

FIFE COUNCIL OF 16TH MARCH, 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

14th December, 2022

2.00 p.m. – 2.40 p.m.

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

ATTENDING: Mary Stewart, Service Manager Planning Services; Mary McLean, Team Manager – Legal Services, Christopher Glendinning, Solicitor and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Colin Davidson, Julie MacDougall and Andrew Verrecchia.

58. DECLARATIONS OF INTEREST

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

59. MINUTE

The Committee considered the minute of the West and Central Planning Committee of 16th November, 2022.

Decision

The Committee agreed to approve the minute.

60. 22/01074/FULL - BENARTY COMMUNITY CENTRE, HILL ROAD, BALLINGRY

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 6 units (3 x Class 1, 2 x Class 2 and 1 x hot food takeaway (Sui Generis) and associated works.

Decision

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

61. 21/02186/FULL - KITTY MCGINTY'S AULD POST HOTEL 1 HUNTER STREET

The Committee considered a report by the Head of Planning Services relating to an application for change of use from nightclub (Class 11) to form 19 flatted dwellings, including erection of a 3-storey extension, installation of replacement windows and doors and partial demolition of a Listed Building.

Decision/

Decision

The Committee agreed:-

- (1) to approve the application subject to the nine conditions and for the reasons detailed in the report and following the conclusion of an agreement to secure the necessary planning obligations, namely a contribution of £17,100 towards affordable housing; and
- (2) that authority was delegated to the Head of Planning, in consultation with the Head of Legal and Democratic Services, to negotiate and conclude the legal agreement necessary to secure the planning obligation.

62. 21/02187/LBC - KITTY MCGINTY'S AULD POST HOTEL, 1 HUNTER STREET

The Committee considered a report by the Head of Planning Services relating to an application for Listed Building Consent for external and internal alterations, part demolition and extension with associated works.

Decision

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

63. 22/02907/FULL - LAND TO WEST OF LOW ROAD THORNTON

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

Decision

The Committee agreed to approve the application unconditionally.

64. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

Decision

The Committee noted the lists of applications dealt with under delegated powers for the period 31st October to 27th November, 2022.

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

18th January, 2023

2.00 p.m. – 2.45 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, Derek Noble, Gordon Pryde, Sam Steele and Andrew Verrecchia.

ATTENDING: Alastair Hamilton, Service Manager and Scott Simpson, Planner, Planning Services; Christopher Glendinning, Solicitor and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Colin Davidson.

65. DECLARATIONS OF INTEREST

No Declarations of Interest were submitted in terms of Standing Order No. 7.1.

66. MINUTE

The Committee considered the minute of the West and Central Planning Committee of 14th December, 2022.

Decision

The Committee agreed to approve the minute.

67. 22/02270/FULL - MILESMARK ROADS DEPOT, CARNOCK ROAD, DUNFERMLINE

The Committee considered a report relating to an application for a residential development of 65 dwellinghouses (Class 9) and 4 flatted dwellings with associated infrastructure and landscaping.

Members were advised that Condition 15 in the report had been amended as it no longer related to plots 10, 47 and 49.

Decision

The Committee agreed to approve the application subject to:-

- (1) the twenty-seven conditions and for the reasons detailed in the report; and
- (2) the addition of the following condition:-

Unless otherwise approved in writing by Fife Council as Planning Authority, the normal working hours for construction activities within the site shall be restricted/

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restricted to Monday to Friday between 8.00am to 6.00pm, 8.00am to 1.00pm on a Saturday and at no time on a Sunday or a Bank Holiday. No commercial vehicles associated with construction work shall enter or leave the site before 8.00am and after 6.00pm Monday to Friday; before 8.00am and after 1.00pm on a Saturday and at any time on a Sunday or a Bank Holiday. Outwith these hours, development at the site shall be limited to maintenance, emergency works, or construction work that is not audible from any noise sensitive property outwith the site.

Reason: In the interests of safeguarding the amenity of adjoining and nearby residents; to ensure construction activities are not undertaken at times that are likely to result in significant noise and vibration disturbance or dust generating nuisance to neighbouring occupiers.

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

68. 22/01895/OBL - FORMER TULLIS RUSSELL MILL, GLENROTHES

The Committee considered a report by the Head of Planning Services relating to an appeal submitted for the non-determination of application reference 22/01895/OBL.

The Committee were asked to note that under paragraph 2.1.1 of Fife Council's current List of Officer Powers, a view to refuse the application had been taken by the Executive Director, Enterprise and Environment in agreement with the Convener and Depute Convener of the Committee to enable a response from the Planning Authority to be lodged timeously.

Decision

The Committee agreed to note the report.

69. 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 28th November to 25th December, 2022.

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THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING

7th December, 2022

1.30 p.m. - 5.20 p.m.

PRESENT: Councillors Jonny Tepp (Convener), John Caffrey, 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, Bryan Reid, Lead Professional, Development Management, Declan Semple, Lead Officer, Development Management, Mark Barrett, Lead Officer, Transportation Development Management, Economy, Planning & Employment Services; Steven Paterson, Solicitor and Diane Barnett, Committee Officer, Legal & Democratic Services.

APOLOGY FOR ABSENCE: Councillor Margaret Kennedy.

43. DECLARATIONS OF INTEREST

Councillor Lawson declared an interest in Para. No. 48 - '22/01366/FULL - Abbotsford Cottage, Abbotsford Place, St. Andrews' and Para No. 49 - '22/01365/CAC - Abbotsford Cottage, Abbotsford Place, St. Andrews' - as he knew the applicant and the immediate neighbours.

44. MINUTE

The Committee considered the minute of the North East Planning Committee of 9th November, 2022.

Decision

The Committee agreed to approve the minute.

45. 21/02819/EIA - LAND AT NORTHBANK FARM, CAMERON, LATHOCKAR

The Committee considered a report by the Head of Planning Services relating to an application for an extension to tourist, commercial and leisure development including 131 lodge style static caravan pitches and associated infrastructure.

Motion

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

- (1) Scottish Planning Policy (2014), Policies 1, 3, 7 and 11 of the Adopted FIFEplan Local Development Plan (2017), Fife Council Low Carbon Fife Supplementary/

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Supplementary Guidance (2019) and Making Fife's Places Supplementary Guidance (2018) - on the basis of road safety and sustainable travel in that access routes to local amenities and to sustainable modes of transport from the site of the development would not be readily and safely available;

- (2) Scottish Planning Policy (2014), Policies 1, 7, 8 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 the visual amenity and character of the countryside location due to its form, scale and layout which it was considered would result in overdevelopment and intensification of use of the site, not in keeping with the character of the countryside location; and
- (3) Scottish Planning Policy (2014), Policies 1, 7, 12 and 13 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the development would have a detrimental impact on the natural environment and biodiversity due to its scale, layout, design and proposed use which was not considered sufficiently justified.

Amendment

Councillor Lothian, seconded by Councillor Holt, moved as an amendment to approve the application, subject to:-

- (1) the 26 conditions and for the reasons detailed in the report; and
- (2) an additional condition relating to the maintenance of the proposed reed bed-willow bed soakaway system.

Roll Call Vote

For the motion - 10 votes

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

For the Amendment - 3 votes

Councillors Holt, 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) Scottish Planning Policy (2014), Policies 1, 3, 7 and 11 of the Adopted FIFEplan Local Development Plan (2017), Fife Council Low/

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Low Carbon Fife Supplementary Guidance (2019) and Making Fife's Places Supplementary Guidance (2018) - on the basis of road safety and sustainable travel in that access routes to local amenities and to sustainable modes of transport from the site of the development would not be readily and safely available;

- (b) Scottish Planning Policy (2014), Policies 1, 7, 8 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 the visual amenity and character of the countryside location due to its form, scale and layout which it was considered would result in overdevelopment and intensification of use of the site, not in keeping with the character of the countryside location; and
 - (c) Scottish Planning Policy (2014), Policies 1, 7, 12 and 13 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018) - on the basis that the development would have a detrimental impact on the natural environment and biodiversity due to its scale, layout, design and proposed use which was not considered sufficiently justified; and
- (2) to delegate to the Head of Planning, 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.

46. 22/00332/FULL - GARDEN 1, GREYFRIARS GARDEN, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for the change of use from private garden to outdoor seating area including siting of 2 no. food shacks.

Motion

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

- (1) Section 64 (1) of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, Scottish Planning Policy (2014), Historic Environment Scotland's Historic Environment Policy for Scotland (2019), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017), Making Fife's Places Supplementary Guidance (2018), the St. Andrews Conservation Area Appraisal and Management Plan (2010) and guidelines 17 and 18 of the St. Andrews Design Guidelines (2011) - on the basis that the proposed development, due to its proposed form, layout and use, would have a detrimental impact on the character and appearance of the Conservation Area and historic environment; and
- (2) Scottish Planning Policy (2014), 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/

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development, due to its prominent location, design, form, layout and proposed use, would have a detrimental visual impact on the character and appearance of the surrounding area, streetscape, immediate environment and built environmental quality.

Amendment

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

Roll Call Vote

For the motion - 9 votes

Councillors Clark, Corps, Hayes, Hoggan-Radu, Lawson, Liston, MacDiarmid, Tepp and Verner.

For the amendment - 4 votes

Councillors Dillon, Holt, Knox and Lothian.

Have 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) Section 64 (1) of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, Scottish Planning Policy (2014), Historic Environment Scotland's Historic Environment Policy for Scotland (2019), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017), Making Fife's Places Supplementary Guidance (2018), the St. Andrews Conservation Area Appraisal and Management Plan (2010) and guidelines 17 and 18 of the St. Andrews Design Guidelines (2011) - on the basis that the proposed development, due to its proposed form, layout and use, would have a detrimental impact on the character and appearance of the Conservation Area and historic environment; and
 - (b) Scottish Planning Policy (2014), 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, due to its prominent location, design, form, layout and proposed use, would have a detrimental visual impact on the character and appearance of the surrounding area, streetscape, immediate environment and built environmental quality; and
- (2) to delegate to the Head of Planning, 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.

The Committee adjourned at 3.35 p.m. and re-convened at 3.45 p.m..

Councillor Kennedy-Dalby joined the meeting partway through the Planning Officer's detailed presentation of the following planning application and, having not had the benefit of the full presentation, was not entitled to participate in the debate or vote on the item.

47. 22/000990/PPP - MADRAS COLLEGE, KILRYMONT ROAD, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for planning permission in principle for: a mixed use development comprising residential (Class 9 and Sui Generis); student accommodation (Class 8); delicatessen and restaurant (Class 3); local convenience (Class 1); assembly and leisure (Class 11); urban park; landscaping; and all associated infrastructure including SUDS basin, roads, accesses and footways.

Decision

The Committee agreed:-

- (1) to approve the application subject to the 21 conditions and for the reasons detailed in the report and following the conclusion of an agreement to secure the necessary planning obligations, namely:
 - (a) the provision of affordable housing comprising 30% of all residential units approved on the site; and
 - (b) a contribution towards education infrastructure at Madras College in accordance with the Adopted FIFEplan Local Development Plan (2017) and draft Planning Obligations Supplementary Guidance; and
- (2) to delegate 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.

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

Prior to consideration of the following 2 items, Councillor Lawson, having declared an interest, left the meeting.

48. 22/01366/FULL - ABBOTSFORD COTTAGE, ABBOTSFORD PLACE, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for the erection of a dwellinghouse and associated works (including demolition of an existing dwellinghouse).

Motion

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

- (1) Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, Scottish Planning Policy (2014) (Valuing the Historic Environment)/

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Environment, Historic Environment Scotland (HES) Policy Statement (2016), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017), Making Fife's Places Supplementary Guidance (2018) and the St. Andrews Conservation Area Appraisal and Management Plan (2010) - on the basis that the proposed development would have a detrimental visual impact on the Conservation Area and surrounding historic environment due to its location, design, form and layout; and

- (2) Scottish Planning Policy (2014), 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 Conservation Area, surrounding townscape, immediate environment and built environmental quality due to its location, design, form and layout.

Amendment

Councillor Knox, seconded by Councillor Lothian, moved as an amendment to approve the application subject to the 5 conditions and for the reasons detailed in the report.

Roll Call Vote

For the motion - 7 votes

Councillors Clark, Corps, Hoggan-Radu, Liston, MacDiarmid, Tepp and Verner.

For the amendment - 4 votes

Councillors Dillon, Holt, 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) Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, Scottish Planning Policy (2014) (Valuing the Historic Environment), Historic Environment Scotland (HES) Policy Statement (2016), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017), Making Fife's Places Supplementary Guidance (2018) and the St. Andrews Conservation Area Appraisal and Management Plan (2010) - on the basis that the proposed development would have a detrimental visual impact on the Conservation Area and surrounding historic environment due to its location, design, form and layout; and
 - (b) Scottish Planning Policy (2014), Policies 1, 10 and 14 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's/

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Fife's Places Supplementary Guidance (2018) - on the basis that the proposed development would have a detrimental impact on the visual amenity of the Conservation Area, surrounding townscape, immediate environment and built environmental quality due to its location, design, form and layout; and

- (2) to delegate to the Head of Planning, 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 Kennedy-Dalby left the meeting during consideration of the above item, prior to the roll call vote.

49. 22/01365/CAC - ABBOTSFORD COTTAGE, ABBOTSFORD PLACE, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for Conservation Area Consent for the complete demolition of a dwellinghouse.

Decision

The Committee, having refused the associated planning application - '22/01366/FULL' at Para. No. 48 above - agreed:-

- (1) to refuse the application on the grounds that as an appropriate replacement development had not been agreed, demolition was no longer justified;
- (2) approval of this application for Conservation Area Consent would be contrary to Planning (Listed Building and Conservation Areas) (Scotland) Act 1997, Historic Environment Policy for Scotland and the Interim Guidance on the Designation of Conservation Areas and Conservation Area Consent (2019); and
- (3) to delegate to the Head of Planning, 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.

Following consideration of the above 2 items, Councillor Lawson re-joined the meeting.

Councillor Corps left the meeting during consideration of the following item.

50. 22/01675/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 the change of use from hotel (Class 7) to 6 flatted dwellings and associated works (including partial demolition of an existing building).

Decision/

Decision

The Committee agreed to approve the application subject to the 4 conditions and for the reasons detailed in the report.

51. 22/01674/CAC - RUSSELL HOTEL, 26 THE SCORES, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for the substantial demolition of a building in a conservation area.

Decision

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

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

Decision

The Committee noted the lists of applications dealt with under delegated powers for the period 31st October to 27th November, 2022.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING

11th January, 2023

1.00 p.m. – 4.00 p.m.

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

ATTENDING: Kevin Treadwell, Service Manager Strategic Development & Infrastructure; Declan Semple, Lead Officer, Development Management; Natasha Cockburn, Lead Professional (Infrastructure); Economy, Planning & Employability Services; Steven Paterson, Solicitor and Diane Barnett, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Margaret Kennedy, Allan Knox and Robin Lawson.

53. DECLARATIONS OF INTEREST

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

54. MINUTE

The Committee considered the minute of the North East Planning Committee of 7th December, 2022.

Decision

The Committee agreed to approve the minute.

55. 18/03578/PPP - PLANNING PERMISSION IN PRINCIPLE, LAND TO THE NORTH OF GRANGE ROAD, EARLSFERRY

The Committee considered a report by the Head of Planning Services relating to an application for Planning Permission in Principle for major residential development with associated car parking, landscaping, drainage and formation of new accesses.

Decision

The Committee, with reference to its previous decision to conditionally approve this application for Planning Permission in Principle, requiring a legal agreement - at its meeting on 10th February, 2021 (Para. No. 248. of 2021.NEPC.147 refers) - agreed to a revised additional condition relating to the upgrading of the sewer system.

56./

56. 22/01877/FULL - MADRAS COLLEGE, KILRYMONT ROAD, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for the proposed change of use of site from education to form a residential development of 102 units (private and affordable homes) with associated access, parking, infrastructure and landscaping/open space.

Decision

The Committee agreed:-

- (1) to approve the application subject to the 20 conditions and for the reasons detailed in the report and following the conclusion of an agreement to secure the necessary planning obligations, namely:
 - (a) the provision of 30% affordable housing on site; and
 - (b) a contribution towards education infrastructure at Madras College;
- (2) to include a condition relating to houses in multiple occupancy, together with the attendant reason; and
- (3) that authority was delegated to the Head of Planning, in consultation with the Head of Legal and Democratic Services, to negotiate and conclude the legal agreement necessary to secure the planning obligations.

57. 22/01049/FULL - SAUCHOPE CARAVAN PARK, ANSTRUTHER

The Committee considered a report by the Head of Planning Services relating to an application for the change of use of vacant land to form extension to holiday park (8 lodge style caravans) including associated ground works and formation of access road, parking areas and decking.

Decision

The Committee agreed to approve the application subject to the 8 conditions and for the reasons detailed in the report.

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

58. 22/01087/FULL - FARMHOUSE, RENNYHILL, KILRENNY

The Committee considered a report by the Head of Planning Services relating to an application for change of use from farm steading to wedding venue (Class 11).

Motion

Councillor Dillon, seconded by Councillor Corps, moved to refuse the application on the grounds that the development did not comply with:-

- (1) Scottish Planning Policy (2014), Policies 1 and 10 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance/

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Guidance (2018) - on the basis that the proposed development would have a detrimental impact on residential amenity due noise disturbance associated with the nature of the development;

- (2) Scottish Planning Policy (2014), Polices 1 and 3 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018), Appendix G (Transportation Development Guidelines) - on the basis that the proposed development would have a detrimental impact on road safety due to increased traffic movements and the potential increased use of a C Class road (C43) to access the application site, to the detriment of pedestrian safety due to the lack of pavements in the vicinity.

Amendment

Councillor Lothian, seconded by Councillor Verner, moved as an amendment to approve the application, subject to the 9 conditions and for the reasons detailed in the report.

Roll Call Vote

For the Motion - 8 votes

Councillors Clark, Corps, Dillon, Hayes, Hoggan-Radu, Holt, Liston and Tepp.

For the Amendment - 3 votes

Councillors Lothian, MacDiarmid and Verner.

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

Decision

The Committee agreed:-

- (1) to refuse the application on the grounds that the development did not comply with:-
 - (a) Scottish Planning Policy (2014), 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 noise disturbance associated with the nature of the development; and
 - (b) Scottish Planning Policy (2014), Polices 1 and 3 of the Adopted FIFEplan Local Development Plan (2017) and Making Fife's Places Supplementary Guidance (2018), Appendix G (Transportation Development Guidelines) - on the basis that the proposed development would have a detrimental impact on road safety due to increased traffic movements and the potential increased use of a C Class road (C43) to access the application site, to the detriment of pedestrian safety due to the lack of pavements in the vicinity; and

(2)/

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- (2) to delegate to the Head of Planning, 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.

The Committee adjourned at 2.55 p.m. and reconvened at 3.10 p.m..

59. 22/01134/LBC - FARMHOUSE, RENNYHILL, KILRENNY

The Committee considered a report by the Head of Planning Services relating to an application for Listed Building Consent for internal and external alterations.

Motion

Councillor Corps, seconded by Councillor Dillon, moved to refuse the application on the grounds that the Committee, having refused the associated planning application '22/01087/FULL - Farmhouse, Rennyhill, Kilrenny' relating to change of use class, considered the proposed internal and external alterations to the listed building were no longer justified.

Amendment

Councillor Hoggan-Radu, seconded by Councillor MacDiarmid, moved as an amendment to approve the application subject to the one condition and for the reason detailed in the report.

Roll Call Vote

For the Motion - 6 votes

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

For the Amendment - 4 votes

Councillors Hoggan-Radu, Lothian, MacDiarmid and Verner.

Councillor Hayes abstained from voting.

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 Committee, having refused the associated planning application '22/01087/FULL - Farmhouse, Rennyhill, Kilrenny' relating to change of use class, considered the proposed internal and external alterations to the listed building were no longer justified; and
- (2) to delegate to the Head of Planning, in consultation with the Head of Legal and Democratic Services, to finalise the full reason for refusal in order to ensure that a decision on the application was not unduly delayed.

60. 22/02070/FULL - AIRDITS COTTAGE, KETTLEHILL, CUPAR

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

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

Decision

The Committee noted the lists of applications dealt with under delegated powers for the period 28th November, to 25th December, 2022.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – REMOTE MEETING

8th February, 2023

1.00 p.m. – 2.30 p.m.

PRESENT: Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Alycia Hayes, Gary Holt, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

ATTENDING: Mary J Stewart, Service Manager - Major Business & Customer Service; Jamie Penman, Planner, Economy, Planning & Employability Services; Steven Paterson, Solicitor and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Margaret Kennedy and Allan Knox.

62. DECLARATIONS OF INTEREST

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

63. MINUTE

The Committee considered the minute of the North East Planning Committee of 11th January, 2023.

Decision

The Committee agreed to approve the minute.

64. 22/02133/FULL - LAND TO THE EAST OF STATION COURT, PITTENWEEM

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 29 affordable dwellings, associated infrastructure, works and landscaping.

Decision

The Committee agreed to approve the application subject to the 12 conditions and for the reasons detailed in the report.

65. 22/02143/FULL - LAND TO NORTH OF LAW VIEW, MAIN STREET, NEW GILSTON

The Committee considered a report by the Head of Planning Services relating to a retrospective application for the temporary change of use of an outbuilding to form living accommodation for a 12 month period.

Decision

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

66./

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

Decision

The Committee noted the lists of applications dealt with under delegated powers for the period 26th December, 2022 to 29th January, 2023.

THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY -REMOTE MEETING

12th December, 2022.

2.00 p.m. - 4.45 p.m.

PRESENT: Councillors David Barratt (Convener), Ken Caldwell, Jane Ann Liston and Lynn Mowatt.

ATTENDING: Mary McLean, Team Manager (Legal Services), Legal and Democratic Services; Steve Ianarelli, Strategic Development Manager and Katherine Pollock, Lead Professional, Planning and Employability Services.

14. DECLARATIONS OF INTEREST

Councillor David Barratt, Convener, declared an interest at para. 18 - Application for Review - Land to north of Burgh Road, Cowdenbeath (Application No. 21/02717/PPP) - having authored one of the supporting documents for the application.

15. MINUTE

The minute of the Fife Planning Review Body of 24th October, 2022 was submitted.

Decision

The Review Body approved the minute.

16. APPLICATION FOR REVIEW - 13 WOODLEA GROVE, GLENROTHES (APPLICATION NO. 22/01489/FULL)

The Review Body considered the Application for Review submitted by MA Design, on behalf of Mr. and Mrs. Crooks, in respect of the decision to refuse planning permission for a first floor extension to the rear of the dwellinghouse (Application No. 22/01489/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.

17. APPLICATION FOR REVIEW - 46 CAMERON PARK, THORNTON, KIRKCALDY (APPLICATION NO. 22/01602/FULL)

The Review Body considered the Application for Review submitted by Grayara Designs, on behalf of Mr. Paul Carruthers, in respect of the decision to refuse planning permission for an extension to a domestic outbuilding to the rear of the dwellinghouse (Application No. 22/01602/FULL).

Decision/

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.

Councillor David Barratt, Convener, having declared an interest, left the meeting for the following item of business. In the absence of the Convener, Councillor Jane Ann Liston was appointed to chair the meeting.

18. APPLICATION FOR REVIEW - LAND TO NORTH OF BURGH ROAD, COWDENBEATH (APPLICATION NO. 21/02717/PPP)

The Review Body considered the Application for Review submitted by JJF Planning, on behalf of Mrs. Angela Harris, in respect of the decision to refuse planning permission for planning permission in principle for the erection of two dwellinghouses and associated development (Class 9) (Application No. 21/02717/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 ten conditions detailed in the Decision Notice (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 FIFE COUNCIL - FIFE PLANNING REVIEW BODY – REMOTE MEETING

13th February, 2023.

2.00 p.m. – 4.00 p.m.

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

ATTENDING: Mary McLean, Team Manager (Legal Services), Legal and Democratic Services; Steve Iannarelli, Strategic Development Manager, Katherine Pollock, Lead Professional and Bryan Reid, Lead Professional, Planning Service.

19. DECLARATIONS OF INTEREST

Councillor Jane Ann Liston declared an interest at para. 20 - Application for Review - The Thistles, 9 Aikman Place, St. Andrews (Application No. 22/01569/FULL) - as the application was within her Ward.

20. MINUTE

The minute of the Fife Planning Review Body of 12th December, 2022 was submitted.

Decision

The Review Body approved the minute.

21. NATIONAL PLANNING FRAMEWORK 4 (NPF4) – UPDATE -

Steve Iannarelli, Strategic Development Manager provided an update on the National Planning Framework 4 (NPF4) advising that the Framework was now in force and therefore relevant for consideration by the Review Body in their considerations of the Applications for Review. All parties had been afforded the opportunity to submit comments on NPF4 in respect of the Applications for Review and the position statements prepared by the Planning Advisor for the Review Body that provided a concise review of the proposals in each Application Review against the relevant NPF4 objectives and policy requirements

Having declared an interest in the following item, Councillor Jane Ann Liston left the meeting at this stage.

22. APPLICATION FOR REVIEW - THE THISTLES, 9 AIKMAN PLACE, ST. ANDREWS (APPLICATION NO. 22/01569/FULL)

The Review Body considered the Application for Review submitted by MA Design, on behalf of Mr. Jim Sinclair, in respect of the decision to refuse planning permission for the installation of a dormer extension to the front of the dwellinghouse and installation of a balcony to the rear of the dwellinghouse (Application No. 22/01569/FULL).

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) to accommodate reference to NPF4 and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

Councillor Jane Ann Liston rejoined the meeting following consideration of the above item.

23. APPLICATION FOR REVIEW - LAND NORTH OF THE STEADING, LUNDIN ROAD, CROSSFORD, DUNFERMLINE (APPLICATION NO. 21/01846/FULL)

The Review Body considered the Application for Review submitted by Architeco Ltd., on behalf of Mr. Dan Lyth, in respect of the decision to refuse planning permission for the erection of a dwellinghouse and carport with associated access and landscaping works (Application No. 21/01846/FULL).

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) to include reference to NPF4 and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

24. APPLICATION FOR REVIEW - 24 MAIN STREET, GUARDBRIDGE, ST. ANDREWS (APPLICATION NO. 22/01765/FULL)

The Review Body considered the Application for Review submitted by Dr. Senga Oxenham in respect of the decision to refuse planning permission for the formation of a driveway opening onto an A classified road (Application No. 22/01765/FULL).

Motion

Councillor David Barratt, seconded by Councillor Jane Ann Liston, moved to approve the application subject to a condition to secure the relocation/removal of the lamppost before the development was implemented.

Amendment

Councillor Ken Caldwell, seconded by Councillor Lynn Mowatt, moved that the officer recommendations be approved.

Vote/

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 a condition to relocate/remove the lamppost (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 FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

1st November, 2022

9.30 a.m. – 3.50 p.m.

PRESENT: Councillors Tom Adams (Convener), Lynn Ballantyne-Wardlaw, Patrick Browne, Sean Dillon, Alycia Hayes, Carol Lindsay, Donald Lothian, Lea McLelland, David MacDiarmid, Julie MacDougall, Nicola Patrick, 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, Fleet Operations Manager (for items 31 and 32 only).

APOLOGIES: Councillors Gavin Ellis and John O'Brien.

28. CHANGE OF MEMBERSHIP

Councillor Tom Adams welcomed Councillor Sean Dillon to his first meeting of the Regulation & Licensing Committee and Members noted that Councillor Dillon had replaced Councillor John Caffrey as a Member of the Committee.

29. MINUTE

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 4th October, 2022.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

30. SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVERS LICENCE

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 a taxi/private hire car driver's licence with immediate effect under paragraph 12 of Schedule 1 to the Civic Government (Scotland) Act 1982 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 a taxi/private hire car driver's licence had been suspended with immediate effect.

31. **TAXI AND PRIVATE HIRE CAR INSPECTION TESTS – KIRKCALDY ZONE**

The Committee considered a report by Service Manager, Fleet Operations on annual inspection tests carried out on vehicles in the Kirkcaldy Zone in August to October, 2022.

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 letters be sent to the two operators failing the test reminding them of the standards expected for maintaining their vehicles.

32. **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 August to October, 2022.

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 those operators, whose vehicles failed the test, be brought in for a meeting with the Convener & Depute Convener regarding the maintenance of their vehicles.

33. **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)	Harry Dougall	Taxi Driver (new application) 1 year

Decision

The Committee agreed to grant the licence with a warning subject to further satisfactory information being received.

(b)/

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(b)	Alan McWilliams	Taxi Driver (new application) 3 year

Decision

The Committee agreed to grant the licence with a warning.

(c)	Omar Sohail	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence with a warning.

The applicants had been invited to attend and be represented at the meeting and were all present and heard.

The warning given to all of the above applicants was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

34. 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.

35. CONSIDERATION OF POSSIBLE SUSPENSION OF LICENCES

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 licences, and, having heard the representative for Police Scotland (Fife Division) and the licenceholders thereon, dealt with the licences as shown:-

	<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
(a)	Peter Meldrum, Carole Meldrum & Sam Green	Vehicle Operator Licences P005 - Expiry Date: 28th February 2023 P011 - Expiry Date: 28th February 2023 T010 - Expiry Date: 27th October 2023 T011 - Expiry Date: 24th October 2025 T016 - Expiry Date: 24th October 2025 T028 - Expiry Date: 24th October 2025 T033 - Expiry Date: 23rd June 2023 T041 - Expiry Date: 5th May 2023 Levenmouth Zone

Motion/

Motion

Councillor McLelland, seconded by Councillor Watt, moved that the licences should not be suspended.

Amendment

Councillor MacDiarmid, seconded by Councillor Browne, moved, as an Amendment, that the licences should be suspended.

Vote

Amendment - 2
Motion - 12

Decision

The Committee agreed not to suspend the licences.

- (b) Peter Meldrum & Sam Green Vehicle Operator Licence
T019 - Expiry Date: 1st March 2023
Levenmouth Zone

Decision

The Committee agreed not to suspend the licences.

- (c) Sam Green Vehicle Operator Licence
P049 - Expiry Date: 11th March 2023
Levenmouth Zone

Motion

Councillor McLelland, seconded by Councillor MacDougall, moved that the licence should not be suspended.

Amendment

Councillor MacDiarmid, seconded by Councillor Lindsay, moved, as an Amendment, that the licence should be suspended.

Vote

Amendment - 3
Motion - 11

Decision

The Committee agreed not to suspend the licence.

- (d)/

2022.R.L.30

	<u>Licenceholder</u>		<u>Type and No. of Licence & Expiry Date</u>
(d)	Sam Green, Booking Office	T/A Magnum	Booking Office Licence Expiry Date: 14th May 2025

Motion

Councillor McLelland, seconded by Councillor Hayes moved that the licence should be suspended.

Amendment

Councillor Watt, seconded by Councillor Pryde, moved, as an Amendment, that the licence should not be suspended.

Vote

Amendment -	8
Motion -	6

Decision

The Committee agreed not to suspend the licence.

The licenceholders had been invited to attend and be represented and were all present and heard.

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) and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(a)	Peter Meldrum, Carole Meldrum & Sam Green	Vehicle Operators T002 & P020 Levenmouth Zone (renewals) 3 year

Decision

The Committee agreed to grant the licences with a warning.

2022.R.L.31

Applicant	Activity and period of licence applied for
(b) Sam Green	Vehicle Operator P021 Levenmouth Zone (new application) 1 year

Motion

Councillor MacDiarmid, seconded by Councillor Lindsay, moved that the licence be refused.

Amendment

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

Vote

Amendment	-	8
Motion	-	6

Decision

The Committee agreed to grant the licence with a warning.

(c) Sam Green	Taxi Driver (renewal) 3 year
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Motion

Councillor MacDiarmid, seconded by Councillor Lindsay, moved that the licence be refused.

Amendment

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

Vote

Amendment	-	5
Motion	-	9

Decision

The Committee agreed to refuse the licence.

2022.R.L.32

The applicants and objector had been invited to attend and be represented at the meeting. The applicants were all present and heard.

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.

The reason for refusal of the application at (c) above was that the applicant was not a fit and proper person to hold such a licence in view of the nature and extent of an offence recorded against him and incidents he had been involved in.

Councillors Browne, Dillon, Lindsay, MacDougall and Tepp all left the meeting following consideration of the item at (c) above.

37. **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 representative for Police Scotland (Fife Division) and the licenceholder and his representative thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
Muhammad Anwar	Taxi Driver 2139/0043926 Expiry Date: 1st October 2024

Motion

Councillor MacDiarmid, seconded by Councillor Lothian, moved that the licence should not be suspended.

Amendment

Councillor Hayes, seconded by Councillor Patrick, moved, as an Amendment, that the licence should be suspended.

Vote

Amendment	-	6
Motion	-	3

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 1st October, 2024, this being with immediate effect.

The licenceholder had been invited to attend and be represented and was present and heard. He was also represented by Hitansh Sethi, Taxi Operator, West Fife.

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; and (ii) the carrying on of the activity to which the licence related was likely to cause a threat to public safety.

38. 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)	Gillian Aitken	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)	Craig Mathieson	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence with a warning.

(c)	Steven To	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. The applicant at (b) was present and heard. The applicants at (a) and (c) were not in attendance.

2022.R.L.34

Consideration of the applications at (a) and (c) above was continued from the meeting held on 4th October, 2022.

The warning given to the applicant at (b) 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 incidents she had been involved in.

The reason for refusal of the application at (c) 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 a previous conviction recorded against him as well as incidents he had been involved in.

39. **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) and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(a)	Kenneth Swankie	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)	Daniel Watson	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to refuse the licence.

The applicants and objector had been invited to attend and be represented at the meeting. The applicants at (a) and (b) above were not in attendance.

Consideration of the applications at (a) and (b) above was continued from the meeting held on 4th October, 2022.

2022.R.L.35

The reason for refusal of the applications at (a) and (b) 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 and incidents they had been involved in.

THE FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

6th December, 2022

9.30 a.m. – 12.57 p.m.

PRESENT: Councillors Tom Adams (Convener for all items apart from item 42), Lynn Ballantyne-Wardlaw, Patrick Browne (Convener for item 42 only), Sean Dillon, Gavin Ellis, Donald Lothian, David MacDiarmid, Julie MacDougall, John O'Brien, Nicola Patrick, 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; and Sergeant Neil Ewing, Police Scotland (Fife Division).

APOLOGIES: Councillors Alycia Hayes, Carol Lindsay and Lea McLelland.

OBSERVER: Angela Tolley, Licensing Administrator, Police Scotland (Fife Division).

40. MINUTE

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 1st November, 2022.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

41. 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 June to October, 2022.

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 five 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.

42. **APPLICATION IN RESPECT OF WHICH COMMENTS HAD BEEN MADE**

The Committee considered application for licence by the undernoted and, having heard the Council's Lead Officer in Miscellaneous Licensing and the applicant thereon, dealt with the application as shown:-

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

Decision

The Committee agreed to grant the licence with a warning.

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

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

(Prior to consideration of the above application, Councillor Tom Adams declared an interest in this item, as he was known to the applicant, and left the meeting for this item only).

(Councillor John O'Brien entered the meeting following consideration of the above application).

43. **OPPOSED APPLICATION**

The Committee considered application for licence by the undernoted in respect of which a police objection had been intimated and, having heard the representative for Police Scotland (Fife Division) and the applicant thereon, dealt with the application as shown:-

<u>Applicant</u>	<u>Activity and period of licence applied for</u>
Gurmit Singh	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

2022.R.L.38

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

The reason for refusal of the above application was that the applicant was not a fit and proper person to hold such a licence in view of the nature and extent of a previous conviction recorded against him.

44. **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 representative for Police Scotland (Fife Division), the Council's Lead Officer in Miscellaneous Licensing and the licenceholder thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
Uzair Zuber	Taxi Driver 3140/0046636 Expiry Date: 14 November 2023

Motion

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

Amendment

Councillor Ellis, seconded by Councillor Lothian, moved, as an amendment, not to suspend the licence but added a warning to the licence.

Vote

Amendment – 9
Motion – 4

Decision

The Committee agreed not to suspend the licence but added a warning to the licence.

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

The warning given to the licenceholder above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

45. **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.

46. **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 representative for Police Scotland (Fife Division) and the licenceholder thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type and No. of Licence & Expiry Date</u>
Muhammad Abass	Taxi Driver 8922/0041499 Expiry Date: 3 April 2023

Motion

Councillor MacDiarmid, seconded by Councillor O'Brien, moved that the licence by suspended.

Amendment

Councillor Adams, seconded by Councillor Ballantyne-Wardlaw, moved, as an amendment, not to suspend the licence.

Vote

Amendment – 10
Motion - 3

Decision

The Committee agreed not to suspend the licence.

The licenceholder had been invited to attend and be represented at the meeting and was present and heard. He was also supported by his son, Hussan Abass.

47. **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)	Benn Arnott	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)	Sharon Nellies	Vehicle Operator – P066 – East Area (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(c)	Karen Whittle	Vehicle Operator – P035 – Levenmouth Zone (renewal) 1 year
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During consideration of the above application, the Committee took a vote on whether or not to ask for a recess for further information on the process for considering the application. The vote was as follows:-

Motion

Councillor Pryde, seconded by Councillor Lothian, moved that the Committee had a recess to seek further information on the process for considering the application.

Amendment

Councillor MacDiarmid, seconded by Councillor O'Brien, moved, as an amendment, that the Committee continue considering the application without any further information.

Vote

Amendment – 3
Motion – 10

Decision/

Decision

The Committee agreed to have a recess to seek further information on the process for considering the application.

Thereafter a vote was taken on the application as follows:-

Motion

Councillor Patrick, seconded by Councillor MacDiarmid, moved that the licence be granted with a warning.

Amendment

Councillor Ellis, seconded by Councillor Lothian, moved as an amendment, that the licence be granted.

Vote

Amendment – 10

Motion – 3

Decision

The Committee agreed to grant the licence.

- | | | |
|-----|--------------------------|--|
| (d) | Thomas and Karen Whittle | Vehicle Operator – P027 – Levenmouth Zone
(renewal)
1 year |
|-----|--------------------------|--|

Motion

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

Amendment

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

Vote

Amendment – 3

Motion - 10

Decision

The Committee agreed to grant the licence.

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The applicants had been invited to attend and be represented at the meeting. The applicants at (b), (c) and (d) were present and heard. The applicant at (a) was not in attendance.

Consideration of the applications at (c) and (d) above was continued from the meeting held on 4th October, 2022.

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 a previous conviction recorded against him as well as previous incidents he had been involved in.

THE FIFE COUNCIL - CABINET COMMITTEE – BLENDED MEETING

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

15th December, 2022.

10.00 a.m. – 12.35 p.m.

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

ATTENDING: Steve Grimmond, Chief Executive; Eileen Rowand, Executive Director (Finance and Corporate Services), Alison Binnie, Finance Business Partner (Education and Children’s Services), Sharon McKenzie, Head of Human Resources, Fiona Allan, Service Manager, Anne-Marie Cardle, Service Manager, Jacqui Cameron, Service Manager, Human Resources, Lindsay Thomson, Head of Legal and Democratic Services, Alison Marr, Solicitor, Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Kathy Henwood, Head of Education and Children’s Services (Children and Families and Criminal Justice), Shelagh McLean, Head of Education and Children’s Services (Early Years and Directorate Support); Angela Logue, Head of Education and Children’s Services (Primary Schools and Improvement Support), Louise Playford, Service Manager (Asset Management and Development), Rona Weir, Education Manager, Pamela Colburn, Quality Improvement Officer, Sharon Smith, Quality Improvement Officer and Kevin Funnell, Service Manager (Operations), Education and Children’s Services; Donald Grant, Community Manager (North East Fife), Communities and Neighbourhoods Service; and Ms. Mary Caldwell, Roman Catholic Church and Mr. Alastair Crockett, Cupar Baptist Church, Religious Representatives.

APOLOGIES FOR ABSENCE: Councillors Judy Hamilton and Carol Lindsay and Mr. Brian Blanchflower, Church of Scotland, Religious Representative.

55. DECLARATIONS OF INTEREST

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

56. MINUTE

The Committee considered the minute of the Cabinet Committee meeting of 17th November, 2022.

Decision

The Committee agreed to approve the minute.

57./

57. WORKFORCE MATTERS

The Committee considered a report by the Head of Human Resources setting out key strategic workforce activities and outlining the Council's approach to workforce planning and recruitment strategy. The report also presented proposals for future reporting on the progress against the success measured and actions of Our People Matter (the Council's workforce strategy) and on actions identified through the corporate workforce planning process.

Decision

The Committee:-

- (1) agreed to the future reporting on Our People Matter, the Council's workforce strategy and Our People Plan, the Council's corporate workforce plan; and
- (2) agreed the approach outlined in the recruitment strategy.

58. CHILDREN AND FAMILIES' STRATEGY 2022-2025

The Committee considered a report by the Executive Director (Education and Children's Services) reviewing the Children and Families' Strategy "Belonging to Fife" and recognising what had been achieved to date. The report also outlined next steps in the Belonging to Fife (2) strategy.

Decision

The Committee:-

- (1) agreed the next steps in the Children and Families' Strategy, B2F(2), which included investment in additional staffing from the existing service budget;
- (2) approved, in principle, the progression of Barnardo's Gap Homes to improve young people's transitions to independence, providing a revenue saving to the Council; and
- (3) noted the test of change work around Community Social Work.

The meeting adjourned at 11.25 a.m. and reconvened at 11.40 a.m.

59. FIFE YOUNG PEOPLE HEALTH AND WELLBEING CENSUS

The Committee considered a report by the Executive Director (Education and Children's Services) advising elected members of the recommendation of the Education Scrutiny Committee of 15th November, 2022 with regard to the proposed arrangements for Fife Council to undertake a Survey of Young People's Health and Wellbeing and providing an alternative approach for members to consider in relation to processes associated with implementation.

Decision/

Decision

The Committee:-

- (1) noted the content of the report to the Education Scrutiny Committee of 15th November, 2022 relating to implementing a survey within Fife on the Health and Wellbeing of Young People;
- (2) noted the Education Scrutiny Committee recommendations to the Cabinet Committee that the Council does not implement the survey;
- (3) noted the revised proposals for the data protection arrangements and that survey response data would be collected for statistical and research purposes only, as part of the Council's duty as a local authority to plan for children's services in our area;
- (4) noted the concerns of the Education Scrutiny Committee and how these had been addressed in the revised proposals and on the basis that the survey would be anonymous, agreed to proceed with the survey; and
- (5) agreed that the survey should proceed based on the previously used HBSC questions and with the assurance that such questions would only be asked of senior aged pupils.

60. SCHOOL LEADERSHIP MODELS

The Committee considered a report by the Executive Director (Education and Children's Services) providing members with an overview of the development of school leadership models from 2009 that had strengthened the leadership and management of our schools and early learning centres. The report also provided an outline of suggested next steps, building on the successes of the last thirteen years in Fife and current national and international research to enable the Education Service to continue to strengthen leadership and management arrangements in schools and early learning centres in order to achieve improvements in attainment, attendance and positive destinations.

Motion

Councillor Fiona Corps, seconded by Councillor James Calder, moved as follows:-

“Remove recommendations and replace with following recommendation:-

Bring back another paper to Cabinet Committee with detailed evidence analysing the costs and benefits of joint leadership models as well as the pressures leading to this potential change of approach, including the shortage of headteachers, the reasons for this and the plan to recruit and train more”.

Amendment

Councillor Craig Walker, seconded by Councillor David Alexander, moved that the recommendations detailed in the report be approved.

Roll/

Roll Call

For the motion – 13 votes

Councillors James Calder, Ian Cameron, Fiona Corps, Altany Craik, Dave Dempsey, Linda Erskine, David Graham, Peter Gulline, Cara Hilton, Gary Holt, David Ross, Jonny Tepp and Jan Wincott.

For the Amendment – 10 votes

Councillors David Alexander, Lesley Backhouse, David Barratt, John Beare, Derek Glen, Rosemary Liewald, Ann Verner, Ross Vettraino, Craig Walker and Mr. Alastair Crocket, religious interest representative.

Decision

The Committee agreed that a further paper be brought back to the Cabinet Committee with detailed evidence analysing the costs and benefits of joint leadership models as well as the pressures leading to this potential change of approach, including the shortage of headteachers, the reasons for this and the plan to recruit and train more.

61. LOCHGELLY SOUTH PRIMARY SCHOOL - IMPROVEMENT WORK

The Committee considered a report by the Head of Education and Children's Services seeking endorsement of the approach to deliver urgent improvement work to address historic mining issues at Lochgelly South Primary School.

Decision

The Committee:-

- (1) noted all the options that were considered to address the required ground consolidation works, along with improvements, to the existing Lochgelly South Primary School building;
- (2) noted the decision to proceed with a project of refurbishment of Lochgelly South Primary School, because of the need to achieve an appropriately managed decant from the property within the required timescale and a return to the property within a reasonable timescale; and
- (3) endorsed officer recommendations for the temporary decant solution to St. Kenneth's RC Primary School, for all primary aged children, and Lochgelly Sunflower (MacGregor Avenue) Nursery, for eligible nursery children, to enable works at Lochgelly South Primary School to proceed.

62. COMMUNITY ASSET TRANSFER APPLICATION BY FOOTPRINT EAST NEUK

The Committee considered a joint report by the Head of Property Services and Head of Communities and Neighbourhoods Service seeking approval for a Community Asset Transfer request received from Footprint East Neuk under Part 5 of the Community Empowerment (Scotland) Act 2015 to purchase land at Dreelside Woods, Anstruther.

Decision/

Decision

The Committee approved the asset transfer request at less than market value at the price of £1 and all otherwise on terms and conditions to the satisfaction of the Head of Property Services and Head of Legal and Democratic Services.

THE FIFE COUNCIL - CABINET COMMITTEE – BLENDED MEETING

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

12th January, 2023.

10.00 a.m. – 11.05 a.m.

PRESENT: Councillors David Ross (Convener), David Alexander, Lesley Backhouse, David Barratt, John Beare, James Calder, Eugene Clarke (substituting for Councillor Fiona Corps), Altany Craik, Dave Dempsey, Linda Erskine, Derek Glen, David Graham, Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, Rosemary Liewald, David Ross, Jonny Tepp, Ann Verner (substituting for Councillor Carol Lindsay), 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, Les Robertson, Head of Revenue and Commercial Services, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; John Rodigan, Head of Environment and Building Services; John Mills, Head of Housing Services and Gavin Smith, Service Manager (Housing Access), Housing Services; and Angela Logue, Head of Education and Children's Services (Primary Schools and Improvement Support).

APOLOGIES FOR ABSENCE: Councillors Fiona Corps and Carol Lindsay and Mr. Brian Blanchflower, Religious Representative.

63. DECLARATIONS OF INTEREST

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

64. MINUTES

(i) **Cabinet Committee of 15th December, 2022**

Decision

The Committee agreed to approve the minute.

(ii) Minutes of the Education Appointment Committee of 13th and 15th December, 2022.

Decision

The minutes were noted.

65./

65. REVENUE MONITORING 2022-23

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing members with a strategic overview of Fife Council's finances and reporting on the current forecast position for 2022/23.

Decision

The Committee noted:-

- (1) the ongoing financial impacts arising from recovery from the pandemic which continued to be managed using one off additional funding and from underspends;
- (2) the high level financial position as detailed in the report; and
- (3) that detailed monitoring reports would be submitted to the relevant Scrutiny Committees.

66. CAPITAL INVESTMENT PLAN UPDATE - PROJECTED OUTTURN 2022-23

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing a strategic financial overview of the Capital Investment Plan and advised on the projected outturn for the 2022/23 financial year.

Decision

The Committee noted:-

- (1) the projected outturn position and that the level of financial risk was heightened due to high levels of inflation and supply chain challenges;
- (2) that more detailed capital outturn reports for 2022/23 would be submitted to relevant Scrutiny Committees of the Council; and
- (3) that budget variances would be managed by the appropriate Directorate in conjunction with the Investment Strategy Group.

67. EMPTY NON-DOMESTIC RATES CHARGES

The Committee considered a report by the Head of Revenue and Commercial Services which introduced a charging/relief policy for non-domestic rates in respect of empty/unoccupied properties. The policy was required as Empty Property Relief (EPR) had been devolved to local government with effect from 1st April, 2023 onwards to any business or owner of unoccupied rateable subjects. The policy had been designed to mirror the current provisions as set by the Scottish Government for EPR and this would allow time for an EPR to be conducted by rates' staff along with consultation both within the Council and with external stakeholders such as local businesses. A further report would be brought forward to the Cabinet Committee during 2023/24 setting out recommendations for the relief from April 2024 onwards.

Decision/

Decision

The Committee:-

- (1) approved the proposed policy to be effective from 1st April, 2023;
- (2) noted that officers intended to review the EPR policy during 2023 with a view to making changes to the charging regime from April, 2024 onwards; and
- (3) noted that officers would consult widely over any future proposals to amend the charging scheme.

68. DOMESTIC WASTE OPERATIONS: BULKY UPLIFTS - FREE OF CHARGE SERVICE

The Committee considered a report by the Head of Environment and Building Services requesting approval for the removal of charges for the bulky uplift service from April, 2023.

Decision

The Committee agreed to remove the charges for bulky uplifts from April, 2023 subject to £1.16m of additional resources and lost revenue being funded through the budget process.

Councillor Craig Walker joined the meeting during consideration of the above item.

69. RESETTLEMENT OF VULNERABLE PEOPLE IN FIFE

The Committee considered a report by the Head of Housing Services which was a follow-up to a report submitted to the Cabinet Committee on 25th August, 2022 which outlined the various resettlement strands that Fife were involved with. The report provided an update on current need and requests for accommodation and support for Afghan families from the UK Government.

Decision

The Committee:-

- (1) agreed to work proactively with the Home Office and MOD by leasing 28 properties at Leuchars and Rosyth to house Afghan families currently residing in the Bridging Hotel in Fife and wider afield; and
- (2) noted that a further report would be submitted to the Cabinet Committee in February or March, 2023 to update members on accommodation and support request for Ukrainians and Asylum Seekers.

70. SCHOOL LEADERSHIP MODELS (2)

The Committee considered a report by the Executive Director (Education and Children's Services) responding to the decision of the Cabinet Committee of 15th December, 2022 by providing further evidence of the benefits of joint leadership approaches; an analysis of the costs of joint leadership models; and an overview of the reasons for a potential change of leadership arrangements in the Waid Cluster area.

Decision/

Decision

The Committee:-

- (1) approved the aims and principles that would continue to guide the establishment of school and early learning centre leadership models in Fife as outlined in the School Leadership Models Cabinet Committee paper (15th December, 2022 - included in Appendix A of this report) and within section 1 (1.2 and 1.10) of the report;
 - (2) approved further consultation with the parents/carers in the Waid Cluster on the full range of leadership models outlined in the School Leadership Models Cabinet Committee paper (December, 2022 - included within Appendix A of this report) to allow for permanent school leadership arrangements to be in place from August, 2023 or as soon as reasonably possible thereafter; and
 - (3) agreed that, following local consultation with stakeholder groups, where changes in school or early learning centre leadership arrangements included more than two schools, approval was sought through the relevant Council Committee.
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THE FIFE COUNCIL - CABINET COMMITTEE – BLENDED MEETING

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

9th February, 2023.

10.00 a.m. – 11.15 a.m.

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, Rosemary Liewald, Carol Lindsay, 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, Legal and Democratic Services, Finance and Corporate Services; Michael Enston, Executive Director (Communities) and Sinead O'Donnell, Improvement Consultant, Communities and Neighbourhoods Service; Gordon Mole, Head of Business and Employability Services and Morag Millar, Programme Manager (Strategic Growth and City Deals), Business and Employability Service; Paul Darcy, Programme Manager (New Building Housing), Housing Services; and Ms. Mary Caldwell, Religious Representative.

APOLOGY FOR ABSENCE: Mr. Brian Blanchflower, Religious Representative.

71. DECLARATIONS OF INTEREST

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

72. MINUTE

The Committee considered the minute of the Cabinet Committee meeting of 12th January, 2023.

Decision

The Committee agreed to approve the minute.

73. SERVICE CONCESSIONS

The Committee considered a report by the Executive Director (Finance and Corporate Services) detailing changes to statutory guidance for accounting for the repayment of debt on "Service Concessions" or Public Private Partnerships (PPP) and/

and Non-Profit Distribution (NPD) Contracts. Use of the new statutory guidance required approval by Fife Council, therefore, this report provided detailed information for consideration before final agreement by Fife Council.

Decision

The Committee:-

- (1) noted the report and the implications of adopting the revised accounting arrangements for Service Concessions;
- (2) noted the proposed use of the benefits generated from adopting the revised arrangements; and
- (3) recommended to Fife Council that the use of Service Concessions arrangements be approved as outlined in the report based on the Section 95 Officer's view that to do so was prudent, affordable and sustainable.

74. GENERAL FUND REVENUE BUDGET 2023-26

The Committee considered a report by the Executive Director (Finance and Corporate Services) providing an update on the financial implications for the Council's General Fund Revenue Budget position for 2023-24 to 2025-26 following publication of the Scottish Government's budget and the Local Government Finance Settlement.

Decision

The Committee noted the information contained within the report and the strategy and approach to setting a balanced budget and noted the level of council tax to levy for 2023-24 and beyond.

75. REGIONAL PROSPERITY FRAMEWORK DELIVERY PLAN

The Committee considered a report by the Head of Business and Employability Services seeking approval for the Edinburgh and South East of Scotland Regional Prosperity Framework Delivery Plan. The Plan was a live document that would be updated every twelve months to reflect changes to the local, regional and macro economy and to ensure that regional activity could react and remain relevant to city region partners.

Decision

The Committee:-

- (1) approved the Edinburgh and South East of Scotland Regional Prosperity Framework Delivery Plan; and
- (2) noted that the Delivery Plan would be considered by the other five constituent local authorities in Edinburgh and South East Scotland City Region (ESESCR) ahead of the ESESCR Joint Committee meeting on 3rd March, 2023.

76./

76. DECENTRALISATION - ISSUES AND IMPROVEMENT

The Committee considered a report by the Executive Director (Communities) updating members on the review of the current Scheme of Decentralisation and to consider next steps.

Decision

The Committee:-

- (1) agreed that the current review of the Scheme of Committee Powers (which would report to full Council) provided an opportunity to review and clarify the Area Committee role in relating to scrutiny, influence on policy and service priorities and local community planning;
- (2) established a process of review of service areas - as set out in paras. 2.10 and 2.11 of the report - in relation to the Area Committee role in scrutiny, shaping priorities and potential for varying service levels; and
- (3) noted the work on organisational arrangements for people and place and requested a further report on proposals for change.

77. SCOTTISH GOVERNMENT CONSULTATION ON EDUCATION APPEAL COMMITTEES AND TRANSFER OF FUNCTIONS TO SCOTTISH TRIBUNALS SERVICE

The Committee considered a report by the Head of Legal and Democratic Services seeking agreement on Fife Council's position on the Scottish Government Consultation on Education Appeals Committee and the transfer of functions to the Scottish Tribunals Service.

Decision

The Committee:-

- (1) agreed that Fife Council's response to the consultation would be that Education Appeal Committees should remain with Fife Council; and
- (2) agreed the draft response to the consultation set out at Appendix 1 to the report.

78. AFFORDABLE HOUSING PROGRAMME - 34 NEW HOUSES - CUPAR ROAD, NEWBURGH (PRIVATE REPORT)

The Committee resolved, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 8 and 9 of Part 1 of Schedule 7A of the Act.

The Committee considered a report by the Head of Housing Services seeking authority to commence negotiations and conclude legally binding agreements for the development of 34 new affordable houses.

Decision/

Decision

The Committee agreed to authorise 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 of the site of the proposed housing development of 34 new Affordable Council houses for social rent at the site known as Cupar Road (north of), Newburgh;
- (2) for the direct award of a construction consent for the construction of 34 new Affordable Council houses for social rent at the site known as Cupar Road (north of), Newburgh; and
- (3) to suspend the Contract Standing Orders - Scheme of Tender Procedures 2018 in terms of Contract Standing Order No. 6.1 in respect of the proposed direct award of the construction contract on the grounds of the special circumstances detailed in the report.

79. AFFORDABLE HOUSING PROGRAMME - 32 NEW HOUSES - KILRYMONT ROAD, ST. ANDREWS (PRIVATE REPORT)

The Committee considered a report by the Head of Housing Services seeking authority to commence negotiations and conclude legally binding agreements for the development of 32 new affordable houses.

Decision

The Committee agreed to authorise 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 of the site of the proposed housing development of 32 new Affordable Council houses for social rent at the site known as Kilrymont Road, St. Andrews;
- (2) for the direct award of a construction consent for the construction of 32 new Affordable Council houses for social rent at the site known as Kilrymont Road, St. Andrews; and
- (3) to suspend the Contract Standing Orders - Scheme of Tender Procedures 2018 in terms of Contract Standing Order No. 6.1 in respect of the proposed direct award of the construction contract on the grounds of the special circumstances detailed in the report.

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

28th November, 2022

10.00 a.m. – 12.50 p.m.

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

ATTENDING: Eileen Rowand, Executive Director (Finance and Corporate Services), Elaine Muir, Head of Finance, Laura Robertson, Finance Operations Manager, Anne Bence, Accountant, Paul Noble, Accountant; Pamela Redpath, Service Manager (Audit and Risk Management Services), Clare Whyte, Risk Management Team Leader, Audit and Risk Management Services, Lindsay Thomson, Head of Legal and Democratic Services, Lesley Robb, Lead Officer (Committee Services), Wendy MacGregor, Committee Officer and Fiona Smyth, Data Protection Officer, Legal and Democratic Services, Finance and Corporate Services; Pam Ewen, Head of Planning, Economy Planning and Employability Services; Sharon McKenzie, Head of Human Resources, Barbara Cooper, Service Manager, Human Resources Service; Charlie Anderson, Head of Business Technology Solutions; Paul Vaughan, Head of Communities and Neighbourhoods Service, Craig Waddell, Service Manager (Communities and Corporate Development Management Team); Shelagh McLean, Head of Education and Children's Services (Early Years and Directorate Support); Alan Paul, Head of Property Services; and Avril Sweeney, Manager (Compliance), Health and Social Care Localities.

ALSO IN ATTENDANCE: Brian Howarth, Audit Director, Patricia Fraser, Senior Audit Manager and Ross Hubert, Senior Auditor, Audit Scotland.

APOLOGIES FOR ABSENCE: Councillors Al Clark and Graeme Downie.

20. DECLARATIONS OF INTEREST

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

21. MINUTE

The Committee agreed to approve the minute of the Standards, Audit and Risk Committee meeting on 31st October, 2022.

22. FIFE COUNCIL AND CHARITABLE TRUSTS - ANNUAL AUDIT REPORT AND AUDITED ACCOUNTS 2022-23

The Committee considered a report by the Executive Director of Finance and Corporate Services providing the Audited Accounts for Fife Council and Charitable Trusts for 2021-22 as well as the Annual Audit Report. A brief response to the External Auditor's report to Fife Council and the Controller of Audit was also included in the report.

Motion/

Motion

Councillor John Beare, seconded by Councillor Sarah Neal, moved as follows:-

'Committee notes it is the remit of the Committee as expressed in para 8.5.3 of Committee Powers is "To review and recommend approval to the Council of the Annual Audited Accounts."

The Committee recommend approval of the Audited Accounts for signature, to the Council for consideration at its meeting of December 8th and note the report by Audit Scotland, the Council's external Auditors and the management responses.'

Amendment

Councillor Gordon Pryde, seconded by Councillor Tom Adams, moved as an amendment:-

'that the Standards, Audit and Risk Committee have the authority to approve the Audited Accounts, as stated in the 2014 Regulations, advised by the Head of Legal and Democratic Services.'

Roll Call

For the Motion - 4 votes

Councillors Lesley Backhouse, John Beare, Sarah Neal and Ann Verner.

For the Amendment - 4 votes

Councillors Tom Adams, Dave Dempsey, Gary Holt and Gordon Pryde.

There being an equality of votes, the Convener used his casting vote in favour of the Amendment. The Amendment was accordingly carried.

Decision

The Committee:-

- (1) agreed to approve the Audited Accounts for signature;
- (2) noted the report by Audit Scotland, the Council's External Auditors and the management responses;
- (3) agreed the Convener and Depute Convener would seek assurance from officers throughout the forthcoming year, that the actions recommended by Audit Scotland in Appendix 1. Action Plan 2021/22 of the Annual Accounts had been implemented;
- (4) acknowledged the Convener and Head of Finance would continue to review national reports of interest to members for submission to the Committee as necessary; and
- (5)/

- (5) extended thanks and appreciation to the Finance Operations Team, members of staff across Fife Council and Audit Scotland involved in compiling the Audited Accounts and acknowledged the significant approach to partnership working from Audit Scotland, across the six year period as external auditors for Fife Council.

The Committee adjourned at 11.35 a.m. and reconvened at 11.45 a.m.

23. RISK MANAGEMENT UPDATE

The Committee considered a report by the Service Manager, Audit and Risk Management Services updating members on the work undertaken to revise the Council's Risk Management Policy and Strategy document, including Risk Appetite and Risk Management Strategy Group (RMSG) Remit. The report also informed members on the level of risk within the Council's Strategic Risk Register as at 10th November, 2022 and on the content of the Risk Management Improvement Plan (RMIP) and progress made towards its implementation.

Decision

The Committee:-

- (1) approved the Council's revised Risk Management Policy and Strategy, including Risk Appetite and RMSG Remit, detailed in Appendix A to the report;
- (2) approved the Council's Strategic Risk Register following the most recent review, detailed in Appendix B to the report;
- (3) noted that the Strategic Risk Register would be continuously reviewed and updated appropriately;
- (4) noted the content of the RMIP and status of actions, detailed in Appendix C to the report; and
- (5) noted that update reports would be submitted to the Committee as required, on the Council's Risk Management arrangements, in line with the Policy and Strategy document.

24. DATA PROTECTION ANNUAL REPORT

The Committee considered a report by the Head of Legal and Democratic Services highlighting key data protection statistics for Fife Council, major developments in relation to data protection law and practice and Fife Council data protection priorities, for the period 1st April, 2021 – 31st March, 2022.

Decision

The Committee noted:-

- (1) the work of the Data Protection Officer and the Data Protection Team to ensure continued compliance across the Council with the UK General Data

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Protection Regulation (UK GDPR) and the Data Protection Act 2018, providing/

providing continued support to services across the Council to develop processes and embed systems which complied with the Council's data protection obligations; and

- (2) the performance information detailed in the report.

Councillors Lesley Backhouse and Ann Verner left the meeting during consideration of the above item.

25. REGULATION OF INVESTIGATORY POWERS (SCOTLAND) (RIPSA) ACT 2000

The Committee considered a report by the Executive Director (Finance and Corporate Services) updating members on the exercise of regulatory powers and the outcome of the recent inspection, in compliance with the Regulation of Investigatory Powers (Scotland) (RIPSA) Act 2000.

Decision

The Committee noted:-

- (1) that there had been no applications for RIPSA authorisation since the date of the last report to the Committee in December 2021;
- (2) that Fife Council had received a positive inspection on its processes, procedures and previous use of investigatory powers from the Investigatory Powers Commissioner; and
- (3) the follow up work had been carried out since the inspection.

26. THE ACTING ETHICAL STANDARDS COMMISSIONER FOR SCOTLAND ANNUAL REPORT 2021/22, THE STANDARDS COMMISSION FOR SCOTLAND (THE COMMISSION) ANNUAL REPORT FOR 2021/22; AND DECISIONS TAKEN BY THE HEARING PANEL OF THE COMMISSION

The Committee considered a report by the Head of Legal and Democratic Services advising members that the Acting Ethical Standards Commissioner for Scotland and the Standards Commission for Scotland had both published their annual reports for 2021/22; and to report on the findings of the Hearing Panel of the Standards Commission for Scotland during this period.

Decision

The Committee noted:-

- (1) the Acting Ethical Standards Commissioner for Scotland Annual Report for 2021/22;
- (2) the Standards Commission for Scotland Annual Report 2021/22;

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- (3) the decisions of the Hearing Panel of the Standards Commission for Scotland, which would continue to be monitored and appropriate reports and/or advice given to the Council if required; and
- (4)/
- (4) that there had been no hearings relating to a Councillor of Fife Council in 2021/22.

27. **STANDARDS, AUDIT AND RISK COMMITTEE FORWARD WORK PROGRAMME**

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

Decision

The Committee noted the Forward Work Programme which would be updated as appropriate.

THE FIFE COUNCIL - PENSIONS COMMITTEE – REMOTE MEETING

1st December, 2022

10.00 a.m. – 10.40 a.m.

PRESENT: Committee - Councillors Dave Dempsey (Convener), Sean Dillon, Lynn Mowatt, Sarah Neal, Nicola Patrick, Gordon Pryde and Jonny Tepp.

Fife Pension Board – Councillor Lynn Ballantyne-Wardlaw, Ian Dawson, Gail Dunn, Robert Graham, Ross Hugh, Colin Paterson and Vicki Wyse.

ATTENDING: Elaine Muir, Head of Finance; Laura Robertson, Finance Operations Manager; Pamela Redpath, Service Manager - Audit and Risk Management Services; Karen Balfour, Lead Officer - Banking and Investment; Anne Bence, Accountant; John Mackie, Team Manager - Transactions Team and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Robert Bilton, Actuary, Hymans Robertson LLD; Albert Chen, Portfolio Manager, Lothian Pension Fund and Clare Scott, Independent Professional Observer.

APOLOGIES FOR ABSENCE: Committee – Councillor Colin Davidson

Fife Pension Board – Councillor Tom Adams

24. DECLARATIONS OF INTEREST

No declarations were submitted in terms of Standing order No. 7.1.

25. MINUTE

The Committee considered:-

- (a) The minute of the meeting of the Pensions Committee of 26th September, 2022.

Decision

The Committee agreed to approve the minute.

- (b) The comments from Fife Pension Board arising from the meeting of the Pensions Committee on 26th September, 2022.

Decision/

Decision

The Committee noted:-

- (1) the comments from the Fife Pension Board from the meeting of the Pensions Committee on 26th September, 2022; and
- (2) that Robert Graham had been appointed as the Chairperson for the Board and the Board members appointed to the Joint Secretary positions would be advised at a future meeting of the Pensions Committee.

26. FIFE PENSION BOARD MEMBERSHIP

The Committee considered the appointment of Gail Dunn, Employer Representative (Scheduled Body) on Fife Pension Board.

Decision

The Committee agreed to appoint Gail Dunn, as the Scheduled Body Representative on the Fife Pension Board.

27. FIFE PENSION FUND BUDGETARY CONTROL

The Committee considered a report by the Head of Finance providing details of the projected outturn of the Fife Pension Fund for 2022-23.

Decision

The Committee noted:-

- (1) the projected outturn for 2022-23; and
- (2) that further reports relating to the financial position of the Fund would be brought forward on a bi-annual basis.

28. RISK MANAGEMENT - QUARTERLY REVIEW

The Committee considered a report by the Head of Finance providing a quarterly update on the Risk Register for Fife Pension Fund. The risks associated with the Fund were reviewed and updated scores provided to reflect the internal controls in place.

Decision

The Committee noted:-

- (1) the contents of this report; and
- (2) that the risks would be reviewed on a regular basis and reports would be submitted to Committee on a quarterly basis.

29./

29. PENSIONS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Finance providing an overview of the proposed agendas for future meetings of the Pensions Committee and the annual cycle.

Decision

The Committee noted:-

- (1) the Pensions Committee Workplan; and
 - (2) that the revised Constitution for Fife Pension Board would be submitted to the Committee for consideration at its meeting on 28th March, 2023.
-

THE FIFE COUNCIL - PENSIONS COMMITTEE – REMOTE MEETING

13th December, 2022

10.00 a.m. – 11.46 a.m.

PRESENT: Committee - Councillors Dave Dempsey (Convener), Sean Dillon, Lynn Mowatt, Sarah Neal, Nicola Patrick, Gordon Pryde and Jonny Tepp.

Fife Pension Board - Lynn Ballantyne-Wardlaw, Ian Dawson, Gail Dunn, Robert Graham, Ross Hugh and Colin Paterson.

ATTENDING: Eileen Rowand, Executive Director - Finance and Corporate Services; Elaine Muir, Head of Finance; Laura Robertson, Finance Operations Manager; Pamela Redpath, Service Manager - Audit and Risk Management Services; Anne Bence, Accountant; Karen Balfour, Lead Officer - Banking and Investment; John Mackie, Team Manager - Transactions Team; Fiona Clark, Pensions Specialist, Financial Services; Helena Couperwhite, Manager - Committee Services; and Wendy MacGregor, Committee Officer, Committee Services, Legal and Democratic Services.

ALSO IN ATTENDANCE: Robert Bilton, Actuary, Hymans Robertson LLP, Brian Howarth, Audit Director, Tim Bridle, Audit Manager, Lauryn Graham, Auditor, Audit Scotland, Albert Chen, Portfolio Manager and Bruce Miller, Chief Investment Officer, Lothian Pension Fund.

APOLOGIES FOR ABSENCE: Committee – Councillor Colin Davidson.

Fife Pension Board - Councillor Tom Adams and Vicki Wyse.

30. DECLARATIONS OF INTEREST

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

31. FIFE PENSION FUND ANNUAL REPORT AND AUDITED ACCOUNTS

The Committee considered a report by the Head of Finance providing the Audited Accounts for Fife Pension Fund for 2021-22 and the Annual Audit Report. A brief response to the External Auditor's report to Fife Council and the Controller of Audit was included in the report.

Decision

The Committee:-

(1) agreed to approve the Audited Accounts for signature; and noted the positive report by Audit Scotland, the Council's External Auditors and the management responses;

(2)/

- (2) extended thanks and appreciation to the Pensions and Investment Teams, Finance Service and other members of staff across Fife Council and Audit Scotland involved in compiling the Audited Accounts; and
- (3) acknowledged the significant approach to partnership working from Audit Scotland, across the six-year period as external auditors for Fife Council, and wished the officers from Audit Scotland well in their future endeavors.

32. FIFE PENSION FUND COMMUNICATION POLICY

The Committee considered a report by the Head of Finance providing an update on the Communication Policy for Fife Pension Fund. The document would replace the previous policy agreed by the Committee in reflecting the increased use of digital communications and blended workstyle adopted by the Team.

Decision

The Committee approved the revised Communication Policy.

33. FUNDING STRATEGY STATEMENT - UPATED

The Committee considered a joint report by the Head of Finance and the Actuary, Hymans Robertson, updating the Fund's current Funding Strategy Statement to reflect changes in regulations, with effect from 1st June, 2022.

Decision

The Committee agreed to adopt the revised Funding Strategy Statement.

Councillor Jonny Tepp left the meeting during consideration of the above item.

34. PENSION ADMINISTRATION - PERFORMANCE MONITORING REPORT

The Committee considered a report by the Head of Finance providing monitoring information on the performance of the Pensions Administration Team and updating on other activities undertaken by the Team over the quarter to 30th September, 2022.

Decision

The Committee noted:-

- (1) the level of quarterly performance relative to the target and to the same quarter of the previous year;
- (2) the revised format of the KPI information; and
- (3) the range of additional activities carried out by the team over the last quarter.

35./

35. POST AUDIT REVIEW (PAR) REPORT

The Committee considered a report by the Service Manager, Audit and Risk Management Services, providing an update on progress towards implementing internal audit recommendations previously reported to and agreed by Management.

Decision

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

36. NATIONAL FRAUD INITIATIVE (NFI) IN SCOTLAND

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing Audit Scotland's national report on the 2020/21 NFI exercise and updating on local planning and preparations for the 2022/23 NFI exercise.

Decision

The Committee:-

- (1) noted Audit Scotland's national report, summarising the outcomes from the 2020/21 National Fraud Initiative (NFI) exercise, published August 2022 at Appendix A to the report, in particular page 10 of the national report, which related to Pensions;
- (2) noted the progress to date relating to the 2022/23 NFI exercise; and
- (3) noted the completed NFI Self-Appraisal Checklist, for those charged with governance, at Appendix B to the report.

The Committee agreed to resolve, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 6 of Part 1 of schedule 7A of the Act.

37. PENSION FUND - INVESTMENT UPDATE

The Committee considered a report by the Head of Finance providing an overview of the Fund's investments at 30th September, 2022. A verbal update of manager monitoring activity and of investment strategy was provided at the meeting.

Decision

The Committee noted:-

- (1) that the Fund's strategic asset allocation and current allocations relative to target;
- (2)/

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- (2) the value of the Fund's assets on 30th September, 2022 after returning - 1.9% over the quarter; that the Fund was making steady progress towards its target allocations; and
 - (3) that longer term absolute returns were strong and relative returns were above both the asset and liability benchmarks.
-

**THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – GLENROTHES -
BLENDED MEETING**

Conference Room 1, Ground Floor, Fife House, North Street, Glenrothes

25th January, 2023

2.00 p.m. – 4.00 p.m.

PRESENT: Councillors Craig Walker (Convener), John Beare, Peter Gulline, Lynn Mowatt, Derek Noble, Ross Vettraino, Daniel Wilson and Jan Wincott.

ATTENDING: Norman Laird, Community Manager (Glenrothes); Sarah Johnston, Access Officer, Countryside Development; Chris Mieзитis, Glenrothes Community Development Team Manager, Communities; Peter Corbett, Lead Officer (Economy), Business & Employability; Bill Liddle, Service Manager, Roads Maintenance; Dr. Rick Haynes, Lead Consultant, Flooding, Shoreline & Harbours; Neil Watson, Lead Consultant, Roads & Lighting Asset Management; Lesley Craig, Lead Consultant, Traffic Management North; Dawn Jamieson, Safer Communities Team Manager; Brian Westwater, Safer Communities Lead Officer, Housing Services; Eleanor Hodgson, Accountant, Common Good & Trusts; Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

**APOLOGY FOR
ABSENCE:** Councillor Altany Craik.

26. DECLARATIONS OF INTEREST

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

27. MINUTE

The Committee considered the minute of the Glenrothes Area Committee of 2nd November, 2022.

Decision

The Committee agreed to approve the minute.

28. DIVERSION OF CORE PATH 420

The Committee considered a report by the Head of Communities and Neighbourhoods Service requesting approval for a diversion of core path 420 in Glenrothes to allow for an extension to the Glenrothes Substation.

Decision

The Committee approved the proposed diversion of core path 420 using Section 208 of the Town and Countryside Planning (Scotland) Act 1997 - delegating its confirmation to officers if no objections were received, and otherwise submission to the Scottish Government for confirmation.

29./

29. SUPPORT FOR FUNDING TOWARDS VEHICLE FOR AUCHMUTY & DOVECOT TENANTS' & RESIDENTS' ASSOCIATION

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a financial contribution towards the purchase of a new van for the Auchmuty and Dovecot Tenants' and Residents' Association. The van would be used to deliver goods across the Glenrothes Area.

Decision

The Committee agreed to approve the funding request from the Auchmuty and Dovecot Tenants' and Residents' Association for a contribution of £14,965.00 from the Area Recovery Fund, towards the purchase of a new van.

30. REPLACEMENT OF UNSAFE FENCING AT RIVERSIDE PARK, GLENROTHES

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a financial contribution toward the cost of replacing damaged fencing at Riverside Park. The fencing would become unsafe for the public visiting Riverside Park if it was not replaced.

The proposed work had been costed by Fife Council's Grounds Maintenance Team and involved removal and disposal of the existing chespale fencing and the supply and installation of 1.2m high, 5-line wire fencing.

Decision

The Committee agreed to approve a contribution of £8,004.35 from the Local Community Planning budget toward the replacement fence, provided consideration was given, due to the health and safety aspect giving rise to the need for a replacement fence, to the funding being sourced from an alternative budget.

31. GLENROTHES AREA LOCAL COMMUNITY PLAN 'PLAN4GLENROTHES' REVIEW

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of the revised Plan4 Glenrothes Area 2023 – 2026 including an update on the Areas of Focus for the Plan.

Decision

The Committee:-

- (1) agreed the revised Areas of Focus;
- (2) approved the Plan4 Glenrothes Area 2023 – 2026 (attached as Appendix 2 to the report) to include, under Section 4: 'Town Centre, Village and Neighbourhood Redevelopment', additional focus on Balbirnie Park - in tandem with Riverside Park – although separately funded from the Levelling Up Fund;
- (3)/

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- (3) requested an update report on the revised plan - as detailed at (2) above, to include Balbirnie Park - at its next meeting on 22nd March, 2023;
- (4) requested a progress report on delivery of the overall Plan4 Glenrothes Area 2023-2026 at its meeting on 24th May, 2023; and
- (5) noted the efforts and approach taken to ensure that community members and partners were actively involved in and contributing to its delivery.

32. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods Service presenting a draft Common Good Policy Statement which would form the basis of a public consultation exercise.

Decision

The Committee:-

- (1) noted the draft Common Good Policy Statement;
- (2) acknowledged the community consultation process; and
- (3) agreed that members whose ward benefitted from either the Leslie or Markinch Common Good Funds specifically, would contribute to the consultation on the draft Common Good Policy Statement.

Following the above item, the Convener intimated the intention to vary the sequence of items from that on the agenda – Item 9 on the agenda: ‘Common Good and Settlement Trust Funds Annual Report’ would be considered after Item 11 on the agenda: ‘Flooding Update and Gully Cleaning’.

33. LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)

The Committee considered a report by the Head of Business and Employability providing an annual overview of the performance of the local economy and labour market in the Glenrothes Area. The information presented was intended to provide background and context to Council activity within the area and to help inform area committee discussion and decision-making.

Decision

The Committee:-

- (1) noted the issues raised from the analysis of the latest available data; and
- (2) acknowledged the ongoing economic challenges and uncertainty.

34. FLOODING UPDATE & GULLY CLEANING

The Committee considered a report by the Head of Roads and Transportation Services providing an update on flooding relative to the Glenrothes Area Committee geographical coverage, including information on gulley cleaning.

Decision/

Decision

The Committee:-

- (1) noted the update on the flooding context in relation to Glenrothes Area;
- (2) noted the status of the existing Flood Studies within the Glenrothes Area;
- (3) agreed that, once the Flood Studies had concluded, a further report would be provided on the summary findings, to this Committee; and
- (4) noted that a review of the gully cleaning service was to be submitted to the Environment, Transportation and Climate Change Scrutiny Committee on a date to be confirmed.

35. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT

The Committee considered a report by the Executive Director, Finance and Corporate Services advising of the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities over the financial year 2021-2022.

Decision

The Committee:-

- (1) noted the information contained in the relevant Appendices for the various Common Good funds and Settlement Trust Funds;
- (2) noted the information provided; and
- (3) confirmed the Committee's continued support of the disbursement of Trust funds to suitable projects, including the amalgamation of individual trusts and, where appropriate, the dissolution of individual trusts and the transferring of funds to suitable third party organisations who were providing similar support to local priorities.

36. AREA ROADS PROGRAMME 2023-24

The Committee considered a report by the Head of Roads and Transportation Services identifying the projects which were proposed for inclusion in the 2023-24 Area Roads Programme for the Glenrothes area.

Decision

The Committee:-

- (1) approved the report and Appendices 1 to 3 - proposed carriageway scheme list for 2023-24; proposed footway scheme list for 2023-24; and proposed road safety and traffic management scheme list for 2023-24, respectively;
- (2)/

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- (2) delegated authority to the Head of Roads and Transportation Services to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener and Depute Convener; and
- (3) noted Appendices 4 and 5 - lighting scheme list for 2023/24; and structures scheme list for 2023-24, respectively.

37. ANTISOCIAL BEHAVIOUR UPDATE REPORT

The Committee considered a report by the Head of Housing Services providing an update on antisocial behaviour within the Glenrothes area during the period 1st April, 2019 to 31st March, 2022.

Decision

The Committee:-

- (1) noted the content of the report; and
- (2) agreed to delegate to the Convener and Depute Convener to consider the requirement for further update reports and, if required, their frequency.

38. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Glenrothes Area Committee Forward Work Programme.

Decision

The Committee:-

- (1) noted the Glenrothes Area Committee Forward Work Programme;
- (2) agreed, as detailed at Para. 31. (3) above to consider, at its meeting on 22nd March, 2023, an update to the Glenrothes Area Local Community Plan 'Plan4Glenrothes' to include Balbirnie Park;
- (3) agreed, as detailed at Para. 31. (4) above to consider, at its meeting on 24th May, 2023, a progress report on the delivery of the overall Glenrothes Area Local Community Plan 'Plan4Glenrothes';
- (4) agreed, as detailed at Para. 34. (3) above to consider, a further report on summary findings once the Flood Studies had concluded – at a future meeting on a date to be advised;
- (5) agreed, as detailed at Para. 37. (2) that consideration be given to the requirement for further update reports on Antisocial Behaviour and, if required, their frequency – to be advised;
- (6) otherwise agreed that members would advise the Convener and Depute Convener of any additional items to include in the Forward Work Programme, within the remit of the Committee.

39. 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.

8th February, 2023

9.30 a.m. – 12.20 p.m.

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; Neil Watson, Lead Consultant, Roads and Lighting Asset Management, Lesley Craig, Lead Consultant, Traffic Management; Peter Corbett, Lead Officer - Economy, Economy Tourism & Town Centres; Jill Simpson, Headteacher, Kennoway Primary School, Tracey McDougall, Headteacher, Balcurvie Primary School; Zoe Thomson, Quality Improvement Officer, Education Admin Management Team; Education Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

ALSO IN ATTENDANCE: Robert Gibson, Fifers from the Community and Colin Rafferty, Police Constable, Police Scotland.

Prior to the start of business, the Convener intimated the intention to vary the sequence of items from that on the agenda to take items 8 (para 36) and item 13 (para 37) consecutively, as he would be declaring an interest in both items.

30. DECLARATIONS OF INTEREST

Councillors Alexander and Clarke declared an interest in Para. 35 – Supporting the Levenmouth Local Community Plan – Community Recovery Fund (CRF) Proposals Levenmouth, as both Councillors were members of the Committee relating to the temple toilets upgrade, however, having applied the objective test, both members concluded that it was so insignificant that they remained and participated in the meeting.

Councillor Davidson declared an interest in Para. 36 – Supporting the Levenmouth Local Community Plan – Fifers for the Community Resource Request – Community Recovery Fund, as he had been a founding member in setting up Fifers for the Community.

Councillors Davidson and Caldwell declared an interest in Para. 37 – Supporting the Levenmouth Local Community Plan – Warm Spaces Additional Funding Allocation from Anti-Poverty Funding. Councillor Davidson as he had a share of an allotment site based at Kennoway Shed and Councillor Caldwell as he had been a member of the Rotary Club of Buckhaven and Methil.

31. MINUTE

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 9th November, 2022.

Decision/

Decision

The Committee agreed to approve the minute.

32. AREA ROADS PROGRAMME REPORT 2023-2024

The Committee considered a report by the Head of Roads and Transportation which identified the projects proposed for inclusion in the 2023-24 Area Roads Programme for the Levenmouth Area.

Decision

The Committee: -

- (1) approved the proposals identified in Appendices 1-3, of the report;
- (2) delegated authority to the Head of Roads and Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, and in consultation with the Area Convener and Vice-Convener; and
- (3) noted Appendices 4 and 5 of the report.

33. PUPIL EQUITY FUND

The Committee considered a report by the Executive Director of Education and Children's Services, outlining the progress of the Pupil Equity Fund and updating members on the work of schools in the Levenmouth Area to address the challenge of Closing the Poverty Related Attainment Gap. The report also presented an overview of the rationale, implementation, and impact, to date, of the Pupil Equity Fund within schools across the Levenmouth Committee Area.

Decision

The Committee: -

- (1) welcomed and noted the presentation;
- (2) noted that the Pupil Equity Fund had positively impacted on educational outcomes for children and young people in the Levenmouth Area;
- (3) noted the work of schools in developing approaches to reduce the cost of the school day; and
- (4) agreed that members would directly link with individual schools for further information as required.

34./

34. LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)

The Committee considered a report by the Head of Business and Employability providing members with an annual overview of the local economic profile for each of the seven local committee areas using the latest available data.

Decision

The Committee: -

- (1) noted the issues raised following the analysis of the latest available data; and
- (2) recognised the ongoing economic impact and uncertainty.

35. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – COMMUNITY RECOVERY FUND (CRF) PROPOSALS LEVENMOUTH.

The Committee considered a report by the Head of Communities and Neighbourhoods providing members with an update on the current proposals being put forward as part of the Community Recovery Fund (CRF) for the Levenmouth Area in 2022. The report sought agreement from members to commence work on several projects as part of the allocation for the 2022/23 financial year.

Decision

The Committee: -

- (1) noted the current proposals outlined in the report;
- (2) agreed that Officers would continue to develop the proposals that were ready to commence into fully fledged projects, as part of the Community Recovery Fund proposals; and
- (3) noted the key projects that were ready to commence, including the Promenade Design Project, Tourism Project Manager position, temporary increase in policing resource, CORRA resource support, and FTTC resource support.

36. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – FIFERS FOR THE COMMUNITY RESOURCE REQUEST - COMMUNITY RECOVERY FUND.

Having earlier declared an interest, Councillor Davidson left the meeting prior to consideration of this and the following item. The Depute Convener thereafter took the chair.

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from members to contribute £21,700 from the Community Recovery Fund to support Fifers for the Community (FFTC) in continuing to employ two officer positions within the Levenmouth Area, to be funded over the 2023/24 financial year.

Decision/

Decision

The Committee: -

- (1) agreed unanimously that Officers would be required to provide more detailed information on the background of the Fifers for the Community (FFTC) funding request, and requested that an updated report be submitted for the Committee's consideration at its meeting on 5th April, 2023; and
- (2) noted that Fifers for the Community would continue to seek other sources of funding which could reduce the amount requested.

37. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – WARM SPACES ADDITIONAL FUNDING ALLOCATION FROM ANTI-POVERTY FUNDING.

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

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £10,326.75 from the anti- poverty fund towards the full cost of the provision of the warm spaces initiative in the Levenmouth Area.

Decision

The Committee: -

- (1) agreed to contribute £10,326.75 towards the full cost of the warm spaces initiative in the Levenmouth Area;
- (2) noted that the request for additional funding was to cover the shortfall identified during the application process, and was also to fund the warm spaces initiative that was administered by Fife Voluntary Action (FVA) on behalf of Fife Council; and
- (3) noted the funding criteria as detailed in the report.

Councillors Caldwell and Davidson re-joined the meeting at this stage.

38. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – PROMENADE LEVEN – DESIGN FUNDING COMMUNITY RECOVERY FUND.

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from the Area Committee to contribute up to £50,000 from the Community Recovery Fund, to be used towards the full cost of bringing forward a design specification for the Promenade, Leven.

Decision/

Decision

The Committee: -

- (1) agreed to contribute up to £50,000 towards the estimated cost of commissioning a detailed design for the promenade area in Levenmouth Area,
- (2) acknowledged that the design works would help to improve the amenities and access to the area, which was also part of the active travel route for the new railway station in Levenmouth Area;
- (3) noted the designs would be informed by input from the local residents and was part of the planned consultation process; and
- (4) noted that the design works would be used to support a significant application to Sustrans Place for Everyone framework, as a bid to secure the funding in taking forward the finalised design to construction.

39. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – SHORT TERM POLICING RESOURCE, COVID RECOVERY

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from the Area Committee to contribute £11,232.99 from the Community Recovery Fund, to be used towards the cost of providing short-term policing resource in the Levenmouth Area.

Decision

The Committee agreed to contribute £11,232.99 from the Community Recovery Fund to be used towards the cost of providing short term policing resource in the Levenmouth Area.

40. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY - CORRA ADDITIONAL RESOURCE

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £19,000 from the Community Recovery Fund, to support the continuation of the Corra Foundation Officer activity in the Levenmouth Area for the financial year 2023/24. The report acknowledged that further support would be requested in the 2024/25 and 2025/26 financial years to partially fund Corra activity in the area, and future funding requests would be sought from the Anti-Poverty funding component of the Local Community Planning Budget (LCPB).

Decision

The Committee: -

- (1) agreed to contribute £19,000 from the Community Recovery Fund to support the continuation of the CORRA Officer activity in Levenmouth Area for the 2023/24 financial year; and
- (2)/

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- (2) noted that officers would bring back reports in the next two financial years to secure equivalent funding for the proposal and that the funds for 2024/25 and 2025/26 would be taken from the anti-poverty funding component of the Local Community Planning Budget.

41. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – PROJECT MANAGER POST (TOURISM) COMMUNITY RECOVERY FUND.**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute up to £75,000 from the Community Recovery Fund, to be used towards the cost of funding a Project Manager position to work within the Levenmouth Local Tourist Association (LLTA).

Decision

The Committee: -

- (1) agreed to contribute up to £75,000 from the Community Recovery Fund towards the cost of employing a project manager to support the development of the tourism related work, and in preparation for the completion of the Levenmouth rail link; and
- (2) noted this figure was based on an expected salary and ongoing costs of around £40,000 (including management fees) for the project manager post, and £35,000 would be made available for ongoing developmental work.

42. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – RAILING WORK, EAST WEMYSS CEMETERY**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £15,935.31 from the Ward 22 allocation of the Local Community Planning Budget, to be used towards the cost of painting all the metalwork and gates at East Wemyss Cemetery.

Decision

The Committee agreed to contribute £15,935.31 towards the cost of painting all the metalwork and gates at East Wemyss cemetery.

43. **COMMON GOOD POLICY STATEMENT**

The Committee considered a report by the Head of Communities and Neighbourhoods presenting the draft Common Good Policy Statement which formed the basis of a public consultation exercise.

Decision

The Committee noted :-

- (1) the draft Common Good Policy Statement; and
- (2) the community consultation process.

44./

44. 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 contents of the report.

45. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

Decision

The Committee noted the content of the forward work programme for the Levenmouth Area.

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THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE – REMOTE MEETING

23rd November, 2022.

9.30 a.m. – 1.05 p.m.

PRESENT: Councillors David Barratt (Convener), Patrick Browne, Dave Dempsey, Graeme Downie, Brian Goodall, Andy Jackson, Sarah Neal, Sam Steele and Conner Young.

ATTENDING: Alastair Mutch, Community Manager (South and West Fife Area), Sharon Douglas, Community Investment Manager, Mark McLeod, Lead Officer (Community Use), Scott Meikle, Community Education Worker, Leanne Bower, Community Education Worker and Lisa Hemphill, Local Development Officer, Communities and Neighbourhoods Service; Keith Johnston, Technician Engineer, Neil McLeary, Technician Engineer, Michael Anderson, Consultant Engineer (Bridges and Structures) and Rick Haynes, Lead Consultant (Flooding, Shoreline and Harbours), Roads and Transportation Services; Audrey Valente, Chief Finance Officer, Health and Social Care; Deborah Stevens, Lead Officer (Housing Condition and Supply), Housing Services; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager (Committee Services), Michelle McDermott, Committee Officer, Legal and Democratic Services and Eleanor Hodgson, Accountant, Finance and Corporate Services.

APOLOGY FOR ABSENCE: Councillor Andrew Verrecchia.

ALSO ATTENDING: Ms. Christine Bruce, Rosyth Submarine Dismantling Project, Ministry of Defence, Mr. Gordon McAughey, Babcock International and Mr. David Stone, Scottish Environment Protection Agency (SEPA) (for para. 25 only); and Mr. Graeme Paget, Transport Scotland and Mr. Tommy Deans, BEAR Scotland (for para. 26 only).

In terms of Standing Order No. 8.1(2), the Convener agreed to accept an Urgent Motion in relation to a speed limit reduction at Main Street, Carnock which would be considered after item 17 on the agenda.

23. DECLARATIONS OF INTEREST

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

24. MINUTE

The Committee considered the minute of the South and West Fife Area Committee meeting of 28th September, 2022.

Decision

The Committee agreed to approve the minute.

25./

25. SUBMARINE DISMANTLING PROJECT, ROSYTH - UPDATE

Ms. Christine Bruce, Assistant Head (Nuclear Liabilities), Ministry of Defence and Gordon McAughey, Head of Internal Assurance, Babcock International gave detailed presentations on the Submarine Dismantling Project (SDP) taking place at Rosyth. The presentations provided information on:-

- the reasons submarines were being dismantled in Rosyth advising that government policy was to progress nuclear decommissioning as soon as was reasonably practicable;
- the aim of the SDP which was to deliver a safe, environmentally responsible, secure and cost effective solution for dismantling UK's de-fuelled, nuclear-powered submarines;
- the current UK Strategy of submarine disposals and what the future programme entailed; and
- progress which had taken place with the project since 2016 and future timelines for disposal works.

Various questions from members were then put to and answered by Ms. Bruce and Mr. McAughey.

Decision

The Committee thanked Ms. Bruce and Mr. McAughey for their detailed and informative presentations.

Councillor Sarah Neal joined the meeting during consideration of the above item.

26. TRANSPORT SCOTLAND UPDATE

Mr. Tommy Deans, BEAR Scotland advised that Amey were now responsible for the roads on the M90 north of junction 3/Halbeath (A92) and that BEAR Scotland were responsible for roads from the south of junction 3 and also the A985 and the Bridges. It was noted that planned maintenance work had taken place on the Forth Road Bridge (FRB) over the summer which was now completed and that the contraflow on the FRB had now been removed. The FRB was now available as a weather diversion should this be required from the Queensferry Crossing.

With regard to the Queensferry Crossing, Mr. Deans advised that automated cable cleaning had taken place earlier in the year which was due to be completed soon and which was hoped would reduce the potential for ice secretion. It was noted that if ice secretion did form on the Crossing this winter, the current plan would be to put initial diversions in place to Kincardine Bridge and, depending on timescales, diversions to the FRB would be opened as soon as practicable thereafter. It was noted that trials had been undertaken this year on different ways of utilising the FRB to have at least one lane open in each direction if queues formed on the Queensferry Crossing. The future plan was to install automated barriers on each side of the FRB that would hopefully allow the bridge to be used as a diversion within a shorter timescale than currently. The intention was to have these installed and operational by winter 2023.

It was also noted that major works would be taking place on the Kincardine Bridge next year to build a new south viaduct which would be undertaken within 18-24 months. A temporary viaduct would be built during construction of the new viaduct to allow two-way traffic.

Various/

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Various questions from members were then put to and answered by Mr. Deans and Mr. Paget, Transport Scotland.

Decision

The Committee thanked Mr. Deans and Mr. Paget for their detailed updates.

27. PROPOSED TRAFFIC AMENDMENTS - HIGH STREET AREA, KINCARDINE

The Committee considered a report by the Head of Roads and Transportation Services detailing proposals to alter the road layout at High Street, Kincardine and associated works. This included traffic orders to change the direction of the one-way, introduction of a contra-flow cycle lane, a raised table and various parking restriction amendments.

Decision

The Committee, in the interests of roads safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to revoke the existing TROs and introduce a one-way (with exemptions) and contra-flow cycle lane as detailed in Drawing No. TRO22_61/1;
- (2) agreed to the promotion of a Road Hump Order (RHO) to introduce a raised table as detailed in Drawing No. TRO22_61/2;
- (3) agreed to the promotion of a TRO to amend the on-street parking restrictions as detailed in Drawing Nos. TRO22/61/5 and TRO22_61/6; and
- (4) authorised officers to confirm the TROs and RHO and for the raised table, parking restrictions and associated works to be constructed within a reasonable period unless there were objections.

28. PROPOSED TRAFFIC AMENDMENTS - QUEENSFERRY ROAD/PARK ROAD/ ABERLOUR STREET, ROSYTH

The Committee considered a report by the Head of Roads and Transportation Services detailing proposals to alter the road layout at the Queensferry Road / Park Road / Aberlour Street junction. This included Traffic Orders to stop up Aberlour Street, alter the car park extents, introduce raised tables and crossings and amend the parking restrictions including the taxi rank.

Decision

The Committee, in the interests of road safety:-

- (1) noted that funding for the project was still to be secured;
- (2) agreed to the promotion of a Stopping Up Order to stop up Aberlour Street at its junction with Queensferry Road as detailed in Drawing No. TRO22_60/1;
- (3) agreed to the promotion of a Road Hump Order (RHO) and Pedestrian Crossing Notice to introduce raised tables, a raised parallel (zebra) crossing and raised puffin crossing as detailed in Drawing No. TRO22_60/2;
- (4)/

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- (4) agreed to the promotion of a Traffic Regulation Order (TRO) to amend the off-street car park extents, introduce a taxi rank and amend the on-street parking restrictions as detailed in Drawing Nos. TRO22_60/1 and TRO22_60/3; and
- (5) authorised officers to confirm the Stopping Up Order, TRO, RHO and Pedestrian Crossing Notice and for the raised tables, crossings, parking restrictions and associated works to be constructed within a reasonable period unless there were objections.

29. **ABERDOUR FOOTBRIDGE - UPDATE**

The Committee considered a report by the Head of Roads and Transportation Services updating members on the progress of a new footbridge over the Dour Burn, Aberdour.

Decision

The Committee:-

- (1) noted the initial emergency nature and complexity of the project;
- (2) noted the extent of work carried out to date in compliance with all statutory processes;
- (3) noted the further options considered in light of tender return and budgetary constraints; and
- (4) agreed that the Council be asked to pursue the allocation of funding in advance of the capital review in February to allow this project to be taken forward as soon as practicable.

The meeting adjourned at 11.05 a.m. and reconvened at 11.15 a.m.

30. **UPDATE ON FLOODING ISSUES IN ROSYTH**

The Committee considered a report by the Head of Roads and Transportation Services updating members on the status of flood mitigation work being considered for the Rosyth area.

Decision

The Committee:-

- (1) noted that Scottish Water were progressing with an internal project to consider flow transfer in the Dunfermline and Iron Mills Bay sewer catchments;
- (2) noted that SEPA had proposed a Water Environment Fund (WEF) re-naturalisation project for the Brankholme Burn near Park Road and asked SEPA to give consideration to the impact on the lower Brankholme, its confluence with the Keithing and opportunities for flood alleviation there;
- (3) noted that Fife Council would commission a Surface Water Management Plan for Rosyth to inform potential surface water flood mitigation actions; and
- (4)/

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- (4) requested that Fife Council explore all possible ways to accelerate delivery of flood mitigations measures concurrently with Scottish Water and SEPA to bring about solutions as rapidly as possible;
- (5) requested that a report on all flooding impacting South and West Fife be submitted to a future meeting of the Committee as early as practicable detailing flood events, associated actions and emergency response plans;
- (6) thanked all those involved in the recent flood response; and
- (7) agreed to invite representatives from SEPA to a future meeting of the Committee to update members on the Water Environment Fund (WEF) project.

31. ANNUAL REPORT ON OUTCOMES OF CARE INSPECTORATE INSPECTION AND GRADING PROCESS

The Committee considered a report by the Director of Health and Social Care advising members of the range of inspections that had been undertaken by the Care Inspectorate and highlighting the inspection grades awarded for care services within the South and West Fife Area. During the pandemic, the Care Inspectorate suspended their routine care home inspection activity. Whilst inspection activity was not in place, the Care Inspector for each service was in regular contact, in most cases weekly, with all services to monitor care providers but also to offer regulatory support and guidance. Due to the suspension of inspections, it was noted that several care services had not been inspected recently and since the last report to this Committee.

Decision

The Committee noted the outcomes of the inspection process and grades awarded to care services in the South and West Fife Area.

32. SOUTH EAST INVERKEITHING REGENERATION - PROGRESS REPORT

The Committee considered a joint report by the Head of Housing Services and the Head of Communities and Neighbourhoods Service advising members of progress with the regeneration of South East (SE) Inverkeithing and informed members that this would be the final report for the South East Inverkeithing Regeneration (SEIR) Project. Any future updates would be undertaken at a Ward level.

Decision

The Committee:-

- (1) noted the work undertaken so far with the regeneration of South East Inverkeithing; and
- (2) agreed to cease an Area Committee report and to receive future updates at Ward level.

33. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods Service presenting a draft Common Good Policy Statement which would form the basis of a public consultation exercise.

Decision/

Decision

The Committee noted the contents of the report.

34. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2021-2022

The Committee considered a report by the Executive Director (Finance and Corporate Services) advising members of the current status of the Common Good and Trust funds in the area and relevant fund activities over the financial year 2021/22.

Decision

The Committee:-

- (1) noted the information contained in the relevant Appendices to the various Common Good Funds and Trust Funds;
- (2) noted the contents of the report; and
- (3) continued to support the disbursement of Trust funds to suitable projects which also included the amalgamation of individual trusts and, where appropriate, the dissolution of individual trusts including transferring the funds to suitable third party organisations who were providing similar support to local priorities.

35. SUMMER PROVISION ACTIVITIES

The Committee considered a report by the Head of Communities and Neighbourhoods Service updating members on the holiday programme/provision provided to young people, children and families over the school summer holiday 2022 developed and delivered by the Community Development Team and partners.

Decision

The Committee noted the contents of the report.

36. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2023

The Committee considered the South and West Fife Area Forward Work Programme 2022-23.

Decision

The Committee:-

- (1) noted the South and West Fife Area Forward Work Programme;
- (2) noted that an additional meeting of the Committee had been arranged for 25th January, 2023 to consider the Community Recovery Fund and the Local Community Plan;
- (3)/

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- (3) agreed that a report detailing all flooding that had impacted the South and West Fife Area be submitted to a future meeting of the Committee (as detailed at para. 30 above); and
- (4) agreed that representatives from SEPA be invited to a future meeting of the Committee to update members on the Water Environment Fund (WEF) project (as detailed at para. 30 above).

37. UPDATE ON AREA COMMITTEE WORKING GROUP

The Convener advised that an Area Committee Working Group had been set up, as agreed by this Committee at its meeting on the 10th August, 2022, to explore better ways of working as a Committee. It was noted that the Working Group had now met and, from that meeting, outcomes had been produced and circulated to members.

Decision

The Committee, following procedural advice from the Head of Legal and Democratic Services, agreed that a report be submitted to the next meeting of the Area Committee putting forward recommendations to the Council on the Area Committee Working Group's findings on better ways of working as a Committee.

38. NOTICE OF MOTION – FLOODING ISSUES AT DALGETY BAY

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

Councillor Dave Dempsey, seconded by Councillor Conner Young, moved that:-

"Committee:-

- Notes that planning and design work to alleviate flooding at Longhill Park/Lade Braes in Dalgety Bay has been in progress for several years
- Is concerned that no progress has been made in over a year on account of a disagreement between Fife Council and Scottish Water regarding aspects of Fife Council's proposed solution
- Requests that officials from both organisations attend the next meeting of this Committee to explain to members how this impasse will be resolved".

Decision

The motion was unanimously agreed.

Councillor Sarah Neal left the meeting during consideration of the above item.

The Convener agreed to take the following additional item as urgent business which was relevant, competent and urgent due to road safety issues which had occurred at Main Street, Carnock over the past six weeks and moved its consideration, in terms of Standing Order No. 8.1(2), to allow officers to explore introducing speed reductions in the area. This was unanimously agreed.

39./

39. URGENT MOTION – SAFETY CONCERNS AT MAIN STREET, CARNOCK

Councillor Sam Steele, seconded by Councillor Graeme Downie, moved that:-

"Notes the work currently being undertaken on the plan and design of Carnock Bridge Traffic Signals upgrade, including a new pedestrian crossing and bus stop relocations.

Notes that Fife Council are assessing all 30mph roads across the Kingdom in light of the potential national strategy for 20mph on all appropriate roads in built-up areas by 2025.

Is concerned that two near misses have now occurred when a child was nearly knocked down by a vehicle on Main Street Carnock in the last six weeks, most recently 17th November 2022.

Requests that the relevant officers explore options to introduce a speed limit reduction from 30mph to 20mph on Main Street Carnock as part of the planned improvement works".

Decision

The motion was unanimously agreed.

THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE – BLENDED MEETING

Meeting Room 6, Civic Centre, Inverkeithing

25th January, 2023.

9.30 a.m. – 11.15 a.m.

PRESENT: Councillors David Barratt (Convener), Patrick Browne, Dave Dempsey, Graeme Downie, Brian Goodall, Andy Jackson, Sarah Neal, Sam Steele, Andrew Verrecchia and Conner Young.

ATTENDING: Andrew Gallacher, Community Manager (City of Dunfermline Area), Mandy McEwan, Area Community Development Manager and Stephen Adamson, Project Manager, Communities and Neighbourhoods Service; Rick Haynes, Lead Consultant, Flooding Shoreline and Harbours; and Michelle McDermott, Committee Officer, Legal and Democratic Services.

ALSO IN ATTENDANCE: Dawn Lochhead, Flood Rescue Manager and Scott Fraser, Corporate Affairs Manager, Scottish Water (for para. 42 only).

40. DECLARATIONS OF INTEREST

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

41. MINUTE

The Committee considered the minute of the South and West Fife Area Committee meeting of 23rd November, 2022.

Decision

The Committee agreed to approve the minute.

42. UPDATE ON FLOODING ISSUES IN DALGETY BAY

Rick Haynes, Lead Consultant gave an update on the flooding issues in Dalgety Bay, particularly at Lade Braes. Mr. Haynes highlighted that ownership of the park resided with Barratt Homes and that Fife Council maintained the park via grass cutting and tree trimming. The flooding issues were caused by water coming into the park and then making its way over land towards Lade Braes in the south through back gardens which had affected a small number of properties. Mr. Haynes advised that meetings had been arranged with Fife Council, Scottish Water, Councillors and residents to ascertain the situation regarding the drainage. It was noted that the drainage within the park had degraded over time and ceased to collect water coming into the park which contributed to water going over the back of the park and into the properties. Fife Council and Scottish Water were currently working to find a way legally around the legislative impasse they found themselves in as both organisations wanted a safe and functional place for residents to live. Discussions were therefore ongoing with Scottish Water to look at an alternative solution to the situation.

Dawn Lochhead/

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Dawn Lochhead, Scottish Water reiterated the update provided by Rick Haynes and confirmed that Scottish Water and Fife Council had had numerous discussions to try and address the flooding issues at Lade Braes. Ms. Lochhead pointed out that it was illegal for Scottish Water to knowingly permit a connection of land drainage to the public sewer and, as the connection at Lade Braes was no longer in operation due to lack of maintenance, this had exacerbated the flood risk to properties. Ms. Lochhead pointed out that the size and scale of the drainage that was being asked to be reconnected to the public sewer was different from what had historically been connected and also the context had changed in terms of flood risk and the increasing flood risk due to climate change. Scottish Water were therefore working within their legal boundaries to come to a solution on this issue with Fife Council.

Decision

The Committee:-

- (1) thanked Rick Haynes and Dawn Lochhead for their detailed updates; and
- (2) noted that Fife Council and Scottish Water would continue to meet to consider the legal and technical options that were open to them to mitigate the flooding at Dalgety Bay and provide regular updates to Ward Councillors.

43. AREA COMMITTEE WORKSHOP

The Committee considered a report by the Head of Communities and Neighbourhoods Service responding to a motion that was submitted and agreed by the Committee on 10th August, 2022.

Decision

The Committee agreed the following for further engagement on the future of decentralisation and People and Place Leadership:-

- (1) amend Committee Powers detailed under Section 7.2.2 to require service representation at both Area Committee and separate meetings as required, i.e. Estate walkabouts and People and Place Leadership meetings;
- (2) amend Section 7.1.7 of Committee Powers under the Terms of Reference to read "Providing local input as required prior to and following Council decisions";
- (3) that consideration be given to delegate greater powers to Area Committees to create more area commissioning budgets, including areas such as Cafe Inc.;
- (4) that a rationalisation process be undertaken for Area budgets to ensure an equitable split of resources, accounting for population, deprivation and rurality; and
- (5) that the role of the Area Services Manager be revisited with the Community Manager having greater authority or remit over other Services.

44. COMMUNITY RECOVERY FUND

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 the Community Recovery Fund, South and West Fife.

Motion

Councillor David Barratt, seconded by Councillor Brian Goodall, moved as follows:-

“Amend recommendation (2) to agree that officers utilise the budget identified to establish the following four posts for a period of up to two years:-

- Financial and Education Worker - £41,000
- Community Education Worker – Cost of Living - £108,000
- Welfare Support – Cost of Living x 2 posts - £176,000”

Amendment

Councillor Graeme Downie, seconded by Councillor Andrew Verrecchia, moved that the recommendations detailed in the report be approved.

Roll Call

For the motion – 6 votes

Councillors David Barratt, Dave Dempsey, Brian Goodall, Andy Jackson, Sarah Neal and Sam Steele.

For the Amendment – 4 votes

Councillors Patrick Browne, Graeme Downie, Andrew Verrecchia and Conner Young.

The motion was accordingly carried.

Decision

The Committee agreed to:-

- (1) approve £30,000 to the Dalgety Bay Community Hub; and
- (2) agree that officers utilise the budget identified to establish the following four posts for a period of up to two years:-
 - Financial and Education Worker - £41,000
 - Community Education Worker - £108,000
 - Welfare Support – Cost of Living x 2 posts - £176,000

45./

45. LOCAL COMMUNITY PLANNING BUDGET REQUEST - OAKLEY UNITED - LIGHTING

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Budget for lighting at Oakley United Football Club Grounds.

Decision

The Committee agreed to an allocation of £7,000 from the Local Community Planning Budget 2022/23 towards the project.

46. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2023

The Committee considered the South and West Fife Forward Work Programme 2023.

Decision

The Committee:-

- (1) noted the South and West Fife Area Forward Work Programme;
 - (2) agreed to invite Education colleagues and Headteachers to Committee to discuss attainment within the South and West Fife Area;
 - (3) agreed that an update be sought from Assets, Transportation and Environment on when a report would be submitted to Committee on the Maintenance of Private Land by Private Landowners;
 - (4) agreed that a workshop be arranged with Roads and Transportation in relation to Flooding Issues in the South and West Fife Area; and
 - (5) agreed that an update be sought from Assets, Transportation and Environment in relation to the Urgent Motion that was agreed at Committee on 23rd November, 2022 on safety concerns at Main Street, Carnock and that a report be submitted to the next Committee meeting.
-

THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING

7th December, 2022

2.00 p.m. – 3.15 p.m.

PRESENT: Councillors Alex Campbell (Convener), Alistair Bain, Linda Erskine, Rosemary Liewald, Mary Lockhart, Lea McLelland, Bailey-Lee Robb and Darren Watt.

ATTENDING: Sarah Roxburgh, Community Manager (Cowdenbeath Area), Scott Blyth, Project Manager, Corporate Development Management Team; Gary Daniell, Area Community Development Team Manager; Patricia Galfskiy, Policy Officer; Lesley Kirk, Local Community Planning Support Officer, Community Development Team (Cowdenbeath) and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

30. DECLARATIONS OF INTEREST

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

31. MINUTE

The Committee considered the minute of the meeting of Cowdenbeath Area Committee of 26th October, 2022.

Arising from the minute:-

- (a) with reference to Paragraph 24. – ‘Local Community Planning Budget Request, Phase 2, Lochgelly Band’ – the Committee noted that funding of £15,000 to Lochgelly Band for Phase 2 of planned Renovation Work for the Band Hall, would be allocated from the Ward 8 Local Community Planning Budget 2022/23;
- (b) with reference to Paragraph 26. (4) – relating to a Ward 8 Member workshop on road safety measures at Lochleven Road, Ballingry - requested an update from the Transportation Service as to whether a date had been arranged; and
- (c) with reference to Paragraph 26. (3) – relating to the requested report detailing revised road safety proposals for the B920, Lochleven Road, Ballingry – to seek clarification on the reason this report was not presented for the Committee’s consideration at this meeting.

Decision

The Committee otherwise agreed to approve the minute.

32./

32. LOCAL COMMUNITY PLANNING BUDGET, WARD AND ANTI-POVERTY BUDGET PROPOSAL

The Committee considered a report by the Head of Communities and Neighbourhoods outlining the proposed allocation of remaining budgets from 2022/23 LCP, Ward and Anti-Poverty budgets as requested by members.

The Committee adjourned at 2.40 p.m. and reconvened at 2.50 p.m.

Decision

The Committee:-

- (1) noted the contents of the report;
- (2) on a motion proposed by Councillor Robb, seconded by Councillor Liewald, agreed to the following amendments to the recommendations contained in the report:
 - (a) 'replace the wording of recommendation (2) of the report with the following:

'amend the table in Budget Proposal Summary – Para. 3.2 of the report - to increase funding for existing proposals and add in new proposals':

Ward Contingency Fund	£30,000
Cowdenbeath Shoe Box	£105,900
Deliverit/The Big Hoose	£20,000
Warm Spaces/Winter Provision	£20,000
Café Inc Expansion	£55,000
Community Food Projects	£80,000
Cosy Kingdom Area Resource	£65,000
CLD Activity Programme	£25,000
Breakfast Club/After School Expanded Provision	£60,000
Participatory Budgeting	£48,000
Pending Allocations	£10,000
Carry Forward to 2023/24	£1
Total	£518,901

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- (b) as a result of the amendment to the allocation of funding as detailed in the above table, the related Project Summaries at Section 4.0 of the report, be amended as follows:
- (i) **4.2 - Cowdenbeath Shoe Box (£105,900)**: development of a pilot project to provide funding to support the provision of appropriate footwear for secondary, primary and nursery aged children to all schools in the Cowdenbeath committee area. See Appendices 6 and 7;
 - (ii) **4.5 - Cafe Inc Expansion (£55,000)**: development of Café Inc service to include additional venues, the use of local volunteers and groups, and to supplement the food offering at identified sites;
 - (iii) **4.8 - CLD Activity Programme (£25,000)**: funding to support the development of activity to engage young people, adult learners and families between Dec 22 and April 23. The funding will provide resources for expanded youth work activity, staffing costs and activity requested by all age groups. This will include the expansion of the 'Cooking on a Budget' programme;
 - (iv) **4.10 - Carry Forward to 2023/24 (£1)**: additional projects may be identified early in 2023 and applications for this funding may be received. Where this occurs, Officers will agree funding under 5k and bring any requests over 5k to Area Committee. Any remaining unallocated funding will be carried forward to 2023/24 for consideration alongside LCP, Ward, Anti-Poverty and Community Recovery Fund budgets;
 - (v) add 4.11: **Breakfast Club/After School Expanded Provision (£60,000)**: development of breakfast and after school club provision within all local schools across the Cowdenbeath committee area where possible, removing the cost to pupils and their families, helping to further alleviate pressure on families during the cost of living crisis and reducing the cost of the school day;
 - (vi) add 4.12: **Participatory Budgeting (£48,000)**: development of participatory budgeting exercises within all local community areas, at £6,000 per local area, to allow all members of the community the chance to say where funding should be targeted, helping to further the Community Empowerment work in the Cowdenbeath Area and providing insight into where citizens would like further support in regard to the cost of living';
- (3) requested the relevant Council officers consult with members regarding the expansion of Café Inc in the Cowdenbeath Area, with particular focus and detail surrounding the additional venues, including food provision and the use of local volunteers and groups;

(4)/

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- (4) requested that the Community Manager and relevant officers provide regular updates to members both between and at Area Committee meetings to allow for on-going scrutiny of project spend;
 - (5) agreed that funding for projects unable to be delivered before the end of the financial year (31st March, 2023) would be carried forward to the next financial year (2023-24);
 - (6) requested consideration of the establishment of a Working Group comprising officers with delegated powers and Ward Councillors, on an ad hoc basis, with the purpose of agreeing emergency funding applications over £5,000 - to avoid having to wait until the next scheduled Area Committee for approval; and
 - (7) with reference to the additional projects outlined at paragraph 2(a) above, agreed to consider a report at a future meeting outlining the impact on the Service, due to the increased staff resources required to deliver the projects, including any additional support this Committee might provide.
-

THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING

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

1st February, 2023

2.00 p.m. – 3.35 p.m.

PRESENT: Councillors Alex Campbell (Convener), Alistair Bain, Linda Erskine, Rosemary Liewald, Lea McLelland, Bailey-Lee Robb and Darren Watt.

ATTENDING: Sarah Roxburgh, Community Manager (Strategy and Commissioning); Anne-Marie Vance, Community Manager (Cowdenbeath Area); Scott Blyth, Project Manager; ; Louise Whyte, Capital Projects Manager, Community Projects Team; Tim Kendrick, Community Manager (Development); Ashleigh Birrell, Policy Officer, Communities and Neighbourhoods; Tariq Ditta, Head of Facilities Management Services; Neil Watson, Lead Consultant, Roads and Lighting Asset Management; Lesley Craig, Lead Consultant, Traffic Management North; Keith Johnston, Technician Engineer, Traffic Management South; Ryan McQuade, Fife Property Gazetteer Officer, Economy Tourism and Town Centre, Business and Employability Service; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager – Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Mary Lockhart.

The Convener, on behalf of the Committee, welcomed Anne-Marie Vance to the meeting. Anne-Marie succeeded Sarah Roxburgh as the new Community Manager for Cowdenbeath Area. The Convener thanked Sarah for all her hard work and commitment during her time as Community Manager and wished her well in her new post.

33. DECLARATIONS OF INTEREST

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

34. MINUTE

The Committee considered the minute of the Cowdenbeath Area Committee meeting of 7th December, 2022.

Decision

The Committee

- (1) agreed to approve the minute; and
- (2) noted that a report on the Community Recovery Fund would be submitted for the Committee's consideration at its meeting on 29th March, 2023.

35./

35. STREET NAMING AND NUMBERING CONSULTATION

The Committee considered a report by the Head of Business and Employability, requesting approval under Section 97 of the Civic Government (Scotland) Act 1982, for the new street names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' at the development on land to the south of Lochgelly Road, Lumphinnans. A copy of the site plan for the development was as detailed in Appendix 1 of the report, showing the layout of the new streets.

Decision

The Committee agreed to adopt the new street names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' for the First Endeavour Cowdenbeath LLP development at the land to the south of Lochgelly Road, Lumphinnans.

36. PROPOSED RAISED TABLES AND SPEED CUSHIONS - KIRKLAND FARM, BALLINGRY

The Committee considered a report by the Head of Roads and Transportation detailing a proposal to introduce raised tables and speed cushions on the B920 Lochleven Road, Ballingry at the Kirkland Farm development site.

Decision

The Committee, in the interests of road safety:-

- (1) agreed to the promotion of a Road Hump Order (RHO) to introduce speed cushions on the B920 Lochleven Road as detailed in drawing no. TRO22_59, Appendix 1 to the report;
- (2) agreed in retrospect to the promotion of a Road Hump Order (RHO) and Pedestrian Crossing Notice to introduce two raised toucan crossings on the B920 Lochleven Road as detailed in drawing no. TRO22_59, Appendix 1 to the report; and
- (3) authorised officers to confirm the Road Hump Order and for the raised tables and speed cushions to be constructed within a reasonable period unless there were objections.

37. AREA ROADS PROGRAMME 2023-24

The Committee considered a report by the Head of Roads and Transportation, identifying projects proposed for inclusion in the 2023-24 Area Roads Programme for the Cowdenbeath area.

Decision

The Committee:-

- (1) approved the report and appendices 1 to 3 - proposed carriageway scheme list for 2023-24; proposed footway scheme list for 2023-24; and proposed road safety and traffic management scheme list for 2023-24
- (2)/

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- (2) delegated authority to the Head of Roads and Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/ funding as the programme developed, in consultation with the Area Convener and Depute Convener - with all Committee members being advised of any changes as soon as possible; and
- (3) noted Appendices 4 and 5 – lighting scheme list for 2023-24; and structures scheme list for 2023-24.

38. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods presenting the draft Common Good Policy Statement which formed the basis of a public consultation exercise.

Decision

The Committee noted :-

- (1) the draft Common Good Policy Statement; and
- (2) the community consultation process.

39. LOCHORE MEADOWS CONSULTATION UPDATE AND RECOMMENDATIONS

The Committee considered a report by the Head of Communities and Neighbourhoods providing an update and detailing recommendations on consultation work that had taken place with the community relating to Lochore Meadows Country Park- (LMCP), specifically in relation to the following request from Cowdenbeath Area Committee at its meeting on 31st August 2022- (Minute reference Para. 7 of 2022.CAC.4.):

- 7 (1) “that officers carry out a full community consultation across the Cowdenbeath Committee Area on the wider Lochore Meadows Country Park Development Plan with a focus on playpark, nature area and community event space proposals”
- 7 (2) “requested a report detailing the outcome of the above consultation for the Committee’s consideration at its meeting on 1st February, 2023 of a contribution of £100k from the Area Capital Budget to the Lochore Meadows Country Park Nature Area project”

Decision

The Committee:-

- (1) noted the wide range of consultation mechanisms undertaken and agreed to support future plans;
- (2) on a motion proposed by Councillor Robb, seconded by Councillor Liewald, agreed to the following amendments to the recommendations contained in the report:-
 - (a)/

2023 CAC 24

- (a) replace the wording of recommendation 2 in the report with the following:-

'Supports the recommendation made for location 2 in relation to the proposed play park, and as such supports the plans for the Events Space, Natural Play Area, and wider development plans.'

- (b) include additional recommendations as follows:-

(3) 'As a result of recommendation (2), agrees to a contribution of £100,000 from the Area Capital Budget for the Natural Play Area Project Budget.'

(4) 'As a result of recommendation (2), requests officers bring this paper back to Area Committee if the agreed location is no longer possible for whatever reason, to allow members to have further discussion and for a further decision to be made.'

(5) 'Notes the intention for the development of a draft development plan, and requests officers present this to the Area Committee at a future meeting over the next twelve months.'

- (c) the existing recommendations (3), (4) and (5) to be renumbered to read (6), (7) and (8).and to otherwise remain unchanged.

40. KIDS COME FIRST - FINANCIAL SUPPORT

The Committee considered a report by the Head of Communities and Neighbourhoods advising members of a funding decision taken by the Executive Director under delegated powers.

Decision

The Committee noted the allocation of funding totaling £6769.70 to Kids Come First, granted in October 2022.

41. PROPERTY TRANSACTIONS

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

Decision

The Committee noted the contents of the report.

42. COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME

Decision

The Committee:-

(1)/

2023 CAC 25

- (1) noted the contents of the Forward Work Programme;
 - (2) noted that members requesting additional reports for submission to future Committee meetings, would require Committee agreement for these to be included on the Forward Work Programme; and
 - (3) requested a workshop on the Shared Prosperity Fund covering available funding for the Cowdenbeath Area and the impact/benefits to the Community.
-

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

County Hall, County Buildings, Cupar

15 February, 2023

9.30 a.m. – 11.30 a.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, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

ATTENDING: Donald Grant, Community Manager (North East Fife Area), Sarah Johnston, Access Officer, Communities; Neil Watson, Lead Consultant, Roads & Lighting Asset Management; Lesley Craig, Lead Consultant, Traffic Management North, Roads & Transportation Services; Peter Corbett, Lead Officer - Economy, Business & Employability; Eleanor Hodgson, Accountant, Finance; Elizabeth Mair, Committee Officer, Legal & Democratic Services.

ALSO ATTENDING Henry Paul, Friends of Craigtoun and Angie De Vos, Consultant.

APOLOGIES FOR ABSENCE: Councillor Robin Lawson

35. DECLARATIONS OF INTEREST

Councillor Tepp declared an interest in Para 51 -Local Area Budgets 2022-24 –as a Trustee of the Forgan Arts Centre.

Councillors Verner and Liston both declared an interest in Para. 51 – Local Area Budgets 2022-24 – as Council appointees to the St Andrews Botanic Gardens Trust, however, a specific exclusion applied and they, therefore, remained and participated in the meeting.

36. DEPUTATION ON CRAIGTOUN PARK, ST ANDREWS BY FRIENDS OF CRAIGTOUN

The Convener had agreed, in terms of Standing Order No. 6.2, that Henry Paul, Funding Director of the Friends of Craigtoun, be permitted to address the meeting regarding options and opportunities for the future development of Craigtoun Park, St Andrews, including the provision of an employability centre.

Members thereafter asked a number of questions which were answered by Mr Paul.

The Convener thanked Mr Paul for his presentation.

37. MINUTE

The Committee considered the minute of meeting of the North East Fife Area Committee held on 2 November 2022.

Decision

The Committee agreed to approve the minute.

38./

38. CORE PATH DIVERSION, UPPERCRAIG COTTAGE, BALMERINO

The Committee considered a report by the Head of Communities & Neighbourhoods seeking approval for a diversion of Core Path 136 at Uppercraig Cottage, Balmerino.

Decision

The Committee:-

- (1) agreed to approve the proposed diversion of the Core Path under section 20 of the Land Reform (Scotland) Act 2003; delegating its confirmation to officers if no objections were received; and
- (2) noted that it required to be submitted to the Scottish Government for confirmation.

39. AREA ROADS PROGRAMME 2023/2024

The Committee considered a report by the Head of Roads & Transportation Services identifying projects proposed for inclusion in the 2023-24 Area Roads Programme for the North-East Fife area.

Decision

The Committee:-

- (1) approved the report and appendices 1-3;
- (2) delegated authority to the Head of Roads & Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/ funding as the programme developed, in consultation with the Area Convener and Depute Convener; and
- (3) noted the information on street lighting and structures works contained in Appendices 4 and 5.

40. SKEITH ROAD AND WINDMILL ROAD, CELLARDYKE - SPEED CUSHIONS, CONSIDERATION OF OBJECTIONS

The Committee considered a report by the Head of Roads & Transportation Services advising of objections received as part of a statutory consultation to install speed cushions on Skeith Road and Windmill Road, Cellardyke.

Motion

Councillor Jonny Tepp, seconded by Councillor Donald Lothian, moved that the committee accept the recommendations in the report.

Amendment

Councillor Fiona Corps, seconded by Councillor Sean Dillon, moved that the objections be upheld and that the proposed speed reduction measures be refused.

Roll Call/

Roll Call

For the Motion - 2 votes

Councillors Lothian and Tepp.

For the Amendment - 12 votes

Councillors Clark, Corps, Dillon, Hayes, Hoggan-Radu, Holt, Kennedy, Kennedy- Dalby, Knox, Liston, MacDiarmid and Verner.

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

Decision

The Committee agreed to uphold the objections and refuse the proposals to install speed cushions on Skeith Road and Windmill Road, Cellardyke.

41. SANDYHILL ROAD, TAYPORT - SPEED CUSHIONS, CONSIDERATION OF OBJECTIONS

The Committee considered a report by the Head of Roads & Transportation Services advising of objections received as part of a statutory consultation on the proposal to install speed cushions on Sandyhill Road, Tayport.

Motion

Councillor Allan Knox, seconded by Councillor Ann Verner, moved that the objections be upheld and that the proposed speed reduction measures be refused.

Amendment

Councillor Donald Lothian, seconded by Councillor David MacDiarmid, moved that the committee accept the recommendations in the report.

Roll Call

For the Motion - 12 votes

Councillors Clark, Corps, Dillon, Hayes, Hoggan-Radu, Holt, Kennedy, Kennedy- Dalby, Knox, Liston, Tepp and Verner.

For the Amendment - 2 votes

Councillors Lothian and MacDiarmid.

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

Decision

The Committee agreed to uphold the objections and refuse the proposals to install speed cushions on Sandyhill Road, Tayport.

42./

42. OBJECTIONS TO PROPOSED WAITING RESTRICTIONS: KYLE GARDENS, ST ANDREWS

The Committee considered a report by the Head of Roads & Transportation Services advising of objections to the proposed extension of the no waiting restrictions (single yellow line) on Kyle Gardens, St Andrews and the result of discussions with affected parties.

Decision

The Committee agreed that the objections be upheld and the proposals for a Traffic Regulation Order to extend the no waiting restrictions in Kyle Gardens, St Andrews, as detailed in the report, be withdrawn.

43. DISABLED PARKING ON MUIR ROAD, FREUCHIE

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals to introduce two disabled parking bays on Muir Road, Freuchie.

Decision

The Committee agreed, in the interests of road safety, to approve the promotion of a Traffic Regulation Order (TRO) to introduce the disabled parking bays on Muir Road, Freuchie, as shown on drawing number TRO/22/66 attached to the report.

44. OBJECTION TO SPEED LIMIT ALTERATIONS IN DAIRSIE

The committee considered a report by the Head of Roads & Transportation Services advising of an objection to the proposals to extend the 30mph speed limit on Station Road, Dairsie and the inclusion of a new residential road within an existing 20mph zone.

Decision

The Committee agreed to set aside the one outstanding objection to the Traffic Regulation Order (TRO) to allow the TRO to be made and proceed with the introduction of the 30mph speed limit and 20mph zone as shown in drawing no. TRO/22/04 attached to the report.

45. PROPOSED EXTENSION OF 30MPH LIMIT ON A912 AND B936, FALKLAND

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals to extend the 30mph speed limit on the A912 and B936, Falkland.

Decision

The Committee, in the interests of road safety:-

- (1) approved the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/68 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

46./

46. FORGAN DRIVE AND PICKLETILLUM AVENUE, DRUMOIG – 20MPH SPEED LIMIT AND ZONES

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals for an extension of the 20mph speed limit on Forgan Drive and Pickletillum Avenue, Drumoig, and the inclusion of the adjacent new development's residential roads.

Decision

The Committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/69 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.

47. PROPOSED WAITING PROHIBITION – ORCHARD FLAT, AUCHTERMUCHTY

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals to introduce a "No Waiting at Any Time" prohibition on Orchard Flat, Auchtermuchty.

Decision

The Committee, in the interests of accessibility and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/67 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.

48. BELL BRAE, ST ANDREWS – SPEED LIMIT PROPOSAL

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals to introduce a 20mph speed limit on Bell Brae, St Andrews.

Decision

The Committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the 20mph speed limit as detailed in drawing no. TRO23_03 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.

49. PROPOSED RAISED TABLE – FREUCHIEMILL

The Committee considered a report by the Head of Roads & Transportation Services advising of proposals to introduce a road hump in the form of a raised table at Freuchiemill, Freuchie.

Decision/

Decision

The Committee:-

- (1) agreed to the promotion of a Road Hump Order (RHO) to introduce a raised table at Freuchimill as detailed in drawing no. TRO22_65 attached to the report; and
- (2) authorised officers to confirm the Road Hump Order and for the raised table to be constructed within a reasonable period unless there were objections.

50. NORTH EAST FIFE LOCAL COMMUNITY PLAN 2023-26

The Committee considered a report by the Head of Communities & Neighbourhoods presenting the revised Local Community Plan for North East Fife 2023 - 26.

Decision

The Committee agreed to approve the North East Fife Local Community Plan 2023 - 2026.

51. LOCAL AREA BUDGETS 2022-24

Councillor Tepp (Convener), having declared an interest, left the meeting for this item. The Depute Convener, Councillor Liston, thereafter took the chair.

The Committee considered a report by the Head of Communities & Neighbourhoods advising of proposals to allocate funding for various projects from Local Area Budgets.

Decision

The Committee agreed to approve funding for the initial list of projects as detailed in Appendix 1 to the report.

Councillor Tepp rejoined the meeting following the above item

52. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods presenting a draft Common Good Policy Statement which would form the basis of a public consultation exercise.

Decision

The Committee:-

- (1) commented on the draft Common Good Policy Statement and the community consultation process; and
- (2) otherwise noted the proposed statement for consultation.

53. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2021-2022

The Committee considered a report by the Executive Director, Finance & Corporate Services, advising of the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities over the financial year 2021-2022.

Decision/

Decision

The Committee agreed to note the information contained in the relevant appendices to the report for the various Common Good funds and Settlement Trust Funds.

Councillor Stefan Hoggan-Radu left the meeting during consideration of the above item.

The meeting adjourned at 11.00 a.m. and reconvened at 11.10 a.m.

54. LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)

The Committee considered a report by the Head of Business & Employability providing an annual overview of the performance of the local economy and labour market in North East Fife.

Decision

The Committee noted:-

- (1) the issues raised from the analysis of the latest available data; and
- (2) the ongoing economic challenges and uncertainty.

Councillor Verner temporarily left the meeting during discussion of the above item.

55. PROPERTY TRANSACTIONS

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

Decision

The Committee noted the content of the report.

56. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the North East Fife Area Committee Forward Work Programme.

Decision

The Committee agreed:-

- (1) to note the North East Fife Area Committee Forward Work Programme;
- (2) that members would advise the Convener and Depute Convener of any additional items to include in the Forward Work Programme, within the remit of the Committee; and
- (3) that a report from Roads & Transportation Services on the complexities of bringing forward a 20 mph Zone throughout St Andrews be added to the work programme.

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

22nd November, 2022

9.30 a.m. – 11.00 a.m.

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: Andrew Gallacher, Community Manager (City of Dunfermline), Shirley Melville, Area Community Development Team Manager and Lindsay Gilfillan, Project Manager, Communities and Neighbourhoods; Lynne Johnston, Lead Officer, Housing Services; Eleanor Hodgson, Accountant, Finance and Corporate Services; and Emma Whyte, Committee Officer, Legal and Democratic Services.

22. DECLARATIONS OF INTEREST

No Declarations of Interest were submitted in terms of Standing Order 7.1.

23. MINUTE

The Committee considered the minute of the meeting of City of Dunfermline Area Committee of 20th September, 2022.

Decision

The Committee agreed to approve the minute.

24. DUNFERMLINE LOCAL AREA COMMUNITY PLAN YEAR END 2021/2022

The Committee considered a report by the Head of Communities and Neighbourhoods which presented the 2021-2022 Delivery Plan for the Dunfermline Local Community Plan - the Plan 4 Dunfermline, combining the Reform Areas for the Plan for Fife in 2020, for approval.

Decision

The Committee:-

- (1) approved the end of year Delivery Plan for the Local Community Plan for Dunfermline - the Plan 4 Dunfermline 2021-2022; and
- (2) noted the Plan for Fife reform priority areas from April 2022 onwards.

25. AREA HOUSING PLAN AND DECENTRALISED BUDGET UPDATE

The Committee considered a report by the Head of Housing Services which provided members with an update on progress in delivering service priorities and performance information for the financial year 2021 - 2022.

Decision/

Decision

The Committee noted the report.

26. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods which presented a draft Common Good Policy Statement which would form the basis of a public consultation exercise.

Decision

The Committee noted the report.

27. COMMON GOOD ANNUAL REPORT 2021/22

The Committee considered a report by the Head of Communities and Neighbourhoods which advised members of the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities 2021 - 2022.

Decision

The Committee noted the report.

28. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the City of Dunfermline Area Committee Forward Work Programme.

Decision

The Committee noted the City of Dunfermline Area Committee Forward Work Programme.

29. NOTICE OF MOTION

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

Motion

Councillor James Calder, seconded by Councillor Gordon Pryde, moved as follows:-

“Committee notes concerns from residents and parents about 40mph speed limits at Lapwing Drive, Carnegie Avenue and Whitefield Road.

Committee calls for a report to be brought back to Committee in the next six months detailing the following for each of the above roads:

- Options/

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- Options to reduce the speed limits to 30mph for each of the above-named roads.
- Cost and resource implications for reducing the speed limits for each of the above-named roads.”

Amendment 1

Councillor Auxi Barrera, seconded by Councillor Lynn Ballantyne-Wardlaw, moved as follows:-

Add to Motion

“We recognise that these reports are necessary but each needs to be reviewed separately and come to committee as standard stand alone report.”

Amendment 2

Councillor Jean Hall Muir, seconded by Councillor Naz Anis-Miah, moved as follows:-

Add to Motion and Amendment 1

“For each subsequent report to Committee can we explore additional traffic calming measures such as crosswalks, expanded pavements and speed bumps, in addition to speed reduction.”

The Convener, as mover of the motion, agreed to accept both amendments. The revised conjoined motion read as follows:-

“Committee notes concerns from residents and parents about 40mph speed limits at Lapwing Drive, Carnegie Avenue and Whitefield Road.

Committee calls for a report to be brought back to Committee in the next six months detailing the following for each of the above roads:

- Options to reduce the speed limits to 30mph for each of the above-named roads.
- Cost and resource implications for reducing the speed limits for each of the above-named roads.

We recognise that these reports are necessary but each needs to be reviewed separately and come to committee as standard stand alone report.

For each subsequent report to Committee can we explore additional traffic calming measures such as crosswalks, expanded pavements and speed bumps, in addition to speed reduction.”

Decision

The Committee agreed the conjoined motion unanimously.

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

7th February, 2023

9.30 a.m. – 12.10 p.m.

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

ATTENDING: Neil Watson, Lead Consultant, Lesley Craig, Lead Consultant, Susan Keenlyside, Service Manager, Steve Sellars, Lead Consultant and Scott Christie, Technician Engineer, Roads and Transportation Services; Andrew Gallacher, Community Manager (Dunfermline) and Lindsay Gilfillan, Project Manager, Communities and Neighbourhoods Service; Peter Corbett, Lead Officer, Economy and Employability Services; Avril Guild, Bereavement Services Lead Officer and John Peden, Lead Professional – Architects, Property Services; Joan Gallo, Lead Officer, Children and Families and Criminal Justice Services; and Emma Whyte, Committee Officer, Legal and Democratic Services.

30. DECLARATIONS OF INTEREST

No Declarations of Interest were submitted in terms of Standing Order 7.1.

31. MINUTE

The Committee considered the minute of the meeting of City of Dunfermline Area Committee of 22nd November, 2022.

Decision

The Committee agreed to approve the minute.

32. AREA ROADS PROGRAMME 2023 - 2024

The Committee considered a report by the Head of Assets, Transportation and Environment which identified projects proposed for inclusion in the 2023-24 Area Roads Programme for the City of Dunfermline area.

Decision

The Committee:-

- (1) approved the report and Appendices 1 - 3;
- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Convener and Depute Convener; and
- (3) noted Appendix 4.

33./

33. TRAFFIC REGULATION ORDER: PROPOSED 30MPH SPEED LIMIT, LAPWING DRIVE, DUNFERMLINE

The Committee considered a report by the Head of Assets, Transportation and Environment which asked members to consider a proposal to reduce the current 40mph speed limit of Lapwing Drive, Dunfermline to 30 mph.

Decision

The Committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to reduce the current speed limit of Lapwing Drive, Dunfermline to 30 mph as detailed in drawing no. TRO/22/63 with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

Following the above item, the Convener intimated the intention to vary the sequence of items from that on the agenda – Item 6 on the agenda ‘Devolved Car Parking Initiative in Dunfermline’ would be considered after Items 7 to 13 on the agenda.

34. LOCAL COMMUNITY PLANNING BUDGET REQUEST - CITY OF DUNFERMLINE SIGNAGE

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £13,500 from the area wide Local Community Planning Budget for funding to update pedestrian signage following the award of City status for Dunfermline and renaming of the main railway station as 'Dunfermline City'.

Decision

The Committee agreed to a contribution of £13,500 from the Local Community Planning Budget to facilitate updates to pedestrian signage to reflect the renaming of the main railway station as 'Dunfermline City'.

35. LOCAL COMMUNITY PLANNING BUDGET REQUEST - TACKLING POVERTY AND PREVENTING CRISIS

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £62,000 from the Local Community Planning Budget anti-poverty fund for the recruitment of temporary staff to support the Tackling Poverty and Preventing Crisis (specifically a Welfare Support Assistant, a full-time Support Officer, additional hours for a Community Education Worker and additional hours for a Tutor in cooking skills).

Decision

The Committee agreed to a contribution of £62,000 from the Local Community Planning Budget to fund the recruitment of temporary staff to support the Tackling Poverty and Preventing Crisis agenda.

36./

36. LOCAL COMMUNITY PLANNING BUDGET REQUEST - HOT VENDING FACILITIES IN WARM CENTRES/HUBS

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £11,859 from the Local Community Planning Budget anti-poverty fund to support the provision of Warm Centres and/or Community Assistance Hubs during the cost of living crisis by providing free tea and coffee for those most affected in the Dunfermline area.

Decision

The Committee agreed to a contribution of £11,859 from the Local Community Planning Budget Anti-Poverty Funding to install Zensia flow jet vending machines within Baldrigeburn, Townhill and Dell Farquharson Community Centres.

37. LOCAL COMMUNITY PLANNING BUDGET REQUEST - TOUCH COMMUNITY CENTRE KITCHEN

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution of £30,000 from the area wide Local Community Planning Budget for improvements to the training kitchen within Touch Community Centre, supporting the provision of Warm Centres and/or Community Assistance Hubs during the cost of living crisis for those most affected in the Dunfermline area.

Decision

The Committee agreed to a contribution of £30,000 from the Local Community Planning Budget for improvements to the training kitchen within Touch Community Centre.

38. LOCAL COMMUNITY PLANNING BUDGET REQUEST - DUNFERMLINE COMMUNITY HUB

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 Anti-Poverty funding to support the establishment of the Dunfermline Community Hub, formally known as the Dunfermline Advice Hub (DAH).

Decision

The Committee agreed to a contribution of £50,000 from the Local Community Planning Budget Anti-Poverty fund to establish the Dunfermline Community Hub and contribute a share towards the property costs (utilities, staffing costs, insurance, supplies).

39. LOCAL AREA CAPITAL BUDGET UPDATE REPORT

The Committee considered a report by the Head of Communities and Neighbourhoods Service advising members of the status of the additional capital investment awarded to the City of Dunfermline area in the 2021 - 2031 budget.

Decision/

Decision

The Committee:-

- (1) noted the information contained in the report regarding the capital funding allocations;
- (2) noted the reallocation of the funding from the Gypsy Lane project towards the Dunfermline Skate Park in the public park; and
- (3) agreed to receive a further report to Area Committee once the projects in paragraph 3.1 of the report had had a proposal and business case fully completed by officers.

40. LOCAL ECONOMIC PROFILE - DUNFERMLINE 2022

The Committee considered a report by the Head of Business and Employability which provided members with an annual overview of the performance of the local economy and labour market within the City of Dunfermline area.

Decision

The Committee:-

- (1) considered and commented on the issues raised from the analysis in the report; and
- (2) recognised the ongoing economic challenges and uncertainty.

The meeting adjourned at 11.00 a.m. and reconvened at 11.15 a.m.

41. DEVOLVED CAR PARKING INITIATIVE IN DUNFERMLINE

The Committee considered a report by the Head of Roads and Transportation seeking approval for the temporary suspension of Sunday parking charges both on street and within Council managed off street car parks during March, 2023 in the Dunfermline area.

Decision

The Committee agreed to the temporary suspension of Sunday parking charges on street and within Council managed off street car parks in Dunfermline during March, 2023.

42. FIFE BABIES MEMORIAL

The Committee considered a report by the Head of Property Services seeking approval of a Common Good Change of Use request for an area within Dunfermline Public Park as the proposed site for the Fife Babies Memorial Garden.

The meeting adjourned at 11.40 a.m. and reconvened at 11.45 a.m.

Motion/

2023 CODAC 18

Motion/

Councillor Glen, seconded by Councillor Barrera, moved to defer approval of the Common Good Change of Use request for an area within Dunfermline Public Park to host the Fife Babies Memorial, pending further community consultation on the specific site to be allocated within the Park.

Amendment

Councillor Calder, seconded by Councillor Pryde, moved to approve the Common Good Change of Use request for an area within Dunfermline Public Park as per officer recommendation.

Roll Call

For the Motion – 4 votes

Councillors Naz Anis-Miah, Auxi Barrera, Lynn Ballantyne-Wardlaw and Derek Glen.

For the Amendment – 6 votes

Councillors Aude Boubaker-Calder, James Calder, Gavin Ellis, Cara Hilton, Jim Leishman and Gordon Pryde.

Having received a majority of votes, the amendment to approve the Common Good Change of Use was carried.

Decision

The Committee agreed to approve the Common Good Change of Use in Dunfermline Public Park for the Fife Babies Memorial Garden.

43. CRIMINAL JUSTICE COMMUNITY PAYBACK ANNUAL PERFORMANCE REPORT 2021/22

The Committee considered a report by the Head of Service (Education and Children's Services) which provided members with an update on developments within Fife Council Criminal Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the Dunfermline area from April, 2021 to March, 2022.

Decision

The Committee:-

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

44./

44. PROPERTY TRANSACTIONS

The Committee considered a report by the Head of Property Services which advised members of action taken using the List of Officer Powers in relation to property transactions.

Decision

The Committee noted the contents of the report.

45. CITY OF DUNFERMLINE FORWARD WORK PROGRAMME

The Committee considered the City of Dunfermline Area Committee Forward Work Programme.

Decision

The Committee noted the City of Dunfermline Area Committee Forward Work Programme.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – REMOTE MEETING

22 November, 2022

2.05 p.m. – 4.00 p.m.

PRESENT: Councillors Ian Cameron (Convener), Blair Allan, Lesley Backhouse, Alistair Cameron, Rod Cavanagh, Judy Hamilton, Kathleen Leslie, Julie MacDougall, Nicola Patrick and David Ross.

ATTENDING: Julie Dickson, Community Manager (Kirkcaldy), Dawn Jamieson, Safer Communities Team Manager, Suzanne Scobie, Safer Communities Lead Officer, David Thomson, Customer Experience Lead Officer, Sharon Douglas, Community Investment Manager, Communities Directorate; John Rodigan, Head of Environment & Building Services, Alexander Anderson, Service Manager, Domestic Waste and Street Cleansing, Scott Clelland, Service Manager, Parks, Streets & Open Spaces, Enterprise and Environment Directorate; Helena Couperwhite, Service Manager – Committee Services, Lesley Robb, Lead Officer - Committee Services, Legal and Democratic Services.

ALSO ATTENDING: Nicola Black, Community Inspector, Police Scotland and Douglas Logan, Station Commander, Kirkcaldy Community Fire Station, Scottish Fire and Rescue Service.

APOLOGIES FOR ABSENCE: Councillors James Leslie and Carol Lindsay.

17. DECLARATIONS OF INTEREST

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

18. MINUTE

The Committee considered the minute of the Kirkcaldy Area Committee meeting of 20 September, 2022.

Decision

The Committee:

1. agreed to approve the minute; and
2. noted in terms of para. 6 (Minute Ref 2022 KAC 3), that, following the meeting an additional Member, Councillor Hamilton, had been appointed as a second representative for the organisation Clued Up Drug Awareness Project.

19./

19. SUPPORTING THE LOCAL COMMUNITY PLAN: RAVENSCRAIG RURAL SKILLS TRAINING HUB

2022 KAC 9

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to allocate funds totalling £15,000, from the additional £100,000 Local Community Planning Budget to the Ravenscraig Rural Skills Training Hub project.

Decision

The Committee agreed to a contribution of £15,000 from the additional £100,000 Local Community Planning Budget, towards the Ravenscraig Rural Skills Training Hub project.

20. SUPPORTING THE KIRKCALDY AREA COMMUNITY PLAN: MIDDLEDEN MOUNTAIN BIKE TRAILS UPGRADE PROJECT

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to allocate funds of up to £15,500, from the additional £100,000 Local Community Planning Budget to the Middleden Mountain Bike Trails Redevelopment project.

Decision

The Committee agreed to a contribution of up to £15,500 from the additional £100,000 Local Community Planning Budget allocation, towards the Middleden Mountain Bike Trails Redevelopment project.

21. 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, providing incident information for the period 1st April 2021 – 31st March 2022, enabling the scrutiny of Scottish Fire and Rescue Service (SFRS) Stirling-Clackmannanshire-Fife – Kirkcaldy Area - against its key performance indicators (KPIs).

Decision

The Committee considered and commented on the progress across a range of KPI's detailed in the report.

22. OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN KIRKCALDY AREA

The Committee considered a report by the Community Inspector for Kirkcaldy and Burntisland Ward areas, 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 in the report.

23. 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

2022 KAC 10

Team within the Kirkcaldy Committee area during the 12 month period, 1st April 2021 to 31st March 2022.

Decision

The Committee noted and commented on the activity as detailed in the report.

24. GROUNDS MAINTENANCE SERVICE, DOMESTIC WASTE AND STREET CLEANSING SERVICE ANNUAL REVIEW 2021

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

Decision

The Committee:

1. noted the improvement in grounds maintenance, domestic waste collection and street cleansing services in 2022;
2. noted the plans to deliver local priorities and help communities shape their environment;
3. recommended the appropriate Scrutiny Committee consider how Area Committees can influence Grounds Maintenance priorities in their local areas and the financial, resource and policy implications of the Fife Wide Grounds Maintenance Service Level Agreement 2022-23 (Appendix 3) for a one Council approach.

The Committee adjourned at 3.30 pm and reconvened at 3:50 pm

25. COMPLAINTS ANNUAL UPDATE

The Committee considered a report by the Executive Director, Communities, providing an overview of complaints received, relating to the Kirkcaldy area, for the period 1 April 2021 to 31 March 2022.

Decision

The Committee considered the report on complaints received noting the complaints responded to in target timescales and the proportionality of Service complaints.

26./

26. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods presenting a draft Common Good Policy Statement that would form the basis of a public consultation exercise.

Decision

The Committee noted and commented on:

1. the draft Common Good Policy Statement; and
2. the community consultation process.

27. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

Decision

The Committee noted the draft forward work programme for the Kirkcaldy Area Committee.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – KIRKCALDY - BLENDED MEETING

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

07 February, 2023

2.00 pm – 4.45 pm

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

ATTENDING: Julie Dickson, Community Manager (Kirkcaldy), Communities and Neighbourhoods Service; Susan Keenlyside, Service Manager, Sustainable Transport & Parking, Neil Watson, Lead Consultant, Roads & Lighting Asset Management, David Grove, Lead Officer Town Centre Development, Keith Johnston, Technician Engineer, Traffic Management South, Roads and Transportation Services; Gordon Mole, Head of Business & Employability, Peter Corbett, Lead Officer - Economy, Economy Planning and Employability Services; Eleanor Hodgson, Accountant and Lesley Robb, Lead Officer - Committee Services, Finance and Corporate Services.

28. DECLARATIONS OF INTEREST

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

Councillor Ian Cameron declared a connection relating to Para 32. - Supporting the Plan 4 Kirkcaldy Area, Area LCPB Underspend and Community Recovery, as Vice-Convener of the Adam Smith 300 Group, but having applied the objective test concluded that he had no interest to declare.

29. MINUTE

The Committee considered the minute of the Kirkcaldy Area Committee meeting of 22 November, 2022.

Decision

The Committee agreed to approve the minute.

30. KIRKCALDY AREA LOCAL COMMUNITY PLAN - REVIEW OF THE PLAN 4 KIRKCALDY AREA 2019-2022

The Committee considered a report by the Head of Communities and Neighbourhoods Service updating Members on the progress of the Local Community Plan (LCP) Plan 4 Kirkcaldy Area for the period of 2019-2022.

Decision/

Decision

2023 KAC 13

The Committee noted and commented on the efforts, challenges and achievements of projects under the agreed Plan4Fife themes, as identified in the Plan 4 Kirkcaldy Area 2019-22.

31. **KIRKCALDY AREA LOCAL COMMUNITY PLAN - PLAN 4 KIRKCALDY AREA 2023-2026**

The Committee considered a report by the Head of Communities and Neighbourhoods Service requesting agreement of the key priority areas for the revised Plan 4 Kirkcaldy Area 2023-2026.

Decision

The Committee approved the six key areas of priority for the Plan 4 Kirkcaldy Area 2023-2026.

32. **SUPPORTING THE PLAN 4 KIRKCALDY AREA - AREA LCPB UNDERSPEND AND COMMUNITY RECOVERY FUND**

The Committee considered a report by the Head of Communities and Neighbourhoods Service requesting approval to allocate funding for various projects from the Local Community Planning Budget (LCPB) Underspends and the Community Recovery Fund for the Kirkcaldy Area.

Decision

The Committee:

1. approved from the underspend in the LCPB budget, an allocation for Everyone Every Day of a total of £240,000, as match funding for overall project costs of £1,200,000;
2. approved the following projects from the Community Recovery Fund totalling £992,000:-
 - Rural Skills Scotland: £60,000;
 - Cosy Kingdom: £50,000;
 - Place Officer and resource for digital platform (Tourism and Town Centres) £300,000;
 - Adam Smith - tercentenary events and legacy proposals: Up to £100,000;
 - Additional Welfare Reform Support: £122,000;
 - Participatory Budgeting: £300,000;
 - Pathway to Prospects trainee posts: £50,000;
 - Fundraiser Post to support Kirkcaldy Foodbank: £10,000;
3. agreed that in respect of the requested funding, totalling £150,338.57, for the Safe Families project, a briefing note would be prepared and distributed to Members relating to the context of services similar to the Safe Families project and how these services are delivered by Fife Council and partner organisations;
- 4./
4. agreed that the final decision to approve funding for the Safe Families project would be delegated to the Convener and Community Manager, following the briefing note issued to Members; and

5. noted that a 6 monthly progress report would be submitted to the Committee on all the projects allocated funding at this time.

33. AREA ROADS PROGRAMME 2023-24

The Committee considered a report by the Head of Roads and Transportation Services identifying projects which were proposed for inclusion in the 2023-24 Area Roads Programme for the Kirkcaldy area.

Decision

The Committee ;

1. approved the report and the projects identified in appendices 1-3 of the report;
2. delegated authority to the Head of Roads and Transportation to manage the lists of Category 1 and 2 projects, in line with the available resources/funding as the programme developed and in consultation with the Convener and Depute Convener; and
3. noted the projects detailed in Appendix 4.

The Committee adjourned at 3:30 pm and reconvened at 3.40 pm

Councillor Hamilton rejoined the meeting during consideration of the following item.

34. THE FUTURE OF THISTLE STREET AND ESPLANADE MULTI-STOREY CAR PARKS

The Committee considered a joint report by the Head of Business and Employability and the Head of Roads and Transportation Services detailing options available for the development of the Esplanade and Thistle Street multi-storey car parks in Kirkcaldy.

Decision

The Committee:

1. agreed that following a members' workshop held on 19 January 2023, the members' preferred option, of decommissioning both multi storey car parks, demolishing and clearing the sites, with a surface level car park developed on the footprint of Thistle Street site, with the Esplanade site made available for re-development, alongside the site of the former swimming pool, would be developed further by officers;
- 2./
2. noted that the preferred option would require community engagement, the development of a detailed business case and financial governance approval prior to progressing further; and

3. noted that a further report detailing the outcomes from the commissioned market assessment would be submitted to a future meeting of Kirkcaldy Area Committee, date to be advised.

35. LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)

The Committee considered a report by the Head of Business and Employability providing Members with an annual overview of the performance of the local economy and labour market in the Kirkcaldy Area. The information presented was intended to provide background and context to council activity within the area and to help inform area committee discussion and decision-making.

Decision

The Committee;

1. considered and commented on the issues raised from the analysis of the latest available data; and,
2. recognised the ongoing economic challenges and uncertainty.

36. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2021-22

The Committee considered a report by the Executive Director, Finance and Corporate Services advising Members of the status of the Common Good Funds in the area and relevant fund activities over the financial year 2021-22.

Decision

The Committee:

1. noted the information contained in the relevant appendices for the various Common Good funds;
2. offered comments on the information provided; and
3. agreed to continue to support the disbursement of Trusts funds to suitable projects which may also include the amalgamation of individual trusts and where appropriate the dissolution of individual trusts, including the transfer of the funds to suitable third party organisations, who could provide similar support to local priorities.

37./

37. PROPERTY TRANSACTIONS

The Committee considered a report by the Senior Manager, 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.

38. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The Committee reviewed the workplan and agreed members would contact the Convener, Depute Convener or Committee Officer with suggestions for specific areas they would wish to see covered in future reports.

**THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE
SCRUTINY COMMITTEE - REMOTE MEETING**

21st June, 2022

2.00 p.m. – 2.20 p.m.

PRESENT: Councillors Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Graeme Downie, Gavin Ellis, David Graham, Jean Hall-Muir, Stefan Hoggan-Radu, Andy Jackson, Jane Ann Liston, Derek Noble, Nicola Patrick, Darren Watt and Daniel Wilson.

ATTENDING: Ken Gourlay, Executive Director, Enterprise & Environment; Lindsay Thomson, Head of Legal & Democratic Services and Elizabeth Mair, Committee Officer, Democratic Services.

1. MEMBERSHIP OF COMMITTEE

There was submitted a list of members of the Environment, Transportation & Climate Change Scrutiny Committee elected to serve at the elections held on 5th May, 2022.

Decision

The Committee noted the membership as detailed on the agenda.

2. APPOINTMENT OF CONVENER

Motion

Councillor Aude Boubaker-Calder, seconded by Councillor Al Clark, moved that Councillor Jane Ann Liston be appointed as Convener.

Amendment

Councillor Andy Jackson, seconded by Councillor Naz Anis-Miah moved that Councillor Jean Hall Muir be appointed as Convener.

Roll Call

For the Motion - 9 votes

Councillors Adams, Boubaker-Calder, Clark, Downie, Ellis, Graham, Liston, Noble and Watt.

For the Amendment - 7 votes

Councillors Anis-Miah, Cavanagh, Hall Muir, Hoggan-Radu, Jackson, Patrick and Wilson.

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

Decision

Councillor Jane Ann Liston was appointed Convener of the Environment, Transportation & Climate Change Scrutiny Committee.

3. **APPOINTMENT OF DEPUTE CONVENER**

Motion

Councillor Nicola Patrick, seconded by Councillor Naz Anis-Miah, moved that Councillor Jean Hall Muir be appointed as Depute Convener.

Amendment

Councillor Aude Boubaker-Calder, seconded by Councillor Darren Watt, moved that Councillor Gavin Ellis be appointed as Depute Convener.

Roll Call

For the Motion - 7 votes

Councillors Anis-Miah, Cavanagh, Hall Muir, Hoggan-Radu, Jackson, Patrick and Wilson.

For the Amendment - 9 votes

Councillors Adams, Boubaker-Calder, Clark, Downie, Ellis, Graham, Liston, Noble and Watt.

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

Decision

Councillor Gavin Ellis was appointed Depute Convener of the Environment, Transportation & Climate Change Scrutiny Committee.

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THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE – REMOTE MEETING

27 September, 2022

10.00 a.m. – 11.10 a.m.

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, James Calder (Substitute for Aude Boubaker-Calder), Rod Cavanagh, Al Clark, Graeme Downie, Gavin Ellis, Jean Hall-Muir, Stefan Hoggan-Radu, Andy Jackson, Derek Noble, Nicola Patrick, Darren Watt and Daniel Wilson.

ATTENDING: Ken Gourlay, Executive Director, Enterprise & Environment; Nigel Kerr, Head of Protective Services; Pam Ewen, Head of Planning; John Rodigan, Senior Manager, Environment & Building Services; Alan Paul, Senior Manager, Property Services; John Mitchell, Senior Manager, Roads & Transportation; Tariq Ditta, Senior Manager, Catering & Cleaning, Facilities Management; William Penrice, Research Manager, Communities; Lee Drysdale, Finance Manager, Fife Resource Solutions; Caroline Ritchie, Accountant, Finance; Lesley Robb, Lead Officer, Committee Services and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillor David Graham

4. DECLARATIONS OF INTEREST

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

5. MINUTE

The Committee considered the minute of meeting of the Environment, Transportation & Climate Change Scrutiny Committee of 21 June, 2022.

Decision

The Committee agreed to approve the minute.

6. SCRUTINY AT FIFE COUNCIL

The Committee considered a report by the Head of Legal and Democratic Services, providing a summary of the scrutiny framework at Fife Council, along with additional information on the purpose of scrutiny activity and the approaches that could be adopted when carrying out scrutiny.

Decision

The committee noted the information contained in the report.

7./

7. SERVICE PROFILES - ENTERPRISE & ENVIRONMENT

The Committee considered a report by the Executive Director, Enterprise & Environment, providing information on the roles and functions of Council Services within the remit of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The Committee noted the information contained in the report.

8. LOCAL GOVERNMENT BENCHMARKING FRAMEWORK PERFORMANCE INDICATORS

The Committee considered a report by the Executive Director, Communities, providing context for elected members on the Local Government Benchmarking Framework (LGBF) that would be a key element in service performance reporting.

Decision

The Committee noted the information provided in the report and the intention to use the Local Government Benchmarking Framework in future performance reporting arrangements.

9. 2022/23 REVENUE MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance & Corporate Services and the Executive Director, Enterprise & Environment, providing an update on the projected outturn financial position for the 2022/23 financial year as at June 2022, for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The Committee noted the financial performance and activity as at June 2022, as detailed in the report and appendices.

10. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance & Corporate Services and the Executive Director, Enterprise & Environment, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year as at June 2022, for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The Committee noted the financial performance and activity for 2022/2023 as detailed in the report and appendices.

11./

11. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE - FORWARD WORK PROGRAMME

The Committee considered the Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme.

Decision

The Committee: -

- (1) noted the current Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme which would be updated as appropriate; and
- (2) agreed that short-term working groups would be established as appropriate, to examine specific issues to be scrutinised by the committee.

**THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE
SCRUTINY COMMITTEE – REMOTE MEETING**

29 November, 2022

10.00 a.m. – 2.25 p.m.

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Graeme Downie, Gavin Ellis, David Graham, Jean Hall-Muir, Stefan Hoggan-Radu, Andy Jackson, Derek Noble, Nicola Patrick, Darren Watt and Daniel Wilson.

ATTENDING: Ken Gourlay, Executive Director, Enterprise and Environment; Nigel Kerr, Head of Protective Services, Kenny Bisset, Lead Officer, Land & Air Quality Team, Protective Services; Pam Ewen, Head of Planning, Economy Planning and Employability Services; John Rodigan, Head of Environment & Building Services; Alan Paul, Head of Property Services, Michael O’Gorman, Service Manager, Estates, Property Services; Tariq Ditta, Head of Facilities Management Services; John Mitchell, Head of Roads & Transportation Services, Tony McRae, Service Manager, Passenger Transport, Bill Liddle, Service Manager (Roads Maintenance), Rick Haynes, Lead Consultant, Flooding Shoreline & Harbours, Ian Jones, Lead Consultant, Network Management, Steven Sellars, Lead Consultant, Road Safety & Travel Planning, Neil Watson, Lead Consultant, Roads & Lighting Asset Management; Barry Collie, Accountant, Finance; Lindsay Thomson, Head of Legal & Democratic Services and Elizabeth Mair, Committee Officer, Democratic Services.

12. DECLARATIONS OF INTEREST

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

13. MINUTE

The Committee considered the minute of meeting of Environment, Transportation & Climate Change Scrutiny Committee of 27 September 2022.

Decision

The Committee agreed to approve the minute.

14. 2022/23 REVENUE MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance & Corporate Services and the Executive Director, Enterprise & Environment providing an update on the projected outturn financial position for the 2022/23 financial year as at August 2022 for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

15./

15. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance & Corporate Services and the Executive Director, Enterprise & Environment providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year as at August 2022, for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

16. ENTERPRISE & ENVIRONMENT DIRECTORATE SECTION PERFORMANCE REPORT

The Committee considered a report by the Executive Director, Enterprise & Environment presenting the performance scorecard for Enterprise & Environment Directorate Services for 2021/22.

Decision

The Committee:-

- (1) noted the arrangements set out in Section 1.0 of the report to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction;
- (2) noted the performance information in Section 2.0 of the report and its appendices, including current challenges/priorities and risks; and
- (3) agreed that the Committee receive the proposed report on the removal of bulky uplift charges at the same time as members of the Cabinet Committee.

The meeting adjourned at 12.05 p.m. and reconvened at 12.15 p.m.

17. BUS PARTNERSHIP FUND - UPDATE

The Committee considered a report by the Head of Roads & Transportation Services providing an update on progress of the work to deliver targeted local bus priority measures through investment from the Scottish Government's Bus Partnership Fund (BPF) and those of neighbouring bus partnerships that affected Fife.

Decision

The Committee noted:-

- (1) the progress of the development work for the five targeted bus corridors detailed in Table 1 - Paragraph 2.5 of the report;
- (2) the progress of the Tayside Bus Alliance (of which Fife Council was a partner) in developing the St Andrews to Dundee bus corridor also as detailed in Table 1; and
- (3) that further member workshops were to take place to allow detailed scrutiny of the options being developed.

18./

18. FIFE'S ROAD CONDITION REPORT 2022

The Committee considered a report by the Head of Roads & Transportation Services advising of the results of the 2020-22 Scottish Road Maintenance Condition Survey (SRMCS) and the potential impact on road condition of future roads capital budget allocations.

Decision

The Committee noted the current performance and activity as detailed in the report.

19. NEW ROADS & STREET WORKS ACT ANNUAL PERFORMANCE REPORT 2021/2022

The Committee considered a report by the Head of Roads & Transportation Services providing a summary of Statutory Undertaker performance and Fife Council's performance in relation to The New Roads & Street Works Act 1991 (NRSWA) activities in Fife in 2021/22.

Decision

The Committee noted the current NRSWA performance and activity as detailed in the report.

20. WINTER GRITTING & SNOW CLEARING SERVICES 2022/23

The Committee considered a report by the Head of Roads & Transportation Services advising of the updated Winter Gritting and Snow Clearing Services - Policy Statement 2022/23 and the operational practices required to deliver the current level of winter services in line with future budget constraints.

Decision

The Committee noted the updated Winter Gritting and Snow Clearing Services Policy Statement 2022/23 as detailed in Appendix 1 to the report.

21. DECRIMINALISED PARKING ENFORCEMENT - ANNUAL PERFORMANCE REPORT - 2021/2022

The Committee considered a report by the Head of Roads & Transportation Services providing an update on the performance of the Decriminalised Parking Enforcement (DPE) operation in Fife for the period 1 April 2021 to 31 March 2022.

Decision

The Committee noted the current performance and activity as detailed in the report.

Councillor Downie left the meeting following consideration of the above item.

22. ABERDOUR FOOTBRIDGE - SCHEME DEVELOPMENT AND PROCUREMENT PROCESSES

The Committee considered a report by the Head of Roads & Transportation Services examining the management of the Aberdour Footbridge project, including procurement processes and procedures to determine whether improvements could be made for future projects.

Decision/

Decision

The Committee noted the project and procurement processes detailed within the report.

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

The meeting adjourned at 13.55 p.m. and reconvened at 14.05 p.m.

Councillor Downie rejoined the meeting at this stage.

23. FIFE'S AIR QUALITY ANNUAL PROGRESS REPORT 2022

The Committee considered a report by the Head of Protective Services advising of the Fife Council Air Quality Annual Progress Report 2022 to allow members to scrutinise the progress made in delivering the aims and objectives of Fife's Air Quality Strategy 2021-2025.

Decision

The Committee:-

- (1) noted the summary of information contained in Fife's Air Quality Annual Progress Report 2022; and
- (2) agreed to support an ongoing commitment to improving and maintaining good air quality across Fife.

24. ASSET MANAGEMENT ANNUAL REPORT

The Committee considered a report by the Head of Property Services outlining Asset Management activity and progress during the year to 31st March 2022, identifying immediate challenges and opportunities and providing an update on the progress against the Property Asset Strategy 2017- 2022 in advance of the production of a new 5 year strategic plan.

Decision

The Committee noted the information and achievements detailed in the report and appendices.

25. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee noted the Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme which would be updated as appropriate.

**THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE
SCRUTINY COMMITTEE – BLENDED MEETING**

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

31 January 2023

10.00 a.m. – 11.30 a.m.

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Graeme Downie, Gavin Ellis, Stefan Hoggan-Radu, Andy Jackson, Nicola Patrick, Sam Steele (substituting for Councillor Jean Hall-Muir), Darren Watt and Daniel Wilson.

ATTENDING: Ken Gourlay, Executive Director, Enterprise and Environment; Nigel Kerr, Senior Manager - Protective Services; Michael O'Gorman, Service Manager, Estates; Lisa McCann, Service Manager; Lorna Starkey, Lead Officer, Environmental Health (Food and Workplace Safety); Lyndsey Radke, Lead Trading Standards Officer, Trading Standards; Caroline Ritchie, Accountant; Jay Wilson, Accountant; and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

ALSO ATTENDING: Dr. Duncan Fortescue-Webb, Consultant in Public Health Medicine, NHS Fife.

APOLOGIES FOR ABSENCE: Councillors David Graham, Jean Hall-Muir and Derek Noble.

26. DECLARATIONS OF INTEREST

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

27. MINUTE

The Committee considered the minute of meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 29 November 2022.

Decision

The Committee agreed to approve the minute.

28. 2022/23 REVENUE MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing an update on the projected outturn financial position for the 2022/23 financial year, as at October 2022, for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

Decision/

Decision

The Committee noted the current financial performance and activity as detailed in the report.

29. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year, as at October 2022, for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

30. JOINT HEALTH PROTECTION PLAN 2022-24

The Committee considered a report by the Head of Protective Services providing an overview of the Joint Health Protection Plan 2022-24 which Health Boards and Local Authorities were required to produce every two years.

Decision

The Committee noted the report.

31. TRADING STANDARDS AND ITS IMPACT ON THE COST-OF-LIVING CRISIS

The Committee considered a report by the Head of Protective Services providing an overview of how the cost-of-living crisis was impacting on residents, communities and businesses in Fife, and the action Trading Standards was taking to help reduce the impact.

Decision

The Committee:-

- (1) noted the information provided in the report; and
- (2) agreed to continue to support the significant work undertaken by Trading Standards to protect consumers and ensure businesses were compliant with legislation.

32. VACANT PROPERTY SECURITY ARRANGEMENTS

The Committee considered a report by the Head of Property Services providing an update on the arrangements relating to the security of vacant property, since a report considered by the Assets and Corporate Services Sub-Committee at its meeting on 22 April 2021.

Decision/

Decision

The Committee:-

- (1) noted the information provided in the report; and
- (2) agreed to consider, at a future meeting, a report on the findings and improvement actions arising from an internal audit of the management of vacant buildings.

33. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Head of Legal and Democratic Services relating to the Forward Work Programme for the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

The Committee noted the Environment, Transportation and Climate Change Scrutiny Committee Forward Work Programme which would be updated as necessary to also include:-

- (1) a performance report on road maintenance detailing: current policy; pothole repairs; claims for damage to public vehicles, for example, due to potholes and access to online information, forms, etc. to facilitate submitting a claim; staff and financial resources and staff training – for consideration at the next meeting on 18th April, 2023; and
 - (2) as detailed at Para. 32. (2) above - a report on the findings and improvement actions arising from an internal audit of the management of vacant buildings to a future meeting of this Committee, on a date to be advised.
-

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – REMOTE MEETING

21st June, 2022

10.00 a.m. - 10.10 a.m.

PRESENT: Councillors Naz Anis-Miah, Lynn Ballantyne-Wardlaw, Aude Boubaker-Calder, Patrick Browne, Ian Cameron, Colin Davidson, Dave Dempsey, Sean Dillon, Alycia Hayes, Louise Kennedy-Dalby, Kathleen Leslie, Lynn Mowatt, Sarah Neal, Daniel Wilson; and Jonny Tepp (substituting for Councillor Caffrey).

ATTENDING: Carrie Lindsay, Executive Director, Education & Children’s Services; Lindsay Thomson, Head of Legal and Democratic Services; Helena Couperwhite, Service Manager, Committee Services; and Diane Barnett, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Mr. Brian Blanchflower, religious representative, Church of Scotland; and Mr. George Haggarty, religious representative, Roman Catholic Church.

2. MEMBERSHIP OF COMMITTEE

Decision

The Committee noted: its membership as detailed on the agenda for this meeting; and that Councillor Tepp was in attendance, substituting for Councillor Caffrey.

3. APPOINTMENT OF CONVENER

Motion

Councillor Mowatt, seconded by Councillor Neal, moved that Councillor Hayes be appointed as Convener.

Amendment

Councillor Dempsey, seconded by Councillor Boubaker-Calder, moved as an amendment that Councillor Leslie be appointed as Convener.

Roll Call

For the Motion - 7 votes

Councillors Anis-Miah; Ballantyne-Wardlaw; Hayes; Kennedy-Dalby; Mowatt; Neal; and Wilson.

For the Amendment - 8 votes

Councillors Boubaker-Calder; Browne; Cameron; Dempsey; Davidson; Dillon; Leslie and Tepp.

Decision/

Decision

Having received a majority of votes, Councillor Leslie was duly appointed as Convener of this Committee and thereafter took the 'chair'.

4. APPOINTMENT OF DEPUTE CONVENER

Motion

Councillor Gillon, seconded by Councillor Tepp, moved that Councillor Boubaker-Calder be appointed as Depute Convener of this Committee.

Amendment

Councillor Hayes, seconded by Councillor Kennedy Dalby moved as an amendment that Councillor Neal be appointed as Depute Convener.

Roll Call

For the motion - 8 votes

Councillors Boubaker-Calder; Patrick Browne; Cameron, Dempsey, Davidson; Dillon; Leslie and Wilson.

For the amendment - 7 votes

Councillors Anis-Miah; Ballantyne-Wardlaw; Hayes; Kennedy-Dalby; Mowatt; Neal; and Wilson.

Decision

Having received a majority of votes, Councillor Boubaker-Calder was duly appointed as Depute Convener of this Committee.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – REMOTE MEETING

28th September, 2022

2.00 p.m. – 4.00 p.m.

PRESENT: Councillors Kathleen Leslie (Convener), Naz Anis-Miah, Aude Boubaker-Calder, John Caffrey, Ian Cameron, Colin Davidson, Dave Dempsey, Sean Dillon, Linda Erskine, Alycia Hayes, Louise Kennedy-Dalby, Lynn Mowatt, Sarah Neal, Sam Steele (substituting for Cllr Lynn Ballantyne-Wardlaw), Daniel Wilson, Jan Wincott (substituting for Cllr Patrick Browne) and Mr. Brian Blanchflower, Religious Representative, Church of Scotland.

ATTENDING: Carrie Lindsay, Executive Director, Education and Children’s Services; 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, Education & Children’s Services; William Penrice, Research Manager, Communities & Corporate Services; Alison Binnie, Finance Business Partner, Finance, Lesley Robb, Lead Officer - Committee Services and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Lynn Ballantyne-Wardlaw and Patrick Browne.

INTRODUCTION

Councilor Leslie, Convener, welcomed all members to this meeting of the Education Scrutiny Committee, acknowledging the newly elected Fife Council members, the substitute members for this meeting and Mr. Brian Blanchflower, religious representative, Church of Scotland.

5. DECLARATIONS OF INTEREST

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

6. MINUTE

The Committee considered the minute of the Education Scrutiny Committee of 21st June, 2022.

Decision

The Committee agreed to approve the minute.

7./

7. SCRUTINY AT FIFE COUNCIL

The Committee considered a report by the Head of Legal and Democratic Services summarising the scrutiny framework at Fife Council. It provided information about the purpose of scrutiny activity and the approaches that could be adopted when carrying out scrutiny. It built on introductory training which had been held for chairpersons and members of the scrutiny committees.

Decision

The Committee noted the contents of the report.

8. SERVICE PROFILES – EDUCATION SERVICE

The Committee considered a report by the Executive Director, Education and Children's Services providing information on the roles and functions of the Council services that were most relevant to the remit of the Scrutiny Committee.

Decision

The Committee:-

- (1) noted the information provided on the aims and functions of these services and considered the key challenges listed as part of its scrutiny role; and
- (2) requested a member workshop on the Additional Support with Learning (ASL) strategy in meeting the needs of learners.

9. DIRECTORATE IMPROVEMENT PLAN 2022-23

The Committee considered a report by the Executive Director, Education and Children's Services providing an updated Education and Children's Services (ECS) Directorate Plan for 2022-23, setting the plan in the context of other key strategic plans for children and families in Fife and advising how progress on the Directorate's Improvement Priorities would be reported to relevant Council Committees over the coming year.

Decision

The Committee:-

- (1) noted the updated Directorate Improvement Plan (attached as Appendix 1 to the report), which outlined improvement activity for the year ahead;
- (2) approved the proposed timetable for reporting to Committee, as a basis for further scrutiny of the Directorate Improvement Plan over the coming year; and
- (3) requested a member workshop on the South East Improvement Collaborative (SEIC), including a cost-benefit analysis since Fife Council became a member and the effect of the collaboration on improving schools, early learning settings and other services for children and young people in Fife.

10. LOCAL GOVERNMENT BENCHMARKING FRAMEWORK (LGBF) PERFORMANCE INDICATORS

The Committee considered a report by the Executive Director, Communities providing context for the Local Government Benchmarking Framework (LGBF), compiled by the Improvement Service, which was a key element of service performance reporting.

Decision

The Committee noted the context provided and the intention to use the Local Government Benchmarking Framework in future performance arrangements.

Councillor Caffrey joined the meeting prior to consideration of the following item.

11. ATTAINMENT - BROAD GENERAL EDUCATION (BGE)

The Committee considered a report by the Head of Education and Children's Services providing an update on current progress in improving attainment in the broad general education and closing the attainment gap – a current priority within the Education and Children's Services Directorate Improvement Plan. The broad general education begins in early learning and childcare and continues to the end of S3. The report provided details of the key activities underway to ensure sustained education recovery from the Covid-19 pandemic, through increased universal or targeted support for our children and young people.

Decision

The Committee:-

- (1) noted current progress in improving attainment in the broad general education and the planned next steps to support education recovery in Fife and close the attainment gap; and
- (2) requested a member workshop on the broad general education, including progress through the Attainment Reform Strategy and the Children and Young People's Improvement Collaborative in improving attainment and closing the attainment gap.

Councillor Caffrey left the meeting following consideration of the above item.

The Committee adjourned at 3.35 p.m. and reconvened at 3.45 p.m..

12. EDUCATION SERVICE REVENUE BUDGET 2022-23 PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services providing an update on the forecast financial position for the 2022-23 financial year, for the areas in scope of the Education Scrutiny Committee.

Decision/

Decision

The Committee noted:-

- (1) the current financial performance and activity as detailed in the report; and
- (2) the projected outturn position and the relevant areas of projected over and under spend within the Service.

13. EDUCATION SERVICE CAPITAL INVESTMENT PLAN 2022-23: PROGRESS REPORT

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services providing information on the overall progress of the Education Service capital programme, for the current financial year, 2022-23, as well as informing of progress on major projects.

Decision

The Committee noted:-

- (1) the financial position as detailed in the report, and
- (2) that the budget had been revised to reflect the outcome of the Capital Plan review undertaken in February, 2021 and the subsequent re-phasing exercise carried out in May, 2022.

14. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Education Scrutiny Committee draft Forward Work Programme 2022/23.

Decision

The Committee noted the Education Scrutiny Committee draft Forward Work Programme 2022/23 which would be updated as required.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – REMOTE MEETING

15th November, 2022.

10.00 a.m. – 1.30 p.m.

PRESENT: Councillors Kathleen Leslie (Convener), Lynn Ballantyne-Wardlaw, Aude Boubaker-Calder, Patrick Browne, John Caffrey, Ian Cameron, Colin Davidson, Dave Dempsey, Sean Dillon, Linda Erskine, Alycia Hayes, Louise Kennedy-Dalby, Lea McLelland (substituting for Councillor Mowatt), Sarah Neal and Daniel Wilson; and religious interest representatives – Mr. Brian Blanchflower, Ms. Mary Caldwell and Mr. Alastair Crockett.

ATTENDING: Carrie Lindsay, Executive Director, Maria Lloyd, Head of Education and Children's Services (Secondary Schools and Specialist Support), Angela Logue, Head of Education and Children's Services (Primary Schools and Improvement Support), Shelagh McLean, Head of Education and Children's Services (Early Years and Directorate Support), Stuart Booker, Quality Improvement Officer, Pamela Colburn, Quality Improvement Officer, Murray McBain, Policy Co-ordinator and Zoe Thomson, Quality Improvement Officer, Education and Children's Services; Alison Binnie, Finance Business Partner and Diane Barnet, Committee Officer, Finance and Corporate Services.

APOLOGY FOR ABSENCE: Councillor Lynn Mowatt.

15. DECLARATIONS OF INTEREST

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

16. MINUTE

The Committee considered the minute of the Education Scrutiny Committee of 28th September, 2022.

Decision

The Committee agreed to approve the minute.

17. STAFF WELFARE REPORT - EDUCATION SERVICE STAFFWISE SURVEY 2022

The Committee considered a report by the Executive Director, Education and Children's Services providing an analysis of the Staffwise survey undertaken across all educational establishments and centrally based services/teams in February 2022. Detail and an analysis of key results was provided, as well as identification of recommendations and future plans.

Decision/

Decision

The Committee:-

- (1) noted the results and analysis of the survey;
- (2) noted the comparisons between the 2022 and 2019 results;
- (3) noted the conclusions and proposed actions as outlined in the report;
- (4) requested a progress report for this Committee's consideration on the Staff Wellbeing Strategy in 6 months' time; and
- (5) agreed that an invitation be extended to the Joint Secretary of Education Trade Unions or their nominated representative to attend this Committee to contribute to future discussion relating to staff surveys.

18. SENIOR PHASE STAGE-BASED OUTCOMES

The Committee considered a report by the Head of Service, Education and Children's Services providing an update on current progress in improving attainment in the senior phase of secondary schooling (stages S4 – S6).

The report provided an overview and brief commentary on the outcomes for Fife for 2022 for cohorts of learners and for specific groups of learners. The report analysed these outcomes in relation to the 5-year attainment trends for Fife and provided further analysis of Fife outcomes in relation to National attainment. The report also described the ongoing work in improving outcomes for learners in the Senior Phase of Secondary school.

Decision

The Committee:-

- (1) noted the senior phase attainment for session 2021/22 in the context of Fife's 5-year attainment trends;
- (2) acknowledged the next steps identified for Session 2022-23;
- (3) agreed to encourage local elected members to meet with Secondary School Headteachers to discuss their individual school's 2021/22 attainment outcomes and their approaches to improving attainment; and
- (4) requested an update report in 6 months' time on improvement for this Committee's consideration to ensure that the next steps were working.

Councillor Caffrey left the meeting during discussion of the above item.

The Committee adjourned at 11.40 a.m. and reconvened at 11.55 a.m..

19./

19. ATTAINMENT SCOTLAND FUND 2021-22

The Committee considered a report by the Executive Director, Education and Children's Services outlining the progress made in the use of the Attainment Scotland Fund (ASF), which encompassed the Schools Programme, Pupil Equity Funding and the Care Experienced Children and Young People Fund, during session 2021/2022.

The report provided an update on the work of schools and teams to address the challenge of Closing the Poverty Related Attainment Gap and to support families by reducing the Cost of the School Day.

Decision

The Committee:-

- (1) noted the progress made by Fife's schools and teams in the use of the Attainment Scotland Fund to positively impact on the educational outcomes of children and young people;
- (2) noted the work of schools in developing approaches to reduce the Cost of the School Day;
- (3) agreed to seek updates on the impact of approaches and interventions on improving educational outcomes for children and young people locally, through individual schools and via Area Committee reports or workshops; and
- (4) requested an update report on spending of the Attainment Scotland Fund for this Committee's consideration, following scheduled discussion with Schools.

20. NATIONAL HEALTH & WELLBEING CENSUS

The Committee considered a report by the Executive Director, Education and Children's Services relating to the arrangements in place for Fife Council to undertake a Survey of Young People's Health and Wellbeing in Fife, based on the Scottish Government National Health and Wellbeing Census, and to respond to the decision of Fife Council by providing information on the proposed content and processes associated with implementation, requiring a decision.

Motion

Councillor Erskine, seconded by Councillor Davidson, moved to recommend to the Cabinet Committee that the Council reject the entire survey, i.e., the Council does not undertake any part of the survey.

Amendment

Councillor Hayes, seconded by Councillor Neal, moved as an amendment to recommend to the Cabinet Committee:-

- (1) considering the range of age-appropriate questions that children and young people would be asked, the approval of Fife undertaking the survey; and
- (2)/

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- (2) to include the current set of census sexual health questions in the Fife Young People Health and Wellbeing Survey.

Roll Call Vote

For the Motion - 9 votes

Councillors Aude Boubaker-Calder, Patrick Browne, Ian Cameron, Dave Dempsey, Colin Davidson, Dillon, Linda Erskine, Kathleen Leslie and Mr. Crockett, religious interest representative.

For the Amendment - 6 votes

Councillors Lynn Ballantyne-Wardlaw, Alycia Hayes, Louise Kennedy-Dalby, Lea McLelland, Sarah Neal and Daniel Wilson.

The motion was accordingly carried.

Decision

The Committee:-

- (1) noted the reasons for implementing a Survey within Fife on the Health and Wellbeing of Young People;
- (2) noted the Data Protection arrangements and that data about children and young people would be collected for statistical and research purposes only, as part of Fife Council's duty as a local authority to plan for children's services in our area;
- (3) noted the overall range of key themes included within the questions; and
- (4) notwithstanding the above, agreed to recommend to the Cabinet Committee that the Council reject the entire survey, i.e., the Council did not undertake any part of the survey.

Mr. Blanchflower left the meeting during consideration of the above item, prior to the roll call vote being taken.

21. EDUCATION SERVICE REVENUE BUDGET 2022-23: PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services providing an update on the forecast financial position for the 2022-23 financial year, for the areas in scope of the Education Scrutiny Committee.

Decision

The Committee:-

- (1) considered the current financial performance and activity as detailed in the report; and
- (2) noted the projected outturn position and the relevant areas of projected over and under spend in the Service.

22. EDUCATION SERVICE CAPITAL INVESTMENT PLAN 2022-23: PROGRESS REPORT

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services providing information on the overall progress of the Education Service capital programme for the current financial year 2022-23, including information relating to progress on major projects.

Decision

The Committee:-

- (1) noted the financial position as detailed in the report; and
- (2) noted that the budget had been revised to reflect the outcome of the Capital Plan review undertaken in February 2021 and the subsequent re-phasing exercise carried out in May 2022.

23. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Education Scrutiny Committee draft Forward Work Programme.

Decision

The Committee noted the Education Scrutiny Committee draft Forward Work programme which would be updated as required, including:

- Staff Wellbeing Strategy progress report (Para. 17 (4) above refers).
- Senior Phase Stage-Based Outcomes update report (Para. 18 (4) above refers).
- Attainment Scotland Fund 2021-22 update report (Para. 19 (4) above refers).

**THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – GLENROTHES –
BLENDED MEETING**

24th January, 2023

10.00 a.m. - 11.55 a.m.

PRESENT: Councillors Kathleen Leslie (Convener), Naz Anis-Miah, Lynn Ballantyne-Wardlaw, Aude Boubaker-Calder, Patrick Browne, Ian Cameron, Colin Davidson, Dave Dempsey, Sean Dillon, Linda Erskine, Alycia Hayes, Louise Kennedy-Dalby, Lynn Mowatt, Sarah Neal, Daniel Wilson, Mr. Alastair Crockett and Ms. Mary Caldwell, Religious Advisors.

ATTENDING: Carrie Lindsay, Executive Director, Education and Children's Services; Shelagh McLean, Head of Education & Children's Services (Early Years and Directorate Support); Kevin Funnell, Service Manager (Operations); Deborah Davidson, Education Manager; Rona Weir, Education Manager; Pamela Colburn, Quality Improvement Officer (PE, Physical Activity & Sports), Education & Children's Services; Adam Brown, Depute Principal Psychologist (Strategy), Education Psychological Service; Alison Binnie, Finance Business Partner; and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Councillor John Caffrey and Mr. Brian Blanchflower, Religious Advisor.

24. DECLARATIONS OF INTEREST

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

25. MINUTE

The Committee considered the minute of the Education Scrutiny Committee of 15th November, 2022.

Decision

The Committee agreed to approve the minute.

**26. REPORT ON THE EDUCATION LED TEST OF CHANGE –
NEURODEVELOPMENTAL PATHWAY UPDATE**

The Committee considered a report by the Executive Director, Education and Children's Services providing an update on the progress made since the previous report was considered by the Education, Health and Social Care Scrutiny Committee on 8th February, 2022. That report outlined the work of the Multi-agency Strategic Oversight Group Focus: Neurodevelopmental Pathway. The terms of reference and purpose of the group were outlined in the initial Committee report to the Education and Children's Services Health and Social Care Scrutiny Committee on 9th February, 2020.

The/

The report provided an update on the progress to date of the 'Test of Change' (ToC) which, although in partnership with the NHS, had been led by the Education Service. There were also references to the other two 'Tests of Change' that were also being overseen by the Oversight Group as detailed in Appendix 2 of the report.

Decision

The Committee:-

- (1) acknowledged the progress of the education-led test of change;
- (2) considered the possible next steps outlined in the report;
- (3) agreed to scrutinise a further report on the ongoing progress on the implementation of the neurodevelopment pathway by education, within six months of the completion of the test of change; and
- (4) agreed that the report at (3) above would include comparative information between referrals through the Neurodevelopmental (ND) Pathway and those made via existing arrangements.

27. EARLY LEARNING AND CHILDCARE – SCOTTISH GOVERNMENT DEFERRAL PILOT

The Committee considered a report by the Head of Education and Children's Services providing details of the impact of Fife Council's participation in the Scottish Government pilot scheme to extend the automatic right to receive an additional year of funded ELC to all children eligible to defer entry into Primary 1, providing details of those children accessing a deferred year of Early Learning and Childcare during session 2022/23.

Decision

The Committee:-

- (1) noted the information provided regarding children accessing a deferred year of Early Learning and Childcare during session 2022/23 and the impact of participation in the deferral pilot on the numbers of children accessing this; and
- (2) requested a further update report be submitted to this Committee for scrutiny around October this year, on a date to be confirmed.

28. STRATEGIC HEALTH AND WELLBEING APPROACHES – CHILDREN & YOUNG PEOPLE

The Committee considered a report by the Head of Education and Children's Services outlining progress with the strategic approaches in place, coordinated through the Education Service, for supporting children and young people's Health and Wellbeing.

Decision/

Decision

The Committee:-

- (1) noted the current context relating to Fife young people's health and wellbeing;
- (2) acknowledged the strategic approaches being implemented; and
- (3) noted the next steps outlined in the report on areas that could be addressed within the Health and Wellbeing Strategy.

29. SCHOOLS WORKFORCE PLANNING: ACADEMIC SESSION 2022/23

The Committee considered a report by the Head of Education and Children's Services providing information on the position regarding teacher, early years and pupil support assistant staffing for the current academic session, 2022/23, and providing details of progress in relation to workforce planning activities for 2023/24.

Decision

The Committee noted the content of the report and the progress with workforce planning approaches.

30. EDUCATION SERVICE REVENUE BUDGET 2022-23: PROJECTED OUTTURN

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services, providing an update on the forecast financial position for the 2022-23 financial year, for the areas in scope of the Education Scrutiny Committee.

Decision

The Committee noted:-

- (1) the current financial performance and activity as detailed in the report; and
- (2) the projected outturn position and the relevant areas of projected over and under spend within the Service.

31. EDUCATION SERVICE CAPITAL INVESTMENT PLAN 2022-23: PROGRESS REPORT

The Committee considered a joint report by the Executive Director, Education and Children's Services and the Executive Director, Finance and Corporate Services, providing information on the overall progress of the Education Service capital programme for the current financial year 2022-23 as well as informing on progress on major projects.

Decision/

Decision

The Committee noted:-

- (1) the financial position as detailed in the report, and
- (2) that the budget had been revised to reflect the outcome of the Capital Plan review undertaken in February 2021 and the subsequent re-phasing exercise carried out in May 2022.

32. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Education Scrutiny Committee draft Forward Work Programme.

Decision

The Committee noted the Education Scrutiny Committee draft Forward Work Programme which would be updated as required, to include the following:

- (1) as referenced at Para. 26. (3) above, an update report on the implementation of the neurodevelopmental pathway - on a date to be advised;
 - (2) as reference at Para. 27 (2) above, a further report on the uptake of the Deferral Pilot scheme - on a date to be advised;
 - (3) in light of recent media interest, a report relating to violence in schools across Fife - to be submitted by the end of the school year (on a date to be advised);
 - (4) a separate, but related report to (3) above, with a focus on violence and aggression toward school staff - on a date to be advised; and
 - (5) having agreed to the setting up of a Committee working group relating to the attainment gap (starting with early years, nursery and P1), the Committee would consider a report on the working group's findings at a future meeting of the Committee - on a date to be advised.
-

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THE FIFE COUNCIL - FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE – REMOTE MEETING

15th June, 2022

2.00 p.m. – 2.11 p.m.

PRESENT: Councillors Allan Knox (Convener), Robin Lawson (Depute Convener), Alistair Bain, Lynn Ballantyne-Wardlaw, Auxi Barrera, Ian Cameron, Rod Cavanagh, Eugene Clarke, Colin Davidson, Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, James Leslie, Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Eileen Rowand, Executive Director - Finance and Corporate Services, Helena Couperwhite, Manager - Committee Services, and Wendy MacGregor, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

1. MEMBERSHIP OF THE COMMITTEE

Decision

The Committee noted its membership as detailed on the Agenda.

2. APPOINTMENT OF THE CONVENER

Motion

Councillor Auxi Barrera, seconded by Councillor Stefan Hoggan-Radu, moved that Councillor Ann Verner be appointed as Convener.

Amendment

Councillor Eugene Clarke, seconded by Councillor Sean Dillon, moved as an amendment that Councillor Allan Knox be appointed as Convener.

Roll Call

For the Motion - 7 votes

Councillors Alistair Bain, Lynn Ballantyne-Wardlaw, Auxi Barrera, Rod Cavanagh, Stefan Hoggan-Radu, Alistair Suttie and Ann Verner.

For the Amendment - 9 votes

Councillors Ian Cameron, Eugene Clarke, Colin Davidson, Sean Dillon, Graeme Downie, Allan Knox, Robin Lawson, James Leslie and Gordon Pryde.

Decision/

Decision

Councillor Knox was duly appointed as Convener of the Finance, Economy and Corporate Services Scrutiny Committee.

3. APPOINTMENT OF THE DEPUTE CONVENER

Motion

Councillor James Leslie, seconded by Councillor Allan Knox, moved that Councillor Robin Lawson be appointed as Depute Convener.

Amendment

Councillor Auxi Barrera, seconded by Councillor Lynn Ballantyne-Wardlaw, moved as an amendment that Councillor Stefan Hoggan-Radu be appointed as Depute Convener.

Roll Call

For the Motion - 9 votes

Councillors Ian Cameron, Eugene Clarke, Colin Davidson, Sean Dillon, Graeme Downie, Allan Knox, Robin Lawson, James Leslie and Gordon Pryde.

For the Amendment - 7 votes

Councillors Alistair Bain, Lynn Ballantyne-Wardlaw, Auxi Barrera, Rod Cavanagh, Stefan Hoggan-Radu, Alistair Suttie and Ann Verner.

Decision

Councillor Robin Lawson was duly appointed as Depute Convener of the Finance, Economy and Corporate Services Scrutiny Committee.

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THE FIFE COUNCIL - FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE – REMOTE MEETING

8th September, 2022

10.00 a.m. – 11.00 a.m.

PRESENT: Councillors Allan Knox (Convener), Alistair Bain, Lynn Ballantyne-Wardlaw, Ian Cameron, Rod Cavanagh, Eugene Clarke, Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, James Leslie, Kathleen Leslie (substituting for Robin Lawson) Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Ken Gourlay, Executive Director, Enterprise and Environment; Pam Ewen, Head of Planning, Economy Planning and Employability Services; Gordon Mole, Head of Business and Employability, Economy Planning and Employability Services; Heather Honeyman, Assessor, Sharon McKenzie, Head of Human Resources, Elaine Muir, Head of Finance, Les Robertson, Head of Revenue and Commercial Services, and Lindsay Thomson, Head of Legal and Democratic Services, Finance and Corporate Services; William Penrice, Research Manager, Communities; Martin Kotlewski, Service Manager – BTS Solutions and Service Assurance; Donna Grieve, Accountant, Finance Service Business Partnering; Jackie Johnston, Accountant, Finance Service Business Partnering; Helena Couperwhite, Manager - Committee Services and Wendy MacGregor, Committee Officer, Committee Services, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Colin Davidson.

4. DECLARATIONS OF INTEREST

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

5. MINUTE

The Committee considered the minute of the Finance, Economy and Corporate Services Scrutiny Committee of 15th June, 2022.

Decision

The Committee agreed to approve the minute.

6. SCRUTINY AT FIFE COUNCIL

The Committee considered a report by the Head of Legal and Democratic Services providing a summary of the scrutiny framework at Fife Council, additional information on the purpose of scrutiny activity and the approach that could be adopted when carrying out scrutiny. The report builds on introductory training that had been held for Conveners and members of the Scrutiny Committees.

Decision/

Decision

The Committee noted the contents of the report.

7. SERVICE PROFILES

The Committee considered a report by the Executive Director, Finance and Corporate services providing members with information on the roles and functions of Council Services within the remit of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee noted and considered the aims, functions and key challenges for each Service.

8. LOCAL GOVERNMENT BENCHMARKING FRAMEWORK PERFORMANCE INDICATORS

The Committee considered a report by the Executive Director, Communities providing context for elected members on the Local Government Benchmarking Framework (LGBF), a key element in service performance reporting.

Decision

The Committee noted the content of the report and the intention to use the Local Government Benchmarking Framework in future performance arrangements.

9. 2022/23 REVENUE MONITORING PROJECTED OUTFURN

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment, updating members on the projected outturn financial position for the 2022/23 financial year at June, 2022, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee acknowledged the financial performance and activity at June 2022, detailed in the report and appendix.

10. 2022/23 CAPITAL MONITORING PROJECTED OUTFURN

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment, updating members on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year at June 2022, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee acknowledged the financial performance and activity at June 2022, detailed in the report and appendices.

11./

11. 2022/23 REVENUE MONITORING PROJECTED OUTTURN - FINANCE AND CORPORATE SERVICES DIRECTORATE

The Committee considered a report by the Executive Director of Finance and Corporate Services updating members on the projected outturn financial position for 2022/23 for the Finance and Corporate Services Directorate.

Decision

The Committee acknowledged the financial performance and activity for 2022/23 detailed in the report and appendices.

12. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN - FINANCE AND CORPORATE SERVICES DIRECTORATE

The Committee considered a report by the Executive Director, Finance and Corporate Services updating members on the Capital Investment Plan and advising of the Projected financial position for the 2022/23 financial year for the Finance and Corporate Services Directorate.

Decision

The Committee acknowledged the financial performance and activity for 2022/23 detailed in the report and appendices.

13. FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services, providing guidance for members on the consideration of future items for inclusion on the work plan, by prioritising items with the biggest impact and highest levels of risk.

Decision

The Committee:-

- (1) noted the content of the report and Workplan for the Finance, Economy and Corporate Services Scrutiny Committee;
- (2) agreed to contact the Convener with suggested report items for scrutiny and inclusion on the Workplan; and
- (3) agreed to establish a politically balanced working group, composed of five Committee members (two SNP, one Labour, one Liberal Democrat and one Conservative), to consider and identify particular areas for Scrutiny of the budget, within the remit of the Finance, Economy and Corporate Services Scrutiny Committee.

THE FIFE COUNCIL - FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE – REMOTE MEETING

3rd November, 2022

10.00 a.m. – 12.35 p.m.

PRESENT: Councillors Allan Knox (Convener), Alistair Bain, Lynn Ballantyne-Wardlaw, Ian Cameron, Rod Cavanagh, Eugene Clarke, Colin Davidson, Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, Robin Lawson, James Leslie, Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Eileen Rowand, Executive Director (Finance and Corporate Services), Charlie Anderson, Head of Business Technology Solutions, Elaine Muir, Head of Finance, Les Robertson, Head of Revenue and Commercial Services, Caroline Macdonald, Service Manager (Category Management), Derek Hamilton, Category Manager (Procurement), Donna Grieve, Accountant, Jackie Johnstone, Accountant, Heather Honeyman, Assessor, Sharon McKenzie, Head of Human Resources, Barbara Cooper, Service Manager (Human Resources), Susan Harris, Health and Safety Lead Officer, Human Resources Service, Kerry Davie, BMIU Business Change Manager, BMIU Business Management Innovation Unit, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager (Committee Services) and Wendy MacGregor, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Pam Ewen, Head of Planning, Gordon Mole, Head of Business and Employability Services, Pamela Stevenson, Service Manager (Economic Development) and Morag Millar, Programme Manager (Economy Tourism and Town Centre), Business and Employability Services.

14. DECLARATIONS OF INTEREST

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

15. MINUTE

The Committee considered the minute of the meeting of the Finance, Economy and Corporate Services Scrutiny Committee of 8th September, 2022.

Decision

The Committee agreed

- (1) to approve the minute; and
- (2) that the amended report on the Local Government Benchmarking Framework Performance, detailed at paragraph 8 on the minute, would be circulated to members.

16./

16. BUDGET WORKING GROUP - NOTE OF MEETING - 13TH OCTOBER, 2022

The Committee considered the Budget Working Group note of meeting of 13th October, 2022, outlining areas of potential interest raised by members for scrutiny. The General Fund Revenue Budget 2023-24 Draft Timetable was also included in the report to assist in informing the future work of the Working Group.

Decision

The Committee noted the Budget Working Group meeting note and the General Fund Revenue Budget 2023-23 Draft Timetable.

17. ANNUAL REPORT FOR THE EDINBURGH AND SOUTH EAST SCOTLAND CITY REGION DEAL

The Committee considered a report by the Executive Director (Enterprise and Environment) providing the Annual Report for the Edinburgh and South East Scotland City Region Deal, including the Fife Industrial Innovation Investment (i3) Programme, funded through the Deal.

Decision

The Committee:-

- (1) noted the Annual Report for the Edinburgh and South East Scotland City Region Deal, which included the Fife Industrial Innovation Investment (i3) Programme, detailed in Appendix 1 to the report; and
- (2) requested a report on the Benefits Realisation Plan be submitted to the meeting of the Committee on 15th June, 2023.

18. BAD DEBTS 2021-22

The Committee considered a joint report by the Head of Revenue and Commercial Services and the Head of Housing Services which summarised the irrecoverable bad debts that were written off during 2021-22 by the Finance and Corporate Services Directorate and Housing Services.

Decision

The Committee noted the contents of the report.

19. FINANCE AND CORPORATE SERVICES DIRECTORATE PERFORMANCE REPORT

The Committee considered a report by the Executive Director (Finance and Corporate Services) presenting the 2021/22 performance scorecard for the Finance and Corporate Services Directorate.

Decision

The Committee:-

- (1) noted the arrangements set out in Section 1.0 to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction;
- (2)/

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- (2) noted the Finance and Corporate Services Directorate performance information detailed in Appendix 1 to the report; and
- (3) requested that a report detailing staff absence and the management of staff absence/workforce planning across the Council be submitted to a future meeting of the Committee, in spring 2023.

20. BUSINESS GATEWAY FIFE ANNUAL PERFORMANCE

The Committee considered a report by the Head of Business and Employability Services providing an annual overview of the performance of Business Gateway Fife Ltd in delivering services during the period April 2021 to March 2022, including Fife Council's financial assistance to businesses scheme. The report provided information on performance and highlighted areas of ongoing service adjustments that had taken place to support business grant funding across Fife, during the latter phases of COVID impact.

Decision

The Committee noted :-

- (1) the performance, expenditure and activity information on Business Gateway Fife for 2021/22;
- (2) the repositioned delivery focus to support Fife businesses during the latter phases of COVID impact; and
- (3) the transition of ERDF Programme to UK Shared Prosperity Funding from 1st April, 2023.

The Committee adjourned at 11.35 a.m. and reconvened at 11.45 a.m.

21. ENTERPRISE AND ENVIRONMENT DIRECTORATE: PLANNING SERVICES PERFORMANCE REPORTING

The Committee considered a report by the Executive Director (Enterprise and Environment) presenting the 2021/22 performance scorecard for Enterprise and Environment Directorate, Planning Services.

Decision

The Committee noted:-

- (1) the arrangements set out in Section 1.0 to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction;
- (2) the Enterprise and Environment Directorate, Planning Service's performance information presented in Section 2.0 and detailed in Appendix 1 to the report; and
- (3) that a report on Planning Performance Framework would be submitted to a future meeting of the Committee.

22./

22. ANNUAL HEALTH AND SAFETY REPORT 2021-22

The Committee considered a report by the Head of Human Resources updating members on Health and Safety activity since the report to Assets and Corporate Services Sub-Committee on 4th November, 2021. The report provided high level information and a headline summary was detailed in Appendix 1 to the report.

Decision

The Committee:-

- (1) noted the performance and activity for the 2021–2022 financial year;
- (2) noted the progress made regarding improving workforce practices and performance in the organisation; and
- (3) endorsed the continued focus on the priorities identified.

23. ANNUAL PROCUREMENT REPORT

The Committee considered a report by the Head of Revenue and Commercial Services providing a summary of Procurement activity and its impact during the financial year 2021/2022.

Decision

The Committee noted the Annual Procurement Report, detailed in Appendix 1 to the report, which would be published online and notified to Scottish Ministers.

24. REVENUE MONITORING PROJECTED OUTTURN 2022/23

The Committee considered a joint report by the Executive Director (Finance and Corporate Services) and the Executive Director (Enterprise and Environment) updating members on the projected outturn financial position for the 2022/23 financial year, at August 2022, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity detailed in the report.

25. CAPITAL MONITORING PROJECTED OUTTURN 2022/23

The Committee considered a joint report by the Executive Director (Finance and Corporate Services) and the Executive Director (Enterprise and Environment) updating members on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year at August 2022, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity detailed in the report.

26./

26. REVENUE MONITORING PROJECTED OUTTURN 2022/23 - FINANCE AND CORPORATE SERVICES

The Committee considered a report by the Executive Director (Finance and Corporate Services) updating members on the projected outturn financial position for 2022/23 for the Finance and Corporate Services Directorate.

Decision

The Committee noted the current financial performance and activity detailed in the report.

Councillor Colin Davidson left the meeting during consideration of the above item.

27. CAPITAL MONITORING PROJECTED OUTTURN 2022/23 - FINANCE AND CORPORATE SERVICES

The Committee considered a report by the Executive Director (Enterprise and Environment) updating members on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year for the Finance and Corporate Services Directorate.

Decision

The Committee noted the current financial performance and activity detailed in the report.

28. FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the Finance, Economy and Corporate Services Scrutiny Committee Workplan.

Decision

The Committee:-

- (1) noted the Finance, Economy and Corporate Services Work Plan and members were encouraged to contact the Convener with any relevant topics suitable for scrutiny within the remit of the Committee; and
- (2) agreed to add the following reports to the Forward Work Programme with future Committee meeting dates to be advised:-
 - Benefits Realisation Plan, including Fife Innovation Investment (i3) Programme
 - Staff absence and workforce planning/management of staff absence across Fife Council, expected Spring 2023; and
 - Planning Performance Framework.

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THE FIFE COUNCIL - FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes.

26th January, 2023

10.00 a.m. – 11.55 a.m.

PRESENT: Councillors Robin Lawson (Convener), Alistair Bain, Lynn Ballantyne-Wardlaw, Auxi Barrera, Ian Cameron, Rod Cavanagh, Eugene Clarke, Colin Davidson, Dave Dempsey (substituting for James Leslie), Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Eileen Rowand, Executive Director Finance and Corporate Services; Pam Ewen, Head of Planning, Economy Planning and Employability Services; Gordon Mole, Head of Business and Employability; Alastair Hamilton, Service Manager Development Management, EPES Development Management; Peter Corbett, Lead Officer - Economy, EPES Economy Tourism and Town Centre; Donna Grieve, Accountant; Jackie Johnstone, Accountant, Financial Services Business Partnering; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager - Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

APOLOGY FOR ABSENCE: Councillor Allan Knox.

In the absence of the Convener, the Depute Convener, Councillor Lawson chaired the meeting.

29. DECLARATIONS OF INTEREST

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

30. MINUTE

The Committee considered the minute of the meeting of the Finance, Economy and Corporate Services Scrutiny Committee of 3rd November, 2023.

Decision

The Committee agreed to approve the minute.

31. BUDGET WORKING GROUP - NOTE OF MEETING - 17TH JANUARY, 2023

The Committee considered the Budget Working Group note of meeting of 17th January, 2023, outlining areas of potential interest raised by members for scrutiny. The following points of interest were discussed:

- the current budget process;
- update on the Capital Plan;
- the/

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- the Revenue Budget and Budget Strategy; and
- recognition of budget challenges faced in 2024-26.

Decision

The Committee noted:-

- (1) the Budget Working Group meeting note from Tuesday, 17th January, 2023; and
- (2) the Budget Working Group planned to meet in the late Spring/early Summer to focus on a review of the completed budget process and areas for improvement. A report detailing the outcome of the review would be submitted to the Committee, meeting date to be advised.

32. PLANNING PERFORMANCE FRAMEWORK 11 (2021-2022): MINISTER'S FEEDBACK

The Committee considered a report by the Head of Planning providing a briefing on the performance of the Planning Authority as set out in Planning Performance Framework (PPF 11) over the period 2021/22 and the feedback received from the Scottish Government, detailed at Appendix 1 to the report.

Decision

The Committee:-

- (1) noted the content of the report; and
- (2) acknowledged progress made in the Planning Service on improvements to overall performance and the ongoing challenges the Service faced.

33. BUSINESS AND EMPLOYABILITY: SERVICE PERFORMANCE REPORT

The Committee considered a report by the Head of Business and Employability presenting the performance scorecard for the Business and Employability Service for the period 2021/22.

Decision

The Committee:-

- (1) noted the arrangements set out in Section 1.0 of the report, to fulfil the Council's obligation to comply with Audit Scotland's 2021 Statutory Performance Indicators Direction;
- (2) acknowledged the Business and Employability performance information detailed in Appendix 1 to the report, including current Challenges, Priorities and Risks; and
- (3) noted a high-level overview of Business and Employability Key Performance Indicators included in Appendix 1 to the report, covering four lenses of performance: Local Government Benchmarking Framework (LGBF) / Plan4Fife (P4F) indicators; Customer; Resources; and Service Operations.

34. 2022/23 REVENUE MONITORING PROJECTED OUTTURN - BUSINESS AND EMPLOYABILITY SERVICE

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year, as at October, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee acknowledged the current financial performance and activity as detailed in the report.

35. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN - BUSINESS AND EMPLOYABILITY SERVICE

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year, as at October, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee noted the current financial performance and activity detailed in the report.

36. 2022/23 REVENUE MONITORING PROJECTED OUTTURN - FINANCE AND CORPORATE SERVICES DIRECTORATE

The Committee considered a report by the Executive Director, Finance and Corporate Services updating members on the projected outturn financial position for 2022/23 for the Finance and Corporate Services Directorate.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

37. 2022/23 CAPITAL MONITORING PROJECTED OUTTURN - FINANCE AND CORPORATE SERVICES DIRECTORATE

The Committee considered a report by the Executive Director, Finance and Corporate Services, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year for the Finance and Corporate Services Directorate.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

38./

38. FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE WORK PLAN

The Committee considered the Finance, Economy and Corporate Services Scrutiny Committee Forward Work Plan.

Decision

The Committee:-

- (1) noted the Finance, Economy and Corporate Services Scrutiny Committee Forward Work Plan;
 - (2) agreed to include the following reports on the Committee's Forward Work Plan, Committee meeting dates to be advised:-
 - Planning Section 75 Developer Contributions - including a list of Section 75 commitments held for various Council Services, consider the process for utilisation of funds and if there would be greater scope for community participation.
 - Capital Underspend – what is the process for dealing with Capital overspends in general, taking into account increases in inflation. Would there be pricing opportunities through this type of contract?
 - Property Utilisation – a member briefing note to include a break-down of vacant Council properties for each area, with a full report to be submitted to this Committee later in the year on the Asset Management Strategy.
 - (3) agreed to contact the Convener, Lead Officer and Committee Officer with suggestions for reports for future meetings of this Committee, within its remit.
-

**THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE –
REMOTE MEETING**

15th June, 2022

10.00 a.m. – 10.30 a.m.

PRESENT: Councillors Eugene Clarke (Convener) Darren Watt, Blair Allan, Ken Caldwell, Alistair Cameron, Brian Goodall, Allan Knox, Donald Lothian, Julie MacDougall, Lynn Mowatt, Sam Steele, Bailey-Lee Robb, Ann Verner, Jan Wincott, Kathleen Leslie (substitute for Councillor Peter Gulline) and Gordon Pryde (substitute for Councillor Alex Campbell).

ATTENDING: Michael Enston, Executive Director - Communities;
Helena Couperwhite, Service Manager - Committee Services and
Michelle Hyslop, Committee Officer, Legal and Democratic Services.

1. MEMBERSHIP OF COMMITTEE

Decision

The Committee noted its membership as detailed on the agenda.

2. APPOINTMENT OF CONVENER

Motion

Councillor Verner, seconded by Councillor Mowatt, nominated Councillor Goodall as Convener.

Amendment

Councillor Knox, seconded by Councillor Lothian, nominated Councillor Clarke as Convener.

Roll Call

For the Motion - 7 votes

Councillors Blair Allan, Ken Caldwell, Brian Goodall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele and Ann Verner.

For the Amendment - 9 votes

Councillors Alistair Cameron, Eugene Clarke, Allan Knox, Kathleen Leslie, Donald Lothian, Julie MacDougall, Gordon Pryde, Darren Watt and Jan Wincott.

Decision

Councillor Clarke was duly appointed as Convener of the People & Communities Scrutiny Committee.

3./

3. APPOINTMENT OF DEPUTE CONVENER

Motion

Councillor Verner, seconded by Councillor Mowatt, nominated Councillor Goodall as Depute Convener.

Amendment

Councillor Leslie, seconded by Councillor Knox, nominated Councillor Watt as Depute Convener.

Roll Call

For the Motion - 7 votes

Councillors Blair Allan, Ken Caldwell, Brian Goodall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele and Ann Verner.

For the Amendment - 9 votes

Councillors Alistair Cameron, Eugene Clarke, Allan Knox, Kathleen Leslie, Donald Lothian, Julie MacDougall, Gordon Pryde, Darren Watt and Jan Wincott.

Decision

Councillor Watt was duly appointed as Depute Convener of the People & Communities Scrutiny Committee.

4. CONSIDERATION OF MOTION

Motion

Councillor Allan seconded by Councillor Goodall, submitted a motion requesting additional items to be added to the committee work programme. As this item was not on the agenda, it was agreed that a vote be taken on whether to accept the motion.

Roll Call

For the Motion - 7 votes

Councillors Blair Allan, Ken Caldwell, Brian Goodall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele and Ann Verner.

For the Amendment - 9 votes

Councillors Alistair Cameron, Eugene Clarke, Allan Knox, Kathleen Leslie, Donald Lothian, Julie MacDougall, Gordon Pryde, Darren Watt and Jan Wincott.

Decision

Accordingly, it was agreed not to accept the motion.

5./

5. REQUEST FOR ALTERNATIVE MEETING DATE

Having noted that the next meeting of the Committee was currently scheduled for 1st September, 2022, the Committee requested that consideration be given to identify an earlier date to avoid undue delay in consideration of Committee business.

Decision

The Committee noted that an alternative date would be arranged.

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THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE

16th August, 2022

10.00 a.m. – 1.40 p.m.

PRESENT: Councillors Eugene Clarke (Convener), Blair Allan, Ken Caldwell, Alex Campbell, Brian Goodall, Peter Gulline, Allan Knox, Donald Lothian, Julie MacDougall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele, Ann Verner, Darren Watt and Jan Wincott.

ATTENDING: Michael Enston, Executive Director - Communities, Carrie Lindsay, Executive Director - Education and Children Services; Paul Vaughan, Head of Communities and Neighbourhoods; Kathy Henwood, Head of Children & Families & Criminal Justice; Diarmuid Cotter, Head of Customer and Online Services, Customer Service Improvement; John Mills, Head Of Housing Services; William Penrice, Research Manager; Nicky Connor, Director of Health and Social Care; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Service Manager, Committee Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Alistair Cameron

6. DECLARATIONS OF INTEREST

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

7. MINUTE

The Committee considered the minute of the People and Communities Scrutiny Committee meeting of 15th June, 2022.

Decision

The Committee agreed: -

- (1) to approve the minute; and
- (2) with reference to Item 4 - Consideration of Motion, to amend the wording of the motion as follows – “Councillor Allan, seconded by Councillor Goodall, submitted a motion requesting that Committee add three additional items to the forward work programme, to include housing crisis, cost of living crisis and Cafe Inc.”

8. SCRUTINY AT FIFE COUNCIL

The Committee considered a report by the Head of Legal and Democratic Services providing a summary of the scrutiny framework at Fife Council, along with additional information on the purpose of scrutiny activity and the approaches that could be adopted when carrying out scrutiny.

Decision/

Decision

The Committee noted the contents of the report.

9. SERVICE PROFILES

The Committee considered a report by the Executive Director, Communities which provided members with information on the roles and functions of Council Services within the remit of the People and Communities Scrutiny Committee.

Decision

The Committee noted the contents of the report.

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

10. LOCAL GOVERNMENT BENCHMARKING FRAMEWORK PERFORMANCE INDICATORS

The Committee considered a report by the Executive Director, Communities which provided context for elected members on the Local Government Benchmarking Framework (LGBF) that would be a key element in service performance reporting.

Decision

The Committee noted the information provided within the report and the intention to use the Local Government Benchmarking Framework in future performance arrangements.

11. PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

Having noted that the next meeting of the Committee was currently scheduled for 27th October, 2022, members requested that consideration be given to identifying an additional special meeting to avoid undue delay in consideration of the following items:

1. Fife Housing Crisis;
2. Cost of Living Crisis; and
3. Cafe Inc.

Decision

The Committee: -

(1) agreed that an additional meeting should be arranged;

(2)./

2022 PCS 6

- (2) agreed that the following additional items would be added to the Forward Work Programme for further scrutiny at a future meeting: -
- Self-Directed Care Packages;
 - Impact on Temporary Accommodation following Court Ruling Decision in February, 2022;
 - update on the provision of sport facilities within Fife; and
 - rockgelly
- (3) noted that the content of the Forward Work Programme would be further updated.
-

**THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE –
REMOTE MEETING**

27th September, 2022

2.00 p.m. – 3.30 p.m.

PRESENT: Councillors Eugene Clarke (Convener), Naz Anis-Miah (Substitute for Ken Caldwell), Alistair Cameron, Alex Campbell, Brian Goodall, Kathleen Leslie (Substitute for Peter Gulline), Allan Knox, Julie MacDougall, Lynn Mowatt, Sarah Neal (Substitute for Bailey-Lee Robb), Sam Steele, Ann Verner, Darren Watt, Jan Wincott

ALSO PRESENT: Councillors Linda Erskine and Judy Hamilton

ATTENDING: Michael Enston, Executive Director, Communities; Paul Vaughan, Head of Communities and Corporate Development, Communities and Neighbourhoods, John Mills, Head of Housing Services, Gavin Smith, Service Manager, Housing Services; Tariq Ditta, Senior Manager - Catering & Cleaning, Shirley McKie, Service Manager - Hospitality, Facilities Management; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Service Manager - Committee Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Blair Allan and Donald Lothian.

12. DECLARATIONS OF INTEREST

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

13. MINUTE OF MEETING OF PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE

The Committee considered the minute of the People and Communities Scrutiny Committee meeting of 16th August, 2022.

Decision

The Committee agreed to approve the minute.

14. COST OF LIVING CRISIS

The Committee considered a report by the Executive Director, Communities providing members with an update on the Council's response to the current cost of living challenges facing people in Fife.

Decision

The Committee noted and commented on the current and proposed measures following a review of the Council's response to the cost of living crisis.

15./

15. CURRENT HOUSING ACCESS PRESSURES

The Committee considered a report by the Head of Housing Services, which highlighted the range of current and anticipated pressures on the overall housing stock and the impacts this would have on housing allocations. The report outlined the proposed approach in managing housing allocations and noted the actions taken to improve access to housing.

Decision

The Committee: -

- (1) considered the current pressures on the housing system, and the growing demands on housing access and homelessness services;
- (2) considered the proposed allocations approach taken to mitigate the current pressures on the housing access system and noted the option to make recommendations to the Cabinet Committee on any adjustments that would need to be made to maximise opportunities for people in need of housing within Fife.
- (3) recognised the need for an increased focus on homelessness allocations to reduce pressures on temporary accommodations, and reduce the backlog of need within a severely constrained environment;
- (4) supported the approach to increase options to grow the housing stock, through the agreed approach to property acquisitions as approved by the Cabinet Committee on 25th August, 2022, and
- (5) agreed that a report on Maximising Housing Options would be brought back to the next meeting of the People and Communities Scrutiny Committee on 27th October, 2022.

16. CAFE INC

The Committee considered a report by the Head of Communities and Neighbourhoods, providing members with an update on the Cafe Inc. holiday provision.

Decision

The Committee:

- (1) considered and commented on the performance of Cafe Inc over Summer 2022,
- (2) noted the issues and options detailed in the report, and
- (3) reinforced the importance of hot food provision on a 5 day a week basis and recognised the importance of having dialogue at area level to shape and finalise provision.

**THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE –
REMOTE MEETING**

27th October, 2022

10.00 a.m. – 1.10 p.m.

PRESENT: Councillors Eugene Clarke (Convener), Blair Allan, Ken Caldwell, Alistair Cameron, Alex Campbell, Fiona Corps (substitute for Allan Knox), Brian Goodall, Peter Gulline, Alycia Hayes (substitute for Ann Verner), Donald Lothian, Julie MacDougall, Bailey-Lee Robb, Lynn Mowatt, Sam Steele, Darren Watt and Jan Wincott.

ALSO PRESENT Councillors Judy Hamilton and David Graham.

ATTENDING: Michael Enston, Executive Director - Communities; Ashley Birrell, Policy Officer, Community Investment, Communities and Neighbourhoods; John Mills, Head of Housing Services, Mhairi Mullen, Service Manger (Housing Management Executive), Housing Services; Fiona McKay, Head of Strategic Planning, Performance & Commissioning Manager, Health and Social Care Partnership; David Redpath, Chief Executive, Sarah Somerville, Business Development Manager, Citizen Advice & Rights Fife; Mark Bryce, Area Commander, Alistair Jupp, Group Commander, Scottish Fire and Rescue Service; Ashleigh Allan, Finance Business Partner, Alison Binnie, Finance Business Partner, Helen Guthrie, Accountant, Eleanor Hodgson, Accountant, Emma Lennon, Accountant, Christine Tuffy, Accountant, Finance and Corporate Services; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Service Manager - Committee Services and Michelle Hyslop, Committee Officer, Committee Services, Legal and Democratic Services.

APOLOGIES FOR Councillors Allan Knox and Ann Verner.

ABSENCE:

17. DECLARATIONS OF INTEREST

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

**18. MINUTE OF MEETING OF PEOPLE AND COMMUNITIES SCRUTINY
COMMITTEE OF 27TH SEPTEMBER, 2022**

The Committee considered the minute of the People and Communities Scrutiny Committee meeting of 27th September, 2022.

Decision

The Committee agreed to: -

(1) approve the minute;

(2)/

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- (2) note, with regard to Item 16 - Cafe Inc, that Committee had reinforced the importance of hot food provision on a 5 day a week basis at the meeting of 27th September, 2022, however, although there were improvements in some areas, the provision of hot food was not met in all local areas during the October school holidays; and
- (3) request that Officers undertake a further review to look at the future provision of hot food within all local areas in Fife.

19. **SCOTTISH FIRE & RESCUE (SFRS) LOCAL PLAN 12 MONTHS PERFORMANCE REPORT**

The Committee considered a report by the Local Senior Officer, Scottish Fire and Rescue Service, providing members with incident information for the period 1st April 2021 - 31st March 2022 for the Scottish Fire and Rescue Service.

Decision

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

20. **HOUSING SERVICE PERFORMANCE REPORT AND PATHWAY TO IMPROVEMENT 2019-22**

The Committee considered a report by the Head of Housing Services, presenting the performance scorecard for Housing Services, and detailing the annual update on the Pathway to Improvement for 2019-2022.

Decision

The Committee: -

- (1) welcomed and noted the presentation;
- (2) noted the housing services performance as detailed in Appendix 1 of the report;
- (3) noted the performance in year three of the Pathway to Improvement for 2019-2022 as detailed in section 2 of Appendix 1 of the report;
- (4) noted the areas of performance that would be prioritised in the new Pathway to Improvement for 2023-2026; and
- (5) noted that an update report would be brought back to Committee in 2023.

Councillors Alistair Cameron and Bailey-Lee Robb left after consideration of the following item.

The meeting adjourned at 11.30 a.m. and reconvened at 11.45 a.m.

21./

21. ANNUAL ASSURANCE STATEMENT 2022

The Committee considered a report by the Head of Housing Services, which presented recommendations for the submission of an Annual Assurance Statement to the Scottish Housing Regulator.

Decision

The Committee: -

- (1) noted the revisions to the housing regulatory framework in 2019 that required the preparation of an Annual Assurance Statement;
- (2) agreed the wording of the draft Annual Assurance Statement for 2022, based on the compliance position as of 31st March 2022;
- (3) authorised the Scrutiny Committee Convener and the Housing Services spokesperson to sign the Annual Assurance Statement;
- (4) agreed that an addendum be added to the Annual Assurance Statement to reflect the current action taken regarding breaches in the statutory provision. A copy of the addendum would be circulated to all members prior to the final submission on the 31st October 2022; and
- (5) agreed that the final draft of the Annual Assurance Statement 2022 be submitted to the Scottish Housing Regulator by the deadline of 31st October 2022.

22. MAXIMISING HOUSING OPTIONS

The Committee considered a report by the Head of Housing Services, providing an update on the current pressures on the housing system and sought to ensure Committee, that all available options were being considered to maximise access to, and to make best use of all available housing options.

Decision

The Committee: -

- (1) agreed to support the measures being taken to ensure that the time tenancies were vacant was minimised and that the appropriate steps were taken to increase Fife's housing stock through property acquisitions;
- (2) noted that the Private Sector Leasing/Partnership had been explored and would be unlikely to generate any additional capacity; and
- (3) noted that a full review of all potential residential accommodation resources across the Council had been undertaken to maximise housing options

23./

23. TEMPORARY ACCOMMODATION PRESSURES: 2022 KIRKCALDY SHERIFF COURT JUDGEMENT

The Committee considered a report by the Head of Housing Services, providing background information to a legal decision that affected statutory temporary accommodation. The report provided a position statement on progress made following the decision and highlighted the impact assessment and plans that were in place to complete the mitigation work programme by June 2023.

Decision

The Committee noted: -

- (1) the focus on Fife's Rapid Rehousing Transition Plan as the strategic direction for the transformation of homelessness and housing support services;
- (2) the housing options-based approach proposed to ensure that the council discharged its statutory duty to people in temporary accommodation; and
- (3) the progress made to date and the support that provided to vulnerable people as part of the programme delivery.

24. CITIZENS ADVICE & RIGHTS FIFE – PERFORMANCE REPORT

The Committee considered a report by the Head of Communities and Neighborhoods, providing information on the performance of Citizens Advice and Rights Fife (CARF) for 2021/2022.

Decision

The Committee:

- (1) noted and commented on the content of the report and appendices;
- (2) noted the performance and development of the organisation; and
- (3) recognised the role that Citizen's Advice and Rights Fife plays in the wider cost of living crisis.

25. 2022-23 REVENUE BUDGET PROJECTED OUTTURN – COMMUNITIES

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities, updating members on the projected outturn position for the 2022/23 financial year for the Communities and Housing Account (HRA).

Decision

The Committee noted the current financial performance and activity for the 2022/23 Revenue Monitoring as detailed in the report.

26./

26. 2022-23 CAPITAL PLAN PROJECTED OUTTURN – COMMUNITIES

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities, updating members on the Capital Investment Plan and projected financial outturn position for the 2022/23 financial year.

Decision

The Committee noted the current performance and activity for the 2022/23 Capital Monitoring as detailed in the report.

27. 2022-23 REVENUE BUDGET & CAPITAL PLAN PROJECTED OUTTURN - CHILDREN & FAMILIES AND CRIMINAL JUSTICE SERVICES

The Committee considered a joint report by the Executive Director of Education and Children Services, and the Executive Director of Finance and Corporate Services, updating members on the forecasted financial position for the 2022/23 financial year for the areas in scope of the People and Communities Scrutiny Committee in relation to Children and Families and Criminal Justice Services.

Decision

The Committee noted:-

- (1) the current financial performance and activity for both revenue budget and capital plan as detailed in the report; and
- (2) the projected outturn position and the relevant areas of projected over and underspend within the Service.

28. 2022-23 REVENUE BUDGET PROJECTED OUT-TURN – HEALTH & SOCIAL CARE

The Committee considered a joint report by the Director of Health and Social Care and the Executive Director of Finance and Corporate Services, updating members on the 2022/23 projected outturn for Fife Council Social Care Services for Adults and Older People.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

29. 2022-23 CAPITAL PLAN PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The Committee considered a joint report by the Director of Health and Social Care and the Executive Director of Finance and Corporate Services, updating members on the Health and Social Care Capital Investment Plan and projected outturn for the 2022/23 financial year.

Decision/

Decision

The Committee noted the current performance and activity across the 2022/23 Financial Monitoring as detailed in the report.

30. PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

Decision

The Committee: -

- (1) noted the content of the People and Communities Forward Work Programme; and
 - (2) agreed that a short life working group be set up to consider the remit of café inc and note that a report would be brought back to the next meeting of the People and Communities Scrutiny Committee.
-

THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE

Committee Room 2, Fife House, Glenrothes

19th January, 2023

10.00 a.m. – 1.45 p.m.

PRESENT: Councillors Eugene Clarke (Convener), Blair Allan, Ken Caldwell, Alex Campbell, Brian Goodall, Peter Gulline, Allan Knox, Donald Lothian, Julie MacDougall, Lynn Mowatt, Lynn Ballantyne-Wardlaw (substitute for Bailey-Lee Robb), Sam Steele, Ann Verner, Darren Watt and Jan Wincott.

ATTENDING: Michael Enston, Executive Director, Communities, Paul Vaughan, Head of Communities and Neighbourhoods; Diarmuid Cotter, Head of Customer and Online Services, Customer Service Improvement; Steve Hopton, Service Manager, Lisa Mccran, Service Manager (Performance & Quality Assurance), Criminal Justice; Sheila Noble, Co-ordinator, Fife Violence Against Women Partnership; Fiona McKay, Head of Strategic Planning, Performance & Commissioning Manager, Health and Social Care; Ashleigh Allan, Finance Business Partner, Helen Guthrie, Accountant; Alison Binnie, Finance Business Partner, Lesley Kenworthy, Finance Business Partner, Finance; and Michelle Hyslop, Committee Officer, Committee Services.

ALSO IN ATTENDANCE Chief Superintendent Derek McEwan, Police Scotland; Alistair Jupp, Group Commander, Iain Brocklebank, Group Commander, Scottish Fire and Rescue Service; Paul Murphy, Chief Executive, Fife Golf Trust; Emma Walker, Chief Executive, Sport and Leisure Management Trust; Heather Stuart, Chief Executive, Fife Cultural Trust; Jeremy Harris, Chief Executive, Fife Coast and Countryside Trust.

APOLOGY FOR ABSENCE: Councillor Alistair Cameron.

31. DECLARATIONS OF INTEREST

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

32. MINUTE

The Committee considered the minute of the People & Communities Scrutiny Committee meeting of 27th October, 2022.

Decision

The Committee approved the minute.

33./

33. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN SIX MONTHS PERFORMANCE REPORT

The Committee considered a report by the Local Senior Officer, Scottish Fire and Rescue Service, providing incident information for the period of 1st April, 2022 - 30th September, 2022, to enable the Committee to scrutinise the Fife area against its Key Performance Indicators (KPIs).

Decision

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

34. POLICE SCOTLAND PERFORMANCE REPORT

The Committee considered a report by the Chief Superintendent of Police Scotland, providing an oversight of the performance within the Fife Division of Police Scotland for the period 1st April to 30th October, 2022

Decision

The Committee noted the performance as detailed in the report.

35. FIFE VIOLENCE AGAINST WOMEN PARTNERSHIP UPDATE

The Committee considered a joint report by the Interim Senior Manager (Children Services, Sexual Health, BBV and Rheumatology) and the Chair of Fife Violence against women partnership (FVAWP), providing members with an update on the local delivery of *Equally Safe - Scotland's Strategy for preventing and eradicating violence against Women and Girls*. The report also highlighted the impact of Covid-19 on those women and children living with domestic abuse and other forms of violence against women.

Decision

The Committee: -

- (1) welcomed and noted the presentation;
- (2) acknowledged the work undertaken by the Fife Violence Against Women Partnership (FVAWP); and
- (3) acknowledged and supported the continued efforts of the Fife Violence Against Women Partnership and recognised the additional challenges for many women impacted by violence against women, the cost-of-living crisis and ongoing impacts of Covid-19.

36./

36. JUSTICE SOCIAL WORK – PERFORMANCE REVIEW & IMPROVEMENT PLAN 2022-23

The Committee considered a report by the Head of Children and Families and Criminal Justice, providing an update on the work being carried out by the Justice Social Work Service, including those areas identified as a priority in the Performance Improvement Framework.

Decision

The Committee: -

- (1) welcomed and noted the presentation; and
- (2) considered and acknowledged the potential for positive impact across the Council.

The meeting adjourned at 11.30 a.m. and reconvened at 11.45 a.m.

37. 2022-23 REVENUE BUDGET PROJECTED OUTTURN – COMMUNITIES

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities, updating members on the projected outturn position for the 2022/23 financial year for the areas in scope of the People and Communities Scrutiny Committee in relation to the Communities and Housing Account (HRA).

Decision

The Committee noted the current financial performance and activity for the 2022/23 Revenue Monitoring as detailed in the report.

38. 2022-23 CAPITAL PLAN PROJECTED OUTTURN – COMMUNITIES

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities, updating members on the Capital Investment Plan and projected financial outturn position for the 2022/23 financial year.

Decision

The Committee noted the current performance and activity for the 2022/23 Capital Monitoring as detailed in the report.

39. 2022-23 REVENUE BUDGET & CAPITAL PLAN PROJECTED OUTTURN - CHILDREN & FAMILIES AND CRIMINAL JUSTICE SERVICES

The Committee considered a joint report by the Executive Director of Education and Children Services and the Executive Director of Finance and Corporate Services, updating members on the forecasted financial position for the 2022/23 financial year for the areas in scope of the People and Communities Scrutiny Committee in relation to Children and Families and Criminal Justice Services.

Decision/

Decision

The Committee noted: -

- (1) the current financial performance and activity for both revenue budget and capital plan as detailed in the report; and
- (2) the projected outturn position and the relevant areas of projected over and under spend within the Service.

40. 2022-23 REVENUE BUDGET PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The Committee considered a joint report by the Director of Health and Social Care and the Executive Director of Finance and Corporate Services, updating members on the 2022/23 projected outturn for the Fife Council Social Care Services for Adults and Older People.

Decision

The Committee noted the current financial performance and activity as detailed in the report.

41. 2022-23 CAPITAL PLAN PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The Committee considered a joint report by the Director of Health and Social care and the Executive Director of Finance and Corporate Services, updating members on the Health and Social Care Capital Investment Plan and projected outturn for the 2022/23 financial year.

Decision

The Committee noted the current performance and activity across the 2022/23 Financial Monitoring as detailed in the report.

42. CUSTOMER AND ONLINE SERVICES PERFORMANCE REPORT

The Committee considered a report by the Head of Customer and Online Services, presenting the current performance scorecard for the Customer & Online Services for 2021/22 and the first two quarters of 2022/23.

Decision

The Committee noted: -

- (1) the arrangements set out in Section 1 of the report to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction;
- (2) the performance information as detailed in Section 2 of the report in relation to the current challenges, priorities, and risk; and
- (3)/

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- (3) the high-level overview of Key Performance Indicators identified in Appendix 1 of the report in relation to the Local Government Benchmarking Framework (LGBF), Plan for Fife (P4F), Customer, Resources and Service Operations.

Councillor Alex Campbell left the meeting during consideration of the above item.

43. COMMUNITIES AND NEIGHBOURHOODS AND TRUSTS ANNUAL REPORT

The Committee considered a report by the Head of Communities and Neighbourhoods, providing an update on the annual performance for the Communities and Neighbourhoods Services. The report highlighted the activity during 2021/2022 for the 4 trusts in Fife - Fife Sports and Leisure Trust, Fife Cultural Trust, Fife Coast and Countryside Trust and Fife Golf Trust.

Decision

The Committee: -

- (1) noted the arrangements set out in Section 1 of the report, to fulfil the Council's obligation to comply with Audit Scotland's 2021 SPI Direction;
- (2) considered and noted the performance information as detailed in the report; and
- (3) noted the current challenges, priorities and risks for the Communities and Neighbourhoods Service.

Councillor Lynn Mowatt left the meeting during consideration of the above item.

44. CAFE INC - FURTHER

The Committee considered a report by the Executive Director, Communities, providing an update on the Cafe Inc programme following a request by members at their previous meeting on 27th September, 2022. Members were asked to consider and agree if a working group should be established to undertake further scrutiny of the Council's Café Inc Programme.

Decision

The Committee agreed: -

- (1) that further scrutiny should be undertaken on the Cafe Inc programme;
- (2) on the terms of reference and timescales for the working group to be established; and
- (3) that a future report on the findings of the working group should be brought back to the People & Communities Scrutiny Committee in June 2023.

45./

45. PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director of Finance and Corporate Services, asking members to consider the future workplan for the People & Communities Scrutiny Committee.

Decision

The Committee noted the content of the forward work programme for the People & Communities Scrutiny Committee.



CONFIRMED

MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 25 NOVEMBER 2022 AT 10.00 AM

- Present** Christina Cooper (CC) (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) – Alistair Morris (AM), Martin Black (MB), Sinead Braiden (SB), Arlene Wood (AW)
 Wilma Brown (WB), Employee Director, NHS Fife
 Ian Dall (ID), Service User Representative
 Paul Dundas (PD), Independent Sector Representative
 Morna Fleming (MF), Carer Representative
 Kenny Murphy (KM), Third Sector Representative
 Debbie Fyfe (DF), Joint TU Secretary, Fife Council
 Amanda Wong (AW), Associate Director, AHP’s, NHS Fife
- Professional Advisers** Nicky Connor (NC), Director of Health and Social Care/Chief Officer
 Audrey Valente (AV), Chief Finance Officer
- 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
 Hazel Close (HC), Head of Pharmacy (Population Health and Wellbeing)
 Lindsay Thomson, Head of Legal & Democratic Service, Fife Council (Observing)
 Tim Bridle, External Auditor
 Norma Aitken (NA), Head of Corporate Services
 Hazel Williamson (HW), Communications Officer
 Wendy Anderson (WA), H&SC Co-ordinator (Minute)

NO TITLE ACTION

1 CHAIRPERSON’S WELCOME / OPENING REMARKS

The Chair welcomed everyone to the Integration Joint Board including Hazel Close, Head of Pharmacy (Population Health and Wellbeing) who attended the meeting on behalf of Ben Hannan and presented the report at Item 13.

This meeting was the final Board meeting for Christina Cooper and Martin Black as they both leave NHS Fife at the end of year. Arlene Wood will take up the Chair with effect from 1 December 2022 and on the same date Alastair Grant and John Kemp will join the IJB as NHS members. Christina and Martin were thanked for their invaluable contribution to the Board and to integration during their time with the IJB.

NO	TITLE	ACTION
1	<p>CHAIRPERSON'S WELCOME / OPENING REMARKS (CONT)</p> <p>The Chair advised members that this is Norma Aitken's last Board meeting before she takes early retirement at the end of year. The Chair thanked Norma for her contribution to the Board.</p> <p>The Chair then congratulated Danielle Fairley, a Care Worker from Roselea House, Cowdenbeath, who won the Care Worker of the Year Award 2022 at the Scottish Care Conference, Exhibition & Awards on Friday 18 November 2022.</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	<p>CONFIRMATION OF ATTENDANCE / APOLOGIES</p> <p>Apologies had been received from Chris McKenna, Janette Keenan, Simon Fevre, Eleanor Haggett, Helen Hellewell, Joy Tomlinson and Ben Hannan.</p>	
3	<p>DECLARATION OF MEMBERS' INTERESTS</p> <p>There were no declarations of interest.</p>	
4	<p>MINUTES OF PREVIOUS MEETING 30 SEPTEMBER 2022</p> <p>Graeme Downie and Arlene Wood raised two minor corrections for the content, once these have been corrected the Minute from the meeting held on 30 September 2022 was approved as an accurate record.</p>	
5	<p>MATTERS ARISING – ACTION NOTE 30 SEPTEMBER 2022</p> <p>The Action Note from the meeting held on 30 September 2022 was approved as accurate.</p>	
6	<p>CHIEF OFFICER UPDATE</p> <p>The Chair handed over to Nicky Connor for this item.</p> <p>Nicky began by thanking Christina Cooper for her leadership and support during her time and Chair and Vice-Chair of the IJB and in other roles she has held. She also thanked Martin Black for his input since the beginning of the IJB and advised that they would both be missed and their legacy on the Board will continue.</p> <p>Consultation on both the Strategic Plan and Carers Strategy continues and Board members are asked to contribute to these and to encourage others to participate by sharing information as widely as possible.</p> <p>Nicky advised that the full Joint Inspection Report from the recent Joint Inspection of Adult Services is now available on the Care Inspectorate website. Joint inspections of services for adults (careinspectorate.com) Work continues on the Improvement Plan which must be submitted during December 2022. Both of these documents will be brought to the IJB meeting on 27 January 2022. Both Christina Cooper and Nicky Connor paid tribute to all partnership staff involved in the Inspection.</p>	<p>NC/FM</p>

6 CHIEF OFFICER UPDATE (CONT)

Nicky outlined that there continues to be significant ongoing demands on the whole system and extended thanks to all staff working within the Health and Social Care Partnership and partners as we continue to work together to support a team fife approach.

7 FIFE INTEGRATION JOINT BOARD DRAFT AUDITED ANNUAL ACCOUNTS FOR THE FINANCIAL YEAR TO MARCH 2022

This report was discussed at the Audit and Assurance Committee on 9 November 2022. The Chair introduced Audrey Valente who gave a short presentation on the information contained within the Annual Accounts.

Tim Bridle began by thanking Audrey and her team for their support during his time as external auditor for the partnership. From financial year 2022/23 Azets will be the appointed auditor for the IJB and its constituent bodies. Tim gave an update on the 2021/22 Annual Audit Report and advised that the IJB are making good progress, despite the ongoing challenges and pressures. The auditors have given a clean opinion on the accounts, with some minor amendments made following the Audit & Assurance Committee. Leadership and vision remain strong, there has been progress with transformation, staff engagement continues to be good and there is a clear commitment to staff wellbeing. Some items on the Action Plan have been updated from the previous year and new items added.

The Chair thanked Audrey Valente and her team for the work on this report which is more accessible and easier to understand than previously. She also thank Tim for his investment and organisation over the last 3 years.

The Chair then invited Dave Dempsey, Chair of Audit and Assurance (A&A) to comment on discussions at the Committee before questions from Board members. Dave advised that A&A discussed the report in full and suggested minor changes, which had been included in the updated version of the report presented to the IJB today.

Discussion took place around the mis-statements and adjustments which had been made, which Tim confirmed were not unusual in situations such as this. Arrangements are now in place for processes for future years.

Potential budget gap for future years will form part of discussions at future IJB meetings and Development Sessions, as in previous years.

The Board were assured that the draft annual accounts have been reviewed by external audit and discussed at the Audit and Assurance Committee, noted the IJB's draft Audited Annual Accounts and agreed that the accounts are approved for signature.

8 FINANCE UPDATE

This report was discussed at the Finance, Performance & Scrutiny Committee on 11 November 2022. The chair introduced Audrey Valente who presented this report which detailed the financial position of the delegated and managed services based on 30 September 2022. The forecast for Fife Health & Social Care Partnership is currently a surplus £7.226m. Key areas of overspend are Hospital

8 FINANCE UPDATE (CONT)

& Long-Term Care and Adult Placements and these are offset by underspends in a number of other areas. There was also an update in relation to savings approved by the IJB in March 2021 and the use of Reserves.

The Chair then invited Arlene Wood, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committee before questions from Board members. Arlene advised that the committee had a full discussion on the paper including winter pressures. The committee noted the outturn position and supported the use of reserves.

Discussion took place around the return of covid 19 funding to Scottish Government, which has been reflected in the finance update.

The Board were assured that there is robust financial monitoring in place and scrutiny through the Finance Performance and Scrutiny Committee, they approved the financial monitoring position and the use of Reserves as at September 2022.

9 PUBLIC SECTOR CLIMATE CHANGE DUTIES

This report was discussed at the Finance, Performance & Scrutiny Committee on 11 November 2022. The Chair introduced Audrey Valente who presented this report which has to be presented to Scottish Government by 30 November 2022. Guidance for IJB's is of a unique nature as issues such as corporate emissions are the responsibility of Fife Council and NHS Fife.

The Chair then invited Arlene Wood, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committee before questions from Board members. Arlene confirmed that the committee were comfortable with the way forward outlined in the report.

The Board considered and agreed the priorities for climate change governance, management and strategy for the year ahead as set out in the Assessment section of this report as follows:

- In conjunction with Community Planning partners support the delivery of Climate Fife (Sustainable Energy and Climate Change Action Plan) 2020 - 2030
- Continue to support and promote awareness raising of climate change issues for staff working in the HSCP
- Continue to work with partners to identify opportunities to work more efficiently and sustainably.
- Continue to monitor actions within the Strategic Plan that promote co-benefits with climate change strategies and maintain a focus on positive contributions to climate change within the revision of the Strategic Plan 2022-2025.
- Review the information received on SBAR's, reports and business cases, in relation to climate change impacts, and highlight the benefits or positive impacts on climate change strategies.

10 WINTER PLAN: EXECUTIVE SUMMARY

The full Winter Plan report was discussed at the Quality & Communities Committee on 8 November 2022, the Finance, Performance & Scrutiny Committee on 11 November and the Local Partnership Forum on 16 November 2022. Feedback from these meetings had been incorporated into the version of the report presented today.

The Chair introduced Lynne Garvey who presented this executive summary of the report which covers four main sections:-

1. Priorities addressed within Fife's Annual Delivery Plan (ADP) for 2022/23 which include actions to address winter.
2. Actions being taken to address the recommendations in the Scottish Government (SG) letter Supporting our Health and Social Care System, 12 October 2022.
3. Update on the position on increasing the workforce as outlined in the letter issued by Mr John Burns - Winter Planning for Health and Social Care; 5 October 2021.
4. Additional work that is being undertaken within the HSCP to prepare for winter.

Lynne also covered the key areas for assurance and risks outlined in the paper.

The Chair thanked Lynne Garvey and the team involved in winter planning for a comprehensive and balanced report. She then invited Sinead Braiden, Chair of Quality & Communities Committee, Arlene Wood, Chair of Finance, Performance & Scrutiny Committee and Fiona McKay who chaired the recent LPF meeting to comment on discussions at the Committee before questions from Board members.

Members of all three meetings had been content to recommend the paper for approval by the IJB and acknowledged the ongoing, year round challenges faced by staff.

Discussion took place around the current STV recruitment campaign, staff attrition rates, issues around guardianship and the impact on delayed discharges and rates of pay.

Recruitment is also being promoted through social media and there are currently 70 Foundation Apprenticeships in place. A Princes Trust pilot is ongoing in the Levenmouth area to assist recruitment within the 18-30 year age range.

Paul Dundas confirmed that nationally Fife is ahead of the curve.. Pop up recruitment events are being held to assist with recruitment and the collaborative, which was set up a year ago, is working well.

Ian Dall raised questions around post diagnostic support for dementia patients and it was agreed that this would be discussed between Ian and Rona Laskowski outwith the meeting.

RL/ID

Wilma Brown raised the issue of the length of time it could take to get a newly recruited staff member into post due to the pre-recruitment checks which are required by Fife Council and NHS Fife. Fife Council have dedicated HR support

10 WINTER PLAN: EXECUTIVE SUMMARY (CONT)

for recruiting care staff and discussions will be held with NHS HR to see if something similar can be put in place.

The Board were assured that the actions described have been developed with whole system service engagement, are in line with national recommendations and support our planning and preparations for winter 2022. There are risks identified and mitigating actions described with close monitoring through operational delivery structures and strong connections into NHS Fife, Fife Council and Resilience Partners to support any further responsiveness as required over the winter period.

STRATEGIC PLAN 2023-2026 – UPDATE

This report was discussed at the Quality & Communities Committee on 8 November 2022, the Finance, Performance & Scrutiny Committee on 11 November 2022 and the Local Partnership Forum on 16 November 2022. The Chair introduced Fiona McKay who presented this report.

The Strategic Plan is supported by nine transformational strategies and five enabling strategies. A Work Programme has been developed to provide a performance reporting framework for the Strategic Planning Group.

Fiona advised that further consultation is ongoing, and feedback is being assessed as it is received.

NHS Fife have commissioned an independent survey involving Fife residents and NHS Fife employees to identify their views on local health and care services, and their aspirations for NHS Fife. Fieldwork is currently ongoing, and the report findings will be incorporated into the final version of the Strategic Plan.

The Chair then invited David Graham, Chair of the Strategic Planning Group (SPG), Sinead Braiden, Chair of Quality & Communities Committee, Arlene Wood, Chair of Finance, Performance & Scrutiny Committee and Fiona McKay who chaired the recently LPF meeting to comment on discussions at the Committee before questions from Board members.

David Graham advised that significant discussion had taken place at a recent SPG meeting and agreement had been reached on how to take the plan forward.

Sinead Braiden and Arlene Wood both advised that their committee were content to recommend the Strategic Plan progress as discussed.

The Board were assured and discussed that the progress of the Strategic Plan is in line with the Public Bodies (Joint Working) (Scotland) Act 2014 and requirements to deliver a plan for the next three years. The Strategic Plan will be brought to the Integration Joint Board for approval in January 2023.

12 WORKFORCE STRATEGY AND ACTION PLAN 2022-2025

This report was discussed at the Quality & Communities Committee on 8 November 2022, the Finance, Performance & Scrutiny Committee on 11 November 2022 and the Local Partnership Forum on 16 November 2022. The Chair introduced Roy Lawrence who presented this report.

12 WORKFORCE STRATEGY AND ACTION PLAN 2022-2025 (CONT)

Roy gave the background to this report which was originally brought to the IJB in July 2022 and was delayed coming back to this meeting as Scottish Government feedback had not been received until October. Some minor changes have been made following the Scottish Government feedback and the Strategy and Action Plan are now ready to publish.

The Chair then invited Sinead Braiden, Chair of Quality & Communities Committee, Arlene Wood, Chair of Finance, Performance & Scrutiny Committee and Fiona McKay who chaired the recently LPF meeting to comment on discussions at the Committee before questions from Board members.

All three confirmed that their committee/forum has been content to support publication of the Strategy.

The Board considered the feedback from Scottish Government and agreed that the Workforce Strategy and Plan is complete and ready for publication on the Partnership website on the 30 November 2022.

An annual Action Plan, beginning with Year 1 2022-23, has been endorsed by the IJB to deliver the actions set out in the Workforce Strategy.

Progress on this Plan will be brought to Senior Leadership Team three times annually, and an annual report presented to Quality & Communities Committee, Finance, Performance & Scrutiny Committee, the Local Partnership Forum and the Integration Joint Board annually.

13 PHARMACEUTICAL CARE SERVICES REPORT 21/22

This report was discussed at the Quality & Communities Committee (Q&C) on 8 November 2022. The Chair introduced Hazel Close who presented this report on behalf of Ben Hannan. Hazel advised that this report is normally presented to the IJB on an annual basis, but this is the first one since 2019 due to the covid pandemic.

This was a comprehensive report covering all 86 Community Pharmacies in Fife and provided information on the services available in different areas.

Christina Cooper thanked Hazel for the report and thanked all those involved in its production.

The Chair then invited Sinead Braiden, Chair of Q&C Committee to comment on discussions at the Committee before questions from Board members. Sinead advised that Q&C welcomed the report and were assured by it. They had noted the complexity around the range of services delivered.

Discussion then followed on the difficulties in setting up new community pharmacies in some areas, the method of determining how far residents are from their local pharmacy (this is being investigated and may be updated in future reports), concerns about which services are provided where and the need to ensure that effective communications are in place to ensure patients know what they can access locally. Hazel advised that all staff who respond to calls to 111 have a full suite of information to allow them to advise callers when it would be appropriate to access a pharmacy.

NO	TITLE	ACTION
13	PHARMACEUTICAL CARE SERVICES REPORT 21/22 (CONT)	
	The Board were assured in relation to the delivery of the Pharmaceutical Care Services in Fife as outlined in the 2021/22 annual report.	
14	MINUTES OF GOVERNANCE COMMITTEES/LOCAL PARTNERSHIP FORUM/ ITEMS TO BE ESCALATED	
	Nicky Connor invited each of the Committee Chairs in turn to provide an update on items to be escalated to the Board.	
	Audit & Assurance Committee (A&A) – 14 September 2022 / 9 November 2022	
	Dave Dempsey had nothing to escalate from the September meeting. There was an issue with the November meeting not being quorate, concerns raised about rolling audit actions and the need to include information on changes made to reports between committee meetings and the IJB. Nicky Connor confirmed that this feedback is being looked at with a view to changes being made in future reports.	
	Finance, Performance & Scrutiny Committee (FP&S) – 16 September 2022 / 11 November 2022	
	Arlene Wood advised there were no items to escalate from recent FP&S meetings.	
	Quality & Communities Committee (Q&C) – 9 September 2022 / 8 November 2022	
	Sinead Braiden advised there were no items to escalate from Q&C meetings. The November meeting had a full agenda and was followed by a development session which included input from current and ex-service users and this will be followed up in future meetings.	
	Local Partnership Forum (LPF) – 21 September 2022	
	Fiona McKay advised that there were not items to escalate from recent LPF meeting.	
15	AOCB	
	Rosemary Liewald and Sinead Braiden both paid tribute to Christina Cooper and Martin Black and acknowledged their commitment over their time on the Board.	
	As the Chair had not been alerted prior to the meeting of any other business to be raised under this item, she closed the meeting by updating on the dates of the next meetings.	
16	DATES OF NEXT MEETINGS	
	IJB DEVELOPMENT SESSION – FRIDAY 9 DECEMBER 2022	
	INTEGRATION JOINT BOARD – FRIDAY 27 JANUARY 2023	