

**THE FIFE COUNCIL - COMMUNITY AND HOUSING SERVICES SUB-COMMITTEE –  
REMOTE MEETING**

**3rd February, 2022**

**10.00 a.m. – 1.45 p.m.**

- PRESENT:** Councillors Judy Hamilton (Convener), Lesley Backhouse, John Beare, Ken Caldwell, Alistair Cameron, Rod Cavanagh (substituting for Julie Ford), Neil Crooks, Dave Dempsey (substituting for David J Ross), Linda Erskine, Fiona Grant, Helen Law, Donald Lothian, Graham Ritchie and Darren Watt.
- ATTENDING:** Michael Enston, Executive Director - Communities, Paul Vaughan, Head of Communities and Neighbourhoods, John Mills, Head of Housing Services, Gavin Smith, Service Manager – Housing Access and Homelessness, Patricia Spacey, Safer Communities Manager, Helen Wilkie, Service Manager - Housing Condition and Supply, Peter Nicol, Housing Manager – Levenmouth, Housing Services; Paul D'Arcy, Project Manager, AT&E Property Services; Carlene Simpson, Assistant Project Manager (Private Sector), AT&E Property Services; Donna Christie, Lead Officer - Estate Management, Housing Services; Sharon Douglas, Community Investment Team Manager, Communities and Neighbourhoods; Emma Lennon, Accountant, Finance Services; Sheila Noble, Co-ordinator (Fife Violence Against Women Partnership), Children and Families and Criminal Justice Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.
- ALSO IN ATTENDANCE:** Heather Stuart, Chief Executive and Michelle Sweeney, Director of Creative Development and Delivery, Fife Cultural Trust; Alistair MacGregor, Chief Executive Fife Golf Trust; Emma Walker, Chief Executive Fife Sports and Leisure Trust; Heather Bett, Interim Senior Manager (Fife Violence Against Women Partnership); Bill Campbell, Fife Federation of Tenants and Residents Association (FFOTRA) and Ian Robertson, Glenrothes and Residents Association (GARF).

Prior to the start of business, the Convener paid tribute to Doreen Thompson, Housing Professional in the Private Sector and David Weir, Housing Manager, who had sadly passed away in December, 2021. Both Doreen and David were highly respected members of Housing Services and would be sorely missed by colleagues across Fife Council. The Convener, on behalf of the Sub-Committee, offered condolences and deepest sympathy to the families and friends of Doreen and David.

**256. DECLARATIONS OF INTEREST**

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

**257. MINUTE**

The Sub-Committee considered the minute of the Community and Housing Services Sub-Committee meeting of 29th October, 2021.

**Decision/**

**Decision**

The Sub-Committee agreed to approve the minute.

**258. TRUSTS ANNUAL REPORTS 2020-21**

The Sub-Committee considered annual reports reviewing performance and activity in 2020-21 from the 3 Trusts in Fife - Fife Cultural Trust; Fife Golf Trust and Fife Sports and Leisure Trust.

**Decision**

The Sub-Committee:-

- (1) noted the performance and continued development of the Trusts over the period 2020-21; and
- (2) congratulated the Trusts on their performance and recovery in very challenging circumstances due to the Covid-19 Pandemic.

**259. FIFE VIOLENCE AGAINST WOMEN PARTNERSHIP UPDATE**

The Sub-Committee considered a joint report by the Interim Senior Manager (Children Services, Sexual Health, BBV and Rheumatology) and Chair of Fife Violence Against Women Partnership, updating members on the progress of the Fife Violence Against Women Partnership (FVAWP) during 2020-21. FVAWP was responsible for the local delivery of *Equally Safe - Scotland's Strategy for Preventing and Eradicating Violence Against Women and Girls*. The FVAWP Annual Report 2020-21 directly linked to national priorities and detailed local partnership activity across statutory and third sectors.

The report highlighted the impact of Covid-19 on those with lived experience of gender-based violence. The FVAWP Annual Report covered the period of greatest Covid-19 restrictions which significantly impacted on women and children living with domestic abuse and other forms of violence against women, advising on how partners in Fife responded to the *Coronavirus Supplementary Violence Against Women Guidance for Local Authorities and Partners* (September 2020) which was published to support local areas to redress the increased risks.

**Decision**

The Sub-Committee:-

- (1) acknowledged the work undertaken by the Fife Violence Against Women Partnership (FVAWP); and
- (2) acknowledged and supported the continued efforts of Fife Violence Against Women Partnership including the response to Covid-19 and recognised the particular challenges for specialist services.

**260./**

**260. 2021/22 REVENUE MONITORING**

The Sub-Committee considered a joint report by the Executive Director of Finance and Corporate Services and the Executive Director of Communities providing an update on the projected outturn position for the 2021/22 financial year for the areas in scope of the Community and Housing Services Sub-Committee.

**Decision**

The Sub-Committee noted the current financial performance and activity for the 2021/22 Revenue Monitoring as detailed in the report.

**261. 2021/22 CAPITAL MONITORING**

The Sub-Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Communities providing an update on the Capital Investment Plan and advising on the projected financial position for the 2021/22 financial year.

**Decision**

The Sub-Committee noted the current performance and activity for the 2021/22 Capital Monitoring as detailed in the report.

The Committee adjourned at 11.30 a.m.

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The Committee reconvened at 11.35 a.m.

**262. REVISED COMMISSIONING ARRANGEMENTS FOR THE HOUSING SUPPORT AND HOMELESSNESS PUBLIC SOCIAL PARTNERSHIP (PSP)**

The Sub-Committee considered a report by the Head of Housing Services presenting a summary of the revised commissioning arrangements between the Council and the Public Social Partnership (PSP) from April 2022, following an independent review of Fife's PSP arrangements in 2021.

**Decision**

The Sub-Committee agreed:-

- (1) to re-introduce Council direct commissioning arrangements for PSP services by April 2022 subject to negotiation with the Lead Agent;
- (2) to establish individual SLAs with each of the partners for 2022/23 with a view to formalising longer term arrangements during the year, including the potential to test the market for gaps in service provision; and
- (3) that any proposed withdrawal from service commissioning arrangements by a service provider would be supported by a formal Exit Strategy as required by the Care Inspectorate.

**263./**

**263. SUPPORT FOR VOLUNTARY ORGANISATIONS**

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods proposing recommendations for the level of support to voluntary organisations within Communities Directorate for the period 2022-2025.

**Decision**

The Sub-Committee approved the level of funding to voluntary organisations as detailed in the schedules attached to the report.

**264. UPDATE REPORT - FORMALISING MANAGEMENT OF COMMUNITY HALLS AND CENTRES**

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods providing an update on progress following committee approval in November 2020, for consultation with voluntary management committees on the future management of community halls and centres.

**Decision**

The Sub-Committee acknowledged the updated position detailed in the report.

**265. COMMUNITY DEVELOPMENT FINANCE INSTITUTION CONDUIT SCOTLAND - PROGRESS REPORT**

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods providing an update on progress of the Community Development Finance Institution (CDFI) since its establishment in 2017.

**Decision**

The Sub-Committee:-

- (1) noted the information detailed in the report and appendices; and
- (2) noted the future plans of the CDFI in its aim to recover from the impact COVID-19 had on operations.

**266. A REVISED HOUSING ESTATES MANAGEMENT APPROACH**

The Sub-Committee considered a report by the Head of Housing which was part of the development of People and Place Leadership and the Plan4Fife, proposing a revised Housing Estates Management Approach as a means of improving the local environment in housing estates. The report also detailed a proposal to use uncommitted HRA Reserves to kickstart the revised approach from April 2022.

**Decision/**

**Decision**

The Sub-Committee:-

- (1) approved the proposed revised Housing Estates Management Approach for implementation by April 2022;
- (2) approved the proposed HRA funding of £1.5m in 2022/23 from the uncommitted HRA Reserves;
- (3) agreed that progress reports would be submitted to the Area Committees by October 2022 as part of the Area Housing Plan updates; and
- (4) agreed that a report on the progress and implementation of the 'Revised Housing Estates Management Approach' would be submitted to the relevant Committee of the Council in the autumn of 2022.

*Councillor Helen Law joined the meeting during consideration of the above item.*

**267. GARDEN FENCING POLICY**

The Sub-Committee considered a report by the Head of Housing providing draft policy principles based on the existing Fencing Tests of Change and proposing additional Tests of Change in 2022/23 to fully test the principles and associated funding requirements to develop a Housing Services Garden Fencing Policy by late 2022.

**Motion**

Councillor Crooks, seconded by Councillor Law moved that the proposed policy principle - *Tenants be responsible for the ongoing painting/treating of their fence/shed* - be removed from the final Policy Statement.

**Amendment**

Councillor Backhouse, seconded by Councillor Lothian, moved to approve the report as per officer recommendation to include the policy principle - *Tenants be responsible for the ongoing painting/treating of their fence/shed* – in the final Policy Statement.

**Vote**

**For the Motion** - 4 votes

Councillors Cameron, Crooks, Erskine and Law.

**For the Amendment** - 9 votes

Councillors Backhouse, Beare, Caldwell, Cavanagh, Dempsey, Grant, Lothian and Watt.

**Abstention** - 1 vote

Councillor Hamilton.

The amendment, having received a majority of votes, was accordingly carried.

**Decision**

The Sub-Committee:-

- (1) considered and commented on the progress of the Tests of Change in Kirkcaldy and Methil;
- (2) agreed that an additional 5 Tests of Change would be established to fully test the draft policy principle; and
- (3) acknowledged that additional 'kickstart' funding of £0.5m - to enable a Test of Change in each area of Fife to be taken forward in 2022/23 - had been proposed in the Revised Estates Management Approach in a separate report to the Sub-Committee.

**268. COMMUNITY AND HOUSING SERVICES SUB-COMMITTEE FORWARD WORK PROGRAMME**

The Sub-Committee considered the Community and Housing Services Sub-Committee Forward Work Programme.

**DECISION**

The Sub-Committee noted the Community and Housing Services Forward Work Programme which would be updated accordingly.

**269. AFFORDABLE HOUSING PROGRAMME (PUBLIC REPORT) – 44 NEW HOUSES - BELLYEOMAN ROAD, DUNFERMLINE**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer for the development of 44 new affordable council houses at the site known as Bellyeoman Road, Dunfermline.

**Decision**

The Sub-Committee noted the contents of the report and that there followed later on the agenda, a confidential report providing detailed information on the (commercial) terms (see Para. 274. below).

**270. AFFORDABLE HOUSING PROGRAMME (PUBLIC REPORT) - 10 NEW HOUSES - FAIR ISLE ROAD, KIRKCALDY**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer for the purchase of 10 newly constructed council houses to Housing for Varying Needs Standards at Fair Isle Road, Kirkcaldy.

**Decision/**

**Decision**

The Sub-Committee noted the contents of the report and that there followed later on the agenda a confidential report providing detailed information on the (commercial) terms (see Para. 275. below).

**271. AFFORDABLE HOUSING PROGRAMME (PUBLIC REPORT) – 51 NEW HOUSES – NEW FLOCKHOUSE, LOCHORE**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer for the development of 51 new affordable council houses at the site known as New Flockhouse, Lochore.

**Decision**

The Sub-Committee noted the contents of the report and that there followed later on the agenda, a confidential report providing detailed information on the (commercial) terms (see Para. 276. below).

**272. AFFORDABLE HOUSING PROGRAMME (PRIVATE REPORT) – INCREASES IN MARKET PRICES**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with Developers at higher pricing levels than those approved at previous Committees.

Significant increases in pricing levels and volatility of construction materials and labour had been ongoing in recent months. Current demand for construction work was extremely high, particularly in the domestic housebuilding/improvement market. As a consequence, Developers have withdrawn previously agreed (but not yet contracted) pricing agreements and submitted increased pricing in line with market inflation. Increases ranged between 20-35%.

**Decision**

The Sub-Committee agreed to delegate authority to the Head of Housing Services, the Head of Assets, Transportation and Environment and the Head of Legal and Democratic Services to conclude negotiations and to enter into legally binding agreements on terms and pricing that reflected the current market conditions.

*Councillors Beare and Caldwell left the meeting during consideration of the above item.*

**273./**

**273. TRANSFER OF FORMER DEPOT SITE, ELGIN STREET, DUNFERMLINE**

The Sub-Committee considered a report by the Head of Housing and the Head of Assets, Transportation and Environment advising of the proposal to withdraw the former Depot site at Elgin Street, Dunfermline from the open market and seeking approval to the transfer of the site to support delivery of Phase 3 (2017-2022) of the Council's Affordable Housing Programme.

**Decision**

The Sub-Committee:-

- (1) agreed to approve the transfer of the former Depot site at Elgin Street, Dunfermline from the General Fund to the Housing Revenue Account at the approved internal transfer value as detailed in the report; and
- (2) noted that further reports providing detail surrounding the development of the site would be submitted to the relevant Committee in due course.

**274. AFFORDABLE HOUSING PROGRAMME: (PRIVATE REPORT) – 44 NEW HOUSES - BELLYEOMAN ROAD, DUNFERMLINE**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer for the development of 44 new affordable council houses as outlined in the appendix to the report.

**Decision**

The Sub-committee agreed to delegate authority to the Head of Housing Services, the Head of Assets, Transportation and Environment and the Head of Legal and Democratic Services to conclude negotiations and enter into legally binding agreements on terms to their satisfaction:

- (1) for the acquisition from the Developer of the site of the proposed housing development of 44 new affordable council houses for rent at the site known as Bellyeoman Road, Dunfermline, as described in the Appendix to the report;
- (2) for the direct award of a construction contract to the Developer for the construction of the development of 44 new council houses for social rent at the site known as Bellyeoman Road, Dunfermline for the total cost as detailed in the report (including land acquisition and construction costs), recognising that the figure may be adjusted as the detail of the proposal was worked through; and
- (3) to suspend the CONTRACT STANDING ORDERS – Scheme of Tender Procedures 2018 in terms of Contract Standing Order 6.1 in respect of the proposed direct award of the construction contract to the Developer on the grounds of the special circumstances described in the report.



**275. AFFORDABLE HOUSING PROGRAMME (PRIVATE REPORT) - 10 NEW HOUSES - FAIR ISLE ROAD, KIRKCALDY**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer to purchase 10 newly constructed council houses to Varying Needs Standards at Fair Isle Road, Kirkcaldy as outlined in the appendix to the report.

**Decision**

The Sub-committee agreed to delegate authority to the Head of Housing Services, the Head of Assets, Transportation and Environment and the Head of Legal and Democratic Services to conclude negotiations and enter into legally binding agreements on terms to their satisfaction for the acquisition from the Developer of 10 new affordable council houses for rent at the site known as Fair Isle Road, Kirkcaldy for the total cost as detailed in the report (recognising that figure may be adjusted as detail of the proposal was worked through) all as described in the Appendix to the report.

**276. AFFORDABLE HOUSING PROGRAMME (PRIVATE REPORT) –51 NEW HOUSES – NEW FLOCKHOUSE, LOCHORE**

The Sub-committee considered a joint report by the Head of Housing, Head of Assets, Transportation and Environment, the Head of Legal and Democratic Services and the Procurement Service Manager seeking authority as part of the ongoing implementation of Phase 3 (2017-22) of the Fife Affordable Housing Programme, to continue negotiations and conclude legally binding agreements with the Developer for the development of 51 new affordable council houses as outlined in the appendix to the report.

**Decision**

The Sub-committee agreed to delegate authority to the Head of Housing Services, the Head of Assets, Transportation and Environment and the Head of Legal and Democratic Services to conclude negotiations and enter into legally binding agreements on terms to their satisfaction:

- (1) for the acquisition from the Developer of the site of the proposed housing development of 51 new affordable council houses for rent at the site known as New Flockhouse, Lochore, as described in the Appendix to the report;
- (2) for the direct award of a construction contract to the Developer for the construction of the development of 51 new council houses for social rent at the site known as New Flockhouse, Lochore for the total cost as detailed in the report (including land acquisition and construction costs), recognising that the figure may be adjusted as detail of the proposal is worked through; and
- (3)/

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- (3) to suspend the CONTRACT STANDING ORDERS – Scheme of Tender Procedures 2018 in terms of Contract Standing Order 6.1 in respect of the proposed direct award of the construction contract to the Developer on the grounds of the special circumstances as described in the report.

### **CONVENER'S VALEDICTORY COMMENTS**

As this was the last meeting of the Sub-Committee prior to the Local Government Elections in May, 2022, the Convener highlighted areas of work undertaken by the Sub-committee and expressed her appreciation for the contributions by all members and officers in supporting the work of the Sub-committee.

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