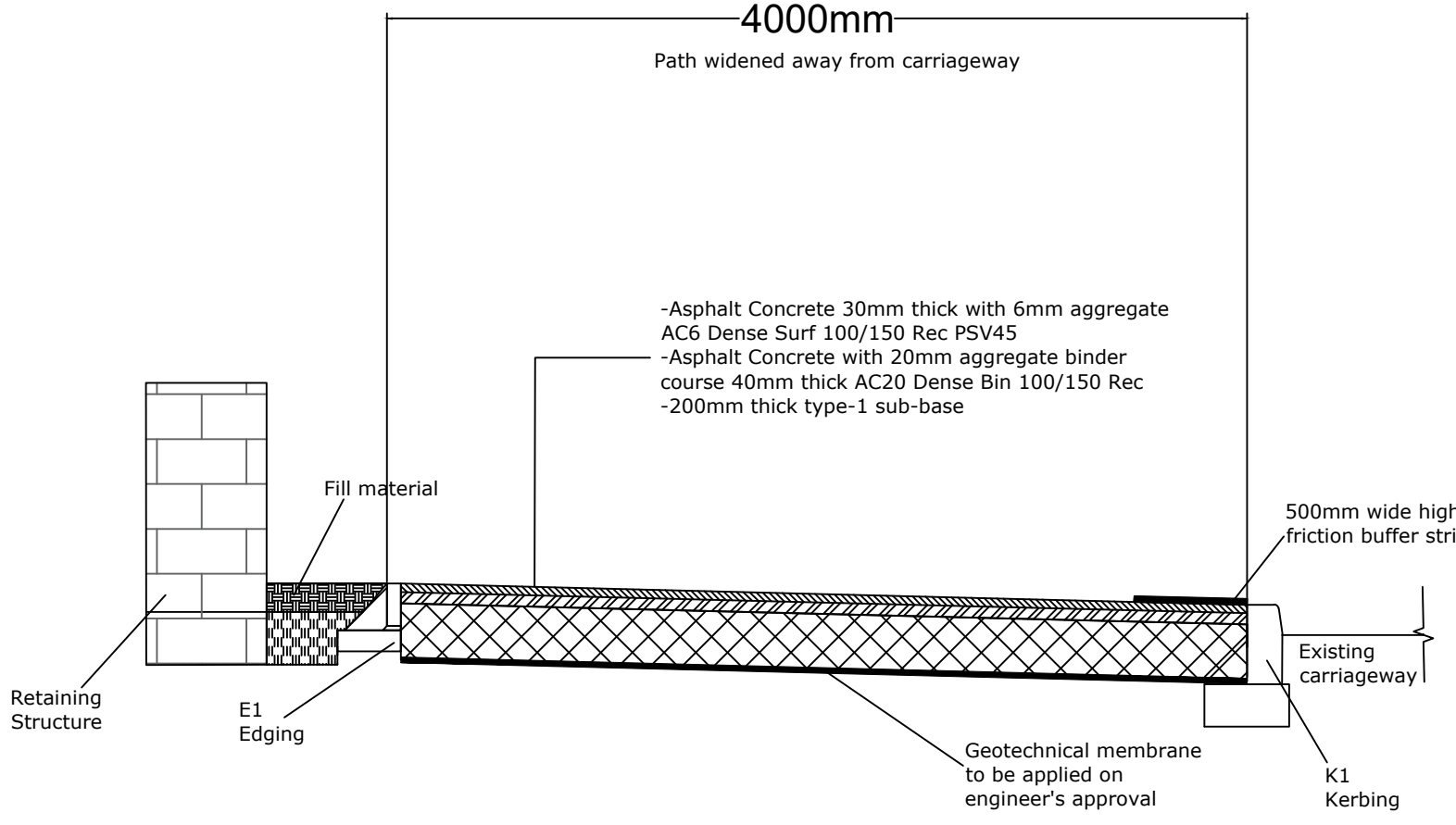
LOCATION PLAN




SECTION A - A



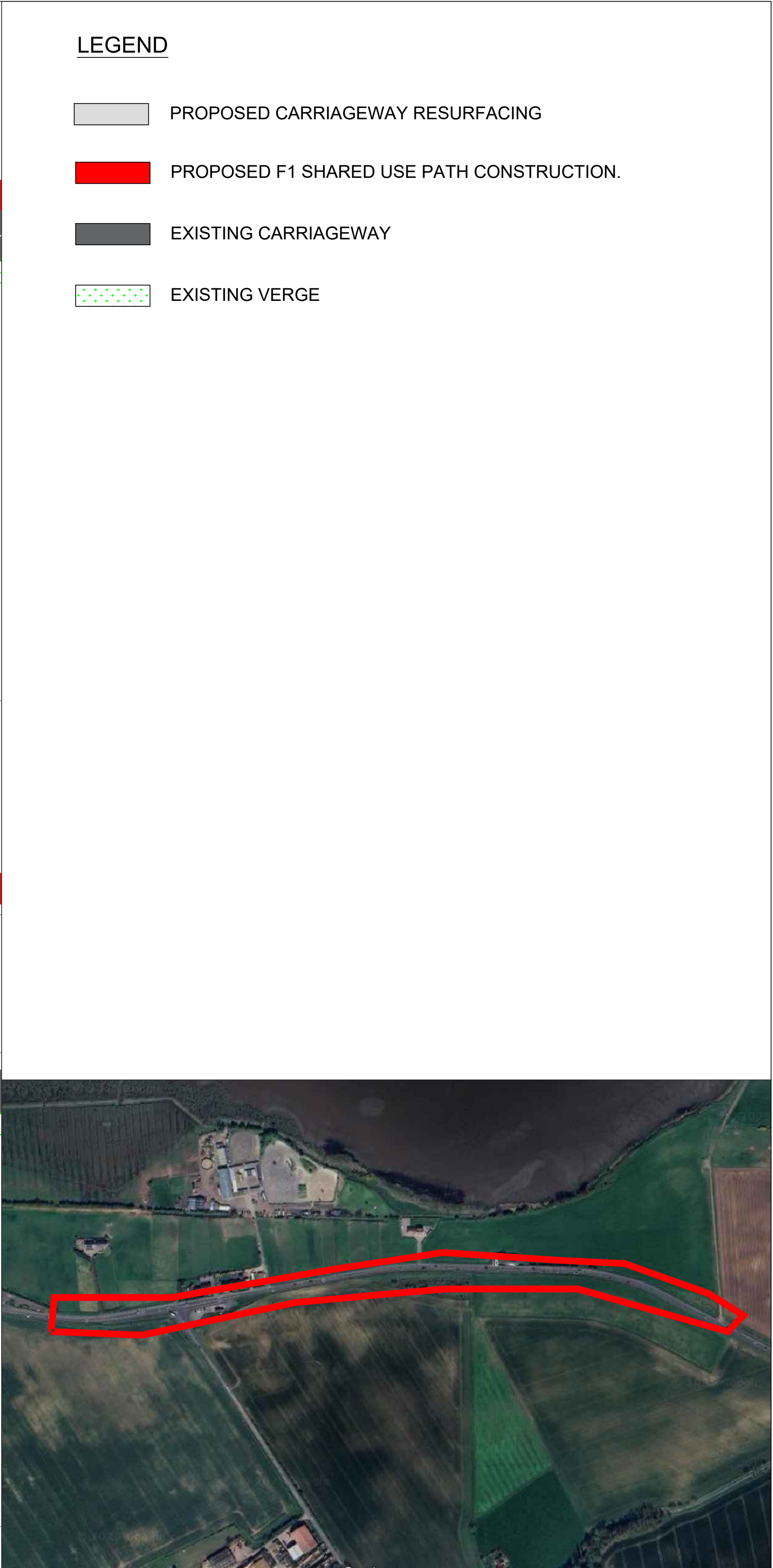
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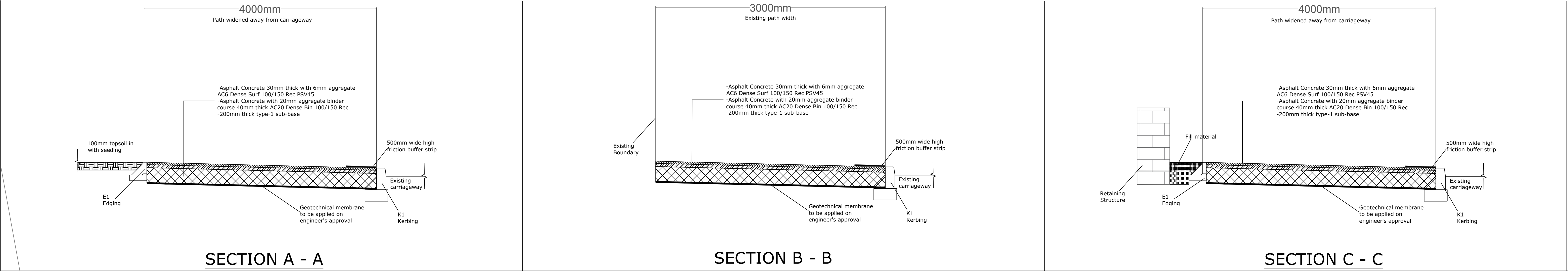
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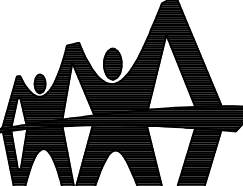
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DATE 09/07/2025		SCALE N.T.S.		DRAWING No. P30099-001			



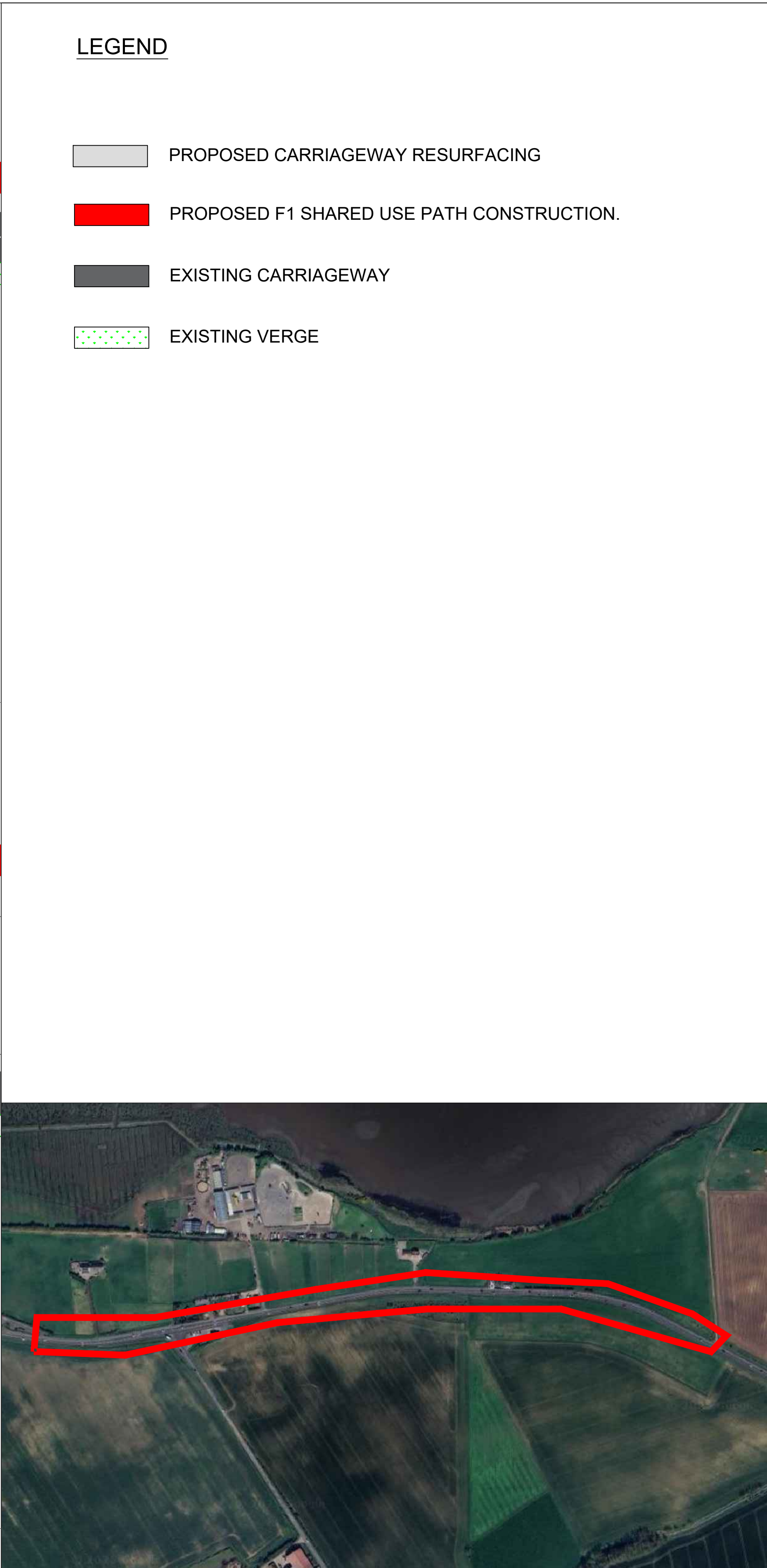


LOCATION PLAN

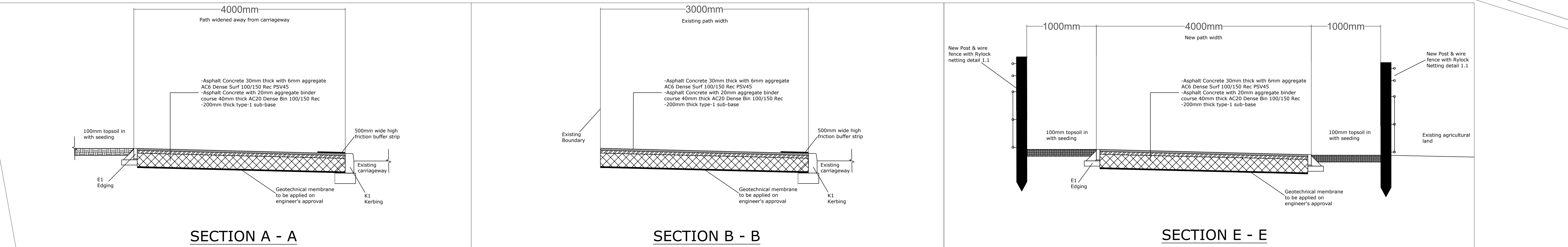



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<div><div><div>Fife</div><div>COUNCIL</div></div><div></div></div>					ROADS AND TRANSPORTATION SERVICES			
					HEAD OF SERVICE - JOHN MITCHELL			
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DATE 09/07/2025		SCALE N.T.S.		DRAWING No. P30099-002				





LOCATION PLAN



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DESIGNED	JW	DRAWN	JW	CHECKED	MM	APPROVED	MM		
DATE 09/07/2025		SCALE N.T.S.		DRAWING No. P30099-003					






- LEGEND**
- PROPOSED CARRIAGEWAY RESURFACING
  - PROPOSED F1 SHARED USE PATH CONSTRUCTION.
  - EXISTING CARRIAGEWAY
  - EXISTING VERGE



LOCATION PLAN

REV	AMENDMENTS	BY	APP'VD	DATE

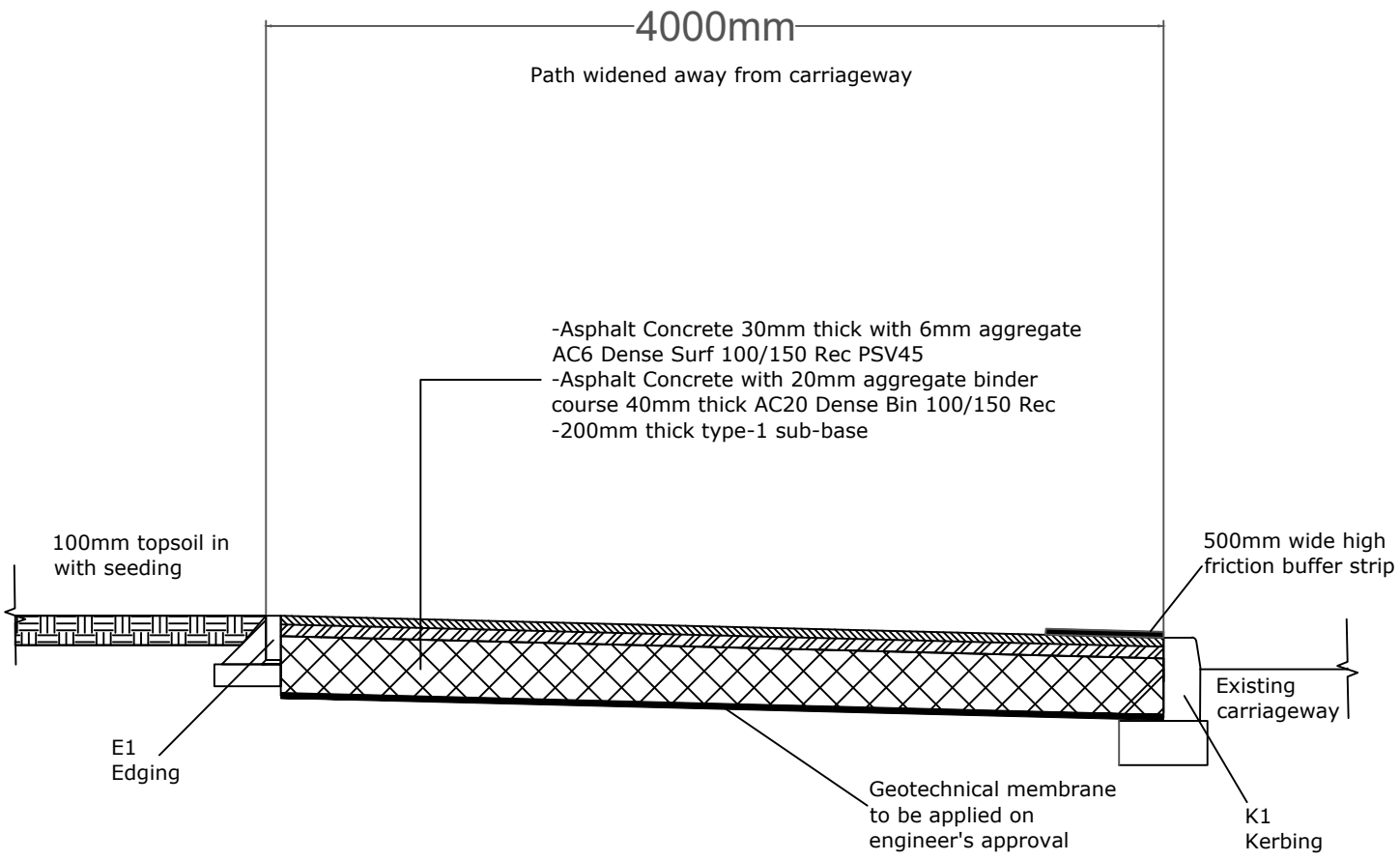


ROADS AND  
TRANSPORTATION SERVICES

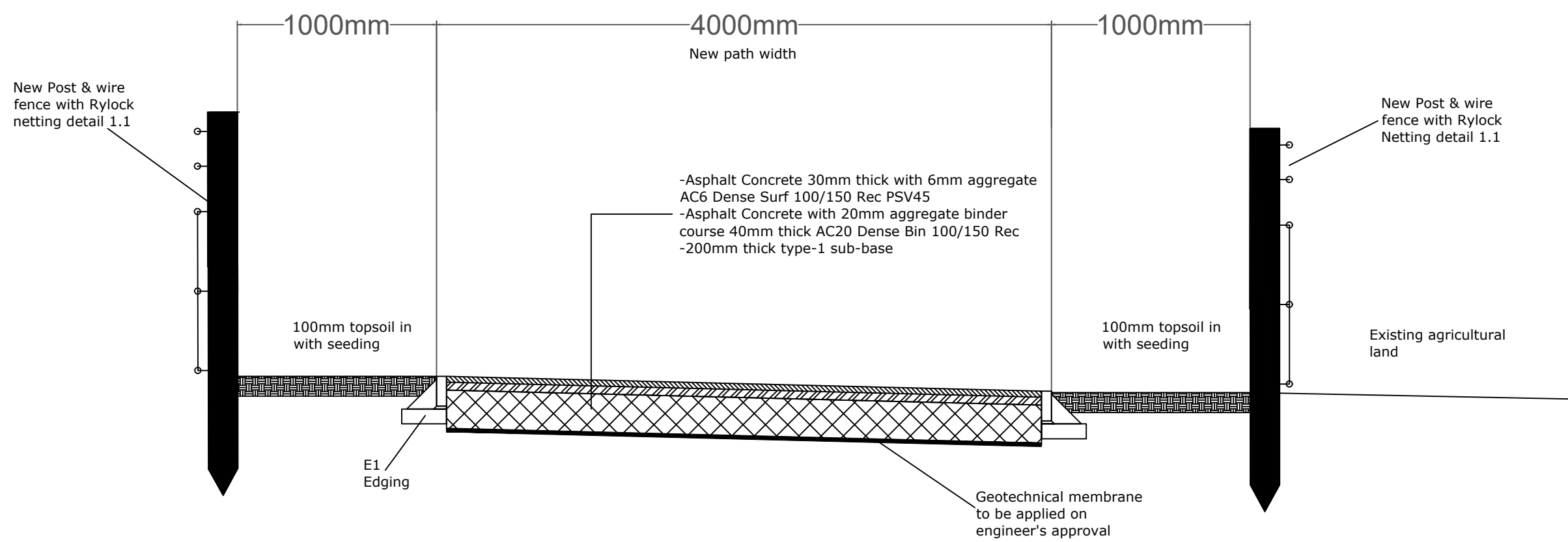
HEAD OF SERVICE - JOHN MITCHELL

TITLE:  
GUARDBRIDGE TO ST ANDREWS UPGRADE  
PROPOSED SHARED USE PATH ROUTE  
OPTION 4

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DESIGNED	JW	DRAWN	JW	CHECKED	MM	APPROVED	MM
DATE	09/07/2025	SCALE	N.T.S.	DRAWING No.	P30099-004		



SECTION A - A







SECTION E - E





### LEGEND

-  PROPOSED CARRIAGEWAY RESURFACING  
 PROPOSED F1 SHARED USE PATH CONSTRUCTION.  
 EXISTING CARRIAGEWAY  
 ADDITIONAL AREA FOR CARRIAGEWAY CONSTRUCTION



## LOCATION PLAN

REV	AMENDMENTS	BY	APP'VD	DATE
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## ROADS AND TRANSPORTATION SERVICES

HEAD OF SERVICE - JOHN MITCHELL

TITLE: GUARDBRIDGE TO ST ANDREWS UPGRADE  
PROPOSED SHARED USE PATH ROUTE  
OPTION 5

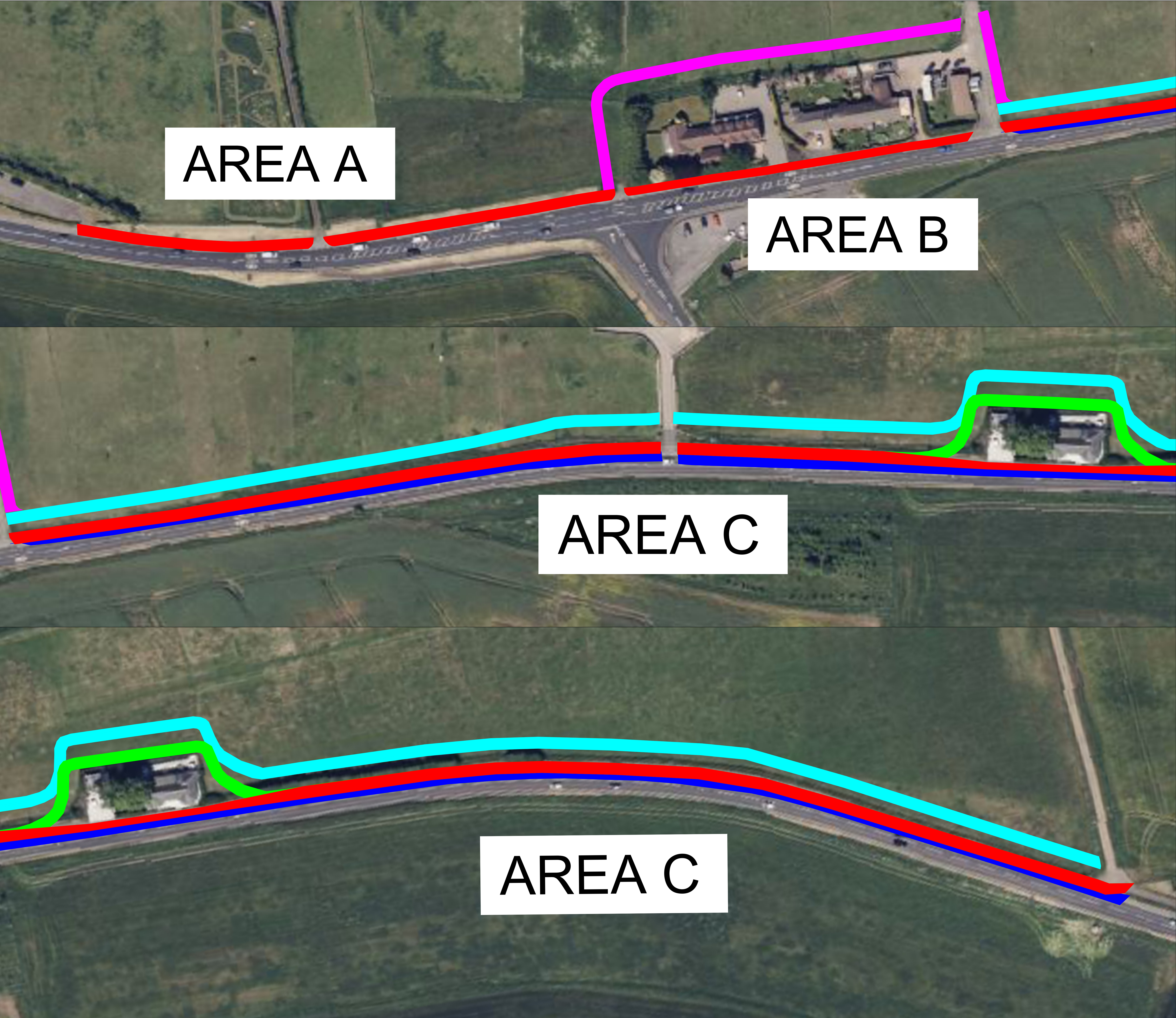
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DATE 09/07/2025		SCALE N.T.S.		DRAWING No. P30099-005			

## SECTION A - A

## SECTION B - B

## SECTION F - F



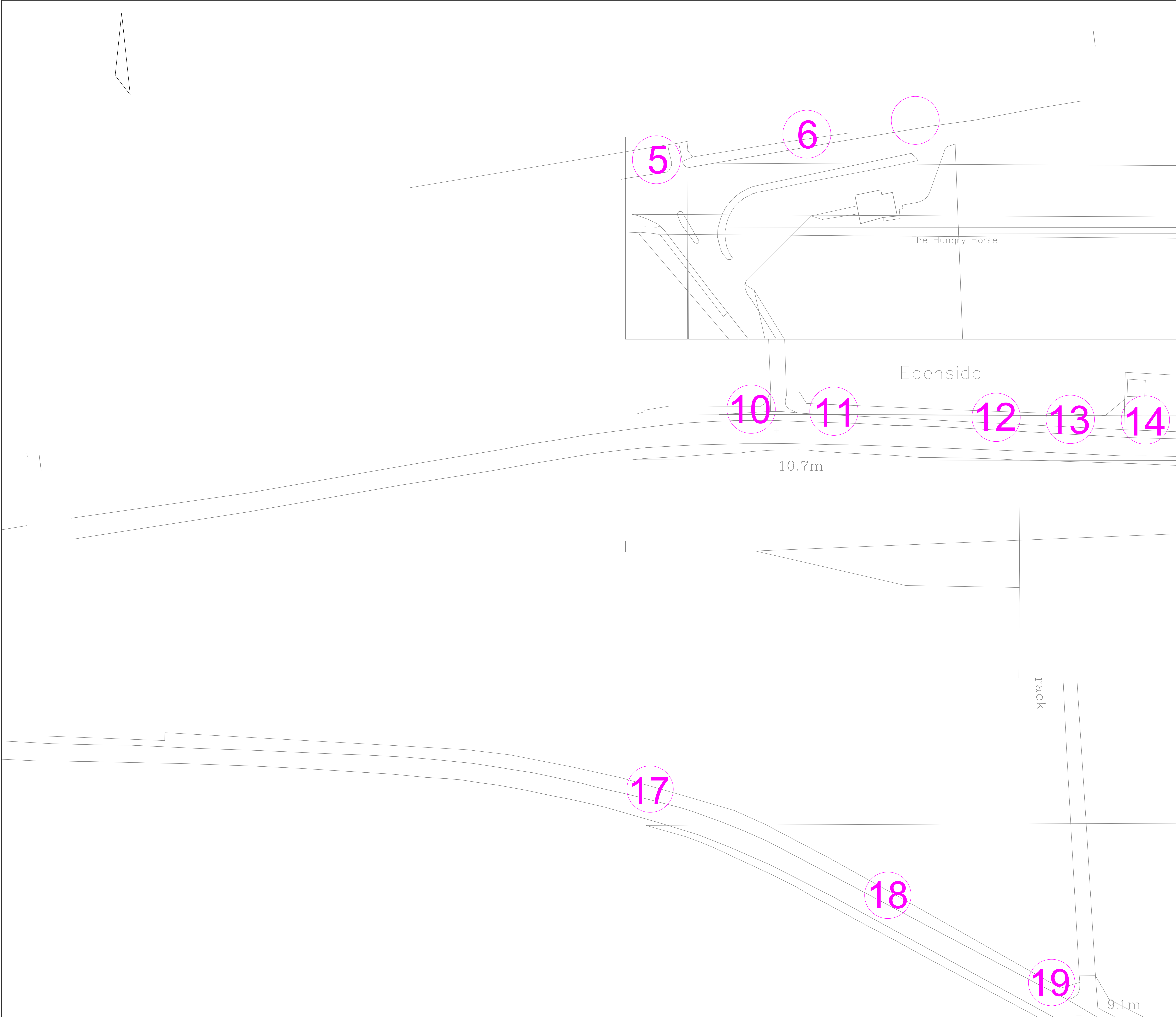


LEGEND


- OPTION 1:  IN AREA A  
 IN AREA B  
 IN AREA C
- OPTION 2:  IN AREA A  
 IN AREA B  
 +  IN AREA C
- OPTION 3:  IN AREA A  
 IN AREA B  
 IN AREA C
- OPTION 4:  IN AREA A  
 IN AREA B  
 IN AREA C
- OPTION 5:  IN AREA A  
 IN AREA B  
 IN AREA C

REV		AMENDMENTS		BY	APPVD	DATE																									
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DATE	15/07/2025	SCALE	N.T.S.	DRAWING No.	P30099-007																										





LOCATION PLAN

ROADS AND  
TRANSPORTATION SERVICES

HEAD OF SERVICE - JOHN MITCHELL

TITLE:  
GUARDBRIDGE TO ST ANDREWS UPGRADE  
PROPOSED SHARED USE PATH ROUTE  
PHOTOGRAPHS LOCATION DRAWING

DRAFT	X	TENDER		CONSTRUCTION		AS BUILT	
DESIGNED	JW	DRAWN	JW	CHECKED	MM	APPROVED	MM
DATE	01/05/2025		SCALE N.T.S.		DRAWING No. P30099-006		



# Site Photographs

1



























































27 August 2025

Agenda Item No 11

---

## **Non-Settlement Trust – Graves Dressings - Crail Cemetery - Mural Monuments XIX & XVI**

---

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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

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### **Purpose**

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The purpose of the report is to seek a committee decision on the proposal to make a grant award of £15,000 from the Graves Dressing fund to Crail Preservation Trust as a contribution to the Mural Monuments XIX & XVI Conservation project.

### **Recommendation**

---

It is recommended that Committee consider a request for funding of £15,000 from the Graves Dressing fund (non-settlement trust).

### **Resource Implications**

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There is currently sufficient monies available in the North East Fife Graves Dressing fund to accommodate this funding request.

### **Legal & Risk Implications**

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

### **Impact Assessment**

---

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

### **Consultation**

---

Previous phases of this conservation project at Crail Cemetery have had support from elected members.

## 1.0 Background

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- 1.1 The Graves Dressing fund is a Non-Settlement trust for North East Fife.
- 1.2 Applications to non-settlement trusts are delegated to the Community Manager in consultation with the Area Convenor, except when the amount is over £5,000.

## 2.0 Project Information

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- 2.1 Crail Preservation Society is seeking to undertake major conservation works to two unique Mural Monuments within Crail Cemetery. Both monuments are of high local significance, and as part of the assemblage in Crail kirkyard are of national significance. Both monuments are currently in poor condition, requiring specialist works to prevent further damage and ensure that they are preserved. Photographs of both monuments can be found in appendix 1.
- 2.2 Considerable preliminary works (phase 1) have already been undertaken utilising a previous contribution of £13,133 from the Graves Dressing fund, approved previously by NEFAC on 24<sup>th</sup> April 2024. Due to a change in the scope of the preliminary works carried out, Crail Preservation Society have £5,000 remaining of the grant previously awarded.

- 2.3 The next phase (phase 2) of conservation work includes:

<b>Monument XVI</b>	<b>£ Ex VAT</b>	<b>£ Inc VAT</b>
Masonry Repairs	£12,394	£14,872.80
Graciela Ainsworth Studio	£26,112	£31,334.40
<b>Monument XIX</b>		
Masonry Repairs	£28,105	£33,726.00
Graciela Ainsworth Studio	£23,140	£27,768.00
<b>Sundry costs and fees</b>		
Mortar Analysis	£708	£849.60
John Renshaw Architects	£2,750	£3,300.00
<b>Total</b>	<b>£93,209</b>	<b>£111,850.80</b>

- 2.4 The proposed funding strategy to enable progression of the works is as follows:

Fife Council Bereavement Services	£20,000	Confirmed
NEF Graves Dressings Fund	£20,000	(£5k remaining from previous award so £15k applied for)
Historic Environment Scotland	£20,000	
The Pilgrim's Trust	£20,000	
National Heritage Lottery	£20,000	
Crail Preservation Society	£10,000	
Crail Common Good Fund		Contingency



The conservation project may also be eligible for a Memorial Grant which would refund VAT on qualifying supplies used in the construction, renovation and maintenance of memorials. Eligibility is currently being explored, however grant applications are currently being made on the basis that costs will be inclusive of VAT.

## 3.0 Conclusion

---

- 3.1 A contribution from the Graves Dressings fund would allow this project to be progressed, and ensure preservation of the monuments for current and future generations

### List of Appendices:

1 Photographs of Monuments XIX and XVI, Crail Kirkyard

### Report Contact:

Kirstie Freeman  
Community Manager  
County Buildings  
St. Catherine Street, CUPAR, KY15 4TA  
Telephone: 03451 555555 Ext 446149  
Email: [kirstie.freeman@fife.gov.uk](mailto:kirstie.freeman@fife.gov.uk)



**Appendix 1: Photographs of Monuments XIX and XVI, Crail Kirkyard**



*Mural Monument XIX to the Lindsays of Wormiston, Crail Kirkyard, John Renshaw Architects, 2024*



*Mural Monument XVI to Lun, Reid and Chiene families, Crail Kirkyard, John Renshaw Architects, 2024*

27 August 2025

Agenda Item No. 12

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## **Application for Funding From St Andrews Common Good Fund – Fisherman's Stores Roof Maintenance**

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Report by: Paul Vaughan, Head of Communities & Neighbourhoods

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Wards Affected: Ward 18

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### **Purpose**

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To seek approval from the Area Committee for a contribution from the St Andrews Common Good Fund.

### **Recommendation(s)**

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The Area Committee is asked to agree an allocation of £8,316 for cost of roof maintenance at the Fisherman's Stores.

### **Resource Implications**

---

There is sufficient funding available in the St Andrews Common Good Fund for 2025-26 should this contribution be agreed.

### **Legal & Risk Implications**

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None.

### **Impact Assessment**

---

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

### **Consultation**

---

Ward 18 members have been consulted and there are no objections to the application.

## 1.0 Background

---

- 1.1 The criteria for spend from the Common Good Fund requires authorisation from the Area Committee before amounts over £5,000 can be committed.
- 1.2 This report is to seek agreement from this Area Committee for a contribution from the St Andrews Common Good Fund to cover the costs of repairs to a Common Good asset.

## 2.0 Details

---

- 2.1 The Fisherman's Stores at St Andrews Harbour are a Common Good asset, which is currently tenanted by several parties, resulting in an annual income of approximately £4,468 to the Common Good fund for St Andrews.
- 2.2 The building is B listed and situated in a conservation area. Following roof repair works carried out in January 2025 to units 1 to 4, further damage has occurred as a result of inclement weather, leaving 1 unit unable to be let due to water ingress and the risk of the existing 8 leases being terminated as a result of the damage.
- 2.3 Provisional costs have been obtained for a complete roof replacement, which it is estimated will be circa £46,821. Interim repairs to the roof and brickwork have been quoted as costing £8,316.00. Interim repairs have been deemed to be the favoured option at present.
- 2.4 100% of the repair costs are being sought from St Andrews Common Good fund.
- 2.5 Ward 18 elected members are in support of the application.

## 3.0 Conclusions

---

- 3.1 The application is eligible for Common Good funding for the purposes of maintenance of Common Good assets.

### List of Appendices:

---

- 1 Common Good Maintenance Business Case

### Report Contact

Kirstie Freeman  
Community Manager  
County Buildings, Cupar  
Tel: 03451 555555 ext 446149  
Email: [Kirstie.Freeman@fife.gov.uk](mailto:Kirstie.Freeman@fife.gov.uk)

COMMON GOOD MAINTENANCE BUSINESS CASE

Amount requested

£8,316

Asset

Fishermans Stores, The Shore, St Andrews

Service requesting funding

Common Good

Is this service the holding service for the asset Y/N

Y

Contact name

Deanna Hadden

Description of maintenance required

Required roof repairs to stores to make them wind and water tight.

The cost includes: Roofworks, Stone/Skew bworks and repair, scaffolding costs and contingency.

What other funding options have been explored? Please provide short explanation for Common Good funding request.

Stores are held on Common Good and maintenance for these coes from the CG budget.

Total cost of project

£8,316

Service contribution

£8,316

% of project to be funded from Common Good

100%

5. Financial Monitoring Information (to be completed by Finance)

Funds Available	£
IN YEAR ESTIMATE 24/25	28,446
APPLICATIONS PENDING APPROVAL	0
UNCOMMITTED REVENUE BALANCES	296,194
Total Funds Available	324,640

6. Finance Comments

Prepared By

JD

Date

09/07/2025

Approved By (Finance)

EH

Date

07/11/2025

Approved By Community Manager

KF

Date

11/07/2025

Approved By Committee for applications over £5k

Date

Financial Code if approved

27 August 2025

Agenda Item No. 13

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## **Play Strategy Implementation – North East Fife Area**

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

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

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### **Purpose**

---

To provide an update on the implementation progress of the Play Strategy in the North East Fife area.

### **Recommendation(s)**

---

This report is for noting. No decisions or approvals are required.

Any queries pertaining to specific wards or sites can be directed to the appropriate officer.

### **Resource Implications**

---

Factors influencing the delivery programme include, but are not limited to, contractor market availability, procurement method, external funding, time sensitive funding, resources, land ownership, site viability, ground conditions, availability of community group partnerships, and inclement weather impact.

### **Legal & Risk Implications**

---

In certain instances, it may be determined that Fife Council does not hold ownership of all play sites and/or ground conditions may not allow construction under current regulations. This information may not be discovered until site investigations are complete which may affect deliverability of play if a solution cannot be found.

Depending on the scope and value of the proposed works, planning permission may be required.

Current capital funding is insufficient to fully implement the Fife-wide 10-year play park programme.

### **Impact Assessment**

---

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



Public consultation has concluded for the Play Space Strategy. Further consultation will be required with communities and local groups when concept designs are produced.

## 1.0 Background

---

- 1.1 The Play Space Strategy was approved at committee in 2021, devolving decisions to local area for agreement. North East Fife Play Space Strategy was approved at this committee on 6 December 2023.

## 2.0 Implementation Plan

---

- 2.1 The following criteria will be applied to each site to assist project prioritisation:
- Lifespan of equipment
  - Health and Safety of equipment
  - Availability of Community group for partnership working
- 2.2 The 2024 annual independent inspection will assist somewhat in identifying remaining lifespan of equipment, combined with frontline knowledge from the play inspectorate team in Grounds Maintenance Service (GMS) who report reactive Health and Safety issues.
- 2.3 Support is required from Community Manager and Community Development team to identify potential community groups available to assist with external fundraising, consultation on concept designs and to ensure we provide play equipment appropriate for the local community.
- 2.4 With current resources and implications noted we expect circa 14 “Improvement sites” is achievable **per annum** across Fife. This approximates to 2-3 sites per committee area. It should be noted that pre-construction phase, which includes concept design and community consultation, can take around 6-12 months.
- 2.5 Consideration will be given to each “natural/green open space” individually as each site is unique. We will work with members, area team and local communities to agree the future of each site. Depending on ground conditions, some sites will be naturally green, others will become open space with picnic tables/benches for all to use. Community Projects team, greenspace officers, Biodiversity Coordinator and GMS will be integrated into this partnership to ensure we provide the best possible space for our community. GMS colleagues will provide costs for repurposing each site.
- 2.6 Local Play Parks currently cost between £120,000 and £150,000 depending on the size of the site and the number of pieces of equipment. North East Fife has 31 sites currently identified for improvement, therefore upwards of £4.000m investment is required to deliver the current programme over 10 years.
- 2.7 The sites listed in the tables below detail only project to be improved/repurposed as agreed in the play strategy. The sites to be maintained have been intentionally omitted from this report.

## 2.8 Ward 16 Implementation – Current programme of work:

<b>NAME</b>	<b>ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>
Adams Park	16	local play park	Improve	Complete
Dunshalt	16	local play park	Improve	Complete
Towerwell	16	local play park	Improve	Complete
Factory Road	16	local play park	Improve	Early discussions
Gateside	16	local play park	Improve	Live project – will deliver 25/26
Well Park	16	local play park	Improve	Design agreed with Ladybank Development Trust. Fundraising.
Cathel Square	16	local play park	Improve	Early discussions with community
Lochiebank Crescent (Westland Park)	16	local play park	Improve	Discussing with Community Association
Tayside Park (Mugdrum Park)	16	local play park	Improve	
Station Road, Auchtermuchty	16	Local play park	Natural green space	Agreed repurposing with Community Association
The Riggs, Auchtermuchty	16	Local play park	Natural green space	Agreed repurposing with Community Association
Collessie Common	16	Local play park	Natural green space	
The Myres, Falkland	16	Local play park	Natural green space	
Royal Buildings, Ladybank	16	Local play park	Natural green space	Early discussions with Ladybank Development Trust

## 2.9 Ward 17 Implementation - Current programme of work:

<b>NAME</b>	<b>Ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>
Meadow Road Park, Leuchars	17	local play park	Improve	
Pitcairn, Leuchars	17	local play park	Improve	Early discussions
Kinbrae	17	local play park	Improve	
West Lights	17	local play park	Improve	
Old Station	17	local play park	Improve	
Woodhaven	17	local play park	Improve	

<b>NAME</b>	<b>Ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>
Garvie Brae, Tayport	17	Local play park	Natural green space	2 toddler pieces. Remove equipment at end of life.

## 2.10 Ward 18 Implementation – Current Programme of work:

<b>NAME</b>	<b>ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>	<b>Suggestion / Info</b>
High Road (PH2)	18	local play park	Improve	Live project – will deliver 25/26	
High Road Football Park	18	local play park	Improve	Early discussions with Community Council	
Balone Play Area	18	local play park	Improve		
Balrymonth Park	18	local play park	Improve		
Glebe Road	18	local play park	Improve	Discussing with Community Council	
Lade Braes	18	local play park	Improve	Discussing with Community Council	
Pipeland Road	18	local play park	Improve		
Shoolbraids Park	18	local play park	Improve	Discussing with Community Council	
Hutchison Court	18	Local play park	Natural green space	Multi-Unit old/rusted, swing seats already removed	Removed and turned to grass
Lumsden Crescent Park	18	Local play park	Natural green space	Equipment in good condition. Lifespan remaining	
Spinkie Den	18	Local play park	Natural green space	Multi-Unit old/rusted, swing seats already removed	Remove equipment and Repurpose
Younger Gardens	18	Local play park	Natural green space	1 springy, 1 toddler unit	Remove equipment at end of life.

## 2.11 Ward 19 Implementation - Current Programme of work

<b>NAME</b>	<b>ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>	<b>Suggestion / Info</b>
Arncroach, Anstruther	19	Local play park	Improve	Complete	

<b>NAME</b>	<b>ward</b>	<b>Current categorisation</b>	<b>Play strategy approved</b>	<b>Comments</b>	<b>Suggestion / Info</b>
Woodside Crescent Park, Elie	19	local play park	Improve	Complete	
New Grange Park, Pittenweem	19	local play park	Improve	Complete	
St Monans Play Park	19	Local play park	Improve	Complete	
St Andrews Road, Crail	19	Local play park	Improve	Nearly Complete	
Killrenny Common	19	local play park	Improve		
Roome Bay, Crail	19	local play park	Improve		
New Gilston	19	local play park	Improve		
West Braes, Pittenweem	19	local play park	Improve	Early discussions with group	
Largoward	19	Local play park	Improve	Discussing with Community Council	
March Crescent	19	Local play park	Natural green space	Swing frame corroded. Roundabout platform rotten	Remove equipment at end of life.
St Ayles Crescent	19	Local play park	Natural green space	1 unit, corrosion evident	Remove equipment at end of life.
Windmill Court	19	Local play park	Natural green space	Seesaw at end of life but other equipment ok	
Football Park	19	Local play park	Natural green space	Equipment in good condition. Lifespan remaining	
Glebe Park	19	Local play park	Natural green space	Co-ordinate swing removal with New Grange installation	Remove. Add new seating
East Shore Pool Area	19	Local play park	Natural green space	Basket swing and spinner bowl near end of life.	
Newark St Park	19	Local play park	Natural green space	Equipment in good condition. Lifespan remaining	
Mayview	19	Local play park	Natural green space	Equipment in good condition. Lifespan remaining	

## 2.12 Ward 20 Implementation – Current Programme of work

NAME	ward	Current categorisation	Play strategy approved	Comments
Anstruther Road	20	local play park	Improve	
Craigrothie	20	local play park	Improve	
Kinloss Park, Cupar	20	local play park	Improve	Early discussion with Cllr/group
Millfield, Cupar	20	local play park	Improve	
Robertson Road, Cupar	20	local play park	Improve	
Well Street Park, Cupar	20	local play park	Improve	
Arthur Park No 2, Springfield	20	local play park	Improve	Discussing with Community Council
Arthur Place, Springfield	20	local play park	Improve	Discussing with Community Council
Buchanan Park	20	Local play park	Natural green space	Equipment in good condition. Lifespan remaining
Stratheden Park	20	Local play park	Natural green space	Equipment in good condition. Lifespan remaining

## 3.0 Funding and Investment

3.1 The Scottish Government awarded Fife Council just over £4.000m in 2021, to be awarded in Tranches until 2025. A briefing note was issued in May 2023 detailing the intended project allocation. Each committee area has £584,571 equal share and North East Fife spend profile to date is illustrated in the table below.

	SG Tranche 1 21/22	SG Tranche 2 22/23	SG Tranche 3 23/24	SG Tranche 4 24/25	SG Tranche 5 25/26	Total 7th of Fife allocation
<b>Allocated</b>	<b>64,683</b>	<b>60,000</b>	<b>170,000</b>	<b>228,798</b>	<b>80,000</b>	<b>584,571</b>
Swing Replacement Prog	50,683					
Arncroach	14,000		40,000	3,903		
Tarvit Pond Play area		30,000				
Pitlessie Park		30,000				
Fife Wide H&S			20,000			
Adams Park			40,000			
Dunshalt			70,000			
Ongoing H&S				10,000		
Guardbridge Gym				8,000		



	SG Tranche 1 21/22	SG Tranche 2 22/23	SG Tranche 3 23/24	SG Tranche 4 24/25	SG Tranche 5 25/26	Total 7th of Fife allocation
St Andrews Road, Crail				80,000		
Woodside Cres, Elie				50,000		
Strathkinnes Park				20,000		
New Grange Park, Pittenweem				50,000		
Well Park, Ladybank					30,000	
Gateside Play area					50,000	
Spend to date	64,683	60,000	170,000	221,903	80,000	596,586
Budget remaining	0	0	0	6,895	0	-12,015

## Background Papers

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

- North East Fife Play Space Strategy – North East Fife Area Committee 06.12.2023.
- Play spaces strategy - Housing & Communities Committee August 2021

Report Contact  
 Louise Whyte  
 Capital Project Manager  
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27 August 2025

Agenda Item No. 14

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## Devolved Parking Initiatives in North East Fife

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

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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 inform the Committee about the budget available for devolved parking initiatives in North East Fife.

### Recommendation(s)

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It is recommended that the Committee notes the budget available for devolved parking initiatives in North East Fife for 2025/26.

### Resource Implications

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The budget allocation for devolved parking initiatives for North East Fife (2025/26) is £20,000. This budget is part of the overall revenue budget for car & lorry parking in Fife.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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An Equality Impact Assessment and a Fife Environmental Assessment Tool (FEAT) assessment are not required because the report does not propose a change or revision to existing policies or practices.

### Consultation

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Finance and Legal Services were consulted in the development of this report.

## 1.0 Background

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- 1.1 The Council revenue budget for 2019/20 included a commitment to invest £100,000 to facilitate the process of decentralisation of parking, giving each Area Committee a degree of flexibility in how it approaches parking charging, enforcement, and maintenance issues in its Area.

- 1.2 The Council revenue budget since 2019/20 has continued to include a £100,000 allocation for devolved parking initiatives to be distributed between the Area Committees, this continues in 2025/26.
- 1.3 The overall revenue budget for Car & Lorry parking in Fife for 2024/25 was £3,653,743, resulting in a positive variance of £3,559. The net income from the Car & Lorry Parking account contributes to the overall Roads & Transportation Service budget to deliver services such as car park maintenance, road improvements and public transport services, as per the requirements of the Road Traffic Regulation Act 1984.
- 1.4 Parking income is financially managed through a single parking account for the whole of Fife as required by the Road Traffic Regulation Act 1984. This legislation requires local authorities to operate a single account for the income and expenditure of parking and that any net income is ring fenced for Roads and Transportation functions and not for general use for other council priorities.
- 1.5 There is a single Fife-wide car park maintenance budget. This is allocated to projects across Fife as required. This budget is used for the repair and maintenance of car parks and items such as signage, maintenance of pay & display machines, pot holes, lining and signage etc.
- 1.6 The budget allocation for devolved parking initiatives in North & East Fife was utilised in 2023/24 to recover lost income (estimated at £7,400) due to the suspension of on-street parking charges during the Lammas Market.

## **2.0 Issues and Options**

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- 2.1 In 2024/25 there were no devolved parking initiatives suggested for North East Fife.
- 2.2 The available budget allocation for devolved parking initiatives in North & East Fife is £20,000 in 2025/26. The level of allocation from the £100,000 for Devolved Parking Initiatives is distributed to each Area Committee based on the relative proportion of off-street parking spaces in the Area.
- 2.3 Area Committees have utilised the budget allocation for devolved parking initiatives for a variety of projects including a controlled entry barrier; reduced cost long-stay car park season tickets; short periods of free parking; an experimental suspension of short-stay charged parking; and short periods of free bus travel.

## **3.0 Conclusion**

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- 3.1 In financial year 2025/26, a £20,000 devolved parking budget is available for the North East Fife Committee to identify suitable parking initiatives, in liaison with officers from Roads & Transportation Services.

### **List of Appendices**

None

### **Background Papers**

None

## Report Contacts

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27 August 2025

Agenda Item No. 15

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## Delegated Property Transactions

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Report by: Alan Paul Head of Property Services

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

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### Purpose

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The List of Officer Powers forms part of the Councils governance scheme, it provides Officers with delegated authority to undertake certain property transactions, with details of the use of those powers to be reported subsequently to the appropriate Area Committee for information.

This report sets out a variety of transactions within the North East Fife area covering the period 2017 to March 2025 which may not have been reported to Committee.

### Recommendations

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Committee is asked to note the transactions set out in this report and note the future reporting proposals.

### Resource Implications

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There are no resource implications arising from this report.

### Legal & Risk Implications

---

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

### Impact Assessment

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

### Consultation

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Housing, Legal and Finance Services have been consulted in the preparation of this report.



## 1.0 Background

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- 1.1 As a result of a query at the People and Community Scrutiny Committee in May 2025 in respect of affordable housing acquisitions, a subsequent investigation determined that not all delegated transactions had been reported to the various Area Committees for information as required under the List of Officer Powers.
- 1.2 Though annual reconciliation exercises are undertaken ensuring that the legal status of assets both acquisitions and disposals are accurately recorded in the relevant systems, historically there has not been a check on Committee reporting.

## 2.0 Delegated Transactions

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- 2.1 Analysis has determined that over the eight-year period from 2017 to date, details of 32 acquisitions and 34 disposals appear not to have been reported to this committee. A full breakdown of individual transactions is provided in the Appendices.
- 2.2 As some transactions may have been reported and authorised by Cabinet Committee (or predecessors) as part of a larger project eg a single regeneration project may have multiple individual property acquisitions the list of transactions appended is considered to overstate the under reporting.

## 3.0 Future reporting

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- 3.1 To avoid the risk of repetition in the future, an annual reconciliation of transactions and reporting is to be undertaken. Proposals for a combined Estates and Legal case management system are well advanced and it is anticipated that the preferred system will enable automated processes to be introduced following procurement of the system.
- 3.2 Some Members have expressed a desire for additional information on the individual transactions to be included in the Committee reporting to provide context, as often the reporting of the transaction is many months after the Member consultation which takes place in advance of acquisition/disposal. In future it is proposed that a short descriptor will be included alongside the core transaction details.

## 4.0 Conclusion

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- 4.1 Members are invited to review the transactions detailed and note the future reporting arrangements.

### List of Appendices

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1. Acquisitions
2. Disposals

### Report Contact

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## Acquisitions

## Appendix 1

Description	Town	Acquired	Price	Purpose
Land at Burnside Bridge, Newburgh	Newburgh	30 Mar 2017	£8,610	Acquired for bridge improvements.
Land at Craigside Cottage, Burnside Bridge, Newburgh	Newburgh	30 Mar 2017	£2,790	Acquired for bridge improvements.
58.94sqm Land at 19/21 Abbey Wall Road, Pittenweem	Pittenweem	28 Sep 2018	£0	Corrective conveyancing of garden ground.
Access Servitude over road to Duffus Park, Cupar	Cupar	23 Oct 2018	£0	Access servitude.
0.6ha at The Road End, Monks Moss, Ladybank	Ladybank	11 Mar 2019	£270,000	New Affordable Housing
The Lower Ground, Ground & First Floor subjects comprising The Sheriff Courthouse, St Catherine Street, Cupar	Cupar	01 Apr 2019	£0	Transfer of ownership to Fife Council.
30 & 32 Station Road, Kingsbarns	Kingsbarns	28 Jun 2019	£355,908	New Affordable Housing
Madras Replacement Site, Lang Lands, St Andrews	St Andrews	28 Jun 2019	£0	Acquisition of land by excambion.
50% Share of Parking Spaces, Castlehill, Cupar	Cupar	06 Dec 2019	£0	Transfer of ownership to Fife Council.
16 East Burnside, Cupar	Cupar	21 Feb 2020	£150,000	Acquisition of Home 4 Good hostel.
22 Milton Place, Pittenweem	Pittenweem	24 Feb 2020	£165,000	Add to Housing Stock
Former Eastbank Works, Cash Feus, Strathmiglo	Strathmiglo	24 Mar 2020	£320,000	Development Site for Affordable Housing
2 Plots of land at Seggie Farm, Guardbridge	Guardbridge	19 May 2020	£0	New Affordable Housing
3 Jamieson Court, Cupar	Cupar	19 Nov 2020	£65,000	Add to Housing Stock
Former Bathing Pool, Cellardyke	Cellardyke	08 Dec 2020	£100	Acquisition of bathing pool.
396 square metres of land within the curtilage of Madras College, Kilrymont Road, St Andrews	St Andrews	11 Feb 2022	£9,500	Acquisition of missing title prior to disposal of Madras College.
Housing Site, Crawley Court, Springfield	Springfield	21 Mar 2022	£468,500	New Affordable Housing
2 Orchard Court, Auchtermuchty	Auchtermuchty	31 Mar 2022	£330,000	Add to Housing Stock
34 Lomond Crescent, Falkland, KY15 7AH	Falkland	16 Nov 2022	£115,000	Add to Housing Stock
35 Orchardgate, Cupar	Cupar	24 Feb 2023	£130,000	Add to Housing Stock

<b>Description</b>	<b>Town</b>	<b>Acquired</b>	<b>Price</b>	<b>Purpose</b>
9 Castle Street, St Monans	St Monans	14 Apr 2023	£175,000	Add to Housing Stock
12 Southfield, Falkland	Falkland	05 May 2023	£150,000	Add to Housing Stock
35a Market Street, St Andrews	St Andrews	16 Jun 2023	£160,000	Add to Housing Stock
9 Station Court, Kingskettle	Kingskettle	16 Jun 2023	£125,000	Add to Housing Stock
12 Sweerie, Newburgh	Newburgh	07 Aug 2023	£90,000	Add to Housing Stock
Housing, Manse Road, Springfield	Springfield	22 Sep 2023	£300,000	New Affordable Housing
Housing, Cupar Road, Newburgh	Newburgh	16 Nov 2023	£380,000	New Affordable Housing
The Michael and Anne Thomson Memorial Allotments, Windmill Gardens (Railway Terrace), St Monans	St Monans	08 Dec 2023	£0	Allotment acquired under Section 75 Planning Agreement.
Flat, 48 Linksfield, Tayport, DD6 9LY	Tayport	12 Jan 2024	£100,000	Add to Housing Stock
Phase 3 - Development Site Sofietti Way, Ladybank	Ladybank	31 May 2024	£625,861	New Affordable Housing
Phase 4 Sofietti Way, Ladybank	Ladybank	19 Jul 2024	£625,061	New Affordable Housing
Land at Nydie Mains, Strathkinness High Road, Strathkinness	Strathkinness	14 Feb 2025	£120,000	New Affordable Housing

## Disposals

## Appendix 2

Description	Town	Disposed	Price	Purpose
Servitude at Station Road, Anstruther	Anstruther	06 Feb 2017	£500	Right of Servitude
Servitude (Electric Lines) Sandyhill Road, Tayport	Tayport	08 Feb 2017	£500	Right of Servitude
321sqm of Land at 71 Spottiswoode Gardens, St Andrews	St Andrews	28 Feb 2017	£0	Additional Land (Domestic)
Two areas of Land (43.5sqm) at 19/21 Abbey Wall Road, Pittenweem	Pittenweem	28 Sep 2018	£0	Additional Land (Domestic) - Boundary Alteration
41.4sqm at Kimberley, 33 Main Street, Ceres	Ceres	22 Feb 2019	£5,000	Additional Land (Domestic)
Former Transport Depot, Pittenweem Road, Anstruther	Anstruther	28 Feb 2019	£310,000	Disposal of asset
Servitude, Access Road off St Andrews Road, Anstruther	Anstruther	26 Jun 2019	£500	Right of Servitude
Servitude right of access, West of Main Street, Guardbridge	Guardbridge	28 Jun 2019	£0	Right of Servitude
Madras College, South Street, St Andrews	St Andrews	28 Jun 2019	£0	Disposal of asset - Excambion of property
Servitude, Affordable Housing Site, Monks moss, Ladybank	Ladybank	12 Jul 2019	£0	Right of Servitude
Servitude, Affordable Housing Site, Monks moss, Ladybank	Ladybank	12 Jul 2019	£0	Right of Servitude
Servitude, Access Road off St Andrews Road, Anstruther	Anstruther	05 Aug 2019	£1,000	Right of Servitude
Servitude, Access Road off St Andrews Road, Anstruther	Anstruther	05 Aug 2019	£1,000	Right of Servitude
0.13 HA at Letham Lands, The Square, Letham, Cupar, KY15 7RP	Letham	31 Jan 2020	£3,610	Additional Land (Domestic)
Former Logie School and School House, Logie	Logie	28 Jan 2021	£295,355	Disposal of asset
Crail Community Hall, St Andrews Road, Crail	Crail	26 Feb 2021	£20,000	Community Asset Transfer
4307sqm of Land at Pinkerton Triangle, Balcomie Road, Crail	Crail	11 Mar 2021	£1	Community Asset Transfer

<b>Description</b>	<b>Town</b>	<b>Disposed</b>	<b>Price</b>	<b>Purpose</b>
3214sqm of Lan at Bow Butts Park, Bow Butts Road, Crail	Crail	18 Mar 2021	£1	Community Asset Transfer
Earlsferry Town Hall, 19-21 High Street, Earlsferry	Earlsferry	31 Mar 2021	£31,500	Community Asset Transfer
Kilminning Nature Reserve, Balcomie Road, Crail	Crail	20 May 2021	£1	Community Asset Transfer
East Shore Park, Coach Road, Newburgh	Newburgh	03 Jun 2021	£10,000	Community Asset Transfer
Servitude, Queen Margaret Street, St Monans	St Monans	08 Nov 2021	£13,000	Right of Servitude
Access Road to Whitefield House, Lomond Road, Freuchie	Freuchie	23 Nov 2021	£35,000	Additional Land (Domestic)
40sqm adjacent to Bon Accord, West Back Dykes, Strathmiglo	Strathmiglo	11 Mar 2022	£8,800	Additional Land (Domestic)
Servitudes over Council playing field at Lomond Road, Freuchie	Freuchie	30 May 2023	£0	Right of Servitude
168sqm at 55 Nelson Street, Tayport	Tayport	21 Jul 2023	£6,800	Additional Land (Domestic)
111sqm at 39 Scooniehill Road, St Andrews	St Andrews	01 Aug 2023	£6,250	Additional Land (Non-domestic)
106sqm at 56 Queen Street, Tayport	Tayport	22 Sep 2023	£4,800	Additional Land (Domestic)
Servitude former Police St. Carslogie Road, Cupar	Cupar	12 Apr 2024	£0	Utilities
47 sqm land at 15 Forgan Place, St Andrews	St Andrews	07 May 2024	£3,800	Additional Land (Domestic)
Former Gateside Primary School, Main Street, Gateside, KY14 7SZ	Gateside	01 Aug 2024	£110,000	Disposal of asset
Dreelside Woods, Station Road, Anstruther	Anstruther	18 Sep 2024	£1	Community Asset Transfer
0.6ha Land at Feddinch Mains, South of Cairnsmill Caravan Park, St Andrews	St Andrews	19 Dec 2024	£50,000	Additional Land (Non-domestic)
40sqm of Amenity Land at 1 Muirfield Court, Anstruther	Anstruther	26 Feb 2025	£4,750	Additional Land (Domestic)



27 August 2025

Agenda Item No. 16

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 19 and 20

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

---

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

### Impact Assessment

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

### Consultation

---

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

## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Disposals

**2.1.1 Land adjacent to 1 North Carr View, Kingsbarns**

Date of Sale: 30 May 2025  
Price: £5,000

### 2.2 Leases by the Council – New Leases

**2.2.1 25 sqm at former Dalgairn Centre, Bank Street, Cupar – for substation**

Term: 175 years from 19 March 2025  
Rent: £1 per annum  
Tenant: SP Distribution plc

**2.2.2 Unit 7 Riverside Court Industrial Estate, Coal Road, Cupar**

Term: 5 years from 10 June 2025  
Rent: £3,970 per annum  
Tenant: William Paterson t/a Paterson Specialist Cleaning Services

**2.2.3 Unit 1 Riverside Court Industrial Estate, Coal Road, Cupar**

Term: 5 years from 11 March 2025  
Rent: £3,970  
Tenant: Swilken Joiners Ltd

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Report Contact

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Author’s Job Title	Service Manager
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27 August 2025

Agenda Item No. 17

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## North East Fife Area Committee Work Programme

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

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**Wards Affected:**

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

---

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

### Impact Assessment

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None required for this paper.

### Consultation

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

## 1.0 Background

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

## 2.0 Conclusions

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

### List of Appendices

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1. Workplan

### Background Papers

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

None

### Report Contact

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North East Fife Area Committee of 29 October 2025			
Title	Service(s)	Contact(s)	Comments
Deputation - Newport and Wormit Community Council: Parking Issues, Newport Primary School	Education	Shelagh McLean	<b>Update: site visit arranged for 21.08.25 (Exec Dir, Place; Exec Dir. Ed; Roads/ Transportation).</b>
North East Fife Test of Change, 'How Services Work Together'	Health and Social Care	Roy Lawrence	Requested at meeting 18.06.25, Para 225 (3) refers.
Area Housing Plan (and Area Lettings Plan) Update 2025-26	Housing Services	Claire Hallett	Six-monthly update - previously considered 23.04.25, para 220 of 2025.NEFAC.86 refers.
Safer Communities Team Update Report	Housing Services	Sara Gray	Annual report - previously considered 19.06.24, para 147 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
Petition - Bus Shelters, A914 Welltree Junction	Roads & Transportation	Steven Sellars, Dhusjan Sivaratnam	Awaiting receipt as of 23.07.25. Incorrect forms/lack of completed petition form, delayed from 27.08.25 to next meeting to allow time for resubmission.
Options for the Future Use of County Buildings, Cupar	Property Services	Michael O'Gorman	Remitted by Finance, Economy and Corporate Services Scrutiny Committee at its meeting on 5 June - Para 155 refers. 'Report/workshop to be provided to the North East Fife Area Committee in Autumn this year providing an update on the options available for the future use of County Buildings, Cupar and the work currently being undertaken in



North East Fife Area Committee of 29 October 2025			
Title	Service(s)	Contact(s)	Comments
			that regard.' <b>Update:</b> Matters are at an early stage with options being investigated/evaluated. <b>Service preference for a workshop in the first instance to allow free exchange of views.</b>
Operational Briefing on Policing Activities within North East Fife April 2024 - March 2025	Police Scotland		Annual report - previously considered 19.06.24, para 148 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Scottish Fire & Rescue Service		Annual report - previously considered 19.06.24, para 149 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
Local Community Planning Budget Request - St Monans 1875 Memorial Garden	Communities and Neighbourhoods Service	Kirstie Freeman	Deferred from 27.08.25.
Notice of Motion - Road Safety, Newport Primary School (Cllr Tepp)	Education	Shelagh McLean	<b>Update: site visit arranged for 21.08.25 (Exec Dir, Place; Exec Dir. Ed; Roads/Transportation).</b>
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 17 December 2025			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust Funds 2024/25	Finance and Corporate Services	Eleanor Hodgson	Annual report - previously considered 09.12.24 - Para 191 refers.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 25 February 2026			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2024/25	Business and Employability	Kirsty Haydock	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson-CRM	Annual report.
Area Roads Programme 2026-27	Roads & Transportation	Vicki Storrar	Annual report.
Common Good and Settlement Trust Funds Annual Report 2024-2025	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 22 April 2026			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes - 2024/25	Education	Stuart Booker, Rona Weir	Annual report - previously considered 23.04.25, Para 218 of 2025.NEFAC.85 refers.
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Morag Millar, Carlene Simpson	Annual report.
North East Fife – Anti-Poverty Report 2024/25	Communities and Neighbourhoods Service	Kirstie Freeman	Annual report.

North East Fife Area Committee of 22 April 2026			
Title	Service(s)	Contact(s)	Comments
Health and Social Care Locality Planning - North East Fife	Health and Social Care	Jacquie Stringer-fc	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 17 June 2026			
Title	Service(s)	Contact(s)	Comments
Health and Social Care Locality Planning – North East Fife	Health and Social Care	Roy Lawrence	Annual report - previously considered 18.06.25, Para 225 refers.
Area Roads Programme, Final Annual report for 2025/26	Roads & Transportation	Vivian Dyas	Annual report - previously considered 18.06.25, Para 237 refers.
North East Fife Area Local Community and Community Learning and Development (CLD) Plans	Communities and Neighbourhoods Service	Vicky Wilson, Laiza Lorimer	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 26 August 2026			
Title	Service(s)	Contact(s)	Comments
Play Strategy Implementation - North East Fife Area Update	Communities and Neighbourhoods Service	Louise Whyte	Strategy originally considered 28.08.24, Para 166 refers. Annual update?
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 28 October 2026			
Title	Service(s)	Contact(s)	Comments
Area Housing Plan and Area Lettings Plan Review 2026-27	Housing Services	Claire Hallett	Annual report.
Safer Communities Team Update Report	Housing Services	Sara Gray, Paul Coleman	Annual report.
Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education	Joan Gallo	Annual report. Previously considered 23.04.25, Para 217 of 2025.NEFAC.85 refers. Request from Service to consider in October/November to ensure availability of the most up to date information.
Operational Briefing on Policing Activities within North East Fife April 2025 - March 2026	Police Scotland		Annual report. Michael Reilly, Police lead officer.
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Police Scotland		Annual report. Niall Miller, Police lead officer.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 16 December 2026			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust Funds Annual Report 2025-2026	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 3 February 2027			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2025/26	Business and Employability	Kirsty Haydock	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson	Annual report.
Area Roads Programme 2027-28	Roads & Transportation	Vicki Storrar	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 17 March 2027			
Title	Service(s)	Contact(s)	Comments
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

Unallocated			
Title	Service(s)	Contact(s)	Comments
Review of Position following implementation of 50 mph speed limit at Strathkinnes Crossroads	Assets, Transportation and Environment	Steven Sellars	<p><b>Update 23.07.25 - petition to be considered at meeting on 27.08.25.</b></p> <p>Agreed at meeting 24.11.21 - Para. 387 (3) - review one year after implementation of speed limit.</p> <p>14.08.24 - Steven Sellars advised 50mph in place. Further feedback to follow.</p> <p>Discussed at meeting 09.12.24, para 192 (2) refers.</p>



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Pupil Equity Fund	Education	Sarah Else, Zoe Thomson	Previous report 26.01.22. 05.10.23 - advised by Zoe PEF would be included in a member Workshop on attainment for each area (pm, 23.10.24). Outcome/follow up report to come to committee following the workshop <b>(service to confirm committee date)</b> .
Capital Plan Projects in North East Fife	Communities and Neighbourhoods Service	Kirstie Freeman	<b>For Info</b> - six-monthly update reports circulated to members by email. Previously circulated September 2024. 02.04.25 - update issued by Kirstie, by email.
Director of Public Health Annual Report	Health and Social Care		Previously considered 19.06.19. Joy Tomlinson (Director of Public Health). Advised not finalised until December, publication in January 2025. <b>(Committee date tba)</b> .
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Carlene Simpson, Morag Millar	Annual Report – previously considered 24.04.24. <b>Update - briefing note issued 17.07.25</b> (any new projects being considered at committee as and when required).
OnFife Six-Monthly Update	Fife Cultural Trust	Sheona Small	Previously considered 25.10.23. Change of staffing. Advised, in the interim, the newsletter is available online. <b>(Committee date tba)</b> .

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Disposal of Coal Tar Waste	Roads & Transportation	Mark Dewar	<b>For info</b> - EMB requested 01.09.24 - to include cost implications for the council, impact on the area roads programme - the impact of this issue across Fife and how it is being dealt with? 09.10.24 - Kirstie to progress chase.
Planning Obligations Update	Planning	Kathleen Illingworth, William Shand	<b>FOR INFO</b> - workshop held 30.01.25 - providing comments on the status of obligations and their spend. <b>Is a report to a future committee required? Service updates Cllrs direct on what is available to spend in each pot/ward and Service intends to include more information on what has been spent and on what.</b>
Proposed Kingdom Greenways	Roads & Transportation	Allan Maclean	<b>Update: EMB issued 24.06.25.</b> Any further report to be advised by Service.
Chief Social Work Officer Annual Report		James Ross-fc-d1	<b>For info</b> - advised by HoS that a series of briefing sessions had been agreed throughout the year for members. Timetable issued to NEFAC members 03.07.25. Reference: People & Communities meeting 14.11.24, agenda Item 7. Briefing note requested in the first instance to inform committee

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Title	Service(s)	Contact(s)	Comments
			on the scope and complexities of work in NEF.
Active Travel Strategy and Action Plan	Roads & Transportation	Holly Hunter	<b>FOR INFO:</b> Workshop held on 18.02.25 - comments made will feed into the strategy which will be considered by Scrutiny Committee prior to agreement at Cabinet Committee.
Review of Settlement Trust Funds	Finance and Corporate Services	Eleanor Hodgson	To be issued as an EMB - review of all the trusts with a view to amalgamating/winding them up.
Bereavement Services Cemetery Strategy 2023 – 2028 Update	Property Services	Liz Murphy	Previously considered 06.12.23, para 116 refers.
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review	Environment & Building Operations (AT&E)	Alexander Anderson-Es	Update - previously considered 06.12.23, para 113 refers.
Education - Pupilwise and Parentwise Survey	Education	Rona Weir	Previously considered 28.08.24, Para 165 refers - <b>next survey date to be advised.</b>
Cupar Recycling and Reuse Hub - Update	Enterprise and Environment	Janet Mackenzie	Para 173 of meeting 23.10.24 refers - update report on options for Cupar. Advised report going to WG w/c 10.02.25 and suggesting an EMB meantime (06.02.24). Also considered 23.04.25, para 219 refers - agreed to establish WG. <b>Update 02.07.25:</b> WG meeting with Cllrs has taken place but there are no updates to take to committee

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			currently - unlikely to be any before the new year.
Gillingshill Nature Reserve - Local Management Group (Update)	Property Services	Alasdair Rankin	Further update following meeting 18.06.25, Para 230 (3) refers - update on the marketing exercise; property agent appointed <b>(details emailed to NEFAC 30.07.25)</b> ; undertaken a marketing exercise; have identified a new owner. <b>Service to advise committee date.</b>
School Brae, Letham - Update	Roads & Transportation	Gordon Henderson-ts	Considered 18.06.25, Para 236 (4) refers. Service to confirm committee date.