

## 2021 ACS 78

### THE FIFE COUNCIL - ASSETS AND CORPORATE SERVICES SUB-COMMITTEE – REMOTE MEETING

4<sup>th</sup> November, 2021

2.00 p.m. – 3.25 p.m.

**PRESENT:** Councillors David Barratt (Convener), David Alexander, Mick Green, Alex Campbell, Gary Guichan, Jean Hall-Muir, Kathleen Leslie, David MacDiarmid, John O'Brien, Ross Paterson, Bill Porteous and Andrew Verrecchia.

**ATTENDING:** Keith Winter, Executive Director, Enterprise and Environment, Ken Gourlay, Head of Assets, Transportation and Environment, Yvonne Gillespie, Service Manager (Building Management), Michael O'Gorman, Service Manager (Estates), Alan Paul, Senior Manager (Property Services), Louise Playford, Service Manager (School Estate), David Weir, Service Manager (Professional Services), Assets Transportation and Environment; Sharon McKenzie, Head of Human Resources, Susan Harris, Health and Safety Lead Officer, Human Resources; Lindsay Thomson, Head of Legal and Democratic Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Garry Haldane.

#### 198. DECLARATIONS OF INTEREST

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

#### 199. MINUTE

The Committee considered the minute of the meeting of the Assets and Corporate Services Sub-Committee of 19th August, 2021.

##### Decision

The Committee agreed to approve the minute.

#### 200. PROPERTY ASSET STRATEGY

The Committee considered a report by the Head of Assets, Transportation and Environment providing a progress update against the Council's Property Asset Strategy, Building Success for the year to 31st March, 2021. The report also outlined work during the year under review, key challenges and opportunities and future work plans.

**Decision./**

**Decision**

The Committee: -

- (1) noted the contents of the report; and
- (2) endorsed the progress made for 2020/21 against the agreed Property Asset Strategy, and against the unprecedented backdrop of Covid-19 during which various activities had now taken place.

**201. FUTURE PROVISION OF CEMETERIES IN FIFE**

The Committee considered a report by the Senior Manager, Property Services updating members on the growing capacity pressures on cemeteries in Fife. The report also proposed that a consultation be undertaken to help inform a future cemetery strategy.

**Decision**

The Committee: -

- (1) endorsed the proposed engagement arrangements in developing a future cemetery strategy; and
- (2) agreed that a future report be brought back to committee outlining the outcome of the consultation process and in line with the key indicators identified in section 2 of the report.

**202. ANNUAL HEALTH AND SAFETY REPORT 2020/21**

The Committee considered a report by the Head of Human Resources advising members of the ongoing scrutiny of Health and Safety activity. The report provided an update on the activity since the last update provided on 29th October, 2020.

**Decision**

The Committee: -

- (1) reviewed the current performance and activity;
- (2) noted the current progress made to date in regard to improving workforce practices and performance in the organisation; and
- (3) advised on further activity.

**203./**

**203. ASSETS AND CORPORATE SERVICES SUB-COMMITTEE FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the content of the Assets and Corporate Services Sub-Committee forward work programme.