

Fife Council of 16 May 2024

Minute Volume

NOTE

Items in the minutes will be marked to indicate that such items are subject to the approval of the Council or another Committee, as the case may be, as follows:-

- C = Subject to approval of the Council
- S = Subject to approval of the appropriate Strategic Committee
- A = Subject to approval of the appropriate Area Committee

If telephoning, please ask for Emma Whyte, Committee Officer,
Finance & Corporate Services (Telephone:- 03451 555555 Ext. 442303).

Fife Council

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

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

6 March 2024

2.00 pm – 2.35 pm

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

ATTENDING: Mary Stewart, Service Manager - Major Business & Customer Service, Natasha Cockburn, Lead Professional (Infrastructure), Development Management; Steven Paterson, Solicitor, Gemma Hardie, Solicitor, Planning & Environment and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors James Calder, Ian Cameron and Altany Craik.

153. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

154. MINUTE

The committee considered the minute of the West and Central Planning Committee of 7 February 2024.

Decision

The committee agreed to approve the minute.

155. 22/03982/FULL - LAND FOR PROPOSED SOLAR DEVELOPMENT, PARKEND, CROSSGATES

The committee considered a report by the Head of Planning Services relating to an application for the construction and operation of a 30MW ground-mounted solar PV farm and 9MW Battery Energy Storage System with associated infrastructure including housing for inverters, transformers and electrical equipment, fencing, security cameras, cabling and access tracks.

Decision

The committee agreed to approve the application subject to the 20 conditions and for the reasons detailed in the report.

156. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

Decision

The committee noted the applications dealt with under delegated powers since the last meeting.

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

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

3 April, 2024

2.00 pm – 4.15 pm

PRESENT: Councillors David Barratt (Convener), David Alexander, Lesley Backhouse, Alistair Bain, John Beare, James Calder, Ian Cameron, Altany Craik, Dave Dempsey, Derek Glen, James Leslie, Derek Noble, Gordon Pryde and Sam Steele.

ATTENDING: Kevin Treadwell, Service Manager Strategic Development and Infrastructure, Steve Iannarelli, Team Manager, Development Management, Bryan Reid, Lead Professional, Development Management, Planning Service; Steven Paterson, Solicitor and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

Prior to the start of business, the Convener intimated the intention to vary the sequence of that on the agenda to take item 6 (para 159) prior to item 4 (para 160) due to members of the public attending the committee for Item 6.

157. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

158. MINUTE

The committee considered the minute of the West and Central Planning Committee of 6 March 2024.

Decision

The committee agreed to approve the minute.

159. 23/02598/FULL - GLENNISTON FARM GLENISTON AUCHTERTOOL

The committee considered a report by the Head of Planning Services relating to an application for the Installation of 39MW solar PV array with 10MW embedded battery storage facility and associated infrastructure including vehicular access, internal access tracks, security fencing, CCTV cameras, underground cabling, inverters, substations, auxiliary transformer and other ancillary development.

Members were advised of an amendment to para 2.6.4 of the report: -

- Para 2.6.4 of the report, the sentence beginning “A visibility” should read - A visibility of 3m x 50m can be achieved to the south, with a visibility of 3m x 215m achievable to the north for access point 3.

Motion

Councillor Barratt, seconded by Councillor Cameron moved to approve the application subject to: -

- (1) the 18 conditions and for the reasons detailed in the report;
- (2) the amendment of condition 9
- (3) the amendment of condition 26

Amendment

Councillor Backhouse, moved to refuse the application on the grounds that the proposed development impacted on the loss of visual amenity/landscape character impacts, loss of agricultural land and natural heritage, however having failed to find a seconder, Councillor Backhouse requested that her dissent be recorded.

Decision

The committee agreed to: -

- (1) approve the application subject to the 18 conditions and for the reasons detailed in the report;
- (2) an amendment to condition 9 to read: -

9. UNLESS OTHERWISE AGREED IN WRITING WITH FIFE COUNCIL AS PLANNING AUTHORITY, if the solar farm and battery storage facility fails to export electricity to the grid for a continuous period of 12 months, the developer shall; (i) notify the Planning Authority within 1 month of the end of the 12 month period that the development has failed to export electricity; (ii) submit a scheme to Fife Council as Planning Authority setting out how the solar farm and battery storage facility and its ancillary equipment and associated infrastructure shall be removed from the site and the ground fully restored; and (iii) following written approval of the scheme by Fife Council as Planning Authority, implement the approved scheme within 12 months of the date of its approval, all to the satisfaction of Fife Council as Planning Authority.

Reason: In the interests of maintaining adequate control of the solar array facility should it become redundant, and to ensure that the site is restored.

- (3) an amendment to condition 26 to read: -

BEFORE ANY WORKS START ON SITE, a Traffic Management (TM) plan covering the construction of the development has been submitted for and approved in writing by the Planning Authority. The Traffic Management plan shall contain details on routing and timing of deliveries to site, site operatives parking area, traffic management required to allow off site operations such as public utility installation, etc. The approved Traffic Management plan shall thereafter be implemented for the duration of the construction works.

FOR THE AVOIDANCE OF DOUBT, construction traffic travelling to/from the site shall not be directed through Auchtertool.

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Reason: In the interest of road safety; to ensure the safe operation on construction traffic on the surrounding public road network.

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

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

160. 19/01725/PPP - LAND TO EAST OF A823, WELLWOOD, FIFE

The committee considered a report by the Head of Planning Services relating to an application for the Planning Permission in Principle for residential development, open space areas, path and cycle network and associated development at Colton SDA at Land To East Of A823, Wellwood, Fife.

The committee noted the following verbal updates to the report: -

- The following reference should have included at the top of Page 41 of the Committee Papers to read “Appendix 3 – original committee report”;
- The adjacent development site DUN044 – The Land North of Wellwood had been granted planning permission for residential development since the original committee report was prepared and the previous references to the DUN044 being subject to appeal within the original committee report were no longer correct; and
- The original committee report (pages 41-103) considered the relationship between Colton SDA and DUN044. It would be confirmed that as residential development had been approved on DUN044, development brief(s) would be required to consider residential development on this site and introduce appropriate design principles that integrated both residential developments.

Decision

The committee agreed: -

- (1) to approve the application subject to the 41 conditions and reasons detailed in the report and the conclusion of a legal agreement to secure the necessary planning obligations, namely: -
 - (a) the proportionate financial contribution towards a new Primary School;
 - (b) the provision of access to the land associated with the link road within the site should this be needed to deliver the Northern Link Road;
 - (c) a Strategic Transport Contribution of £5332 (indexed) per market unit;
 - (d) a contribution of £6067 (indexed) per 3-bedroom residential units towards secondary school education. This shall be increased and decreased on a sliding scale per bedroom and index linked;
 - (e) a contribution of £226 (indexed) per 3-bedroom residential units towards St Margaret's Roman Catholic Primary School. This shall be increased and decreased on a sliding scale per bedroom and index linked;

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- (f) 25% affordable housing on the site;
 - (g) the final delivery of landscaping and open space for development areas should the development stall for 3 years or more;
 - (h) a financial contribution or direct completion of the Northern Link Road at the eastern end of the development site outwith the area of site specified on plan 50126_106 and condition 22 including land, CPO and construction costs; and
 - (i) a contribution towards general or project specific improvements to enhance the wider setting of, including accessibility to/from, Townhill Country Park.
- (2) to delegate to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to negotiate and conclude the legal agreement necessary to secure the planning obligations set out in paragraphs (1) (a), (b), (c), (d), (e), (f), (g), (h) and (i) above; and
 - (3) that should no agreement be reached in relation to the planning obligations within 12 months of the Committee's decision, authority would be delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services to refuse the application.

The meeting adjourned at 3.35pm and reconvened at 3.40pm

161. 23/00997/FULL - LAND TO SOUTH OF MILLBURN AVENUE COALTOWN OF BALGONIE

The Committee considered a report by the Head of Planning Services relating to an application for the Residential development of 102 units (including 10 affordable units) with associated infrastructure including two vehicular access points, roads, landscaping, playpark and SuDS.

Members were advised of amendments to the reports: -

- Para 2.3.5 of the report, the sentence beginning "Three principal" should read – "Three principal amenity spaces are proposed; landscaped area in the south east corner (containing SuDS cellular storage system)";
- Para 2.3.5 of the report, the sentence beginning "The total" should read – "The total area of open space proposed would meet the policy requirements (discussed in full detail later in this report), with the proposed development feeling generally open through the location and function of the proposed spaces, particularly the large open spaces proposed at the site entrance and north east corner, aided by the pocket of open spaces and street trees and hedgerow planting proposed throughout"; and
- Para 2.5.8 of the report, the sentence beginning "In response" should read – "In response to this recommendation, it is ultimately considered that not extending the footway beyond the easternmost units would not raise any significant concerns given the anticipated desire lines of pedestrians".

Decision

The committee agreed: -

- (1) to approve the application subject to the 35 conditions and reasons detailed in the report and 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 Fife Plan (2017) and Planning Obligations Framework Guidance (2017);
 - (b) a contribution towards the planned extensions to Coaltown of Balgonie Primary School and Auchmuty High School in line with the Adopted FIFEplan (2017) and Planning Obligations Framework Guidance (2017); and
 - (c) the provision of 10 affordable housing units on the site.

- (2) the addition of the following condition: -

36. Prior to the occupation of the first residential unit, written evidence of Scottish Water's agreement to connect the development to the public drinking water/foul water infrastructure network, and confirmation that the mitigation measure identified within the approved Water Impact Assessment (or any reasonable alternative mitigation measures agreed in writing between the developer and Scottish Water) have been carried out, shall be submitted to Fife Council as Planning Authority for approval in writing.

Reason: In the interest of preserving existing infrastructure capacity; to ensure that the development does not have a negative impact on existing water infrastructure capacity.

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

162. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

The committee noted the applications dealt with under delegated powers since the last meeting.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

13 March 2024

1.00 pm - 2.00 pm

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

ATTENDING: Alastair Hamilton, Service Manager Development Management, Scott McInroy, Chartered Planner, Development Management, Planning Services; Steven Paterson, Solicitor, Planning and Environment and Michelle McDermott, Committee Officer, Legal and Democratic Services.

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

142. DECLARATIONS OF INTEREST

Councillors MacDiarmid and Tepp declared an interest in Paragraph No. 146 - 23/01885/FULL - Land to South of 6 Balgove Road, Gauldry - as Councillor MacDiarmid knew the applicant well and had worked with the applicant on occasion over several years; and Councillor Tepp had discussed issues relating to the application.

Councillors Clark, Hayes and Lawson declared an interest in Paragraph No 148 - 23/02446/FULL - St. Andrews Student Union, St. Mary's Place, St. Andrews – as Councillors Clark and Hayes worked for the University; and Councillor Lawson was a member of St. Andrews University Court.

Councillor Verner declared an interest in Paragraph No. 149 - 23/03013/FULL - Land to South of Alexandra Place, Market Street, St. Andrews - as the applicant was known to her husband and herself.

As a matter of transparency and with reference to Paragraph No. 148 - 23/02446/FULL - St. Andrews Student Union, St. Mary's Place, St. Andrews - Councillor Liston declared that she was a life member of the University of St. Andrews Students' Association. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, she therefore remained and participated in the meeting.

143. MINUTE

The committee considered the minute of meeting of the North East Planning Committee of 14 February 2024.

Decision

The committee agreed to approve the minute.

144. 23/02503/FULL - 92 HEPBURN GARDENS, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for the down-taking and reconstruction of two existing stone gate piers to facilitate widening of existing vehicular entrance, including removal of two sections of boundary wall, installation of new automated vehicular gate and alterations to existing footpath.

Decision

The committee agreed to approve the application subject to the three conditions and for the reasons detailed in the report.

145. 23/02504/LBC - 92 HEPBURN GARDENS, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to listed building consent for down-taking and reconstruction of two existing stone gate piers to facilitate widening of existing vehicular entrance, including removal of two sections of boundary wall, and installation of new automated vehicular gate.

Decision

The committee agreed to approve the application subject to the three conditions and for the reasons detailed in the report.

Prior to consideration of the following item, Councillors MacDiarmid and Tepp, having declared an interest, left the meeting. Councillor Liston, as Depute Convener, took the Chair.

146. 23/01885/FULL - LAND TO SOUTH OF 6 BALGOVE ROAD, GAULDRY

The committee considered a report by the Head of Planning Services relating to an application for planning permission in principle for erection of 6 dwellinghouses with associated landscaping, vehicular access and SUDS (Section 42 application to remove condition 1(h) "Enhanced Informal Footpath" of planning consent ref. no. PPA-250-2272).

Decision

The committee agreed to approve the application subject to the three conditions and for the reasons detailed in the report, removing condition 1(h) of planning consent ref. no. PPA-250-2272.

Councillors MacDiarmid and Tepp re-joined the meeting following consideration of the above item and Councillor Tepp took the Chair.

147. 23/03397/FULL - 22 MARKET STREET, ST ANDREWS

The committee considered a report by the Head of Planning Services relating to an application for a first-floor extension to side, single storey extension and installation of sun tunnel roof light to rear, replacement windows and doors of dwellinghouse.

Motion

Councillor Tepp, seconded by Councillor Verner, moved to approve the application for the reasons set out in the report.

Amendment

Councillor Liston, seconded by Councillor Clark, moved to refuse the application on the grounds of residential amenity.

Roll Call Vote

For the motion - 9 votes

Councillors Sean Dillon, Alycia Hayes, Gary Holt, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Donald Lothian, Jonny Tepp and Ann Verner.

For the amendment - 3 votes

Councillors Al Clark, Jane Ann Liston and David MacDiarmid.

Having received a majority of votes, the motion to approve the application was carried.

Decision

The committee agreed to approve the application subject to the five conditions and for the reasons detailed in the report.

Prior to consideration of the following item, Councillors Clark, Hayes and Lawson, having declared an interest, left the meeting.

148. 23/02446/FULL - ST. ANDREWS STUDENT UNION, ST MARYS PLACE, ST. ANDREWS

The committee considered a report by the Head of Planning Services relating to an application for alterations to building to increase roof parapet height and replacement of roofing, re-positioning of ventilation including erection of temporary covering structure.

Decision

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

Councillors Clark, Hayes and Lawson re-joined the meeting following consideration of the above item. Councillor Verner, having declared an interest in the following item, left the meeting.

149. 23/03013/FULL - LAND TO SOUTH OF ALEXANDRA PLACE, MARKET STREET, ST ANDREWS

The committee considered a report by the Head of Planning Services relating to an application for erection of dwellinghouse and formation of vehicular access and parking (including retrospective demolition of garage).

Decision

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

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

The committee noted the list of applications dealt with under delegated powers since the previous meeting.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

10 April 2024

1.00 pm – 1.55 pm

PRESENT: Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Alycia Hayes, Stefan Hoggan-Radu, Louise Kennedy-Dalby, 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 Barnet, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Gary Holt, Margaret Kennedy and Allan Knox.

151. DECLARATIONS OF INTEREST

Councillors MacDiarmid and Tepp declared an interest in Paragraph No. 154 - 23/01478/FULL - Land to South of 6 Balgove Road, Gauldry - as Councillor MacDiarmid knew the applicant well and had worked with the applicant on occasion over several years; and Councillor Tepp had discussed issues relating to the application.

Councillor Lawson declared an interest in Paragraph No. 156 - 24/00116/FULL – 64B Argyle Street, St. Andrews as he was a near neighbour of the application site.

152. MINUTE

The committee considered the minute of meeting of the North East Planning Committee of 13 March 2024.

Decision

The committee agreed to approve the minute.

153. 22/02504/FULL - REEDIEHILL FARM, PITMEDDEN, AUCHTERMUCHTY

The committee considered a report by the Head of Planning Services relating to an application for the erection of four dwellinghouses, communal facility and associated works.

Decision

The committee agreed to approve the application, subject to:-

- (1) conditions and reasons one to six as detailed in the report; and
- (2) an amended seventh condition with, attendant reason, to read:

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'The permission hereby granted shall be used for the benefit of Ms Paula Cowie (Project Manager of the "Tiny House Project) or an agreed successor to act on behalf of the Project Manager, unless otherwise agreed in writing by Fife Council as Planning Authority. For the avoidance of doubt, should a successor Project manager be proposed, then the details of this shall be submitted to Fife Council in advance of the appointment being formalised.

Reason

The development is only considered to be acceptable on the basis of a personal permission as managed by the Project Manager or an agreed successor.'

Having declared an interest in the following item, Councillors MacDiarmid and Tepp left the meeting at this point and the Depute Convener, Councillor Liston chaired the meeting for this item.

154. 23/01478/FULL - LAND TO SOUTH OF 6 BALGOVE ROAD, GAULDRY

The committee considered a report by the Head of Planning Services relating to an application for the approval of matters specified in conditions of planning consent ref. no. PPA-250-2272 for the erection of six dwellinghouses, upgrading of access and formation of car parking (Section 42 application to vary condition four of planning permission 20/00679/ARC to amend landscaping layout and implementation).

Decision

The committee agreed to approve the application subject to the six conditions and for the reasons detailed in the report, with varied condition four of planning permission 20/00679/ARC.

Following consideration of the above item, Councillors MacDiarmid and Tepp returned to the meeting.

155. 23/02355/FULL - 2 MURRAY ROW, BALMULLO, ST. ANDREWS

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

Decision

The committee agreed to approve the application subject to the six conditions and for the reasons detailed in the report.

Having declared an interest in the following item, Councillor Lawson left the meeting at this point.

156. 24/00116/FULL - 64B ARGYLE STREET, ST. ANDREWS

The committee considered a report by the Head of Planning Services relating to an application for a change of use from dog grooming (Class 1A) to flatted dwelling (Sui Generis) including installation of replacement windows and external alterations.

Decision

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

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

The committee noted the list of applications dealt with under delegated powers since the previous meeting.

THE FIFE COUNCIL - FIFE PLANNING REVIEW BODY - BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

29 April, 2024

2.00 pm - 4.25 pm

PRESENT: Councillors David Barratt (Convener), Ken Caldwell, Altany Craik, Robin Lawson and Jane Ann Liston.

ATTENDING: Steve Iannarelli, Strategic Development Manager, Katherine Pollock, Lead Professional and Bryan Reid, Lead Professional, Planning Service; Mary Mclean, Legal Services Manager and Michelle McDermott, Committee Officer, Legal and Democratic Services.

57. DECLARATIONS OF INTEREST

Councillor David Barratt declared an interest in para. 61 - Application for Review - Woodland at Craigs Plantation, Fordell, Dunfermline (Application No. 23/01726/FULL) as the application was within his Ward.

58. MINUTE

The minute of the Fife Planning Review Body of 26 February 2024 was submitted.

Decision

The Review Body approved the minute.

59. APPLICATION FOR REVIEW - SITE AT FORMER IRONWORKS, STATION ROAD, AUCHTERMUCHTY (APPLICATION NO. 23/01208/FULL)

The Review Body considered the Application for Review submitted by Campbell of Doune Ltd., on behalf of St. John's Holdings Ltd., in respect of the decision to refuse planning permission for an extension to industrial unit (Class 5) and change of use of agricultural land to form associated hardstanding for yard and car parking including formation of SUDS infrastructure and erection of fencing (Application No. 23/01208/FULL).

Decision

The Review Body agreed:-

- (1) to accept new information that had been submitted by the applicant - which included a Soil Survey and Land Capability for Agriculture Classification Report (Dec 2023) prepared by the Hutton Institute;
- (2) sufficient information was before them to proceed to decide the matter; and
- (3) 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.

**60. APPLICATION FOR REVIEW - 159 MAIN STREET, LOCHGELLY
(APPLICATION NO. 22/04007/FULL)**

The Review Body considered the Application for Review submitted by Montgomery Forgan Associates, on behalf of Mr. John Hamill, in respect of the decision to refuse planning permission for alterations to and change of use from shop (Class 1A) to form enlargement to flatted dwelling (sui generis) including formation of window openings to front elevation (Application No. 22/04007/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.

Having declared an interest in the following item, Councillor David Barratt left the meeting at this stage and Councillor Altany Craik took the Chair.

The meeting adjourned at 3.10 pm and reconvened at 3.20 pm.

**61. APPLICATION FOR REVIEW - WOODLAND AT CRAIGS PLANTATION,
FORDELL, DUNFERMLINE (APPLICATION NO. 23/01726/FULL)**

The Review Body considered the Application for Review submitted by AS Associates Ltd., on behalf of Mr. Paul Simpson, in respect of the decision to refuse planning permission for the erection of a holiday accommodation cabin and associated drainage infrastructure and formation of access (retrospective) (Application No. 23/01726/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.

THE FIFE COUNCIL - REGULATION AND LICENSING COMMITTEE - GLENROTHES

12th March, 2024

9.30 a.m. – 2.15 p.m.

PRESENT: Councillors Tom Adams (Convener), Lynn Ballantyne-Wardlaw, Patrick Browne, Gavin Ellis, Carol Lindsay, Donald Lothian, David MacDiarmid, Julie MacDougall, John O'Brien, Nicola Patrick, Gordon Pryde and Darren Watt.

ATTENDING: Kimberley Langley, Solicitor, Gillian Love, Lead Officer, Miscellaneous Licensing and Craig Ritchie, Civic Government Licensing Enforcement Officer all in Finance and Corporate Services; and Sergeant Neil Ewing, Police Scotland (Fife Division).

APOLOGIES: Councillors Sean Dillon, Alycia Hayes and Jonny Tepp.

96. MINUTE

The Committee considered the Minute of Meeting of the Regulation and Licensing Committee of 13th February, 2024.

Decision

The Committee approved the Minute.

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

97. 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 from Police Scotland (Fife Division) 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.

98. CINEMAS ACT 1985 – VARIATION OF LICENSING CONDITIONS - THE BYRE THEATRE, ABBEY STREET, ST. ANDREWS – 19 - 21 APRIL 2024

The Committee considered a report by the 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 the non-BBFC certificated films, as circulated to the Committee, to be shown at the Byre Theatre from 19 – 21 April 2024.

99. **TAXI FARE SCALE REVIEW 2024/2025**

The Committee considered a report by the Executive Director, Finance and Corporate Services on the Taxi Fare Scale Review for 2024/2025.

Decision

The Committee:-

- (1) agreed to accept the recommendation of the Members on the Taxi Fare Scale Review Sub-Committee that there be no increase in the existing fares for the 18 months from 3rd June, 2024;
- (2) agreed to authorise/remit to:
 - (i) the Executive Director, Finance & Corporate Services to advertise the agreed tariff for 2024/2025; and
 - (ii) the Taxi Fare Scale Review Sub-Committee to consider any further representations following the advertisement of the proposed tariff; and
- (3) noted that any person would have the opportunity to make representations in writing within one month of the first publication of the proposed scale and thereafter the fixed scales would be advertised after giving any person who operates a taxi or any organisation appearing to be a representative of taxi operators the opportunity to appeal to the Scottish Traffic Commissioner within a 14 day period.

100. **APPLICATIONS IN RESPECT OF WHICH COMMENTS HAD BEEN MADE**

The Committee considered applications for licences by the undernoted and, having heard the representative for Police Scotland (Fife Division), the Council's Lead Officer, Miscellaneous Licensing and the applicants thereon, dealt with the applications as shown:-

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(a)	James Anderson	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 a further opportunity to appear.

2024.R.L.83

	<u>Applicant</u>	<u>Activity & Period of Licence Applied For</u>
(b)	Robert Green	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 a further opportunity to appear.

(c)	Muhammad Tahir	Taxi Driver (new application) 1 year
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Motion

Councillor MacDougall, seconded by Councillor Ballantyne-Wardlaw, moved that the licence be granted with a warning.

Amendment

Councillor O'Brien, seconded by Councillor MacDiarmid, moved, as an amendment, that the licence be refused.

Vote

Amendment – 2
Motion – 10

Decision

The Committee agreed to grant the licence with a warning.

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

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

101. 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 below 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.

102. **APPLICATION IN RESPECT OF WHICH POLICE COMMENTS HAD BEEN MADE**

The Committee considered application for licence by the undernoted and, having heard the representative for Police Scotland (Fife Division) thereon, dealt with the application as shown:-

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

Decision

The Committee agreed to refuse the licence.

The applicant had been invited to attend and be represented at the meeting but was not in attendance.

Consideration of the above application was continued from the meeting held on 13th February, 2024.

The reason for refusal of the above application 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 convictions recorded against him as well as an incident he had been involved in.

103. **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) the applicant at (a) and the applicant at (b) with his representative thereon, dealt with the applications as shown:-

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

Motion

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

First Amendment

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

2024.R.L.85

Second Amendment

Councillor Adams, seconded by Councillor Browne, moved, as a further amendment, that the licence be refused.

Vote

Second Amendment – 2
First Amendment – 6
Motion – 4

The Second Amendment fell and a vote was taken on the First Amendment and the Motion.

Vote

First Amendment – 9
Motion – 3

Decision

The Committee agreed to grant the licence with a warning.

- (b) Amanat Shah Taxi Driver
 (new application)
 3 year

Motion

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

Amendment

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

Vote

Amendment – 6
Motion – 6

The Convener exercised his casting vote in favour of the motion.

Decision

The Committee agreed to refuse the licence.

The applicants and objector had been invited to attend and be represented at the meeting and all were present and heard. The applicant at (b) was represented by his Solicitor, Sally McKenzie Kirkcaldy.

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

The reason for refusal of the application at (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 a previous incident he had been involved in as well as previous road traffic offences recorded against him.

104. **CONSIDERATION OF POSSIBLE SUSPENSION OF LICENCE**

The Committee considered exercising power of suspension under paragraph 11 of Schedule 1 to the Civic Government (Scotland) Act 1982 in respect of the undernoted licence, and, having heard the representative for Police Scotland (Fife Division), the licenceholder and his interpreter thereon, dealt with the licence as shown:-

<u>Licenceholder</u>	<u>Type, No. of Licence & Expiry Date</u>
Adil Khaleel	Taxi Driver 1885/0048140 Expiry Date: 24 May 2026

Decision

The Committee agreed to suspend the licence.

The Committee thereafter took a decision on the length of suspension.

Decision

The Committee agreed to suspend the licence until its expiry being 24 May 2026, this being with immediate effect.

The licenceholder had been invited to attend and be represented at the meeting and was present and heard together with an interpreter, Adnan Hassan.

The grounds for suspension of the above licence were that (i) the licenceholder was no longer considered to be a fit and proper person to hold the licence; and (ii) the carrying on of the activity to which the licence related was likely to cause a threat to public safety.

(Councillor Darren Watt left the meeting during consideration of the above matter).

THE FIFE COUNCIL - CABINET COMMITTEE - BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

7 March 2024

10.00 am - 11.55 pm

PRESENT: Councillors David Ross (Convener), Tom Adams (substituting for Councillor Judy Hamilton), David Alexander, Lesley Backhouse, David Barratt, John Beare, James Calder, Altany Craik, Graeme Downie, Linda Erskine, Derek Glen, Peter Gulline, Cara Hilton, Gary Holt, Allan Knox, Kathleen Leslie, Rosemary Liewald, Carol Lindsay, Jane Ann Liston (substituting for Councillor Fiona Corps), Ross Vettraino, Craig Walker and Jan Wincott.

ATTENDING: Ken Gourlay, Chief Executive; Elaine Muir, Head of Finance, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Committee Services Manager and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Gordon Mole, Head of Business and Employability Services and Morag Millar, Strategic Growth and City Region Deals Manager, Business and Employability Services; Paul Vaughan, Head of Communities and Neighbourhoods Service and Anne-Marie Vance, Community Manager (Cowdenbeath), Communities and Neighbourhoods Service; Ross Spalding, Service Manager (Climate Change and Zero Waste) and Hamish Martin, Strategy Officer (Local Heat and Energy Efficiency), Planning Service; John Mills, Head of Housing Services and Helen Wilkie, Service Manager, Housing Services; and Michael O'Gorman, Service Manager, Estates Service.

APOLOGIES FOR ABSENCE: Councillors Fiona Corps and Judy Hamilton.

CHANGE OF MEMBERSHIP - The committee noted that Councillor Kathleen Leslie had replaced Councillor Dave Dempsey as a member of the Cabinet Committee.

214. DECLARATIONS OF INTEREST

As a matter of transparency and with reference to Para. 219 – Support for Voluntary Organisations - Councillor Erskine declared she had assisted in reforming and supporting Dundonald Institute and Councillor Liston was a council appointee to the St Andrews Botanic Gardens Trust. However, as these were not considered a connection under the Councillors' Code of Conduct for the purposes of this report, they therefore remained and participated in the meeting.

215. MINUTES

(i) Minute of the Cabinet Committee of 8 February 2024.

Arising from para. 206 - Fife Council Planning Service Enforcement Charter 2024 - it was agreed that the wording of recommendation (3) be changed to:

- (3) agreed that a report be submitted within the next four months to the Finance, Economy and Corporate Services Scrutiny Committee providing a progress report and the details of the enforcement process and policy.

Decision

The committee agreed to approve the minute subject to the change at para. 206 as detailed above.

- (ii) The Appeals Sub-Committee of 31 January 2024, Appointments Sub-Committee of 8 September 2023 and Education Appointment Committee of 9 February 2024 were submitted for noting.

Decision

The minutes were noted.

216. REVENUE MONITORING 2023-24

The committee considered a report by the Executive Director (Finance and Corporate Services) which provided members with a strategic overview of Fife Council's finances and reported the current forecast position for 2023/24.

Decision

The committee:-

- (1) noted the high-level financial position as detailed in the report;
- (2) noted that there were ongoing financial impacts arising from the current economic climate which continued to be managed by Services with an element of protection from inflationary risk being accounted for centrally;
- (3) instructed Services to mitigate overspends as far as possible and ensure strong financial management;
- (4) noted that detailed monitoring reports would be submitted to the relevant Scrutiny Committees; and
- (5) requested that Scrutiny Committees ensured appropriate level of support and challenge in relation to financial reports.

217. CAPITAL INVESTMENT PLAN MONITORING 2023-24

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 provisional outturn for the 2023/24 financial year.

Decision

The committee noted:-

- (1) the projected outturn position and that the level of financial risk continued to be heightened due to high levels of inflation and supply chain challenges;

- (2) that more detailed capital outturn reports for 2023/24 would be submitted to relevant Scrutiny Committees of the council;
- (3) that budget variances would be managed by the appropriate Directorate in conjunction with the Investment Strategy Group; and
- (4) the updated prudential indicators provided.

218. RIVERSIDE PARK, GLENROTHES

The committee considered a report by the Head of Business and Employability Services which sought approval to regenerate Riverside Park, Glenrothes based on the Business Case for the investment of Levelling Up Funding included in Appendix 1 to the report.

Decision

The committee:-

- (1) approved Option 1 in the Business Case detailed in Appendix 1 - Delivery of the Phase 1 of the Riverside Park Regeneration funded by the available Levelling Up funding represents 'best value' and optimises investment - as the preferred delivery approach for the investment of Levelling Up Funding in Riverside Park, Glenrothes;
- (2) noted the proposed procurement route using existing Roads and Transportation Services' Frameworks and specialist suppliers; and
- (3) noted the financial risks outlined in Section 3 and the mitigating actions to reduce the probability and impact.

219. SUPPORT FOR VOLUNTARY ORGANISATIONS

The committee considered a report by the Head of Communities and Neighbourhoods Service which presented recommendations for the level of support to voluntary organisations for the period 2024-2027 for the Directorates of Communities, Education and Place.

Decision

The committee:-

- (1) approved the level of funding to voluntary organisations as detailed in the schedules attached to the report; and
- (2) agreed that the full award of £80,109 be made for 2024/25 to Disabled Persons Housing Services (DPHS) as Housing Services had received all required financial and management information. Housing Services would continue to work with DPHS to improve their information management to ensure the council was provided timeously with all required information.

220. KELTY CAR PARK, KELTY

The committee considered a report by the Head of Communities and Neighbourhoods Service which provided members with an update on the progress of the business plan approach to the development of a new car park in Kelty. The proposal was for a one-off investment to facilitate the provision of car parking for the benefit of the community and to alleviate parking congestion for residents in the community.

Decision

The committee:-

- (1) noted the allocation of £0.250m funding towards the construction of a car park for Kelty Community Centre as agreed in the council's capital investment plan 2023/33;
- (2) agreed to, instead, provide a grant to Kelty Hearts Football Club to construct and operate a new car park for the benefit of the community; and
- (3) noted that an agreement to facilitate the project between Fife Council and Kelty Hearts FC would be drawn up before works commenced on site in terms which were acceptable to the Head of Communities and Neighbourhoods Service and the Head of Legal and Democratic Services.

221. SOUTH AND WEST FIFE - COMMUNITY USE ARRANGEMENTS

The committee considered a report by the Head of Communities and Neighbourhoods Service which outlined options to be considered for community use as part of the replacement of Inverkeithing High School.

Motion

Councillor David Ross, seconded by Councillor Altany Craik, moved the recommendations as detailed in the report.

Amendment

Councillor David Barratt, seconded by Councillor Derek Glen, moved the following:-

- "Cabinet notes that a decision was made in November 2020 by the Education and Children's Services Sub-Committee to authorise officers to bring back a report to the Cabinet Committee's predecessor committee on the retention, refurbishment and future investment into the existing Community Use wing in Inverkeithing.
- Cabinet further notes that it was agreed by Cabinet in September 2023 that the loss of the High School to Inverkeithing would have an impact on the town and that a report including specific consideration of maintaining or replacing the existing community use and sports facilities in Inverkeithing would be considered as part of the review of Community use in South and West Fife.
- Cabinet agrees a presumption in favour of investment into the existing High School site in Inverkeithing.
- Cabinet agrees that option 4 would not be consistent with the decision in 2020 or point three above and agrees to take forward consideration of the remaining options.
- Cabinet agrees that relevant stakeholders should be consulted as part of the development of those remaining options".

Roll Call Vote

For the motion - 13 votes

Councillors Tom Adams, James Calder, Altany Craik, Graeme Downie, Linda Erskine, Peter Gulline, Cara Hilton, Gary Holt, Allan Knox, Kathleen Leslie, Jane Ann Liston, David Ross and Jan Wincott.

For the Amendment - 9 votes

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

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

Decision

The committee agreed:-

- (1) the options to be assessed for community use in South and West Fife as detailed in the report; and
- (2) that a further report be submitted to the Cabinet Committee in Autumn 2024.

222. HEAT IN BUILDINGS BILL CONSULTATION RESPONSE

The committee considered a report by the Head of Planning Services which sought approval of Fife Council's consultation response to the Scottish Government's Heat in Buildings Bill Consultation.

Decision

The committee approved the response to the Heat in Buildings Bill Consultation for submission to the Scottish Government.

223. ENERGY EFFICIENCY STANDARDS FOR SOCIAL HOUSING 2 (ESSH2) / SOCIAL HOUSING NET ZERO STANDARD (SHNZS) - DELIVERY PLAN UPDATE

The committee considered a report by the Head of Housing Services which was a follow-on report from a previous report submitted to Cabinet Committee in October 2022. As agreed at that meeting, an Energy Efficiency Standards for Social Housing 2 (ESSH2) Board was formed comprising Fife Council and Housing Associations and work to detail the requirements to meet the standard has been ongoing in 2022. The draft Delivery Plan has been on hold awaiting the Scottish Government's ESSH2 review. The current Government consultation exercise proposes replacing ESSH2 with Social Housing Net Zero Standard (SHNZS). The committee are being asked to approve Fife Council's proposed consultation response to the Scottish Government's Consultation on a New Social Housing Net Zero Standard in Scotland.

Motion

Councillor David Ross, seconded by Councillor Altany Craik, moved the recommendations as detailed in the report.

Amendment

Councillor David Alexander, seconded by Councillor John Beare, moved that Recommendation (2) be removed until the Capital Investment Plan had been agreed.

Roll Call Vote

For the motion - 13 votes

Councillors Tom Adams, James Calder, Altany Craik, Graeme Downie, Linda Erskine, Peter Gulline, Cara Hilton, Gary Holt, Allan Knox, Kathleen Leslie, Jane Ann Liston, David Ross and Jan Wincott.

For the Amendment - 9 votes

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

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

Decision

The committee:-

- (1) noted the proposed replacement of Energy Efficiency Standards for Social Housing 2 (ESSH2) with Social Housing Net Zero Standard (SHNZS);
- (2) agreed the financial outcome from the HRA Business Plan 2023 review that the current requirement to meet SHNZS 2033 is not affordable based on a rent-based funding model;
- (3) agreed the draft Consultation Response as detailed in Appendix 2 to the report; and
- (4) agreed that a further report would be submitted to Cabinet Committee later in 2024 following the outcome of the Scottish Government's SHNZS Consultation was confirmed and the new requirements assessed and costed.

224. CABINET COMMITTEE - OUTSTANDING REMITS FROM COMMITTEES

The committee considered the list of outstanding remits from committees.

Decision

The committee noted the list of outstanding remits from committees.

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 para. 6 of Schedule 7A of the Act.

**225. AFFORDABLE HOUSING PROGRAMME - BONFIELD PARK,
STRATHKINNESS (PRIVATE REPORT)**

The committee considered a joint report by the Head of Housing Services and Head of Property Services seeking authority to conclude legally binding agreements for the acquisition of land and the delivery of 30 new affordable homes for social rent which had been identified within the 2024/25 Strategic Housing Investment Plan (SHIP) at the site known as Bonfield Park, Strathkinness.

Decision

The committee agreed, subject to confirmation of Scottish Government affordable housing funding for 2024/25, that the Head of Legal and Democratic Services enter into legally binding agreements on terms to their satisfaction:-

- (1) for the acquisition at the site known as Bonfield Park, Strathkinness, identified for the delivery of 15 affordable housing units under the S75 Agreement with Fife Council under Planning consent 14/04038/PPP;
- (2) to enter into a Design and Build Contract for the development of 30 new affordable homes to be developed jointly and equally at the site of the former Nydie Mains (15 units) and on the council's adjacent land lying to the south of the Strathkinness Public Park and accessed through Bonfield Park (15 units); and
- (3) to apply for Scottish Government affordable housing grant to support the delivery of the development noting the risk around the availability of affordable housing grant funding to support this project and others.

THE FIFE COUNCIL - CABINET COMMITTEE - BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

4 April 2024

10.00 am - 11.35 am

PRESENT: Councillors Linda Erskine (Convener), Tom Adams (substituting for Councillor David Ross), David Alexander, Lesley Backhouse, Lynn Ballantyne-Wardlaw (substituting for Councillor Carol Lindsay), David Barratt, John Beare, James Calder, Fiona Corps, Altany Craik, Graeme Downie, Derek Glen, Brian Goodall (substituting for Councillor Craig Walker), Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, Allan Knox, Kathleen Leslie, Rosemary Liewald, Ross Vettraino and Jan Wincott.

ATTENDING: Ken Gourlay, Chief Executive; Eileen Rowand, Executive Director (Finance and Corporate Services), Lindsay Thomson, Head of Legal and Democratic Services, Laura Robertson, Finance Operations Manager, Helena Couperwhite, Committee Services Manager and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Paul Vaughan, Head of Communities and Neighbourhoods Service and Lauren Bennett, Project Manager (Community Wealth Building), Communities and Neighbourhoods Service; John Mitchell, Head of Roads and Transportation Services, Michael Anderson, Service Manager (Structural Services) and Rick Haynes, Lead Consultant (Flooding, Shoreline and Harbours), Roads and Transportation Service; Gordon Mole, Head of Business and Employability Services; and Audrey Valente, Chief Finance Officer, Health and Social Care Partnership.

APOLOGIES FOR ABSENCE: Councillors Carol Lindsay, David Ross and Craig Walker.

APPOINTMENT OF CONVENER - In the absence of the Convener, Councillor Erskine was appointed to chair the meeting.

226. DECLARATIONS OF INTEREST

Councillor Derek Glen declared an interest in para. 231 - Scottish Government Place Based Investment Programme Funding - Fife's Proposed Projects 2024/25 - as he was a trustee of the Dunfermline Regeneration Trust which acted as the fundholder for the Environment Skatepark Project.

227. MINUTE

The committee considered the minute of the Cabinet Committee meeting of 7 March 2024.

The Convener advised that in terms of para. 219 of the minute - Support for Voluntary Organisations - the Head of Housing Services had confirmed that all required financial and management information from the Disabled Persons Housing Service (DPHS) had been received and that the award of £80,109 could be made for 2024/25.

It was proposed to amend the decision in the minute to reflect this. As this was a procedural motion in terms of Standing Order No. 27.4, the motion was proposed by Councillor Erskine and seconded by Councillor Craik.

The procedural motion was unanimously agreed.

Decision

The committee agreed to approve the minute subject to the change at para. 209 as detailed above.

228. COMMUNITY ASSET TRANSFER APPLICATION BY CRAIL COMMUNITY PARTNERSHIP

The committee considered a joint report by the Head of Property Services and the Head of Communities and Neighbourhoods Service which sought approval for a Community Asset Transfer request received from Crail Community Partnership under Part 5 of the Community Empowerment (Scotland) Act 2015 to purchase Denburn Wood in Crail.

Decision

The committee approved the asset transfer request at less than market value at the price of £1 and all otherwise on the terms and conditions to the satisfaction of the Head of Property Services and the Head of Legal and Democratic Services, subject to approval of the asset transfer request by the North East Fife Area Committee.

229. PROPERTY FLOOD RESILIENCE GRANT - CAPITAL FUNDING

The committee considered a report by the Head of Roads and Transportation Services seeking approval to implement the Property Flood Resilience Grant (PFRG) process to support properties at risk of flooding.

Decision

The committee:-

- (1) approved the implementation of the Property Flood Resilience Grant process as detailed in section 2 of the report which afforded up to £5,000 per private property; and
- (2) agreed to delegate to the Convener of the Environment, Transportation and Climate Change Scrutiny Committee that an item be added to the Forward Work Programme for a monitoring report to be submitted on the property flood resilience grant in due course.

230. ANNUAL UPLIFT IN PAYMENTS TO THIRD PARTY PROVIDERS AND SOCIAL CARE CHARGES FOR 2024-25

The committee considered a report by the Director of Health and Social Care providing information on the proposed uplift in payments to third party providers and charges of Social Care Services for financial year 2024-25.

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 payment, or for shared lives carers, to comply with the increase in living wage rate for 2024-25;
- (3) noted and approved the increase in rent charges for service users residing in staffed group homes or core and cluster services;
- (4) approved the revised charges for Social Care Services for 2024-25; and
- (5) noted that at para. 2.5.9 of the report, the weekly charge for community alarms would increase by £0.15 per week and not £0.25 as stated.

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

231. SCOTTISH GOVERNMENT PLACE BASED INVESTMENT PROGRAMME FUNDING - FIFE'S PROPOSED PROJECTS 2024/25

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 2024/25.

Decision

The committee:-

- (1) noted the background to the fund, including likely conditions and timescales involved in delivery projects;
- (2) agreed the list of projects in Table 1 as those to receive investment from the fund during the financial year 2024/25, 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 2025/26 allocation which was expected to be £1.915m;
- (3) agreed to delegate authority to the Executive Director (Place) 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 (Place) for changes above £100,000 and that, below this sum, movement was at the discretion of the Head of Business and Employability Services, assuming that the fund timescales were met.

Councillor Derek Glen re-joined the meeting following consideration of the above item.

232. SISTER CITIES - INTERNATIONAL PARTNERSHIP ARRANGEMENTS

The committee considered a report by the Head of Business and Employability Services advising on progress in relation to developing relationships for Dunfermline in respect of Sister City pairings and providing an update on further international economic partnership developments.

Decision

The committee:-

- (1) noted progress in developing strategic economic partnerships with existing and new city partners under the Sister Cities scheme and other economic agreements; and
- (2) agreed to endorse the further development of such partnerships and a development approach to growing Fife's international economic relationships.

233. COMMUNITY WEALTH BUILDING - PROGRESS REPORT

The committee considered a report by the Head of Business and Employability Services which provided a six-monthly progress update in relation to the Community Wealth Building (CWB) Policy Framework approved in April 2023.

Decision

The committee:-

- (1) agreed to endorse the progress made to date to progress Community Wealth Building delivery and noted successes and next steps; and
- (2) agreed to endorse the priorities for 2024 and beyond, particularly in terms of making progress on pillars 3 and 4 - Land and Property and Plural Ownership.

234. TREASURY MANAGEMENT 2024-27

The committee considered a report by the Executive Director (Finance and Corporate Services) outlining the revised Treasury Management Strategy and Investment Strategy of the council.

Decision

The committee approved:-

- (1) the Treasury and Investment Strategies; and
- (2) the Statutory Repayment of Loans Fund Advances Policy.

235. CABINET COMMITTEE - OUTSTANDING REMITS FROM COMMITTEES

The committee considered the list of outstanding remits from committees.

Decision

The committee noted the list of outstanding remits from committees.

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

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

14 March 2024

10.00 am – 12.10 pm

PRESENT: Councillors Dave Dempsey (Convener), Tom Adams, Lesley Backhouse, John Beare, Aude Boubaker-Calder, Al Clark, Graeme Downie, Sarah Neal, Gordon Pryde and Ann Verner.

ATTENDING: Elaine Muir, Head of Finance, Pamela Redpath, Service Manager - Audit and Risk Management Services, Carolyn Ward, Audit Team Leader, Les Robertson, Head of Revenue and Commercial Services, Jaqueline Armitage, Service Manager - Transactions Team; John Rodigan, Head of Environment and Building Services, Ross Grieve, Service Manager, Commercial, Allan Halliday, Manager - Operation and Logistic Commercial, Commercial, Environment and Building Services; Fiona McKay, Head of Strategic Planning Performance and Commissioning Manager, Avril Parr, Fife Community Equipment Partnership Manager, Health and Social Care Partnership; Lindsay Thomson, Head of Legal and Democratic Services; Helena Couperwhite, Service Manager – Committee and Members Services, Fiona Smyth, Data Protection Officer and Wendy MacGregor, Committee Officer, Committee Services, Legal and Democratic Services.

ALSO ATTENDING: Karen Jones, Director of Audit and Assurance and Amy Hughes, Assistant Manager, Public Sector External Audit, Azets Audit Services.

79. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

80. CHANGE TO MEMBERSHIP OF THE COMMITTEE

The Convener, on behalf of the committee, noted the update to the membership of this committee and welcomed Councillor Aude Boubaker-Calder to her first meeting. Appreciation was extended to Councillor Gary Holt for his effort and commitment to the committee during his time in post.

81. MINUTE

The committee considered the minute of the meeting of the Standards, Audit and Risk committee on 18 January 2024.

Arising from the minute, with reference to paragraph 73, the committee noted that invitations would be issued to members by 31 March 2024, for the workshop scheduled to cover Common Good assets, governance and management arrangements.

Decision

The committee agreed to approve the minute.

82. ISSUED AUDIT REPORTS

The committee considered a report by the Service Manager, Audit and Risk Management Services which summarised findings from the Internal Audit Reports finalised since the previous meeting of the committee. The reports highlighted any areas of concern and, if applicable, instances where Services had not taken 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) in reference to report no 3. (08/23) Community Equipment Service - Fife Equipment Load Store (FELS), requested an update be submitted to a future committee meeting, to inform members if the critical recommendation identified in the audit had been achieved by the implementation date of 30 November 2024.

83. INTERNAL AUDIT PLAN PROGRESS REPORT

The committee considered a report by the Service Manager, Audit and Risk Management Services updating on the progress towards delivering the 2022/23 and 2023/24 Internal Audit Plans.

Decision

The committee noted:-

- (1) the update on progress towards the delivery of the 2022/23 and 2023/24 Internal Audit Plans detailed at appendices A and B of the report;
- (2) that the appendices had been updated to show the movement in status for each assignment since the last progress report submitted to the committee meeting on 28 September 2023; and
- (3) that the audit reviews not carried out from the 2023/24 Audit Plan would be carried forward and included in the Audit Plan for 2024/25.

Councillor Graeme Downie left the meeting during consideration of the above item.

84. EXTERNAL AUDIT ANNUAL PLAN TO YEAR ENDED 31 MARCH 2024

The committee considered a report by the Head of Finance providing details of Azets External Annual Audit Plan for Fife Council for the financial year 2023/24, 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 2023/24.

Councillor Aude Boubaker-Calder left the meeting and Councillor Graham Downie re-joined the meeting, during consideration of the above item.

The committee adjourned at 11.40 am and reconvened at 11.50 am.

85. WHISTLEBLOWING POLICY UPDATE

The committee considered a joint report by the Service Manager, Audit and Risk Management Services, Head of Human Resources and the Head of Legal and Democratic Services updating on developments surrounding the Council's whistleblowing arrangements.

Decision

The committee:-

- (1) agreed to approve the revised Whistleblowing Policy and acknowledged that any minor amendments to the policy would be sanctioned by officers and that committee approval would not be necessary;
- (2) noted the associated processes and procedures, which would allow the Council to deal appropriately with whistleblowing disclosures; and
- (3) noted that reporting arrangements were being developed, to facilitate an annual report which would be submitted to the committee in due course.

Councillor Aude Boubaker-Calder re-joined the meeting during consideration of the above item.

86. STANDARDS, AUDIT AND RISK COMMITTEE FORWARD WORK PLAN

The committee considered a report by the Executive Director, Finance and Corporate Services providing the workplan for future meetings of the committee.

Decision

The committee:-

- (1) acknowledged the contents of the workplan; and
- (2) noted that members would come forward with suggestions for specific areas they would like to see covered in any of the reports.

THE FIFE COUNCIL - PENSIONS COMMITTEE – BLENDED MEETING

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

28 March 2024

10.00 am – 1.10 pm

PRESENT: Committee - Councillors David Dempsey (Convener), David Alexander, James Calder, Jane Ann Liston and Gordon Pryde.
Fife Pension Board - Councillor Tom Adams, Gail Dunn, Robert Graham, Ross Hugh, Colin Paterson, Thomas Templeman and Vicki Wyse.

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

ALSO ATTENDING: Rob Bilton and Greer Flanagan, Actuary, Hymans Robertson LLP; Albert Chen and Stan Pearson, Lothian Pension Fund; Karen Jones, Andrew Ferguson and Thomas McCormick, Azets (External Auditor) and Clare Scott, Independent Professional Observer.

APOLOGIES FOR ABSENCE: Committee – Councillor Naz Anis-Miah

Fife Pension Board - Councillor Lynn Ballantyne-Wardlaw

90. DECLARATIONS OF INTEREST

Vicki Wyse, Fife Pension Board made a transparency statement relating to Para 95 – Fife Pension Fund - Actuarial Valuation - during the consultation period she represented her employer in the negotiation and discussion process regarding employer contribution rates.

91. CHANGE TO COMMITTEE MEMBERSHIP

The Convener, on behalf of the committee, noted the update to the membership of the committee and welcomed Councillor James Calder to the meeting. Appreciation was extended to Councillor Johny Tepp for his contribution during his time as a member on the committee.

92. MINUTE

(a) The committee considered the minute of the meeting of the Pensions committee of 14 December 2023.

Decision

The committee agreed to approve the minute.

- (b) The committee considered the minute of the meeting of the Fife Pension Board of 14 December 2023

Decision

The committee noted the minute.

93. FIFE PENSION FUND - BUSINESS PLAN UPDATE TO 31 DECEMBER 2023

The committee considered a report by the Head of Finance providing an update on the activities undertaken by the wider pension team during the third quarter of 2023-24. The report was divided into 3 sections, updating on the development activities identified in the Business Plan, on administration activity undertaken and concluded with more in-depth consideration of the performance of the Pensions Administration team by providing details of the agreed key performance indicators.

Decision

The committee:-

- (1) acknowledged the progress of key Business Plan activities;
- (2) noted the range of additional activities carried out by the team over the last quarter; and
- (3) acknowledged the level of quarterly performance relative to the target and to the same quarter of the previous year.

94. FIFE PENSION FUND - FUNDING STATEMENT STRATEGY

The committee considered a report by the Head of Finance providing the Funding Strategy Statement, prepared alongside the 2023 Actuarial Valuation. The statement detailed funding issues, contribution rates for individual employers, funding strategy and investment strategy and statutory reporting arrangements.

Decision

The committee:-

- (1) noted, following concerns raised by the Fife Pension Board around transparency relating to the decision to advance the contribution stability mechanism, a full response was provided by the Head of Finance, to give additional assurance around the decision. The Fife Pension Board members acknowledged the response provided and agreed it alleviated the concerns they had raised;
- (2) noted the updates made to the Funding Strategy Statement; and
- (3) agreed to approve the Funding Strategy Statement.

95. FIFE PENSION FUND - ACTUARIAL VALUATION

The committee considered a report by the Head of Finance, providing the final Report on the Actuarial Valuation Report as at 31 March 2023.

Decision

The committee:-

- (1) noted the contents of the Valuation Report;
- (2) agreed the Head of Finance would provide members of the committee with details of correspondence received from members of the Pension Fund expressing their concerns regarding reducing employers contribution rates. The response from the Head of Finance to the Pension Fund members would also be provided for awareness. Communications would also be shared more widely (including with all employers in the Fund) to provide reassurance that members benefits would be guaranteed by regulation; and
- (3) agreed to approve the contribution rates per the Rates and Adjustment certificate detailed in Appendix 5 of the attached valuation report.

96. FIFE PENSION FUND INVESTMENT STRATEGY

The committee considered a report by the Head of Finance providing conclusions on the review of the long-term investment strategy of the Fife Pension Fund (the Fund), and the Strategic Asset Allocation (SAA) of the Fund. The report also detailed the recommended strategy following review and input from the Fund's investment advisers with the recommended SAA having minor amendments compared with the existing strategy as well as name changes for two policy groups.

Decision

The committee:-

- (1) agreed to amend the investment strategy as outlined in paragraphs 2.21 to 2.25 of the report; and
- (2) agreed to update the Fund's Statement of Investment Principles (SIP) to reflect the agreed changes to the strategy, detailed at Appendix 1 to the report.

The committee adjourned at 11.35 am and reconvened at 11.45 am

97. FIFE PENSION FUND BUSINESS PLAN AND BUDGET 2024-25

The committee considered a report by the Head of Finance providing details of the Business Plan 2024-25 for Fife Pension Fund, based on the format of last year's business plan with some additional contextual information added.

Decision

The committee:-

- (1) acknowledged the Business Plan;
- (2) agreed to approve the Business Plan 2024-25, which included the Indicative Budget 2024-25 as detailed in Appendix 2 of the report;
- (3) supported the establishment of a Senior Officer post, with responsibility for the governance of the Pension Fund, including development and management of the delivery of the Pensions function. Support was also expressed to ensure that adequate resources would be provided to manage all future developments and change as required; and
- (4) agreed to include the Pensions Team Structure in a future version of the Business Plan and that the Pensions Team Structure would be circulated to members of the Pensions Committee and Fife Pension Board.

98. UPDATE ON 2023/24 FIFE PENSION FUND INTERNAL AUDIT PLAN

The committee considered a report by the Service Manager, Audit and Risk Management Services, updating on progress towards delivering the 2023/24 Fife Pension Fund Internal Audit Plan.

Decision

The committee noted the update on progress towards the delivery of the 2023/24 Internal Audit Plan at Appendix A to the report.

99. AZETS - ANNUAL AUDIT PLAN FIFE PENSION FUND

The committee considered a report by the Head of Finance providing members with details of Azets External Annual Audit Plan for Fife Pension Fund for the financial year 2023/24 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 2023/24.

100. POST AUDIT REVIEW

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

Decision

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

101. PENSIONS COMMITTEE WORK PLAN AND TRAINING PLAN

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. The report also highlighted the proposed internal training sessions designed to complement committee meetings, which would allow members more time to explore topics in depth.

Decision

The committee :-

- (1) acknowledged the agenda planning document; and
- (2) noted the scheduled training dates.

102. QUARTERLY RISK

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 provided to reflect the internal controls in place.

Decision

The committee:-

- (1) noted the contents of the report;
- (2) noted that the risks were reviewed on a regular basis and reports would be brought forward on a quarterly basis; and
- (3) reminded members of the Committee and Fife Pension Board there was a mandatory requirement in terms of compliance with attendance at committee meetings and training events and that Party Group Leaders or relevant organisations would be informed if members were not participating as necessary.

Councillor Tom Adams, Fife Pension Board left the meeting during consideration of the above item.

103. ANNUAL REVIEW OF SHARED SERVICES AGREEMENT (PRIVATE REPORT)

The committee agreed to resolve, under Section 50(a)(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following 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.

The committee considered a report by the Head of Finance providing an update to the Terms of Reference for the Joint Investment Forum (JIF) and an update in relation to the shared service arrangement between the Fife Pension Fund (FPF) and the Lothian Pension Fund (LPF) and gives assurance of continued progress and benefits of collaboration.

Decision

The committee:-

- (1) recognised the continued benefits of collaborative working with Lothian and Falkirk Pension Funds;
- (2) endorsed continued collaborative working; and
- (3) noted the update to the Terms of Reference reflecting the evolving relationship between the Funds.

104. FIFE PENSION FUND INVESTMENT UPDATE (PRIVATE REPORT)

The committee considered a report by the Head of Finance providing a quarterly overview of the Fund's investments at 31 December 2023. A verbal update of manager monitoring activity was provided at the meeting. The triennial actuarial valuation and investment strategy review were detailed in separate reports.

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 on 31 December 2023 after returning +5.4% over the quarter;
- (3) that the Fund's strategic policy group allocations were within the permitted allocation ranges;
- (4) that longer term absolute returns were strong and relative returns were above the liability benchmark; and
- (5) that a short life working group would be established to review the content of the investment performance update report with a view to making changes to assist future scrutiny. Members of the committee and board interested in participating in the working group should contact the Head of Finance.

THE FIFE COUNCIL - GLENROTHES AREA COMMITTEE – BLENDED MEETING

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

27 March 2024

2.00 pm – 3.30 pm

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

ATTENDING: Fiona McKay, Head of Strategic Planning Performance & Commissioning and Jacquie Stringer, Service Manager (Locality/Community Led Support), Health & Social Care Partnership; Pamela Colburn, Quality Improvement Officer (Health & Wellbeing), Education Service; Andy Maclellan, Community Projects Team Manager, Louise Whyte, Capital Projects Manager, Chris Mieztis, Area Community Development Team Manager (Glenrothes) and Kevin O’Kane, Greenspace Partnership Officer, Communities & Neighbourhoods Service; Vicki Connor, Lead Consultant (Roads, Lighting and Asset Management) and Lesley Craig, Lead Consultant, Traffic Management, Roads & Transportation Services; and Diane Barnet, Committee Officer, Legal & Democratic Services.

APOLOGY FOR ABSENCE: Councillor Craig Walker.

99. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

100. MINUTE

The committee considered the minute of the Glenrothes Area Committee of 31 January 2024.

Decision

The committee agreed to approve the minute.

101. HEALTH AND SOCIAL CARE LOCALITY PLANNING - GLENROTHES

The committee considered a report by the Service Manager (Locality/Community Led Support), Health and Social Care Partnership (H&SCP) providing an overview of Locality Planning Outcomes for Glenrothes during 2023.

Decision

The committee:-

- (1) agreed that the Health and Social Care Partnership would provide an annual report on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning partners; and

- (2) requested an elected member briefing on the 'Community of Kindness' project to fund a community kitchen and garden potentially located in the Macedonia area, including any implications for established and operational community kitchens and gardens in the locale.

102. PUBLIC HEALTH REPORT AND YOUNG PEOPLE HEALTH AND WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education relating to the director of public health report 'Children and Young people in Fife - the Building Blocks for Health' and providing the results of the Fife Young People's Health and Wellbeing Survey, carried out in March 2023.

Decision

The committee:-

- (1) noted the survey results, as provided through the Fife Young People's Health and Wellbeing Survey;
- (2) agreed to endorse the next steps outlined in response to the survey results; and
- (3) delegated to officers to arrange an elected member workshop to take place after the summer recess, to consider the survey results and next steps in more detail.

103. BACK BURN RIVER PROJECT – AREA CAPITAL FUNDING REQUEST

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking an allocation of £100,000 from the Glenrothes Area Capital Budget as match funding to secure significant external funding from SEPA for continued investment in the Back Burn River Project.

Decision

The committee:-

- (1) agreed to allocate £100,000 from the Area Capital Budget;
- (2) noted that SEPA had provisionally allocated £850,000 investment in the Back Burn River Project based on match funding being identified by Fife Council; and
- (3) noted that a bid would also be made to the 2024/2025 Nature Restoration Fund for the Back Burn River Project.

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

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement to allocate funding from the Community Recovery Fund (CRF) for the Glenrothes Area toward various projects. The report also provided a summary of funds committed from the CRF to date and funding proposals under consideration.

Decision

The committee:-

- (1) agreed to approve the following amounts from the CRF totalling £111,320:-
 - Adult Learning Programme Development - £15,000;
 - Cadham Neighbourhood Centre - £15,000;
 - Stenton Jubilee Community Centre - £38,643;
 - Victoria Hall, Coaltown of Balgonie - £8,000;
 - Warout Stadium - £8,500; and
 - Gilvenbank Lighting - £26,177; and
- (2) noted this would leave a balance of £422,459 available for allocation from the CRF budget.

105. PLAY SPACES CATEGORISATION - GLENROTHES AREA

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of the Play Spaces Categorisation for the Glenrothes Area - to create better quality and more inclusive play spaces.

Decision

The committee: -

- (1) agreed to approve the play spaces categorisation for the Glenrothes area;
- (2) noted that an implementation plan was being developed; and
- (3) delegated to officers to submit a report for its future consideration, as soon as possible, outlining a proposed implementation plan spanning at least the next two years.

106. AREA ROADS PROGRAMME 2024-25

The committee considered a report by the Head of Roads and Transportation Services advising on the projects for inclusion in the 2024-2025 Area Roads Programme for the Glenrothes Area.

Decision

The committee : -

- (1) agreed to approve appendices 1-3 of the report (carriageway schemes; footway schemes; and traffic management and road safety, respectively);
- (2) agreed to delegate authority to the Head of Roads and Transportation Services to manage the list of Category 1 and 2 projects, in line with the available resources/funding as the programme developed, in consultation with the area Convener, Depute Convener and elected members;
- (3) noted Appendices 4 and 5 of the report (street lighting; and bridges and structures, respectively); and

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- (4) requested consideration of a speed survey relating to the carriageway scheme for Foxtton Drive (U040) - to determine whether mitigation measures were required to be reinstated.

107. GLENROTHES AREA COMMITTEE WORK PROGRAMME

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

Decision

The committee:-

- (1) noted the draft workplan for the Glenrothes Area Committee;
- (2) as referenced at paragraph 101 (1) – ‘Health and Social Care Locality Planning – Glenrothes’ – agreed to consider a further annual report in 2025;
- (3) as referenced at paragraph 105 (3) – ‘Play Spaces Categorisation - Glenrothes Area’ – agreed to consider a report relating to a two-year implementation plan; and
- (4) agreed that committee members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items within the remit of the committee, including items for scrutiny, to be added to the workplan.

THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

20 March 2024

9.35 am – 11.15 am

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

ATTENDING: Vicki Connor, Lead Consultant - Roads Lighting And Asset Management; Lesley Craig, Lead Consultant, Traffic Management, Transportation Services; Pamela Colburn, Quality Improvement Officer (Health and Wellbeing), Education Services; Jacquie Stringer, Service Manager Localities and Community Led Support, Health and Social Care Partnership; Phil Clarke, Lead Consultant, Levenmouth Reconnect Programme; David Paterson, Community Manager Levenmouth, Jen Watt, Local Development Officer, Community Development Team Levenmouth, Communities and Neighbourhoods Services; Kerry Elliott, Committee Officer and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Lynne Garvey, Head of Integrated Community Care Services, Health and Social Care Partnership and Dr Lorna Watson, Deputy Director of Public Health, Child Health Commissioner, NHS Fife.

The convener was required to vary the sequence of the reports to take items 10 (para.126) and item 11 (para.127) prior to item 9 (para.128) due to the presenting officer having technical difficulties joining the meeting.

119. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

120. MINUTE

The committee considered the minute of the Levenmouth Area Committee of 24 January 2024.

Decision

The committee agreed to approve the minute.

121. AREA ROADS PROGRAMME 2024-25

The committee considered a report by the Head of Roads and Transportation Services identifying the projects proposed for inclusion in the 2024-2025 Area Roads Programme for the Levenmouth area.

Decision

The committee agreed to:-

- (1) approve the proposal identified in Appendices one to three, of the report;

- (2) delegate authority to the Head of Roads and Transportation to manage the lists of categories one and two projects in line with the available resources/funding as the programme developed, and in consultation with the Area Convener and Vice-Convener; and
- (3) note appendices four and five of the report.

122. HOUSING GREY AREAS - PROPOSED ROAD ADOPTION

The committee considered a report by the Head of Roads and Transportation Services seeking approval to promote the adoption of a section of carriageway and footpath at Swards Place, Kennoway.

Decision

The committee agreed to the promotion of the adoption under section 1 of the Roads (Scotland) Act 1984.

123. BUCKHAVEN AND METHIL – 20MPH SPEED LIMITS

The committee considered a report by the Head of Roads and Transportation Services outlining the proposal to lower the current 30mph speed limit on roads throughout Buckhaven and Methil to a new 20mph speed limit.

Decision

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

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce the 20mph speed limits detailed in, drawing TR024_01 with all ancillary procedures; and
- (2) to authorise officers to confirm the Traffic Regulation Order within a reasonable period, unless there were objections.

124. HEALTH & SOCIAL CARE LOCALITY PLANNING – LEVENMOUTH

The committee considered a report by the Head of Integrated Community Care Services, Health and Social Care Partnership, providing an overview of the Health and Social Care Partnership Locality Planning Outcomes for the Levenmouth Area during 2023.

Decision

The committee agreed that the Health and Social Care Partnership would provide an annual report on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning managers.

125. PUBLIC HEALTH REPORT & YOUNG PEOPLE HEALTH AND WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education Services informing members of the Director of Public Health report "Children and Young People in Fife - the Building Blocks for Health" and the results of the Fife Young People's Health and Wellbeing Survey undertaken in March 2023.

Decision

The committee:-

- (1) noted the survey results provided through the Fife Young People's Health and Wellbeing Survey;
- (2) endorsed the next steps outlined in response to the survey result; and
- (3) requested that an annual update report be presented at a future meeting of the committee.

126. SUPPORTING THE LEVENMOUTH LOCAL PLAN – DEFENSIVE MEASURE COTLANDS PARK, KENNOWAY

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for a contribution of £10,998 from the Local Community Planning Budget (LCPB) for ward 21, towards additional defensive measures to protect Cotlands Park, Kennoway from access being made by quad bikes.

Decision

The committee agreed to contribute £10,998 from the Local Community Planning Budget (LCPB) for ward 21, towards the large-scale additional fencing and renewal of in situ defective fencing at Cotlands Park, Kennoway.

127. SUPPORTING THE LEVENMOUTH LOCAL PLAN – VARIATION TO BUDGET SPEND

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to transfer an underspend of £5263 from the Taylor Park play park project to an alternative ward 22 project, namely the renewal of surfacing at the multi-use games area (MUGA) within the Birds scheme close to Eagle Road, Buckhaven.

Decision

The committee:-

- (1) agreed that £5263 of the underspend from the Taylor Park play area project would be transferred to an alternative project in the ward 22 area;
- (2) agreed to contribute £5263 towards the renewal of the surface at the multi-use games area (MUGA) within the Birds Scheme, Buckhaven; and
- (3) noted that additional funding would still need to be identified to progress the resurfacing works at the multi-use games area (MUGA) .

128. LEVENMOUTH RECONNECTED PROGRAMME GRANT AWARDS

The committee considered a report by the Head of Roads and Transportation Services providing an update on progress in relation to the Levenmouth Reconnected Grant Programme

Decision

- (1) noted the current progress on the Levenmouth Reconnected large and small grants programme; and
- (2) agreed to increase the small grants fund by an additional £100,000 from the Levenmouth Reconnected Fund.

129. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – ANTI POVERTY WORK UPDATE

The committee considered a report by the Head of Communities and Neighbourhoods updating members on the activity and outcomes related to the anti-poverty work currently being undertaken in the Levenmouth area, in alignment with the key priorities of the area contained in the 2023 - 2026 Levenmouth Local Community Plan.

Decision

The committee noted the progress in terms of activity and outcomes for the Levenmouth area in relation to ongoing anti-poverty work.

Councillor Tom Adams left the meeting during consideration of the above item.

130. PROPERTY TRANSACTIONS

The committee considered a report by the Head of Property Services advising of action taken using the list of Officer Powers in relation to property transactions in the Levenmouth area.

Decision

The committee noted the contents of the report.

131. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director of Finance and Corporate Services relating to the future workplan for the Levenmouth Area Committee.

Decision

the committee: -

- (1) noted the content of the Levenmouth Area Committee forward work programme; and
- (2) agreed that members would advise the Convener, Depute Convener, Lead Officer, and Committee Officer of any other items to be included on the work programme, within the remit of the Levenmouth Area Committee.

**THE FIFE COUNCIL – SPECIAL MEETING OF LEVENMOUTH AREA COMMITTEE –
REMOTE MEETING**

23 April, 2024

11.30 am – 12.00 noon

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

ATTENDING: Derek Beveridge, Lead Consultant, Bus Networks and Stations, Phil Clarke, Lead Consultant, Levenmouth Reconnect Programme, Tony McRae, Service Manager, Passenger Transport Service, Roads and Transportation Services; David Paterson, Community Manager (Levenmouth Area), Communities and Neighbourhoods Service; Craig Smith, Communications Advisor, Communities and Engagement Service; Kerry Elliott and Michelle Hyslop, Committee Officers, Legal and Democratic Services.

132. DECLARATIONS OF INTEREST

Decision

No declarations of interest were submitted in terms of Standing Order No.22.

133. MINUTE

The committee considered the minute of the Levenmouth Area Committee of 20 March 2024.

Decision

The committee agreed to approve the minute.

134. LEVENMOUTH RECONNECTED PROGRAMME - BUS SERVICE IMPROVEMENTS

The committee considered a report by the Head of Roads and Transportation Services seeking approval of a grant of up to £1,747,046 from the Levenmouth Reconnected Programme Large Grant Fund, to fund the delivery of new bus services in Levenmouth.

Decision

The committee approved a total grant of up to £1,747,046 from the Levenmouth Reconnected Programme Large Grant Fund to deliver new bus services detailed within Option 1a of the report and shown in para 2.6 and Appendix 1.

135. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services, relating to the future work programme of the Levenmouth Area Committee.

Decision

The committee:-

- (1) noted the content of the Levenmouth Area Committee forward work programme; and
- (2) agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items to be included on the workplan, within the remit of the Committee.

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

2nd Floor Meeting Room, Regency House, Crossgates Road, Halbeath

23 April 2024

9.30 am – 12.15 pm

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

ATTENDING: Lesley Craig, Lead Consultant, Traffic Management (South); Norman Laird, Community Manager (Glenrothes), Lindsay Gilfillan, Project Manager, Brian Cashman, Lead Officer - Community Use, Scott Fenton, Area Community Use Team Manager (Dunfermline & South and West Fife) and Karen Hunter, Community Education Worker (Dunfermline); Communities & Neighbourhoods Service; Chris McMenemy, PPRI Co-ordinator, Property Gazetteer; Alexander Anderson, Service Manager (Domestic Waste and Street Cleansing), Waste Operations, Stephen Duffy, Team Manager, Environment & Building Services; Joan Gallo, Lead Officer, Justice Social Work; Pamela Colburn, Quality Improvement Officer, Health & Wellbeing, Education Services; Eleanor Hodgson, Accountant and Diane Barnett, Committee Officer, Finance & Corporate Services.

ALSO ATTENDING: Dr Lorna Watson, Deputy Director of Public Health, Child Health Commissioner, NHS Fife (for para. 131).

119. DECLARATIONS OF INTEREST

Decision

No declarations of interest were submitted in terms of Standing Order No. 22.

120. MINUTE

The committee considered the minute of meeting of the City of Dunfermline Area Committee of 6 February 2024.

Decision

The committee agreed to approve the minute.

121. A994 & CROSSFORD – PROPOSED SPEED LIMITS

The committee considered a report by the Head of Roads and Transportation Services proposing to lower the 30mph speed limit on roads through Crossford to a 20mph speed limit and the national speed limit on A994 between Crossford and Cairneyhill to 40mph.

Decision

The committee, in the interests of traffic management and road safety, agreed to:-

- (1) the promotion of a Traffic Regulation Order (TRO) to introduce the 40mph and 20mph speed limits detailed in drawing nos. TRO24_14a and TRO24_14b (Appendices 1 and 2 of the report) with all ancillary procedures; and
- (2) authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

122. PROPOSED 20MPH SPEED LIMIT AND PARKING PROHIBITION – DUNFERMLINE LEARNING CAMPUS

The committee considered a report by the Head of Roads and Transportation Services outlining proposals for a 20mph speed limit on remaining roads in the vicinity of the new Fife College and Woodmill and St Columba’s RC High Schools and to provide “No Waiting at Any Time” (double yellow line) parking prohibitions on Old Muirhouse Road, Bracken Road and Sandpiper Drive.

Decision

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

- (1) the promotion of Traffic Regulation Orders (TROs) to provide the 20mph speed limit as detailed in drawing no. TRO24_21A (Appendix 2);
- (2) extend the parking prohibition as detailed in drawing no. TRO24_21B (Appendix 3); and
- (3) authorise officers to confirm the Traffic Regulation Orders within a reasonable period unless there were objections.

123. PROPOSED PARKING PROHIBITION – PHOENIX LANE, DUNFERMLINE

The committee considered a report by the Head of Roads and Transportation Services outlining a proposal to extend the “No Waiting at Any Time” parking prohibition on Phoenix Lane, Dunfermline.

Decision

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

- (1) the promotion of a Traffic Regulation Order (TRO) to extend the parking prohibition as detailed in drawing no. TRO24_23 (Appendix 1); and
- (2) authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

124. COMMUNITY RECOVERY FUNDING APPLICATION: KINGDOM COMMUNITY BANK FINANCIAL INCLUSION WORK

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a total contribution of £27,500 from the Dunfermline Community Recovery Fund (CRF) to support the financial costs of a 12-month part-time Financial Development Worker post, employed through Kingdom Community Bank, and for targeted project work.

Decision

The committee agreed to an allocation of £27,500 from the Dunfermline Community Recovery Fund (CRF), split as follows:-

- (1) £21,500 of CRF for a 12-month part-time Financial Development Worker position; and
- (2) £6,000 of CRF for targeted financial development projects.

125. LOCAL COMMUNITY PLANNING BUDGET REQUEST: DUNFERMLINE CHILDREN'S GALA 2024

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a total contribution of £10,000 from the Local Community Planning Budget to assist with the delivery of the 2024 Dunfermline Children's Gala.

Decision

The committee agreed to an allocation of £10,000 from the Local Community Planning Budget, split equally from each of the three Dunfermline Wards, to assist with the delivery of the 2024 Dunfermline Children's Gala.

126. COMMUNITY CENTRE IMPROVEMENTS PROGRAMME

The committee considered a report by the Head of Communities and Neighbourhoods Service highlighting the projects which were proposed to be undertaken with support from the Local Area Community Planning Budget 2024-2028.

Decision

The committee:-

- (1) noted and approved the proposed programme of works as detailed in the report;
- (2) agreed to prioritisation of works, as detailed in Appendix 3 of the report; and
- (3) agreed to an allocation of £28,000 from the Local Community Planning Budget to support the Community Centre enhancements 2024/25, as detailed in Appendix 3 of the report.

127. STREET RENAMING CONSULTATION

The committee considered a report by the Head of Business and Employability advising, under section 4 of the Fife Council Street Naming and Numbering Policies and Procedures (SNNP&P), the developer, Lochay Homes, had applied to rename two street names at the development at land north of Kent Street, Dunfermline. The committee was asked to consider the case presented and to determine whether or not to agree that new street names were necessary.

Motion

Councillor Ellis, seconded by Councillor Pryde, moved the proposed report recommendation that the committee consider the case presented by Lochay Homes and determine whether a street renaming consultation was required for the development at land north of Kent Street, Dunfermline.

Amendment

Councillor Barrera, seconded by Councillor Hall-Muir, moved as an amendment to uphold the decision in December 2020 to approve the street names "Euphemia Street" and "Wyse Witches Way".

Roll Call Vote

For the Motion - 4 votes

Councillors Calder, Ellis, Leishman and Pryde.

For the Amendment - 6 votes

Councillors Anis-Miah, Barrera, Ballantyne-Wardlaw, Glen, Hall-Muir and Hilton.

Abstention - Councillor Boubaker-Calder.

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

Decision

The committee agreed to uphold the decision in December 2020 to approve the street names "Euphemia Street" and "Wyse Witches Way".

Councillor Hilton left the meeting prior to consideration of the following item.

128. DUNFERMLINE COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLAN PROGRESS REPORT 2023 - 2024

The committee considered a report by the Head of Communities and Neighbourhoods Service informing on progress of the Dunfermline Area Community Learning and Development (CLD) Plan which was developed to support the delivery of the Fife CLD Plan 2021 – 2024.

Decision

The committee:-

- (1) noted the content of the area Delivery Plan; and
- (2) commended the group's progress in addressing local community learning and development needs.

The committee adjourned at 11.00 am and reconvened at 11.05 am.

129. DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2023-24

The committee considered a report by the Head of Environment and Building Services informing on the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2023-24.

Decision

The committee noted:-

- (1) the continuing improved performance in grounds maintenance, domestic waste collection and street cleansing services in 2023; and
- (2) the plans to deliver local priorities and help communities shape their environment.

130. JUSTICE SOCIAL WORK SERVICE – COMMUNITY PAYBACK: UNPAID WORK SCHEME

The committee considered a report by the Head of Children's, Families and Justice Service providing an update on developments within Fife Council Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2022 to March 2023.

Decision

The committee:-

- (1) noted the content of the report; and
- (2) agreed to consider update reports on the Unpaid Work Scheme by the Justice Social Work Service on an annual basis.

131. PUBLIC HEALTH REPORT & YOUNG PEOPLE HEALTH & WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education Service relating to the Director of Public Health report 'Children and Young people in Fife - the Building Blocks for Health' and providing the results of the Fife Young People's Health and Wellbeing Survey, carried out in March 2023.

Decision

The committee:-

- (1) noted the survey results, as provided through the Fife Young People's Health and Wellbeing Survey; and
- (2) agreed to endorse the next steps outlined in response to the survey results.

132. AREA CAPITAL UPDATE REPORT 2023-2024

The committee considered a report by the Executive Director (Finance and Corporate Services) advising on the current status of the additional capital investment awarded to Dunfermline area in the 2017-20 budget and the subsequent 2021-31 Capital Investment Plan.

Decision

The committee noted the information contained in the report and the relevant appendices for the capital funding allocations.

133. CITY OF DUNFERMLINE AREA COMMITTEE WORKPLAN

The committee considered a report by the Executive Director (Finance and Corporate Services) relating to the workplan for future meetings of the committee.

Decision

The committee:-

- (1) noted the contents of the forward work plan;
- (2) in relation to para. 129 above - Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2023-24 – next annual update due circa April 2025;
- (3) as outlined at para. 130 (2) above - Justice Social Work Service – Community Payback: Unpaid Work Scheme - agreed that an annual update report be submitted for its consideration circa April 2025;
- (4) in relation to para. 131 above - Public Health Report & Young People Health & Wellbeing Survey Results - in relation to young people in Dunfermline reported to be smoking (a higher percentage than the rest of Fife), requested a report at a future meeting for this committee's consideration;
- (5) requested, for this committee's consideration at a future meeting, a report relating to breakfast clubs in schools; and after school clubs; and
- (6) in relation to the 'Dunfermline City Centre Update' report scheduled for the next meeting on 18 June 2024, that members contact the Community Manager (Dunfermline) and the Economic Adviser, Town Centre Development to advise of any particular area members would like to see covered in this report.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – BLENDED MEETING

Small Committee Room, First Floor , Town House, Kirkcaldy

30 April 2024

2.00 pm – 4.00 pm

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

ATTENDING: Julie Dickson, Community Manager, Neighbourhoods and Communities Service; Frances Ratcliffe, Lead Consultant, Bridges and Structures and Keith Johnston, Technician Engineer, Traffic Management South, Roads and Transportation Service; Jackie Funnell, Education Manager and Pamela Colburn, Quality Improvement Officer (Health and Wellbeing), Education Service; Wendy MacGregor, Committee Officer and Elona Thomson, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Dr Lorna Watson, Deputy Director of Public Health, Child Health Commissioner, NHS Fife (for para. 99 only).

94. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

95. MINUTE OF MEETING OF KIRKCALDY AREA COMMITTEE OF (DATE).

The committee considered the minute of the meeting of the Kirkcaldy Area Committee on 27 February 2024.

Arising from the minute, with reference to paragraph 93(2) - Kirkcaldy Area Committee Forward Work Programme, Councillor Rod Cavanagh requested that a meeting be convened for members of the committee to discuss the confidential report prepared by the Head of Business and Employability Services on the future demolition of the Esplanade multi storey carparks. The Convener responded, informing that arrangements were in place to hold a meeting with members and the Head of Business and Employability Services to discuss a way forward on the subject, which would take place on or after 21 May 2024 and that members would be advised of the date in due course.

Decision

The committee otherwise agreed to approve the minute.

96. KINGHORN HARBOUR, COASTAL DAMAGE REPAIRS - REQUEST FOR COMMON GOOD FUNDING

The committee considered a report by the Head of Communities and Neighbourhoods seeking approval of a Common Good Fund application for undertaking coastal storm repairs to Kinghorn Harbour.

Decision

The committee approved the Common Good Fund application for £23,941.72 for the coastal storm repairs to Kinghorn Harbour.

Councillor Alistair Cameron joined the meeting during consideration of the above item.

97. PROPOSED PARKING PROHIBITION - BINNEY WELLS, KIRKCALDY

The committee considered a report by the Head of Roads and Transportation Services outlining a proposal to introduce a "No Waiting at Any Time" parking prohibition on Binney Wells, Kirkcaldy.

Decision

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

- (1) the promotion of a Traffic Regulation Order (TRO) to introduce a parking prohibition as detailed in drawing no. TRO24_02 (Appendix 1 of the report); and
- (2) authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

98. OBJECTIONS TO PROPOSED PARKING PROHIBITION - B928 WINDMILL ROAD AND VIEWFORTH HIGH SCHOOL, KIRKCALDY

The committee considered a report by the Head of Roads and Transportation Services outlining objections to a proposal to introduce a "No Waiting at Any Time" parking prohibition on B928 Windmill Road at Viewforth High School, Kirkcaldy.

Decision

The committee agreed to set aside the outstanding four objections to the proposed Traffic Regulation Order (TRO) to introduce the "No Waiting at Any Time" restrictions on B928 Windmill Road at Viewforth High School, Kirkcaldy as shown in drawing no. TRO23_52 (Appendix 1 to the report), to allow the order to be made and the restrictions put in place.

99. PUBLIC HEALTH REPORT AND YOUNG PEOPLE HEALTH AND WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education Services informing of the Director of Public Health report 'Children and Young People in Fife - the Building Blocks for Health' and the results of the 'Fife Young People's Health and Wellbeing Survey', carried out in March 2023.

Decision

The committee:-

- (1) considered and acknowledged the Fife Young People's Health and Wellbeing Survey results; and
- (2) endorsed the next steps outlined in the response to the survey results.

The committee adjourned at 3.25 pm and reconvened at 3.35 pm

100. REPORT ON EDUCATIONAL OUTCOMES - 2022-2023

The committee considered a report by the Head of Education providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23. The report also included an overview of the range of strategies developed to support key priorities to raise attainment.

Decision

The committee:-

- (1) noted the overall progress in raising levels of attainment in 2022/23;
- (2) acknowledged the strategies implemented to raise attainment; and
- (3) agreed to include an additional recommendation on the report, following an amendment moved by Councillor Kathleen Leslie, seconded by Councillor David Ross, to hold a workshop for members of the committee on 18 June 2024, with officers from Education Services, headteachers and school pupils from both high schools and primary schools in Kirkcaldy, to discuss a breakdown of the data and statistics for each school.

101. KIRKCALDY AREA 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 committee.

Decision

The committee noted:-

- (1) the content of the workplan; and
- (2) that a member's workshop on the CORA Foundation would take place on 23 May at 2pm in the Small Committee Room in Town House, Kirkcaldy.

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

JP Court Room, County Buildings, Cupar

24 April 2024

9.30 am – 12.05 pm

PRESENT: Councillors Jonny Tepp (Convener), Al Clark, Sean Dillon, Alycia Hayes, Stefan Hoggan, Gary Holt, Margaret Kennedy, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, David MacDiarmid and Ann Verner.

ATTENDING: Paul Vaughan, Head of Communities and Neighbourhoods Service, Zahida Ramzan, Policy Co-ordinator - Equalities, Laiza Lorimer, Policy Officer, Community Development Team (North East Fife) and Vicky Wilson, Area Community Development Team Manager (North East Fife), Communities and Neighbourhoods Service; Joan Gallo, Lead Officer, Children, Families and Justice Services; Carlene Simpson, Project Manager - Strategic Growth City Deals, Economy Tourism & Town Centre, Business and Employability; Rona Weir, Education Manager, Pamela Colburn, Quality Improvement Officer (Health and Wellbeing) and Scott Duncan, Headteacher, Waid Academy, Education Service; Steven Sellars, Lead Consultant, Road Safety and Travel Planning; Lesley Craig, Lead Consultant, Traffic Management and Nigel Hampton, Technician Engineer, Traffic Management, Roads and Transportation Service; Diane Barnet, Committee Officer, Legal and Democratic Services.

ALSO Dr Lorna Watson (for para. 143).

ATTENDING:

APOLOGIES FOR Councillors Fiona Corps and Donald Lothian.

ABSENCE:

128. DECLARATIONS OF INTEREST

Councillor Hoggan, for transparency reasons, stated in relation to para. 132 – 'Proposed Waiting Prohibition: Short Lane, Cupar' – that he resided across the road from the location of the proposed traffic regulation order, however, he did not consider that this amounted to an interest.

Councillor Dillon declared an interest in para. 137 - Application for Funding from Pittenweem Common Good Fund – Pittenweem Playpark Project – as he was involved in convening the group making the application for funding.

129. MINUTE

The committee considered the minute of the meeting of the North East Fife Area Committee of 28 February 2024.

Decision

The committee agreed to approve the minute.

130. APPOINTMENT TO EXTERNAL ORGANISATION - ST ANDREWS PILGRIM FOUNDATION

The committee considered a report by the Head of Legal and Democratic Services seeking nominations from the North East Fife Area Committee – from Ward 18 - to the St Andrews Pilgrim Foundation, being a fixed term appointment due to expire in June 2024.

Decision

The committee agreed to re-appoint Councillor Liston.

131. OBJECTIONS TO PROPOSED NO WAITING RESTRICTION: SHANWELL ROAD SOUTH, TAYPORT

The committee considered a report by the Head of Roads and Transportation Services outlining objections to the proposed no waiting restrictions at Shanwell Road South, Tayport.

Councillor Kennedy-Dalby, seconded by Councillor Tepp, proposed an amendment in favour of proceeding with the Traffic Regulation Order (TRO), including more readily visible signage indicating nearby alternative car parking.

Decision

There being no opposing view, the committee agreed to not uphold the objections and to proceed with the restrictions detailed in drawing no. TRO23_38 to deliver the associated traffic management works, including enhanced signage to alternative car parking.

132. PROPOSED WAITING PROHIBITION: SHORT LANE, CUPAR

The committee considered a report by the Head of Roads and Transportation Services outlining proposals to introduce further 'No Waiting At Any Time' restrictions in Short Lane, Cupar.

Decision

In the interests of traffic management and road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO24_11 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

133. PROPOSED LOADING BAY: CASTLE STREET, TAYPORT

The committee considered a report by the Head of Roads and Transportation Services outlining proposals for the introduction of a loading bay in Castle Street, Tayport.

Decision

In the interests of road safety, the committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend the restrictions as detailed in drawing no. TRO24_06 (Appendix 1), with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

134. TRAFFIC REGULATION ORDER AMENDMENT - ST ANDREWS 20MPH SPEED LIMIT – B939 STRATHKINNESS LOW ROAD

The committee considered a report by the Head of Roads and Transportation Services relating to an amendment to the proposed 20mph and 40mph Traffic Regulation Orders (TRO) on B939 Strathkinness Low Road, previously approved at this committee on 6 December 2023, as a result of conditions contained in Planning Permission 22/00691/FULL. This amendment was made to the proposed TRO prior to publishing, under delegated authority by the Council Leadership Team and with the agreement of this committee's Convener and Depute Convener.

Decision

The committee noted the amendment extending the 20mph zone beyond the new development south of B939 Strathkinness Low Road, as shown in Appendix 1 of the report.

135. COMMUNITY ASSET TRANSFER APPLICATION BY CRAIL COMMUNITY PARTNERSHIP

The committee considered a joint report by the Head of Property Services and the Head of Communities and Neighbourhoods Service seeking approval for a Community Asset Transfer application from Crail Community Partnership under Part 5 of the Community Empowerment (Scotland) Act 2015, to purchase Denburn Wood in Crail.

Decision

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

136. APPLICATION FOR FUNDING FROM CRAIL COMMON GOOD FUND - CRAIL PLAY PARK RENOVATION

The committee considered a report by the Head of Communities and Neighbourhoods Service relating to an application from Crail Community Council for an increase in grant funding for a further £19,514.53 from the Crail Common Good Fund, towards the costs of renovating Crail Play Park.

Decision

The committee approved an increase in grant funding of a further £19,514.53 from the Crail Common Good Fund, towards the costs of renovating Crail Play Park.

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

137. APPLICATION FOR FUNDING FROM PITTENWEEM COMMON GOOD FUND – PITTENWEEM PLAYPARK PROJECT

The committee considered a report by the Head of Communities and Neighbourhoods Service relating to an application from Pittenweem Playpark Project requesting an allocation of £43,895 grant funding from Pittenweem Common Good Fund towards the Pittenweem Playpark Project.

Decision

The committee:-

- (1) noted that £30,000 had also been awarded from the Fife Environment Trust, as indicated in Appendix 2; and
- (2) agreed to an allocation of £43,895 grant funding from Pittenweem Common Good Fund towards the Pittenweem Playpark Project.

Councillor Dillon re-joined the meeting following consideration of the above item.

138. NON-SETTLEMENT TRUST - GRAVES DRESSINGS - CRAIL CEMETERY - MURAL MONUMENTS XIX & XVI

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a grant award of £13,133 from the Graves Dressing fund to Crail Preservation Trust as a contribution to the Mural Monuments XIX and XVI Conservation project.

Decision

The committee approved a total of £13,133 from the Graves Dressing fund to Crail Preservation Trust as a contribution to the Mural Monuments XIX and XVI Conservation project.

139. NORTH EAST FIFE – ANTI-POVERTY REPORT 2023/24

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on the activity and outcomes of the anti-poverty work undertaken in the North East Fife area to address rural poverty, in alignment with the key priorities for the area in the 2023-2026 North East Fife Local Community Plan.

Decision

The committee noted the progress and the recommended allocated spend for 2024/25.

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

140. TAY CITIES DEAL ANNUAL REPORT AND BENEFITS REALISATION PLAN

The committee considered a report by the Head of Business and Employability Services presenting the third annual report on progress by the Tay Cities Region Deal from 1 October 2022 to 30 September 2023.

Decision

The committee noted the annual report by Tay Cities Region Deal and the progress on activity in North East Fife.

Councillor Kennedy left the meeting prior to consideration of the following item.

141. JUSTICE SOCIAL WORK SERVICE – COMMUNITY PAYBACK: UNPAID WORK SCHEME

The committee considered a report by the Head of Children, Families and Justice Services providing an update on developments within Fife Council Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2022 to March 2023.

Decision

The committee:-

- (1) noted the content of the report; and
- (2) agreed that further reports relating to the Unpaid Work Scheme by the Justice Social Work Service would be brought to committee on an annual basis.

142. REPORT ON EDUCATIONAL OUTCOMES - 2022/23

The committee considered a report by the Head of Education Services detailing the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23; and the range of strategies being developed to support key priorities to raise attainment.

Decision

The committee noted:-

- (1) the overall progress in raising levels of attainment in 2022/23; and
- (2) the strategies being implemented to raise attainment.

The committee adjourned at 11.30 am and reconvened at 11.40 am.

143. PUBLIC HEALTH REPORT & YOUNG PEOPLE HEALTH & WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education Services relating to the Director of Public Health report 'Children and Young people in Fife - the Building Blocks for Health' and providing the results of the Fife Young People's Health and Wellbeing Survey, carried out in March 2023.

Decision

The committee:-

- (1) noted the survey results, as provided through the Fife Young People's Health and Wellbeing Survey; and
- (2) agreed to endorse the next steps outlined in response to the Survey results.

144. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN

The committee considered a report by the Executive Director, Finance and Corporate Services relating to the workplan for future meetings of the North East Fife Area Committee.

Decision

The committee:-

- (1) noted the workplan and agreed to advise the Convener, Lead Officer and Committee Officer of any suggestions for specific areas they would like to see covered in any future report;
- (2) in relation to para. 139 – 'North East Fife – Anti-poverty Report 2023/24' – requested a report for its consideration at a future meeting relating to 'access' to services, including availability of transport in rural communities;
- (3) in relation to para. 140 – 'Tay Cities Deal Annual Report and Benefits Realisation Plan' – noted that the next annual update report would be due in April 2025;
- (4) as outlined at para. 141 – 'Justice Social Work Service – Community Payback: Unpaid Work Scheme' – agreed that an annual update report be submitted for its consideration in April 2025;
- (5) in relation to para. 142 – 'Report on Educational Outcomes - 2022/23' – noted that the next annual update report for 2023/24 would be due in April 2025.

THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING

Willie Clarke Centre, Lochore Meadows Country Park, Lochgelly

17 April 2024

2.00 pm – 3.50 pm

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

ATTENDING: Paul Vaughan, Head of Communities and Neighbourhoods, Anne-Marie Vance, Community Manager (Cowdenbeath), Scott Blyth, Project Manager, Izzy Scott-Trim, Community Development Team Manager (Cowdenbeath Area), Patricia Galfskiy, Policy Officer, Community Development Team (Cowdenbeath); Pamela Colburn, Quality Improvement Officer (Health and Wellbeing), Education Service; Roy Lawrence, Principal Lead for Organisational Development and Culture, Jacquie Stringer, Service Manager Localities and Community Led Support, Health and Social Care Partnership; and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Stewart Christie, Rural Skills Scotland (for para. 120 only) and Dr Lorna Watson, Deputy Director of Public Health, Child Health Commissioner, NHS Fife (for para 119. only).

116. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

117. MINUTE

The committee considered the minute of the meeting of the Cowdenbeath Area committee of 28 February 2024.

Arising from the minute:-

- (a) with reference to Paragraph 104 - School Meals Provision at Beath High School - Councillor Robb advised he would circulate to members of the committee, a copy of the letter he had received from the Cabinet Secretary for Education and Skills instructing Scottish Government officials to engage with students on their concerns, within regulations;
- (b) with reference to Paragraph 106 - Former St Andrews Church, Lochgelly - Councillor Robb requested the wording be amended to reflect that Councillor Lockhart had proposed an amendment, seconded by Councillor Erskine to include an additional recommendation (3) and that Councillor Robb had proposed a further amendment, seconded by Councillor Lockhart, to include additional recommendations (4) and (5). Recommendation (5) be amended to read 'officers explore methods to ensure members of the public were kept updated with all *relevant information and documents that could be released, to be released in the interest of transparency* on the Rockgelly/St Andrews Church development project, at regular intervals'; and

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- (c) with reference to paragraph 112 – Lochore Meadows Country Park Operational Update and Development Plan – Councillor Robb requested the wording be amended to reflect that he had proposed an amendment to include two additional recommendations (5) and (6) which had been seconded by Councillor Bain

Decision

The committee:-

- (1) agreed to the amendments proposed by Councillor Robb; and
- (2) otherwise agreed to approve the minute.

118. HEALTH AND SOCIAL CARE LOCALITY PLANNING - COWDENBEATH

The committee considered a report by the Principal Lead for Organisational Development, Senior Leadership Team (SLT) Lead for Cowdenbeath Health and Social Care Locality Planning Group providing an overview of the Health and Social Care Partnership Locality Planning Outcomes for Cowdenbeath during 2023.

Decision

The committee agreed that the Health and Social Care Partnership would provide an annual report to the committee with updates on locality planning and joint areas of interest between the Health and Social Care Partnership and community planning partners.

119. PUBLIC HEALTH REPORT AND YOUNG PEOPLE HEALTH AND WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education Services relating to the Director of Public Health report 'Children and Young people in Fife - the Building Blocks for Health' and providing the results of the Fife Young People's Health and Wellbeing Survey carried out in March 2023.

Decision

The committee:-

- (1) noted the survey results, as provided through the Fife Young People's Health Wellbeing Survey; and
- (2) agreed to endorse the next steps outlined in response to the survey results.

120. SUPPORTING THE PLAN 4 COWDENBEATH - GROUNDS FOR GROWTH

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on the progress of the Grounds for Growth Project.

Decision

The committee acknowledged the progress of the Grounds for Growth Project.

121. SUPPORTING THE PLAN 4 COWDENBEATH - COWDENBEATH AREA COMMUNITY ASSOCIATION

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for an allocation of funding from the Ward 7 budget for the development of Cowdenbeath Area Community Association youth project.

Decision

The committee agreed to an allocation of £10,000 from the Ward 7 budget towards the development of Cowdenbeath Area Community Association youth project.

122. COMMUNITY RECOVERY FUND (CRF) ANNUAL UPDATE

The committee considered a report by the Head of Communities and Neighbourhoods Service updating on Community Recovery Fund projects that had been developed and delivered in the Cowdenbeath Area and seeking approval to redirect funds, where necessary, following project investigations / consultation.

Decision

The committee:-

- (1) noted progress on projects developed and delivered from Community Recovery Funds; and
- (2) approved redirection of the CRF funds as detailed below:-
 - (a) **Community Social Work** – return all unspent funding to the CRF budget at the end of the Test of Change pilot;
 - (b) **Lochgelly Town Hall** – redirect the £10,000 allocated to undertake improvement to the Lochgelly Town Hall to the Lochgelly civic space;
 - (c) **Tree planting** – transfer monies to Fife Coast and Countryside Trust;
 - (d) **Community Orchard** – transfer monies to Fife Council's Green Space capital budget; and
 - (e) **Youth Work Development** – redirect £15,000 of this funding to support CLD youth work programmes in 2024/25.

123. COMMUNITY DEVELOPMENT TEAM BUDGET REQUEST (APRIL 24 - MARCH 25)

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for an allocation of funding to support the work of the Area Community.

Decision

The committee:-

- (1) agreed to approve the following funding requests for upcoming budget year 2024/2025:-
 - (a) **Annual Community Grants Programme** - £27,500 (£16,750 from Ward 7 and £10,750 from Ward 8 budgets);
 - (b) **Holiday Programme** - £50,000 from the area Anti-Poverty budget;
 - (c) **Community Learning and Development Programme** - £17,500 (£10,000 from Ward 7 and £7,500 from Ward 8 budgets);
 - (d) **2023/24 Holiday Programme underspend** - £17,051.17 awarded from last year's Ward 7 and 8 budgets;
 - (e) **Member Requests** – annual events - £10,000 (£5,000 each from Wards 7 and 8 budgets);
 - (f) **Immediate Response Fund** - £6,000 from the area Anti-Poverty budget; and
 - (g) **Community Resilience Fund (Castle Furniture)** - £10,000 from the area Anti-Poverty budget.
- (2) requested that the Head of Communities and Neighbourhoods Service undertake a review of the budget allocation process for Community Learning and Development to ensure funding was being proportionately allocated throughout areas, such as resources for programmes, activities and staffing, with consideration to be given to areas with higher deprivation and poverty that may require additional support. Committee requested this be submitted to a future Cabinet Committee meeting for future scrutiny.

124. AREA BUDGET AND PROJECT PROGRESS REPORT

The committee considered a report by the Head of Communities and Neighbourhoods Service updating on the 2023/2024 area budget schedules and on existing projects approved at the Area Committee meeting in December 2022.

Decision

The committee noted:-

- (1) spend on the Cowdenbeath Area budgets 2023/2024 as detailed in Appendix 1 to the report;
- (2) spend on the Cowdenbeath Area's Community Recovery Fund budget, as detailed in Appendix 2 to the report;
- (3) progress on projects agreed at the December 2022 area committee, as detailed in Appendix 3 to the report; and

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- (4) the final delivery mechanism would be decided by the Community Manager, ensuring the DeliverIt project was flexible to best meet the needs of the community and that the option of delivery via a constituted community group would be included.

125. **COWDENBEATH AREA LOCAL COMMUNITY PLAN - REVIEW OF PLAN 4 COWDENBEATH AREA 2019 - 2022**

The committee considered a report by the Head of Communities and Neighbourhoods Service providing a review of the Local Community Plan (LCP) Plan 4 Cowdenbeath Area for the period of 2019-2022.

Decision

The committee:-

- (1) noted the efforts, challenges and achievements of projects under the Plan4Fife themes, identified in the Cowdenbeath Area Local Community Plan 2019-2022; and
- (2) agreed that the Convener would raise members' concerns around lack of parking facilities at Lochore Meadows during busy periods such as summer months with the organisation, Friends of Lochore Meadows. Members suggested a shuttle bus service could be provided for members of the public if parking at Lochgelly High School was utilised.

The meeting adjourned at 3.35 pm and reconvened at 3.40 pm

126. **COWDENBEATH AREA LOCAL COMMUNITY PLAN - PLAN 4 COWDENBEATH AREA 2023-2026 ACTION PLAN**

The committee considered a report by the Head of Communities and Neighbourhoods Service presenting the action plan developed to deliver the priorities agreed in the Local Community Plan (LCP) - Plan 4 Cowdenbeath Area 2023-2026. The focus was on short and long-term actions to be developed and explored over the three-year LCP period across the three priority areas – Tackling Poverty, Raising Aspirations and Community Engagement.

Decision

The committee noted the action plan developed to deliver against the three priorities; Tackling Poverty, Raising Aspirations and Community Engagement within the Plan 4 Cowdenbeath Area 2023-2026, which would be developed and evolved over the three year implementation period.

127. **COWDENBEATH AREA FORWARD WORK PROGRAMME**

The committee considered a report by the Executive Director (Finance and Corporate Services) providing the workplan for future meetings of the committee.

Decision

The committee:-

- (1) noted the content of the forward work programme; and
- (2) requested that the Convener write to the Housing Services Manager to request that the Area Housing Plan 2023-26, scheduled for submission to the committee meeting on 4 September 2024, include the most recent set of statistics and figures.

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

Civic Centre, Inverkeithing

17 April 2024

9.30 am - 12.50 pm

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

ATTENDING: Alastair Mutch, Community Manager (South and West Fife), Sarah Johnston, Access Officer, Stephen Adamson, Project Manager and Mandy MacEwan, Community Development Team Manager, Communities and Neighbourhoods Service; Lesley Craig, Lead Consultant and Caroline Low, Technician Engineer, Roads and Transportation Service; Stuart Booker, Improvement Officer and Pamela Colburn, Quality Improvement Officer, Education Service; Alan Paul, Head of Property Services and Louise Playford, Service Manager, Property Services; Richard Carter, Team Manager, Criminal Justice Service; Gemma Hardie, Solicitor and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Sarah Neal and Andrew Verrecchia.

ALSO IN ATTENDANCE: Dr. Lorna Watson, Deputy Director of Public Health, Child Health Commissioner NHS Fife (for para. 134 only); and Sophia Dogan, Kingdom Community Bank (for para. 137 only).

126. DECLARATIONS OF INTEREST

As a matter of transparency and with reference to para. 137 - Community Recovery Fund - Dalgety Community Trust and Kingdom Community Bank Update - Councillor Goodall declared he was a member of the Kingdom Community Bank. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, he remained and participated in the meeting.

127. MINUTE

Minute of meeting of the South and West Fife Area Committee of 14 February 2024.

Decision

The committee agreed to approve the minute.

128. DIVERSION OF A PUBLIC RIGHT OF WAY - CARRICK GROVE, DALGETY BAY

The committee considered a report by the Head of Communities and Neighbourhoods Service requesting approval for a diversion of public right of way at Donibristle Farm Cottage, Carrick Grove, Dalgety Bay.

Motion

Councillor David Barratt, seconded by Councillor Brian Goodall, moved the recommendations contained within the report with a slight alteration to the wording that members were agreeing to promote the proposed diversion of the right of way.

Amendment

Councillor Patrick Browne, seconded by Councillor Graeme Downie, moved to refuse the request for a diversion of a public right of way at Donibristle Farm Cottage, Carrick Grove, Dalgety Bay.

Roll Call Vote

For the motion - 6 votes

Councillors David Barratt, Dave Dempsey, Brian Goodall, Andy Jackson, Sam Steele and Conner Young.

For the amendment - 2 votes

Councillors Patrick Browne and Graeme Downie.

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

Decision

The committee agreed to promote the proposed diversion of the right of way using section 208 Town and Country Planning (Scotland) Act 1997; delegating its confirmation to officers if no objections were received and otherwise submission to the Scottish Government for confirmation.

129. OBJECTIONS TO PROPOSED SEASONAL URBAN CLEARWAY - SANDHAVEN, CULROSS

The committee considered a report by the Head of Roads and Transportation Services seeking agreement to overrule the objections to the proposed introduction of a Seasonal Urban Clearway on Sandhaven, Culross.

Decision

The committee agreed to set aside the two outstanding objections to the proposed Traffic Regulation Order introducing the seasonal urban clearway on Sandhaven, Culross as shown in Drawing No. TRO23_57 to allow the Order to be made and the seasonal urban clearway put in place.

130. A994 MAIN STREET, CAIRNEYHILL - 20MPH SPEED LIMIT

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to lower the current 30mph speed limit on the A994 Main Street, Cairneyhill to a new 20mph speed limit.

Decision

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the 20mph speed limit detailed in Drawing No. TRO24_15 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

131. VERBAL UPDATE ON TRAFFIC ISSUES AT DONIBRISTLE PRIMARY SCHOOL, DALGETY BAY

Lesley Craig, Lead Consultant, Roads and Transportation Services provided an update on the work which had been undertaken with Donibristle Primary School over the years to try and alleviate the traffic issues at the school.

It was noted that parking attendants had been requested to carry out enforcement visits to discourage parking on the school keep-clear zigzags and that funding of £50,000 had been allocated from the capital budget programme for 2024/25 for a pedestrian crossing on Moray Way, near The Firs which was anticipated to be built before April 2025.

Lesley advised that Roads and Transportation Services had been conducting trials on school exclusion zones at three primary schools in Fife. The results of each trial would be discussed at workshops with the appropriate ward members and headteachers of each of the schools. It was hoped that the results would be discussed and a consensus would be reached on whether or not these restrictions should be made permanent or removed.

Following the three workshops, Lesley would provide members with the trial results and recommendations and requested that members take the opportunity to review those results before making a firm decision on a School Exclusion Zone at Donibristle Primary School as Lesley pointed out that banning traffic on the short section of Morlich Road would only move the congestion to Morlich Crescent and Hillside Avenue.

Decision

The committee:-

- (1) thanked Lesley for her detailed update; and
- (2) agreed that a workshop be arranged with Ward 6 members to discuss the school exclusion zone trial results and recommendations to enable members to form a position on the issues at Donibristle Primary School.

132. BUILDING FIFE'S FUTURE: REPLACEMENT OF INVERKEITHING HIGH SCHOOL (SOUTH AND WEST FIFE) - UPDATE

The committee considered a joint report by the Head of Education and the Head of Property Services providing an update on project progress and outlining the key activity for the coming months.

Decision

The committee noted:-

- (1) the project progress;
- (2) the next steps outlined in section 9 of the report;
- (3) the approach to engagement on the naming of the school as set out in the report; and
- (4) that once the new facility was complete, all Fife Council Community Use activity currently ongoing at Inverkeithing High School, with the exception of swimming, would transfer to the new secondary school or be managed from Fleet Grounds, Rosyth.

The meeting adjourned at 11.00 am and reconvened at 11.10 am.

133. REPORT ON EDUCATIONAL OUTCOMES - 2022/23

The committee considered a report by the Head of Education providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23. The report also provided an overview of the range of strategies being developed to support the key priority to raising attainment.

Decision

The committee noted:-

- (1) the overall progress in raising levels of attainment in 2022/23; and
- (2) the strategies being implemented to raise attainment.

134. PUBLIC HEALTH REPORT AND YOUNG PEOPLE HEALTH AND WELLBEING SURVEY RESULTS

The committee considered a report by the Head of Education relating to the Director of Public Health report "Children and Young People in Fife - the Building Blocks for Health" and providing the results of the Fife Young People's Health and Wellbeing Survey carried out in March 2023.

Decision

The committee:-

- (1) noted the survey results, as provided through the Fife Young People's Health and Wellbeing Survey; and
- (2) agreed to endorse the next steps outlined in response to the survey results.

135. JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME

The committee considered a report by the Head of Education Services updating members on developments within Fife Council Justice Social Work Service concerning the work of the Community Payback Unpaid Work Team in the South and West Fife Area from April 2022 to March 2023.

Decision

The committee:-

- (1) noted the contents of the report; and
- (2) agreed that further reports of the Unpaid Work Scheme by the Justice Social Work Service would be brought to this committee on an annual basis.

136. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUEST - BROCK STREET PLAYPARK, NORTH QUEENSFERRY

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Budget for the Brock Street Playpark, North Queensferry.

Decision

The committee agreed to allocate £10,000 from the Local Community Planning Budget 2023/24 towards the project.

137. COMMUNITY RECOVERY FUND - DALGETY COMMUNITY TRUST AND KINGDOM COMMUNITY BANK UPDATE

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on progress following the approval of Community Recovery funding on 25 January 2023 to Dalgety Community Trust and Kingdom Community Bank.

Decision

The committee:-

- (1) noted the progress made by Dalgety Community Trust regarding the feasibility study for the development of the proposed community hub;
- (2) noted that a meeting would be arranged with Ward 6 councillors and Dalgety Community Trust enabling the Trust to present the feasibility study in more detail;
- (3) noted the progress made on year 1 of the financial development and education project; and
- (4) agreed that services be requested to provide all the support they could to ensure that the Dalgety Community Trust project was achieved.

138. SOUTH AND WEST FIFE AREA LOCAL COMMUNITY AND COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLANS

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on progress of the South and West Fife Local Community Plan and Community Learning and Development Plan.

Decision

The committee:-

- (1) noted the ongoing progress in both plans to develop projects in response to locally identified priorities;
- (2) noted the work to date; and
- (3) supported both plans as they continued to adapt and change to support recovery and reform.

139. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2024-25

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 2024-25;
- (2) agreed that an annual update be submitted for its consideration in April 2025 in relation to para. 135 - Justice Social Work Service - Community Payback: Unpaid Work Scheme;
- (3) agreed to request that the Patching Performance Update report due to be submitted to the June meeting also include information on road repairs;
- (4) agreed to request that a thematic report on road safety be produced to look at how council services could interact with each other in terms of being able to address road safety concerns particularly in relation to speeding;
- (5) agreed to request an update report be submitted to the June meeting on the Industrial Innovation Investment (Fi3) Programme particularly in relation to Dalgety Bay; and
- (6) agreed to request that a report be brought back to committee providing a Flooding Update once the post of Lead Consultant (Flooding, Shoreline and Harbours) had been filled.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – BLENDED MEETING

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

5 March 2024

10.00 am - 11.20 am

PRESENT: Councillors Kathleen Leslie (Convener), Lynn Ballantyne-Wardlaw, Auxi Barrera (substituting for Councillor Lynn Mowatt), Aude Boubaker-Calder, Patrick Browne, Eugene Clarke, Sean Dillon, Linda Erskine, Alycia Hayes, Louise Kennedy-Dalby, James Leslie, Sarah Neal, Alistair Suttie and Daniel Wilson.

ATTENDING: Angela Logue, Head of Education - Primary Schools & Improvement Support, Maria Lloyd, Head of Education - Secondary Schools & Specialist Support, Shelagh McLean, Head of Education - Early Years and Directorate Support and Pamela Colburn, Quality Improvement Officer (PE Physical Activity & Sports), Education Service; Alison Binnie, Finance Business Partner and Diane Barnet, Committee Officer, Finance & Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Ian Cameron, Colin Davidson and Lynn Mowatt.

78. CHANGE OF MEMBERSHIP

The committee noted that Councillor James Leslie had replaced Councillor Dave Dempsey and Councillor Eugene Clarke had replaced Councillor John Caffrey as members of this committee and welcomed them to their first meeting.

The committee thanked Councillor Dempsey and Councillor Caffrey for their contribution to the work of the committee during their membership.

79. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

80. MINUTE

The committee considered the minute of meeting of the Education Scrutiny Committee of 9 January 2024.

Decision

The committee agreed to approve the minute.

81. SWIMMING LESSONS AS INTEGRATED PART OF PHYSICAL EDUCATION COURSES IN PRIMARY SCHOOLS

The committee considered a report by the Head of Education Services, detailing the current position and future options for supporting swimming for children and young people, including school swimming lessons and consideration of Scottish Government funding which was in response to a Motion agreed at a meeting of Fife Council on 16 March 2023 (Motion 3, Minute Reference Paragraph 60 of 2023.FC.71 refers).

Decision

The committee:-

- (1) considered the current swimming offer for children and young people in Fife;
- (2) acknowledged the national pilot approaches to school swimming lessons, including funding;
- (3) considered the next steps outlined in the report, providing feedback; and
- (4) agreed, as an additional recommendation, to request a further, detailed report for its consideration at its meeting on 17 September, providing a detailed breakdown of school numbers and associated costs, including: time cost (impact on learning time); centre availability/hire; and funds available for swimming equipment – for the provision of swimming lessons for all across a specific (one) year group over a period of a year and comparative costs for the same provision across three year groups over a shorter period of time.

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

82. EDUCATION SERVICE REVENUE BUDGET 2023-24 PROJECTED OUTTURN

The committee considered a joint report by the Head of Education Services and the Executive Director, Finance and Corporate Services providing an update on the forecast financial position for the 2023-24 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; and
- (2) noted the projected outturn position and the relevant areas of projected over and under spend within the service.

83. EDUCATION SERVICE CAPITAL INVESTMENT PLAN 2023-24 : PROGRESS REPORT

The committee considered a joint report by the Head of Education and the Executive Director, Finance and Corporate Services providing information on the overall progress of the Education Service capital programme, for the current financial year, 2023-24, as well as informing on 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 and the annual re-phasing exercise undertaken in June 2023.

84. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PLAN

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 the committee.

Decision

The committee:-

- (1) reviewed the workplan and suggestions were invited from members of the committee for future areas of scrutiny;
- (2) agreed that the following reports were added to the workplan for the meeting on 17 September 2024:
 - As outlined at Para. No. 81 (4) above – Swimming Lessons as Integrated Part of Physical Education Courses in Primary Schools – further, detailed report;
 - Cost of school transport (current), including cost of provision for pupils with additional support needs;
 - Childcare Inspectorate Reports for council run nurseries; and
 - Childcare services update – provision for nine-month-old and above and pre and after school childcare.

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

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

18 April 2024

10.00 am – 10.50 am

PRESENT: Councillors Allan Knox (Convener), Alistair Bain, Lynn Ballantyne-Wardlaw, Sam Steel (substituting for Councillor Auxi Barrera), Ian Cameron, Rod Cavanagh, Sean Dillon, Graeme Downie, Stefan Hoggan-Radu, Gary Holt, Robin Lawson, Gordon Pryde, Alistair Suttie and Ann Verner.

ATTENDING: Gordon Mole, Head of Business and Employability, Carlene Simpson, Project Manager - Strategic Growth City Deals, Business and Employability Service; Eileen Rowand, Executive Director - Finance and Corporate Services, Ashleigh Allan, Finance Business Partner, Donna Grieve, Accountant, Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Service Manager - Committee Services, Michelle Hyslop, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Auxi Barerra and Colin Davidson.

94. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.

95. MINUTE

The committee considered the minute of the Finance, Economy and Corporate Services Scrutiny committee of 25 January 2024.

Decision

The committee agreed to approve the minute.

96. CHANGE IN MEMBERSHIP

Decision

The committee noted that Councillor Holt had replaced Councillor Clarke as a member of this committee and welcomed him to his first meeting.

The committee thanked Councillor Clarke for his contribution to the work of the committee during his membership.

97. EDINBURGH AND SOUTH EAST OF SCOTLAND CITY REGION DEAL ANNUAL REPORT 2022/23 AND UPDATE ON THE BENEFITS REALISATION PLAN FOR THE FIFE INDUSTRIAL INNOVATION INVESTMENT (I3) PROGRAMME.

The committee considered a report by the Head of Business and Employability providing an annual update on the City Region Deal for 2022/23 and the Benefits Realisation Plan for the Fife Industrial Innovation Investment (i3) Programme, funded through the Edinburgh and South East Scotland City Region Deal.

Decision

The committee noted the performance of the Fife i3 programme and the Edinburgh and South East Scotland City Region Deal Annual Report for 2022/23.

98. TAY CITIES DEAL ANNUAL REPORT AND BENEFITS REALISATION PLAN

The committee considered a report by the Head of Business and Employability presenting the third Annual Report on progress by the Tay Cities Region Deal for the period 1 October 2022 to 30 September 2023.

Decision

The committee: -

- (1) noted the information contained in the report and the progress on activity in North East Fife; and
- (2) agreed that a site visit to the Eden Campus would be arranged for elected members.

99. 2023/24 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 (Place), providing an update on the projected outturn financial position for the 2023/24 financial year for the areas in scope of the Finance, Economy and Corporate Services Scrutiny Committee.

Decision

The committee noted the current financial performance and activity detailed in the report.

100. 2023/24 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 (Place), providing an update on the Capital Investment Plan and advising on the projected financial position for the 2023/24 financial year for the areas in scope of the Finance, Economy and Corporate Services Scrutiny committee.

Decision

The committee noted the current financial performance and activity detailed in the report.

101. 2023/24 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.

102. 2023/24 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 outturn position for the 2023/24 financial year for the Finance and Corporate Services Directorate.

Decision

The committee noted the current financial performance and activity as detailed in the report.

103. FINANCE, ECONOMY AND CORPORATE SERVICES FORWARD WORK PROGRAMME

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

Decision

The committee noted -

- (1) the draft Finance, Economy and Corporate Services Scrutiny Work Plan;
- (2) that work had been undertaken by the convener, depute convener and Lead Officer to streamline reporting of the forward work programme to ensure that reports are considered more timeously at future meetings of the committee; and
- (3) that Councillor Knox had arranged to meet with Lindsay Thomson, Head of Legal and Democratic Services in regard to reporting to committee on the following unallocated reports “Review of community council elections” and “Support and services for elected members with disabilities”.

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

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

19 March 2024

10.00 am – 1.00 pm

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Jean Hall-Muir, Stefan Hoggan-Radu, Nicola Patrick, Sam Steele (substituting for Andy Jackson), Darren Watt and Daniel Wilson.

ATTENDING: Carol Connolly, Executive Director Place; Nigel Kerr, Head of Protective Services; Kenny Bissett, Lead Officer, Environmental Health (Public Protection); John Rodigan, Head of Environment and Building Services; Paul Vaughan, Head of Communities and Neighbourhoods; Tariq Ditta, Head of Facilities Management Services; Melanie Arthur, Service Manager, Facilities Management; Robbie Lawson, Janitorial and Cleaning Team Manager; John Mitchell, Head of Roads and Transportation Services; Steven Sellars, Lead Consultant, Road Safety and Travel Planning; Susan Keenlyside, Service Manager, Sustainable Transport and Parking, Roads and Transportation Services; Caroline Ritchie, Accountant, Lesley Robb, Lead Officer - Committee Services and Kerry Elliott, Committee Officer, Finance and Corporate Services.

ALSO ATTENDING: John Ford, Biodiversity Coordinator, Fife Coast and Countryside Trust.

APOLOGY FOR ABSENCE: Councillor Mary Lockhart.

76. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No.22.

77. CHANGE OF MEMBERSHIP

The committee noted that Councillor Mary Lockhart had replaced Councillor Graeme Downie as a member of the committee.

78. MINUTE

The committee considered the minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 23 January 2024.

Decision

The committee agreed to approve the minute.

79. REVIEW OF MOSSMORRAN AND BRAEFOOT BAY COMMUNITY AND SAFETY COMMITTEE – GENERAL ANNUAL REPORT 2022

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The committee considered a report by the Head of Protective Services advising of the findings of the latest 2022 general annual report for the operations at the Mossmorran and Braefoot Bay facilities. The Head of Protective Services also shared with the committee three video presentations from Shell UK and Exxon Mobile on the current operations at the Fife Ethylene Plant, Braefoot Bay Terminal and Mossmorran site.

Decision

The committee noted:-

- (1) the content of the presentations and general report in particular, the large reduction in complaints following investment in improvement technologies at the complex;
- (2) the new noise and air quality monitoring arrangements introduced around the complex;
- (3) the steps taken to improve communications between appropriate parties;
- (4) that the 2022 general report would be submitted to future meetings of Cowdenbeath, Kirkcaldy and South and West Fife Area Committees for information; and
- (5) the 2023 general report would be presented to the committee during 2024.

80. STAFFED SCHOOL CROSSINGS AND SCHOOL TRAVEL PLANS

The committee considered a joint report by the Head of Facilities Management Services and the Head of Roads and Transportation Services, providing an initial baseline on the School Crossing Patrol Service and activities relating to active travel to school, following a motion agreed at the meeting of Fife Council on 21 September 2023.

Decision

The committee noted and provided comments on the content of the report.

The meeting adjourned at 11.15 am and reconvened at 11.30 am

81. FIFE ROAD CASUALTY STATISTICS 2023

The committee considered a report by the Head of Roads and Transportation Services advising of statistics, the severity of casualties on Fife's roads in 2023 and the performance against the Scottish Government Road Safety Casualty Reduction targets.

Decision

The committee:-

- (1) considered the 2023 road casualty statistics; and

- (2) noted the ongoing work of road safety partners aimed at reducing casualties, in line with the Scottish Government casualty reduction targets for 2030.

82. BIODIVERSITY DUTY REPORT

The committee considered a report by the Head of Communities and Neighbourhoods Service, inviting members comments on the content of the report. A report requires to be submitted to Scottish Government every three years outlining how Fife Council has met its biodiversity duty outlined under the Wildlife and Natural Environment (Scotland) Act 2011.

Decision

The committee noted the content of the Biodiversity Duty Report, as prepared, for submission to Scottish Government.

83. 2023/24 REVENUE MONITORING PROJECTED OUTTURN

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Place providing an update on the projected outturn financial position for the 2023/24 financial year for the areas in scope for the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

The committee considered the current financial performance and activity as detailed in the report.

84. 2023/24 CAPITAL MONITORING PROJECTED OUTTURN

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Place, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2023/24 financial year for the areas in scope for the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

The committee considered the current financial performance and activity as detailed in the report.

85. ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services, asking members to consider the forward work programme for future meetings of the committee.

Decision

The committee:-

- (1) noted the contents of the forward work programme;

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- (2) agreed to add a standing item to each committee meeting on Climate Change;
- (3) agreed that an interim briefing note would be circulated outlining details on pothole and road defects in relation to response times for repairs at ward level, the technologies and techniques used in pothole repairs and the process for members of the public to submit claims for damage. The briefing note would be issued prior to submission of the Performance report to the committee in late 2024;
- (4) agreed that reports be added to the work programme on the following subjects:-
 - a) pedestrian access to recycling centres;
 - b) community safety partnership, in terms of road safety;
 - c) environmental impact in relation to existing fleet provision used for domestic waste collection and road repairs;
 - d) Fife Council catering facilities and increased offerings in both vegetarian and plant based options; and
 - e) the new food strategy for scrutiny.



MINUTE OF THE FIFE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD (IJB) FRIDAY 2 FEBRUARY 2023 AT 10.00 AM

- Present**
- Arlene Wood (AW) (Chair)
 - Graeme Downie (GD) (Vice-Chair)
 - Fife Council – David Alexander (DA), Dave Dempsey (DD), Margaret Kennedy (MK), Rosemary Liewald (RLie), Mary Lockhart (ML), Lynn Mowatt (LM) and Sam Steele (SS)
 - NHS Fife Board Members (Non-Executive) – Alastair Grant (AG), Colin Grieve (CG), John Kemp (JK), Sinead Braiden (SB)
 - Janette Keenan (JK), Director of Nursing, NHS Fife
 - Lynne Parsons (LP), Employee Director, NHS Fife
 - Amanda Wong (AW), Associate Director, AHP’s, NHS Fife
 - Debbie Fyfe (DF), Joint TU Secretary, Fife Council
 - Kenny Murphy (KM), Third Sector Representative
 - Morna Fleming (MF), Carer Representative
 - Paul Dundas (PD), Independent Sector Representative
 - Wilma Brown (WB), Interim Staff Representative, NHS Fife
- Professional Advisers**
- Nicky Connor (NC), Director of Health and Social Care/Chief Officer
 - Audrey Valente (AV), Chief Finance Officer
 - Helen Hellewell (HH), Deputy Medical Director
 - Lynn Barker (LB), Associate Director of Nursing
 - Christine Moir (CMo), Chief Social Work Officer, Fife Council
- Attending**
- 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
 - Vanessa Salmond (VS), Head of Corporate Services
 - Hazel Williamson (HW), Communications Adviser
 - Wendy Anderson (WA), H&SC Co-ordinator (Minute)

NO TITLE ACTION

1 CHAIRPERSON’S WELCOME / OPENING REMARKS / APOLOGIES

Arlene Wood, IJB Chair welcomed everyone to the first Integration Joint Board meeting of 2024.

Apologies had been received from Chris McKenna, Ian Dall, Eleanor Haggett and Jackie Drummond.

Those present were reminded that they should mute their mobile phones for the duration of the meeting and also mute their microphone when not talking and that, in an effort to keep to our timings for this meeting, all questions and responses should be as succinct as possible.

A recording pen was in use at the meeting to assist with Minute taking and the media have been invited to listen in to proceedings.

NO	TITLE	ACTION
2	DECLARATION OF MEMBERS' INTERESTS	
	There were no declarations of interest.	
3	MINUTES OF PREVIOUS MEETING & ACTION NOTE 24 NOVEMBER 2023	
	The Minute and Action Note were both approved as accurate records.	
4	CHIEF OFFICER UPDATE	
	Arlene Wood handed over to Nicky Connor who provided the Chief Officer update	
	Nicky Connor began her update by advising that following a rigorous recruitment process Jillian Torrens will join the Partnership in the next few months as Head of Complex & Critical Care Services, replacing Rona Laskowski who retires in June 2024.	
	At the Development Session on Friday 15 December 2023 IJB members received updates from Kenny Murphy and Morna Fleming on the 3 rd Sector and Carers respectively. The Ministerial Steering Group (MSG) Indicators were also discussed and these will be brought back to the IJB in a future meeting cycle.	
	A briefing was circulated yesterday to IJB members to keep them updated on various aspects of the partnership including much to celebrate around the great work of our teams. A number of new Nurses and Allied Health Professionals have recently joined the Partnership and the Care Academy continues to grow.	
	Morna Fleming, Carers Representative now contributes to the monthly IJB briefing alongside Kenny Murphy and Paul Dundas.	
	The year ahead will be challenging balancing the delivery of service, performance, quality of care, pace of transformation, the financial position and supporting our workforce. The Senior Leadership Team are actively considering this quadruple aim as we bring forward plans and this is also reflected on the Board's agenda.	
5	STRATEGIC PLANNING & DELIVERY	
	5.1 Transformation – Transforming Overnight Care	
	This report was most recently discussed at the Quality & Communities Committee on 17 January 2024, the Finance, Performance & Scrutiny Committee on 18 January 2024 and the Local Partnership Forum on 16 January 2024. Arlene Wood introduced Rona Laskowski who presented this report which is part of the transformation programme agreed in March 2023. Feedback from all meetings where this has been discussed has been included in this updated report. It has been agreed that the Finance, Performance & Scrutiny Committee will receive 6-monthly updates as this project progresses.	
	Arlene Wood then invited in turn Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities), Alastair Grant, Chair of Finance, Performance & Scrutiny and Wilma Brown, Co-Chair of the Local Partnership Forum to comment on discussions at that meeting before questions from Board members. All three confirmed that the report had been discussed in detail at their meetings and welcomed the progress to date.	

5 STRATEGIC PLANNING & DELIVERY (CONT)

5.1 Transformation – Transforming Overnight Care (Cont)

Discussion took place around changes to the proposal, which included the impact on carers and their involvement in the assessment process, unintended consequences of proposed changes and communications with staff, both internal and external. Debbie Fyfe raised the need for parallel communications with staff and concern that this had not happened ahead of the board. Rona Laskowski confirmed that a formal communications campaign, including a series of roadshows, are planned to communicate key messages to staff.

The Board discussed the proposed Transformation of Overnight Care, were assured of the work done to develop the model and the scrutiny applied through the various governance routes to date and agreed the proposed model and support the Senior Leadership Team to operationalise the model with partners and provide an update to the Finance, Performance and Scrutiny Committee through the reports on transformation and regular financial reporting.

5.2 Local - Locality Planning Outcomes Progress Report

This report was discussed at the Quality & Communities Committee on 17 January 2024. Arlene Wood introduced Fiona McKay who presented this report. The Public Bodies Act gives clear guidance on the role of partnerships within localities and this report is a look back over the last year across the 7 localities of Fife. Some projects will continue into this year. One of the recommendations in the paper is to bring this to a future Development Session for further discussion.

FM/VS

Arlene Wood then invited Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities) to comment on discussions at that meeting before questions from Board members. The committee welcomed the good quality work which is taking place in localities.

Discussion took place on encouraging wider stakeholder involvement, communications around new Wells opening and the frequency of meetings of the core groups involved in this. Fiona McKay updated on additional staffing and also advised that a new Well is being supported by Fife Council's West Fife Area Committee for one year initially.

The Board took assurance on the work undertaken to deliver on the Locality Action Plans 2023 and to carry over incomplete actions into 2024 and agreed that locality planning undertakes a two-year planning cycle (currently one year).

6 LIVED EXPERIENCE & WELLBEING

6.1 People Story – Our People

Arlene Wood handed over to Nicky Connor who introduced this item. A video was shared entitled Celebrating Our Staff – A Reflection of 2023 which featured staff from all areas of the partnership. Nicky highlighted that presenting person stories to the IJB reminds us of our collective purpose for the People of Fife. We could not deliver care if it was not for the fantastic teams and staff we have working across the whole

6 LIVED EXPERIENCE & WELLBEING (CONT)

6.1 People Story – Our People (Cont)

partnership in primary and preventative care, community care, complex and critical care, business enabling, professional standards, third and independent sector and our close working with NHS Fife and Fife Council. For that reason our first story of 2024 is dedicated to our staff and the outstanding job they do each and every day. The board reported that the video was inspiring and the Arlene Wood, on behalf of the Board, thanked all those who were involved in producing it and thanked all staff working across all sectors in Fife every day.

7 INTEGRATED PERFORMANCE & QUALITY

7.1 Finance Update

This report was discussed at Finance, Performance & Scrutiny on 18 January 2024 and the Local Partnership Forum on 16 January 2024. Arlene Wood introduced Audrey Valente who presented this report which detailed the financial position (provisional outturn) of the delegated and managed services based on 30 November 2023. The forecast is currently a deficit £4.171m, mainly due to a recent Fife Council pay award and increased locum costs. There had been rich discussion at the recent IJB drop-in session on the report and reserves.

Arlene Wood then invited in turn Alastair Grant, Chair of Finance, Performance & Scrutiny and Wilma Brown, Co-Chair of the Local Partnership Forum to comment on discussions at their meeting before questions from Board members. Alastair Grant confirmed his committee had an in-depth discussion and one of the issues raised was timescales for the reporting of financial information, which are reliant on NHS Fife and Fife Council providing information.

Discussion around achieving a balanced budget, delivering efficiency savings, covid-19 funding and the key areas of work being undertaken by the Senior Leadership Team to ensure due diligence is in place.

The Board were assured that there is robust financial monitoring in place and approved the financial monitoring position and the use of Reserves as at November 2023.

7.2 Performance Report – Executive Summary

The full Performance Report was discussed at Finance, Performance & Scrutiny on 18 January 2024. Arlene Wood introduced Fiona McKay who presented this report which highlighted areas for improvement. A Planning and Performance Board has been set up to help provide assurance to the IJB.

Arlene Wood then invited Alastair Grant, Chair of Finance, Performance & Scrutiny to comment on discussions at that meeting before questions from Board members. Alastair wood advised that the Committee were happy to see reductions in waiting times for care packages and to see further analysis of the available data.

7 INTEGRATED PERFORMANCE & QUALITY (CONT)

7.2 Performance Report – Executive Summary (Cont)

Discussions then took place around CAMHS and Psychological Therapy waiting times, which had been the subject of a deeper report at the most recent governance committee, and these challenges these presented.

The report had been submitted to assure the Board that the full report has been discussed at the relevant committee, the areas which require improvement are highlighted in the appendix and are subject to continual scrutiny by Head of Service. The board recognised the progress being made in relation to performance and asked that as well as a summary of performance the board requires the assurance on how performance is being addressed. It was agreed to bring a Summary Assurance Report to the IJB meeting on 28 March 2024.

FM

7.3 IJB Strategic Risk Register

This report was discussed at the Audit & Assurance Committee on 19 January 2024. Arlene Wood introduced Audrey Valente who presented this report which features the Risk Register which was reviewed in December 2023. Four risks are currently showing high residual risk scores – Finance, Primary Care Services, Workforce and Demographic/ Changing Landscape Impacts and to date three of them have been subject to a deeper dive report at committee. Workforce will be looked at in depth during the March committee cycle.

Arlene Wood then invited Dave Dempsey, Chair of Audit & Assurance Committee to comment on discussions at Committee before questions from Board members. Dave Dempsey advised the Audit and Assurance committee do not own the individual risks, they oversee the committee processes and receive assurance that the relevant committees are monitoring dealing with them and this is well managed.

The Board took assurance that risks continue to be managed by the relevant risk owners, discussed the IJB Risk Register and approved the Risk Register.

8 GOVERNANCE & OUTCOMES

8.1 Self-Assessment Checklist

This report was discussed at previous Audit & Assurance Committee meetings. Arlene Wood introduced Vanessa Salmond who presented this report which is a high-level analysis produced as a result of an online questionnaire sent to Board members in October 2023. There was a 50% response rate and these were positive overall although there is room for improvement. An Action Plan has been produced.

Arlene Wood then invited Dave Dempsey, Chair of Audit & Assurance Committee to comment on discussions at the Committee before questions from Board members. Dave Dempsey advised the committee were happy to recommend the action plan be implemented.

Discussion took place around receipt of meeting papers and input from stakeholder members into induction materials.

NO	TITLE	ACTION
8	GOVERNANCE & OUTCOMES (CONT)	
	8.1 Self-Assessment Checklist (Cont)	
	<p>The Board discussed and agreed the draft action plan and agreed to work with Corporate Services to implement the suggested improvements and review progress/impact in September 2024.</p>	
	8.2 Inspection Oversight Report	
	<p>This report was discussed at the Quality & Communities Committee on 17 January 2024. Arlene Wood introduced Fiona McKay who presented this report which highlights a number of external inspections from the Care Inspectorate and the Mental Welfare Commission and is brought to provide assurance on progress and discussion in relation to actions and next steps.</p>	
	<p>Arlene Wood invited Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities) to comment on discussions at that meeting before questions from Board members. The reports had been discussed in detail by committee.</p>	
	<p>Discussion took place around how important it is that inspections are being monitored and appropriate actions are in place, ongoing covid recovery and how information may be presented differently in future. The board discussed an annual report on routine planned inspections, and exception reports for any unplanned inspections.</p>	
	<p>The Board took assurance that inspections and reporting is monitored on a regular basis.</p>	
9	LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS	
	9.1 Chief Social Work Officer Report 2022-2023	
	<p>This report was shared at Fife Council's People and Communities Scrutiny Committee on 16 November 2023 and was also presented for noting at Quality & Communities Committee on 17 January 2024 and Finance, Performance & Scrutiny Committee on 18 January 2024. Arlene Wood introduced Chris Moir who presented this report which highlighted common themes, which include ongoing concerns regarding recruitment and retention of staff and staff health and wellbeing. The 2023-2024 report will be brought to the IJB in September 2024.</p>	
	<p>Arlene Wood then invited in turn Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities) and Alastair Grant, Chair of Finance, Performance & Scrutiny to comment on discussions at that meeting before questions from Board members. The report was discussed in detail at both meeting and members looked forward to seeing the next report later in the year.</p>	
	<p>The report had been submitted to the Scottish Government as part of the statutory responsibilities of the role of the Chief Social Work Officer and provided members with an overview of key aspects of social work provision in Fife.</p>	
	<p>Board member noted the role and range of functions covered by the Chief Social Work Officer including social work and social care services provided by both the authority and by the Health and Social Care Partnership.</p>	

9 LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS (CONT)

9.2 Director of Public Health Report 2023: Children and Young People in Fife: the Building Blocks for Health

This report was discussed at the Quality & Communities Committee on 17 January 2024. Arlene Wood introduced Joy Tomlinson who presented this report which gives an overview of the health and wellbeing of the population of Fife. This year's focus is on Children's Health and how this has been affected by covid, the ongoing cost of living crisis and poverty.

Arlene Wood invited Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities) to comment on discussions at that meeting before questions from Board members. The committee had a robust conversation on the content of the report.

Discussion took place around the priorities and pressures within the report, the elements which can be contributed to which will make a difference and the changing demographics of the local population.

Morna Fleming commended the team behind the report for the clarity and readability provided.

The Board noted the detail within the report and that much of the work is covered within the Children's Services Plan 2023-26 with further reporting coming through the agreed governance routes. The IJB were assured re progress and priorities.

9.3 Fife Child Protection Committee Annual Reports - 2021/22 & 2022/23

This report was discussed at the Quality and Communities Committee on 17 January 2024. Arlene Wood introduced Dougie Dunlop who presented this report which covered two annual reports following a period of transition for the Child Protection Committee. There is a significant developmental agenda ongoing and new national Child Protection procedures are in place.

Arlene Wood invited Rosemary Liewald (for Sinead Braiden, Chair of Quality & Communities) to comment on discussions at that meeting before questions from Board members. The Committee discussed the reports in detail and no concerns were raised.

Discussion took place around increasing child poverty, emerging priorities and key measures being taken locally to respond to these.

The Board took assurance from the past work of the Committee and their future direction.

10 MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM / STRATEGIC PLANNING GROUP - ITEMS TO BE ESCALATED

Arlene Wood handed over to Nicky Connor who invited each of the Chairs in turn to provide an update from their meetings and on items to be escalated to the Board.

Audit & Assurance Committee

Dave Dempsey had nothing to escalate from the meeting held on 19 January 2024.

Finance, Performance & Scrutiny Committee

Alastair Grant had nothing to escalate and advised that members had had good discussions on agenda items.

NO	TITLE	ACTION
10	<p>MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM / STRATEGIC PLANNING GROUP - ITEMS TO BE ESCALATED (Cont)</p> <p>Quality & Communities Committee</p> <p>Sinead Braiden and Rosemary Liewald had nothing to escalate. The committee had been keen for the report on Inspections to be discussed at the IJB meeting.</p> <p>Local Partnership Forum</p> <p>Nicky Connor and Wilma Brown advised that there had been a full discussion on all agenda items including service pressures and staff wellbeing.</p> <p>Strategic Planning Group</p> <p>Graeme Downie had nothing to escalate from the meeting held on 13 November 2023.</p>	
11	<p>AOCB</p> <p>As Arlene Wood had not been alerted prior to the meeting of any other business to be raised under this item the meeting, she thanked those present for their contribution to the meeting and updated on the dates of the next meetings.</p>	
12	<p>DATES OF NEXT MEETINGS</p> <p>IJB DEVELOPMENT SESSION – FRIDAY 23 FEBRUARY 2024</p> <p>INTEGRATION JOINT BOARD – THURSDAY 28 MARCH 2024 – 2.00 PM (FRIDAY 29 MARCH – NHS PUBLIC HOLIDAY)</p>	