

FIFE COUNCIL OF 11TH MAY, 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

INDEX FOR MINUTE VOLUME

	<u>Page Nos.</u>
1. West & Central Planning Committee	
West & Central Planning Committee of 15 th March and 12 th April, 2023	1 - 8
2. North East Planning Committee	
North East Planning Committee of 8 th March and 5 th April, 2023	9 - 13
3. Fife Planning Review Body	
Fife Planning Review Body of 24 th April, 2023	14 - 15
4. Regulation and Licensing Committee	
Regulation and Licensing Committee of 14 th February and 14 th March, 2023	16 - 31
5. Cabinet Committee	
Cabinet Committee of 9 th March and 6 th April, 2023	32 - 43
6. Standards, Audit & Risk Committee	
Standards, Audit & Risk Committee of 2 nd March, 2023	44 - 46
7. Pensions Committee	
Pensions Committee of 28 th March, 2023	47 - 52

8.	Glenrothes Area Committee	53 - 57
	Glenrothes Area Committee of 22 nd March, 2023	
9.	Levenmouth Area Committee	58 - 62
	Levenmouth Area Committee of 5 th April, 2023	
10.	South & West Fife Area Committee	63 - 67
	South & West Fife Area Committee of 1 st March and 26 th April, 2023	
11.	Cowdenbeath Area Committee	68 - 73
	Cowdenbeath Area Committee of 29 th March, 2023	
12.	City of Dunfermline Area Committee	74 - 81
	City of Dunfermline Area Committee of 25 th April, 2023	
13.	Kirkcaldy Area Committee	
	Kirkcaldy Area Committee of 25 th April, 2023	82 - 85
14.	Environment, Transportation & Climate Change Scrutiny Committee	
	Environment, Transportation & Climate Change Scrutiny Committee of 18 th April, 2023	86 - 88
15.	Education Scrutiny Committee	
	Education Scrutiny Committee of 21 st March, 2023	89 - 92

16. **Finance, Economy & Corporate Services Scrutiny Committee**
- Finance, Economy & Corporate Services Scrutiny Committee
of 30th March, 2023 93 - 95
17. **People & Communities Scrutiny Committee**
- People & Communities Scrutiny Committee
of 23rd March, 2023 96 - 100
18. **Fife Health & Social Care Integration Joint Board**
- Fife Health & Social Care Integration Joint Board
of 27th January, 2023 101 - 107

2023 WCPC 26

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

15th March, 2023

2.00 p.m. – 3.50 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, Lea McLelland, Derek Noble, Gordon Pryde and Andrew Verrecchia.

ATTENDING: Alastair Hamilton, Service Manager, Katherine Pollock, Lead Professional and Bryan Reid, Lead Professional, Planning Services; Mary McLean, Legal Services Manager and Emma Whyte, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Sam Steele.

70. DECLARATIONS OF INTEREST

Councillor Noble declared an interest in Para. 73 - 22/00376/FULL 1 Burnbank Stables, East End Main Street, Star of Markinch - as he was known to one of the objectors.

Councillor Barratt declared an interest in Para. 74 - 22/01021/FULL Land to South of Hill View, Kinglassie - as he had written the flood risk report for the proposed development.

71. MINUTE

The Committee considered the minute of the West and Central Planning Committee of 18th January, 2023.

Decision

The Committee agreed to approve the minute.

72. 21/02406/FULL - THE WINDSOR HOTEL, 38 - 40 VICTORIA ROAD, KIRKCALDY

The Committee considered a report by the Head of Planning Services relating to an application for change of use from open space to form beer garden including formation of canopy and erection of fence (retrospective).

Decision

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

73./

Councillor Noble left the meeting prior to consideration of the following item, having earlier declared an interest.

73. 22/00376/FULL - 1 BURNBANK STABLES, EAST END MAIN STREET, STAR OF MARKINCH

The Committee considered a report by the Head of Planning Services relating to an application for erection of a workshop.

Decision

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

Councillor Noble rejoined the meeting following consideration of the above item.

Councillor Barratt left the meeting prior to consideration of the following item, having earlier declared an interest and Councillor Glen as Vice-Convener took the chair.

74. 22/01021/FULL - LAND TO SOUTH OF HILL VIEW KINGLASSIE

The Committee considered a report by the Head of Planning Services relating to an application for a residential development of 211 units, including 45 affordable units, with associated infrastructure including two vehicular access points, roads, landscaping, playpark and SUDS.

Decision

The Committee agreed:-

- (1) to approve the application subject to the thirty-three conditions and for the reasons detailed in the report; and
- (2) the conclusion of a legal agreement to secure the necessary planning obligations, namely:-
 - (a) a contribution towards Strategic Transport Interventions Measures in line with the Adopted FIFEplan (2017) and Planning Obligations Framework Guidance (2017); and
 - (b) a contribution towards open space and play infrastructure in Kinglassie in line with the Adopted FIFEplan (2017), Making Fife's Places Supplementary Guidance (2018) and Planning Obligations Framework Guidance.

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

Councillor Barratt rejoined the meeting following consideration of the above item.

75. 22/02635/FULL - LAND TO NORTH OF KENT STREET, DUNFERMLINE

The/

2023 WCPC 28

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 59 houses, formation of new access, provision of open space, related infrastructure including SUDs basin, with related works.

Decision

The Committee agreed:-

- (1) to approve the application subject to the twenty-nine conditions and for the reasons detailed in the report;
- (2) to include a condition relating to the use of CCTV to assess the condition of the culvert;
- (3) the conclusion of a legal agreement to secure the necessary planning obligations, namely:-
 - (a) £10,300 towards St Margaret's Roman Catholic Primary School;
 - (b) £286,671 towards the Dunfermline Secondary School solution;
 - (c) £229,276 towards the Strategic Transport Interventions;
 - (d) £65,854 towards Primary School solution at Townhill PS;
 - (e) 25% affordable housing; and
- (f) Contribution towards the upgrade of Whitefield Road/ Halbeath Road/ Linburn Road junction and Halbeath Road improvements.
- (4) that authority is delegated 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; and
- (5) That should no agreement be reached in relation to the planning obligations within 6 months of the Committee's decision, authority is delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services to refuse the application.

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

76. 22/02717/FULL - LAND ADJACENT TO MAIN STREET CAR PARK AND SOUTH OF WEST ROAD, SALINE

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 39 affordable housing units (15 family homes and 24 assisted living), one community hub with associated parking and infrastructure works.

Decision

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

77./

77. 22/04288/PPP - CROMBIE POINT, FIFE

The Committee considered a report by the Head of Planning Services relating to an application for planning permission in principle for erection of 2 dwellinghouses with associated garages and access.

Decision

The Committee agreed to continue consideration of the application to a future meeting to allow Officers time to liaise with the applicant to address flood risk mitigation measures.

78. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

Decision

The Committee noted the list of applications dealt with under delegated powers for the periods 26th December, 2022 to 22nd January, 2023 and 23rd January to 19th February, 2023.

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

12th April, 2023

2.00 p.m. – 3.10 p.m.

PRESENT: Councillors David Barratt (Convener), David Alexander, Alistair Bain, John Beare, Dave Dempsey, Derek Glen, James Leslie, Lea Mclelland, Derek Noble, Gordon Pryde, Sam Steele and Andrew Verrecchia.

ATTENDING: Mary J Stewart, Service Manager - Major Business & Customer Service, Jamie Penman, Planner, Jack Wilson, Planner, Development Management; Mary McLean, Legal Services Manager and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Lesley Backhouse and James Calder.

79. DECLARATIONS OF INTEREST

Councillor Derek Noble gave a transparency statement relating to Para. No. 82. - 22/04156/FULL - Land to the North of 27 Queens Meadow, Coaltown of Balgonie, advising that he had a connection which related to a recent post on the Facebook page of the Milton and Coaltown of Balgonie Community Council, suggesting he had engaged with the developer about the application. This statement was false and was subsequently removed. Councillor Noble confirmed that he had not acted inappropriately in relation to this application and he had not had any direct or indirect engagement with the developer during the planning application. Councillor Noble advised, therefore, that he did not require to declare an interest and would remain and participate in the decision-making process.

80. MINUTE

The Committee considered the minute of the West and Central Planning Committee of 15th March, 2023.

Decision

The Committee agreed to approve the minute.

81. 23/00067/FULL - CLUNY BOND, CLUNY, KIRKCALDY

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 3 no. maturation warehouses for storage of scotch whisky within existing maturation site and associated works.

Decision/

Decision

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

**82. 22/04156/FULL - LAND TO THE NORTH OF 27 QUEENS MEADOW,
COALTOWN OF BALGONIE**

Prior to consideration of the following application, the Case Officer advised of a correction relating to the number of house types detailed at Paragraphs 1.1.2 and 2.3.5 of the report - being 54 no. bungalows and 26 no. two-storey homes.

The Committee considered a report by the Head of Planning Services relating to an application for the erection of 80 dwellinghouses with associated vehicular access, roads, SUDS basin, open space, landscaping and associated supporting infrastructure.

Decision

The Committee agreed:-

- (1) to approve the application subject to:
 - (a) an additional condition relating to construction times;
 - (b) an amendment to Condition 7 to include in the Construction and Environmental Management Plan measures to mitigate any impact on the nearby primary school during construction;
 - (c) an amendment to Condition 24 to include Electric Vehicle Charging points for off-street parking spaces;
 - (d) the twenty-six conditions and for the reasons otherwise detailed in the report; and
 - (e) the conclusion of a legal agreement to secure:-
 - the provision of 8 affordable housing units on the site;
 - education contributions (£136,404 for Auchmuty High School and £347,698 for Coaltown of Balgonie Primary School) (subject to open book tendering process);
 - Strategic Transport Interventions (£124,488); and
 - open space (£14,400);
- (2) to delegate to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to draft and formulate appropriately worded planning conditions to properly reflect the requested amendments outlined at paragraph (1) (a), (b) and (c) above;
- (3) 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; and
- (4)/

2023 WCPC 32

- (4) that should no agreement be reached in relation to the planning obligations within 6 months of the Committee's decision, authority is delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services to refuse the application.

83. **22/00076/FULL - VICTORIA WORKS, 147 - 151 ST CLAIR STREET, KIRKCALDY**

The Committee considered a report by the Head of Planning Services relating to an application for the erection of a supermarket (Class 1) and associated works (demolition of existing building).

Decision

The Committee agreed:-

- (1) to approve the application subject to:
 - (a) the 18 conditions and for the reasons detailed in the report;
 - (b) an additional condition relating to the storage and management of waste on site; and
 - (c) the conclusion of a legal agreement to secure a contribution of £7,500 towards the Mackenzie Street/St Clair Street junction signalisation scheme;
- (2) to delegate to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to draft and formulate an appropriately worded planning condition to properly reflect the issue outlined and referred to at (1) (b) above.
- (3) 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 obligation; and
- (4) that should no agreement be reached in relation to the planning obligation within 6 months of the Committee's decision, authority is delegated to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to refuse the application.

84. **22/01113/FULL - LESLIE HOUSE, GLENROTHES**

Prior to consideration of the following application, the Case Officer advised of a correction to the planning reference detailed at paragraph 1.2 of the report - which should read '18/02425/FULL'.

The Committee considered a report by the Head of Planning relating to a Section 42 application to amend Condition 1 of planning permission 18/02425/FULL.

Decision/

Decision

The Committee agreed to approve the Section 42 application to amend Condition 1 of planning permission 18/02425/FULL as detailed in the report.

85. 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 20th February to 19th March, 2023.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

JP Court Room (CCB01.001), County Buildings, Cupar

8th March, 2023

1.00 p.m. – 2.30 p.m.

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

ATTENDING: Mary J Stewart, Service Manager - Major Business & Customer Service, Development Management; Steven Paterson, Solicitor, Planning & Environment; and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Al Clark, Margaret Kennedy, Louise Kennedy-Dalby and Allan Knox.

67. DECLARATIONS OF INTEREST

Councillor Verner declared an interest in Para. 72. - 22/03281/FULL - 150 North Street, St. Andrews - as she had a non-financial family connection with the applicant.

68. MINUTE

The Committee considered the minute of the North East Planning Committee of 8th February, 2023.

Decision

The Committee agreed to approve the minute.

69. 22/00145/FULL - 5 ALEXANDRA PLACE, MARKET STREET, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for external works, including installation of a new door and retaining wall.

Motion

Councillor Lawson, seconded by Councillor Holt, moved to continue consideration of the application to a future meeting - to allow Officers to present further information on any potential detrimental impact on pedestrian and road safety arising from the proposed relocation of the barrel chute.

Amendment

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

Roll/

Roll Call Vote

For the Motion - 8 votes

Councillors Corps, Dillon, Hayes, Hoggan-Radu, Holt, Lawson, MacDiarmid and Verner.

For the Amendment - 3 votes

Councillors Liston, Lothian and Tepp.

Having received a majority of votes, the motion to continue consideration of the application to a future meeting, was carried.

Decision

The Committee agreed to continue consideration of the application to a future meeting - to allow Officers to present further information on any potential detrimental impact on pedestrian and road safety arising from the proposed relocation of the barrel chute.

70. 22/00144/LBC - 5 ALEXANDRA PLACE, MARKET STREET, ST. ANDREWS

Decision

As the Committee had agreed to continue the associated application - 22/00145/FULL - pending further information, the Committee agreed to also continue this application so that they might be considered together at a future meeting.

71. 22/02806/FULL - 23 MELBOURNE PLACE, BRIDGE STREET, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for the sub-division of a flatted dwellinghouse (sui generis) to form two flatted dwellinghouses (sui generis).

Decision

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

Prior to consideration of the following item, Councillor Verner, having declared an interest, left the meeting at this point.

72. 22/03281/FULL - 150 NORTH STREET, ST. ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for change of use from private garden to outdoor seating area, including siting of a coffee kiosk and installation of a replacement gate.

Decision/

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; Historic Environment Scotland's Historic Environment Policy for Scotland (2019); Policies 7 and 14 of the National Planning Framework 4 (2023) (NPF 4); Policies 1, 10 and 14 of the Adopted FIFEplan (2017); Making Fife's Places Supplementary Guidance (2018); St. Andrews Conservation Area Appraisal and Management Plan (2010); and St. Andrews Design Guidelines (2011) - on the basis that the proposed development, due to its design, would have a detrimental visual impact on the character and appearance of the conservation area and surrounding historic environment;
 - (b) Policy 14 of NPF 4; Policies 1, 10 and 14 of the Adopted FIFEplan (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 surrounding area; and
- (2) to delegate to the Head of Planning Services, 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.

73. 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 30th January to 26th February, 2023.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

5th April, 2023

1.00 p.m. – 2.00 p.m.

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

ATTENDING: Alastair Hamilton, Service Manager, Development Management; Steven Paterson, Solicitor, Planning & Environment and Diane Barnett, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Stefan Hoggan-Radu and Margaret Kennedy.

74. DECLARATIONS OF INTEREST

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

75. MINUTE

The Committee considered the minute of the North East Planning Committee of 8th March, 2023.

Decision

The Committee approved the minute.

76. 22/00145/FULL - 5 ALEXANDRA PLACE, MARKET STREET, ST ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for external works, including installation of new door and retaining wall.

Motion

Councillor Lawson, seconded by Councillor Clark, moved to refuse the application on the grounds that the proposed relocation of the existing barrel chute did not comply with Policies 1 and 3 of the Adopted FIFEplan (2017) and Making Fife's Places Supplementary Guidance (2018) - as it was considered this was likely to have a detrimental impact on road and pedestrian safety during deliveries.

Amendment

Councillor Lothian, seconded by Councillor Holt, moved to approve the application subject to the one condition and for the reason detailed in the report.

Roll Call Vote

For the Motion - 8 votes

Councillors/

2023 NEPC 39

Councillors Clark, Corps, Hayes, Lawson, 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 to:-

- (1) refuse the application on the grounds that the proposed relocation of the existing barrel chute did not comply with Policies 1 and 3 of the Adopted FIFEplan (2017) and Making Fife's Places Supplementary Guidance (2018) - as it was considered this was likely to have a detrimental impact on road and pedestrian safety during deliveries; and
- (2) agreed to delegate to the Head of Planning Services, 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.

77. 22/00144/LBC - 5 ALEXANDRA PLACE, MARKET STREET, ST ANDREWS

The Committee considered a report by the Head of Planning Services relating to an application for Listed Building Consent for external alterations, including installation of new door and retaining wall.

Decision

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

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

78. 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 20th February to 19th March, 2023.

THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY – REMOTE MEETING

24th April, 2023.

2.00 p.m. - 4.50 p.m.

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

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

Prior to the start of business, the Convener intimated the intention to vary the sequence of items from that on the agenda.

25. DECLARATIONS OF INTEREST

- Councillor Jane Ann Liston declared an interest at para. 27 - Application for Review - 41 Learmonth Place, St. Andrews (Application No. 21/02318/FULL) - as the application was within her Ward.
- Councillor David Barratt declared an interest at para. 29 - Application for Review - 14 Mortimer Court, Dalgety Bay (Application No. 21/02523/FULL) - as the application was within his Ward.

26. MINUTE

The minute of the Fife Planning Review Body of 13th February, 2023 was submitted.

Decision

The Review Body approved the minute.

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

27. APPLICATION FOR REVIEW - 41 LEARMONTH PLACE, ST. ANDREWS (APPLICATION NO. 21/02318/FULL)

The Review Body considered the Application for Review submitted by Sunshine Design and Planning, on behalf of Mrs. Maureen Penman, in respect of the decision to refuse planning permission for the installation of an air source heat pump (amendment to 19/02448/FULL) (Application No. 21/02318/FULL).

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 conditions (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.

Councillor Jane Ann Liston/

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

**28. APPLICATION FOR REVIEW - 25 ELM GROVE, DUNFERMLINE
(APPLICATION NO. 22/02622/FULL)**

The Review Body considered the Application for Review submitted by Andrew Megginson Architecture, on behalf of Ms. Julie Hickey, in respect of the non-determination of planning permission for a two storey extension to side of dwellinghouse (Application No. 22/02622/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) and that the content of the Decision Notice be delegated to the Head of Legal and Democratic Services, in consultation with the Convener.

Having declared an interest in the following item, Councillor David Barratt left the meeting at this stage. Councillor Jane Ann Liston thereafter took the chair.

**29. APPLICATION FOR REVIEW - 14 MORTIMER COURT, DALGETY BAY
(APPLICATION NO. 21/02523/FULL)**

The Review Body considered the Application for Review submitted by 1st Architects, on behalf of Mrs. Catherine Chorley, in respect of the decision to refuse planning permission for alterations to an existing rear extension including installation of a roof lantern (Application No. 21/02523/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) 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

14th February, 2023

9.30 a.m. – 1.54 p.m.

PRESENT: Councillors Tom Adams, Lynn Ballantyne-Wardlaw, Patrick Browne, 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); Billy Ferguson, Service Manager and Steven Duffy, Workshop Team Manager both Fleet Operations (for items 4 and 5 only).

APOLOGIES: Councillors Sean Dillon and Gavin Ellis.

1. **URGENT BUSINESS**

The Convener advised that in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, he had agreed that the item of business at 9 below be considered as a matter of urgency.

2. **MINUTE**

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 6th December, 2022.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

3. **APPEALS TO SHERIFF - TAXI/PRIVATE HIRE CAR DRIVERS LICENCES**
(*Previous Minute References: paras. 36(c) of 2022.R.L.31 and 32 and 16(b) of 2022.R.L.11 and 12 refer*)

Decision

The Committee, after hearing the Council's Lead Officer, Miscellaneous Licensing thereon, noted that:

(i) an Appeal had been made to the Sheriff by Sam Green, against the decision on 1st November, 2022 to refuse his application for renewal of his taxi/private hire car driver's licence; and

(ii)/

2023.R.L.2

- (ii) the Appeal lodged with the Sheriff by James Cunningham against the decision on 9 August, 2022 to refuse his application for renewal of his taxi/private hire car driver's licence had been unsuccessful, the Committee's decision upheld and the licence had been refused.

4. TAXI AND PRIVATE HIRE CAR INSPECTION TESTS - GLENROTHES ZONE

The Committee considered a report by Service Manager, Fleet Operations on annual inspection tests carried out on vehicles in the Glenrothes Zone in October, November and December, 2022.

Decision

The Committee, having heard the Service Manager, Fleet Operations on the report and, following discussion:

- (i) congratulated those operators whose vehicles passed the test first time; and
- (ii) agreed that all operators, whose vehicles failed the test, would be brought in for a meeting with the Convener and Vice-Convener regarding the maintenance of their vehicles.

5. 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 November and December, 2022.

Decision

The Committee, having heard the Service Manager, Fleet Operations on the report and, following discussion:

- (i) congratulated those operators whose vehicles passed the test first time; and
- (ii) agreed that all operators, whose vehicles failed the test, would be brought in for a meeting with the Convener and Vice-Convener regarding the maintenance of their vehicles.

6. CINEMAS ACT 1985 - VARIATION OF LICENSING CONDITIONS - THE BYRE THEATRE, ABBEY STREET, ST. ANDREWS - IN MARCH, 2023

The Committee considered a report by the Lead Officer, Miscellaneous Licensing on a request to vary licence conditions to allow the theatre to screen a non-BBFC certificated film.

Decision

The Committee agreed to grant permission to allow the non-BBFC certificated film to be shown in the Byre Theatre in March, 2023.

7. **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) or the Council's Lead Officer in Miscellaneous Licensing as well as the applicants thereon, dealt with the applications as shown:-

<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a) Mohammed Al-Shaibany	Taxi Driver (new application) 1 year

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(b) Steven Campbell	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(c) Lee Connor	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(d) Ugur Emre	Taxi Driver (new application) 3 year
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Motion

Councillor Lothian, seconded by Councillor MacDougall, moved that the licence be granted.

Amendment

Councillor Lindsay, seconded by Councillor Ballantyne-Wardlaw, moved, as an Amendment, that the licence be refused.

Vote/

2023.R.L.6

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

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(k) William Stein	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(l) William Tully	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(m) Matthew Watson	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

(n) Mark White	Taxi Driver (renewal) 3 year
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Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(o) Edwin Wright	Taxi Driver (new application) 1 year
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Decision

The Committee agreed to grant the licence.

2023.R.L.7

The applicants had been invited to attend and be represented at the meeting. Apart from the applicants at (a), (i), (j) and (n) they were all present and heard.

The warning given to the applicants at (f) and (g) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

8. 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.

9. CONSIDERATION OF POSSIBLE SUSPENSION OF TAXI DRIVER'S 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 taxi driver's 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>
Robert Parker	Taxi Driver Lic. No.: 9374/0045617 Expiry Date: 19 May 2023

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 employer, Stephen Psyl, Private Hire Operator.

10. 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)/	

2023.R.L.8

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

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(b)	Yousef Mohammad	Taxi Driver (new application) 3 year
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Decision

The Committee agreed to refuse the licence.

(c)	Jamie Stein	Taxi Driver (renewal) 1 year
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Decision

The Committee agreed to grant the licence.

(d)	Michael Taggerty	Taxi Driver (new application) 3 year
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Decision

The Committee agreed to grant the licence.

The applicants had been invited to attend and be represented at the meeting and were all present and heard apart from the applicant at (a) above. The applicant at (c) above was supported by his friend, Jessica Simford.

(Prior to consideration of the application at (c) above, Councillor Patrick declared an interest in this item, as she was known to the applicant, and left the meeting for this item only).

The reason for refusal of the application at (b) 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 he had been involved in.

10. **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) Fabio Garraffo	Street Trader selling pizzas at events in Fife (new application) 1 year

Motion

Councillor Watt, seconded by Councillor Lothian, moved that the licence be granted with a warning.

Amendment

Councillor Lindsay, seconded by Councillor McLelland, moved, as an amendment, that the licence be refused.

Vote

Amendment - 11
Motion - 2

Decision

The Committee agreed to refuse the licence.

(b) Greg Ellis	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. Both applicants were present and heard.

The reason for refusal of the above applications was that the applicants were not considered to be fit and proper persons to hold such a licence in view of the nature and extent of previous incidents they were involved in.

(Councillor MacDougall left the meeting following consideration of the item at (a) above).

THE FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

14th March, 2023

9.30 a.m. – 12.05 p.m.

PRESENT: Councillors Tom Adams, Lynn Ballantyne-Wardlaw, Patrick Browne, Gavin Ellis, Alycia Hayes, Carol Lindsay, Donald Lothian, Lea McLelland, David MacDiarmid, Julie MacDougall, John O'Brien, Nicola Patrick, Gordon Pryde and Jonny Tepp.

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 Sean Dillon and Darren Watt.

11. MINUTE

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 14th February, 2023.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

12. SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVER'S 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 above Act 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.

13./

13. **CINEMAS ACT 1985 - VARIATION OF LICENSING CONDITIONS - THE BYRE THEATRE, ABBEY STREET, ST. ANDREWS – 14TH - 16TH APRIL, 2023**

The Committee considered a report by Lead Officer, Miscellaneous Licensing on a request to vary licence conditions to allow the theatre to screen non BBFC certificated films.

Decision

The Committee agreed to grant permission to allow specific non-BBFC certificated films, from the list of titles circulated to the Committee, to be shown in the Byre Theatre, St. Andrews between 14th and 16th April, 2023.

14. **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)	Mohammed Al-Shaibany	Taxi Driver (new application) 1 year

Decision

The Committee agreed to refuse the licence.

(b)	Mohammed Ajmal	Taxi Driver (new application) 3 year
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Motion

Councillor Ballantyne-Wardlaw, seconded by Councillor Hayes, moved that the licence be granted.

Amendment

Councillor Lindsay, seconded by Councillor O'Brien, 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.

2023.R.L.12

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(c)	David Robertson	Taxi Driver (renewal) 1 year

Motion

Councillor MacDougall, seconded by Councillor Ellis, moved that the licence be granted.

Amendment

Councillor Lindsay, seconded by Councillor O'Brien, moved, as an Amendment, that the licence be granted with a warning and requested that the applicant re-attend the next taxi driver's training course in Fife House, Glenrothes.

Vote

Amendment - 8
Motion - 6

Decision

The Committee agreed to grant the licence with a warning and requested that the applicant re-attend the next available taxi driver's training course at Fife House in Glenrothes.

(d)	Grant Robertson	Taxi Driver (new application) 1 year
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Motion

Councillor Ellis, seconded by Councillor MacDougall, moved that the licence should be granted.

Amendment

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

Vote

Amendment - 6
Motion - 8

Decision

The Committee agreed to grant the licence.

2023.R.L.13

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

Motion

Councillor Patrick, seconded by Councillor Pryde, moved that the licence be granted.

Amendment

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

Vote

Amendment - 5
Motion - 9

Decision

The Committee agreed to grant the licence.

(f)	Mark White	Taxi Driver (renewal) 3 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 and with the exception of the applicants at (a) and (f) were all present and heard. The applicant at (b) above was represented by Edward Grice, National Private Hire and Taxi Association.

The warning given to the applicants at (b) and (c) above was that any future misdemeanours brought to the attention of the Committee could result in suspension of the licence.

Consideration of the applications at (a), (d) and (f) above was continued from the meeting held on 14th February, 2023.

The reason for refusal of the applications at (a) and (f) 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 a previous conviction recorded against them or because of an incident they were involved in..

15. **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.

16. **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)	Ali Ahidar	Taxi Driver (renewal) 1 year

Motion

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

Amendment

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

Vote

Amendment - 9
Motion - 4

Decision

The Committee agreed to grant the licence with a warning.

(b)	Andy Anderson	Taxi Driver (renewal) 1 year
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Motion

Councillor Lothian, seconded by Councillor MacDougall, moved that the licence be granted with a warning.

Amendment/

(Councillor O'Brien left the meeting prior to discussion of the application at (a) above and re-entered the meeting prior to the discussion of the application at (b) above).

(Councillor Ellis left the meeting during consideration of the application at (b) and re-entered the meeting during consideration of the same application but took no part in the decision).

17. **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), dealt with the applications as shown:-

<u>Applicant</u>	<u>Activity and period of licence applied for</u>
(a) Mohammed Khalid T/A My Tint Fife Ltd.	Second Hand Dealer selling used cars Monday - Saturday from 9.30 a.m. - 5.30 p.m. from premises at 22b Poplar Road, Glenrothes (new application) 3 year

Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

(b) Amanat Shah	Taxi Driver (renewal) 3 year
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Decision

The Committee agreed to continue consideration of the above application to its next meeting to afford the applicant an opportunity to appear.

The applicants and objector had been invited to attend and be represented at the meeting. Both of the above applicants were not in attendance.

THE FIFE COUNCIL - CABINET COMMITTEE – GLENROTHES – BLENDED MEETING

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

9th March, 2023.

10.00 a.m. – 12.55 p.m.

PRESENT: Councillors David Ross (Convener), David Alexander, Lynn Ballantyne-Wardlaw (substituting for Councillor Lesley Backhouse), David Barratt, John Beare, James Calder, Fiona Corps, Dave Dempsey, Linda Erskine, Derek Glen, David Graham, Judy Hamilton, Cara Hilton, Gary Holt, Rosemary Liewald, Carol Lindsay, Julie MacDougall (substituting for Councillor Altany Craik), Gordon Pryde (substituting for Councillor Cara Hilton), David Ross, Jonny Tepp, Ross Vettrains, 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; Gordon Mole, Head of Business and Employability Services and Morag Millar, Programme Manager (Strategic Growth and City Deals), Business and Employability Services; Shelagh McLean, Head of Education and Children's Services, Avril Graham, Team Manager and James Ross, Service Manager, Education and Children's Services; Paul Vaughan, Head of Communities and Neighbourhoods Service and David Paterson, Community Manager (Levenmouth), Communities and Neighbourhoods Service; John Mills, Head of Housing Services, Gavin Smith and Mhairi Mullen, Service Managers (Housing Management Executive), Housing Services; John Rodigan, Head of Environment and Building Services and Sandy Anderson, Service Manager, Environment and Building Services; Michael McArdle, Lead Professional (Estates), Property Services; Bill Lindsay, Service Manager, Planning Service; Nigel Kerr, Head of Protective Services; and Alastair Crockett, Religious Representative, Cupar Baptist Church.

APOLOGIES FOR ABSENCE: Councillors Lesley Backhouse, Altany Craik, Peter Gulline and Cara Hilton and Mr. Brian Blanchflower, Religious Representative, Church of Scotland.

80. DECLARATIONS OF INTEREST

- Councillor Judy Hamilton declared an interest at para. 87 – Support for Voluntary Organisations – being a Board member of Shopmobility.
- Councillor David Graham declared, as a matter of transparency and with reference to para. 91 – Community Investment Funding – Fife Ice Arena – that he was a Management Team Member of the Ice Hockey UK Referee Section. However, as he considered the connection under the Councillors' Code of Conduct was so insignificant and remote, he remained and participated in the meeting.

81./

81. MINUTES

(i) **Cabinet Committee of 9th February, 2023**

Decision

The Committee agreed to approve the minute.

(ii) Minute of the Education Appointment Committee of 10th February, 2023.

Decision

The minute was noted.

(iii) Minutes of the Appeals Sub-Committee of 14th December, 2022 and 20th February, 2023.

Decision

The minutes were noted.

82. 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.

Motion

Councillor David Ross, seconded by Councillor David Graham, moved that the recommendations detailed in the report be approved.

Amendment

Councillor David Alexander, seconded by Councillor John Beare, moved that the discretionary fees and charges detailed in recommendation (iv) be frozen for one year.

Roll Call Vote

For the Motion – 11 votes

Councillors James Calder, Fiona Corps, Linda Erskine, David Graham, Judy Hamilton, Gary Holt, Julie MacDougall, Gordon Pryde, David Ross, Jonny Tepp and Jan Wincott.

For the Amendment – 9 votes

Councillors David Alexander, Lynn Ballantyne-Wardlaw, David Barratt, John Beare, Derek Glen, Rosemary Liewald, Carol Lindsay, Ross Vettraino and Craig Walker.

Abstention

Councillor Dave Dempsey.

The motion was accordingly carried.

Decision/

Decision

The Committee:-

- (1) noted the ongoing financial impacts arising from recovery from the pandemic which continued to be managed using one-off additional funding and from underspends;
- (2) noted the high level financial position as detailed in the report;
- (3) noted that detailed monitoring reports would be submitted to the relevant Scrutiny Committees; and
- (4) agreed that discretionary fees and charges be capped at 5%.

83. CAPITAL INVESTMENT PLAN UPDATE - PROJECTED OUTTURN

The Committee considered a report by the Executive Director (Finance and Corporate Services) which provided 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.

84. FIFE'S UK SHARED PROSPERITY INVESTMENT PLAN

The Committee considered a report by the Executive Director (Enterprise and Environment) seeking approval for the Fife's UYK Shared Prosperity Investment Plan for 2023-25.

Decision

The Committee:-

- (1) approved Fife's UK Shared Prosperity Investment Plan and the interventions for 2023/24 and 2024/25 set out in Appendices 1 and 2 of the report;
- (2) noted that there would be an Annual Review of the UKSPF in Quarter 2 of 2024/25 and quarterly reports of progress. Also noted that the UK Government required these by the Investment Priorities, Interventions and Fife's four UK Parliamentary Constituencies; and
- (3) delegated to the Executive Directors (Finance and Corporate Services) and (Enterprise and Environment) to deliver Fife's UK Shared Prosperity Investment Plan within the operational parameters set out in the funding award.

85. ANNUAL UPLIFT IN PAYMENTS TO FOSTER CARERS FOR FINANCIAL YEAR 2023/24

The Committee considered a report by the Executive Director (Education and Children's Services) providing members with information on the proposed uplift in payments to foster carers, supported lodging carers and kinship carers (LAC Kinship).

Decision

The Committee agreed:-

- (1) to a 5% increase in the maintenance payments made for children in a foster care and supported lodging setting; and
- (2) to an uplift of 5% in the fees paid to foster carers including supported lodging carers and kinship carers.

86. STATUTORY CONSULTATION REPORTS ON THE PROPOSALS TO REZONE THE SECONDARY CATCHMENT AREAS OF BELL BAXTER HIGH SCHOOL AND MADRAS COLLEGE AND THE PROPOSAL TO REZONE THE PRIMARY CATCHMENT AREAS OF CARNEGIE PRIMARY SCHOOL AND TOUCH PRIMARY SCHOOL

The Committee considered a report by the Executive Director (Education and Children's Services) presenting, for consideration by members, the statutory Consultation Reports in terms of the Schools (Consultation) (Scotland) Act 2010 in respect of the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College from 30th June, 2023 and, in respect of the proposal to rezone the primary catchment areas of Carnegie Primary School and Touch Primary School from 30th June, 2023. The report also sought approval to proceed with the recommendations contained within the Consultation Reports appended to the report.

Decision

The Committee:-

- (1) approved the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College from 30th June, 2023; and
- (2) approved the proposal to rezone the primary catchment areas of Carnegie Primary School and Touch Primary School from 30th June, 2023.

87. SUPPORT FOR VOLUNTARY ORGANISATIONS

The Committee considered a report by the Head of Communities and Neighbourhoods Service presenting recommendations for the level of support to voluntary organisations for the period 2023-2026 within the Directorates of Communities, Education and Children's Services and Enterprise and Environment.

Decision/

Decision

The Committee:-

- (1) noted that within Appendix 2 – YMCA – Amalgamation of Accommodation Projects – the figure within column 2023/24 should be £694,524.60 and not £689,973.81 as stated; and
- (2) approved the level of funding to voluntary organisations as detailed in the Schedules attached to the report.

88. SILVERBURN PARK, FLAX MILL REGENERATION PROJECT, LEVENMOUTH

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement on the business plan approach being recommended for the Silverburn Park, Flax Mill Regeneration Project.

Decision

The Committee:-

- (1) agreed business plan Option 3 as noted in the Appendix to the report;
- (2) agreed that because of VAT partial exemption implications, that there would be a transfer of the partially completed Flax Mill property to Fife Employment Access Trust (FEAT) at the point where £3.8m (the Council's full financial contribution to the project) of refurbishment work had taken place;
- (3) noted the proposal would use an advance payments framework to facilitate the project;
- (4) noted that Cabinet Committee approval was required to change the original proposal of transfer on completion of all works, previously agreed at the Assets and Corporate Services Sub-Committee on 27th January, 2022; and
- (5) noted that FEAT, supported by Fife Historic Buildings Trust (FHBT) would lead the project.

The meeting adjourned at 11.30 a.m. and reconvened at 11.50 a.m.

89. LICENSING OF SHORT-TERM LETS - INTERIM UPDATE

The Committee considered a joint report by the Head of Housing Services, Head of Legal and Democratic Services and Head of Protective Services updating members on the decision at the Cabinet Committee on 22nd September, 2022 to provide a six month interim post implementation review on the Short-term Let Licensing Policy under The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022. The review was to allow for an earlier view on the operation of additional conditions, pending a full review at twelve months.

Decision

The Committee noted:-

- (1) the progress on the implementation of the Short-term Let Licensing Scheme from 1st October, 2022 and initial review of the "additional conditions"; and
- (2)/

- (2) the intention to review the initial implementation of the policy and operation of the scheme and report back to Cabinet by November, 2023 pending a full review after three years of operation in 2025.

90. DOMESTIC WASTE SERVICE - SINGLE SHIFT PATTERN

The Committee considered a report by the Executive Director (Enterprise and Environment) presenting the management proposal to return to a single shift pattern in the Domestic Waste Service.

Decision

The Committee approved:-

- (1) a new operating model for domestic waste collection which would see the end of the twin shift system and the introduction of a single shift pattern. The workforce would be deployed on a four day working week; and
- (2) the revised capital investment requirement of £3.12m for thirteen new refuse collection vehicles, subject to delivery of the revenue savings outlined in the 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 Part 1 of Schedule 7A of the Act whose relevant paragraph(s) are set out opposite the heading to each item.

91. COMMUNITY INVESTMENT FUNDING - FIFE ICE ARENA (PRIVATE REPORT) (Para. 6)

The Committee considered a report by the Head of Business and Employability Services advising on community investment funding for Fife Ice Arena.

Decision

The Committee agreed the recommendations contained within the report.

Councillor Rosemary Liewald left the meeting during consideration of the above item.

92. TRANSFER OF DEVELOPMENT LAND AT NORTH FOD, DUNFERMLINE (PRIVATE REPORT) (Paras. 8 and 9)

The Committee considered a joint report by the Head of Housing Services and Head of Property Service advising on a proposed transfer of land at North Fod, Dunfermline from the General Fund Account to the Housing Revenue Account to support the development of additional housing for the Affordable Housing Programme.

Decision

The Committee:-

- (1) approved the transfer of the site at North Fod, Dunfermline from the General Fund to the Housing Revenue Account as detailed in the report; and
- (2) noted that further reports on the details surrounding the development of the site would be reported in due course.

THE FIFE COUNCIL - CABINET COMMITTEE – GLENROTHES – BLENDED MEETING

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

6th April, 2023.

10.00 a.m. – 12.50 p.m.

PRESENT: Councillors David Ross (Convener), David Alexander, Lesley Backhouse, David Barratt, John Beare, James Calder, Fiona Corps, Altany Craik, Colin Davidson (substituting for Councillor Linda Erskine), Dave Dempsey, Derek Glen, David Graham, Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, Rosemary Liewald, Sam Steele (substituting for Councillor 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; Helena Couperwhite, Manager (Committee Services) and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Michael Enston, Executive Director (Communities), John Mills, Head of Housing Services, Helen Wilkie, Service Manager and Ian Dawson, Business Change Manager, Housing Services; Ken Gourlay, Executive Director (Enterprise and Environment), Gordon Mole, Head of Business and Employability Services and Michael O'Gorman, Property Services; Shelagh McLean, Head of Education and Children's Services, Angela Logue, Head of Education and Children's Services, Avril Graham, Team Manager and Sarah Else, Education Manager, Education and Children's Services; Fiona McKay, Head of Strategic Planning, Performance and Commissioning and Alan Adamson, Service Manager, Health and Social Care; and Brian Blanchflower, Religious Representative, Church of Scotland.

APOLOGIES FOR ABSENCE: Councillors Linda Erskine and Carol Lindsay and Alastair Crockett, Religious Representative, Cupar Baptist Church.

93. DECLARATIONS OF INTEREST

Councillor Ross Vettraino declared an interest at para. 103 – Turbine Ground Lease, Melville Woods, Ladybank – being Chairman of the Board of Fife Resource Solutions.

94. MINUTE

The Committee considered the minute of the Cabinet Committee meeting of 9th March, 2023.

Arising from the minute, the following points were raised:-

- para. 85 – Annual Uplift in Payments to Foster Carers for Financial Year 2023/24 – agreed that an item be placed on the Forward Work Programme for a report to be submitted in due course providing a comparable position with other local authorities in Scotland on payments and support provided to foster carers.
- para. 89/

2023 CC 50

- para. 89 – Licensing of Short-term Lets – Interim Update – provide a detailed timeline with regard to short-term let control areas, particularly within the East Neuk area, as soon as practicably available.

Decision

The Committee agreed to approve the minute.

95. COST OF LIVING - CONTINUING SUPPORT

The Committee considered a report by the Executive Director (Communities) seeking agreement for priorities and next steps for the cost-of-living support following experience of the winter programme of support 2022/23.

The Executive Director (Communities) advised members that the figure within Appendix 5 of the report on products distributed via the Big Hoose should be 29,490 and not 2,949 as stated in the report.

Decision

The Committee:-

- (1) agreed the priorities for the use of carry forward funding for 2023/24;
- (2) noted the proposals for developing support arrangements going forward; and
- (3) agreed to continue to implement a temporary Personal Vehicle Allowance payment from April 2023 to support staff with high business use of their personal vehicles.

96. PLACE BASED INVESTMENT FUNDING FROM SCOTTISH GOVERNMENT 2023/24

The Committee considered a report by the Head of Business and Employability Services seeking agreement for an approach to disbursing Fife's allocation of the Scottish Government's Placed Based Investment Programme Funding for financial year 2023/24. Details of the final award to local authorities have not been released by the Scottish Government, however, an indicative amount of £1.915m for 2023/24 was included in the notice of award of funds during 2022/23.

Decision

The Committee:-

- (1) noted the background to the fund including likely conditions and timescales involved in delivering projects;
- (2) agreed the list of projects listed in Table 1 of report as those to receive investment from the fund during the financial year 2023/24, subject to final confirmation of funding to be made available by the Scottish Government. If funding was lower than predicted, then approved projects may be rolled forward to be delivered from the 2024/25, or later, funding allocation;
- (3)/

2023 CC 51

- (3) agreed that the Executive Director (Enterprise and Environment) be granted delegated authority to disburse funds to the agreed projects; and
- (4) agreed that there was some flexibility to allow movement of funds from one project to another, as necessary, with the agreement of the Executive Director (Enterprise and Environment) for changes above £100,000 and that, below this sum, movement was at the discretion of the Head of Business and Employability Services.

97. **COMMUNITY WEALTH BUILDING - POLICY FRAMEWORK**

The Committee considered a report by the Chief Executive which reasserted the Council's position on Community Wealth Building (CWB) as the primary guiding policy framework through which the organisation would align to deliver the economic, social and environmental benefits set out in the Plan for Fife.

Decision

The Committee:-

- (1) approved the Community Wealth Building Policy Framework as set out at section 2 of the report;
- (2) remitted Heads of Service to review existing policy and practice, systems and processes against the CWB policy and to lead implementation and take any necessary action to redesign approaches;
- (3) noted progress in developing Community Wealth Building approaches in Fife and agreed that progress is reported back to Cabinet Committee every six months with the first report in October, 2023; and
- (4) noted that a Fife response to the Scottish Government's Community Wealth Building Bill consultation would be submitted in April, 2023 and reported to the Fife Partnership.

98. **PROPOSED STATUTORY CONSULTATION TO RELOCATE THE EXISTING INVERKEITHING HIGH SCHOOL, HILLEN ROAD, INVERKEITHING TO A NEW SITE AT FLEET GROUNDS, SOUTH OF THE A985 (ADMIRALTY ROAD), ROSYTH**

The Committee considered a report by the Executive Director (Education and Children's Services) presenting, for approval of its content and to proceed to statutory consultation, the statutory Consultation Proposal in terms of the Schools (Consultation) (Scotland) Act 2010 relating to the relocation of Inverkeithing High School from the existing school site of Hillend Road, Inverkeithing to a new site south of the A985 (Admiralty Road).

Decision

The Committee:-

- (1) approved the content of the statutory Consultation Proposal in terms of the Schools (Consultation) (Scotland) Act 2010 relating to the proposed relocation of Inverkeithing High School from the existing school site of Hillend Road, Inverkeithing to a new site south of the A985 (Admiralty Road), Rosyth at the Fleet Grounds, Rosyth;
- (2)/

2023 CC 52

- (2) authorised officers to proceed to statutory consultation in terms of the Consultation Proposal;
- (3) authorised officers to make such amendments to the Consultation Proposal (including the timeline) as may be necessary; and
- (4) noted that the Consultation Proposal would be brought back to a future Committee of the Council.

99. **SCOTTISH ATTAINMENT CHALLENGE - STRATEGIC EQUITY FUND 2023/24**

The Committee considered a report by the Executive Director (Education and Children's Services) providing an overview of the rationale and plan for use of the Strategic Equity Fund to support the closing of the poverty related attainment gap in Fife's educational settings in academic session 2023/24.

Decision

The Committee agreed planned projects and actions within the Strategic Equity Fund workstreams for session 2023/24 and the associated budget allocated to each.

100. **ANNUAL UPLIFT IN PAYMENTS TO THIRD PARTY PROVIDERS AND SOCIAL CARE CHARGES FOR 2023-24**

The Committee considered a report by the Director of Health and Social Care updating members with information on the proposed uplift in payments to third party providers and charges of Social Care Services for financial year 2023/24.

Motion

Councillor David Ross, seconded by Councillor David Graham, moved that the recommendations detailed within the report be approved.

Amendment

Councillor Craig Walker, seconded by Councillor John Beare, moved that there be no increase in charges for Meals on Wheels and Community Alarms.

Roll Call Vote

For the Motion – 13 votes

Councillors James Calder, Fiona Corps, Altany Craik, Colin Davidson, Dave Dempsey, David Graham, Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, David Ross, Jonny Tepp and Jan Wincott.

For the Amendment – 9 votes

Councillors David Alexander, Lesley Backhouse, David Barratt, John Beare, Derek Glen, Rosemary Liewald, Sam Steele, Ross Vettraino and Craig Walker.

The motion was accordingly carried.

Decision/

Decision

The Committee:-

- (1) noted the proposed increase in the Free Personal and Nursing Care Allowance;
- (2) noted the proposed increase in hourly rates paid for service users in receipt of a direct payments, or for shared lives carers, to comply with the increase in living wage rate for 2023/24;
- (3) noted and approved the increase in rent charges for service users residing within staffed group homes or core and cluster services; and
- (4) approved the revised charges for Social Care Services for 2023/24.

The meeting adjourned at 11.35 am. and reconvened at 11.45 a.m.

101. ENERGY EFFICIENCY STANDARDS FOR SOCIAL HOUSING 2 (ESSH2) - DELIVERY PLAN UPDATE

The Committee considered a report by the Head of Housing Services which was a follow-on from the previous report to the former Communities and Housing Services Committee in October, 2021. As agreed by that Committee, an Energy Efficiency Standards for Social Housing 2 (ESSH2) Board was set up and work to detail the requirements to meet the standard has been ongoing throughout 2022.

Decision

The Committee:-

- (1) noted the progress made with the Council's consultants (Energy Saving Trust and Changeworks) to develop the elements of the ESSH Delivery Plan 2023-32;
- (2) agreed the financial outcome from the HRA Business Plan 2022 review that the current requirement to meet ESSH2 by 2032 was not affordable to the Council based on the current rent-based funding model; and
- (3) agreed that a further report would be brought back to the Cabinet Committee by the Autumn following the outcome of the Scottish Government Review and the completion of the work with Energy Saving Trust and Changeworks.

102. NEW BUILD AFFORDABLE HOUSING: PROPOSED PHASE 4 (2024-29) PROGRAMME OPTIONS

The Committee considered a joint report by the Head of Housing Services, Head of Finance and Head of Property Services outlining the additional borrowing required to complete the Transitional Affordable Housing Programme (TAHP) and outlined the options for development of a Phase 4 Affordable Housing Programme (AHP) 2024-29 and confirmed the outcome of the 2022 HRA Business Plan Review testing the affordability of the proposed programme.

Decision/

Decision

The Committee:-

- (1) recognised Fife's success in delivering the number of units delivered to date by the Council and the Fife Housing Association Alliance (FHAA);
- (2) noted that the FHAA intended to deliver an additional 2,500 affordable homes across 2024-29 as part of the proposed Phase 4 AHP;
- (3) agreed that the existing Fife Council/FHAA Partnership Agreement be extended to May, 2029;
- (4) approved additional HRA borrowing of £38.778m required to complete Phase 3 and the Transitional Affordable Housing Programme (TAHP);
- (5) approved additional HRA borrowing of £10.5m to provide for the continuation of property acquisitions across 2023-26;
- (6) approved investment in a two year tranche of 500 council houses across 2024-26 requiring additional capital expenditure of £112.5m resulting in additional borrowing of £75m;
- (7) agreed the aspiration of extending to a five year council new build programme (2024-29) of up to 1250 properties subject to an affordability gateway review in 2025/26, including an examination of alternative funding sources to support the five year programme; and
- (8) agreed that the housing options detailed in Section 4 of the report would form the basis of the Phase 4 Programme.

Having declared an interest in the following item, Councillor Ross Vettraino left the meeting at this stage.

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 item of business on the grounds that it involved the likely disclosure of exempt information as defined in paras. 8 and 9 of Part 1 of Schedule 7A of the Act.

103. TURBINE GROUND LEASE, MELVILLE WOODS, LADYBANK (PRIVATE REPORT)

The Committee considered a report by the Executive Director (Enterprise and Environment) seeking approval to grant a lease of ground within the Lower Melville Woods landfill site, Ladybank.

Decision

The Committee approved the lease on the terms detailed in the report.

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

Committee Room 2, Fife House, Glenrothes.

2nd March, 2023

10.00 a.m. – 11.00 a.m.

PRESENT: Councillors Dave Dempsey (Convener), Tom Adams, Brian Allan (substituting for Lesley Backhouse), Lynn Ballantyne-Wardlaw (substituting for Sarah Neal), Al Clark, Gary Holt, Gordon Pryde, Ann Verner and Ross Vettraino (substituting for John Beare).

ATTENDING: Eileen Rowand, Executive Director Finance and Corporate Services; Elaine Muir, Head of Finance; Les Robertson, Head of Revenue and Commercial Services; Pamela Redpath, Service Manager - Audit and Risk Management Services; Laura Robertson, Finance Operations Manager, Michael O'Gorman, Service Manager, Estates; Sheila Smith, Lead Officer - Security and Compliance, BTS Solutions and Service Assurance - Security; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager - Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Nick Bennett, Regional Managing Partner - Edinburgh and Karen Jones, Director of Audit and Assurance, Azets.

APOLOGIES FOR ABSENCE: Councillors Lesley Backhouse, John Beare, Graeme Downie and Sarah Neal.

28. DECLARATIONS OF INTEREST

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

29. MINUTE

The Committee considered the minute of the meeting of the Standards, Audit and Risk Committee of 28th November, 2022.

Decision

The Committee:-

- (1) agreed to approve the minute; and
- (2) noted, arising from the minute – (2022 SA 8 - Para No. 22 – Fife Council and Charitable Trusts – Annual Report and Audited Accounts 2022-23) – that a Working Group consisting of cross party elected members, had been formed to assist in reviewing the Council's Governance documents such as Standing Orders, Committee Powers etc, which would be submitted to a future meeting of Fife Council for approval.

30. AZETS - ANNUAL AUDIT PLAN FIFE COUNCIL

The Committee considered a report by the Head of Finance providing the Azets External Annual Audit Plan for Fife Council for the financial year 2022/23, setting out the risks highlighted, planned work , audit scope and timing.

Decision

The Committee:-

- (1) welcomed members of the Azets Audit Management Team to the meeting of the Standards, Audit and Risk Committee, as the newly appointed external Auditors for Fife Council, and
- (2) noted the Azets External Annual Audit plan for Fife Council for the financial year 2022/23.

31. FINANCIAL BULLETIN 2021-22 - FIFE'S POSITION

The Committee considered a report by the Head of Finance providing an update on Fife's Position in respect of the Local Government in Scotland Financial Bulletin 2021-22 published by the Accounts Commission in January 2023.

Decision

The Committee noted the progress Fife Council had made in respect of the key messages contained within the report.

32. 2022/23 ISSUED AUDIT REPORTS

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing summary findings from the Internal Audit Reports finalised since the previous meeting of the Standards, Audit and Risk Committee. The report highlighted any areas of concern and if applicable, instances where Services were not taking appropriate action.

Decision

The Committee:-

- (1) noted the contents of the report and the summary of findings detailed at Appendix 1 to the report; and
- (2) expressed appreciation of Communities – Customer Services in relation to their management of the Scottish Welfare Fund (SWF) Crisis Grants, Community Care Grants and Self-isolation Support Grants in line with Scottish Government guidance: there were no areas for improvement identified in Audit Report number 5 (05/22).

33./

33. INTERNAL AUDIT PLAN PROGRESS REPORT

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing an update on the progress towards delivering the 2021/22 and 2022/23 Internal Audit Plans.

Decision

The Committee noted:-

- (1) the update on progress towards delivering the 2021/22 and 2022/23 Internal Audit Plans at Appendix B and Appendix A to the report, respectively; and
- (2) the movement in status for each assignment, detailed in the appendices, since these were last presented to Committee on 31st October 2022.

34. FIFE INTEGRATION JOINT BOARD (IJB) 2022/23 ANNUAL INTERNAL AUDIT PLAN

The Committee considered a report by the Service Manager, Audit and Risk Management Services presenting Fife Integration Joint Board's (IJB) 2022/23 Annual Internal Audit Plan.

Decision

The Committee noted the contents of the Fife Integration Joint Board's (IJB) 2022/23 Annual Internal Audit Plan at Appendix 1 to the report.

35. 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 contents of the Standards, Audit and Risk Committee Forward Work Programme which would be updated accordingly.

THE FIFE COUNCIL - PENSIONS COMMITTEE – BLENDED MEETING

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

28th March, 2023

10.00 a.m. – 12.40 p.m.

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

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

ATTENDING: Elaine Muir, Head of Finance; Laura C 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 Office, Legal and Democratic Services.

ALSO ATTENDING: Nick Bennett, Engagement Lead, Azets; Albert Chen, Portfolio Manager and Bruce Miller, Chief Investment Officer, Lothian Pension Fund and Clare Scott, Independent Professional Observer.

APOLOGIES FOR ABSENCE: Fife Pension Board - Councillor Tom Adams and Vicki Wyse.

Prior to the start of Committee business, the Convener welcomed Councillor David Alexander as a new Committee member, having replaced Councillor Stefan Hoggan-Radu, and thanked Councillor Hoggan-Radu for his contribution to date.

38. DECLARATIONS OF INTEREST

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

39. MINUTE

The Committee considered:-

- (a) the minute of the meeting of the Pensions Committee of 13th December, 2022.

Decision

The Committee agreed to approve the minute of the Pensions Committee meeting of 13th December, 2022; and

- (b)/

- (b) the Fife Pension Board comments arising from the meeting on 13th December, 2022.

Decision

The Committee noted:-

- (1) the comments from the Fife Pension Board from the meeting of the Pensions Committee on 26th September, 2022;
- (2) in relation to point 4, that data collected showing the number of paper copies of Pension statements sent out to members and the number of members receiving email copies of Pension Statements via the Pension Portal, would be included as part of the Key Performance Indicators (KPI) and further analysis would be reported to the next meeting of the Committee. The Head of Finance advised that the information would be circulated to members in advance of the next Committee meeting; and
- (3) in relation to point 5, the documentation in relation to Admitted Bodies exit arrangements from Fife Pension Fund , was prepared by Hymans Robertson LLP and that the Finance Operations Manager would confirm with the Actuary, Hymans Robertson, whether a redacted version of this information could be shared with the members of Fife Pension Board.

40. FIFE PENSION BOARD - REVISED CONSTITUTION

The Committee considered a report by the Executive Director - Finance and Corporate Services providing a revised version of the Fife Pension Board Constitution.

Decision

The Committee agreed to approve the revised Fife Pension Board Constitution detailed at Appendix 1 to the report, subject to changes in legislation.

41. FIFE PENSION FUND BUSINESS PLAN

The Committee considered a report by the Head of Finance providing the Business Plan 2023-24 for Fife Pension Fund. The document was the first business plan for the fund and was intended as the basis for future plans.

Decision

The Committee:-

- (1) acknowledged the content of the Business Plan;
- (2) approved the Indicative Budget 2023-24 detailed in Appendix 2 of the Business Plan; and
- (3) approved the Business Plan 2023-24.

42./

42. 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 an update on other activities undertaken by the Team over the quarter to 31st December 2022.

Decision

The Committee:-

- (1) acknowledged the level of quarterly performance relative to the target and to the same quarter of the previous year;
- (2) noted the range of additional activities carried out by the team over the last quarter; and
- (3) welcomed the use of the revised Key Performance Indicators, which would be established in the future, to improve reporting statistics for the performance of the Pensions Administration Team.

43. ASSET POLICY GROUPS AND BENCHMARKS

The Committee considered a report by the Head of Finance providing information on the strategic benchmarks used and to make recommendations for revised performance measures that were more closely related to the objectives of the funds and the implementation approach. The topic of strategic benchmarks was considered by the Joint Investment Strategy Panel and this report took account of the recommendations made.

Decision

The Committee:-

- (1) approved the introduction of a weighted average policy group benchmark as the strategic benchmark consistent with the policy group structure and investment strategy;
- (2) approved the use of a risk-adjusted benchmark to measure Equities (MSCI ACWI 0.9x);
- (3) approved the use of a risk adjusted benchmark for the Real Assets Policy Group (MSCI ACWI 0.7x);
- (4) approved the revision of benchmarks for non-gilt debt and LDI Investment;
- (5) approved the amendment of the performance reporting and Fund hierarchy information held by Northern Trust to reflect the Policy Group structure; and
- (6) agreed consideration would be given on whether the use of ethical benchmarks would be appropriate due to the complexity and variety available, an update would be provided to Committee at a future date.

44./

44. FIFE PENSION FUND - STATEMENT OF RESPONSIBLE INVESTMENT PRINCIPLES

The Committee considered a report by the Head of Finance proposing necessary changes to the Statement of Responsible Investment Principles (SRIP). The SRIP had been in existence for approximately 18 months and was still in its infancy. The SRIP was attached to the report at Appendix 1 and was intended to complement the Statement of Investment Principles (SIP) which was a statutory document.

Decision

The Committee agreed:-

- (1) to update the Statement of Responsible Investment Principles (SRIP) with the changes highlighted in the SRIP;
- (2) to remove the reference to academic research (Cooper. 2019) described at Paragraph 1.8 on Page 51; and
- (3) that the Head of Finance would circulate a report which had been submitted to the Superannuation Fund and Pensions Committee during 2021 reporting on issues around engagement verses divestment.

The Committee adjourned at 11.28 a.m.

The Committee reconvened at 11.38 a.m.

45. AZETS - EXTERNAL AUDIT PLAN FOR FIFE COUNCIL

The Committee considered a report by the Head of Finance providing details of Azets External Annual Audit Plan for Fife Pension Fund for the financial year 2022/23, setting out the risks highlighted, planned work, audit scope and timing.

Decision

The Committee noted the content of the Azets External Annual Audit plan for 2022/23.

46. UPDATE ON 2022/23 FIFE PENSION FUND INTERNAL AUDIT PLAN AND 2022/23 ISSUED AUDIT REPORTS

The Committee considered a report by the Service Manager, Audit and Risk Management Services providing an update on progress towards delivering the 2022/23 Pension Fund Internal Audit Plan and which included a summary of findings from the Internal Audit Reports finalised since the last meeting of the Pensions Committee on 13th December, 2022.

Decision/

Decision

The Committee noted the contents of the report, including the update on progress towards delivering the 2022/23 Internal Audit Plan at Appendix A and summary of findings at Appendix B appended to the report.

47. 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 had been reviewed and updated scores were provided to reflect the internal controls in place.

Decision

The Committee:-

- (1) noted the contents of the report;
- (2) noted that risks were reviewed on a regular basis and would be reported on a quarterly basis; and
- (3) requested that where adjustments were made to risk register scores in the Risk Register, that the previous score be included for comparison.

48. 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 contents of the agenda planning document; and
- (2) that the work plan would be updated to include a report outlining the new Key Performance Indicators (KPIs) which would be submitted to the Committee for approval in June 2023 prior to the introduction of the new KPIs in September, 2023.

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 items 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.

49. FIFE PENSION FUND INVESTMENT UPDATE

The Committee considered a report by the Head of Finance providing an overview of the Fund's investments at 31st December, 2022. A verbal update of manager monitoring activity and of investment strategy was provided.

Decision/

Decision

The Committee noted:-

- (1) the Fund's strategic asset allocation and current allocations relative to target;
- (2) the value of the Fund's assets 31st December, 2022 after returning 1.8% over the quarter;
- (3) that the Fund was making steady progress towards its target allocations; and
- (4) that longer term absolute returns were strong and relative returns were above both the asset and liability benchmarks.

50. ANNUAL REVIEW OF SHARED SERVICES AGREEMENT

The Committee considered a report by the Head of Finance providing an annual review of the effectiveness of the Terms of Reference for the Joint Investment Strategy Panel (JISP) and an update in relation to the shared service arrangement between the Fife Pension Fund (FPF) and the Lothian Pension Fund (LPF) to give assurance of continued progress and benefits of collaboration.

Decision

The Committee:-

- (1) noted the outcome of the annual review of the Terms of Reference of the JISP;
 - (2) acknowledged the benefits of collaborative working with Lothian and Falkirk Pension Funds; and
 - (3) endorsed continued collaborative working.
-

THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – BLENDED MEETING

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

22nd March, 2023

2.00 p.m. – 3.50 p.m.

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

ATTENDING: Norman Laird, Community Manager (Glenrothes), Rowan Young, Local Development Officer, Community Development Team (Glenrothes), Communities & Neighbourhoods Service; Charlotte Stitchell, Housing Team Manager, Glenrothes; Robert McGregor, Business Change Manager; Roy Lawrence, Principal Lead for Organisational Development and Culture, Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care Localities, Fife Health & Social Care Partnership; Lesley Craig, Lead Consultant, Traffic Management North; and Diane Barnett, Committee Officer, Legal & Democratic Services.

ALSO ATTENDING: Jane Kell, St. Andrews Environmental Network (for Para. 45).

URGENT BUSINESS BEING BROUGHT BY THE CONVENER

The Convener advised of a motion that he had agreed to take as urgent business which was relevant and competent - serious concerns had been raised relating to the closure of three Rights of Way relating to the development of the Levenmouth Rail Link and the next Committee meeting was too distant to delay considering the matter until May, 2023. The Convener moved its consideration, in terms of the relevant Standing Order, to allow the Committee to consider the item. This was unanimously agreed and the motion was considered at Para. 49 below.

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 Glenrothes Area Committee of 25th January, 2023.

Arising from the minute, with reference to:-

(1) Para. 37. - 'Antisocial Behaviour Update Report' - requested a further update report at a future meeting of the Committee, including information relating to recent incidents in the Glenrothes area; and

(2)/

- (2) Para. 30. - 'Replacement of Unsafe Fencing at Riverside Park, Glenrothes' - requested an elected member briefing note on progress in relation to consideration of an alternative funding source.

Decision

The Committee agreed to approve the minute.

42. TRAFFIC REGULATION ORDER - PROPOSED RAISED TABLE, GOLF COURSE ROAD, GLENROTHES

The Committee considered a report by the Head of Roads and Transportation Services outlining a proposal to introduce a raised table on Golf Course Road near the Tanshall Road West junction.

Decision

The Committee agreed, in the interests of road safety, to:-

- (1) the promotion of a Road Hump Order (RHO) to introduce a raised table on Golf Course Road as detailed in Drawing No. TRO22/70, attached at Appendix 1 to the report; and
- (2) authorise officers to confirm the RHO and for the raised table to be constructed within a reasonable period unless there were objections.

43. SUPPORTING THE PLAN 4 GLENROTHES AREA: COMMUNITY RECOVERY FUND

The Committee considered a report by the Head of Communities and Neighbourhood Services seeking approval of funding from the Community Recovery Fund to further support the provision of welfare support services to the local community in the Glenrothes area.

Decision

The Committee:-

- (1) agreed to allocate £78,358 from the Community Recovery Fund to meet the increasing demand for welfare support services in the Glenrothes area;
- (2) noted there were sufficient funds available in the Community Recovery Fund to support this proposal; and
- (3) noted that the funding described would leave a balance of £1,224,642 unallocated funding in the Reform and Recovery budget.

44. GLENROTHES AREA AMENDED LOCAL COMMUNITY PLAN 'PLAN4GLENROTHES' REVIEW

The Committee considered a report by the Head of Communities and Neighbourhood Services seeking approval of the revised Plan4Glenrothes Area 2023 to 2026, adding Balbirnie Park to the Areas of Focus contained in the Plan - following a decision at its previous meeting on 25th January, 2023 (previous minute Ref., Para 31. (2) and (3) of 2023.GAC.12).

Decision/

Decision

The Committee:-

- (1) agreed to the additional content in the Plan4Glenrothes Area 2023 to 2026 relating to Balbirnie Park;
- (2) noted the effort and approach taken to ensure that community members and partners were actively involved in and contributing to the Plan's delivery; and
- (3) noted that a progress report on delivery of the Plan4Glenrothes was on the Committee's Work Plan for its next meeting on 24th May, 2023.

45. PROVIDING FUEL POVERTY SUPPORT FOR THE GLENROTHES AREA

The Committee considered a report by the Head of Housing Services setting out the context for Fuel Poverty in Fife and for the Glenrothes Area. The report provided information on the measures that had been put in place to support those struggling with home energy costs during 2022/23 and the direction of travel for future support. Tackling fuel poverty remained a key aspect of Glenrothes anti-poverty action directed through the Local Community Plan.

Decision

The Committee:-

- (1) noted the support available to Glenrothes tenants and residents who were struggling with home energy costs;
- (2) agreed to highlight any pressing local needs that should be considered in developing an approach to Fife Council's 2023/24 fuel poverty response;
- (3) considered what additional information was needed to support the planning of complementary local action;
- (4) noted that the Council's Corporate Research Team had been commissioned to help identify and target those households who were most likely to be in need and requested an update report to this Committee when data was available; and
- (5) requested that a member workshop be arranged during the late summer months, following consideration of the data detailed at (4) above, to explore any complementary local action and potential Area Committee funding.

Councillor Julie Ford joined the meeting during consideration of the above item.

46. HEALTH & SOCIAL CARE LOCALITY PLANNING - GLENROTHES

The Committee considered a report by the Head of Complex Care (SLT Lead for Glenrothes Health and Social Care Locality Planning Group) presenting an overview of Health and Social Care Locality Planning for Glenrothes.

Decision/

Decision

The Committee:-

- (1) noted the content of the report;
- (2) agreed to consider 6-monthly update reports on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning partners; and
- (3) requested that the 6-monthly update report included any outcomes from the Health and Social Care Locality Plan for the Glenrothes area and a further breakdown in age range relating to the 'Supporting Positive Mental wellbeing' data outlined in the report.

47. 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.

48. GLENROTHES AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services in support of the Committee's consideration of the workplan for future meetings of the Committee.

Decision

The Committee:-

- (1) noted the draft workplan;
- (2) agreed, as detailed at Para. 41 (1) above, to consider an update report on Antisocial Behaviour including in relation to recent incidents in Glenrothes;
- (3) agreed, as detailed at Para. 45. (4) above, to consider an update report on fuel poverty support;
- (4) agreed, as detailed at Para. 46. (2) and (3) above, to consider 6-monthly update reports on Health and Social Care Locality Planning relating to the Glenrothes area;
- (5) agreed, as detailed at Para. 48. (2) above, to consider a report relating to antisocial behaviour/youth diversion including a potential framework for engaging with pupils from the Glenrothes high schools in, for example, participatory budgeting (potentially from the Recovery Fund) and involvement in civic matters;
- (6) otherwise agreed that members would advise the Convener and Depute Convener of any other items to include on the workplan, within the remit of this Committee.

49. **URGENT MOTION**

Councillor Vettraino, seconded by Councillor Wilson, moved as follows:-

"Whereas the Glenrothes Area Committee understands that the three Rights of Way known locally as Doubledykes, Waulksmill and Tullybreck will need to be temporarily closed to protect public safety while the Levenmouth Rail Link is being developed, the Committee agrees:

- that its understanding that Network Rail is seeking to close permanently the three/
three Rights of Way and its consequential profound concern, be communicated to the appropriate Minister;
- that the appropriate Minister be asked to enable the immediate removal of the obstructions that have already been put in place by Network Rail at all three Rights of Way until such time as they are required to protect public safety;
- that ensuring that the Rights of way would be maintained should have been fundamental to the Project and included in the associated costs;
- that the appropriate Minister be asked to review the funding of the Project accordingly; and
- that the Convener conveys the Committee's agreement to the appropriate Minister in suitable terms."

Decision

The Committee unanimously agreed in terms of the motion.

THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING

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

5th April, 2023

9.30 a.m. – 11.30 a.m.

PRESENT: Councillors Colin Davidson (Convener) Tom Adams, David Alexander, Ken Caldwell, Eugene Clarke, David Graham, John O'Brien and Alistair Suttie.

ATTENDING: David Paterson, Community Manager (Area), Communities and Neighbourhoods; Lynne Garvey, Head of Community Care Services (Senior Leadership Team Lead for Levenmouth, H&SC Locality Planning Group), Jacquie Stringer, Locality Planning Co-ordinator, Health & Social Care Partnership; Lesley Craig, Lead Consultant, Traffic Management North and Michelle Hyslop, Committee Officer, Committee Services.

46. DECLARATIONS OF INTEREST

Councillor Graham declared an interest in Para. 54 – Community Recovery Fund Proposals – Combined Report, as he was the treasurer at Methilhill Bowling Club.

Councillor Davidson declared an interest in Para. 56 – 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.

47. MINUTE

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 8th February, 2023.

Decision

The Committee agreed to approve the minute.

48. SPEED LIMIT REVIEW OF A911 AND VARIOUS STREETS IN WINDYGATES

The Committee considered a report by the Head of Roads and Transportation, asking members to consider the proposals to:

- (1) extend the existing 40mph speed limit on the A911 at Cameron Bridge, approximately 445m to the west of the current speed limit change from the National Speed Limit; and
- (2) reduce the speed limit along Station Road, Durie Bank, and Durie Vale, Windygates from 30mph to 20mph.

Decision/

Decision

The Committee agreed, in the interests of road safety: -

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings no. TRO/23/09A and TRO/23/10 with all ancillary procedures;
- (2) to the promotion of a Pedestrian Crossing Notice (PCN) as shown in drawing TRO/23/09B; and
- (3) to authorise officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

49. PROPOSED WAITING RESTRICTIONS AND DISABLED BAY – SCOONIE ROAD, LEVEN

The Committee considered a report by the Head of Roads and Transportation, asking members to consider the proposals to amend waiting times and introduce a disabled bay on a layby at the north end of Scoonie Road, Leven.

Decision

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

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/23/13 with all ancillary procedures; and
- (2) to authorise officers to confirm the Traffic Regulation Order (TRO) within a reasonable period unless there were objections.

50. PROPOSED WAITING AND LOADING RESTRICTIONS – HIGH STREET, DURIE STREET, BANK STREET, FORTH STREET AND MITCHELL STREET, LEVEN

The Committee considered a report by the Head of Roads and Transportation, advising of proposals to introduce waiting and loading restrictions on the High Street, Durie Street, Bank Street, Forth Street, and Mitchell Street, Leven.

Decision

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

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/22/55 with all ancillary procedures; and
- (2) to authorise officers to confirm the Traffic Regulation Order (TRO) within a reasonable period unless there were objections.

51./

51. PROPOSED WAITING RESTRICTIONS – METHIL BRAE, METHIL

The Committee considered a report by the Head of Roads and Transportation, advising of proposals to introduce restrictions on Methil Brae, Methil.

Decision

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

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/23/04 with all ancillary procedures; and
- (2) to authorise officers to confirm the Traffic Regulation Order (TRO) within a reasonable period unless there were objections. ,

52. HEALTH & SOCIAL CARE LOCALITY REPORT

The Committee considered a report by the Head of Community Care Services, providing members with an overview of the Health & Social Care (H&SC) Locality Planning for the Levenmouth Area.

Decision

The Committee: -

- (1) noted the content of the report; and
- (2) agreed that the health and social care partnership would provide 6 monthly update reports on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning partners.

53. LEVENMOUTH LOCAL COMMUNITY PLAN - INTERIM REPORT

The Committee considered a report by the Head of Communities and Neighbourhoods, advising on the current draft priorities for the 2023-2026 Levenmouth Community Plan and seeking agreement to test out the proposed priorities with local people, to ensure that the areas of focus aligned with local residents concerns and aspirations.

Decision

The Committee: -

- (1) agreed the draft priorities that would form the Local Community Plan for 2023-2026;
- (2) noted that the priorities would be tested further with local residents and organisations to ensure that they aligned with local concerns and aspirations; and
- (3)/

2023 LAC 22

- (3) noted that a subsequent report would be brought back to the Area Committee once the statement of priorities and supporting statement of improvement actions were aligned with the priorities.

54. **COMMUNITY RECOVERY FUND PROPOSALS – COMBINED REPORT**

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

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking agreement to proceed on a range of Community Recovery Fund (CRF) proposals totaling approximately £447,000.

Decision

The Committee: -

- (1) agreed the funding requests detailed in section 2 of the report to allow the projects to be implemented;
- (2) noted the business plan proposals relevant to each proposal contained in the CRF01 attachments to the report; and
- (3) noted that the 'Support for Non Fife Council Facilities' framework proposals approved in (2) above would trigger permission for officers to start work with Methilhill Bowling Club, who had made an early application to the Community Recovery fund.

Councillor Graham re-joined the meeting at this stage.

55. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST- ANTI SOCIAL BEHAVIOUR APPROACH**

The Committee considered a report by the Head of Communities and Neighbourhoods, seeking to secure £26,210.33 of funding for the 2022/23 financial year to support the increased Police resource in the Levenmouth Area for a period of 7 months, to focus on specific anti-social behaviour issues.

Decision

The Committee: -

- (1) confirmed support for the coordinated approach previously taken by local partners in 2019, 2020, 2021, and 2022;
- (2) agreed the funding request of £26,210.33 to allow the Police resource to be allocated as it was key to spearheading the partnership approach to this priority issue;
- (3) noted that the total cost of £26,210.33 was the pro-rata Police Constable salary for 7 months as at 2022, and this figure might be subject to change in April 2023; and
- (4)/

- (4) noted that Police Scotland would match fund this spend by allocating a further police resource to create a team of two dedicated officers to counter anti-social behaviour within the Levenmouth Area.

56. 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 item. The Depute Convener thereafter took the chair.

The Committee considered a report by the Head of Communities and Neighborhoods seeking agreement to contribute £21,000 from the Community Recovery Fund to support the continuation of the Fifers for the Community (FFTC) staffing resource within the Levenmouth area over the fiscal year 2023/24. This cost covered two officer positions within the FFTC and was an update on a previous report considered on 8th February, 2023 at the Levenmouth Area Committee.

Decision

The Committee agreed to contribute £21,700 from the Community Recovery Fund, to support the continuation of the Fifers for the Community (FFTC) officer activity for the 2023/24 financial year.

Councillor Davidson re-joined the meeting the meeting at this stage.

57. 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 content of the report.

58. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director of Finance and Corporate Services in support of the Committee's consideration of the Levenmouth Area Committee Forward Workplan.

Decision

The Committee reviewed and agreed on the content of the forward work plan for the Levenmouth Area Committee.

2023 SWFAC 28

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

Meeting Room 6, Civic Centre, Inverkeithing

26th April, 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 and Conner Young.

ATTENDING: Audrey Valente, Chief Finance Officer and Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care; Lesley Craig, Lead Consultant, Roads and Transportation Service; Sarah Else, Education Manager and Lisa Allan, Depute Headteacher, Inverkeithing High School, Education and Children's Services; Alastair Mutch, Community Manager (South and West Fife) and Stephen Adamson, Project Manager, Communities and Neighbourhoods Service; and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

ALSO IN ATTENDANCE: Mr. Mark Toner, Radioactive Substances Science Manager, Scottish Environment Protection Agency (SEPA) and Mr. Stephen Ritchie, Project Manager, Ministry of Defence (DIO) for para. 62 only.

APOLOGY FOR ABSENCE: Councillor Andrew Verrecchia.

60. DECLARATIONS OF INTEREST

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

61. MINUTE

The Committee considered the minute of the South and West Fife Area Committee of 1st March, 2023.

Arising from the minute:-

- in relation to paragraph 49 – Area Roads Programme 2023-24 – an update was requested in relation to the possible widening of the pavement at Church Street, Inverkeithing; and
- in relation to paragraph 58 – South and West Fife Area Committee Forward Work Programme 2023 – an update was requested in relation to (i) when a report would be submitted to Committee on Maintenance of Private Land by Private Landowners and (ii) when a date would be scheduled for a workshop on flooding issues in the South and West Fife area.

Decision

The Committee otherwise approved the minute.

62./

62. RADIATION MONITORING AT DALGETY BAY

Mr. Mark Toner, SEPA provided an update on the position at Dalgety Bay advising that SEPA were awaiting completion of the remedial works by Summer, 2023 and were liaising with MoD contractors to ensure that the works were completed in an orderly manner. It was noted that SEPA would oversee the removal of fencing by the MoD contractor following a site close down and that, upon completion of remedial works, the entire site would be subject to a full radiation walkover survey to ensure that no waste material from the beach operations had migrated beyond the controlled areas. Mr. Toner advised that due to the nature of the site remediation changing the beach profile, SEPA did not consider it relevant for fencing to be re-erected on site following completion of the works. However, during the period of settlement and beach monitoring by the MoD contractors, SEPA considered that signage would still be required to provide advice to beach users. It was noted that after remedial works had been completed, MoD contractors would be responsible for beach monitoring to demonstrate the effectiveness of the remediation works for a period of two years. SEPA would review the monitoring signs on a regular basis and, after that point, SEPA would then take over monitoring to a reduced frequency to ensure that the remedial actions continued to provide the required level of protection to the public. It was noted that drone surveys would continue to monitor sediment movement across the bay. Mr. Toner advised that SEPA proposed to hold a community engagement event later in the year to provide an overview of the site history and future work to be undertaken.

Mr. Stephen Ritchie, Ministry of Defence advised that the MoD continued to support SEPA with corrective action at Dalgety Bay reporting that works had commenced at the beginning of April. It was noted that prior to any works taking place, the areas that had been left completed and partially exposed over the winter period had been scanned and one or two contaminant particles had been found on the surface of the areas that had been completed which suggested that the work that had been carried out was reasonably positive and indicated that no further contaminants were being washed up. It was noted that works had commenced on site and pre-cast concrete units were being put in place and monitored by SEPA. Mr. Ritchie advised that he was confident that works should be completed by late summer.

Decision

The Committee thanked Mr. Mark Toner and Mr. Stephen Ritchie for their detailed updates.

63. HEALTH AND SOCIAL CARE LOCALITY PLANNING - SOUTH WEST FIFE

The Committee considered a report by the Chief Finance Officer (Senior Leadership Team Lead for South West Fife H&SC Locality Planning Group) providing members with an overview of the Health and Social Care (H&SC) Locality Planning for South West Fife.

Decision/

Decision

The Committee agreed:-

- (1) that the Health and Social Care Partnership would provide six monthly reports to Committee with updates on locality planning and joint areas of interest between H&SCP and community planning partners and that the report would provide more detailed analysis in relation to the South and West Fife figures;
- (2) that the H&SC Locality Action Plan be shared with members as soon as it was available; and
- (3) to invite a representative from NHS Fife to a future meeting to provide an update on the GP position within the South and West Fife area and to provide an overview of the work they undertook.

65. A907 CARNOCK - PROPOSED 20MPH SPEED LIMIT

The Committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a 20mph speed limit on the A907 Main Street, Carnock.

Decision

The Committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 20mph speed limit as detailed in Drawing No. TRO/23/23 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

64. OBJECTION TO RAISED TABLE - A921 MAIN STREET, ABERDOUR

The Committee considered a report by the Head of Roads and Transportation Services seeking agreement to overrule the objection to the proposed raised table on A921 Main Street, Aberdour.

Decision

The Committee agreed, in the interests of road safety, to overrule the objection allowing the developer to proceed with the construction of the traffic calming measure as shown in Drawing No. TR022_08/2

66. REPORT ON EDUCATIONAL OUTCOMES 2021/22

The Committee considered a report by the Executive Director (Education and Children's Services) providing members with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2021/22.

Decision/

Decision

The Committee:-

- (1) noted the overall progress in raising levels of attainment in 2021/22;
- (2) noted the strategies being implemented to raise attainment; and
- (3) agreed that a workshop be organised with the Headteacher of Inverkeithing High School and Committee members to analyse the attainment figures within the secondary school in more detail.

67. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUEST - WAGGON ROAD, INVERKEITHING - FENCING

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement from the Area Committee for a contribution from the Local Community Planning Budget for repairs to fencing and installation of gates to improve access for maintenance at Waggon Road and Keithing Burn embankment, Inverkeithing.

Decision

The Committee agreed to allocate £11,559 from the Local Community Planning Budget 2023/24 towards the project.

68. FORWARD WEST FIFE - PARTICIPATORY BUDGETING 2022-23

The Committee considered a report by the Head of Communities and Neighbourhoods Service updating members on the outcomes of the recent participatory budgeting exercise which was led by the Forward West Fife Steering Group to distribute Scottish Power and South and West Fife Local Community Planning budget funding with support from Fife Council officers and Ward 1 elected members.

Decision

The Committee:-

- (1) noted the efforts of the Forward West Fife (FWF) Steering Group and Fife Council officers to successfully deliver a large scale participatory budgeting (PB) exercise; and
- (2) continued to support the work of the funded projects, recognising the differences they would bring to communities.

70. PROPERTY TRANSACTIONS

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

Decision/

Decision

The Committee:-

- (1) noted the contents of the report; and
- (2) endorsed the continued expansion of the Buy Back Scheme within the Council.

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

The Committee considered a report by the Executive Director (Finance and Corporate Services) supporting the Committee's consideration of the Forward Work Programme for future meetings of the Committee.

Decision

The Committee:-

- (1) reviewed and noted the South and West Fife Area Committee Forward Work Programme 2023/24;
- (2) agreed that an update be sought from Environment and Building Services on when a report would be submitted to Committee on the Maintenance of Private Land by Private Landowners;
- (3) agreed that an update be sought on when the workshop in relation to Flooding Issues in the South and West Fife Area would take place; and
- (4) agreed to extend an invitation to Fife Coast and Countryside Trust, Sports and Leisure Trust and other relevant Trusts requesting that they provide the Committee with an overview of the work they undertake.

71. NOTICE OF MOTION - BUS MOBILITY HUB: A985 COWDENBEATH TO KINCARDINE

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

Councillor Conner Young, seconded by Councillor Graeme Downie, moved the following:-

"Request that (1) the Committee endorse the work undertaken by officers to include a bus mobility hub on the Cowdenbeath to Kincardine bus corridor on the A985 next to High Valleyfield in the Council's submission to Transport Scotland for further funding from the Scottish Government's, Bus Partnership Fund, to allow an outline business case to be prepared and (2) that it be remitted to officers to provide an update to ward members once the outcome of the submission is known".

Decision

The motion was unanimously agreed.

THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING

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

29th March, 2023

2.00 p.m. – 4.10 p.m.

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

ATTENDING: Anne-Marie Vance, Community Manager (Cowdenbeath Area); Scott Blyth, Project Manager; Gary Daniell, Area Community Development Team Manager; Peter Duncan, Allotments Officer; Community Development Team (Cowdenbeath), Communities and Neighbourhoods; Tariq Ditta, Head of Facilities Management Services, Facilities Management; Shirley McKie, Service Manager - Hospitality; Brandon Verhaege, Hospitality Co-ordinator; Linda Hume, Hospitality Team Manager - Catering and Cleaning Services; Roy Lawrence, Principal Lead for Organisational Development and Culture, Health and Social Care; Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care Localities; Keith Johnston, Technician Engineer, Traffic Management South and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

43. DECLARATIONS OF INTEREST

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

44. MINUTE

The Committee considered the minute of the meeting of the Cowdenbeath Area Committee of 1st February, 2023.

Decision

The Committee agreed to approve the minute.

45. HEALTH AND SOCIAL CARE LOCALITY - COWDENBEATH

The Committee considered a report by the Principal Lead for Organisational Development (SLT Lead for Cowdenbeath Health and Social Care Locality Planning Group) providing an overview of Health and Social Care (H&SC) Locality Planning for Cowdenbeath. The aim of localities was for relevant service providers across different sectors, at all levels to come together with people and communities who used services to improve health and wellbeing outcomes.

Decision/

Decision

The Committee:-

- (1) agreed to consider an annual report by the Health and Social Care Partnership;
- (2) agreed that six-monthly workshops be organised to provide the Committee with updates on locality planning and joint areas of interest between Health and Social Care Partnership and Community Planning Partners; and
- (3) noted that Working Groups were to be established in relation to the four thematic Priorities detailed in Section 2.2 of the report, to develop and deliver support in the Cowdenbeath area, involving key stakeholders.

46. SCHOOL MEALS PROVIDED AT LOCHGELLY AND BEATH HIGH SCHOOLS

The Committee considered a report by the Head of Service, Facilities Management providing a final update report on the quality and price of school meals provided at Lochgelly and Beath High Schools, including an update on progress since May 2020 and the responses to the views of young people.

Motion

Councillor Bailey-Lee Robb, seconded by Councillor Mary Lockhart, moved to amend the report's recommendation as follows:-

“Area Committee notes the report on the progress made since 2019. Committee agrees that the voices of young people, and their engagement, is vitally important in all matters concerning them, in line with the UNCRC Article 12.

Committee therefore requests that this engagement should continue between young people, Education and Children's Services, and Facilities Management, to ensure service delivery is supported by those it is there to deliver to.

Committee is concerned to note that 60.2% of young people report that they are left feeling hungry after eating the lunch on offer, and therefore, requests officers urgently explore increasing portion sizes and additional measures that can be quickly put in place to alleviate these concerns, whilst ensuring the principle of a healthy balanced diet remains at the centre.

Committee further requests officers from Education and Children Services and Facilities Management to keep members regularly informed of the developments in these two schools going forward and requests a progress report to be presented at the 28 February 2024 meeting to allow for further scrutiny.”

Amendment

Councillor Linda Erskine, moved as an amendment to include an additional recommendation to Councillor Robb's Motion, as follows:-

“Education/

“Education are integral to this and sit with a substantial Pupil Equity Fund (PEF) their input could be to utilise part of the PEF to augment the support for the delivery for the Facilities Management Team.”

Decision

The proposer and seconder of the Motion agreed to conjoin the motion and amendment and thereafter, the motion was unanimously agreed.

47. PROPOSED DOUBLE YELLOW LINES - GRAINGER STREET / HALL STREET, LOCHGELLY

The Committee considered a report by the Head of Roads and Transportation on proposals to introduce “No Waiting At Any Time” restrictions in Grainger Street and Hall Street, Lochgelly.

Decision

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23_02 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

48. PROPOSED 20 MPH SPEED LIMITS - VARIOUS STREETS, CARDENDEN

The Committee considered a report by the Head of Roads and Transportation proposing to introduce a 20mph speed limit on various residential roads constructed, or soon to be constructed, within housing developments in Cardenden.

Decision

The Committee in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 20 mph speed limit as detailed in drawing nos. TRO23_12/1 (Appendix 1) and TRO23_12/2 (Appendix 2); and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

49. COMMUNITY FOOD GROWING UPDATE

The Committee considered a report by the Head of Communities and Neighbourhoods providing detailed information relating to Allotments and Community Growing Projects in the Cowdenbeath area.

Decision/

Decision

The Committee:-

- (1) noted the contents of the report;
- (2) acknowledged the information for each community detailed on the community plans; and
- (3) agreed to fund, from the Cowdenbeath Anti-Poverty budget 2023-24, the sum of £60,000 to ensure the development of community food growing initiatives across the Cowdenbeath Area, in line with its Reform Schemes on Tackling Poverty and Crisis Prevention.

50. APPLICATION TO COWDENBEATH LOCAL COMMUNITY PLANNING BUDGET - EASTER CLD ACTIVITY PROGRAMME

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of £25,000 funding from the Community Planning budget for the Cowdenbeath Community Learning and Development team toward Community Learning and Development activity programmes during the 2023 Easter school break.

Decision

The Committee approved an award of £25,000 from the community planning budget in support of CLD activity as detailed.

51. SUPPORTING THE PLAN 4 COWDENBEATH LOCAL COMMUNITY PLAN 2023-2026 THROUGH THE COMMUNITY RECOVERY FUND (CRF) PROPOSALS

The Committee considered a report by the Head of Communities and Neighbourhoods informing of the current proposals relating to the Community Recovery Fund (CRF) allocated to the Cowdenbeath area, seeking Committee's approval to develop and take forward these project proposals.

Decision

The Committee:-

- (1) approved the list of projects detailed in Appendix 1 to the report, delegating to officers to develop and deliver the projects, providing regular progress reports at Ward meetings; and
- (2) approved the allocation of future local budgets (2023/24 and 2024/25) to support the recruitment of an additional 1FTE Community Education Worker for a period of 2 years, as outlined in Appendix 2 to the report.

52./

52. PROPERTY TRANSACTIONS

The Committee considered a report by the Senior Manager - 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.

53. COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director of Finance and Corporate Services detailing the workplan for future meetings of the Committee.

Decision

The Committee:-

- (1) noted the Cowdenbeath Area Forward Work Programme;
- (2) requested that the reports on Youth Provision, Anti-Social Behaviour and Lochgelly Town Hall, listed under 'unallocated', be allocated to a specific future date;
- (3) agreed to receive a copy of a recent briefing note which included a condition report relating to the Lochgelly Town Hall, until such time as an update report was available;
- (4) requested a report on Rockgelly, for its consideration by September, 2023 providing an update on progress detailing any issues the project had experienced, total funding to date, proposed date of opening and total funding required to complete the project;
- (5) agreed that a member workshop be arranged prior to the summer months relating to Anti-Social Behaviour in the Cowdenbeath Area, involving Police Scotland and Safer Communities, to consider any plans to tackle anti-social behaviour; and
- (6) acknowledged that a Fife-wide consultation on the condition of graveyards and cemeteries was ongoing – the findings of which would be reported to the Cabinet Committee – following which it might be of benefit to consider an area specific report at a future meeting.

54. NOTICE OF MOTION

Councillor Rosemary Liewald, seconded by Councillor Linda Erskine, moved to amend the report recommendation at Agenda Item No 8 – Community Food Growing project - as follows:-

“Given/

2023 CAC 31

“Given the support for the development of a further report to the 29th March 2023 Committee, with a view to establishing and supporting potential Community Growing Projects, in conjunction with Forestry and Land Scotland, Fife Council and other Third Sector Funding bodies, across the Cowdenbeath Area, I would ask that the Committee now agrees to add an additional recommendation number 3 to Item No. 8 on the Agenda, report on Community Food Growing Update, as follows:-

3. The Cowdenbeath Area Committee resolves to fund, from the Cowdenbeath Anti-Poverty budget 2023-24, the sum of £60,000 to ensure the development of community food growing initiatives across the Cowdenbeath Area, in line with its Reform Schemes on Tackling Poverty and Crisis Prevention.

This work will build on lessons learned during the initial response and community support to the Covid-19 crisis and set out how those lessons can be built into the Plan for Fife strategy for the next three years.

Community Growing Schemes are one such scheme which will encourage community growing groups throughout Cowdenbeath and Fife to develop projects and to provide support for existing and new growing projects.

The overall benefits of such projects are well sighted, detailed and evidenced one such example being the Edible Estates projects.”

Decision

The Motion was unanimously agreed, see also para.49 above -Community Food Growing Update.

2023 CODAC 20

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

Conference Room 2, Ground Floor, Fife House, Glenrothes

25th April, 2023

9.30 a.m. – 11.50 a.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: Ryan McQuade, Fife Property Gazetteer Officer, Sunil Varu, Economy Adviser – Town Centre Development, Economy, Planning and Employability Services; Lesley Craig, Lead Consultant, Roads and Transportation Services; Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care Localities, Fife Health and Social Care Partnership; Donald Grant, Community Manager, Kevin O’Kane, Greenspace Partnership Officer, Lindsay Gilfillan, Project Manager, Communities and Neighbourhoods Services; and Emma Whyte, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Lisa Cooper, Head of Primary and Preventative Care (SLT Lead for Dunfermline Health and Social Care Locality Planning Group), NHS Fife.

46. DECLARATIONS OF INTEREST

Councillor James Calder declared an interest in Para. 56 below - Supporting the City of Dunfermline Local Community Plan - Community Recovery Fund (CRF) Proposals – Cruiseforth Destination Dunfermline – as he was on the Board of the organisation.

Councillor Aude Boubaker-Calder declared an interest in Para. 56 below - Supporting the City of Dunfermline Local Community Plan - Community Recovery Fund (CRF) Proposals – Cruiseforth Destination Dunfermline – as her husband was on the Board of the organisation.

47. MINUTE

The Committee considered the minute of the meeting of City of Dunfermline Area Committee of 7th February, 2023.

Decision

The Committee agreed to approve the minute.

48./

48. STREET NAMING AND NUMBERING CONSULTATION

The Committee considered a report by the Head of Business and Employability seeking approval under Section 97 of the Civic Government (Scotland) Act to name a new street 'Law Wynd' at the development at Leys Park Road, Dunfermline.

Decision

The Committee agreed to approve the name 'Law Wynd' for adoption at the development at Leys Park Road, Dunfermline.

49. EXPERIMENTAL PARKING RESTRICTION - FOUNDRY STREET, DUNFERMLINE

The Committee considered a report by the Head of Roads and Transportation proposing to introduce an experimental parking restriction on Foundry Street, Dunfermline.

Decision

The Committee agreed, in the interests of road management:-

- (1) to the promotion and confirmation of an Experimental Traffic Regulator Order (ETRO) to introduce a limited waiting parking restriction on Foundry Street, Dunfermline for an experimental period of 18 months, as detailed in drawing TRO22_58 with all ancillary procedures; and
- (2) that a future report to the Committee providing further recommendations towards the conclusion of the ETRO period be submitted.

50. PROPOSED DOUBLE YELLOW LINES - TARMACHAN ROAD, DUNFERMLINE

The Committee considered a report by the Head of Roads and Transportation proposing to introduce 'No Waiting At Any Time' restrictions in Tarmachan Road, Dunfermline.

Decision

The Committee agreed, in the interests of traffic flow and road safety:-

- (1) to the promotion and confirmation of a Traffic Regulator Order (TRO) to introduce the restrictions detailed in drawing TRO22_30 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

51. HEALTH & SOCIAL CARE DUNFERMLINE LOCALITY PLANNING UPDATE

The Committee considered a report by the Head of Primary and Preventative Care (Senior Leadership Team Lead for Dunfermline H&SC Locality Planning Group)/

2023 CODAC 22

Group) providing an overview of the Health and Social Care (H&SC) Locality Planning for Dunfermline.

Decision

The Committee agreed that the Health and Social Care Partnership would provide six-monthly update reports to Committee on locality planning and joint areas of interest between Health and Social Care Partnership and community planning partners.

52. PLAY SPACE CATEGORISATION

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of the Play Spaces Categorisation for the City of Dunfermline area to create better quality and more inclusive play spaces.

Decision

The Committee agreed to:-

- (1) approve the Play Spaces Categorisation for the City of Dunfermline area; and
- (2) review the implementation plan at a future meeting which would specify how the categorisation and improvement of play spaces would be progressed.

53. LOCAL COMMUNITY PLANNING BUDGET REQUEST - DUNFERMLINE CHILDREN'S GALA

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of a contribution of £7,500 from the Local Community Planning Budget (split equally across each of the 3 Dunfermline wards) to assist with the delivery of the 2023 Dunfermline Children's Gala.

Decision

The Committee agreed to a contribution of £7,500 from the Local Community Planning Budget (split equally across the 3 Dunfermline wards) to assist with the delivery of the 2023 Dunfermline Children's Gala.

54. LOCAL COMMUNITY PLANNING BUDGET REQUEST - OUTWITH FESTIVAL

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of a contribution of £15,000 from the Local Community Planning Budget to assist with the delivery of the 2023 Outwith Festival programme of events planned from 6th September to 10th September (inclusive).

Decision

The/

2023 CODAC 23

The Committee agreed to a contribution of £15,000 from the Local Community Planning Budget to assist with the delivery of the 2023 Outwith Festival programme of events.

55. **SUPPORTING THE CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN - COMMUNITY RECOVERY FUND (CRF) PROPOSALS**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of proposals to allocate funds from the Community Recovery Fund (CRF) allocated to the City of Dunfermline area that were ready to commence within the current financial year 2023/24, as detailed in the report.

Decision

The Committee agreed to approve contributions from the Community Recovery Fund as set out below:-

- (1) Development of Dunfermline's City Status - £150,000.
- (2) Dunfermline Tourism Audit and Action Plan - £15,000.
- (3) Dunfermline and West Fife Local Tourism Association Investment into Development of Dunfermline.com - £30,000.
- (4) Dunfermline Greenspace SCIO - £197,000.
- (5) Fife Voluntary Action Dunfermline Advice/Services Hub - £100,000.
- (6) Fife Sports & Leisure Trust Communities Wellbeing Advisor - £86,900.
- (7) Community Use Central Equipment and Resources - £12,858.82.
- (8) Link Church Community Support Posts - £43,298.
- (9) Falling Up Together Community Workspace Hub - £11,543.
- (10) Dunfermline Regeneration Trust Dunfermline Skate Park - £50,000.

Councillors Aude Boubaker-Calder and James Calder left the meeting prior to consideration of the following item, having earlier declared an interest. Councillor Pryde took the Chair in the absence of the Convener for this item.

56. **SUPPORTING THE CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN - COMMUNITY RECOVERY FUND (CRF) PROPOSALS – CRUISEFORTH DESTINATION DUNFERMLINE**

The Committee considered a report by the Head of Communities and Neighbourhoods seeking approval of a proposal to allocate funds from the Community Recovery Fund (CRF) allocated to the City of Dunfermline area to the CruiseForth Destination Dunfermline initiative.

Decision/

Decision

The Committee agreed to a contribution of £38,000 from the Community Recovery Fund towards the CruiseForth Destination Dunfermline initiative.

The meeting adjourned at 11.00 a.m. and reconvened at 11.20 a.m.

Councillors Aude Boubaker-Calder and James Calder rejoined the meeting following consideration of the above item.

57. PROPERTY TRANSACTIONS

The Committee considered a report by the Head of 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.

58. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The Committee agreed to:-

- (1) note the forward work programme; and
- (2) add the following reports to the work programme:-
 - Play Space Categorisation progress.
 - 6 monthly update on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning partners.
 - Food Safety Inspections in Dunfermline.

59. NOTICE OF MOTION - DUNFERMLINE LEISURE FACILITIES

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

Motion

Councillor Gavin Ellis, seconded by Councillor Aude Boubaker-Calder, moved as follows:-

“In light of Dunfermline losing the Woodmill high School facilities and ongoing problems with the Carnegie leisure centre, Dunfermline Area Committee recommends/

2023 CODAC 25

recommends that Cabinet Committee consider instructing a feasibility study to be carried out regarding the provision of a modern mixed use leisure facility for the City of Dunfermline and West Fife. The feasibility study should include the costs and locations for a new facility and any negatives to doing so.”

Amendment

Councillor Auxi Barrera, seconded by Councillor Derek Glen, moved as follows:-

“The feasibility study should assess options to improve existing service provision at Carnegie Leisure Centre timescales and provide a timescale for implementation of all options identified by the Study.”

Roll Call

For the Motion – 6 votes

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

For the Amendment – 4 votes

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

Decision

The Committee agreed in terms of the motion.

60. **NOTICE OF MOTION - QUEEN MARGARET HOSPITAL HAEMATOLOGY CLOSURE**

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

Motion

Councillor Aude Boubaker-Calder, seconded by Councillor James Calder, moved as follows:-

“The City of Dunfermline Area Committee notes that the Queen Margaret Haematology Unit has recently closed, requiring residents of Dunfermline and West Fife having to travel to Kirkcaldy for gruelling Chemotherapy treatments.

The Committee believes that as a growing City, Dunfermline deserves the best possible healthcare, and that this decision should be reconsidered.

The Committee therefore resolves to ask the City of Dunfermline Area Convener to write to NHS Fife asking for an explanation and reconsideration of this decision.”

Amendment/

2023 CODAC 26

Amendment 1

Councillor Gordon Pryde, seconded by Councillor Cara Hilton, moved as follows:-

“Amend motion title to - Queen Margaret Hospital Haematology and Hospice Closures.

Add to original motion:-

“The City of Dunfermline Area Committee also notes that following its reopening in January 2022 the Queen Margaret Hospice was again closed in February 2023.

This Committee believes that it is imperative that those requiring palliative and end-of-life care have a say in how and where that care is delivered. For many that require end-of life care their wish will be for that care to be delivered in their own homes. That care at home option though will not be an option for everyone.

The Committee resolves that the Convener in his letter to NHS Fife outline its view that palliative and end-of-life care services should be provided as locally as possible and that the service at Queen Margaret be reopened.”

Amendment 2

Councillor Naz Anis-Miah, seconded by Councillor Auxi Barrera, moved as follows:-

Addition to Motion

“The City of Dunfermline Area Committee (CDAC) unanimously agrees as a growing city, Dunfermline needs a hospital with permanent services and is fully staffed to provide the best possible service to local residents and wider fife.

CDAC is concerned about the levels of staffing at QMH and the impact on all services available to residents in Fife.

CDAC asks the Convener to include the concerns around the levels of staff in his letter to NHS Fife.”

The mover of the motion agreed to accept both amendments. The conjoined motion was agreed as follows:-

Queen Margaret Hospital - Haematology/Hospice Closures/Staffing Levels

“The City of Dunfermline Area Committee notes that the Queen Margaret Haematology Unit has recently closed, requiring residents of Dunfermline and West Fife having to travel to Kirkcaldy for gruelling Chemotherapy treatments.

The Committee also notes that following its reopening in January, 2022 the Queen Margaret Hospice was again closed in February, 2023.

The/

2023 CODAC 27

The Committee believes that it is imperative that those requiring palliative and end-of-life care have a say in how and where that care is delivered. For many that require end-of life care their wish will be for that care to be delivered in their own homes. That care at home option though will not be an option for everyone.

The Committee is concerned about the levels of staffing at Queen Margaret Hospital and the impact on all services available to residents in Fife.

The Committee unanimously agrees, as a growing city, Dunfermline needs a hospital with permanent services and is fully staffed to provide the best possible service to local residents and wider Fife.

The Committee therefore resolves to ask the City of Dunfermline Area Convener to write to NHS Fife in terms of this motion.”

Decision

The Committee agreed the conjoined motion unanimously.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – KIRKCALDY - BLENDED

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

25th April, 2023

2.00 pm – 3.20 pm

PRESENT: Councillors Ian Cameron (Convener), 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), Izzy Scott-Trimmm, Community Development Team Manager (Kirkcaldy), Communities and Neighbourhood Services; Lesley Craig, Lead Consultant, Traffic Management, Andy Paterson, Lead Consultant, Car Parking Strategy & Operations, Keith Johnston, Technician Engineer, Traffic Management, Roads and Transportation Services and Lesley Robb, Lead Officer - Committee Services, Finance and Corporate Services.

ALSO ATTENDING: Lynn Barker, Associate Director of Nursing, Community Care Services and Jacquie Stringer, Locality Planning Co-ordinator, Health and Social Care Partnership.

APOLOGY FOR ABSENCE: Councillor Blair Allan

39. DECLARATIONS OF INTEREST

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

40. MINUTE OF MEETING OF KIRKCALDY AREA COMMITTEE OF 7TH FEBRUARY, 2023.

The Committee considered the minute of the Kirkcaldy Area Committee meeting of 7 February, 2023.

Decision

The Committee agreed to approve the minute.

41. HEALTH & SOCIAL CARE LOCALITY PLANNING – KIRKCALDY

The Committee considered a report by the Associate Director of Nursing, Community Care Services providing an overview of the Health & Social Care (H&SC) Locality Planning for Kirkcaldy. The information presented was intended to provide background and context around the aims for localities, including relevant/

relevant service providers across different sectors, at all levels coming together to improve health and wellbeing outcomes.

Decision

The Committee:

1. noted the information contained in the report;
2. agreed that the Health and Social Care Partnership would provide six monthly reports to the Committee, containing updates on locality planning and joint areas of interest between H&SC partnership and community planning partners; and
3. made suggestions for additional data and information to be included in further update reports.

42. SUPPORTING THE PLAN 4 KIRKCALDY - KIRKCALDY CCTV

The Committee considered a report by the Head of Communities and Neighbourhoods requesting agreement for an allocation of £57,279.36, from the underspend in the Local Community Planning Budget from 2022/23, to support the introduction of a self-sufficient CCTV system covering the Kirkcaldy area.

Decision

The Committee approved the total of £57,279.36, from the underspend in the Local Community Planning Budget from 2022/23, to support the introduction of a self-sufficient CCTV system covering the Kirkcaldy area.

43. PROPOSED PARKING RESTRICTIONS - VICTORIA HOSPITAL, KIRKCALDY

The Committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce and amend parking restrictions on the roads surrounding the Victoria hospital and Whyteman's Brae Day hospital in Kirkcaldy.

Decision

The Committee:

1. agreed to the promotion of a Traffic Regulation Order (TRO) to introduce and amend the parking restrictions detailed in drawings nos. TRO22_12/1; TRO22_12/2 RevA; and TRO22_12/3 RevA with all ancillary procedures, as detailed in the appendices to the report; and
2. authorised officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

44./

44. PEDESTRIAN ZONE - HIGH STREET, KIRKCALDY

The Committee considered a report by the Head of Roads & Transportation Services in relation to the proposal to make permanent the current Experimental

Traffic Regulation Order for the Pedestrian Zone timings for exempted vehicles in High Street, Kirkcaldy.

Decision

The Committee:

1. agreed to the make the Experimental Traffic Regulation Order (ETRO) for the pedestrian zone timings for exempted vehicles in High Street, Kirkcaldy permanent as detailed in drawing nos. TRO22_32/PZ and TRO22_32/OPR with all ancillary procedures, as detailed in the appendices to the report; and
2. authorised officers to confirm the TRO within a reasonable period.

45. REDUCED PRICE CAR PARK SEASON TICKET

The Committee considered a report by the Head of Roads and Transportation Services providing an update on the operation of the reduced price car park season ticket in Kirkcaldy. The Committee were asked to support an extension of the reduced price car park season ticket until 31 March, 2024.

Decision

The Committee agreed;

1. to continue to support the reduced price season ticket in selected car parks in Kirkcaldy until 31 March, 2024; and
2. that the funding for the exercise would be taken from the budget allocated to Kirkcaldy Area for devolved parking initiatives.

46. SUPPORTING THE LOCAL COMMUNITY PLAN – KIRKCALDY AREA LOCAL BUDGETS 2022/25

The Committee considered a report by the Head of Communities and Neighbourhoods providing an update on the 3 year budget allocations agreed by the Committee in March, 2022. Members were also asked to agree an increase to the allocation of funding to Growing Kirkcaldy from £4K to £6K for financial years 2023-24 and 2024-25.

Decision

The Committee:

1. noted the content of the report which provided an updated position on the budget allocations agreed in March, 2022; and
2. agreed the increase to the allocation of funding for Growing Kirkcaldy from £4K to £6K for financial years 2023-24 and 2024-25.

47./

47. PROPERTY TRANSACTIONS

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

Decision

The Committee noted the content of the report.

48. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services supporting the Committee's consideration of the workplan for future meetings of Kirkcaldy Area Committee.

Decision

The Committee:

1. reviewed and noted the Kirkcaldy Area Forward Work Programme;
2. noted that a report on market assessment on the Multi-Storey Car Parks, Kirkcaldy would now be issued in the form of a briefing note to Members and circulated in the next few weeks;
3. suggested that officers be approached to submit a future report to the Committee on the feasibility of simplifying car parking charges within the Kirkcaldy Town Centre Area; and
4. agreed that a Members Workshop be arranged to facilitate discussion on content of the forthcoming School Attainment and Achievement Annual report.

**THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE
SCRUTINY COMMITTEE – BLENDED MEETING**

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

18 April 2023

10.00 a.m. – 11.40 a.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, Sam Steel (substituting for Councillor 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; Lisa McCann, Service Manager, Lorna Starkey, Lead Officer, Environmental Health (Food and Workplace Safety); John Mitchell, Head of Roads & Transportation Services, Susan Keenlyside, Service Manager, Sustainable Transport & Parking, Steven Sellars, Lead Consultant, Road Safety & Travel Planning, Matthew Roberts, Lead Consultant - Local Transport Strategy, Transport Networks, Roads & Transportation Services; Barry Collie, Accountant, Business Partnering; Helena Couperwhite, Service Manager and Michelle Hyslop, Committee Officer, Committee Services, Legal & Democratic Services.

34. DECLARATIONS OF INTEREST

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

35. MINUTE

The Committee considered the minute of meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 31 January 2023.

Councillor Hoggan-Radu asked if more detail could be included in minutes of future meetings. Helena Couperwhite acknowledged the concerns raised by Councillor Hoggan-Radu and confirmed that Committee minutes were not intended to be descriptive and should only contain the detailed decisions. Members were reminded that a copy of the live stream is available on Fife Council's website for 180 days following the Committee.

Decision

The Committee:-

- (1) agreed to approve the minute; and
- (2) noted Helena Couperwhite's response detailed above - that a copy of the live stream was available on the Council's website should members require further detail in addition to the formal minute.

36./

36. 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 December 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.

37. 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 December 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.

38. ENVIRONMENTAL HEALTH (FOOD AND WORKPLACE SAFETY) SERVICE DELIVERY PLAN 2023-24

The Committee considered a report by the Head of Protective Services detailing the statutory requirements of:

- (1) The National Local Authority Enforcement Code England, Scotland & Wales and the Health and Safety at Work Etc. Act 1974, along with the Statement of commitment between Local Authority and HSE Regulatory Services; and
- (2) The Food Law Code of Practices (Scotland) and retained Regulation (EC) No 2017/625.

The report also provided information on the primary areas of regulatory activity undertaken and pressures faced by the Environmental Health (Food and Workplace Safety) Team.

Decision

The Committee noted the content of the report.

39./

39. DRAFT LOCAL TRANSPORT STRATEGY FOR FIFE

The Committee considered a report by the Head of Roads and Transportation Services, presenting the draft Local Transport Strategy for Fife 2023-2033 for review.

Decision

The Committee:-

- (1) noted the contents of the draft Local Transport Strategy for Fife 2023-2033, which had been developed based on extensive formal consultation with the community, Elected Members, stakeholders, Council Services, and the Fife Partnership; and
- (2) agreed that members would provide final comments on the draft strategy in writing, to Matthew Roberts (matthew.roberts@fife.gov.uk) by Tuesday, 25 April, 2023.

Councillor Tom Adams left during consideration of the above item.

40. FIFE ROAD CASUALTY STATISTICS 2022

The Committee considered a report by the Head of Roads and Transportation Services, advising on the numbers and severity of casualties on Fife's roads in 2022 and the performance against the Scottish Government Road Safety Casualty Reduction targets.

Decision

The Committee noted:-

- (1) the 2022 road casualty statistics detailed in the report; and
- (2) the ongoing work of road safety partners aimed at reducing casualties and meeting the Scottish Government casualty reduction targets for 2030.

41. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services, attaching the draft workplan for future meetings of the Committee.

Decision

The Committee:-

- (1) noted the draft workplan; and
- (2) agreed that a report on the progress of the new bulky uplifts scheme would be brought for consideration at the next meeting on 20 June 2023.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – BLENDED MEETING

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

21st March, 2023

10.15 a.m. – 12.30 p.m.

PRESENT: Councillors Kathleen Leslie (Convener), Lynn Ballantyne-Wardlaw, Patrick Browne, John Caffrey, Ian Cameron, Fiona Corps (substituting for Councillor Boubaker-Calder), Altany Craik (substituting for Councillor Linda Erskine), Dave Dempsey, Sean Dillon, Brian Goodall (substituting for Councillor Anis-Miah), Alycia Hayes, Lynn Mowatt, Sarah Neal, Daniel Wilson, Mr. Brian Blanchflower and Mr. Alastair Crockett, religious advisors.

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; Jackie Funnell, Education Manager, Education & Children's Services; Alison Binnie, Finance Business Partner; and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Naz Anis-Miah, Aude Boubaker-Calder, Colin Davidson and Linda Erskine.

There was a slight delay to the Committee start time due to a fire alarm at the venue.

33. DECLARATIONS OF INTEREST

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

34. MINUTE

The Committee considered the minute of the Education Scrutiny Committee of 24th January, 2023.

Decision

The Committee agreed to approve the minute.

35. INSPECTION OUTCOMES AUGUST 2021 – JANUARY 2023

The Committee considered a report by the Executive Director, Education and Children's Services providing an overview of the quality improvement activity across Fife schools and early learning centres, Education Scotland inspection activity in Schools and Care Inspectorate Inspections within Early Learning Centres and Out of School/Creche Provision, during the academic Session 2021/22.

A/

2023 ES 17

A summary of Education Scotland and Care Inspectorate inspections from August 2022 was also provided, however, more detail of the outcome of inspections for the whole of academic year 2022/23 would be provided for the Scrutiny Committee's consideration in January 2024.

Decision

The Committee:-

- (1) scrutinised the outcomes of the inspection activity;
- (2) noted areas of success and progress, as well as the actions being taken to ensure continued improvement; and
- (3) noted that a more detailed report on the outcome of inspections for the whole academic year 2022/23 would be provided for the Committee's consideration at its meeting on 9th January, 2024.

36. RELATIONSHIPS & BEHAVIOUR - SUPPORT FOR SCHOOL STAFF

The Committee considered a report by the Head of Education and Children's Services providing details of the supports available for school staff when there were incidents of violence and aggression.

Decision

The Committee:-

- (1) reviewed and commented on the content of the report and the supports available;
- (2) requested a further report toward the end of the year, to include:
 - (a) updated and comparative data relating to violent incidents broken down as appropriate according to, for example: SIMD, gender, age, care experience, additional support needs, etc;
 - (b) an update on progress of the pilot model of having a social worker based in secondary schools; and
 - (c) an update on the work of the recently established multi-agency group committed to working together in responding to violent incidents and the development and implementation of best practice processes; and
- (3) agreed to encourage all Elected Members to undertake Level 1 of Trauma Informed Practice training for a better understanding of reasons for violent and aggressive behaviour.

37. RELATIONSHIPS & BEHAVIOUR - SUPPORT FOR PUPILS

As requested at its previous meeting on 24th January, 2023, the Committee considered a report by the Head of Education and Children's Services providing information relating to behaviour in Fife schools and details of the approaches in place to support young people.

Decision/

Decision

The Committee:-

- (1) examined the information provided relating to pupil behaviour and the supports available, as detailed in the report;
- (2) requested a further report toward the end of the year, to include:
 - (a) updated and comparative data relating to violent incidents broken down as appropriate according to, for example: SIMD, gender, age, care experience, additional support needs, etc;
 - (b) an update on progress of the pilot model of having a social worker based in secondary schools; and
 - (c) an update on the work of the recently established multi-agency group committed to working together in responding to violent incidents and the development and implementation of best practice processes; and
- (3) agreed to encourage all Elected Members to undertake Level 1 of Trauma Informed Practice training for a better understanding of reasons for violent and aggressive behaviour.

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

38. 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) noted the current financial performance and activity as detailed in the report;
- (2) noted the projected outturn position and the relevant areas of projected over and under spend within the service; and
- (3) requested that the next revenue budget scrutiny report included feedback on any Corporate decision relating to the use of the projected underspend due to savings arising from teachers' industrial action.

39. 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/

providing information on the overall progress of the Education Service capital programme, for the current financial year, 2022-23 and 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.

Councillor Caffrey left the meeting following consideration of the above item.

40. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services relating to the workplan for future meetings of the Education Scrutiny Committee.

Decision

The Committee:-

- (1) agreed to review the workplan with a view to putting forward suggestions for areas of scrutiny - any suggestions were to be submitted to the Convener, Lead Officer and Committee Officer for consideration;
 - (2) as referenced at Para. 35. (3) above – ‘Inspection Outcomes’ – a detailed report for academic year 2022/23 would be considered at its meeting on 9th January, 2024;
 - (3) as referenced at Para. 36 (3) and Para. 37 (3) above – ‘Relationships and Behaviour – Support for school staff and Support for pupils’, respectively, an update report would be provided toward the end of the year on a date to be advised.
-

THE FIFE COUNCIL - FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

30 March, 2023

10.00 a.m. – 11.30 a.m.

PRESENT: Councillors Allan Knox (Convener), Lynn Ballantyne-Wardlaw, Auxi Barrera, Ian Cameron, Rod Cavanagh, Eugene Clarke, Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, Robin Lawson, James Leslie, Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Eileen Rowand, Executive Director, Finance & Corporate Services; Alan Paul, Head of Property Services, Raymond Johnston, Service Manager - Professional Services, Property Services; Gordon Mole, Head of Business & Employability, Morag Millar, Programme Manager, Strategic Growth & City Region Deals, Economy Planning and Employability Services; Elaine Muir, Head of Finance, Jay Wilson, Accountant, Jackie Johnstone, Accountant, Finance Services; Elizabeth Mair and Emma Whyte, Committee Officers, Legal & Democratic Services, Finance & Corporate Services.

39. DECLARATIONS OF INTEREST

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

40. MINUTE

The Committee considered the minute of meeting of the Finance, Economy & Corporate Services Scrutiny Committee of 26 January 2023.

Decision

The Committee agreed to approve the minute.

41. MANAGEMENT OF CAPITAL CONSTRUCTION PROJECTS

The Committee considered a joint report by the Head of Finance and the Head of Property Services in response to a request for further information on management of capital construction projects, including how they were priced in a wider sense and whether it would be possible to look at fixed price contracts. The report also summarised the Council's approach to the delivery and management of construction projects and project overspends that arose from time to time. Alan Paul, Head of Property Services, gave a presentation highlighting the main issues.

Decision

The Committee noted:-

- (1) the information contained in the report and presentation; and
- (2) that a briefing note providing examples of recording of community wealth building initiatives in construction projects would be circulated to members.

42./

42. TAY CITIES DEAL ANNUAL REPORT

The Committee considered a report by the Head of Business and Employability Services presenting the second annual performance report on progress by the Tay Cities Region Deal for the period 1st October 2021 to 30th September 2022.

Decision

The Committee noted:-

- (1) the information contained in the report and the progress on activity in North East Fife; and
- (2) that this was a draft report until approved by the Tay Cities Joint Committee on 24th March, 2023.

43. 2022/23 REVENUE MONITORING PROJECTED OUTTURN – FINANCE AND CORPORATE SERVICES

The Committee considered a report by the Executive Director, Finance and Corporate Services, providing an update 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.

44. 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.

45. 2022/23 REVENUE MONITORING PROJECTED OUTTURN – PLANNING SERVICE, 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 projected outturn financial position for the 2022/23 financial year, as at December 2022, for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The Committee noted:-

- (1) the current financial performance and activity as detailed in the report; and
- (2) that the Head of Planning would issue a briefing note providing further information on recruitment and workforce planning.

46./

46. 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 December 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 as detailed in the report.

47. FINANCE, ECONOMY AND CORPORATE SERVICES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance and Corporate Services outlining a draft workplan for future meetings of this Committee.

Decision

The Committee noted:-

- (1) the current Finance, Economy and Corporate Services Scrutiny Work Plan;
- (2) that reports arising from suggestions received from members, including those relating to procurement and green freeports, would be added to the Forward Work Programme for appropriate future Committee meeting dates; and
- (3) that a large number of annual reports were currently scheduled for October 2023 and these would be spread over several meetings to allow proper consideration to be given to each one.

**THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE –
BLENDED MEETING**

Committee Room 2, Fife House, North Street, Glenrothes

23rd March, 2023

10.00 a.m. – 12.30 p.m.

PRESENT: Councillors Eugene Clarke (Convener), Blair Allan, Ken Caldwell, Alistair Cameron, Alex Campbell, Brian Goodall, Peter Gulline, Donald Lothian, Julie MacDougall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele, Ann Verner, Kathleen Leslie (substitute for Darren Watt) and Jan Wincott.

ATTENDING: Michael Enston, Executive Director - Communities; Kathy Henwood, Head of Children & Families & Criminal Justice; Alan Small, Independent Adult Protection Committee Chair; Audrey Valente, Chief Finance Officer, Health and Social Care Partnership; Diarmuid Cotter, Head of Customer and Online Services, Customer Service Improvement; Ashleigh Allan, Finance Business Partner, Helen Guthrie, Accountant, Lesley Kenworthy, Finance Business Partner, Alison Binnie, Finance Business Partner, Finance and Corporate Services and Michelle Hyslop, Committee Officer, Committee Services.

ALSO ATTENDING: Chief Superintendent Derek McEwan, Police Scotland.

APOLOGY FOR ABSENCE: Councillor Allan Knox.

Prior to the start of business, the Convener intimated the intention to vary the sequence of items from that on the agenda, to take item 13 (para 50) directly after item 5 (para 49) due to the presenting officer requiring to attend urgent business.

46. DECLARATIONS OF INTEREST

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

47. MINUTE

The Committee considered the minute of the People & Communities Scrutiny Committee meeting of 19th January, 2023.

Decision

The Committee approved the minute.

48. POLICE SCOTLAND LOCAL POLICING PLAN - ANNUAL REPORT

The Committee considered a report by the Chief Superintendent, Police Scotland which provided members with an oversight of the proposed local policing plan.

Decision/

Decision

The Committee endorsed the draft local policing plan.

49. CUSTOMER CONTACT MANAGEMENT

The Committee considered a report by the Head of Customer and Online Services, which outlined the strategy and actions being taken to enable delivery of the Council's ambition for integrated contact management, with a single view of customer experience.

Decision

The Committee: -

- (1) reviewed the strategy and overall ambitions; and
- (2) considered the implementation of a holistic approach to be taken for online, telephone and face to face services.

50. ADULT PROTECTION ANNUAL REPORT

The Committee considered a report by the Independent Adult Protection Committee Chair, updating members on the biennial report and work of the Adult Support and Protection Committee.

Decision

The Committee noted the content of the report.

The meeting adjourned at 11.30 a.m. and reconvened at 11.45 a.m.

Councillor Jan Wincott temporarily left the meeting during consideration of the following item and Councillor Bailey-Lee Robb left the meeting at this stage.

51. 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 Communities and the Housing Revenue Account (HRA).

Decision

The Committee noted the current financial performance and activity for the 2022/23 Revenue Monitoring as detailed in the report.

52. 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

Decision

The Committee noted the current performance and activity for the 2022/23 Capital Monitoring as detailed in the report.

53. 2022-23 REVENUE BUDGET & CAPITAL PLAN PROJECTED OUTTURN – CHILDREN AND FAMILIES & CRIMINAL JUSTICE SERVICES

The Committee considered a 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 relevant areas of projected over and under spend within the Service.

Councillor Alistair Cameron left the meeting following consideration of the above item.

54. 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 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.

55. 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.

Councillor Jan Wincott rejoined the meeting at this stage.

56./

56. FIFE CORPORATE PARENTING BOARD

The Committee considered a report by the Executive Director of Education and Children's Services, updating members on the work of the Fife Corporate Parenting Board (FCPB) and developments planned to improve the Corporate Parenting agenda across Fife.

Decision

The Committee noted: -

- (1) the intention of the Corporate Parenting Board to ensure Care Experienced Children and Young People (CECYP) in Fife were supported, with the best offer from their 'corporate parents' to reach their full potential;
- (2) the progress made within the last 6 months, informing the strategic plan and developing narrative of expectation across all 'corporate parents' in Fife; and
- (3) this was the second of the agreed 6 monthly update/analysis reports to be considered by the relevant Committee.

57. CHIEF SOCIAL WORK ANNUAL REPORT

The Committee considered a report by the Chief Social Work Officer, acknowledging that the Education and Children Services Committee agreed that an annual report on the role of the Chief Social Work Officer would be presented at the People & Communities Scrutiny Committee.

Decision

The Committee noted the content of the report.

58. PEOPLE & 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: -

- (1) noted the content of the forward work programme for the People & Communities Scrutiny Committee;
- (2) acknowledged that Councillor Goodall asked officers to consider allocating the Rockgelly report to a future meeting of the Committee;
- (3) agreed that a report on housing services would be brought to a future Committee to look at voids and its impact on housing allocations; and
- (4)/

2023 PCS 25

- (4) agreed that a report would be brought to a future meeting to look at the housing functional needs assessments and the impact this has on service delivery, and explore any work being done to reduce the backlog on housing services.
-



UNCONFIRMED

MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 27 JANUARY 2023 AT 10.00 AM

Present	Arlene Wood (AW) (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) – Alastair Grant (AG), Alistair Morris (AM), John Kemp (JK), Sinead Braiden (SB) Janette Keenan (JK), Director of Nursing, NHS Fife Wilma Brown (WB), Employee Director, NHS Fife Amanda Wong (AW), Associate Director, AHP's, NHS Fife Debbie Fyfe (DF), Joint TU Secretary, Fife Council Ian Dall (ID), Service User Representative Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Representative Simon Fevre (SF), Staff Representative, NHS Fife
Professional Advisers	Nicky Connor (NC), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Sally O'Brien (SO) (for Lynn Barker (LB), Associate Director of Nursing)
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 Lindsay Thomson, Head of Legal & Democratic Services, Fife Council Hazel Williamson (HW), Communications Adviser Clare Gibb (CG), Communications Adviser Cara Forrester (CF), Communications Adviser Wendy Anderson (WA), H&SC Co-ordinator (Minute)

NO	TITLE	ACTION
1	CHAIRPERSON'S WELCOME / OPENING REMARKS	

The Chair welcomed everyone to the first Integration Joint Board for 2023 and congratulated the Hospital at Home Team (H@H) who recently celebrated their 10th anniversary. The service now has three teams working across Fife, and over the course of the past ten years the teams have seen almost 18,000 people in their own homes.

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.

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.

NO	TITLE	ACTION
2	CONFIRMATION OF ATTENDANCE / APOLOGIES	
	Apologies had been received from Chris McKenna, Eleanor Haggett, Kenny Murphy, Helen Hellewell, Lynn Barker, Kathy Henwood and Joy Tomlinson.	
3	DECLARATION OF MEMBERS' INTERESTS	
	There were no declarations of interest.	
4	MINUTES OF PREVIOUS MEETING 25 NOVEMBER 2022	
	The Minute from the meeting held on 25 November 2022 was approved as an accurate record.	
5	MATTERS ARISING – ACTION NOTE 25 NOVEMBER 2022	
	The Action Note from the meeting held on 25 November 2022 was approved as accurate.	
6	CHIEF OFFICER UPDATE	
	The Chair handed over to Nicky Connor for this item.	
	Nicky provided a short update on the current winter pressures which are ongoing and have seen the gold, silver and bronze command structure reinstated. Staff from all parts of the partnership have worked together as Team Fife to ensure services continue and Nicky expressed the thanks of the Board to all partnership staff, across all sectors, for this ongoing commitment.	
	The Care Home Collaboration is working well to ensure the sustainability of services and a test of change is ongoing as part of work around flow and navigation.	
	A briefing had been issued by Nicky Connor prior to the IJB meeting and members were encouraged to share the Winter Hero Campaign banner which was shared in the briefing. This campaign has generated interest in working in the partnership.	
	Fife are now involved in a relatively new initiative – Getting It Right For Everyone (GIRFE) - which will focus on people from young adulthood to end of life care. Between now and summer 2023 Fife will focus on being a pathfinder site for the Transitions workstream. Learning from all the pathfinder sites will inform national learning and recommendations for further expansion in Scotland	
7	FINANCE UPDATE	
	This report was discussed at the Finance, Performance & Scrutiny Committee on 20 January 2023. The chair introduced Audrey Valente who presented this report which detailed the financial position of the delegated and managed services based on November 2022 which forecast a surplus £7.146m. Key areas of overspend are Hospital & Long-Term Care, Adult Placements and Social Care other. These are offset by the underspends in Community Services, GP Prescribing, Children's Services, Older People Residential and Day Care, Homecare, Adults Fife-wide, Adults Supported Living and Social Care Fieldwork.	

7 FINANCE UPDATE (CONT)

Unachieved savings totalling £3.794m from prior years, which were delayed due to Covid-19, have been brought forward, and require to be met to balance the budget. Reserves totalling £79.712m were brought forward into this financial year. .

It is proposed that earmarked reserves of £3.3m are committed to reflect a whole system response to the pressures being faced across Health and Social Care.

The Chair then invited Alastair Grant, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committee. Alastair confirmed that a lengthy discussion took place at Committee on the Finance Update and they were supportive of the use of reserves.

The discussion was then opened up to Board members and items raised included underspends within the Home Care budget and the effect on carers, recruitment of additional staff via different campaigns and the unprecedented challenges being faced by the partnership and the utilisation of reserves.. The Board requested future reports contain information on areas with large overspends.

AV

The Board were assured that there is robust financial monitoring in place, approved the financial monitoring position as at November 2022 and approved the use of the reserves for the whole system pressures.

8 STRATEGIC PLAN 2023-2026

As part of its development, the Strategic Plan has been previously considered by a large number of groups, including the Senior Leadership Team, the Local Partnership Forum, the three governance committees and IJB Development Sessions. These groups have either supported the content or their feedback has informed the development of the content presented in this report.

The Chair introduced Fiona McKay who presented the final version of the Strategic Plan for Board approval. The plan is ambitious and transformational, it takes account of both the Medium-Term Financial Strategy and the Workforce Strategy. Extensive consultation took place with staff, service users and members of the public. Some consultation was done in conjunction with NHS Fife to ensure a joined- up approach. Fiona thanked the members of the Strategic Planning Group for their input and challenge throughout the process.

The Chair then invited comment from the governance committee, Local Partnership Forum (LPF) and Strategic Planning Group (SPG) Chairs on discussions as their respective meeting.

Sinead Braiden, Chair of Quality & Assurance, Alastair Grant, Chair of Finance, Performance & Scrutiny Committee and Dave Dempsey, Chair of Audit & Assurance Committee all confirmed that their members strongly supported the final Strategic Plan.

Simon Fevre advised that the LPF had discussed the Strategic Plan on two separate occasions and there was overall support for the plan.

David Graham, on behalf of the SPG advised that all organisations and stakeholders involved in the consultation were able to give feedback and the SPG recommended the Plan to the IJB for approval.

8 STRATEGIC PLAN 2023-2026 (CONT)

Nicky Connor advised that once the Strategic Plan was approved the next steps would be to bring each of the underpinning strategies through the governance committees to the IJB, ensuring that key delivery plans were in place and linking into the Annual Performance Report.

Discussion then took place on the consultation for the plan, the increased number of people who took part, the work of the Communications and Participation & Engagement teams and the need to keep the Strategic Plan under review as legislation changes during its lifetime.

The Board approved the Strategic Plan from 2023 to 2026 and took assurance around the ongoing work in relation to the delivery plan, development of the underpinning strategies, alignment of risk and the Medium-Term Financial Strategy and the Workforce Strategy which will all report back through the governance committees to the Integration Joint Board.

Now the Strategic Plan has been approved work will commence on developing Directions and delivery plans which will be progressed through the Finance, Performance and Scrutiny Committee to the IJB as per our usual governance process. The Strategic Plan will be published on the Health and Social Care Partnership website.

FM

9 JOINT INSPECTION REPORT AND IMPROVEMENT PLAN

This report was discussed at the Finance, Performance & Scrutiny Committee on 20 January 2023. The Chair introduced Fiona McKay who presented this report.

The Inspection Report was received following the Care Inspectorate Inspection in 2022. The Improvement Plan was developed as a result of the Inspection Report and has been approved by the Care Inspectorate. The working group which was established during the inspection will continue to meet regularly and the Getting It Right For Everyone (GIRFE) initiative mentioned during the Chief Officer's Update will support the work planned around this.

The Chair then invited Alastair Grant, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committee before questions from Board members. Alastair confirmed that the Committee were supportive of the Improvement Plan.

Discussion took place around the priority improvement areas including carers support and how this would be managed through the forthcoming Carers Strategy and upcoming changes to respite provision for carers, carers assessments and additional staff being recruited to support. Changes to the Senior Leadership Team have also supported improvements within the partnership.

Morna Fleming raised concerns regarding carers who often do not see themselves as carers and do not engage with the partnership or seek support. A change in focus is needed to include this hard to reach group and ensure services are provided for those who need them.

Fiona McKay advised that work is ongoing on the partnership website to ensure it is user friendly and able to provide the information on available support for the people of Fife. There is also work ongoing to ensure those who do not have access to technology can still be given appropriate information and advice.

9 JOINT INSPECTION REPORT AND IMPROVEMENT PLAN (CONT)

The Board confirmed that they took assurance that there is a plan in place to address the areas of learning and improvement identified through the inspection and also highlighted and recognised the good practice areas identified.

10 MINISTERIAL STRATEGIC GROUP (MSG) INDICATORS

This report was discussed at the Finance, Performance & Scrutiny Committee on 20 January 2023. The Chair introduced Fiona McKay who presented the report which is provided to the IJB regularly. Fiona gave background to the original MSG Indicators Report which was provided to Scottish Government in 2019 following a self-evaluation process by the partnership. Work on this was paused due to covid-19 and it is expected that this will be restarted in the near future. This report gives information up to December 2022 on the ongoing work with the MSG Indicators. Most of these have progressed and work will continue to ensure we are in a good position when this work is restarted by Scottish Government.

Nicky Connor advised that some of issues identified are national issues, not unique to Fife. She gave assurance that progress has also been made in many areas with year-on-year improvements evidenced in the report.

Arlene Wood asked if the original report on this could be circulated to IJB members.

FM

The Chair then invited Alastair Grant, Chair of Finance, Performance & Scrutiny Committee who confirmed that the committee had not raised any specific questions or issues but found the report informative.

Board members felt this was a positive story and questions were asked about the expected status as not all were marked as exemplary. Fiona McKay explained that all indicators required to work through each of the four expected outcomes in turn. Therefore in line with Quality Improvement Methodology the expected status that is outlined in the next goal in this improvement journey rather the final expected end point.

Discussion took place around the expected route which future reports will take coming to the IJB and how do stakeholders have opportunity to input into the assessment of progress. This would normally be Senior Leadership Team and then Finance, Performance & Scrutiny Committee. It was suggested that this could also be brought to the Quality & Communities Committee in future as some of the MSG indicators would be relevant to this committee and enable wider input to the review of progress in future.

The Board took assurance that progress is being made on the implementation of the Ministerial Strategic Group Recommendations. This includes joint working across agencies in Fife and the commitment to continuous quality improvement. Progress will be included in the Health and Social Care Partnership Annual report and separate report on MSG will be reported to the IJB in the next financial year.

11 PERFORMANCE REPORT – EXECUTIVE SUMMARY

The full Performance Report was discussed at the Finance, Performance & Scrutiny Committee on 20 January 2023. The Chair introduced Fiona McKay who presented this report which is the normal summary report. Some areas within the report are highlighted and work is continuing to ensure improvement going forward.

11 PERFORMANCE REPORT – EXECUTIVE SUMMARY (CONT)

Within Fife work with Assessment and Interim Beds has been in place for a long period of time. Further work on these is being developed in conjunction with Paul Dundas. Lynne Garvey is taking forward significant work to support the reduction of delayed discharges and advised that daily verification meetings were being held to discuss all patients currently delayed in hospital, progress is being made thanks to the work of staff in all areas, including Care at Home where requests are being turned around in a really short timescale.

Nicky Connor gave an update the progress with smoking cessation, Child and Adolescent Mental Health Services waiting times and Psychological therapies waiting times.

Paul Dundas acknowledged the work done by all members of Team Fife on flow and capacity issues, coping with ongoing pressures and reducing hospital discharge delays. Scottish Care are meeting with the Cabinet Secretary on 23 February 2023 to discuss work undertaken in Fife.

The Chair then invited Alastair Grant, Chair of Finance, Performance & Scrutiny Committee to comment. Alastair advised that the committee had had a full discussion on this report.

Board members were encouraged by this report which was seen as a positive one. There was discussion regarding the opportunity that there could be to review the performance reporting to the Integration Joint Board and agreed that a development session will take place at the finance performance and scrutiny committee to explore this as the committee that reviews the performance in detail.

The Board took assurance that detailed discussion on performance takes place at Finance, Performance and Scrutiny Committee and that the committee is planning a Development Session to explore performance reporting and opportunities to further strengthen this aligned to the new Health and Social Care Partnership Strategic Plan.

12 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

Dave Dempsey advised that John Kemp was welcomed to his first meeting of the committee on 19 January 2023. Discussion took place around the Risk Register and that the committee were exploring a process to support deep dives into specific risks to understand them better and to ensure that this connects well to the other committees of the IJB.

Finance, Performance & Scrutiny Committee (FP&S)

Arlene Wood chaired the FP&S Committee on 11 November 2022 and confirmed there was nothing to escalate from this meeting.

Alastair Grant chaired the meeting held on 20 January 2023 and confirmed there was nothing to escalate to the IJB from the meeting.

12 MINUTES OF GOVERNANCE COMMITTEES/LOCAL PARTNERSHIP FORUM/ ITEMS TO BE ESCALATED (CONT)

Quality & Communities Committee (Q&C)

Sinead Braiden advised that the meeting held on 8 November 2022 had a full agenda and since then an excellent Development Session has taken place for committee members where lived experience was shared by users of the Alcohol and Drug Partnership (ADP).

There was nothing to escalate from the meeting held on 18 January 2023.

Local Partnership Forum (LPF)

Simon Fevre advised there was nothing to escalate from meeting held on 16 November 2022. At 24 January 2023 meeting significant service pressures, surge bed capacity, the H&SC Leadership Programme and a presentation on the National Care Service were on agenda. The LPF acknowledged the huge contribution all staff have made over recent months.

13 AOCB

Ian Dall raised an issue relating to a Care Home in Fife and the concerns this has raised. Nicky Connor will meet with Ian to get an understanding of the issue with address this through the Care Home Assurance Group meeting.

Arlene Wood thanked all IJB members who has supported her induction and shared their thoughts and ideas which will help strengthen the IJB going forward. Arlene and Nicky will discuss these and IJB members will be updated on progress at future meetings.

14 DATES OF NEXT MEETINGS

IJB DEVELOPMENT SESSION – FRIDAY 24 FEBRUARY 2023

INTEGRATION JOINT BOARD – FRIDAY 31 MARCH 2023