

FIFE COUNCIL OF 22 JUNE, 2023

MINUTE VOLUME

NOTE

Items in the minutes will be marked to indicate that such items are subject to the approval of the Council or another Committee, as the case may be, as follows:-

- C = Subject to approval of the Council
- S = Subject to approval of the appropriate Strategic Committee
- A = Subject to approval of the appropriate Area Committee

If telephoning, please ask for Emma Whyte, Committee Officer,
Finance & Corporate Services (Telephone:- 03451 555555 Ext. 442303).

FIFE COUNCIL

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THE FIFE COUNCIL - WEST AND CENTRAL PLANNING COMMITTEE – REMOTE MEETING

10th May, 2023

2.00 p.m. – 3.40 p.m.

PRESENT: Councillors David Barratt (Convener), David Alexander, Lesley Backhouse, Alistair Bain, John Beare, James Calder, Dave Dempsey, Derek Glen, James Leslie, Julie MacDougall, Lea McLelland, Derek Noble, Gordon Pryde, Sam Steele and Andrew Verrecchia.

ATTENDING: Mary Stewart, Service Manager - Major Business & Customer Service, Bryan Reid, Lead Professional and Emma Baxter, Graduate Planner, Planning Services; Mary McLean, Legal Services Manager and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Colin Davidson.

86. DECLARATIONS OF INTEREST

Councillor David Barratt declared an interest in Para. 89 below - 22/03990/FULL - Land Site, 1 Fulmar Way, Donibristle Industrial Estate - as he had expressed a view on a previous proposal for the site.

87. MINUTE

The Committee considered the minute of the West and Central Planning Committee of 12th April, 2023.

Decision

The Committee agreed to approve the minute.

88. 23/00480/CON - ECU00003469 DEVILLA FOREST, KINCARDINE

The Committee considered a report by the Head of Planning Services relating to a consultation under Section 36 of the Electricity Act 1989 for installation of 500MW battery energy storage facility and associated infrastructure.

Decision

The Committee agreed the conclusions set out in the report as the formal position of Fife Council to Scottish Ministers.

Councillor Barratt left the meeting prior to consideration of the following item, having earlier declared an interest. Councillor Glen, Depute Convener took the Chair.

89./

89. 22/03990/FULL - LAND SITE, 1 FULMAR WAY, DONIBRISTLE INDUSTRIAL ESTATE

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 35 residential units (Class 9) including affordable housing, formation of access and associated infrastructure and landscaping.

Councillor Backhouse moved that the application be approved against officer recommendation due to the noise mitigation measures in the proposal and that there was already a mix of traffic through the area. However, having failed to find a seconder the motion fell.

Councillor Backhouse requested that her dissent be noted.

Decision

The Committee refused the application for the two reasons detailed in the report.

Councillor Barratt rejoined the meeting following consideration of the above item.

90. 22/03598/FULL - BLAIRSGREEN FARM, SALINE

The Committee considered a report by the Head of Planning Services relating to an application for change of use from agricultural land to dog exercise facility (including the erection of field shelters, boundary fences, directional floodlighting, gate and formation of parking).

Decision

The Committee agreed to approve the application subject to:-

- (1) the nine conditions and for the reasons detailed in the report; and
- (2) an amendment to the Operating Statement to include an assessment of flood lighting pollution.

91. 22/03587/FULL - OAKLEY LODGE, CHURCH ROAD, LEVEN

The Committee considered a report by the Head of Planning Services relating to an application for erection of dwellinghouse and formation of driveway.

Decision

The Committee agreed to approve the application subject to the five conditions and for the reasons detailed in the report.

92. 23/00227/FULL - 7 BEECHWOOD DRIVE, GLENROTHES

The Committee considered a report by the Head of Planning Services relating to a revised application for two storey extension to rear and installation of window to side of dwellinghouse.

Decision/

Decision

The Committee agreed to approve the application subject to an amendment to the condition to remove 'unless otherwise agreed in writing with this Planning Authority' and for the reason detailed in the report.

93. 23/00305/FULL - 36 ST JAMES BLACK ROAD, COWDENBEATH

The Committee considered a report by the Head of Planning Services relating to a retrospective revised application for erection of detached domestic garage/ outbuilding to rear of dwellinghouse.

Decision

The Committee agreed that the application be approved unconditionally.

94. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

Decision

The Committee noted the list of applications dealt with under delegated powers for the period 20th March to 16th April, 2023.

THE FIFE COUNCIL - WEST AND CENTRAL PLANNING COMMITTEE – REMOTE MEETING

7 June, 2023

2.00 pm – 3.40 pm

PRESENT: Councillors David Barratt (Convener), David Alexander, Lesley Backhouse, Alistair Bain, John Beare, James Calder, Derek Glen, James Leslie, Julie MacDougall, Lea Mclelland, Derek Noble, Gordon Pryde, Sam Steele and Andrew Verrecchia.

ATTENDING: Mary Stewart, Service Manager – Major Business and Customer Service, Natasha Cockburn, Lead Professional (Infrastructure), Scott Simpson, Planner and Emma Baxter, Graduate Planner, Planning Services; Steven Paterson, Solicitor and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Colin Davidson and Dave Dempsey.

95. DECLARATIONS OF INTEREST

Councillor Barratt declared an interest in Paras 101 and 102 below – 22/03945/FULL and 23/00081/FULL both at South Pargillis, Clockluine Road, Hillend – as he had a prior involvement in a previous iteration of the application.

Councillor MacDougall declared an interest in Para 100 below – 6 Blair Place, Kirkcaldy – as she had been made aware of the application.

96. MINUTE

The Committee considered the minute of West and Central Planning Committee of 10th May, 2023.

Decision

The Committee agreed to approve the minute.

97. 22/01344/FULL - LAND NORTH AND SOUTH OF A994 CONSCIENCE BRIDGE NORTH, CAIRNEYHILL

The Committee considered a report by the Head of Planning Services relating to an application for erection of seventy residential units with associated works including formation of accesses, open space, drainage infrastructure and landscaping.

Members were advised that Condition 19 would be deleted and that the wording of Condition 30 had been changed to:-

30. Within 3 months of the occupation of the last unit, written evidence demonstrating that the mitigation measures as set out within the Noise Impact Assessment by Charlie Fleming Associates (dated February 2023) approved through this application have been implemented and the noise

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levels as set out in the report have been achieved shall be submitted and approved in writing by the planning authority. If it cannot be demonstrated that the aforementioned sound levels have been achieved, a further scheme incorporating further measures to achieve those sound levels shall be submitted for the written approval of the planning authority.

Reason: In the interests of the residential amenity of future residents.

Decision

The Committee agreed:-

- (1) to approve the application subject to the thirty-three conditions and for the reasons detailed in the report and following the conclusion of a legal agreement to secure the necessary planning obligations, namely:-
 - (a) £225.26 per 3-bed unit (excluding affordable units) towards St Margaret's Roman Catholic Primary School;
 - (b) £6,067 per 3-bed unit (excluding affordable units) towards the Dunfermline Secondary School solution;
 - (c) £2,428 per residential unit (excluding affordable units) towards the Strategic Transport Interventions;
 - (d) 25% affordable housing; and
 - (e) £386 per residential unit (excluding affordable units) towards the constructed MUGA.
- (2) that authority be delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services to negotiate and conclude the legal agreement necessary to secure the planning obligations; and
- (3) that, should no agreement be reached in relation to the planning obligations within 6 months of the Committee's decision, authority is delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services to refuse the application.

98. 22/02932/FULL - THE GUNNER CLUB SCHOOL LANE, KIRKCALDY

The Committee considered a report by the Head of Planning Services relating to an application for erection of six dwellinghouses and ancillary accommodation and associated infrastructure.

Decision

The Committee agreed to approve the application subject to the thirteen conditions and for the reasons detailed in the report.

99. 22/04288/PPP - CROMBIE POINT, FIFE

The Committee considered a report by the Head of Planning Services relating to an application for planning permission in principle for erection of two dwellinghouses with associated garages and access.

Decision

The Committee refused the application for the reason detailed in the report.

Councillor Bain left the meeting during consideration of the above item.

Councillor Steele joined the meeting during consideration of the above item.

Councillor MacDougall left the meeting prior to consideration of the following item, having earlier declared an interest.

100. 23/00132/FULL - 6 BLAIR PLACE KIRKCALDY FIFE

The Committee considered a report by the Head of Planning Services relating to an application for erection of pergola, raised platform and wooden poles to rear of dwellinghouse (retrospective).

Decision

The Committee agreed that the application be approved unconditionally.

Councillor MacDougall rejoined the meeting following consideration of the above item.

Councillor Barratt left the meeting prior to consideration of the following two items, having earlier declared an interest. Councillor Glen, Depute Convener took the Chair.

101. 22/03945/FULL - SOUTH PARGILLIS CLOCKLUINE ROAD, HILLEND

The Committee considered a report by the Head of Planning Services relating to an application for erection of a battery energy storage system and associated infrastructure including DNO substation, switchroom building, storage containers, fencing and CCTV cameras.

Members were advised that the wording of Condition 15 had been changed to:-

C15. If the battery storage facility (BSF) fails to export electricity to the grid for a continuous period of 12 months, the Company responsible for the facility shall; (i) submit a scheme to Fife Council as Planning Authority detailing how the BSF and its ancillary equipment and associated infrastructure shall be removed from the site and the ground fully restored to a condition agreed with Fife Council; and (ii) following written approval of the scheme by Fife Council as Planning Authority, implement the approved scheme within six months of the date of this approval, UNLESS OTHERWISE AGREED IN WRITING WITH THIS PLANNING AUTHORITY, all to the satisfaction of this Planning Authority.

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Reason: In the interests of maintaining adequate control of the BSF should it become redundant, and to ensure that the site is restored to an acceptable condition.

Decision

The Committee agreed that the application be approved subject to the fifteen conditions and for the reasons detailed in the report.

102. 23/00081/FULL - SOUTH PARGILLIS CLOCKLUINE ROAD, HILLEND

The Committee considered a report by the Head of Planning Services relating to an application for installation of cable associated with battery energy storage system.

Decision

The Committee agreed to approve the application subject to the condition and for the reason detailed in the report.

103. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

Decision

The Committee noted the list of applications dealt with under delegated powers for the period 17 April to 14 May 2023.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE - BLENDED MEETING

JP Court Room, County Buildings, Cupar

3rd May, 2023

1.00 p.m. – 3.05 p.m.

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

ATTENDING: Alastair Hamilton, Service Manager Development Management, Economy, Planning & Employment Services; Steven Paterson, Solicitor, Planning & Environment and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Councillors John Caffrey and Margaret Kennedy.

79. DECLARATIONS OF INTEREST

Councillor Corps declared an interest in Para. No. 84. - 23/00277/FULL – 1 Lindsay Berwick Place, Anstruther - as she lived in the area and had dealings with parties involved.

80. MINUTE

The Committee considered the minute of the North East Planning Committee of 8th March, 2023.

Decision

The Committee agreed to approve the minute.

81. 22/03327/FULL - 8 MAIN STREET, KILCONQUHAR, LEVEN

The Committee considered a report by the Head of Planning Services relating to an application for the formation of a timber jetty (retrospective).

Councillor MacDiarmid moved refusal of the application on the grounds that the development was likely to have a detrimental impact on the natural heritage, biodiversity and bird welfare at Kilconquhar Loch and would not protect or preserve the Loch as a Site of Special Scientific Interest (SSSI). Also, that the development would have a detrimental visual impact on the surrounding landscape of the Kilconquhar Conservation Area. However, having failed to find a seconder, the motion fell.

Decision/

Decision

The Committee agreed to approve the application, subject to the one condition and for the reason detailed in the report.

82. 22/04210/FULL - 24 MAIN STREET, KILCONQUHAR, LEVEN

The Committee considered a report by the Head of Planning Services relating to an application for the formation of a raised deck within the curtilage of the dwellinghouse (retrospective).

Councillor MacDiarmid moved refusal of the application on the grounds that the development was likely to have a detrimental impact on the natural heritage, biodiversity and bird welfare at Kilconquhar Loch and would not protect or preserve the Loch as a Site of Special Scientific Interest (SSSI). Also, that the development would have a detrimental visual impact on the surrounding landscape of the Kilconquhar Conservation Area. However, having failed to find a seconder, the motion fell.

Decision

The Committee agreed to approve the application subject to the one condition and for the reason detailed in the report.

83. 22/03688/FULL - 39 SCOONIEHILL ROAD, ST ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for a change of use from public land to garden ground.

Decision

The Committee agreed to approve the application subject to the 2 conditions and for the reasons detailed in the report.

Prior to consideration of the following item, Councillor Corps, having declared an interest, left the meeting at this point.

84. 23/00277/FULL - 1 LINDSAY BERWICK PLACE, ANSTRUTHER

The Committee considered a report by the Head of Planning Services relating to an application for a change of use from public open space to private parking area.

Motion

Councillor Liston, seconded by Councillor Hayes, moved to refuse the application on the grounds that the proposed development did not comply with:-

- (1) Policy 14 of National Planning Framework 4 (2023), Policies 1 and 10 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on residential amenity due to the loss of open space; and

- (2)/

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- (2) Policy 13 of National Planning Framework 4 (2023), Policies 1, 3 and 10 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on road safety due to its proximity to public open space used as an informal play provision.

Amendment

Councillor Knox, seconded by Councillor Lothian, moved to approve the application subject to the 4 conditions and for the reasons detailed in the report.

Roll Call Vote

For the Motion - 10 votes

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

For the Amendment - 2 votes

Councillors Knox and Lothian.

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

Decision

The Committee agreed:-

- (1) to refuse the application on the grounds that the proposed development did not comply with:-
 - (a) Policy 14 of National Planning Framework 4 (2023), Policies 1 and 10 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on residential amenity due to the loss of open space; and
 - (b) Policy 13 of National Planning Framework 4 (2023), Policies 1, 3 and 10 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on road safety due to its proximity to public open space used as an informal play provision; and
- (2) agreed to delegate to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to finalise the full reasons for refusal in order to ensure that a decision on the application was not unduly delayed.

Councillor/

2023 NEPC 43

Councillor Holt left the meeting during consideration of the above item and Councillor Dillon left the meeting following consideration of the above item.

The Committee adjourned at 2.30 p.m. and reconvened at 2.40 p.m..

Councillor Corps re-joined the meeting following consideration of the above item.

85. 23/00356/FULL - THE STEADING, 8 BROWNHILLS STEADINGS, BROWNHILLS

The Committee considered a report by the Head of Planning Services relating to an application for external alterations including raise roof pitch, installation of 2 dormer extensions, 2 rooflights and rebuilding of stone gables to match existing (renewal of planning application 17/03879/FULL).

Motion

Councillor Liston, seconded by Councillor Lawson, moved to refuse the application on the grounds that the development did not comply with Policy 14 of National Planning Framework 4 (2023), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on the visual amenity of the other dwelling houses in the Steading due to the proposed increase in height.

Amendment

Councillor Tepp, seconded by Councillor Lothian, moved as an amendment to approve the application subject to the 3 conditions and for the reasons detailed in the report.

Roll Call Vote

For the Motion - 2 votes

Councillors Lawson and Liston.

For the Amendment - 10 votes

Councillors Clark, Corps, Hayes, Hoggan-Radu, Kennedy-Dalby, Knox, Lothian, MacDiarmid, Tepp and Verner.

Having received a majority of votes, the amendment to approve the application was carried.

Decision

The Committee agreed to approve the application subject to the 3 conditions and for the reasons detailed in the report.

86./

86. 23/00401/FULL - 3 ANNSMUIR CARAVAN PARK, ANNSMUIR, CUPAR

The Committee considered a report by the Head of Planning Services relating to an application for the erection of a summerhouse (retrospective).

Decision

The Committee agreed to approve the application subject to the 2 conditions and for the reasons detailed in the report.

87. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS.

Decision

The Committee noted the list of applications dealt with under delegated powers for the period 20th March to 16th April, 2023.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

31 May 2023

1.00 pm – 1.45 pm

PRESENT: Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Alycia Hayes, Stefan Hoggan-Radu, Gary Holt, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, David MacDiarmid and Ann Verner.

ATTENDING: Chris Smith, Lead Officer – Development Management, Planning Services; Steven Paterson, Solicitor, Planning and Environment and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Margaret Kennedy and Donald Lothian.

88. DECLARATIONS OF INTEREST

Councillor Dillon declared an interest in Paras 92 and 93 - 6 Mid Shore, Pittenweem, Anstruther – as he had expressed an opinion on the application and had close family members who had objected.

89. MINUTE

The Committee considered the minute of the North East Planning Committee of 3 May 2023.

Decision

The Committee agreed to approve the minute.

90. 23/00084/FULL - RUSSELL HOTEL, 26 THE SCORES, ST ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for alterations and extension to allow for change of use from Hotel (Class 7) to 6 flatted dwellings and associated works (partial demolition of existing building) (Amendment to planning reference 22/01675/FULL) to allow external alterations to the east elevation and installation of 6 no. air source heat pumps and erection of a smoke shaft.

Decision

The Committee agreed to approve the application subject to the 5 conditions and for the reasons detailed in the report.

91. 23/00412/CAC - RUSSELL HOTEL, 26 THE SCORES, ST ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for Conservation Area Consent for substantial demolition of part of former hotel.

Decision

The Committee agreed to approve the application subject to the 2 conditions and for the reasons detailed in the report.

Prior to consideration of the following item, Councillor Dillon, having declared an interest, left the meeting at this point.

92. 23/00117/FULL - 6 MID SHORE, PITTENWEEM, ANSTRUTHER

The Committee considered a report by the Head of Planning Services relating to an application for the installation of a mural (retrospective).

The Committee were advised that the building relating to this application, and the associated application for Listed Building Consent, was a Category C Listed Building and not a Category B Listed Building as stated in the report.

Decision

The Committee agreed:-

- (1) to refuse the application for the reason set out in the report; and
- (2) that the appropriate enforcement action be taken with respect to the unauthorised activity and that this action be agreed under the Head of Planning Services delegated powers.

Councillor Liston joined the meeting during consideration of the above item.

93. 23/00528/LBC - 6 MID SHORE, PITTENWEEM, ANSTRUTHER

The Committee considered a report by the Head of Planning Services relating to an application for Listed Building Consent for a painted mural to the side of a building (retrospective).

Decision

The Committee agreed:-

- (1) to refuse the application for the reasons set out in the report; and
- (2) that the appropriate enforcement action be taken with respect to the unauthorised activity and that this action be agreed under the Head of Planning Services delegated powers.

94. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS.

Decision

The Committee noted the list of applications dealt with under delegated powers for the period 17 April to 14 May 2023.

THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY – REMOTE MEETING

12 June 2023

2.10pm – 5.20pm

PRESENT: Councillors David Barratt (Convener), Fiona Corps, Alycia Hayes, Jane Ann Liston and Lynn Mowatt.

ATTENDING: Steve Iannarelli, Strategic Development Manager, Katherine Pollock, Lead Professional and Bryan Reid, Lead Professional, Planning Service; and Steven Paterson, Solicitor, Legal and Democratic Services.

30. DECLARATIONS OF INTEREST

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

31. MINUTE

The minute of the Fife Planning Review Body of 24th April, 2023 was submitted.

Decision

The Review Body approved the minute.

**32. APPLICATION FOR REVIEW - 57 CHAPEL ROAD, KIRKCALDY
(APPLICATION NO. 22/01302/PPP)**

The Review Body considered the Application for Review submitted by A.S. Associates Ltd., on behalf of Mr. Glen McGuire, in respect of the decision to refuse planning permission in principle for the erection of a dwellinghouse (Application No. 22/01302/PPP).

Decision

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be approved subject to conditions (reversing the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

The meeting adjourned at 3.55pm and reconvened at 4.05pm.

**33. APPLICATION FOR REVIEW - LAND 350M NORTH EAST OF EDENBANK
FARMHOUSE, DRON, DAIRSIE (APPLICATION NO. 22/03199/PPP)**

The Review Body considered the Application for Review submitted by Wardrop Associates Limited, on behalf of R. Todd and Co., in respect of the decision to refuse planning permission in principle for the erection of a dwellinghouse including formation of access (Application No. 22/03199/PPP).

Motion/

Motion

Councillor David Barratt, seconded by Councillor Lynn Mowatt, moved to approve the application.

Amendment

Councillor Jane Ann Liston, seconded by Councillor Alycia Hayes, moved that the officer recommendations be approved.

Vote

Amendment - 2
Motion - 3

The motion was accordingly carried.

Decision

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be approved subject to conditions (reversing the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

**34. APPLICATION FOR REVIEW - 10 ST. CLAIR'S COURT, KINGHORN
(APPLICATION NO. 22/04273/FULL)**

The Review Body considered the Application for Review submitted by John Gordon Associates Ltd., on behalf of Mr. E. MacLeod, in respect of the decision to refuse planning permission for the installation of replacement windows (Application No. 22/04273/FULL).

Decision

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be refused (upholding the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

**35. APPLICATION FOR REVIEW - 2 KILRIE COTTAGES, AUCHTERTOOL,
KIRKCALDY (APPLICATION NO. 22/03283/PPP)**

The Review Body considered the Application for Review submitted by TMC Planning and Property Development Ltd., on behalf of Ms. Maureen Wilkie, in respect of the decision to refuse planning permission in principle for the erection of two dwellinghouses (Class 9) and associated development (Application No. 22/03283/PPP).

Decision/

Decision

The Review Body agreed:-

- (1) sufficient information was before them to proceed to decide the matter; and
- (2) the application be refused (varying the appointed officer's determination) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

THE FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

11th April, 2023

9.30 a.m. – 11.35 a.m

PRESENT: Councillors Tom Adams, Patrick Browne, Gavin Ellis, Alycia Hayes, Carol Lindsay, Donald Lothian, Lea McLelland, Julie MacDougall, Nicola Patrick, Gordon Pryde and Jonny Tepp.

ATTENDING: Neil MacDonald, Litigation and Licensing Team Manager, Gillian Love, Lead Officer, Miscellaneous Licensing and Craig Ritchie, Civic Government Licensing Enforcement Officer all in Finance and Corporate Services; Sergeant Neil Ewing, Police Scotland (Fife Division); and Billy Ferguson, Service Manager and Steven Duffy, Workshop Team Manager both Fleet Operations (for item 20 only).

APOLOGIES: Councillors Lynn Ballantyne-Wardlaw, David MacDiarmid, John O'Brien, and Darren Watt.

18. URGENT BUSINESS

The Convener advised that in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, he had agreed that the item of business at 21 below be considered as a matter of urgency.

19. MINUTE

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 14 March, 2023.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

20. TAXI AND PRIVATE HIRE CAR INSPECTION TESTS – LEVENMOUTH ZONE

The Committee considered a report by Service Manager, Fleet Operations on annual inspection tests carried out on vehicles in the Levenmouth Zone in February, March and April, 2023.

Decision

The Committee, having heard the Fleet Operations Manager on the report and, following discussion:

(1)/

2023.R.L.18

- (1) congratulated those operators whose vehicles passed the test first time; and
- (2) agreed that a letter be sent to the operator failing the test reminding her of the standards expected for maintaining her vehicles.

21. REQUEST FOR RECALL OF IMMEDIATE SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVER'S LICENCE

(Previous Minute Reference: para. 37 of 2022.R.L.32 and 33 refers)

The Committee considered a request from the undernoted to recall the immediate suspension of his taxi/private hire car driver's licence which was made under paragraph 11 of Schedule 1 to the above Act and, having heard the Council's Lead Officer (Miscellaneous Licensing) as well as the licenceholder thereon, dealt with the request as shown:-.

<u>Licenceholder</u>	<u>No. of Previous Licence and Length of Suspension</u>
Muhammad Anwar	2139/0043926 - suspended until expiry date of licence being 1 October 2024

Decision

The Committee agreed to recall the immediate suspension of the above licence.

The licence was returned to the licenceholder to allow him to continue to drive taxis/private hire cars until the expiry date of the licence, as above.

The licenceholder had been invited to attend and be represented at the meeting and was present and heard.

22. APPLICATIONS IN RESPECT OF WHICH COMMENTS HAD BEEN MADE

The Committee considered applications for licences by the undernoted and, having heard the representative for Police Scotland (Fife Division), the Council's Lead Officer, Miscellaneous Licensing and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a)	Dale Carpenter	Taxi Driver (new application) 1 year

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(b)/

2023.R.L.19

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(b)	Innes Christie	Taxi Driver (new application) 1 year

Decision

The Committee agreed to grant the licence with a warning.

(c)	Naeem Khalid	Taxi Driver (new application) 1 year
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Decision

The Committee noted that the above application had now been withdrawn.

(d)	Mark McGillvary	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(e)	Alan Manzie	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(f)	Scott Reid	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence with a warning.

(g)/

2023.R.L.20

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(g)	Keiren Spowart	Taxi Driver (new application) 1 year

Decision

The Committee noted that the above application had now been withdrawn.

(h)	Terence Stubbs	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

The Applicants had been invited to attend and be represented at the meeting and with the exception of the Applicants at (a), (c), (e), (g) and (h) were all present and heard.

The warning given to the Applicants at (b) and (f) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

23. EXCLUSION OF PUBLIC AND PRESS

The Committee resolved, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public and press from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 7A to the Act.

24. CONSIDERATION OF POSSIBLE SUSPENSION OF TAXI DRIVER'S LICENCE

The Committee considered exercising power of suspension under paragraph 11 of Schedule 1 to the Civic Government (Scotland) Act 1982 in respect of the undernoted taxi driver's licence, and, having heard the representative for Police Scotland (Fife Division), the Council's Lead Officer, Miscellaneous Licensing and the licenceholder thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
William Anderson	Taxi Driver 8413/0046718 Expiry Date: 18 November 2025

Motion/

Motion

Councillor Tepp, seconded by Councillor Pryde, moved that the licence should not be suspended.

Amendment

Councillor Lindsay, seconded by Councillor McLelland, moved, as an amendment, that the licence should be suspended.

Vote

Amendment - 5
Motion - 6

Decision

The Committee agreed not to suspend the licence.

The licenceholder had been invited to attend and be represented and was present and heard.

25. **APPLICATIONS IN RESPECT OF WHICH POLICE COMMENTS HAD BEEN MADE**

The Committee considered applications for licences by the undernoted and, having heard the representative for Police Scotland (Fife Division) and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a)	Lee Davidson	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)	Thomas Nicolson	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence with a warning.

(c)/

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(c)	Shafiq Rehman	Taxi Driver (renewal) 1 year

Decision

The Committee agreed to grant the licence with a warning and requested that the applicant attend the next available taxi driver's training course at Fife House in Glenrothes.

The applicants had been invited to attend and be represented at the meeting and with the exception of the applicant at (a) were both present and heard.

Consideration of the application at (a) above was continued from the meeting held on 14th March, 2023.

The warning given to the applicants at (b) and (c) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

The reason for refusal of the application at (a) above was that the applicant was not considered to be a fit and proper person to hold the licence applied for in view of the nature and extent of previous convictions recorded against him as well as incidents he had been involved in.

26. OPPOSED APPLICATIONS

The Committee considered applications for licences by the undernoted in respect of which police objections had been intimated and, having heard the representative for Police Scotland (Fife Division), dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(a)	Mohammed Khalid T/A My Tint Fife Ltd.	Second Hand Dealer selling used cars Monday - Saturday from 9.30 a.m. - 5.30 p.m. from premises at 22b Poplar Road, Glenrothes (new application) 3 year

Decision

The Committee agreed to refuse the licence.

(b)/

2023.R.L.23

<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(b) Maros Gamec	Taxi Driver (new application) 3 year

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(c) Amanat Shah	Taxi Driver (renewal) 3 year
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Decision

The Committee noted that the above application had now been withdrawn.

The applicants and objector had been invited to attend and be represented at the meeting. None of the above applicants were in attendance.

Consideration of the applications at (a) and (c) above was continued from the meeting held on 14th March, 2023.

The reason for refusal of the application at (a) above was that the applicant was not considered to be a fit and proper person to hold the licence applied for in view of the nature and extent of previous convictions recorded against him as well as incidents he had been involved in.

THE FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

16th May, 2023

9.30 a.m. – 12.48 p.m

PRESENT: Councillors Tom Adams, Lynn Ballantyne-Wardlaw, Patrick Browne, Sean Dillon, Gavin Ellis, Alycia Hayes, Donald Lothian, Lea McLelland, David MacDiarmid, John O'Brien, Gordon Pryde, Jonny Tepp and Darren Watt.

ATTENDING: Kimberley Langley, Solicitor, Gillian Love, Lead Officer, Miscellaneous Licensing and Craig Ritchie, Civic Government Licensing Enforcement Officer all in Finance and Corporate Services; Sergeant Neil Ewing, Police Scotland (Fife Division); and Billy Ferguson, Service Manager and Steven Duffy, Workshop Team Manager both Fleet Operations (for item 29 only).

APOLOGIES: Councillors Carol Lindsay, Julie MacDougall and Nicola Patrick.

27. **MINUTE**

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 11th April, 2023.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

28. **SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVERS LICENCES**

The Council's Lead Officer, Miscellaneous Licensing reported to the Committee that a decision was taken by the Executive Director, Finance & Corporate Services using the powers given to her under Section 2 of the Council's List of Officer Powers 'Emergencies and Cases of Urgency' to suspend two taxi/private hire car drivers licences with immediate effect under paragraph 12 of Schedule 1 to the above Act having advised the Convener and Depute Convener of the Committee of this decision. The decision was taken as information had been received which had to be considered prior to this meeting of the Committee.

Decision

The Committee noted that two taxi/private hire car drivers licences had been suspended with immediate effect.

29./

29. **TAXI AND PRIVATE HIRE CAR INSPECTION TESTS – WEST FIFE AREA**

The Committee considered a report by Service Manager, Fleet Operations on annual inspection tests carried out on vehicles in the West Fife Area in February to May, 2023.

Decision

The Committee, having heard the Fleet Operations Manager on the report and, following discussion:

- (1) congratulated those operators whose vehicles passed the test first time; and
- (2) agreed that one operator, who had vehicles failing in the past, be brought in to the next Committee for possible suspension of his licence and those other operators, whose vehicles failed the test, be brought in for a meeting with the Convener & Depute Convener regarding the maintenance of their vehicles.

30. **CIVIC GOVERNMENT LICENSING ENFORCEMENT OFFICER'S REPORT**

The Committee considered a report by Executive Director, Finance and Corporate Services on the activities of the Civic Government Licensing Enforcement Officer from January to March, 2023.

Decision

The Committee, having heard the Civic Government Licensing Enforcement Officer on the report and following discussion, noted:-

- (1) the extensive and varied amount of work carried out by the Enforcement Officer during the three month period identified; and
- (2) that there would be further updates, on the activities of the Enforcement Officer, brought before the Committee on a regular basis.

31. **APPLICATIONS IN RESPECT OF WHICH POLICE COMMENTS HAD BEEN MADE**

The Committee considered applications for licences by the undernoted and, having heard the representative for Police Scotland (Fife Division) and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a)	Dale Carpenter	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)/

2023.R.L.26

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(b)	Steven Handy	Taxi Driver (new application) 1 year

Decision

The Committee agreed to grant the licence.

(c)	Alan Manzie	Taxi Driver (new application) 1 year
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Motion

Councillor Ellis, seconded by Councillor O'Brien, moved that the licence be granted.

Amendment

Councillor MacDiarmid, seconded by Councillor McLelland, moved, as an Amendment, that the licence be granted with a warning.

Vote

Amendment - 3
Motion - 9

Decision

The Committee agreed to grant the licence.

(d)	Terence Stubbs	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to refuse the licence.

The applicants had been invited to attend and be represented at the meeting and with the exception of the applicants at (a) and (d) were present and heard.

Consideration of the applications at (a), (c) and (d) above was continued from the meeting held on 11th April, 2023.

(Prior to consideration of the application at (c) above, Councillor Hayes declared an interest in this item, as she was known to the applicant, and left the meeting for this item only).

2023.R.L.27

The reason for refusal of the applications at (a) and (d) above was that the applicants were not considered to be fit and proper persons to hold the licences applied for in view of the nature and extent of previous convictions recorded against them.

32. **CONSIDERATION OF POSSIBLE SUSPENSION OF LICENCE**

The Committee considered exercising power of suspension under paragraph 11 of Schedule 1 to the above Act in respect of the undernoted licence, and, having heard the the Council's Civic Government Licensing Enforcement Officer thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
Safaa Alsaffar	Taxi Driver 1589/0044317 Expiry Date: 17 August 2024

Decision

The Committee agreed to suspend the licence.

The Committee thereafter took a decision on the length of suspension.

Decision

The Committee agreed to suspend the licence until its expiry being 17 August 2024, this being with immediate effect.

The licenceholder had been invited to attend and be represented at the meeting but was not present.

The grounds for suspension of the above licence were that (i) the licenceholder was no longer considered to be a fit and proper person to hold the licence; (ii) the carrying on of the activity to which the licence related was likely to cause a threat to public safety; and (iii) conditions of the licence had been contravened.

33. **EXCLUSION OF PUBLIC AND PRESS**

The Committee resolved, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public and press from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 7A to the Act.

34. **CONSIDERATION OF POSSIBLE SUSPENSION OF LICENCE**

The Committee considered exercising power of suspension under paragraph 11 of Schedule 1 to the Civic Government (Scotland) Act 1982 in respect of the undernoted licence, and, having heard the Council's Lead Officer, Miscellaneous Licensing thereon, dealt with the licence as shown:-

2023.R.L.28

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
Stephen Greens	Taxi Driver 3178/0046964 Expiry Date: 18 December 2023

Decision

The Committee noted that the licenceholder had surrendered his licence.

The licenceholder had been invited to attend and be represented at the meeting but was not present.

35. APPLICATIONS IN RESPECT OF WHICH POLICE COMMENTS HAD BEEN MADE

The Committee considered applications for licences by the undernoted and, having heard the representative for Police Scotland (Fife Division) and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a)	James Barclay	Taxi Driver (renewal) 3 year

Decision

The Committee agreed to grant the licence with a warning.

(b)	John Mackenzie	Taxi Driver (renewal) 1 year
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Motion

Councillor Ellis, seconded by Councillor Hayes, moved that the licence be granted.

Amendment

Councillor MacDiarmid, seconded by Councillor Ballantyne-Wardlaw, moved, as an Amendment, that the licence be granted with a warning.

Vote

Amendment	-	7
Motion	-	6

Decision

The Committee agreed to grant the licence with a warning.

2023.R.L.29

- (c) Lee Faulks Window Cleaner
(new application)
3 year

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

The applicants had been invited to attend and be represented at the meeting and with the exception of the applicant at (c) were present and heard. The applicant at (a) was supported by his employer, Mitchell Harley, Taxi Operator.

The warning given to the applicants at (a) and (b) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

36. **OPPOSED APPLICATIONS**

The Committee considered applications for licences by the undernoted in respect of which police objections had been intimated and, having heard the representative for Police Scotland (Fife Division), dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(a)	Maros Gamec	Taxi Driver (new application) 3 year

Decision

The Committee noted that the applicant had now withdrawn his application for a Taxi Driver's licence.

(b)	Paul Maksymuik	Taxi Driver (new application) 1 year
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Decision

The Committee noted that the applicant had now withdrawn his application for a Taxi Driver's licence.

(c)	Stephen Whitehurst	Taxi Driver (new application) 1 year
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Motion

Councillor Ballantyne-Wardlaw, seconded by Councillor MacDiarmid, moved that the licence be refused.

Amendment

Councillor Brown, seconded by Councillor Pryde, moved, as an Amendment, that the licence be granted with a warning.

Vote

Amendment	-	6
Motion	-	6

The Convener exercised his casting vote in favour of the Amendment.

Decision

The Committee agreed to grant the licence with a warning.

The applicants and objector had been invited to attend and be represented at the meeting and all were present and heard. The applicant at (c) was represented by his Solicitor Iain McCafferty, Glenrothes.

Consideration of the application at (a) above was continued from the meeting held on 11th April, 2023.

The warning given to the applicant at (c) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

THE FIFE COUNCIL - CABINET COMMITTEE – GLENROTHES – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

4th May, 2023.

10.00 a.m. – 11.55 a.m.

PRESENT: Councillors David Ross (Convener), David Alexander, Lesley Backhouse, David Barratt, John Beare, James Calder, Fiona Corps, Altany Craik, Colin Davidson (substituting for Councillor Cara Hilton), Linda Erskine, Derek Glen, David Graham, Peter Gulline, Judy Hamilton, Gary Holt, Kathleen Leslie (substituting for Councillor Dave Dempsey), Rosemary Liewald, Carol Lindsay, Jonny Tepp, Ross Vettraino, Craig Walker and Jan Wincott.

ATTENDING: Steve Grimmond, Chief Executive; Elaine Muir, Head of Finance, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager (Committee Services) and Lesley Robb, Lead Officer, Legal and Democratic Services, Finance and Corporate Services; Carrie Lindsay Executive Director (Education and Children's Services) and Angela Logue, Head of Education and Children's Services; John Mills, Head of Housing Services, Mhairi Mullen, Service Manager, Helen Wilkie, Service Manager and Ian Dawson, Business Change Manager, Housing Services; Fiona McKay, Head of Strategic Planning, Performance and Commissioning Manager, Health and Social Care; Ken Gourlay, Executive Director (Enterprise and Environment) and Gordon Mole, Head of Business and Employability Services; Michael Enston, Executive Director (Communities); and Mary Caldwell, Religious Representative, Roman Catholic Church.

ALSO ATTENDING: Mr Juan Rodriguez, President of St. Andrews Student Association and Professor Richard Olver, Vice-Chair, Confederation of St. Andrews Residents' Association (for para. 107 only).

APOLOGIES FOR ABSENCE: Councillors Dave Dempsey and Cara Hilton, Mr. Brian Blanchflower, Religious Representative, Church of Scotland and Mr. Alastair Crockett, Religious Representative, Cupar Baptist Church.

Prior to the commencement of business, the Convener advised that he had been contacted by two individuals who had requested they each present a statement to the Committee in relation to Item No. 5 on the published agenda – Houses in Multiple Occupation (HMO): Review of the Overprovision Policy.

In terms of the Council's Standing Orders, there was no specific provision for deputations at the Cabinet Committee. The Convener, therefore, proposed a motion to suspend Standing Order Nos. 6.2 and 6.3 to allow the Committee to hear the 2 statements and that no questions would be taken in relation to two statements.

Councillor Hamilton seconded the motion.

The Committee unanimously agreed to accept the motion. The statements would be heard prior to officers' presentation of the report at para. 107.

104. DECLARATIONS OF INTEREST

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

Councillor Gulline, for transparency reasons, declared a connection relating to para. 107 - Houses in Multiple Occupation (HMO): Review of the Overprovision Policy - as owner of tenanted properties. However, as none of the properties he owned were in Fife or had Houses in Multiple Occupation Licenses, he concluded that he had no interest to declare.

105. MINUTES

- (i) Minute of the Cabinet Committee of 6th April, 2023.

Decision

The Committee agreed to approve the minute.

- (ii) Minute of the Appeals Sub-Committee of 17th April, 2023.

Decision

The minute was noted.

106. WAID CLUSTER SCHOOL LEADERSHIP MODELS: OUTCOME OF STAKEHOLDER ENGAGEMENT

The Committee considered a report by the Executive Director (Education and Children's Services) responding to a decision of the Cabinet Committee on 12th January, 2023 - to approve further consultation with parents/carers in the Waid Cluster on the full range of leadership models outlined in the School Leadership Models report, submitted to Cabinet on 15th December, 2022.

The report provided an overview of the outcome of the engagement with parents / carers, staff, pupils and other interested parties and provided recommended next steps to establish permanent and sustainable school leadership and management arrangements in the Waid Cluster area.

Decision

The Committee:-

- (1) noted the outcome of the engagement survey completed by parents/carers, staff, pupils and other interested parties in the Waid Cluster area; and
- (2) agreed the following recommended steps to establish permanent and sustainable school leadership and management arrangements in the Waid Cluster area:-
 - (a) continue with the single school leadership models at Waid Academy and Anstruther Primary School;
 - (b) sustain the joint leadership arrangement across Lundin Mill Primary School and Kirkton of Largo Primary School;
 - (c)/

- (c) create a joint leadership arrangement between Pittenweem Primary School and Crail Primary School that would create a non-teaching Headteacher across the schools with a 50/50 split of leadership and management time to each school. This would remove the Teaching Headteacher post at Crail Primary School. The combined roll of both establishments would be $96+96 = 192$ in August 2023. To support the transition to this model, a Principal Teacher would be funded. However, this would need to be reviewed in Summer 2024 to evaluate the financial sustainability of this additionality; and
- (d) create a joint leadership arrangement between St Monans, Elie and Colinsburgh Primary Schools. The combined roll of the three establishments would be $18+39+103 = 160$ in August 2023. This would create a leadership model that was financially sustainable for all schools.

107. HOUSES IN MULTIPLE OCCUPATION (HMO): REVIEW OF THE OVERPROVISION POLICY

Mr. Rodriguez, President of St. Andrews Student Association presented a statement to the Committee, on behalf of the Student Association, in relation to the terms of the published report.

Professor Olver, Vice-Chair of the Confederation of St. Andrews Residents' Association presented a statement to the Committee, on behalf of St. Andrews' residents, in relation to the terms of the published report.

The Committee then considered a report by the Head of Housing Services requesting a review of the housing policy for controlling HMO licence applications on the grounds of overprovision under Section 131A of the Housing (Scotland) Act 2006 (introduced by the Private Rented Housing (Scotland) Act 2011). Whilst the policy was introduced strategically for Fife on 30th August, 2018, it was applied to St. Andrews from 11th April, 2019 with a commitment to review implementation after three years.

Decision

The Committee:-

- (1) noted the outcome of the review of the HMO Overprovision Policy in maintaining a "no growth" position in relation to provision of HMOs in the St. Andrews area;
- (2) agreed to maintain the strategic HMO Overprovision Policy for Fife under Section 131A of the Housing (Scotland) Act 2006 (introduced by the Private Rented Housing (Scotland) Act 2011) within the defined HMO overprovision locality of St. Andrews;
- (3) approved a targeted approach within the current HMO overprovision policy to tackle the issue of student homelessness in St Andrews, to grant up to fifteen new HMO licences for a period of three years to accommodate students from September, 2023, managed by the University of St Andrews;
- (4) delegated the operational delivery of this targeted approach to the Housing Decision Panel; and
- (5)/

- (5) agreed that a further report to review the situation would be presented to the Committee at an appropriate time during 2024.

108. TACKLING DAMPNES AND MOULD IN COUNCIL HOUSES - PROPOSED ACTION PLAN

The Committee considered a joint report by the Head of Housing Services and the Head of Environment and Building Services outlining the work to date that Council Services had taken in supporting the Council's landlord role, to ensure that the incidence of condensation, dampness and mould in Council houses could be more effectively mitigated for the wellbeing of council tenants and their families.

Decision

The Committee:-

- (1) noted the progress made to date in responding to all outstanding tenants' complaints since the tragic death of Awaab Ishak in Rochdale;
- (2) agreed the proposed Approach and Action Plan, to mitigate the incidence of dampness, condensation and black mould more effectively in council houses;
- (3) agreed that the Approach and Action Plan would be supported by additional resources, sourced through existing HRA Revenue and Capital budgets in 2023/24;
- (4) agreed that a further report on Private Sector Tenants Housing Condition, in relation to dampness and mould be presented to the Cabinet Committee in Autumn 2023; and
- (5) agreed that a further review report on Tackling Dampness and Mould in Council Houses would be presented to the People and Communities Scrutiny Committee, after the summer recess period.

109. SHARED LIVES FIFE - UPLIFT OF PAYMENT FOR LONG-TERM PLACEMENTS

The Committee considered a report by the Director of Health and Social Care providing information on the proposed uplift in payments made to Shared Lives Fife carers, who provided support and accommodation to adults within their own homes on a long-term basis.

Decision

The Committee:-

- (1) agreed to match the highest current payment rates for long-term placements within Shared Lives schemes in Scotland, i.e. Scottish Borders; the rationale for this was to encourage growth into service and attract new carers bringing Fife in line with being one of the best paying authorities; and
- (2) agreed to the removal of Level 2 from the graded rates and move to three graded payment levels of Low, Medium and High in line with the Scottish Borders' framework.

THE FIFE COUNCIL - CABINET COMMITTEE – GLENROTHES – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

1 June 2023

10.00am – 12.10pm

PRESENT: Councillors David Ross (Convener), David Alexander, Lesley Backhouse, David Barratt, John Beare, James Calder, Fiona Corps, Altany Craik, Dave Dempsey, Linda Erskine, Derek Glen, David Graham, Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, Carol Lindsay, Lynn Mowatt (substituting for Councillor Rosemary Liewald), Jonny Tepp, Ross Vettraino, Craig Walker and Jan Wincott.

ATTENDING: Steve Grimmond, Chief Executive; Eileen Rowand, Executive Director (Finance and Corporate Services), Elaine Muir, Head of Finance, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Finance and Corporate Services; John Mills, Head of Housing Services and Gavin Smith, Service Manager (Housing Management Executive), Housing Services; Gordon Mole, Head of Business and Employability Services and Alison Laughlin, Economy Adviser, Business and Employability Services; Shelagh McLean, Head of Education and Children's Services (Early Years and Directorate Support); and Michael O'Gorman, Service Manager, Estates.

APOLOGY FOR ABSENCE: Councillor Rosemary Liewald.

URGENT BUSINESS BROUGHT FORWARD BY THE CONVENER

- In terms of Standing Order No. 3.8(2), the Convener advised of a report that he had agreed to accept as urgent business – Prescribing the Minimum Annual Number of Learning Hours – Consultation Response - due to the consultation deadline of 13 June which was before the next Cabinet meeting. The item was considered at para. 115 below.
- In terms of Standing Order No. 8.1(2), the Convener advised of a motion that he had agreed to accept as urgent as a result of the announcement this week that the Scottish Fire and Rescue Service were proposing reductions in service appliances including fire engines and height appliances removed from across Fife. The motion was considered at para. 116 below.

110. DECLARATIONS OF INTEREST

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

111. MINUTES

- (i) Minute of the Cabinet Committee of 4th May, 2023.

Decision

The Committee agreed to approve the minute.

- (ii)/

(ii) The following minutes were submitted for noting:-

- East Fife Education Trust Committee and West Fife Education Trust Committee of 22nd March, 2023
- Appeals Sub-Committee of 18th May, 2023

Decision

The minutes were noted.

112. RESETTLEMENT OF VULNERABLE PEOPLE IN FIFE

The Committee considered a report by the Head of Housing Services providing a general update in relation to all aspects of the work being co-ordinated through the Resettlement Core Group with a specific focus on the emerging pressures. The report sought approval to develop a former care home to provide medium-term accommodation to arrivals from Ukraine.

Decision

The Committee:-

- (1) agreed the partnership would support a regional approach to decommission ship accommodation by working closely with Migration Partnerships and colleagues in Edinburgh;
- (2) approved, in principle, the re-provisioning of a former Care Home for a 2-3 year period following consultation with Levenmouth Area Committee, subject to viability checks and confirmation of Scottish Government funding; and
- (3) noted that arrangements to replace Bridging accommodation with a more community-based response within MoD leased accommodation, as approved by the Cabinet Committee previously, were ongoing.

113. SCOTTISH GOVERNMENT CONSULTATION ON DRAFT ENERGY STRATEGY AND JUST TRANSITION PLAN

The Committee considered a report by the Head of Business and Employability Services seeking retrospective agreement on Fife Council's position on the Scottish Government Consultation on the draft Energy Strategy and Just Transition Plan.

The meeting adjourned at 10.35am and reconvened at 10.50am.

Motion

Councillor David Ross, seconded by Councillor Jan Wincott, moved that the recommendations contained within the report be approved.

Amendment

Councillor David Alexander, seconded by Councillor Derek Glen, moved amendments as detailed in the Appendix to this minute.

The mover of the motion agreed to accept the amendment.

Decision/

Decision

The Committee:-

- (1) noted and agreed Fife Council's response to the consultation including the amended responses to items 20 to 26 and 36, 38 and 39, as detailed in the Appendix to this minute;
- (2) agreed that any outcomes affecting Fife Council and its strategies would be considered by Cabinet Committee ahead of implementation; and
- (3) agreed that the Fife consultation response informed change approaches and policy development for Leading Economic Recovery, Addressing the Climate Emergency and Tackling Poverty, together with the implementation of Community Wealth Building approaches

114. FIFE ECONOMIC STRATEGY 2023-30

The Committee considered a report by the Head of Business and Employability Services seeking approval of the Fife Economic Strategy 2023-2030.

Decision

The Committee:-

- (1) commented upon and approved the new Fife Economic Strategy 2023-30 and delegated to the Head of Business and Employability Services to make any minor amendments to the document ahead of publication;
- (2) noted that a delivery plan would be prepared by the Head of Business and Employability Services in liaison with the Plan4Fife Leading Economic Recovery Board and other key stakeholders;
- (3) noted that progress against the key priorities identified within the strategy would be monitored via regular reports to the Finance, Economy and Corporate Services Scrutiny Committee; and
- (4) noted that approval for specific projects brought forward as part of the strategy and delivery plan would be sought from the relevant Committees as appropriate.

115. URGENT ITEM - PRESCRIBING THE MINIMUM ANNUAL NUMBER OF LEARNING HOURS - CONSULTATION RESPONSE

The Committee considered a report by the Executive Director (Education and Children's Services) outlining the proposed feedback from Fife Council on the Scottish Government's document "Prescribing the minimum annual number of learning hours: consultation".

Decision

The Committee:-

- (1) commented on and approved the consultation feedback on the minimum annual number of learning hours consultation; and
- (2) authorised officers to make such amendments to the consultation response as may be necessary.

116. URGENT MOTION – SCOTTISH FIRE AND RESCUE SERVICE CUTS

Motion

Councillor David Ross, seconded by Councillor David Graham, moved as follows:-

"Scottish Fire and Rescue Service Cuts

The Committee notes proposals announced by the Scottish Fire and Rescue Service to withdraw appliances from Methil, Glenrothes, Dunfermline and Kirkcaldy, including the high reach appliance from Kirkcaldy, as part of a budget cuts exercise.

The Committee expresses its serious concerns about these proposals to withdraw appliances from Fife and mandates the Leader and Chief Executive to engage with the Scottish Fire and Rescue Service to express these concerns and to seek the withdrawal of these proposals".

Amendment

Councillor Ross Vettraino, seconded by Councillor John Beare, moved as follows:-

"Scottish Fire and Rescue Service withdrawal of appliances

The Committee notes proposals by the Scottish Fire and Rescue Service (SRFS) to withdraw appliances temporarily or otherwise from Methil, Glenrothes, Dunfermline and Kirkcaldy, including the high reach appliance from Kirkcaldy.

The Committee expresses its deep concern about the proposal to withdraw appliances from Fife and mandates the Council Leader (Cllr D Ross), the Spokesperson for People & Communities (Cllr J Hamilton), the Convener of the People & Communities Scrutiny Committee (Cllr E Clarke) and the Chief Executive of the Council to engage collectively with SRFS to express the concerns of the Committee and to seek the withdrawal of these proposals.

The Committee also refers the matter to the People and Communities Scrutiny Committee for their urgent consideration, inviting the Chair of the Scrutiny Committee (Cllr E Clarke) to consider adding the item to the agenda of the meeting on 7 June 2023 as urgent business. The Committee agrees that the Scrutiny Committee should also consider using its power to invite the Chief Officer of the SRFS, or their representative, to attend the Committee meeting on June 7th to allow members to examine the proposals".

The movers of the motion and the amendment agreed to conjoin. The amended conjoined motion was agreed as follows:-

"Scottish Fire and Rescue Service withdrawal of appliances

The Committee notes proposals by the Scottish Fire and Rescue Service (SFRS) to withdraw appliances temporarily or otherwise from Methil, Glenrothes, Dunfermline and Kirkcaldy, including the high reach appliance from Kirkcaldy, as part of a budget cuts exercise.

The/

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The Committee expresses its deep concern about the proposal to withdraw appliances from Fife and mandates the Council Leader (Cllr D Ross), the Spokesperson for Communities & Leisure (Cllr L Erskine), the Convener of the People & Communities Scrutiny Committee (Cllr E Clarke) and the Chief Executive of the Council to engage collectively with SFRS to express the concerns of the Committee and to seek the withdrawal of these proposals.

The Committee also refers the matter to the People and Communities Scrutiny Committee for their urgent consideration, inviting the Chair of the Scrutiny Committee (Cllr E Clarke) to consider adding the item to the agenda of the meeting on 8 June 2023 as urgent business. The Committee agrees that the Scrutiny Committee should also consider using its power to invite the Chief Officer of the SFRS, or their representative, to attend the Committee meeting on June 8th to allow members to examine the proposals".

Decision

The Committee unanimously agreed the amended conjoined motion.

117. PROPOSED DISPOSAL - ST. MARY'S PLACE, ST. ANDREWS

The Committee considered a report by the Executive Director (Enterprise and Environment) seeking approval to dispose of the formal local office at St. Mary's Place, St. Andrews.

Decision

The Committee approved the disposal on the terms detailed in the report.

**THE FIFE COUNCIL - STANDARDS, AUDIT AND RISK COMMITTEE –
BLENDED MEETING**

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes.

25 May, 2023

10.00 am – 11.40 am

PRESENT: Councillors Dave Dempsey (Convener) Lesley Backhouse, John Beare, Al Clark, Gary Holt, Sarah Neal, Gordon Pryde and Ann Verner.

ATTENDING: Elaine Muir, Head of Finance; Pamela Redpath, Service Manager – Audit and Risk Management Services; Gordon Mole, Head of Business and Employability; Paul Vaughan, Head of Communities and Neighbourhoods; Andy Maclellan, Community Projects Team Manager, Community Projects Team; Shelagh McLean, Head of Education and Childrens Services (Early Years and Directorate Support); Kevin Funnell, Service Manager (Operations), Education and Childrens Services; Anne-Marie Cardle, Service Manager - Human Resources Service; Helen Wilkie, Service Manager - Housing Supply, Regeneration and Stock Condition; Michael O’Gorman, Service Manager - Estates and Asset Management, Estates; Allan Barclay, Service Manager, Commercial Services; Martin Kotlewski, Service Manager – BTS Solutions and Service Assurance; Fiona McKay, Head of Strategic Planning, Performance and Commissioning Manager, Health and Social Care; Roy Lawrence, Principal Lead for Organisational Development and Culture, HSCP Health and Social Care; Anne Bence, Accountant, Finance Operations; Hazel Hastie, Auditor, Audit and Risk Management Services; Helena Couperwhite, Manager - Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Jamie Dale, Chief Internal Auditor, Aberdeenshire Council and Karen Jones, Director of Audit and Assurance, Azets.

APOLOGIES FOR ABSENCE: Councillors Tom Adams and Graeme Downie.

36. DECLARATIONS OF INTEREST

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

37. MINUTE

The Committee agreed to approve the minute.

38. EXTERNAL QUALITY ASSESSMENT

The Committee considered a report by the Service Manager, Audit and Risk Management Services, delivering a report by Aberdeenshire Council's Chief Internal Auditor on the External Quality Assessment of Fife Council's Audit Services.

Decision

The Committee:-

- (1) noted the content of the External Quality Assessment report by Aberdeenshire Council's Chief Internal Auditor, as detailed in Appendix A to the report and thanked the Chief Internal Auditor for their efficiency in the delivery of the External Quality Assessment process; and
- (2) acknowledged with appreciation, that Fife Council's Internal Audit Service fully conformed with the required Public Sector Internal Audit Standards (PSIAS) and thanked the officers and elected members for their involvement during the assessment process.

39. 2022/23 ISSUED AUDIT REPORTS

The Committee considered a report by the Service Manager, Audit and Risk Management Services, summarising findings from the Internal Audit Reports finalised since the last meeting of the Standards, Audit and Risk Committee. The report highlighted any areas of concern and, if applicable, instances where Services were not taking appropriate action.

Decision

The Committee:

- (1) noted the contents of the report and the summary of findings detailed at Appendix 1 to the report; and
- (2) requested, in regard to report number nine - Safeguarding, officers from Education and Childrens Services, Health and Social Care Partnership and Human Resources Service notify the Service Manager, Audit and Risk Management Services and committee members with confirmation that the action identified as critical had been implemented, expected implementation by 30 June 2023.

Councillor Al Clark left the meeting during consideration of the above item.

40. POST AUDIT REVIEW (PAR) REPORT

The Committee considered a report by the Service Manager, Audit and Risk Management Services, updating on progress towards implementing internal audit recommendations previously agreed with Management.

Decision

The Committee noted the contents of the report and the progress that had been made in implementing recommendations.

Councillor Al Clark joined the meeting during consideration of the above item.

41. 2023/24 INTERNAL AUDIT PLAN

The Committee considered a report by the Service Manager, Audit and Risk Management Services, providing the Internal Audit Plan for the 2023/24 financial year, the outcome from the review of the 2022/23 Internal Audit Plan and an update on progress made towards delivering planned assignments.

Decision

The Committee:-

- (1) approved the 2023/24 Internal Audit Plan as detailed at Appendix A to the report;
- (2) approved the amendments made to the 2022/23 Internal Audit Plan; and
- (3) noted the update on progress made towards delivering the 2022/23 Internal Audit Plan, and last assignment from the 2021/22 Internal Audit Plan detailed at Appendix B to the report.

42. STANDARDS, AUDIT AND RISK COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Standards, Audit and Risk Committee Forward Work Programme.

Decision

The Committee noted:-

- (1) the contents of the Standards, Audit and Risk Committee Forward Work Programme which would be updated accordingly; and
- (2) that the final accounts for the Fife Council and Charitable Trusts would be presented to either, the Committee meeting on 28 September, 2023 or 30 October, 2023 and that the alternative meeting would be cancelled. Committee would receive confirmation of the meeting date the accounts would be submitted to, in due course.

THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

24th May, 2023

2.00 p.m. – 5.10 p.m.

PRESENT: Councillors Craig Walker (Convener), John Beare, Altany Craik, Julie Ford, Peter Gulline, Lynn Mowatt, Derek Noble, Ross Vettraino and Jan Wincott.

ATTENDING: Norman Laird, Community Manager (Glenrothes), Chris Miezeitis, Area Community Development Team Manager, Community Development Team (Glenrothes); Karen Lees, Education Manager, Avril McNeill, Headteacher, Glenrothes High School; Keith Johnston, Technician Engineer, Traffic Management South; and Diane Barnet, Committee Officer, Legal & Democratic Services.

ALSO ATTENDING: Michelle Sweeney, Director of Creative Development & Delivery and Karen Taylor, Programme Manager, Fife Cultural Trust, OnFife (for Para. 52); Inspector Kirk Donnelly, Police Scotland (Fife) (for Para. 53); and Station Commander Scott Neilson, Scottish Fire & Rescue Service (Fife) (for Para. 54).

APOLOGY FOR ABSENCE: Councillor Daniel Wilson.

50. DECLARATIONS OF INTEREST

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

51. MINUTE

The Committee considered the minute of the Glenrothes Area Committee of 22nd March, 2023.

Decision

The Committee agreed to approve the minute.

52. ONFIFE UPDATE

The Committee considered a report and presentation by the Director of Creative Development and Delivery, providing an update on OnFife's service offer in the area, reviewing activity in the past six months and outlining plans in the coming year.

Decision/

Decision

The Committee:-

- (1) noted the information provided;
- (2) agreed to consider how OnFife could better engage with and support the ongoing work within the area; ensure a joined-up approach to service delivery which would enhance their offering to communities in Glenrothes; expand the return on investment of the public pound; and contribute to the Community Wellbeing agenda; and
- (3) agreed to consider update reports on activity on a 6-monthly basis going forward.

Councillors Craik and Ford joined the meeting during consideration of the following item.

53. OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN GLENROTHES AREA – 1ST APRIL 2022 TO 31ST MARCH 2023

The Committee considered a report by Inspector Kirk Donnelly, Community Inspector, Glenrothes providing information on matters impacting on or involving Police Scotland which had relevance to community safety in the Glenrothes policing area.

Decision

The Committee noted the updates provided.

54. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN ANNUAL PERFORMANCE REPORT

The Committee considered a report by Scott Neilson, Station Commander, Glenrothes providing incident information for the period 1st April, 2022 to 31st March, 2023. The incident information provided an overview of the Scottish Fire and Rescue Service (SFRS) Glenrothes Committee area against its key performance indicators (KPIs).

Decision

The Committee noted the progress across the range of KPI's detailed in the report.

55. UPDATE ON EXPERIMENTAL SCHOOL EXCLUSION ZONE AND PROPOSED PARKING RESTRICTIONS - PITCOUDIE PRIMARY SCHOOL (IONA PARK, GLENROTHES)

The Committee considered a report by the Head of Roads and Transportation Services:

- (1) providing an update on the experimental School Exclusion Zone for Pitcoudie Primary School; and
- (2)/

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- (2) seeking approval of a proposal to introduce a parking restriction in Pitcoudie Avenue and lock-up site, Glenrothes.

Decision

The Committee:-

- (1) noted the update on the experimental School Exclusion Zone for Pitcoudie Primary School; and
- (2) requested a report to a future meeting on the proposed parking restrictions within the lock-up site - following consultation with Ward members, Housing Services and owners of the lock-ups. Officers were asked to explore with Housing Services the appropriateness of a barrier system to address inconsiderate parking arising from the Temporary Experimental School Exclusion Zone if this became permanent.

The Committee adjourned at 3.45 p.m. and re-convened at 4.00 p.m.

56. REPORT ON EDUCATIONAL OUTCOMES - 2021/22

The Committee considered a report by the Executive Director, Education and Children's Services providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2021/22. The report also provided an overview of the range of strategies being developed to support the key priority to raise attainment.

Decision

The Committee noted:-

- (1) the overall progress in raising levels of attainment in 2021/22; and
- (2) the strategies being implemented to raise attainment.

Councillor Craik left the meeting prior to consideration of the following item.

57. SUPPORTING THE GLENROTHES LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST – THRIVING PLACES

The Committee considered a report by the Head of Communities and Neighbourhoods seeking funding for the 2022/23 financial year to support an increased Police resource in the Glenrothes Area for one year initially, following a rise in anti-social behaviour and violent crime. The total amount of funding requested was £47,178 split as follows: Ward 13 - £16,701; Ward 14 - £17,220; and Ward 15 - £13,257.

Decision

The Committee:-

- (1) approved the funding request for the additional Police resource, which was key to a successful partnership approach in addressing the rise in anti-social behaviour and violent crime and agreed the funding be split across the Ward budgets as follows:
 - Ward/

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- Ward 13: £16,701;
 - Ward 14: £17,220;
 - Ward 15: £13,257;
- (2) noted Police Scotland would match this spend to create a team of two Police officers dedicated to addressing anti-social behaviour; and
- (3) requested an update report for this Committee's consideration in 9 months' time on outcomes in addressing anti-social behaviour and violent crime in the Glenrothes area.

58. **SUPPORTING THE GLENROTHES LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST – CLD SUMMER PROGRAMME**

The Committee considered a report by the Head of Communities and Neighbourhoods relating to an application from the Glenrothes Area Community Learning and Development (CLD) Team seeking £26,420 from the Local Community Planning budget to support CLD led activity for children, young people and families during the summer break.

Decision

The Committee:-

- (1) agreed to allocate £26,420 of funding from the Local Community Planning budget to support the CLD led activity detailed in the report;
- (2) noted that the CLD led activity would form part of a wider summer partnership programme;
- (3) requested an elected member briefing detailing all other activities in addition to that funded and provided by Fife Council in the Glenrothes area for children, young people and families during the summer break; and
- (4) requested an outcome report for this Committee's consideration at its meeting on 4th October, 2023, including the uptake of the summer activities, by whom and from where in the Glenrothes area children, young people and families had travelled.

59. **SUPPORTING THE PLAN 4 GLENROTHES AREA: COMMUNITY RECOVERY FUND**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of £40,800 funding from the Community Recovery Fund to support a range of proposals for the Glenrothes area as follows:-

- (a) Hope, Health and Happiness - Brighter Futures Health Hub project (£14,300); and
- (b) Community Kick About and Children's Activity Groups - Glenrothes Community Sports and Health Hub (£26,500) to cover the project for 2 years.

Decision/

Decision

The Committee:-

- (1) agreed to allocate a total of £40,800 funding from the Community Recovery Fund as follows:-
 - (a) Hope, Health and Happiness - £14,300; and
 - (b) Community Kick About and Children's Activity Groups - £26,500;
- (2) noted sufficient funds were available in the Community Recovery Fund to support the proposal; and
- (3) noted that the balance remaining in the Reform and Recovery budget following the allocations approved at (1) above was £1,183,482.

60. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The Committee:-

- (1) noted the draft workplan;
- (2) agreed, as detailed at Para. 52. (3) above, to consider a 6-monthly update report from OnFife;
- (3) agreed, as detailed at Para. 55. (2) above, to consider a report on proposed parking restrictions at Pitcoudie Primary School;
- (4) agreed, as detailed at Para. 57. (3) above, to consider an update report in 9 months' time on outcomes in addressing anti-social behaviour and violent crime in the Glenrothes area;
- (5) agreed, as detailed at Para. 58. (4) above, to consider an outcome report at its meeting on 4th October, 2023, on the uptake of summer activities;
- (6) agreed, with reference to the report on Selling of Lock Ups – Glenrothes, scheduled for consideration at its meeting on 30th August, 2023 to request officers include information on all lock-up and garage sites across Glenrothes; and
- (7) otherwise agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items to include on the workplan, within the remit of the Committee.

61./

61. PROPERTY TRANSACTIONS

The Committee considered a report by the Senior Manager, Property Services advising on action taken using the List of Officer Powers in relation to property transactions.

Decision

The Committee noted the contents of the report.

THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

31 May, 2023

9.30 am – 12.40 pm

PRESENT Councillors Colin Davidson (Convener), Tom Adams, Ken Caldwell David Alexander, Eugene Clarke, David Graham, John O'Brien, and Alistair Suttie.

ATTENDING: David Paterson, Community Manager (Area), Communities and Neighbourhoods; Kevin O'Kane, Greenspace Partnership Officer; Paul Coleman, Safer Communities Team Manager, Sara Gray, Safer Communities Lead Officer, Housing Services; Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care Partnership; Scott Clelland, Service Manager - Parks, Streets & Open Spaces; Alexander Anderson, Service Manager (Domestic Waste and Street Cleansing), Waste Operations; Shelagh McLean, Head of Education & Children's Services (Early Years and Directorate Support), Education and Children's Services and Michelle Hyslop, Committee Officer, Committee Services.

ALSO ATTENDING: Christine McLean, Head of Cultural Heritage and Wellbeing, Museum & Heritage Service, Fife Cultural Trust; Susan Anne Knight, Scottish Ambulance Service; Fiona Mcguire, NHS Fife; Niall Miller, Scottish Fire & Rescue Service; Chris Dow, Chief Inspector and Matthew Spencer, Inspector, Police Scotland.

During the committee business, the Convener intimated the intention to vary the sequence of items from that on the agenda, to take item 11 (para 67) directly after item 9 (para 66) due to the presenting officer requiring to attend urgent business.

59. DECLARATIONS OF INTEREST

Councillor Ken Caldwell declared an interest in Para. 75 – Supporting the Levenmouth Local Community Plan – Terras Hall Project – Community Recovery Fund as he was a board member at Terras Hall.

60. MINUTE

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 5 April, 2023.

Decision

The Committee agreed to approve the minute.

61. HEALTH & SOCIAL CARE LOCALITY PLANNING – LEVENMOUTH

The Committee considered a report by the Head of Community Care Services (Senior Team Lead for Levenmouth Health & Social Care Locality Planning Group) asking members to consider funding an innovate approach to supporting people who contact emergency services with a mental health need/emotional distress.

Decision

The Committee agreed: -

- (1) to fund £91,857.00 from the community recovery fund to allow the implementation of the test of change as noted in section 2 of the report; and
- (2) that officers would undertake some further exploration work to possibly extend the test of change for a longer period than 6 months.

62. OPERATIONAL AND COMMUNITY BRIEFING ON POLICING ACTIVITIES WITHIN LEVENMOUTH

The Committee considered a report by the Local Area Commander, Police Scotland, providing an update on matters impacting on and involving Police Scotland, which had relevance to Community Safety within the Levenmouth Area.

Decision

The Committee agreed to note the action taken to date and support Police Scotland moving forward in addressing priorities within the Levenmouth Area.

63. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN ANNUAL PERFORMANCE REPORT

The Committee considered a report by the Station Commander for Levenmouth Area, Scottish Fire and Rescue Service (SFRS), providing an update on incident information within the Levenmouth Area for the period 1st April, 2022 to 31st March, 2023.

Decision

The Committee noted the progress across a range of key performance indicators as detailed in the report.

64. SAFER COMMUNITIES TEAM UPDATE REPORT

The Committee considered a report by the Head of Housing Services, providing an update on the operational activity of the Safer Communities Team within the Levenmouth Committee Area during the twelve-month period 1st April, 2022 to 31st March, 2023.

Decision

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

65. REPORT ON EDUCATIONAL OUTCOMES 2021/22

The Committee considered a report by the Executive Director, Education & Children's Services, providing members with the details of the attainment

outcomes achieved by pupils within the area's schools during the school year 2021/22.

Decision

The Committee noted:

- (1) the overall progress in raising levels of attainment in 2021/22; and
- (2) the strategies being implemented to raise attainment.

66. GROUNDS MAINTENANCE SERVICE, DOMESTIC WASTE AND STREET CLEANSING SERVICE ANNUAL REVIEW 2022-23

The Committee considered a report by the Head of Environment and Building Services, updating members on the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2022.

Decision

The Committee noted: -

- (1) the improvement in grounds maintenance, domestic waste collection and street cleansing services in 2022; and
- (2) the plans to deliver local priorities and help communities shape their environment.

The meeting adjourned at 11.40 am and reconvened at 11.50 am.

67. PLAY SPACES CATEGORISATION – LEVENMOUTH AREA

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking approval of the Play Spaces Categorisation for the Levenmouth Area to create better quality and more inclusive play spaces.

Decision

The Committee: -

- (1) approved the play spaces categorisation for the Levenmouth Area; and
- (2) agreed to review the implementation plan at a future meeting (if required) which would specify how the categorisation and improvement of play spaces would be programmed and progressed.

68. LEVENMOUTH LOCAL COMMUNITY PLAN

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking final agreement on the noted priorities for the 2023-2026 Levenmouth Local Community Plan.

Decision

The Committee: -

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- (1) agreed the current draft priorities that would form the basis of the Levenmouth Community Plan for 2023-2026;
- (2) noted the supported statement of improvement actions and current activities that were aligned to the priorities as detailed in the report; and
- (3) noted the content of the vision statement document that highlighted further detail on current activities within Levenmouth.

69. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – ONFIFE METHIL HERITAGE CENTRE - COMMUNITY RECOVERY FUND.

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement to contribute £44,153 from the Community Recovery Fund towards the cost of employing a Community Engagement Officer at Methil Heritage Centre.

Decision

The Committee: -

- (1) agreed to contribute £44,153 towards the cost of employing a Community Engagement Officer at the Methil Heritage Centre to 31st March, 2024; and
- (2) noted that a further report would be brought back to the Committee to secure £65,268 from the Community Recovery Fund, as a continuation of the funding for the Community Engagement Officer post to 31st March, 2025.

70. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – GREENER KIRKCALDY FUEL POVERTY APPROACH - COMMUNITY RECOVERY FUND.

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement for a contribution of £30,000 from the Community Recovery Fund towards the cost of providing ongoing assistance and advice on fuel poverty concerns within the Levenmouth Area.

Decision

The Committee agreed to contribute £30,000 to cover the costs relevant to the package of work as detailed in the report.

71. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – FIXED ELECTRICAL CONNECTION UNEXPECTED GARDEN - COMMUNITY RECOVERY FUND

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement for a contribution of £6,323.37 from the Community Recovery Fund towards the cost of installing a fixed underground electrical connection to the event space at the Unexpected Garden at Leven Centre.

Decision

The Committee agreed to contribute £6,323.37 to cover the costs of installing an electrical connection to the event space at the Unexpected Garden at Leven Centre.

72. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – PUMP TRACK KENNOWAY ADDITIONAL COSTS - COMMUNITY RECOVERY FUND

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement to contribute £28,950 from the Community Recovery Fund, towards the additional costs relevant to the pump track development in Kennoway.

Decision

The Committee: -

- (1) agreed to contribute £28,950 to cover the extra costs relevant to the pump track development at Kennoway; and
- (2) noted the reasons for the additional costs as detailed in the report.

73. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – CASTLE FURNITURE LEVENMOUTH INDEPENDENCE INITIATIVE (LII) - COMMUNITY RECOVERY FUND.

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement to contribute £30,000 from the Community Recovery Fund, to allow Castle Furniture Levenmouth Independence Initiative to deliver an enhanced package of help through the provision of furniture and white goods to households in need.

Decision

The Committee: -

- (1) agreed to contribute £30,000 to cover the costs relevant to the enhanced package of assistance to provide furniture and white goods to referred households in need;
- (2) noted that most items distributed would be reused and reconditioned items, which supports the aims in progressing activity to help the positive impact on climate change concerns; and
- (3) noted that the proposal would be subject to regular progress reports at future ward meetings.

74. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – KENNOWAY DEN GROUND REMEDIATION - COMMUNITY RECOVERY FUND

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £10,000 from the Community

Recovery Fund towards the cost of proposed remediation work at Kennoway Den.

Decision

The Committee: -

- (1) agreed to contribute £10,000 to cover the costs relevant to the required ground remediation work at Kennoway Den;
- (2) noted that £5,000 match funding had been earmarked by the Parks Development Team; and
- (3) noted that the final costs had not been finalised at this stage, however the estimated cost of works was based on similar works undertaken within Kennoway Den previously.

Having earlier declared an interest, Councillor Caldwell left the meeting prior to consideration of the following item.

75. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – TERRAS HALL PROJECT – COMMUNITY RECOVERY FUND.

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £28,200 from the Community Recovery Fund towards the cost of an improvement package for the internal configuration at the Terras Hall in East Wemyss.

Decision

The Committee agreed to contribute £28,200 to cover the costs relevant to the package of works as detailed in the report.

Councillor Caldwell re-joined the meeting following consideration of the above item.

76. PROPERTY TRANSACTIONS

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

Decision

The Committee noted the content of the report.

77. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director of Finance and Corporate Services in support of the Committee's consideration of the Levenmouth Area Committee Forward Workplan.

Decision

The Committee reviewed and agreed on the content of the forward work plan for the Levenmouth Area Committee.

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THE FIFE COUNCIL - CITY OF DUNFERMLINE AREA COMMITTEE – BLENDED MEETING

Civic Centre, Inverkeithing

6 June 2023

9.30am – 1.30pm

PRESENT: Councillors James Calder (Convener), Naz Anis-Miah, Lynn Ballantyne-Wardlaw, Auxi Barrera, Aude Boubaker-Calder, Gavin Ellis, Derek Glen, Jean Hall-Muir, Cara Hilton, Jim Leishman and Gordon Pryde.

ATTENDING: Norman Laird, Community Manager (Glenrothes Area), Shirley Melville, Area Community Development Team Manager and Lindsay Gilfillan, Project Manager, Communities and Neighbourhoods Service; Deborah Davidson, Education Manager, Mick McGee, Headteacher (St Columba's High School) and Iain Yuile, Headteacher (Dunfermline High School), Education and Children's Services; Lesley Craig, Lead Consultant (Traffic Management North) and Allan Maclean, Lead Consultant (Sustainable Traffic and Travel), Roads and Transportation Services; Patricia Spacey, Safer Communities Team Manager and Michael Collins, Safer Communities Lead Officer, Housing Services; and Emma Whyte, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

ALSO IN ATTENDANCE: Chief Inspector Kathryn Fairfield, Inspector Neil McGurk, Police Scotland and Station Commander Craig Robertson, Scottish Fire and Rescue Service (for paras. 67, 68 and 69 only).

61. DECLARATIONS OF INTEREST

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

62. MINUTES

- (a) The committee considered the minute of the meeting of the City of Dunfermline Area Committee of 25 April 2023.

Decision

The committee agreed to approve the minute.

- (b) The committee considered the minute of the meeting of the West Fife Area Common Good Sub-Committee of 7 February 2023.

Decision

The committee agreed to approve the minute.

63. REPORT ON EDUCATIONAL OUTCOMES 2021/22

The committee considered a report by the Executive Director (Education and Children's Services) providing members with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2021/22.

Decision

The committee:-

- (1) noted the overall progress in raising levels of attainment in 2021/22 and the strategies being implemented to raise attainment; and
- (9) requested that a further report be submitted to the committee with detailed attainment data for each of the four High Schools in Dunfermline.

64. PROPOSED MANDATORY CYCLE LANE – B916 ABERDOUR ROAD, DUNFERMLINE

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a mandatory two-way cycle lane on the B916 Aberdour Road, Dunfermline.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a mandatory two-way cycle lane as detailed in Drawing No. TRO23_08 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

65. PROPOSED TAXI RANK – QUEEN MARGARET HOSPITAL, DUNFERMLINE

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a taxi rank at Queen Margaret Hospital, Dunfermline.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce and amend the parking restrictions detailed in Drawing No. TRO22_13 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

66. B912 WHITEFIELD ROAD, DUNFERMLINE – PROPOSED 30MPH SPEED LIMIT

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a 30mph speed limit on the B912 Whitefield Road, Dunfermline.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to reduce the current 40mph speed limit on Whitefield Road to 30mph as detailed in Drawing No. TRO23_28/P with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

67. SAFER COMMUNITIES ANNUAL PERFORMANCE REPORT

The committee considered a report by the Head of Housing Services updating members on the operational activity of the Safer Communities Team within the Dunfermline Committee area during the twelve month period 1 April 2022 to 31 March 2023.

Decision

The committee noted the contents of the report.

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

68. POLICE SCOTLAND ANNUAL PERFORMANCE REPORT

The committee considered a report by the Chief Inspector, Police Scotland providing an update on the policing activity within the City of Dunfermline Area.

Decision

The committee noted the contents of the report.

69. SCOTTISH FIRE AND RESCUE SERVICE ANNUAL PERFORMANCE REPORT

The committee considered a report by the Station Commander, Dunfermline Community Fire Station, Scottish Fire and Rescue Service providing an update on incident information for the period 1 April 2022 to 31 March 2023.

Members were provided with an update on the recent announcement that the Scottish Fire and Rescue Service were proposing reductions in service appliances including fire engines and height appliances removed from across Fife and the impact this would have on the Dunfermline area.

Decision

The committee noted the contents of the report.

70. COMMUNITY RECOVERY FUND PROPOSALS

The committee considered a report by the Head of Communities and Neighbourhoods Service advising members of the current proposals relating to the Community Recovery Fund (CRF) allocated to the City of Dunfermline area and seeking agreement from the Area Committee on several projects that were ready to commence within the current financial year 2023/24.

Members were advised that the contribution towards the Crossford Allotment extension and wetland should have been £60,000 and not £79,900 as detailed in the report.

Decision

The Committee agreed to approve the following list of projects totalling £282,698:-

- Development of St. Leonard's Playpark, Brucefield - £60,000
- Crossford Allotment extension and wetland - £60,000
- Steading for Wellbeing - £100,000
- Food Development Worker - £42,798

71. LOCAL COMMUNITY PLANNING BUDGET REQUEST - BRANCHING OUT - WELLBEING THROUGH HERITAGE

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £19,910 from the Local Community Planning area wide budget to develop the innovative green health referral programme of woodland activities - Branching Out - for the Dunfermline area.

Decision

The committee agreed to defer consideration of this application to allow the applicant time to consider applying for funding from other sources.

72. LOCAL COMMUNITY PLANNING BUDGET REQUEST - NETWORKING BALDRIDGEBURN AND TOUCH COMMUNITY CENTRES

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £16,452.30 from the Area Anti-Poverty fund to deliver the installation of Fife Council IT Network within Baldridgeburn and Touch Community Centres.

Decision

The committee agreed:-

- (1) a contribution of £16,452.30 from the Dunfermline area wide budget (instead of the Area Anti-Poverty fund as detailed in the report) for the purpose of installing a new IT provision which would have a significant impact on local communities and council officers delivering services locally;
- (2) that a Local Community Planning Budget Request for the installation of IT Network provision at Kingseat Community Centre be submitted to a future meeting of the committee; and

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- (3) that an evaluation of IT network availability in all community centres in the Dunfermline be undertaken.

Councillors Anis-Miah and Boubaker-Calder left the meeting during consideration of the above item.

73. LOCAL COMMUNITY PLANNING BUDGET REQUEST - HEALTHY HOMES, DUNFERMLINE

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £24,731 from the Area Anti-Poverty fund to build on the success of the 2021/22 Health Homes project to increase the number of households being supported in the Dunfermline area.

Decision

The committee agreed a contribution of £24,731 from the Area Anti-Poverty fund for the purpose of targeting the delivery of energy advice and handy service to older people, those leaving hospital and people with a long-term illness or disability who might not otherwise access energy advice.

74. LOCAL COMMUNITY PLANNING BUDGET REQUEST - COSY KINGDOM - WARM AND INFORMED DUNFERMLINE

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £24,731 from the Area Anti-Poverty fund to support vulnerable households in the Dunfermline area to stay warm affordably and increase future access to further support.

Decision

The committee agreed a contribution of £24,731 from the Community Recovery Fund (instead of the Area Anti-Poverty fund as detailed in the report) for the purpose of delivering a targeted campaign for the project in certain demographics outlined as areas with the poorest outcomes and advising those targeted neighbourhoods of the energy advice and handy service for hard to reach, vulnerable households.

Councillor Hilton left the meeting during consideration of the above item.

75. LOCAL COMMUNITY PLANNING BUDGET REQUEST - DUNFERMLINE COMMUNITY COUNCILS

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £50,000 from the Local Community Planning budget to develop the ongoing work being carried out by the nine active community councils in the Dunfermline area.

Members were advised that Bellyeoman Community Council should have been included in the list of community councils to receive funding.

Decision

The committee agreed a contribution of £50,000 from the Local Community Planning budget which would be divided between the respective community council wards. This would allow the implementation of community council projects without the need for multiple applications.

76. LOCAL COMMUNITY PLANNING BUDGET REQUEST - HOLIDAY PROVISION

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £25,000 from the Area Anti-Poverty fund to build on the success of the holiday provision offered in 2022 during the summer and October period across the Dunfermline area.

Decision

The committee agreed a contribution of £25,000 from the Area Anti-Poverty fund for the purpose of delivering a range of services and support to children, young people and families over the summer and October holiday period in 2023.

77. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

78. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

Decision

The committee reviewed and noted the City of Dunfermline Area Forward Work Programme 2023.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – BLENDED MEETING

Small Committee Room, 1st Floor, Town House, Kirkcaldy

6 June 2023

2pm to 3.30pm

PRESENT: Councillors Ian Cameron (Convener), Blair Allan, Lesley Backhouse, Alistair Cameron, Rod Cavanagh, Judy Hamilton, James Leslie, Kathleen Leslie, Carol Lindsay and Nicola Patrick.

ATTENDING: Julie Dickson, Community Manager (Kirkcaldy Area), Communities and Neighbourhoods; Lesley Craig, Lead Consultant, Traffic Management North and Keith Johnston, Technician Engineer, Traffic Management South, Roads and Transportation Services; Paul Coleman, Safer Communities Team Manager and Suzanne Scobie, Safer Communities Lead Officer, Housing Services; Jackie Funnell, Education Manager and Neil McNeil, Headteacher, Balwearie High School, Education and Children’s Services; and Lesley Robb, Lead Officer - Committee Services, Finance and Corporate Services.

ALSO ATTENDING: Inspector Nicola Black, Police Scotland and Station Commander Michael Henderson, Scottish Fire and Rescue Service.

APOLOGIES FOR ABSENCE: Councillors Julie MacDougall and David Ross.

49. DECLARATIONS OF INTEREST

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

50. MINUTE OF MEETING OF KIRKCALDY AREA COMMITTEE OF 25 APRIL 2023

The committee considered the minute of the Kirkcaldy Area Committee meeting of 25 April 2023.

Decision

The committee agreed to approve the minute.

51. OBJECTIONS TO PROPOSED WAITING RESTRICTIONS - OVERTON COURT, KIRKCALDY

The committee considered a report by the Head of Roads and Transportation Services detailing objections to a proposal to introduce a “No Waiting at Any Time” parking restriction in Overton Court, Kirkcaldy.

Decision

The committee agreed:

- (1) to set aside the outstanding nine objections to the proposed Traffic Regulation Order (TRO); and
- (2) to introduce the “No Waiting at Any Time” restrictions in Overton Court, Kirkcaldy, as shown in drawing no. TRO22_56 (Appendix 1 of the report), to allow the order to be made and the restrictions put in place.

52. UPDATE ON EXPERIMENTAL SCHOOL EXCLUSION ZONE: ST MARIE'S RC PRIMARY SCHOOL AND PROPOSED PARKING RESTRICTIONS: MACINDOE CRESCENT AND BEATTY CRESCENT, KIRKCALDY

The committee considered a report by the Head of Roads and Transportation Services providing members with an update on the experimental School Exclusion Zone for St. Marie's RC Primary School and requesting the committee consider a proposal to introduce parking restrictions in MacIndoe Crescent and Beatty Crescent, Kirkcaldy.

Decision

In the interests of road safety, the committee:

- (1) noted the contents of the report and that the Cabinet Committee would consider a future report towards the conclusion of the three trial School Exclusion Zones with an evaluation of their effectiveness and recommendations;
- (2) agreed to promote a Traffic Regulation Order (TRO) to introduce parking restrictions, as detailed in drawing no. TRO23_16 (Appendix 1 of the report), with all ancillary procedures; and
- (3) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

53. OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN KIRKCALDY AREA - 1 APRIL 2022 TO 31 MARCH 2023

The committee considered a report by the Community Inspector, Kirkcaldy and Burntisland Ward Areas, Police Scotland providing members with information on matters impacting on or involving Police Scotland, which had relevance to community safety in the Kirkcaldy and Burntisland ward policing area.

Decision

The committee considered and commented on the update provided.

54. SCOTTISH FIRE AND RESCUE SERVICE - KIRKCALDY AREA ANNUAL UPDATE

The committee considered a report by the Station Commander, Kirkcaldy Community Fire Station, Scottish Fire and Rescue Service (SFRS) providing

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incident information for the period 1 April 2022 to 31 March 2023. The incident information enabled members to scrutinise the Scottish Fire and Rescue Service Stirling - Clackmannanshire - Fife - Kirkcaldy Area - against its key performance indicators (KPIs).

Decision

The committee:

- (1) considered and commented on the progress across a range of KPIs detailed within the report; and
- (2) noted that a letter had been sent, on behalf of the Area Committee, to the Assistant Chief Fire Officer, Scottish Fire and Rescue Service regarding the recent proposal to remove the height appliance from the Kirkcaldy Area and that the committee were awaiting a reply.

55. SAFER COMMUNITIES TEAM UPDATE REPORT

The committee considered a report by the Head of Housing Services providing members with an update on the operational activity of the Safer Communities Team within the Kirkcaldy committee area during the twelve month period 1 April 2022 to 31 March 2023.

Decision

The committee noted and commented on the activity detailed in the report.

56. SCHOOL ATTAINMENT AND ACHIEVEMENT

The committee considered a report by the Executive Director of Education and Children's Services providing members with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2021 to 2022. The report also provided an overview of the range of strategies being developed to support the key priority to raise attainment.

Decision

The committee noted:

- (1) the overall progress in raising levels of attainment in 2021 to 2022; and
- (2) the strategies being implemented to raise attainment.

57. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

58. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services supporting consideration of the workplan for future meetings of Kirkcaldy Area Committee.

Decision

The committee reviewed and noted the Kirkcaldy Area forward work programme.

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

JP Court Room, County Buildings, Cupar

26 April, 2023

9.30 a.m. – 13.50 p.m.

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

ATTENDING: Donald Grant, Community Manager (North East Fife), Vicky Wilson, Area Community Development Team Manager, Communities & Neighbourhoods Service; Joan Gallo, Lead Officer, Children and Families and Criminal Justice Service; Morag Millar, Strategic Growth & City Region Deals Programme Manager, Business & Employability Services; Chris Smith, Lead Officer (Development Management), Planning Service; Dr. Helen Hellewell, Associate Medical Director (Fife Health & Social Care Partnership), Jacquie Stringer, Locality Planning Co-ordinator, Health & Social Care; John Mitchell, Head of Roads & Transportation, Susan Keenlyside, Service Manager (Sustainable Transport & Parking), Allan Maclean, Lead Consultant (Sustainable Traffic & Travel), Lesley Craig, Lead Consultant (Traffic Management), Roads & Transportation Services; Rona Weir, Education Manager, Stuart Booker, Improvement Officer (Strategic Planning & Performance), Education and Children's Services; and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

ALSO IN ATTENDANCE: Mr. Dallas Seawright, Conservation Manager, Fife Coast & Countryside Trust (for para. 58 only).

57. DECLARATIONS OF INTEREST

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

58. DEPUTATION ON RIVER EDEN SOURCE-TO-SEA SUSTAINABILITY PARTNERSHIP (RESSSP) BY CONSERVATION MANAGER, FIFE COAST AND COUNTRYSIDE TRUST

The Convener agreed, in terms of Standing Order No. 6.2, that Mr. Dallas Seawright, Conservation Manager, Fife Coast & Countryside Trust, would address the meeting to update members on the Eden Source-to-Sea Sustainability Project.

Mr Seawright advised of progress in removing giant hogweed and other non-native invasive species which infested the river and outlined proposals for future funding to continue work to improve the water quality and the ecology of the area.

Members thereafter asked several questions which were answered by Mr. Seawright.

Decision

The Convener thanked Mr. Seawright for his detailed and informative presentation.

59./

59. NOTICE OF MOTION - RIVER EDEN SOURCE-TO-SEA SUSTAINABILITY PARTNERSHIP

In terms of Standing Order No. 8.1(1), the following Notice of Motion was submitted:-

Councillor Jonny Tepp, seconded by Councillor Jane Ann Liston, moved that:-

"The River Eden slowly flows across the Howe of Fife through the village of Strathmiglo to the market town of Cupar and then to Guardbridge where it enters the North Sea via the Eden Estuary, a nature reserve and an important conservation area for wading birds. The Eden Estuary is a Local Nature Reserve (LNR) and along with the Firth of Tay was designated a Ramsar site on 28 July 2000. The River currently is poor or moderate for river quality - with no designations on the river currently until the Eden Estuary.

The North East Fife Area Committee notes the coming together of the Fife Coast and Countryside Trust, Eden Angling Association, St Andrews University and Sustainable Cupar and their intention to create a formal partnership to be known as the River Eden Source-to-Sea Sustainability Partnership ("the RESSSP") to develop a joined up source-to-sea management plan covering the whole catchment area to improve water quality, improve habitats and develop community understanding of the River Eden.

The Committee welcomes plans for the formation of the partnership; agrees to express support for the work of the partnership and promote the work of the partnership where it aligns with the objectives of the North East Fife Local Area Plan; and instructs the Chair of the Committee to write to the Partnership to demonstrate its support in the terms of this motion".

Decision

The motion was unanimously agreed.

60. MINUTE

The Committee considered the minute of meeting of the North East Fife Area Committee of 15th February, 2023.

Decision

The Committee agreed to approve the minute.

61. JUSTICE SOCIAL WORK SERVICE – COMMUNITY PAYBACK: UNPAID WORK SCHEME

The Committee considered a report by the Head of Service (Education and Children's Services) updating members on developments within Fife Council Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the North East Fife Area Committee Wards during April 2021 to March 2022.

Decision

The Committee:-

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

Councillor Lothian joined the meeting during consideration of the above item.

62./

62. APPOINTMENT TO EXTERNAL ORGANISATION - GIBSON HOUSE, ST ANDREWS

The Committee considered a report by the Head of Legal and Democratic Services advising of a change of membership on The Gibson House St. Andrews SCIO and Gibson Training & Care Limited (formerly known as The Gibson Trust/Mortification).

Decision

The Committee agreed to appoint Councillor Al Clark as the Council's representative on The Gibson House St. Andrews SCIO and Gibson Training & Care Limited in place of Councillor Robin Lawson.

63. TAY CITIES DEAL ANNUAL REPORT

The Committee considered a report by the Head of Business and Employability Services presenting the second Annual Report on progress by the Tay Cities Region Deal 2021/22.

Decision

The Committee noted the progress on activity in North East Fife in connection with the Tay Cities Deal.

64. STOPPING UP OF FOOTWAY AREA USING SECTION 207 OF THE TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997

The Committee considered a report by the Head of Planning Services requesting approval for the stopping up of a paved access area adjacent to a public footway accessing an outdoor amenity/open space/play area to the west of Shoolbraids, St. Andrews.

Decision

The Committee:-

- (1) approved the proposed stopping up of the paved access area to allow for Planning Permission 22/02995/FULL to be realised on site; and
- (2) using section 207 of the Town and Country Planning (Scotland) Act 1997, as amended, delegated its confirmation to officers if no objections were received and otherwise submission to the Scottish Government for confirmation.

65. HEALTH & SOCIAL CARE LOCALITY PLANNING – NORTH EAST FIFE

The Committee considered a report by the Associate Medical Director (Senior Leadership Team Lead for North East Fife H&SC Locality Planning Group) providing members with an overview of the Health and Social Care (H&SC) Locality Planning for North East Fife.

Decision

The Committee agreed that six monthly reports would be submitted to the Committee by the Health and Social Care Partnership with updates on locality planning and joint areas of interest between H&SCP and community planning partners.

66./

66. SOUTH STREET, ST ANDREWS - STREET LAYOUT

The Committee considered a report by the Head of Roads and Transportation Services updating members on the temporary street layout in Murray Place and South Street, St. Andrews and the recent public consultation carried out on the future of the South Street spaces as part of a "place-based" approach.

Decision

The Committee:-

- (1) noted the results of the recent public consultation exercise;
- (2) approved the retention of temporary footway extensions on South Street, St Andrews;
- (3) agreed that officers would progress preliminary design work for the footway extensions on South Street, St Andrews and submit a further report to the committee once these designs had been developed; and
- (4) agreed that a permanent footway extension would be built in Murray Place, St Andrews to replace the temporary feature.

Councillor Kennedy left the meeting during consideration of the above item.

Councillor Kennedy-Dalby left the meeting following consideration of the above item.

The meeting adjourned at 11.45 a.m. and reconvened at 12 noon.

67. A912 & B936 FALKLAND – PROPOSED SPEED LIMITS

The Committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a 20mph speed limit on the A912 Pleasance / Main Street and B936 Newton Road, Falkland and a 40mph buffer zone on the A912.

Decision

The Committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce 20mph and 40mph speed limits as detailed in Drawing No. TRO/23/24B attached to the report, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

68. 20 MPH SPEED LIMITS, ST ANDREWS

The Committee considered a report by the Head of Roads and Transportation Services detailing issues surrounding a request for 20mph speed limits in St Andrews.

Decision

The Committee:-

- (1) noted the issues surrounding the request for all 30mph roads in St. Andrews to be reduced to 20mph speed limit; and
- (2) agreed the inclusion of the 20mph speed limit in St. Andrews as a proposed capital Area Roads Programme scheme for 2024/25.

69. EAST NEUK SKATEPARK – COMMUNITY-LED CONSULTATION

The Committee considered a report by the Head of Communities and Neighbourhoods Service advising members of the outcome of the community-led consultation carried out in relation to the options appraisal for the East Neuk Skatepark.

Motion

Councillor Alycia Hayes, seconded by Councillor Ann Verner, moved that the committee agree the recommendations in the report.

Amendment

Councillor Sean Dillon, seconded by Councillor Fiona Corps, moved as follows:-

The North East Fife Area Committee:-

1. thanks the local community group supported by the Kilrenny, Anstruther & Cellardyke Community Council in undertaking and reporting the findings of their community consultation;
2. recognises the community support for an East Neuk Skatepark;
3. notes that Bankie Park and Waid Academy were considered as potential locations for an East Neuk Skatepark;
4. recognises the continuing concerns expressed by some of the local community regarding the consultation's preference for Bankie Park as the site for the East Neuk Skatepark;
5. requests officers to undertake an options appraisal and project design for an East Neuk Skate Park for further consideration by committee and that Bankie Park and other sites including Waid Academy should be appraised; and
6. requests that officers work with the local community to develop the options appraisal and project design incorporating the wider greenspace impact and assessing other impacts for the project.

Each option should be scored for its effect on community cohesion.

Roll Call

For the motion – 5 votes

Councillors Hayes, Hoggan-Radu, Lothian, MacDiarmid and Verner.

For the amendment – 8 votes

Councillors Clark, Corps, Dillon, Holt, Knox, Lawson, Liston and Tepp.

Having received a majority of votes, the amendment was accordingly carried.

Decision

The Committee agreed in terms of the amendment.

70. LOCAL AREA BUDGETS 2022-24

The Committee considered a report by the Head of Communities and Neighbourhoods Service providing members with the necessary information to allocate funding for various projects from local area budgets.

Decision

The Committee approved the following list of projects:-

Anti-Poverty

- Lived Experience - £6,000
- Summer Programme - £20,000
- Additional CEW for 12 months - £43,000
- Additional Welfare staff temp part-time for 12 months - £36,000

Mental health/social isolation

- Adult Befriending - LINK - £10,000
- Cupar Local Studies - FCT - £23,000

Climate Change

- Eden Hogweed - FCCT - £24,000

Transport and access to services

- Feasibility Study Newburgh Pontoon - £10,000
- Duffus Park Middle Car Park - £80,000
- Public Building Wifi - £20,000

Community Participation

- St. Andrews Bandstand - funding shortfall - £12,000
- Waterstone Crook Pitch - £10,000

Local Place Plans - Consultancy Support - £15,000

71. SUPPORTING THE LOCAL COMMUNITY PLAN - NORTH EAST FIFE CLD PLAN AND ANTI-POVERTY UPDATE

The Committee considered a report by the Head of Communities and Neighbourhoods Service updating members on the work of the NEF Community Development Team which included reporting on youth work, adult learning, family, capacity building work and anti-poverty work.

Decision

The Committee:-

- (1) noted the work of the NEF Area Team and the work to address rural poverty in the area;
- (2) approved the following areas of spend projected for 2023/24 in anti-poverty funding, aligned to the NEF Local Community Plan:-
 - St Andrews Environmental Network - £24,000
 - Holiday Activities - £13,000
 - Project staff - £49,500
 - Discretionary Fund - £22,400
 - Hardship Provision - £26,100; and
- (3) noted the selected areas of spend for the 2022/23 allocated budget and the impacts on those who had received funding to combat poverty.

72./

72. REPORT ON EDUCATIONAL OUTCOMES - 2021/22

The Committee considered a report by the Executive Director (Education and Children's Services) providing members with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2021/22.

Decision

The Committee noted:-

- (1) the overall progress in raising levels of attainment in 2021/22; and
- (2) the strategies being implemented to raise attainment.

Councillor Holt left the meeting during consideration of the above item.

73. PROPERTY TRANSACTIONS

The Committee considered a report by the Senior Manager, Property Services advising of action taken using the List of Committee Powers in relation to property transactions.

Decision

The Committee noted the contents of the report.

74. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director (Finance and Corporate Services) in support of the Committee's consideration of the workplan for future meetings of the Committee.

Decision

The Committee noted:-

- (1) the North East Fife Area Committee Forward Work Programme; and
- (2) that members should contact the Convener with suggestions for future agenda items.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

23rd May, 2023

10.00 a.m. – 1.10 p.m.

PRESENT: Councillors Kathleen Leslie (Convener), Lynn Ballantyne-Wardlaw, Aude Boubaker-Calder, Patrick Browne, Ian Cameron, Colin Davidson, Dave Dempsey, Sean Dillon, Linda Erskine, Brian Goodall (substituting for Councillor Wilson), Alycia Hayes, Lynn Mowatt, Sarah Neal, Sam Steele (substituting for Councillor Kennedy-Dalby), and Jonny Tepp (substituting for Councillor Caffrey); and Alastair Crockett, Religious Adviser.

ATTENDING: Maria Lloyd, Head of Education & Children’s Services - Secondary Schools & Specialist Support, Angela Logue, Head of Education & Children’s Services - Primary Schools & Improvement Support, Shelagh McLean, Head of Education & Children’s Services - Early Years and Directorate Support, Stuart Booker, Quality Improvement Officer, Karen Lees, Education Manager, Murray McBain, Policy Co-ordinator, Emily Laranja, Teacher, Lynburn Primary School, Louise McIlhatton, Headteacher, Lynburn Primary School, Angela Robertson, Headteacher, Queen Anne High School; and Diane Barnet, Committee Officer, Legal & Democratic Services.

ALSO ATTENDING: Jane McKeown, Trade Union Representative (for Para. 43. – Education Service Staff Wellbeing Strategy - Update).

APOLOGIES FOR ABSENCE: Councillors John Caffrey, Louise Kennedy-Dalby and Daniel Wilson.

Prior to the start of business, Councillor Leslie, Convener, on behalf of the Committee, expressed her appreciation of the contribution to and the support given by Carrie Lindsay, Executive Director, Education and Children’s Services, to the work of this Committee and its predecessor Education Committees. The Committee congratulated Carrie on her imminent retirement and wished her good luck in any future endeavours – after 36 years of service.

41. DECLARATIONS OF INTEREST

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

42. MINUTE

The Committee considered the minute of the Education Scrutiny Committee of 21st March, 2023.

Decision

The Committee agreed to approve the minute.

43./

43. EDUCATION SERVICE STAFF WELLBEING STRATEGY - UPDATE

The Committee considered a report by the Head of Education and Children's Services providing a progress report on the development of the Staff Wellbeing Strategy, as requested by the Education Scrutiny Committee at its meeting on 15th November, 2022 (Minute Para. Ref. 17 (4) and (5) of 2022.ES.8).

The Headteachers of Queen Anne High School and Lynburn Primary School also gave an overview of some of the staff wellbeing initiatives at their respective schools.

Decision

The Committee:-

- (1) noted the approaches being implemented within schools;
- (2) thanked the Headteachers for their presentations; and
- (3) acknowledged the priorities outlined in the Staff Wellbeing Strategy.

Councillor Mowatt left the meeting during consideration of the above item and Councillor Davidson left the meeting temporarily during consideration of the above item.

44. DESTINATIONS OF SCHOOL LEAVERS

The Committee considered a report by the Executive Director, Education and Children's Services providing an update on the destinations of all school leavers from Fife schools in session 2021/22.

The report also provided an overview of the range of strategies being developed to support Education Services' key priority to improve the rates of positive and sustained destinations.

Decision

The Committee:-

- (1) noted progress and next steps of this workstream;
- (2) acknowledged the scale of uncertainties and complexities in relation to the effect of the Covid-19 pandemic; and
- (3) agreed that all Fife Councillors be encouraged to visit secondary schools in their areas and to speak to the Headteacher about positive destinations.

The Committee adjourned at 12 noon and re-convened at 12.10 p.m.

45. INTERIM PROGRESS REPORT: SENIOR PHASE PROJECTED STAGE - BASED OUTCOMES

The Committee considered a report by the Executive Director, Education and Children's Services providing an update on current progress in improving attainment/

attainment for learners in the senior phase. This was an update on the stage-based outcomes report presented to this Committee on 15th November, 2022 - 'Senior Phase Stage-Based Outcomes' (Minute Para. Ref. 18. (4) of 2022.ES.8 refers).

Decision

The Committee:-

- (1) noted the projected progress in S4 for literacy and numeracy at SCQF levels 3, 4 and 5 for session 2022/23 in relation to the final attainment for session 2021/22 as described in the previous report on 15th November, 2022;
- (2) requested a report to a future meeting of this Committee, or elected member briefing, as appropriate, providing information on support for learning specifically for immigrant and refugee young people who may also have a language barrier with English as an additional language;
- (3) requested a report to a future meeting of this Committee providing information on Stage-Based Outcomes specific to the tracking and monitoring information available to schools relating to Armed Forces learners;
- (4) noted that a report on the outcomes for national qualifications and a reference to the Senior Phase Analytical Toolkit (SPAT), including a comparison for literacy and numeracy outcomes detailed in this report, would be submitted for the Committee's consideration at its meeting on 14th November, 2023; and
- (5) agreed that ward members should be encouraged to visit their Secondary schools to discuss stretch targets, action planning and anticipated progress directly with the Headteacher.

46. DIGITAL DEVICES APPROACH FOR FIFE LEARNERS

The Committee considered a report by the Executive Director, Education and Children's Services providing information on the conclusions reached through Digital Device Pilots that took place across schools during 2021 and 2022. The report set out a proposed framework for sustaining and further developing digital device access for Fife learners, pending investment from the Scottish Government.

Decision

The Committee:-

- (1) noted the findings and conclusions of the 1-1 device pilots and the proposed roll-out model for providing access to 1-1 digital devices for children and young people in Fife, as funding became available; and
- (2) agreed that the Convener, on behalf of the Education Scrutiny Committee, welcomed the SNP election manifesto promise of 2021 to allocate funding to local authorities to provide digital devices for learners. The Convener would/

would write to the Scottish Government requesting details on timescale and level of funding for Fife in order to facilitate the Committee's scrutiny of digital devices for learners.

Councillor Dempsey left the meeting during consideration of the above item.

47. DIRECTORATE IMPROVEMENT PLAN 2023-26

The Committee considered a report by the Executive Director, Education and Children's Services providing an update on the development of the Education Service Improvement Plan 2023-26 – which would form part of the Directorate Improvement Plan 2023-26 – and seeking feedback on the draft improvement priorities for the Education Service for the next three years, as part of an ongoing consultation with key stakeholders in relation to those improvement priorities.

Decision

The Committee noted the Education and Children's Services Directorate's draft improvement priorities for 2023-26.

48. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The Committee:-

- (1) agreed to review the workplan with a view to putting forward suggestions for areas of scrutiny - any suggestions were to be submitted to the Convener, Lead Officer and Committee Officer for consideration;
- (2) as referenced at Para. 45 (2) above – Senior Phase Projected Stage-Based Outcomes - agreed to consider a report, as appropriate, on support for learning for immigrant and refugee young people at a future meeting of this Committee on a date to be advised;
- (3) as referenced at Para. 45 (3) above - Senior Phase Projected Stage-Based Outcomes relating to Armed Forces learners at a future meeting of this Committee on a date to be advised;
- (4) as referenced at Para. 45 (4) above –Senior Phase Projected Stage-Based Outcomes - a report on the outcomes for national qualifications, a reference to the Senior Phase Analytical Toolkit (SPAT) and a comparison of literacy and numeracy outcomes would be presented for the Committee's consideration at its meeting on 14th November, 2023; and
- (5) noted that the progress report on implementation of the Neurodevelopmental Pathway detailed on the workplan for the meeting on 22nd August, 2023, would be delayed.



Fife Health & Social Care Partnership

Supporting the people of Fife together

MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 31 MARCH 2023 AT 10.00 AM

Present	Arlene Wood (AW) (Chair) David Graham (DG) (Vice-Chair) Fife Council – David Alexander (DA), Dave Dempsey (DD), Graeme Downie (GD), Margaret Kennedy (MK), Rosemary Liewald (RLie), Lynn Mowatt (LM) and Sam Steele (SS) NHS Fife Board Members (Non-Executive) – Alastair Grant (AG), Alistair Morris (AM), John Kemp (JK), Sinead Braiden (SB) Chris McKenna (CM), Medical Director, NHS Fife Janette Keenan (JK), Director of Nursing, NHS Fife Wilma Brown (WB), Employee Director, NHS Fife Debbie Fyfe (DF), Joint TU Secretary, Fife Council Eleanor Haggett (EH), Staff Representative, Fife Council Ian Dall (ID), Service User Representative Kenny Murphy (KM), Third Sector Representative Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Representative Simon Fevre (SF), Staff Representative, NHS Fife
Professional Advisers	Nicky Connor (NC), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Helen Hellewell (HH), Deputy Medical Director Kathy Henwood (KH), Chief Social Work Officer, Fife Council Lynn Barker (LB), Associate Director of Nursing
Attending	Lisa Cooper (LC), Head of Primary & Preventative Care Services Lynne Garvey (LG), Head of Community Care Services Rona Laskowski (RLas), Head of Complex & Critical Care Services Fiona McKay (FM), Head of Strategic Planning, Performance & Commissioning Lindsay Thomson, Head of Legal and Democratic Services, Fife Council Alan Small, Independent Chair of Fife Adult Support and Protection Committee Danielle Archibald, Service Manager Ronan Burke, Quality Assurance Officer Hazel Williamson (HW), Communications Adviser Cara Forrester (CF), Communications Adviser Wendy Anderson (WA), H&SC Co-ordinator (Minute)

NO TITLE

ACTION

1 CHAIRPERSON'S WELCOME / OPENING REMARKS / APOLOGIES

Arlene Wood, Chair of the Integration Joint Board, welcomed everyone to the meeting

Arlene Wood then congratulated Kerys Russell, an Upper GI Cancer Clinical Nurse Specialist and Leanne Patrick, a Gender Based Violence Nurse Specialist

NO	TITLE	ACTION
1	CHAIRPERSON'S WELCOME / OPENING REMARKS / APOLOGIES (CONT)	
	<p>who have been selected to take part in the unique professional development programme to become a Queen's Nurse.</p> <p>Apologies had been received from Amanda Wong and Joy Tomlinson.</p> <p>Those present were asked that, in an effort to keep to timings for this meeting, all questions and responses should be as succinct as possible.</p> <p>Members were advised that a recording pen was in use at the meeting to assist with Minute taking and the media had been invited to listen in to the proceedings.</p>	
2	DECLARATION OF MEMBERS' INTERESTS	
	There were no declarations of interest.	
3	MINUTES OF PREVIOUS MEETING & ACTION NOTE 27 JANUARY 2023	
	The Minute and Action Note both needed small adjustments and once these have been done these will be considered accurate records.	
4	CHIEF OFFICER UPDATE	
	<p>Arlene Wood handed over to Nicky Connor for this item.</p> <p>Nicky Connor updated on the Lived Experience segment (Item 6.1) which was being reintroduced to the IJB agenda post covid. These would come to IJB meetings regularly.</p> <p>Jennifer Rezendez has been appointed Principal Social Work Officer, she takes up post on 16 May 2023 and will attend the May IJB meeting.</p> <p>There has been excellent feedback following the recent Care at Home Inspection and Nicky Connor commended all staff and leadership from the Service.</p> <p>At the IJB Development Session in February 2023 discussion had taken place on Risk, Risk Appetite and the Medium-Term Financial Strategy, which is on the agenda for this meeting.</p> <p>The consultation on the Commissioning Strategy is nearing an end and board members are encouraged to given their views as well as sharing and promoting this with others.</p>	
5	STRATEGIC PLANNING & DELIVERY	
	5.1 - STRATEGIC PLAN DELIVERY FOR 2023/24	
	<p>This report had been discussed at the Strategic Planning Group (SPG) on 1 March 2023, Finance, Performance & Scrutiny (FP&S) Committee on 17 March 2023 and the Local Partnership Forum (LPF) on 29 March 2023. Arlene Wood introduced Fiona McKay who presented the report which covers the first year of the Strategic Plan which was approved in January 2023. The Directions which accompany the report will be updated prior to being sent to NHS Fife and Fife Council.</p>	

NO	TITLE	ACTION
5	STRATEGIC PLANNING & DELIVERY (CONT) 5.1 - STRATEGIC PLAN DELIVERY FOR 2023/24 (CONT)	
	<p>Arlene Wood then invited David Graham, Chair of SPG, Alastair Grant, Chair of FP&S and Simon Fevre, Co-Chair of the LPF to comment on discussions at their respective meetings before questions from Board members. All three confirmed that their meetings had raised no significant issues and supported the plan.</p>	
	<p>Discussion took place around post-diagnostic support for newly diagnosed dementia sufferers, which was not specified in the delivery plan and would be part of the Dementia Strategy and added to the workplan. Questions were raised around the one-stop drop ins for drugs and alcohol and the provision in more rural areas. Fiona McKay advised that as well as fixed locations for these, there would also be mobile provision across rural Fife. The proposed Directions were discussed.</p>	FM
	<p>The Board reviewed and approved the final draft of the Delivery Plan 2023 and identified and approved the preferred option for Directions, which should be finalised and sent to NHS Fife and Fife Council.</p>	
6	LIVED EXPERIENCE & WELLBEING 6.1 - LIVED EXPERIENCE	
	<p>Arlene Wood introduced Lynn Barker who outlined the format for this item, which pre-covid were called Person Stories. These will allow the board to hear directly from the public and staff and will support our equality outcomes and strategic plan.</p>	
	<p>Katie's story was shared in a short video giving her experience with Audiology and the Deaf Communications Service and the difference they have made to her. This was a good example of partnership working and how technology is being used to improve outcomes for patients.</p>	
	<p>Feedback from the Board was positive and Arlene Wood asked that the thanks of the Board be passed to Katie and all of the staff involved in the making of the video</p>	
7	INTEGRATED PERFORMANCE 7.1 - BUDGET 2023-2024 AND MEDIUM-TERM FINANCIAL STRATEGY	
	<p>This report had been discussed at the FP&S Committee on 17 March 2023 and the LPF on 29 March 2023. Arlene Wood handed over to Nicky Connor who introduced the report which Audrey Valente, as Section 95 Officer, would present. Each IJB must agree their budget by 31 March each year.</p>	
	<p>The IJB budget is delegated from NHS Fife and Fife Council and the Board is empowered to utilise the funding to meet the needs of the people of Fife and focus on outcomes. The financial challenges are significant and proposals cover a mix of efficiency, redesign and transformation. To reach this point there has been considerable consultation, including a development session, meetings with trade unions and staff side and drop-in meetings. Feedback from these have been incorporated into the budget.</p>	

7 INTEGRATED PERFORMANCE (CONT)

7.1 - BUDGET 2023-2024 AND MEDIUM-TERM FINANCIAL STRATEGY (CONT)

There is a commitment that if the budget is signed off at this IJB, a report on business cases will be brought to the IJB in July 2023 to give detail of each of the budget proposals.

Audrey Valente then presented the report which provided information on the estimated resources available to the IJB over the 2023-26 period. The paper asked the IJB to approve the budget for next financial year and gave an indication of the medium-term financial position.

The potential budget gap is currently £21m, rising to approx £35m in 2025-2026 and budget assumptions will be refined as more robust financial intelligence becomes available. The Year 1 funding gap will require to be met from savings but earmarked Reserves of £10m could be used to address and mitigate the risk. This will be monitored closely throughout 2023-24 with a view to reducing the commitment against reserves when the opportunity to do so arises.

Appendix 2 contained the proposed Directions to Fife Council and NHS Fife. Appendix 3 to the report was the Medium-Term Financial Strategy which contained the proposals to close the budget gap.

Audrey Valente reinforced Nicky Connor's commitment to bringing a report on the business cases to the IJB meeting in July 2023.

Arlene Wood then invited Alastair Grant, Chair of FP&S and Simon Fevre, Co-Chair of the LPF to comment on discussions at their meetings before questions from Board members. Alastair Grant advised that the FP&S Committee were happy to agree the budget, proposed Directions and the use of Reserves. Simon Fevre advised that the LPF had a frank and robust discussion on the proposals and concerns had been raised regarding the impact on the workforce.

This was a comprehensive report with ambitious plans to transform the partnership. Based on information currently available things could change adding additional cost pressures going forward.

Discussion took place around the risks involved in ensuring safe staffing in all areas of the partnership.

Some members raised concern about the lack of information currently available on the savings proposals and the methodology behind the proposals, but others felt it was unreasonable to expect detailed business plans at this point in the process

Audrey Valente thanked those present for their input to the discussions, noted the concerns raised and reiterated that a report on the business cases would be brought to the IJB meeting in July.

NC/AV

Arlene Wood summed up the discussions and thanked the team for the work which had gone into this paper. Nicky Connor proposed that a further recommendation be added to the paper – *a commitment to ongoing engagement and partnership working for our areas of transformation with the aim of supporting high-quality, person-centred care which will be scrutinised through governance structure of the IJB and we will bring a report to the July IJB.*"

NO	TITLE	ACTION
7	<p>INTEGRATED PERFORMANCE (CONT)</p> <p>7.1 - BUDGET 2023-2024 AND MEDIUM-TERM FINANCIAL STRATEGY (CONT)</p> <p>The Board examined and considered the budget for 2023/24 and associated savings, agreed the budget for next financial year 2023-24, considered and agreed the Direction to both partner organisation’s and instruct both NHS Fife and Fife Council as appropriate, agreed to earmark £10m of reserves in anticipation of delays in delivering cashable savings within the first 6 month of 2023-24 and examined and considered the medium-term financial position of the IJB, recognising that the information may be subject to change as a result of various potential external factors, such as Scottish Government funding, changes in Inflation, demographic growth to name but a few.</p> <p>The Board also approved the additional recommendation proposed by Nicky Connor.</p> <p>7.2 - FINANCE UPDATE</p> <p>This report had been discussed at FP&S Committee on 17 March 2023. Arlene Wood introduced Audrey Valente who presented the report which detailed the financial position of the delegated and managed services based on 31 January 2023 for NHS/31 December 2022 for Fife Council. The forecast for Fife Health & Social Care Partnership is currently a surplus £11.307m. The key areas of over and underspend were detailed within the report.</p> <p>Arlene Wood then invited Alastair Grant, Chair of FP&S to comment on discussions at the Committee before questions from Board members. Alastair Grant confirmed that the committee had no concerns regarding the report.</p> <p>The Board were assured that there is robust financial monitoring in place, approved the financial monitoring position and the use of Reserves as at December 2022/January 2023.</p>	
8	<p>GOVERNANCE & OUTCOMES</p> <p>8.1 – REVIEW OF THE IJB RISK MANAGEMENT POLICY AND STRATEGY</p> <p>This report had been discussed at the SPG meeting on 1 March 2023, Quality and Communities (Q&C) Committee on 10 March 2023, FP&S on 17 March 2023 and Audit and Assurance (A&A) Committee on 22 March 2023. Arlene Wood introduced Audrey Valente who presented the report which will support the delivery of the Strategic Plan. The Policy and Strategy were created by the partner bodies in 2016 in line with the Integration Scheme. It was refreshed in 2019 and required to be reviewed again following the approval of the updated Integration Scheme in March 2022.</p> <p>The Policy and Strategy had been discussed at the IJB Development Session in February 2023 and a short life working group was set up to complete the review.</p> <p>The refresh considered the development of Risk Appetite, the distinction between processes for IJB strategic risks and partner operational risks, the removal of the “Corporate” risk category and the IJB Governance and HSCP organisational structure changes, including the roles and responsibilities of the Governance Committees.</p>	

NO	TITLE	ACTION
8	<p>GOVERNANCE & OUTCOMES</p> <p>8.1 – REVIEW OF THE IJB RISK MANAGEMENT POLICY AND STRATEGY (CONT)</p> <p>Arlene Wood then invited David Graham, Chair of SPG, Rosemary Liewald (for Sinead Braiden, Chair of Q&C), Alastair Grant, Chair of FP&S and Dave Dempsey, Chair of A&A to comment on discussions at their meeting before questions from Board members. Each of them confirmed that their groups were happy to recommend this for approval.</p> <p>The Board approved the Risk Management Policy and Strategy, to support delivery of the Strategic Plan 2023-2026.</p>	
9	<p>LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS</p> <p>9.1 - CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2021-2022</p> <p>This report had been discussed at Q&C Committee on 10 March 2023 (not 9 March as in IJB papers). Arlene Wood introduced Kathy Henwood who presented the report which is based on a Scottish Government template, which has changed since the previous CSWO report and gives consistency across all local authorities and IJB's in Scotland. The report covers 2021-2022 and showed areas of improvement, transformation and development.</p> <p>Arlene Wood then invited Rosemary Liewald (on behalf Sinead Braiden, Chair of Q&C) to comment on discussions at that meeting before questions from Board members. Rosemary Liewald confirmed the Committee had discussed the report which was well received.</p> <p>Kathy Henwood will be moving on from the Partnership and moving to a new role in Lothian. Nicky Connor expressed her thanks to Kathy Henwood both personally and professionally.</p> <p>Discussion took place around the position with looked after children both pre and post covid. Kathy Henwood confirmed that pre covid there were approximately 150 children placed outwith Fife, these children had been brought back into Fife and in most cases this had worked well. Three new permanent Corporate Parenting Development Worker posts have been created and filled by care experienced employees.</p> <p>The Board were assured by the report which describes the role and range of functions covered by the Chief Social Work Officer including social work and social care services provided by both the authority and by the Health and Social Care Partnership.</p> <p>Arlene Wood thanked Kathy Henwood and her team for this report which provided a lot of learning for Board members.</p> <p>This report had been discussed at Q&C Committee on 10 March 2023 (not 9 March as in IJB papers). Arlene Wood then introduced Alan Small who presented this report which is based on a Scottish Government template to encourage consistency in returns. The report was submitted to Scottish Government in October 2022 and covers the period 1 April 2020 – 31 March 2022. Alan Small covered the key points in the report which included issues with double counting of data regarding large scale investigations, which has now been resolved.</p>	

NO	TITLE	ACTION
9	LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS (CONT)	
	9.2 - FIFE ADULT SUPPORT AND PROTECTION COMMITTEE BIENNIAL REPORT 2020-2022	
	<p>The Board took assurance on the work being progressed in support of the protection of adults as outlined in the Fife Adults Support and Protection Committee Biennial Report 2020-2022.</p> <p>Arlene Wood thanked Alan Small and the team for the report which gave excellent feedback on the work undertaken in the last few years.</p>	
	9.3 - MAINSTREAMING THE EQUALITY DUTY AND EQUALITY OUTCOMES PROGRESS REPORT – JANUARY 2023	
	<p>This report had been discussed at the Strategic Planning Group on 1 March, Q&C Committee on 10 March 2023 and FP&S Committee on 17 March 2023. Arlene Wood introduced Fiona McKay who presented this report which had been delayed due to covid. Joint meetings have been held with other partnerships and the Equality & Human Rights Commission to ensure plans are robust. Appendix 2 show the Action Plan and the EQIA is also included, which will be used in the production of the savings proposals in the Medium-Term Financial Strategy..</p> <p>Arlene Wood then invited David Graham, Chair of SPG, Rosemary Liewald (for Sinead Braiden, Chair of Q&C) and Alastair Grant, Chair of FP&S Committee to comment on discussions at the Committee before questions from Board members.</p> <p>The SPG had raised several issues with the report and these had been rectified. Q&C had examined the report closely and no specific points had been raised. Alastair Grant confirmed FP&S had discussed the report and had nothing to highlight.</p>	
	<p>Morna Fleming asked that an addition be made to Equality Outcome 6 (page 293 of the final papers) where she would like to see specific mention of carers being included. Also in Equality Outcome 7 there should be some indication of attempts to reach carers in particular. Fiona McKay confirmed that the work undertaken with the Commission on this report means that we should be looking back on what has been achieved to ensure delivery of outcomes, going forward we will ensure the voice of carers, veterans and children will be included. These outcomes will be strengthened.</p>	FM
	<p>Discussion took place around the improving outcomes in the report, how do we measure progress and reducing stigma around dementia diagnosis.</p>	
	<p>Arlene Wood felt this was a meaningful report, made more pertinent after hearing Katie's story earlier in the meeting. Arlene Wood has a question relating to the LGBT needs assessment and further work which would be taken forward, which is not mentioned in the Action Plan. Arlene Wood also asked about identifying improvements around equalities and asked Nicky Connor to comment. Joy Tomlinson had recently shared a Health Improvement Scotland report showing information on inequalities, Arlene Wood wondered if this should be included as part of the Action Plan. Nicky Connor had shared this report with colleagues and this is being looked at through the lens of performance and what we are doing in relation to Localities and ensuring that intended actions do not have unintended consequences.</p>	FM

NO	TITLE	ACTION
	9.3 - MAINSTREAMING THE EQUALITY DUTY AND EQUALITY OUTCOMES PROGRESS REPORT – JANUARY 2023 (CONT)	
	The Board discussed the report and provided final approval of the Mainstreaming Report and Equality Outcomes Progress Report 2023.	FM
10	MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM / STRATEGIC PLANNING GROUP - ITEMS TO BE ESCALATED	
	Audit & Assurance Committee Dave Dempsey confirmed he had nothing to add from the meeting held on 19 January 2023. At the meeting on 22 March 2023 the main area of discussion was Risk.	
	Finance, Performance & Scrutiny Committee Alastair Grant had nothing to add from the meeting held on 20 January 2023. Discussions from the meeting held on 17 March 2023 had been updated during previous items.	
	Quality & Communities Committee Sinead Braiden has no items for escalation from the meeting on 18 January 2023. As Sinead did not attend the meeting on 10 March 2023, Rosemary Liewald advised that there was nothing to raise from the March meeting.	
	Local Partnership Forum Simon Fevre had nothing more to add from the meeting held on 24 January 2023. Discussion at the meeting held on 29 March 2023 included the Budget, compliance with mandatory training, improving staff attendance, system pressures and the recent Care at Home Inspection .	
	Strategic Planning Group The Equality Duty/Outcomes report had been discussed on 1 March 2023 and suggested changes had been taken on board.	
11	AOCB As Arlene Wood had not been alerted prior to the meeting of any other business to be raised under this item the meeting was closed by updating on the dates of the next meetings.	
12	DATES OF NEXT MEETINGS IJB DEVELOPMENT SESSION – FRIDAY 28 APRIL 2023 INTEGRATION JOINT BOARD – FRIDAY 26 MAY 2023	