

DOWN YOUR

# Street

Tenants' Magazine



Allocations  
Next step  
Pg 16-18

# Spooky Halloween!



#DYSFife

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

## Leven's Haunted House

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## Useful Numbers

Homeless (24 hr)	08000 28 62 31
Housing Repairs	03451 55 00 11
After hours and weekend	03451 55 00 99
Housing Information and advice	03451 55 00 33
Rent and Arrears	03451 55 00 44
Automated Payments	03451 55 00 55
Council Tax & Housing Benefits	03451 55 11 55
Recycling & Waste	03451 55 00 22
Births, Deaths & Marriages	03451 55 00 77



### Alternative Formats

Information about Fife Council can be made available in **large print, braille and audio CD** on request by calling

**Alternative Formats line:**  
03451 55 55 00



**British Sign Language**  
please text (SMS) 07781 480 185

**BT Text Direct:**  
18001 01592 55 11 91

### Language lines

Arabic	خط هاتف اللغة العربية: 03451 55 55 77
Bengali	বাংলায় আলাপ করার জন্য টেলিফোন লাইন: 03451 55 55 99
Cantonese	中文語言熱線電話: 03451 55 55 88
Polish	Polskojęzyczna linia telefoniczna: 03451 55 55 44
Urdu	اُردو زبان کے لیے ٹیلیفون نمبر 03451 55 55 66

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## Get in touch

Editor: Jillian McMahon

If you need to get in touch about this issue, you can contact us in the following ways:



New City House, 1 Edgar Street, Dunfermline  
KY12 7EP



01383 602220



tenantparticipation@fife.gov.uk

www.fife.gov.uk/tp



@fifecounciltp



## Welcome

"I hope everyone is safe and well. Most of my housing colleagues are now working at home or in our housing estates. The priority following the removal of the Covid Tier system is to try and move services back to as normal as possible. As rent payers, you have the right to expect that services should be available to you. We are doing our best to do this, but we are hitting bumps along the way.



I wrote to you in August apologising for the lengthy delays in reporting repairs through our Contact Centre. Action has been taken by my colleagues to alleviate this delay for tenants. We are also experiencing a lack of building and maintenance materials due to Covid and Brexit which is affecting our ability to turnaround empty properties for new tenants and deliver our normal capital investments such as new bathrooms and kitchens at the speed we had hope to provide. This situation is affecting all Local Authorities in Scotland. We will do our best to prioritise repairs and works to empty houses as I know services delays cause real frustration to you. Our recovery from Covid is proving more difficult to manage than we had anticipated, but we will work hard to ensure that we keep services going.

I recently completed a series of walkabouts with the Area Housing Managers to hear directly from them about conditions within local housing estates. We need to ensure that the condition of the open space and kerbsides are improved with other council services. We are also looking at increasing our efforts to improve local neighbourhoods which need housing investment. We will work with local Tenants and Residents Associations to have this discussion over the coming weeks."

*John Mills, Head of Housing Service*





# Fife Lock up review

**Housing's Estate Management Team have been tasked to undertake a review of Fife Council's Lock Ups throughout the whole of Fife. The review looks to reduce any low demand/poor condition stock and improve the condition of stock where there is high demand.**

It was agreed this would be completed by initially focusing on demolitions to reduce all unused stock Fife wide, alongside an essential maintenance programme to ensure lock ups are wind and water-tight, to meet our prime objectives of an increase in value for money and by improving the aesthetic of our estates for tenants and residents within the area.

Each of the 7 area housing teams were assisted in collating individual area plans which identify those sites which are a priority for demolition for their specific area, looking at sites with low occupancy rates or are beyond economical repair. Once priority demolitions are completed, repair and maintenance for the remaining sites will be considered to ensure they are water-tight and of a lettable standard, working with our colleagues in Specialist Services & Building Services to ensure we can carry out essential works on as many sites within budget as possible.

Effective partnership working between Roads Design & Build within Roads & Transportation Services (R&TS) and Housing Services has allowed a number of successful demolitions to be carried out following consultation with tenants and residents.

Many of the works resulted in a full demolition of unused and/or poor condition stock, and replaced with new tarred parking areas, improving the aesthetics of the area and providing much needed additional

residential parking. Please see below some before and after pictures, displaying some of the fantastic work completed by Roads Design & Build, R&TS and contractors.



## **A total of 8 LUP sites were successfully demolished across Fife in Year 1 (19/20).**

1. Abel Place, Dunfermline
2. Henryson Road, Dunfermline
3. Blackburn Drive, Cowdenbeath
4. Abbotsford Drive, Glenrothes
5. Balbirnie Rise, Glenrothes
6. Aitken Court, Levenmouth
7. Forgan Place, St Andrews
8. Carden Castle Park, Cardenden

## **Our 20/21 demolition program of 10 sites across Fife, is nearing completion.**

1. Couston Drive, Dalgety Bay
2. Ramsey Place, Rosyth
3. Headwell Avenue, Dunfermline
4. Cullaloe View, Cowdenbeath
5. Bilsland Road, Glenrothes
6. Paterson Park, Leslie
7. Rolland Avenue, Levenmouth
8. Aboyne Gardens, Kirkcaldy
9. Blairmore Road, Kirkcaldy
10. Allan Robertson Drive, St Andrews





# STORAGE LOCK-UPS

**AVAILABLE FOR RENT NOW!**



For details on how to apply to rent a  
lock-up in your area go online to:

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

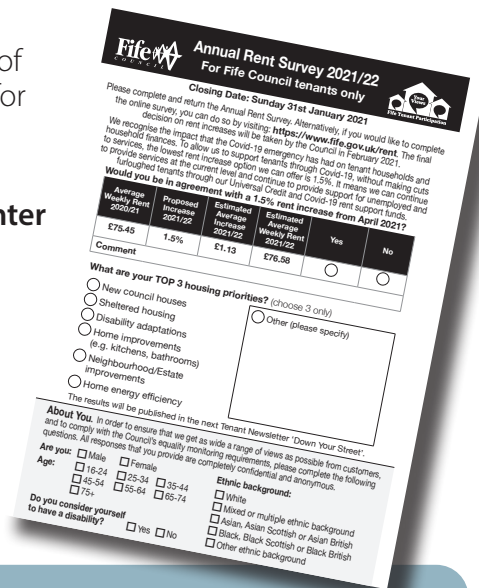
# Rent increase process

Last Autumn, we explained the rent increase process and how we provide high quality services to tenants through the income we receive from your rent. Each year, we aim to balance rents that are affordable for tenants with our ability to maintain and grow the service we can provide.

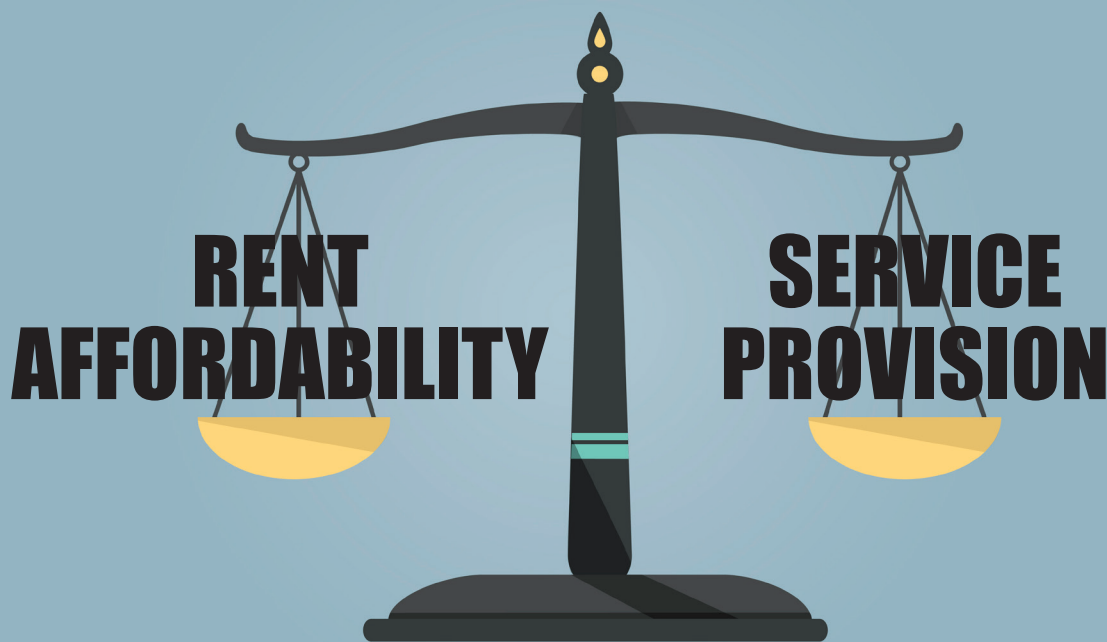
We consult with you to gather your views on potential rent increase options. Your opinions help to inform Councillors' decisions on how we balance rent affordability against the need to invest in our properties and build much needed new affordable homes in Fife.

The estimated income for 2021/22 is just over £128 million. The majority of this comes from the rent you pay and can only be used to fund services for tenants and improve homes.

In December, we will be looking for your views on the rent increase options from April 2022/23. Look out for your voting card in the Winter edition of Down Your Street.

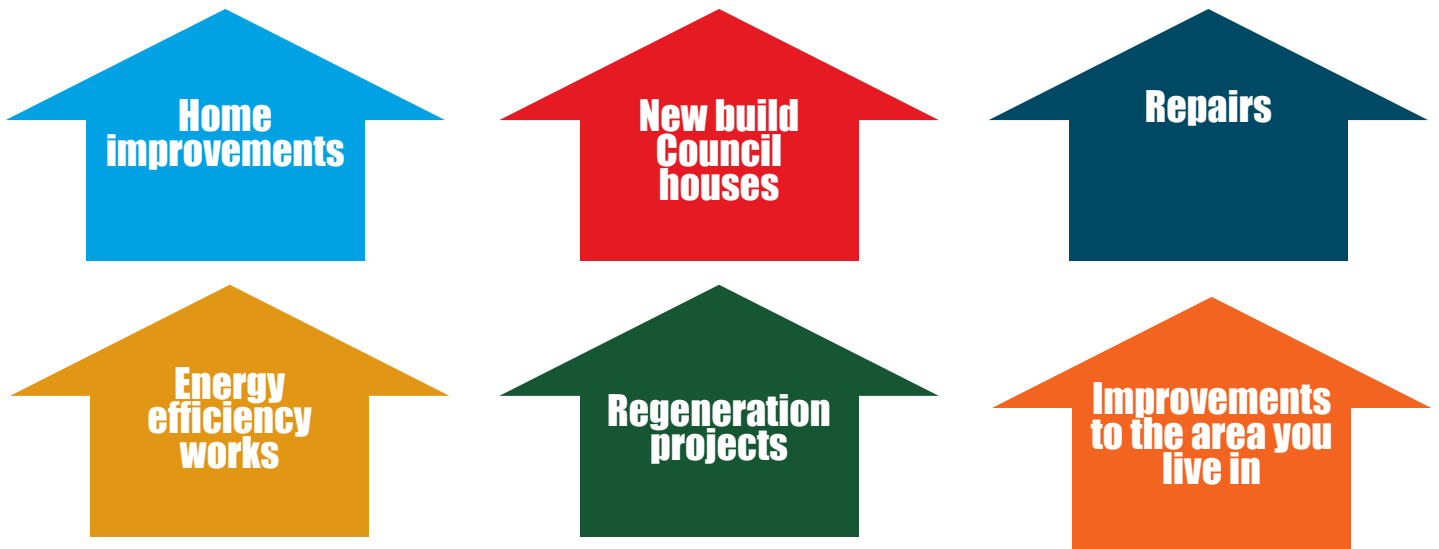


*Our aim is to balance rents that are affordable for tenants with our ability to maintain and grow the services we can provide.*





## Your rent pays for:



## Scottish Social Housing Charter

Every year, Housing Services reports on performance to the Scottish Housing Regulator through the Annual Return on the Charter. The Charter measures how social landlords are meeting the needs and expectations of their tenants and sets the standards that should be achieved for Housing Services.

The Charter allows us to track our own performance as a landlord and allows us to compare our performance to other housing providers, in Fife and across Scotland.

We work with tenants through the Charter Project Group to design an easy-to-read report showing our performance over the last year. The report is created by tenants, for tenants.

During September and October, the Charter Project Group will work to design and finalise the report. Our next report showing how we performed in 2020/21 will be available at the end of October.

Lookout for the details in a future edition of Down Your Street. You can also download a copy of the report from [fife.gov.uk](http://fife.gov.uk) or request a printed copy through your nearest Local Office.



# Community partnership at Steelworks Brae

**Hello, I am the chairperson for the Steelworks Brae Tenant & Residents Association, we decided to come together as a community because we are a new build scheme in Methil, and we had so many repair issues and snagging with the properties. We all suffered from anti-social behaviour due to motor bikes and quads behind our scheme.**

My hope was that the TRA would bring the community together, which for some things it has. At Christmas, residents arranged for a Santa sleigh to come to the street for the children. This was when I saw what we can be capable of as a community.

We have created a community Facebook page and engagement is good, people can advise of local events, such as free school meals for kids. We can also keep elderly residents updated on issues in the scheme. Sometimes in heavy rain the dam next to our houses becomes very high and its useful to keep people informed. Housing Officers and local councillors also have access to the page and can answer queries.

Since the TRA started we have had small successes, we managed to get funding to place railings and boulders at paths to slow down motorbikes. I feel the scheme is a safer place to live and the community are kept informed more. Unfortunately, we still have a long way to go, gardens are still not up to a standard which is acceptable, and we'd like to build a stronger



relationship with the Council so residents can say they are listened to.

We recently had a walkabout with the Police, Parks, Housing, residents & Safer Communities. We all raised issues which are important to our community and we hope these are taken on board and we can see positive change. We try to consult everyone when making any decisions but due to covid we have not been allowed to hold any meetings and unfortunately momentum has been slightly lost.

Our aim for the future is to create a safe and nice place to live, ensure outstanding repairs are rectified, get our green areas cleaned up and hopefully get the kids involved in looking after their area.

I'd recommend other areas create their own TRA, it's been useful for our new scheme. I love how the Wemyss villages come together to make the town nice, and it means we can all look after our elderly and vulnerable.

**Debbie**

*Chairperson*

*Steelworks Brae Tenants & Residents*





# Happy Halloween in the Broom

**You might remember the Halloween House which featured in last year's Down Your Street and is featured on our front cover. Vicki Bell and her partner Greg Williams decorated their Leven home to raise money for Ward 31 at Victoria Hospital.**

After last year's huge success, they've decided to do it all again.

Vicki said "we decorate the house purely because I love Halloween, I remember going to one house guising when I was a wee girl and they always dressed up and had the house decorated, it was amazing, and it stayed with me. I always wanted to aspire to be like that house, so some kid will grow up saying, do you remember that house at Halloween?"

Vicki and Greg will put their decorations up the first week of October, they have a lot more items to go out this year so it is likely to take a few days to get it all out and looking spooky!

The Halloween house had a fantastic impact on the community last year. Due to the lockdown there was nothing on for the kids to do, people came from miles away to see the house. Vicki said "it was great to hear the kids (and adults) all screaming and laughing, many people came back more than once. That's what it's all about, kids creating memories and hopefully raising some money for charity along the way"

Greg and Vicki hope to raise money for Love Oliver this year, they feel like it's a worthy charity. There will be a box outside for donations.

If you'd like to see the Halloween House, you can find it in Linnwood Drive, Leven. Vicki doesn't want to give too much away about what new things are going to be popping up in the garden this year. But watch this space.



# Convenor's Corner

Hello everyone.

First of all, I would like to thank all of you for your commitment and kindness shown during this time, when we have offered to play our part in the resettlement of Afghan refugees. Many of you will have seen on TV the devastation that they are fleeing from – and when Councils were asked to stand up and support the effort, to resettle families, I have to say that we in Fife Council had no hesitation because I knew that our community is welcoming and compassionate. You have stood by us, and your donations and support ensure that refugees will be welcome and safe in Fife.

As always, it's a busy time of year also, and time for checking our Gas Safety, and for me to raise awareness about the importance of gas safety.

It gives me the opportunity to check in with you and ask you to remember to make sure gas appliances are safe to use. You will know the dangers and risks unsafe gas work poses and the Council will do everything we can to help people stay gas safe. Making sure your gas appliances are safe to use could save your life.

When you receive a letter about your annual Gas Safety Check, please make sure someone is home to give the Engineer access. If the date or time is not suitable, get in touch so another appointment can be arranged to a time that suits you. Remember, we do this to help ensure your family and home are safe.

We are still in the grip of the COVID 19 Pandemic , and cases remain stubbornly high.

Please do all that you can to stop the spread: Get tested regularly; wear your face-covering in indoor spaces – and let's keep ourselves and each other safe.

It's hard to believe that we are in the Autumn already and in the next edition of Down Your Street, we will be asking your views on the Rent for next year. We need to focus on the climate emergency and how we can heat and insulate our houses efficiently and safely. We are already looking into all the options and will present you with a survey, based on these options. Please start to think about what matters to you and be prepared to take part in the Rent survey.

I do wish everybody the best for the Autumn season. Don't forget Café Inc will be operating, offering every child and family a lunch throughout the October school holidays, and we look forward to welcoming you at Café Inc.

Stay safe and well.

Judy



**It's important to make sure that your gas boiler, gas fire and gas cooker are working safely and correctly.**

Gas Safe Register is the only official list of gas engineers who are legally allowed to do work on your gas boiler, gas cooker and gas fire. By law, all gas engineers must be on the Gas Safe Register. This list is there to help protect you from unsafe gas work.

As your landlord, Fife Council will annually service your gas boiler and gas fire. If you have a gas cooker you will need to get it serviced and safety checked every year. Annual servicing not only helps keep your heating and hot water working properly, it helps keep you safe.

**All Gas Safe registered engineers carry a Gas Safe Register ID card. Always check the card and make sure the engineer is qualified for the work you need. To check an engineer go to [www.GasSafeRegister.co.uk](http://www.GasSafeRegister.co.uk) or call free on 0800 408 5500.**





# Generations working together

**Have you ever looked out your window and smiled when you see a wee one going by, or tutted when a group of teenagers noisily chatter as they pass your house? Do you ever feel that life is happening on the outside and you would like to join in, but you feel as though you have nothing to offer?**

Well, I believe that everyone has something to offer regardless of their age. Everyone has some life experience which they can share and talk about, some skills that others could benefit from. Can you make a pot of soup, or talk about your local football team or fish? The simple skills which we all take for granted are sometimes skills which are dying out and could be transferred to the younger generation and you could be the person to teach them, just as the young ones could teach us a thing or two!

Generations Working Together is a Scottish charity which helps the young and old and those in between, to come together to learn from each other, in a fun way. Breaking down the barriers of suspicion, addressing ageism, and building trust and respect, creating long lasting friendships between

the generations which help to build stronger communities.

Generations Working Together offer free online training that any member can access (membership is free), which enables people to have a better awareness of intergenerational activities. If you are interested in joining a project near you, please contact Louisa Turner, Fife Network Coordinator, [louisa@generationsworkingtogether.org](mailto:louisa@generationsworkingtogether.org) or 07853129465 or you can visit Generations Working Together website: [generationsworkingtogether.org](http://generationsworkingtogether.org).

Louisa Turner, Fife Network Coordinator, Generations Working Together



**Generations Working Together**





# How to protect against damp

**Damp makes a room feel cold and unwelcoming and worst it can mean structural issues. Luckily, damp can often be treated and prevented without calling in the professionals.**

## How to know you have damp

You'll probably be able to see or smell damp but there are other warning signs.

- Black speckled marks or brown patches on walls and ceilings can be damp.
- You may have black mould around window frames, tile grouting or sealant.
- Black mould can even grow inside curtains or upholstered surfaces.

## Causes of damp

Damp and mould are caused by excess moisture. This can be due to leaking pipes, rising damp from the ground floor or water ingress from the roof or windows. It is vital to report faults such as leaking pipes or damaged rainwater goods as soon as possible to prevent damage.

Normally it is our own behaviour that promotes additional moisture in the home. Underheating your home, drying clothes inside, turning off extractor fans in kitchens and bathroom or closing trickle vents on windows is a major cause of damp.



You can help prevent the build up of excess moisture by:

- Putting lids on saucepans, drying washing outside and avoiding paraffin or bottled gas heaters (these are not permissible in Council tenancies)
- Opening the bedroom window for 15 minutes each morning
- Making sure your home is well insulated
- Heating your home, a little more
- Ventilating rooms regularly and leaving doors open to allow air to circulate, unless cooking or showering
- If you're cooking, showering, or bathing - opening the window, putting the extractor fan on and closing the door





# Cosy Kingdom

During the COVID-19 crisis our colleagues at Cosy Kingdom have been continuing to support our residents in Fife by offering free and impartial energy advice. Cosy Kingdom energy advisors have been providing a telephone advice service throughout the pandemic, offering people assistance on how to stay warm, manage their energy bills and staying connected.

Energy advisors have been connecting with residents via social media, particularly Facebook, where live streams have been created. Some of these streams have consisted of advice on how to compare gas and electricity prices, along with useful advice on prepayment meters and general energy related enquiries.

## Cosy Kingdom can be contacted by:

- Calling 01592 807930
- Text COSY then YOUR NAME to 88440
- Email [info@cosykingdom.org.uk](mailto:info@cosykingdom.org.uk)
- via Facebook & Twitter

## Warm Homes Discount

You could get £140 off your electricity bill for winter 2021 to 2022 under the Warm Home Discount Scheme. The scheme opens on 18 October 2021.

The money is not paid to you - it's a one-off discount on your electricity bill, between October and March.

You may be able to get the discount on your gas bill instead if your supplier provides you with both gas and electricity. Contact your supplier to find out.

## Eligibility

There are 2 ways to qualify for the Warm Home Discount Scheme:

- you get the Guarantee Credit element of Pension Credit - known as the 'core group'
- you're on a low income and meet your energy supplier's criteria for the scheme - known as the 'broader group'

You can still qualify for the discount if you use a pre-pay or pay-as-you-go electricity meter. Contact your supplier to find out.

We welcome any fuel related queries and we will try to answer them in the next edition of "Down Your Street". All queries should be directed to us at [Fuel.poverty@fife.gov.uk](mailto:Fuel.poverty@fife.gov.uk).



# Stay strong and steady

**In September we recognised Falls Prevention Week. To Stay Strong and Steady we need to be active throughout the year. There are some simple clinically proven activities that you can do at home that will reduce your chance of having a fall if you trip or stumble. The Chief Medical Officer in Scotland states that we should all do 'strength and balance' activities at least twice a week, but every bit helps!**

One of the best activities you can do is called Sit to Stand. This is a Strength and Balance activity that works the whole body. If you only have time for one activity this is the one to go for. It is great for giving

you strength to get out of a chair and therefore maintain independence. You can find all the Strength and Balance activities on YouTube [www.youtube.com/watch?v=2ZplzbLmfz0](http://www.youtube.com/watch?v=2ZplzbLmfz0)

Here are some pictures of how to do a Sit to Stand

Sit forward in the chair with feet hip width apart - Slight lean forward and draw heels back under knees, then push to standing. Whilst standing walk on the spot before following the instructions on how to sit down. Stand tall, then move back until you can feel the chair. Hands reach for the chair as you sit down. Repeat this movement up to 10 times.



## Do you have home contents insurance?

Fife Council are responsible for the Buildings Insurance of Fife Council properties but we do not insure your furniture, belongings or decorations against theft, fire, flooding and other household risks.

Tenants are strongly advised to take out adequate insurance and ensure the value of insurance cover is maintained at a realistic level.

Fife Council offers tenants the opportunity to insure their home contents with a low-cost insurance scheme.

Contact your Housing Officer for further information



or call the **Housing Advice Line** on **03451 55 00 33** (Mon-Fri, 8am-6pm).

## HELP A CHILD BELONG FOSTER FOR FIFE COUNCIL



**Ryan\* needs a fostering family to love and support him.**

He's twelve and lives in residential accommodation.

Although he has been diagnosed with autism and a learning disability, he still has lots of fun using his ipad, going to the play park and swimming.

He struggles with communication but works well using pictures and structured sentences. He enjoys the special school he attends daily and has regular weekly contact with his birth mother which he looks forward to.

**Could you care for Ryan and give him a stable loving home?**

You'll be part of a team caring for Ryan and you'll receive an allowance and plenty of support.

\* Photo and name of child substituted for privacy

To find out more enquire at: [foster.fife.scot](http://foster.fife.scot) and we will get back to you.







# Greenmount update

**Greenmount Tenants' and Residents' Association (TRA) was established in late 2019 to address locals' concerns and make improvements to the area of Greenmount Road North, Spence Avenue, Nicol Drive and Cotburn Crescent in Burntisland. Fife Council's Tenant Participation Team helped us to organise and publicise an initial public meeting at the Toll Community Centre, which was attended by some two-dozen folk, who decided that coming together in an association would benefit the area.**

We'd only had three meetings, before the first Covid19 lockdown hit in March 2020, so it's been difficult to keep up the momentum, while we haven't been able to meet face to face. Committee members held regular catch ups, with Council Officials and our ward Councillors on Zoom but we're now looking forward to our first "in real life" meeting, in over 18 months at the end of August - when we'll be seeking residents' views, on how we should spend the funds that we've built up, during our enforced break for the pandemic.

Despite our tough start, we've already had some success tackling issues, including improvements to the popular footpath through the Delves, removal of a tall hedge and replacement of a damaged wall, next to the grassed area at the end of Nicol Drive. The TRA has brought together staff from different departments of Fife Council and other agencies with local people, to enable us to successfully address together, concerns that individuals had been raising without success.

I would encourage anyone who's interested in setting up an association in their local area, to go for it. There's loads of help and support (including small amounts of funding for meeting room hire, publicity etc) from Tenant Participation and the Fife Federation of Tenants & Residents Association\* (FFOTRA) to help get you started. Once you're established you can access all kinds of community funding opportunities – a welcome antidote to local government spending cuts and austerity. And it's inspiring to meet like-minded people and discover just how many of your neighbours really care about where they live and are motivated to work to make it better for everyone.

**Carolyn McAllister**

*Secretary Greenmount TRA*

*\*n.b. Glenrothes Area Residents Forum (GARF) covers the Glenrothes area and North East Fife Tenants and Residents Federation (NEFTRF) covers the North East Fife area.*



if you'd like to contact the Greenmount TRA please email [tragreenmount@gmail.com](mailto:tragreenmount@gmail.com)

# Allocations - next step

In the last two editions of *Down Your Street* we have covered how you can apply for Housing, how your application is assessed, The Fife Housing Register and the Transfer Incentive Scheme. In this edition we look at the role of the Housing Access Officer (HAO) as well as how people with medical issues are housed.

Using your frequently asked questions we have interviewed two HAO's and two Housing Occupational Therapists (OT) to explain the process.

## Housing Access Officer

### What are your weekly duties?

They are...

- Check empty property list and contact people to ensure keys have been returned
- Arrange and carry out Enhanced Housing Option Interviews (EHOI), for applicants that are threatened with homelessness/suffering Domestic Abuse.
- Housing options interview - carry out reviews with applicants with a homeless priority
- Arrange exit inspections for any tenancy terminations
- Allocate properties that I have received a termination notice for
- Carry out any accompanied viewings for offers of housing issued
- Liaise with Housing OT, Housing Management Officer and Homeless Persons Officer to check suitability of properties identified for customers.
- Request tenancy references for customers who are being considered for properties.
- Prepare report/carry out home visit for any child/adult protection meetings in the week.
- Prepare reports for any applicants needing to move under exceptional circumstances for management approval.

### I know someone who was housed, and I have more points than them. How can this happen?

When allocating we need to consider our targets which are set out to ensure the Council achieves its aim to meet the needs of those in severe housing need and other forms of need.

For example, we may have an applicant on Social & Medical transfer list and another applicant on the Social & Medical general list with the same points. If we have not met our target for our transfers, then we consider the transfer applicant first.

Similarly, we make sure the property meets the applicant's medical needs and recommendations, if an applicant with more points needs a property that has a wet floor shower and the property only has a bath and cannot be adapted then we bypass the applicant at the top and go to the next applicant who may have lower points.

### You can be awarded points for various reasons

- Experiencing abuse or harassment
- Have housing difficulties because of things like health, disability, need for support, educational or employment reasons.
- Risk of losing your home.
- Leaving the armed forces.
- Need to move to support children's educational and social development.
- Need alternative housing to provide care for children or relatives.

### Why do new build properties go to transfer applicants initially?

This gives us a greater turnover of properties available to let which means we can house more people on the housing list. It creates a chain of more Council houses available as we can then allocate the properties that the transfer applicants have left.

New developments will include properties designed and adapted for those with specific needs, these properties will not be "Transfer-Led".





We have 11 different categories that we consider when allocating a property –

- |                                 |                                |
|---------------------------------|--------------------------------|
| Homeless medical                | General applicants             |
| Homeless                        | Urgent housing medical general |
| Transfer applicants             | Urgent housing general         |
| Urgent housing medical transfer | Social & Medical general       |
| Urgent housing transfer         | Poor housing general           |
| Social & Medical transfer       | Lack of security               |
| Poor housing transfer           |                                |

## Jargon Buster

**VOID** = Empty Property

**Enhanced Housing Option Interviews (EHOI)** = A meeting to discuss your housing options with a HAO

**Tenancy Terminations** = when you give 28 days' notice that you will be moving out

**Accompanied Viewings** = Viewing the property you have been offered along with the HAO

**Transfer Applicant** = Someone who already lives in a Council house but it is now not suitable for their needs



# Allocations - continued

## What checks and considerations are in place when allocating properties to applicants on the Housing List?

I gather information about the property to be allocated, this could be with the Housing Management Officer, Safer Communities' Team, and Public Protection Team. A discussion with my Lead Officer may also be required where it is considered the allocation may impact negatively on the Local Community.

## What support is given to new tenants moving in?

The tenancy assistance service is available to all tenants. This service offers help with your tenancy to help you stay in your home. It's a 12-week service which includes help with your tenancy agreement, household income, tenancy mail, home and living standards and any additional needs.

Short term housing support can be provided to tenants requiring support in their tenancy to achieve independence, for example - Maximise income, Support with shopping, budgeting, and filling in forms. Short term housing support is usually for a period of 1 year. Contact your Housing Officer if you feel this would benefit you. Support requirements can be discussed at point of allocation or once you're in your tenancy.

## Housing Occupational Therapist

### What does a Housing OT do?

My role is to assist with pre-allocation. It starts with the initial assessment of the housing application of a person's housing need, this can include a vast number of needs such as mental health, children with autism, paediatrics, disability, or elderly people.

I advise the Housing Access Officer of any concerns at the point of consideration of allocation, I would then be on an accompanied viewing of the property with the Access Officer and the applicant.

### If you come with me to the viewing what are you looking for?

Housing Occupational Therapist attends the viewing with you to ensure you are being offered a property suitable for your needs. I start my assessment straight away, looking at your ability to get in and out of the

car, how you can get up any steps, how you walk up the path and can get in the front door comfortably. I ensure the property has bathing facilities that are suitable for your needs and the size of rooms are appropriate for any medical equipment.

Any existing adaptations that are suitable for you would not be removed, but if you require more this would be referred to a Social Work OT to assess.

## Do you then make the decision if I get that house?

I work closely with the Access Officer to ensure they have the best information at hand to allocate the property correctly. The property must be suitable, and this is done in liaison with the applicant and their family, if appropriate. This is usually done at the viewing after a full functional assessment is carried out.

## How can I not get a house when I have a ground level medical award?

A house is classed as a property with internal stairs.

If you have difficulty negotiating stairs, the occupational therapist may make a recommendation for ground floor allocations only. This ensures you are not placed in unsuitable accommodation, so will not be considered for a house.

Usually, ground floor with all facilities on the one level is a better and safer solution for your long-term needs.

## Do you only add medical points to my application?

I can also add support points, depending on the information you share with us we may contact a professional/support worker you have put on your application.

**We will cover the  
Public Protection  
Team in the Winter  
Edition**



# New view at Cullaloe View

**During a recent lock up review in the Cowdenbeath area, it was highlighted that the lock ups in Cullaloe View, had not been in use for several years.**

After discussions with various services and the Housing Management Officer, it was agreed that it would be of benefit to create additional parking in the area and remove the lockups due to lack of demand.

Works began at the end of April 2021 to demolish and

remove the lockups. The area was then levelled, leaving it clear for new parking to be created.

This work was completed in June 2021 and has not only improved the look of the overall area but has added an additional 7 Parking spaces in the street.

Feedback has been positive, with the spaces created freeing up space on a busy road.





# Multi storey flat safety

## If a fire occurs in your flat

- Follow your fire escape plan
- Shout to alert the household and get out quickly
- If smoke is present keep low, crawl if you need to get below the smoke level
- Close doors behind you including the front door to prevent smoke and fire spread
- Don't return to investigate or fight the fire
- Don't use the lifts always take the stairs to exit the building

## CALL 999 AS SOON AS YOU ARE IN A SAFE PLACE

### If the fire is NOT in your flat

- If a smoke alarm is sounding in a communal area or you smell smoke call the Fire and Rescue Service
- Stay in your flat and keep the front door closed
- Pack a towel or sheets around the bottom of the front door to stop smoke getting in
- Go to an open window and wait for the arrival of the Fire and Rescue Service

## ONLY LEAVE THE SAFETY OF YOUR FLAT IF YOU'RE AFFECTED BY HEAT OR SMOKE, OR IF YOU'RE TOLD TO LEAVE BY FIREFIGHTERS OR THE POLICE

### If you are trapped

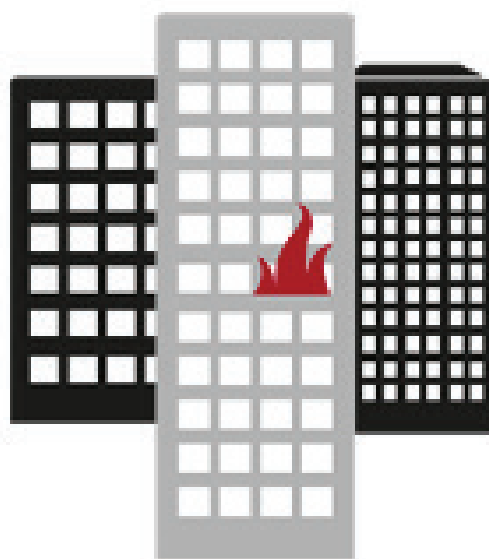
- In the unlikely event of becoming trapped by fire in your home, go to your "safe room" and gather everyone there
- Call the Fire and Rescue Service as soon as possible and protect the room by packing bedding or towels around the door to help block the smoke
- Open the window to breathe clean air and try attracting attention by waving a sheet
- Gather on a balcony if one is accessible



The Scottish Fire and Rescue Service have produced 'Keeping yourself and others safe from fire in your high-rise building' which is available at [www.firesscotland.gov.uk](http://www.firesscotland.gov.uk).

If there is a fire don't be alarmed by the scale of the fire services presence as they need a large number of resources to get their equipment from the ground up to the floor of the fire.

- Do not jump - The Fire and Rescue Service will be on their way.
- You are at no more risk of having a house fire than those living in other types of houses.
- Never use the lift when evacuating the building







**SCOTTISH**  
**FIRE AND RESCUE SERVICE**  
Working together for a safer Scotland



**Safer  
Scotland**  
Scottish  
Government

# Keeping yourself and others safe from fire in your high rise building



# IT'S NOT EASY TO SPOT A ROGUE TRADER

They look trustworthy and seem genuine. They have a branded van, a website, look professional and even have online reviews. They might look like the real deal, but cowboy traders just want to scam you. Don't let scammers into your home.

**Just say no.**



**#ShutOutScammers**

Find out how to protect yourself.  
Visit: [scotland.police.co.uk](https://scotland.police.co.uk)





# Hooked on freedom



**As the name, Forth and Tay Disabled Ramblers (FTDR) suggests, the group was formed to help people with a disability in Fife, Tayside, and Lothians to access the great outdoors. The group is run by disabled people for disabled people. The committee of trustees are mainly disabled members, but 3 volunteers also assist.**

The group has 45 members, the majority of whom have a disability, but we also have family members and volunteers who support the group through their membership.

A programme of events is organised for each year with approximately 15 rambling events taking place from April through to October. The majority of these events see members make their own way to the starting point but on some occasions a minibus is provided. At some stage during a ramble, we will stop at a suitable place and enjoy a picnic lunch. On other occasions we have a meal in a local pub or restaurant after the ramble.

During the other months of the year the group hold 'brunch meetings' where they catch up together at a café for a couple of hours. In December, the group usually enjoys a Christmas lunch, to which family and friends are invited.

The group owns 22 mobility scooters of various sizes, models, and capabilities. Currently, the scooters are garaged in Glenrothes and are serviced regularly on site. They are conveyed to each ramble location by hired vans, which are loaded/unloaded and driven by volunteers.

In order to function, FTDR relies on grants from various organisations, and a number of trustees are continually searching for funding for garaging, scooter servicing, insurance etc., which are all important factors in keeping the group alive. Over the past few years, several members have taken part in the Scottish Kiltwalk and other fundraising activities and have raised 25% of the annual outlay. Members pay an annual membership charge, a ramble charge and scooter hire charge, which we try to keep to a minimum and these help with costs.

The group is gaining interest in the community with prospective members making contact through our website or a Facebook page run by a member. More members are welcome but, to provide a good service, more volunteers are required. We would therefore encourage anyone who enjoys walking in the countryside to give up some time to ensure that others who are less mobile can also enjoy this pastime. If you wish to drive, load and unload the vans and then spend some quiet time during the ramble, that's fine. However, there are occasions when the ramblers require assistance and so walking volunteers are also necessary.

Being a volunteer is all very worthwhile when, at the end of a ramble, the smiles on the ramblers' faces are a sight to see. It's very rewarding!

*Brian - FTDR*

**Contact as prospective member or volunteer can be made through our email address [info@ftdr.uk](mailto:info@ftdr.uk) or 07734924481 between 0900 and 1700 daily (answer phone otherwise).**



# Find the difference

Just for fun. Find the 10 differences between our playful monkeys. With restrictions in place to prevent the spread of Coronavirus, there are currently no prize-winning competitions running in this edition of Down Your Street.



## Autumn Word Search



Can you find the Autumn words in the puzzle below?

h	t	b	x	t	n	y	e	l	l	o	w
b	r	o	w	n	s	e	j	j	s	l	s
g	b	h	v	t	t	p	y	u	q	i	c
c	q	q	z	f	x	a	e	j	u	c	a
m	l	e	a	v	e	s	c	a	i	w	r
c	j	s	y	i	l	g	b	o	r	k	e
h	a	r	v	e	s	t	o	d	r	i	c
f	s	e	u	o	r	a	n	g	e	n	r
w	a	d	k	l	a	p	f	q	l	r	o
s	s	l	d	q	f	x	i	g	x	a	w
k	b	m	l	y	l	h	r	c	x	k	p
a	p	p	l	e	b	h	e	y	c	e	h

## Try our autumn wordsearch

Just for fun. With restrictions in place to prevent the spread of Coronavirus, there are currently no prize-winning competitions running in this edition of Down Your Street.

- rake
- squirrel
- bonfire
- orange
- scarecrow
- leaves
- harvest
- acom
- brown
- apple
- fall
- yellow
- red
- pear







# Tenant Participation News Bulletin

## Show us what you've done

Earlier this year TPAS (Tenant Participation Advisory Service) asked for any videos of Tenants & Residents Associations (TRAs) promoting the work that they had done or were doing, to share good practice, to others around Scotland.

Whilst we have numerous TRAs who fitted that criterium, we didn't have any videos to promote their amazing achievements for their communities.

The Tenant Participation Team made contact with TRAs from the 7 committee areas across Fife, trying to highlight different perspectives, projects, achievements, problems, demographics etc. and interviewed the committee members, from those TRAs who wanted to take part. A short video clip was then played at the TPAS webinar on 30th June this year, showcasing the TRAs.

The team would like to thank everyone for taking part: - Bill and Michelle at Auchmuty and Dovecot TRA, Sharon, Linzi and Karen from Dallas Drive TRA, Douglas and Libby of Golfdrum Street TRA, Marie, Shane and Lizzy at New Linktown TRA, Kate from Steelworks Brae TRA and Tam and Alan of Walter Hay Court TRA.

The videos have been uploaded on the TP Facebook page if you would like to hear why they each feel TRA's are important, check out @Facebook.com/FifeCouncilTP or scan our QR code.

**If you would like to make a video, to promote your TRA, please contact Rab Clark at [rab.clark@fife.gov.uk](mailto:rab.clark@fife.gov.uk) or 07525 392637**



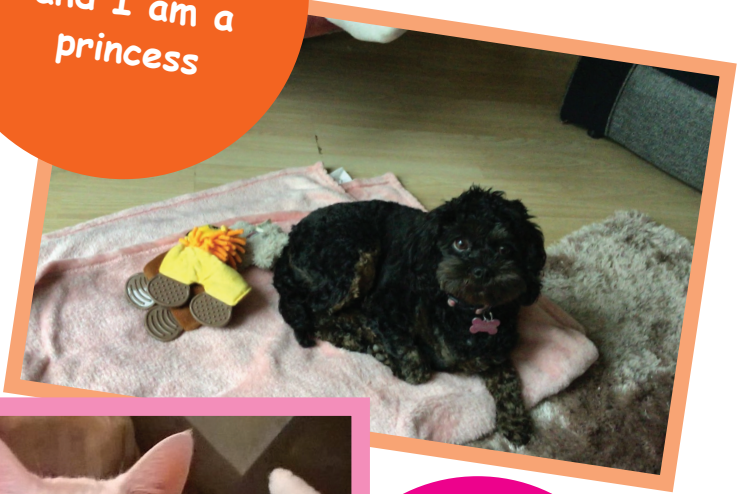


Phoebe says Happy Halloween to all my new pals

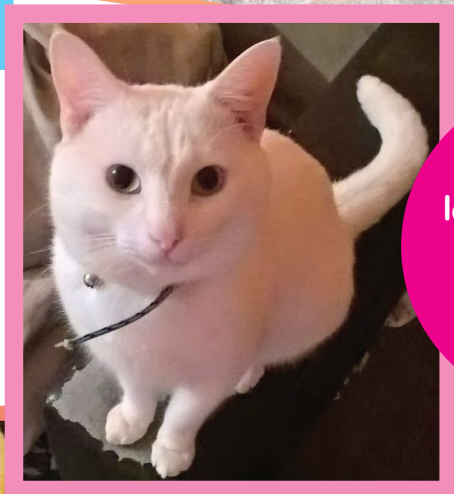
# PHOEBE SAYS...

if you'd like your pet to feature on "Phoebe says" please email your photos to [tenantparticipation@ffe.gov.uk](mailto:tenantparticipation@ffe.gov.uk)

Hi I'm Willow and I am a princess



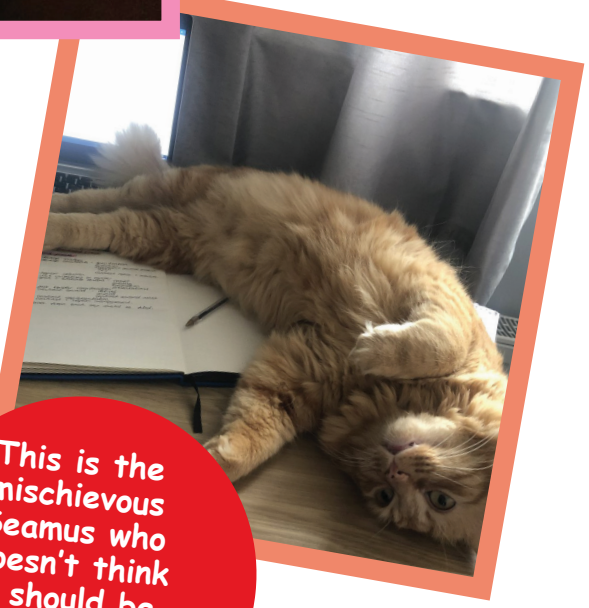
Hi I'm Wallace relaxing in the sun with my mum Cindy



My name is Snowy and I love sitting and watching my mum and dad cuddling with them



Hugo didn't want to miss out on his chance for fame



This is the mischievous Seamus who doesn't think I should be working from home any more!



## Mrs Doyle's KITCHEN



### Spooky Pumpkin Soup

- 50g Butter
- 1 Onion, Chopped
- 1kg Pumpkin/Butternut Squash Deseeded and Diced
- 2 Garlic Cloves, Crushed and Chopped Finely
- 1 Bay Leaf
- 900ml Stock
- 3tbsp Primula Original (plus extra for garnish)

#### Method

##### • STEP 1

Melt butter in a large pan over a medium heat. Add the onion and fry gently until softened. Add the pumpkin/squash and cook for 5 minutes

##### • STEP 2

Add the garlic and bay leaf and pour over the stock.

##### • STEP 3

Increase the heat and bring to the boil. Simmer for 10-15 minutes or until the pumpkin is soft.

##### • STEP 4

Discard the bay leaf and stir in the Primula. Blend using a hand blender until smooth.

##### • STEP 5

Add salt and pepper to taste and ladle into bowls.

##### • STEP 6

Serve with a swirl of Primula (or a spider's web if you're creative!) and some warm crusty bread.

Primula Pumpkin Soup serves 4 - 6 people.

Mrs Doyle's Kitchen features amazingly tasty recipes for the whole family. Check out this seasons delicious and easy ideas...



### Frankenstein Mug cake

#### Ingredients

##### For the cake

- 20g unsalted butter, plus a little extra for greasing
- 30g dark chocolate
- 2 tbsp caster sugar
- 1 medium egg, lightly beaten
- 2 tbsp self-raising flour
- ½ tsp instant coffee granules, dissolved in 2 tsp boiling water
- ½ Conference pear, peeled, cored and cut into pieces
- ½ tsp icing sugar

##### For the decoration

- 1 tbsp milk chocolate sprinkles
- red writing icing
- 8 green M&M's
- 2 liquorice twists
- 24 mini marshmallows

#### Method

1. Put the butter and chocolate in a heatproof bowl. Microwave for 45 secs-1 min on medium until melted. Add the caster sugar, egg, flour and coffee and whisk until just combined. Grease the base of a 300ml, straight-sided microwave-proof mug and put the pear in the bottom. Top with the cake mixture. Cook for 2 mins on high until risen.

2. Leave the cake in the mug to rest for 10 secs, then turn out cool for 10 mins, then scatter each with 1 tbsp milk chocolate sprinkles. Poke holes for the eyes, then squeeze a little red writing icing onto 2 green M&M's and push into the holes. Use icing for pupils.

3. For the bolts, poke holes either side and push in half a liquorice twist. Use red writing icing to stick on 6 mini marshmallows in a row to make teeth. Draw around them to create lips, then draw on some stitches too.

Serves 1 (15mins)



# Get tested now

Confidential support - including financial advice, information and practical help - is available.



**Reduce the risk and  
keep Fife on track**