

Due to Scottish Government guidance relating to Covid-19, this meeting will be held remotely.

Tuesday, 5th October, 2021 - 9.30 a.m.

AGENDA

Page Nos.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.

3. MINUTES

3 - 9

(a) Minute of the meeting of City of Dunfermline Area Committee of 24th August, 2021; and

(b) Minutes of the meetings of West Fife Area Common Good Sub-Committee of 27th April and 16th June, 2021.

4. COMMON GOOD ANNUAL REPORT 2020/21 – Report by the Head of Finance.

10 - 17

5. SETTLEMENT TRUST - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD – 2020/21 – Report by the Head of Communities & Neighbourhoods.

18 - 22

6. PRESENTATION - PLAN 4 FIFE AND THE PEOPLE AND PLACE LEADERSHIP APPROACH – Report by the Head of Communities & Neighbourhoods.

7. PRESENTATION - A STRATEGIC GREENSPACE REPORT FOR DUNFERMLINE.

8. NOTICE OF MOTION - In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-

“Committee calls for a report to be brought by officers to the next Dunfermline area committee with recommendations on the implementation of residents only parking at Foundry Street, Dunfermline and for this report to also include options on what parking measures can also be taken in the neighbouring area of Lady Campbell’s Court. Dunfermline.”

Proposed by Councillor Gavin Ellis
Seconded by Councillor Ian Ferguson

9. PROPERTY TRANSACTIONS – Report by the Head of Assets, Transportation and Environment.

23 - 24

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

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

Fife House
North Street
Glenrothes
Fife, KY7 5LT

28th September, 2021

If telephoning, please ask for:
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Telephone: 03451 555555, ext. 442303; email: Emma.Whyte@fife.gov.uk

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www.fife.gov.uk/committees

2021 CODAC 103

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

24th August, 2021

9.40 a.m. – 11.00 a.m.

PRESENT: Councillors Jean Hall Muir (Convener), James Calder, Gavin Ellis, Ian Ferguson, Derek Glen, Garry Haldane, Jim Leishman, Ross Paterson, David J Ross and Fay Sinclair.

ATTENDING: Phil Clarke, Lead Consultant, Traffic Management (South Fife), Vicki Connor, Co-ordinator (Programme & Financial Management), Assets, Transportation and Environment Services; Andrew Gallacher, Community Manager - City of Dunfermline, Shirley Melville, Team Manager (Community Development) - Dunfermline, Communities and Neighbourhoods; David Thomson, Customer Experience Lead Officer/ SPSO Liaison Officer, Customer & Online Services; Lynne Johnston, Lead Officer - Area Housing Management, Housing Services; and Emma Whyte, Committee Officer, Legal & Democratic Services.

APOLOGY FOR ABSENCE: Councillor Helen Law.

261. DECLARATIONS OF INTEREST

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

262. MINUTE

The Committee considered the minute of the meeting of City of Dunfermline Area Committee of 8th June, 2021.

Decision

The Committee agreed to approve the minute.

263. OBJECTION TO SPEED CUSHIONS - HERITAGE QUARTER, DUNFERMLINE

The Committee considered a report by the Head of Assets, Transportation and Environment which asked members to consider an objection to proposed speed cushions in the Heritage Quarter, Dunfermline.

Decision

The Committee agreed to set aside the objection which would allow officers to proceed with the construction of the traffic calming measures.

264./

264. LOCAL COMMUNITY PLANNING AREA BUDGET REQUEST - HEALTHY HOMES DUNFERMLINE

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Area Budget to support Greener Kirkcaldy with their Healthy Homes Dunfermline Initiative.

Decision

The Committee agreed:-

- (1) a contribution of £22,000 from the Local Community Planning Budget; and
- (2) that the detailed application be circulated to members for further discussion at the next megaward meeting.

265. LOCAL COMMUNITY PLANNING AREA BUDGET REQUEST - KINGSEAT COMMUNITY COUNCIL

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Area Budget to support Kingseat Community Council deliver initiatives in Kingseat village including floral enhancements, promotion of services for the elderly and young people, additional support for the community garden project in Frew Place, Christmas lights switching on ceremony, park maintenance and support of the Youth Café.

Decision

The Committee agreed:-

- (1) a contribution of £5,679 from the Local Community Planning Budget; and
- (2) that the detailed application be circulated to members.

266. DUNFERMLINE LOCAL AREA COMMUNITY PLAN YEAR END PERFORMANCE 2020/21

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

Decision

The Committee:-

- (1) approved the end of year Delivery Plan for the Local Community Plan for Dunfermline - Plan 4 Dunfermline 2019-20;- and
- (2) considered the Plan for Fife reformed priority areas from 2020 onwards.

267./

267. AREA ROADS PROGRAMME 2020-2021 - FINAL

The Committee considered a report by the Head of Assets, Transportation and Environment which advised members on the delivery of the 2020-2021 Area Roads Programme (ARP) for the City of Dunfermline area.

Decision

The Committee noted the contents of the report.

268. COMPLAINTS ANNUAL PERFORMANCE REPORT 2020/21

The Committee considered a report by the Executive Director, Communities which provided an overview of complaints received relating to the City of Dunfermline area for the period 1st April, 2020 to 31st March, 2021.

Decision

The Committee noted the contents of the report.

269. AREA HOUSING PLAN AND DECENTRALISED BUDGET - 6 MONTHLY UPDATE

The Committee considered a report by the Head of Housing Services which provided an update on progress in delivering service priorities and performance information for the financial year 2020/21.

It was noted that a revised Plan for 2021/23 would be presented to the Committee once there had been the opportunity to consult on future priorities for the City of Dunfermline area.

Decision

The Committee commented on and noted the work progressed through the Area Housing Plan for the financial year 2020/21.

270. NOTICE OF MOTION

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

Councillor James Calder, seconded by Councillor David J Ross, moved that:-

Abbeyview CCTV

"Committee notes that due to the community wardens being relocated away from the local office building as well as other circumstances, the CCTV system in Abbeyview is no longer active.

Committee also notes that there has been some antisocial behaviour in the area, including vandalism, and that this has caused distress to many in the local community.

Committee/

2021 CODAC 106

Committee believes that CCTV can be useful as a deterrent to this kind of unacceptable behaviour as well as helping to detect any crimes.

Committee asks for Safer Communities to bring forward a report to the City of Dunfermline Area Committee which details the issues related to the CCTV, the costs involved in reinstatement or replacement and options for Councillors to decide on how best to proceed for the future."

Amendment

Councillor Garry Haldane, seconded by Councillor Fay Sinclair, moved that:-

"Fife Council and Police Scotland are currently renewing all 102 cameras throughout Fife. This work is due to be completed this financial year, by March 2022.

All issues with cameras in Dunfermline will be picked up and addressed through this programme of work.

Committee asks that there are regular updates brought forward to ward and area committee meetings to ensure that issues in Dunfermline are addressed as part of the wider project."

The mover and seconder of the motion agreed to accept the amendment.

Decision

The Amendment was unanimously agreed.

271. PROPERTY TRANSACTIONS

The Committee considered a report by the Head of Assets, Transportation and Environment 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.

272. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

Decision

The Committee noted the City of Dunfermline Area Committee forward work programme.

**THE FIFE COUNCIL - WEST FIFE AREA COMMON GOOD SUB-COMMITTEE –
REMOTE MEETING**

27 April, 2021

8.55 a.m. – 9.15.a.m.

PRESENT: Councillors Helen Law (Convener), James Calder, Sharon Green-Wilson, Alice McGarry, Tony Orton and Ross Paterson.

ATTENDING: Andrew Gallacher, Community Manager, City of Dunfermline, Communities and Neighbourhoods; Eleanor Hodgson, Accountant and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

60. DECLARATIONS OF INTEREST

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

61. MINUTE

The minute of the meeting of the West Fife Common Good Sub-Committee of 4th August, 2020 was submitted.

Decision

The Sub-Committee approved the minute.

62. COMMON GOOD FUNDS UPDATE REPORT 2021/22

The Sub-Committee considered a report by the Executive Director (Finance and Corporate Services) advising of the current status of the Common Good Funds in the area.

Decision

The Sub-Committee noted the contents of the report.

63. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - DUNFERMLINE HERITAGE PROGRAMME

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods seeking approval for an award of £15,000 from the West Fife Area Common Good Fund to assist with the costs of organising and delivering walking groups in Dunfermline and West Fife over a 3-year period as part of a Wellbeing Through Heritage project, including staffing costs and delivering training and support for group leaders.

Decision

The Sub-Committee approved an award of £15,000 to Dunfermline Heritage Partnership from the West Fife Area Common Good Fund to assist with the costs of organising and delivering walking groups in Dunfermline and West Fife over a 3-year period as part of their Wellbeing Through Heritage project.

**THE FIFE COUNCIL - WEST FIFE AREA COMMON GOOD SUB-COMMITTEE –
REMOTE MEETING**

16th June, 2021.

8.45 a.m. – 9.05 a.m.

PRESENT: Councillors Helen Law (Convener), James Calder, Sharon Green-Wilson, Alice McGarry and Tony Orton.

ATTENDING: Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Andrew Gallacher, Community Manager (City of Dunfermline), Alastair Mutch, Community Manager (South and West Fife) and Mandy MacEwan, Team Manager (Community Development), Communities and Neighbourhoods Service.

64. DECLARATIONS OF INTEREST

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

65. MINUTE

The minute of the meeting of the West Fife Area Common Good Sub-Committee of 27th April, 2021 was submitted.

Decision

The Sub-Committee approved the minute.

66. COMMON GOOD FUNDS UPDATE REPORT 2021/22

The Sub-Committee considered a report by the Executive Director (Finance and Corporate Services) advising members of the current status of the Common Good Funds in the area to assist with the decision making process for new applications.

Decision

The Committee noted the contents of the report.

67. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - INVERKEITHING BOWLING CLUB

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for an award from the West Fife Area Common Good Sub-Committee to assist with the costs of repairing and replacing Inverkeithing Bowling Club roof.

Decision

The Sub-Committee agreed to allocate £5,000 from the Common Good Fund towards the project.

68./

68. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - REPAIR OF INVERKEITHING TOWN CLOCK HOUSING

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for an award from the West Fife Area Common Good Sub-Committee to assist with the costs of the repair to the clock housing of Inverkeithing Town Clock.

Decision

The Sub-Committee agreed to allocate £22,500 from the Common Good Fund towards the costs of the repairs.

5TH October, 2021

Agenda Item No. 4

Common Good Funds Annual Report 2020-2021

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

Wards Affected: All City of Dunfermline Wards

Purpose

The purpose of this report is to advise members of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2020/2021.

Recommendations

Members are asked to:

- (1) note the information contained in the relevant appendices for the various Common Good funds; and
- (2) offer comments as appropriate on the information provided.

Resource Implications

The additional work to produce these reports has been resourced from within Finance and Corporate Services Directorate.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

Consultation has taken place with Asset, Transportation and Environment Services and Fife Cultural Trust.

1.0 Background

- 1.1 Annual reporting is one of a suite of measures designed to ensure that Fife's Common Good Funds are managed and reported in a way that reflects best value for the organisation.

- 1.2 Historically, the Common Good Fund has comprised both capital and revenue balances. The capital balance consists of fixed assets which are heritable property and investments. The revenue balance comprises current assets held in the Council's accounts on behalf of the relevant fund.

2.0 Common Good Fund - Key Elements

2.1 Revenue Account

2.1.1 Income

The cash income received during the financial year is mainly from rents, interest on investments and external interest. Income from net gain on revaluation is a result of the revaluation of the fund's investments at the year end.

2.1.2 Expenditure

In line with the Council's agreed policy, the first call on the Common Good Fund is maintenance of Common Good property. Disbursements/donations and other expenses are also funded from the Common Good Fund.

The amount spent on property costs and disbursements/donations are detailed within the notes to the accounts for the individual Common Good Funds.

The net effect of the income and expenditure on a Common Good account results in a surplus or deficit for the particular year. This amount is then transferred to balances.

3.0 Balance Sheet

3.1 Fixed Assets

3.1.1 Heritable Property

Heritable Property comprises land and buildings held on Common Good accounts. In the main this is municipal buildings and recreational land of various kinds.

The attached accounts reflect the assets held on the Common Good Balance sheet as at 31st March, 2021. A complete list of all Common Good assets relative to this Area is also attached at Appendix 1(b).

3.1.2 Investments

In addition to heritable property, each Common Good Fund also has investments. These investments form part of the funds capital balances. Investments are made using the Council's standard investment strategy to maximise income to the fund.

The heritable property and investments represent the capital balances.

3.2 Current Assets

The Advance to Loans Fund comprises monies held in the Council's bank account which receive internal interest from Fife Council.

The advance to loans fund, plus debtors and less creditors, represents the revenue balances.

The revenue account and balance sheet form the financial accounts for the Common Good Fund and this is attached as Appendix 1 to this report.

4.0 Moveable Property

- 4.1 Moveable property held as part of the Common Good comprises everything that is not land or buildings, e.g. Council Chains of Office, furniture, ceremonial robes and so on. The Local Services Network and Museums and Libraries can provide a list of this moveable property if required.

5.0 Conclusions

- 5.1 This reports and its Appendices are intended to give members greater information on the relevant Common Good Funds.

List of Appendices

1. West Fife Area Common Good Fund Annual Report 2020/2021 (incorporating as Appendix 1(a) the financial statement 2020/2021 and as Appendix 1(b) the schedule of heritable property).

Background Papers

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

- Fife Council Annual Accounts 2020/2021

Report Contacts

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**WEST FIFE COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £806,942. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £332,135. The total balances of West Fife Common Good are £1,139,077 as shown in Appendix 1(a).

2. Key Issues in Financial Year 2020-21

2.1 Income

Total income for 2020-21 is £156,469 (2019- 20 £98,705). This is an increase compared to 2019-20 and is due to the sale of Stephen Memorial Hall.

2.2 Expenditure

Total expenditure for 2020-21 is £58,690 (2019-20 £31,825). This is an increase from the previous year mainly due to increased spend on donations.

3. Management of Assets

3.1 There are currently **16** leased sites in West Fife as detailed in Note 1 to the Accounts in Appendix 1(a).

3.2 A breakdown of the property costs is detailed in Note 2 to the Accounts in Appendix 1(a).

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £342,092 as shown in Appendix 1(a). The increase is due to the receipt of external Capital Grant funding for Inverkeithing Town Hall, which to date has not been fully spent, and an increase in the value of the Investments.

COMMON GOOD FUNDS - A76040

Appendix 1(a)

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
79,130.00	Rents	78,123.31
572.02	Interest on Revenue Balances	62.37
19,003.13	External Interest	14,283.31
0.00	Other Income	64,000.00
<u>98,705.15</u>	Total Income	<u>156,468.99</u>
	Expenditure:	
9,886.69	Property Costs	13,437.18
20,216.53	Donations	35,811.23
-2,755.93	Other Expenditure	3,823.19
4,477.78	Depreciation & Impairment	5,619.36
<u>31,825.07</u>	Total Expenditure	<u>58,690.96</u>
66,880.08	Surplus / (Deficit) for Year	97,778.03
	Other Income and Expenditure	
-76,399.89	Gain / (Loss) on Revaluation of Investments	69,660.38
0.00	Capital Grant Received	174,652.00
<u>-9,519.81</u>	Amended Surplus (Deficit) for year	<u>342,090.41</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:		
332,062.50	Heritable Property		391,943.50
345,337.92	Investments		414,998.30
	Current Assets:		
129,952.16	Advance to Loans Fund	328,471.77	
4,405.84	Sundry Debtors	3,663.26	
	Less Current Liabilities:		
-14,772.00	Creditors	0.00	
119,586.00	Net Current Assets		332,135.03
<u>796,986.42</u>	Net Assets		<u>1,139,076.83</u>
	Financed By:-		
-464,923.92	Useable Reserves		-637,981.69
0.00	Unapplied Capital Grant		-109,151.64
-332,062.50	Unusable Reserves		-391,943.50
<u>-796,986.42</u>			<u>-1,139,076.83</u>

West Common Good

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

SP Powersystems	111
Allotments Townhill	2
James Robertson	700
City Chambers	44,130
Ground Pilmuir Street	4,500
Museum Friary	10,000
Music Institute, Dunfermline	1,600
Public Park, Dunfermline	200
St Stephens Hall	350

Town House, Inverkeithing	580
Senior Citizens	200
Carnegie Hall	10
Recreation Ground Townhill	90
Former Corn Exchange, 4 Hope Street (Lime Studio)	15,000
James Adam	500
Inverkeithing community	150
	78,123

2. Analysis of Property Costs:

Corporate Building Repairs	2,190
Service Requested Building Repairs	0
Electricity	3,024
Carbon	0
Non Domestic Rates	4,508
Water Services	448
Premises Insurance	2,617
Other Property costs	0
Property Related Recharges	0
Property Service Fees-Client Generated	650
	13,437

3. Analysis of Donations:

Projects previously approved not actioned.(Accrual reversal)

Carnegie Dunfermline Trust	3,450
2nd Fife Scouts	3,003
Abbeyview indoor bowling replacement flooring	5,000
Garage Site Abbot Place , Inverkeithing	7,950
Abbeyview Bowling Club	5,000
Dunfermline Tennis & Briidge Club	9,999
83rd Fife (Cairneyhill) Scout Group	1,000
Culross Development Trust	309
Crossford KGV Park MUGA - CREATE	100
	35,811

4. Depreciation:

E00351B Town House, 6-8 Townhall Street	2,359
E01882B Community Hall; Corn Exchange	2,778
Lynn Burn Corridor	482
	5,619

Notes to Balance Sheet to 31st March 2021

5. Analysis of Heritable Property:

Community Hall;Corn Exchange Inverkeithing	133,333
Town House, 6-8 Townhall St, Inverkeithing	169,795
Farmland;Lilliehill Farmland-12.09Ha Townhill	37,000
Farmland;Lilliehill Farmland-12.42Ha Townhill	33,000
Lynburn Corridor	18,808
Culross War Memorial	1
Abbot Place Car Park, Inverkeithing	1
Inverkeithing Harbour	1
Queen St Community Orchard, Inverkeithing	1
Abbot Place Garden, Inverkeithing	1
Cul De Sac, Kinell Rd., Inverkeithing	1
Amenity Land, Killebone Road, Townhill	1
	391,943

6. Analysis of Investments:

Hendersons	414,998
	414,998

7. Analysis of Debtors:

Hendersons Quarter 4 Interest	3,663
	3,663

Other Notes to 31st March 2021

11.00

181	Wellwood Community Council	5,616
438	Culross Pier Restoration	1,372
537	Dunfermline Regeneration Trust Viability	1,637
538	Dunfermline Spouter Gateway Project	5,500
W002	Creative Learning for all	270
W009	Carnegie dunfermline trust	3,295
W013	Heart of Dunfermline Feasability study	5,000
W015	Lynburn Community Garden	962
		<u>23,652</u>

SRN	Site Name	Address	Town/City	C G Extent	Comments
160	Dunfermline Carnegie Library & Galleries	Abbot Street	Dunfermline	Approx. 25% of land only	
193	St Margarets Cave Centre	Chalmers Street	Dunfermline	Whole asset	
512	Baldridgeburn Community Centre	Baldridge Burn	Dunfermline	Whole asset	
526	Dell Farquharson Centre	7 Nethertown Broad Street	Dunfermline	Whole asset	
538	Carnegie Hall	East Port	Dunfermline	Whole asset	
543	Dunfermline Music Institute	East Port	Dunfermline	Part of asset	
636	Carnegie Leisure Centre	46 Pilmuir Street	Dunfermline	Whole asset	
637	Bruce Street Sports Hall	37 Bruce Street	Dunfermline	Whole asset	
799	Dunfermline Public Park	West Drive / Park Place	Dunfermline	Whole asset	
5055	Glenbridge Car Park	Chalmers Street	Dunfermline	1/4 of asset	
5871	West Drive Car Park	West Drive	Dunfermline	Whole asset	
6176	City Chambers	Kirkgate	Dunfermline	Whole asset	
6182	St Margaret`s House	9 St Margaret Street	Dunfermline	Whole asset	
100033	West End Park	Pittencrieff Street	Dunfermline	Whole asset	
100884	Lyne Burn Corridor	Blacklaw Road	Dunfermline	Part of asset	
100984	Amenity Ground	Kingseat Road	Dunfermline	Whole asset	
100985	Rumblingwell Recreation Ground	West Baldridge Road	Dunfermline	Whole asset	
100986	Scobie Recreation Ground	Scobie Place	Dunfermline	Whole asset	
100987	Whirlbut Allotments	Whirlbut Street	Dunfermline	Whole asset	
100988	Whirlbut Park	Whirlbut Street	Dunfermline	Whole asset	
100989	Garden	St Margarets Street	Dunfermline	Whole asset	
101026	Memorial Gardens	Monastery Street	Dunfermline	Whole asset	
101050	Amenity Land	Park Avenue	Dunfermline	Whole asset	
101069	Amenity Ground	Monastery Street / St Catherines Wynd	Dunfermline	Whole asset	
101088	Amenity Land	West Drive	Dunfermline	Whole asset	

5th October, 2021

Agenda Item No. 5

Settlement Trust - Annual Update on Expenditure and Funds Held – 2020/21

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: All

Purpose

This report is to give elected members a position on the expenditure relating to the Settlement Trusts in their area. The report also provides a Fife wide statement of funds held in both capital and revenue accounts as at April 2021.

Recommendation(s)

Members are asked to -

- Note the expenditure statement for the financial year 2020/21 found in Appendix 1.
- Note the funds available at the year-end relating to amounts held as interest, in Revenue accounts and as Capital.
- Note and comment on the detail of the projects supported by the disbursement of these funds found in section 2.0.
- Note the acceptable uses for this funding in Appendix 2 of this report.

Resource Implications

Members will note the disbursement from the Settlement Trust funds, in this area amounted to a total of £1488.00. Members will find details of the beneficiaries of this funding in section 2.0 of this report.

Legal & Risk Implications

This report raises no legal or risk implications. It would however be useful to advise that recent Audit Scotland overview of the levels of Settlement Trust dispersals within Fife, have revealed concerns that we are still showing a relatively low level of take-up from both groups and individuals in terms of applications. Community Managers have agreed to ensure that a more pro-active approach will be taken to promote the opportunity for these funds to be used locally.

Impact Assessment

An Equality Impact Assessment (EqIA) is not required, as the report does not propose a change or revision to existing policies and practices. An EqIA was submitted for the original proposal to change the process of disbursement for Settlement Trusts, and

there were no negative impacts noted. This document is on file and available to members on request.

Consultation

There was no specific consultation process aligned to this report. Access to the grant application form is available on Fife Direct and is open to all who feel their request would meet the criteria. The link to the grants page is noted below, while the relevant tab to use via this link is entitled '**Fife Grants**'.

<http://www.fifedirect.org.uk/topics/index.cfm?fuseaction=subject.display&subjectid=31C9D369-AEBB-46ED-BABE-5AE516541980&themeid=2B892409-722D-4F61-B1CC-7DE81CC06A90>

Local areas will ensure that the availability of these funds is advertised as widely as possible with local groups and service providers. It should be noted that some of the trusts noted in this report do not produce significant levels of income, accordingly their practical use is somewhat limited. However, where they can be used in conjunction with local community planning budget, or as a stand-alone payment to an individual in need, they will be.

1.0 Background and Context

- 1.1 During 2016 all Area Committees were presented with an update report in terms of the first year of operation of the Settlement Trusts, this covered the period after the Trusts were reorganised and devolved to the seven areas for administration.
- 1.2 Members were informed that there would be advantages to Fife Council through the reorganisation of the 183 individual trusts administered by the authority, into 30 distinct Settlement Trusts. It was highlighted that the reduction to 30 Settlement Trusts would significantly reduce the reporting requirements to the Office of the Scottish Charity Regulator (OSCR), as the body that oversees the dispersal of charitable funds.
- 1.3 The reorganisation into Settlement Trusts has had the effect of releasing funds for charitable purposes, which would otherwise potentially be unused. The acceptable uses for Settlement Trusts are attached to this report as Appendix 2 and are those utilised by OSCR to clarify the legal definition for charitable activities.

2.0 Projects Supported in 2020/21

- 2.1 The CPR Group is a not-for-profit Community Interest Company based in Scotland that are committed to reducing the number of fatalities in babies and young children caused by choking and a cardiac event. They launched a nationwide initiative starting in Scotland in the Highlands that will protect thousands of young lives for years to come. In partnership with the Northwest Ambulance and St John Ambulance they created the "Little Lifesaver" packs. They are a first aid information pack that contain a variety of learning tools for parents. The packs give parents the opportunity to save their child and other adults in a choking or cardiac emergency. Their aim is to give these packs to every parent when their child starts reception/year 1 at primary school on an annual basis for at least the next three years.

3.0 Conclusions

- 3.1 By devolving, the administration of the Settlement Trust funds to the areas we have freed up a resource that can be used alongside other area held funding for the direct benefit of local people.
- 3.2 The introduction of Settlement Trusts administered locally has benefitted the current area approaches in relation to mitigating the negative impacts of Welfare Reform, and the on-going work around poverty and equality issues.

Background Papers

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

- PFAM Reports March 2010/March 2012
- Audit Services Management Letter 251 – Issued, 5th December 2011
- Settlement Trust Application Form (Individuals)
- Settlement Trust Application Form (Groups)

Appendices

- Appendix 1 – Financial Statement – Settlement Trusts – 2020/21
- Appendix 2 – Acceptable Uses

Report Contact

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2020/21 Finalised Expenditure figures for Settlement Trusts

	Income & Expenditure Statement										
	Expenditure			Income			(Surplus)/ Deficit				
	Grants	Other Expenditure	Total Expenditure	Interest on			Income Less Expenditure	Investments	Debtors	Advances to Loans	
Revenue Balances				Investment Interest	Total Income	Fund					
A75000-DUNFERMLINE	1,488	0	1,488	(27)	(1,364)	(1,391)	97	39,631	350	48,159	88,140
A75001-BALLINGRY	0	0	0	(3)	(196)	(199)	(199)	5,684	50	5,672	11,405
A75002-LOCHGELLY	0	0	0	(6)	(305)	(311)	(311)	8,851	78	11,693	20,622
A75004-LESLIE	0	0	0	(0)	(66)	(66)	(66)	1,906	17	487	2,410
A75005-AUCHTERTOOL	0	0	0	(0)	(33)	(34)	(34)	968	9	893	1,870
A75006-BURNTISLAND	0	49	49	(10)	(181)	(191)	(142)	5,254	46	18,856	24,156
A75007-KINGHORN	600	0	600	(9)	(481)	(489)	111	13,964	123	15,093	29,181
A75008-KIRKCALDY	2,589	0	2,589	(53)	(3,825)	(3,878)	(1,289)	111,144	981	102,009	214,135
A75009-BUCKHAVEN AND METHIL	0	0	0	(4)	(19)	(23)	(23)	561	5	328	893
A75010-KENNOWAY	0	0	0	(0)	(19)	(20)	(20)	562	5	704	1,271
A75011-LEVEN	0	0	0	(3)	(174)	(177)	(177)	5,056	45	5,741	10,842
A75012-ANSTRUTHER & CELLARDYKE	5,957	0	5,957	(33)	(4,475)	(4,509)	1,448	130,028	1,148	64,404	195,580
A75013-AUCHTERMUCHTY	0	0	0	(6)	(232)	(238)	(238)	6,748	60	6,634	13,441
A75014-COLLESSIE	0	0	0	(1)	(41)	(42)	(42)	1,195	11	1,361	2,566
A75015-CRAIL	1,250	0	1,250	(28)	(1,842)	(1,871)	(621)	53,530	473	51,493	105,495
A75016-CUPAR	1,829	76	1,905	(15)	(1,389)	(1,404)	501	40,361	356	26,740	67,457
A75017-ELIE	0	0	0	(5)	(278)	(283)	(283)	8,082	71	8,654	16,807
A75018-FALKLAND	0	0	0	(1)	(61)	(62)	(62)	1,786	16	1,531	3,333
A75019-FREUCHIE AND AREA	114	0	114	(2)	(95)	(98)	16	2,771	24	4,288	7,083
A75020-KILCONQUHAR	167	0	167	(2)	(119)	(121)	46	3,454	30	3,096	6,580
A75021-KINGSKETTLE	43	0	43	(1)	(38)	(38)	5	1,096	10	1,150	2,256
A75022-LADYBANK	178	0	178	(2)	(166)	(169)	9	4,832	43	4,315	9,190
A75023-NEWBURGH	2,160	0	2,160	(14)	(1,967)	(1,982)	178	57,160	505	26,688	84,353
A75024-PITTENWEEM	0	0	0	(6)	(337)	(344)	(344)	9,798	86	11,883	21,768
A75025-ST ANDREWS	2,539	0	2,539	(46)	(2,571)	(2,617)	(78)	107,437	659	26,375	134,472
A75026-ST MONANS	1,219	0	1,219	(13)	(1,082)	(1,095)	124	31,439	278	23,077	54,794
A75027-TAYPORT	259	0	259	(4)	(169)	(173)	86	4,897	43	7,608	12,549
A75029-CULROSS	2,994	0	2,994	(2)	(125)	(127)	2,867	3,630	32	761	4,423
A75030-KINCARDINE	0	0	0	(8)	(546)	(554)	(554)	15,860	140	14,610	30,610
A75031-LIMEKILNS	200	0	200	1	(145)	(144)	56	4,221	37	717	4,975
Settlement Trusts Total	23,586	125	23,711	(304)	(22,343)	(22,647)	1,064	681,904	5,730	495,023	1,182,657

These are the charitable purposes recognised in section 7(2) of the Charities and Trustee Investment (Scotland) Act 2005.

- a) The prevention or relief of poverty.
- b) The advancement of education.
- c) The advancement of religion.
- d) The advancement of health.
- e) The saving of lives.
- f) The advancement of citizenship or community development (including rural or urban regeneration).
- g) The advancement of the arts, heritage, culture or science.
- h) The advancement of public participation in sport.
- i) The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.
- j) The advancement of human rights, conflict resolution or reconciliation.
- k) The promotion of religious or racial harmony.
- l) The promotion of equality and diversity.
- m) The advancement of environmental protection or improvement.
- n) The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.
- o) The advancement of animal welfare.
- p) Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

5th October, 2021

Agenda Item No. 9

PROPERTY TRANSACTIONS

Report by: Ken Gourlay, Head of Assets, Transportation and Environment

Wards Affected: 2, 3 and 4

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Leases to the Council – New Leases

2.1.1 Basement Floor, 29b Canmore Street, Dunfermline

Term:	5 years from 1 September 2021
Rent:	£10,750 p.a.
Landlord:	City Hotels (Dunfermline) Ltd

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

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City of Dunfermline Area Committee of 30 November 2021			
Title	Service(s)	Contact(s)	Comments
Primary School Attainment Update - Dunfermline Area		Gordon Wardrope	
Suicide Prevention Strategy/Death By Despair Update		Andrew Gallacher	
Criminal Justice Community Payback Annual Performance Report		Stuart MacArthur	
Dunfermline Town Centre Update		Andrew Gallacher	
Local Area Capital Budget Update		Andrew Gallacher	update report to include list of projects for approval.

Unallocated			
Title	Service(s)	Contact(s)	Comments
Fife Sports and Leisure Trust Annual Report		Ed Watson	
Carnegie Leisure Centre Remedial Works Update	Assets, Transportation and Environment	Raymond Johnston	
Impact of Motion to Committee to reduce all single carriage roads in Dunfermline to 30mph		Phil Clarke	Follow up report from 9th January meeting as requested by committee.
Children's Services Report for Fife: City of Dunfermline Area		Lynne Garvey-NHS	
Fife Cultural Trust - Annual Report		Heather Stuart	
Pupil Equity Fund Annual Report		Sarah Else	
Early Learning and Childcare Annual Update		Jacqueline Price	
Food Waste Bags Review - Update		Simon Jeynes	
Presentation - Dunfermline Advice Hub/Conduit		Gillian Taylor	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Neighbourhood Plans		Shirley Melville, Gillian Taylor	
CCTV Update		Andrew Gallacher	