

Wednesday, 24 November, 2021 - 9.30 a.m.

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of Meeting of North East Fife Area Committee held on 29th September 2021 5 - 9
4. **PROPOSED 50 MPH SPEED LIMIT: B939 AT STRATHKINNES CROSSROADS** – Report by the Head of Assets, Transportation and Environment 10 - 13
5. **OBJECTIONS TO SPEED CUSHIONS ON HEPBURN GARDENS, ST ANDREWS** – Report by the Head of Assets, Transportation and Environment 14 - 17
6. **OBJECTION TO SPEED CUSHIONS ON BUCHANAN GARDENS, ST ANDREWS** – Report by the Head of Assets, Transportation and Environment 18 - 21
7. **OBJECTIONS TO 40MPH SPEED LIMIT - A91, SEGGIE, GUARDBRIDGE** – Report by the Head of Assets, Transportation and Environment 22 - 25
8. **PROPOSED 20MPH SPEED LIMIT: B936, NEWBURGH ROAD, DISTILLERY STREET AND BURNSIDE, AUCHTERMUCHTY** – Report by the Head of Assets, Transportation and Environment 26 - 30
9. **SPACES FOR PEOPLE PROGRAMME** – Report by the Head of Assets, Transportation and Environment 31 - 35
10. **STREET NAMING AND NUMBERING CONSULTATION – LAND NORTH OF CUPAR ROAD, NEWBURGH** - Report by the Head of Business and Employability 36 - 39
11. **PUBLIC RIGHT OF WAY AND CORE PATH DIVERSION - ST ANDREWS WEST STRATEGIC DEVELOPMENT AREA** – Report by the Head of Communities & Neighbourhoods 40 - 48
12. **AREA HOUSING PLAN REVIEW 2022-24** – Report by the Head of Housing Services 49 - 75
13. **HER MAJESTY THE QUEEN'S PLATINUM JUBILEE IN 2022 - CIVIC HONOURS COMPETITION - ST ANDREWS** – Report by the Head of Communities & Neighbourhoods 76 - 79
14. **BYRE THEATRE, ST. ANDREWS** – Joint Report by the Head of Communities & Neighbourhoods and the Head of Assets, Transportation and Environment 80 - 84

15. **COMMON GOOD FUNDS ANNUAL REPORT 2020-2021** – Report by the Executive Director - Finance & Corporate Services 85 - 122
16. **NON-SETTLEMENT TRUSTS – ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD – 2020/21 AND FEEDBACK ON REVIEW OF TRUST FUNDS** – Report by the Head of Communities & Neighbourhoods 123 - 127
17. **PROPERTY TRANSACTIONS** – Report by the Head of Assets, Transportation and Environment 128 - 129
18. **NOTICE OF MOTION – SPACES FOR PEOPLE** - In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-
- 'The North East Fife Area Committee notes that there were several interventions under Spaces for People in North East Fife since last summer, requests a report on how these operated and also which ones are being considered for retention.'
- Proposed by Councillor Jane Ann Liston
Seconded by Councillor Tim Brett
19. **NOTICE OF MOTION - PARKING CONGESTION** - In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-
- “Many parts of North East Fife suffer from parking congestion which is inconvenient for residents and visitors and a potential danger to the public when emergency services are inconvenienced. The North East Fife Area Committee requests a report from officers outlining how measures such as residential parking permit or controlled parking zone schemes have been used by other Scottish local authorities to ease parking congestion and an officer view on the opportunities that these measures may present to improve parking congestion in North East Fife. The North East Fife Area Committee also agrees that officers consider how best to include any of these measures as part of the current review of local transport strategy (due to conclude in 2022) in so far as that applies to their potential use in North East Fife.”
- Proposed by Councillor Jonny Tepp
Seconded by Councillor Tim Brett
20. **NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME** 130 - 132
21. **PUBLIC QUESTION** – The following question has been submitted in terms of Standing Order No. 6.1, from Ms Gina Logan.
- The North East Fife Area Committee is asked to note that there are restricted opening hours in the North East Fife area leisure facilities – Cupar Sports Centre and East Sands Leisure Centre. On the basis of the hours there may be a disadvantage for North East Fife residents, especially in relation to opportunities for free swimming over the school holidays, swimming for schools and, in Cupar, the football team cannot get access to the astro turf pitch when the centre is closed. I believe that health is a priority in society and encourage people to get active, both in the pool and Gameshall. Can the Committee find out why the Trust have restricted opening hours for the sports centre in Cupar and East Sands Leisure Centre?

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

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

Fife House
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17 November, 2021

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

29 September, 2021

9.30 a.m. – 11.30a.m.

PRESENT: Councillors Donald Lothian (Convener), Tim Brett, John Docherty, Andy Heer, Linda Holt, Margaret Kennedy, Jane Ann Liston, David MacDiarmid, Karen Marjoram, Bill Porteous, Jonny Tepp, Brian Thomson and Ann Verner.

ATTENDING: Donald Grant, Community Manager (North East Fife); Sheena Watson, Team Manager (Community Development), Caitlin Brown, Development Officer, Communities and Neighbourhoods; Stuart Goodfellow and Dhusjan Sivaratnam, Technician Engineers, Traffic Management (North Fife), Roads & Transportation Services; David Thomson, Customer Experience Lead Officer / SPSO Liaison Officer, Customer & Online Services; and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

APOLOGIES FOR ABSENCE: Councillors Tony Miklinski and Dominic Nolan.

372. DECLARATIONS OF INTEREST

Councillor Liston declared an interest in Para. 374 - Local Community Planning Budget Request - St Andrews Bandstand Restoration - as she attended meetings of the Royal Burgh of St Andrews Community Council Common Good Sub-Committee. However, she was satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in her role as a Councillor and she would therefore remain in the meeting.

Councillor Porteous declared an interest in Para. 383 - Property Transactions - as he was a trustee of the West Braes Project, Pittenweem. However, he was satisfied that the interest was so insignificant and remote that it would not prejudice discussion or decision making in his role as a Councillor and he would therefore remain in the meeting.

373. MINUTE

The Committee considered the minute of meeting of the North East Fife Area Committee of 11 August, 2021. With reference to paragraph 365, Eden Contamination Incident, the Convener advised that no response had yet been received to the letter sent to Scottish Water but that a reminder would be issued.

Decision

The Committee agreed to approve the minute.

374./

374. LOCAL COMMUNITY PLANNING BUDGET REQUEST - ST ANDREWS BANDSTAND RESTORATION

The Committee considered a report by the Head of Communities & Neighbourhoods seeking agreement for a contribution from the St Andrews Local Community Planning Budget (LCPB) towards the costs of the St Andrews Bandstand restoration project.

Decision

The Committee approved a contribution of £42,500 from the St Andrews Local Community Planning Budget (LCPB) towards the costs of the St Andrews Bandstand restoration project.

375. PROPOSED WAITING RESTRICTIONS - OLD ST ANDREWS ROAD, GUARDBRIDGE

The Committee considered a report by the Head of Assets, Transportation and Environment in respect of proposals to introduce "No Waiting at Any Time" restrictions on Old St Andrews Road, Guardbridge.

Decision

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

- (1) to the promotion of a Traffic Regulation Order (TRO) to introduce 'No Waiting at Any Time' restrictions at Old St Andrews Road, Guardbridge, with all ancillary procedures, as detailed in drawing no. TRO/21/41 attached to the report; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

376. PROPOSED AMENDMENT TO WAITING RESTRICTIONS - 40 SHANWELL ROAD, TAYPORT

The Committee considered a report by the Head of Assets, Transportation and Environment in respect of proposals to amend waiting restrictions on Shanwell Road, Tayport. It was advised that the reference to 'Boat Brae and Boat Road' in recommendation i) in the report should be replaced with 'Shanwell Road'.

Decision

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

- (1) to the amendments to the waiting restrictions on Shanwell Road as detailed on Drawing TRO21/40/1 attached to the report, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

377.J

377. ANNUAL COMPLAINTS UPDATE

The Committee considered a report by the Executive Director, Communities, providing an overview of complaints received relating to the North East Fife area for the year 1 April, 2020 to 31 March, 2021.

Decision

The Committee:-

- (1) noted the complaints responded to in target timescales and the proportionality of Service complaints; and
- (2) commended the quality of the report.

378. CLD AND ANTI-POVERTY UPDATE

The Committee considered a report by the Head of Communities & Neighbourhoods providing a 6-month update of the spend of the NEF Anti-Poverty funding and a 12-month report of the work of the NEF Community Development Team.

Decision

The Committee:-

- (1) noted the work that was being delivered to address poverty and inequality in North East Fife by the NEF Community Development Team and voluntary sector partners;
- (2) noted the activities undertaken to benefit individuals and communities experiencing poverty in a rural setting;
- (3) commended the quality of the report; and
- (4) commended all involved, both Council staff and volunteers, for their dedicated and effective work.

Councillors Marjoram and Kennedy joined the meeting during consideration of the above item.

379. SETTLEMENT TRUST - ANNUAL UPDATE ON EXPENDITURE AND FUNDS HELD – 2020/21

The Committee considered a report by the Head of Communities & Neighbourhoods providing a position statement on the expenditure relating to the Settlement Trusts in the North East Fife area along with a Fife wide statement of funds held in both capital and revenue accounts as at April, 2021.

Decision

The Committee agreed to note:-

- (1) the expenditure statement for the financial year 2020/21 detailed in Appendix 1 to the report;
- (2)/

2021 NEFAC 197

- (2) the funds available at the year-end relating to amounts held as interest, in Revenue accounts and as Capital;
- (3) the use of the funding as noted in section 2.0 of the report; and
- (4) the acceptable uses for this funding as detailed in Appendix 2 of the report.

380. NOTICE OF MOTION - ST ANDREWS UNIVERSITY

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

Councillor Liston, seconded by Councillor Brett, moved as follows:-

"The North East Fife Area Committee congratulates the Principal, the 'Doctors, Masters and Scholars' and all staff of the University of St Andrews upon achieving the top ranking in the Times & Sunday Times Good University Guide for 2022, the first time that a university other than Oxford or Cambridge has topped this table. While Scots might rightly observe 'Guid gear comes in sma bulk' the Greeks also had a word, or rather two words, for this achievement: Aien aristeuein, 'always excel' or 'always to be the best' which is fittingly the motto of our top-class University."

Decision

The Committee agreed unanimously with the terms of the motion as detailed.

381. NOTICE OF MOTION - APPLICATION FOR CITY STATUS

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

Councillor Liston, seconded by Councillor Brett, moved as follows:-

"North East Fife Area Committee notes that Her Majesty The Queen has agreed that competitions may be held for a grant of city status to mark Her Platinum Jubilee in 2022. Applications must be made the local authority and therefore the Area Committee acknowledges that the appropriate governance will be required before an application is submitted. The Area Committee is aware that the Royal Burgh of St Andrews Community Council has indicated that it wishes to regain its historical city status. The Committee agrees to offer its support to this application in consideration of any formal Council decision".

Decision

The Committee agreed unanimously with the terms of the motion as detailed.

382. NOTICE OF MOTION - NORTH EAST FIFE HOLIDAY VILLAGES

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

Motion

Councillor Porteous, seconded by Councillor Brett, moved as follows:-

"We/

2021 NEFAC 198

"We request that officers prepare a report outlining the proposed levels of service in respect of toilets maintenance, refuse collection , parking management and traffic safety including harbours and Management of Wild Camping, Motorhomes and Countryside Access during the busy summer period of 2022 and subsequent years, to address the challenges experienced in East Neuk and Landward' Holiday Villages this year?"

Amendment

Councillor Lothian, seconded by Councillor Verner, moved as follows:-

"Add "to the Area Committee" after "report", add "in areas of North East Fife, particularly" after "experienced" and add "and St Andrews" after "Villages".

The movers of the motion agreed to conjoin and the conjoined motion was agreed as follows:-

"We request that officers prepare a report to the Area Committee outlining the proposed levels of service in respect of toilets maintenance, refuse collection , parking management and traffic safety including harbours and Management of Wild Camping, Motorhomes and Countryside Access during the busy summer period of 2022 and subsequent years, to address the challenges experienced in areas of North East Fife, particularly the East Neuk and Landward' Holiday Villages and St Andrews this year?"

Decision

The conjoined motion was agreed unanimously.

383. PROPERTY TRANSACTIONS

The Committee considered a report by the Head of Assets, Transportation and Environment advising of action taken using the List of Officer Powers in relation to property transactions.

Decision

The Committee noted the report.

384. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered the current forward work programme for the North East Fife Area Committee.

Decision

The Committee:-

- (1) noted the current forward work programme for the North East Fife Area Committee;
 - (2) agreed that dates be confirmed for the unallocated items relating to Health & Social Care and the Director of Public Health Annual Report; and
 - (3) requested an update on the position regarding the Pupil Equity Fund report.
-

24th November 2021

Agenda Item No. 4

Proposed 50mph Speed Limit: B939 at Strathkinness Crossroads

Report by: Ken Gourlay, Head of Service

Wards Affected: Ward No. 18

Purpose

The purpose of this report is to allow the Area Committee to consider proposals to introduce a 50mph speed limit on the B939 through the Strathkinness Crossroads.

Recommendation(s)

It is recommended, in the interests of road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/21/55 with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £7,000, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets (ARP).

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

Consultation

The local ward councillors, Police Scotland and Strathkinness Community Council are aware.

Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available on Fife Direct.

1.0 Background

- 1.1 On 9th June 2021, Committee noted the contents of a report providing the results of an appraisal of options for potential improvements to Strathkinness Crossroads (B939 & C4). The Committee decided that Transportation officers should work with Ward 18 elected members to consider further options, including speed reduction on the approach to the crossroads and agreed to consider a report on any proposed options arising from discussion [Minute 2021.NEFAC.184. Item 350 refers].

2.0 Issues and Options

- 2.1 Speed surveys were carried out on both approaches to the crossroads on the B939, from 14th July until 3rd August. These surveys record all vehicular movements over the period taken. Both the average and the 85th percentile are the speeds used to assess an appropriate speed limit. Note that the 85th percentile is the speed beneath which 85% of the sample of vehicles surveyed (in this case over a period of 3 weeks) are recorded to have travelled below. The following table summarises the survey results on each approach to the junction.

Results Summary

Survey Location & Direction of Travel	Average Speed (mph)	85 th Percentile Speed (mph)
B939: West of crossroads		
Eastbound (towards crossroads)	46.3	55.4
Westbound (towards Pitscottie)	42.5	51.1
B939: East of crossroads		
Eastbound (towards St. Andrews)	47	55.4
Westbound (towards crossroads)	44	52

- 2.2 The road accident data we have covers the period from 1st January 2016 to 31st December 2020. Two accidents were recorded during this 5 year period; 1 slight injury and 1 serious injury accident. Damage only accidents are no longer reported by Police Scotland and we do not use anecdotal accounts of near-misses as reliable evidence.
- 2.3 National speed limit guidance for local authorities, “Setting local speed limits” states, “subject to meeting local needs and considerations, the recommended speed limit for rural upper tier, A and B-class roads with few bends, junctions or accesses, is 60 mph.
- 2.4 Local needs and considerations identified to local authorities help to define the appropriate traffic speed on different types of rural road by considering traffic and road user mix, geometry, general characteristics of the road and its surroundings, and the potential safety and environmental impacts.
- 2.5 The aim should be to align the speed limit so that the original average speed is at or below the new posted speed limit for that road.

- 2.6 Based on the survey evidence gathered, it is therefore proposed to install a 50 mph on the B939, 300m west and 400m east of the Strathkinness crossroads to address local concerns about excess speed through the junction increasing the risk to drivers accessing from the C4. The 50mph limit will be carried north into the C4 (Strathkinness) to the boundary of the 20mph Zone and south on the C4 for consistency.
- 2.7 It is also proposed to carry out repeat speed surveys after a consolidation period of 6 months to evaluate the effectiveness of the new speed limit.

3.0 Conclusions

- 3.1 It is considered, in the interests of road safety that the 50 mph speed limit should be implemented as described.

List of Appendices

1. Drawing No. TRO/21/55 – B939 / C4 Strathkinness Crossroads, Proposed 50mph Speed Limit

Background Papers

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

1. None

Report Contact

Lesley Craig
Lead Consultant, Traffic Management (North Fife)
Roads and Transportation Services
Bankhead Central
03451 55 55 55 + VOIP Number 480082
Lesley.Craig@fife.gov.uk

Appendix 1



DESIGNED	REV	AMENDMENTS	BY	APPC	DATE
LMC					
DRAWN	SG				
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APPROVED	LMC				
DATE					
November 2021					

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Legend

	20mph
	50mph
	National Speed Limit

Fife COUNCIL

ASSETS, TRANSPORTATION and ENVIRONMENT

B939 / C4 Strathkinness crossroads
Proposed 50mph Speed Limit

SCALE NTS DRAWING No. TRO/21/55

24th November 2021

Agenda Item No. 5

Objections to Speed Cushions on Hepburn Gardens, St Andrews

Report by: Ken Gourlay, Head of Service

Wards Affected: Ward No. 18 – St Andrews

Purpose

The purpose of this report is to allow the Area Committee to consider objections to the proposal to introduce speed cushions on Hepburn Gardens, west of its junction with Buchanan Gardens, St Andrews.

Recommendation(s)

It is recommended that Committee agrees to set aside the 2 outstanding objections to the Traffic Regulation Order (TRO) to allow the TRO to be made and proceed with the introduction of the speed cushions as shown in drawing no. TRO21/37/01 (Appendix 1).

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £20,000, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets (Area Roads Programme).

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

Consultation

The local ward councillors, Police Scotland and Community Council are aware. Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO were made available on the Fife Council website.

1.0 Background

- 1.1 On 2nd September 2020, Committee agreed to the Area Roads Programme for 2020/21. This identified a scheme for speed reduction measures on Hepburn Gardens, St Andrews. [Minute 2021 NEFAC 149/150, Item 267 refers].
- 1.2 Formal consultation was carried out with legal notices being published on 10th September with a closing date for objections of 8th October. During this time 2 formal objections were received. After having received a response from Transportation Services, these objections were maintained.

2.0 Issues and Options

- 2.1 The design process has highlighted that there are a high number of properties on Hepburn Gardens with off road parking areas accessed by vehicular drop kerb crossings. This limits the choices of speed reduction measures available to designers to introduce when design parameters are taken into consideration.
- 2.2 Speed cushions are considered the most suitable feature to introduce whilst achieving the desired result.
- 2.3 Hepburn Gardens is within a 20mph zone.
- 2.4 Summary of Grounds for Objection and Responses
 - 2.4.1 Speed cushions 'are ineffective in slowing down vehicles'

Response - Post installation surveys from similar schemes have indicated that the average and 85th percentile speeds are reduced after the introduction of speed cushions at regular intervals on a road.
 - 2.4.2 'They are damaging to smaller vehicles'

Response – Where vehicles are driven at an appropriate speed over speed cushions, no damage should be sustained as a result.
 - 2.4.3 'Speed cushions may well lead to an increase in pollution..'

Response – National guidance contained in Department for Transport document 'Setting Local Speed Limits' states 'driving more slowly at a steady pace will save fuel and reduce pollution'. If driven appropriately then these features will not increase vehicle emissions.
 - 2.4.4 '*They are expensive to install ... money could be put to better use to improve the condition of the roads*'

Response – The budgets are set for each financial year and approved by the relevant local area committees. Separate budgets are allocated for roads maintenance. These features are allocated from the Traffic Management budget to improve the conditions for pedestrians and cyclists by reducing average speeds, thus making it safer and improving the local environment.

3.0 Conclusions

- 3.1 It is considered, in the interests of road management and safety that the objections be set aside and the speed reduction scheme be implemented.

List of Appendices

1. Drawing No. TRO21/37/01

Background Papers

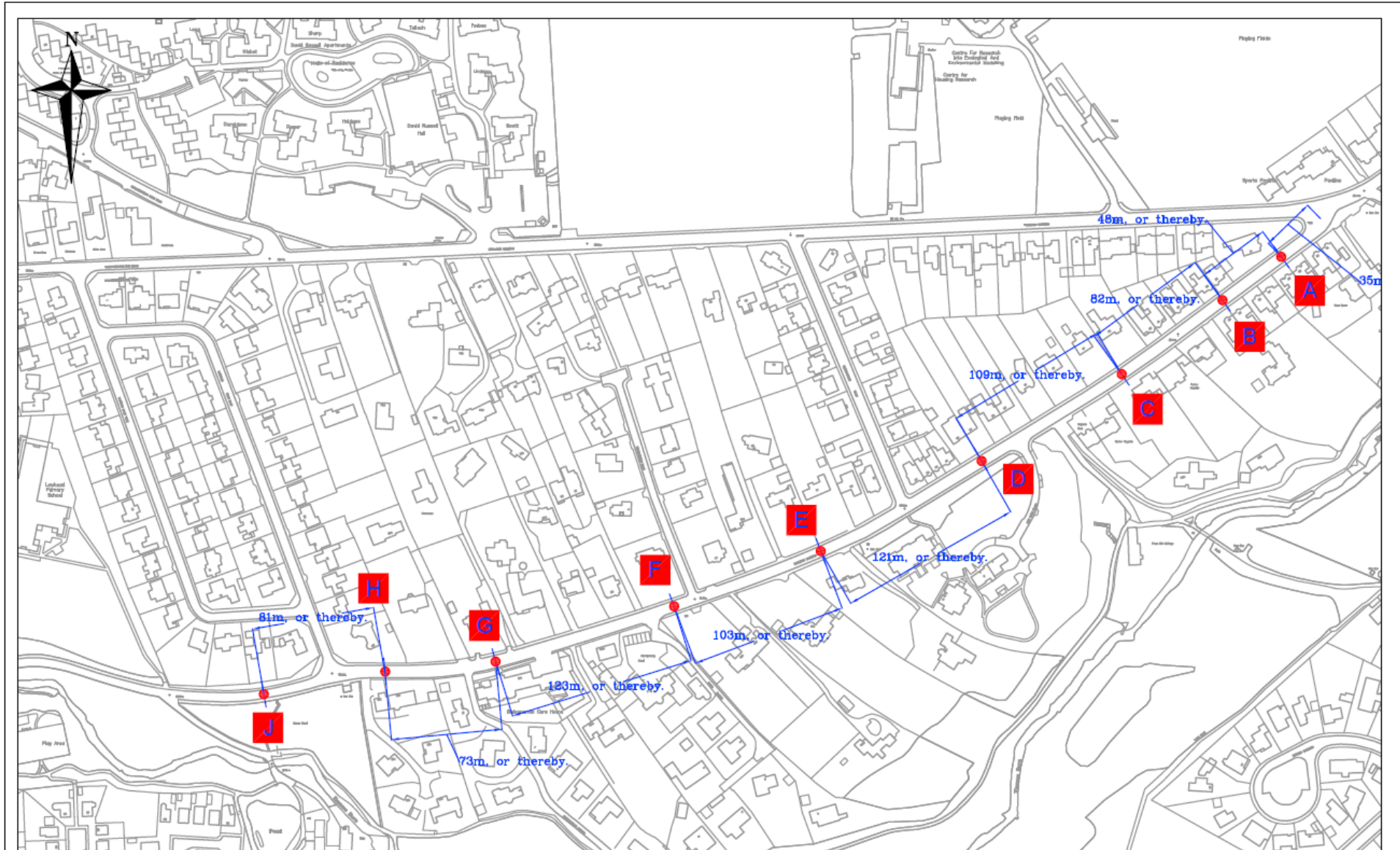
The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

1. Redacted objection correspondence

Report Contact

Lesley Craig
Lead Consultant, Traffic Management (North Fife)
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Appendix 1 – TRO21/37/01



DESIGNED	REV	AMENDMENTS	BY	APPC DATE
SG				
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CHECKED	LMC			
APPROVED	LMC			
DATE	June 2021			

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Fife COUNCIL ASSETS, TRANSPORTATION and ENVIRONMENT

Hepburn Gardens, St Andrews
Proposed speed cushion locations

SCALE: NTS DRAWING No. TRO21//37/01

24th November 2021

Agenda Item No. 6

Objection to Speed Cushions on Buchanan Gardens, St Andrews

Report by: Ken Gourlay, Head of Service

Wards Affected: Ward No. 18 – St Andrews

Purpose

The purpose of this report is to allow the Area Committee to consider an objection to the proposal to introduce speed cushions on Buchanan Gardens and part of Strathkinness Low Road, St Andrews.

Recommendation(s)

It is recommended that Committee agrees to set aside the 1 outstanding objection to the Traffic Regulation Order (TRO) to allow the TRO to be made and proceed with the introduction of the speed cushions as shown in drawing no. TRO21/38/01 (Appendix 1).

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £26,000, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets (ARP).

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

Consultation

The local ward councillors, Police Scotland and Community Council are aware.

Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO were made available on Fife Council website.

1.0 Background

- 1.1 On 2nd September 2020, Committee agreed to the Area Roads Programme for 2020/21. This identified a scheme for speed reduction measures on Buchanan Gardens, St Andrews. [Minute 2021 NEFAC 149/150, Item 267 refers].
- 1.2 Formal consultation was carried out with legal notices being published on 10th September with a closing date for objections of 8th October. During this time 1 formal objection was received. After having received a response from Transportation Services, this objection was maintained.

2.0 Issues and Options

- 2.1 The design process has highlighted that there are a high number of properties on Buchanan Gardens with off road parking areas accessed by vehicular drop kerb crossings, albeit on the one side only as the other has no residential frontages. This limits the choices of speed reduction measures available to designers when design parameters are taken into consideration.
- 2.2 Speed cushions are considered the most suitable feature to introduce to achieving the desired result at this location.
- 2.3 Buchanan Gardens is a 30mph distributor road.
- 2.4 Summary of Grounds for Objection and Responses
 - 2.4.1 ' speed bumps/cushions ... are a danger to all cars'

Response - The design of these measures is in line with national guidance, adopted by all local authorities and used as standard in Fife. There is also guidance and research available through the Transport Research Laboratory. No inherent danger to traffic, driven appropriately over the proposed features, is identified therein.

- 2.4.2 'speed bumps deteriorate very quickly ... causing damage to cars'

Response – None of the research and guidance identifies a greater requirement to repair speed cushions any more than regular carriageway surfacing. Any deterioration in their condition would be rectified through routine inspections and public reporting of defects.

- 2.4.3 'The size of the cushions themselves are a danger to the safety of motoring generally'

Response – The dimensions of the proposed speed cushions do not differ from the standard installations throughout Fife. There have been no reported personal injury incidents caused by speed cushions since they were initially installed in the late 90's. These features are intended to improve the conditions for pedestrians and cyclists by reducing average speeds, thus making it safer and improving the local environment.

3.0 Conclusions

- 3.1 It is considered, in the interests of road management and safety that the objections be set aside and the speed reduction scheme be implemented.

List of Appendices

1. Drawing No. TRO21/38/01

Background Papers

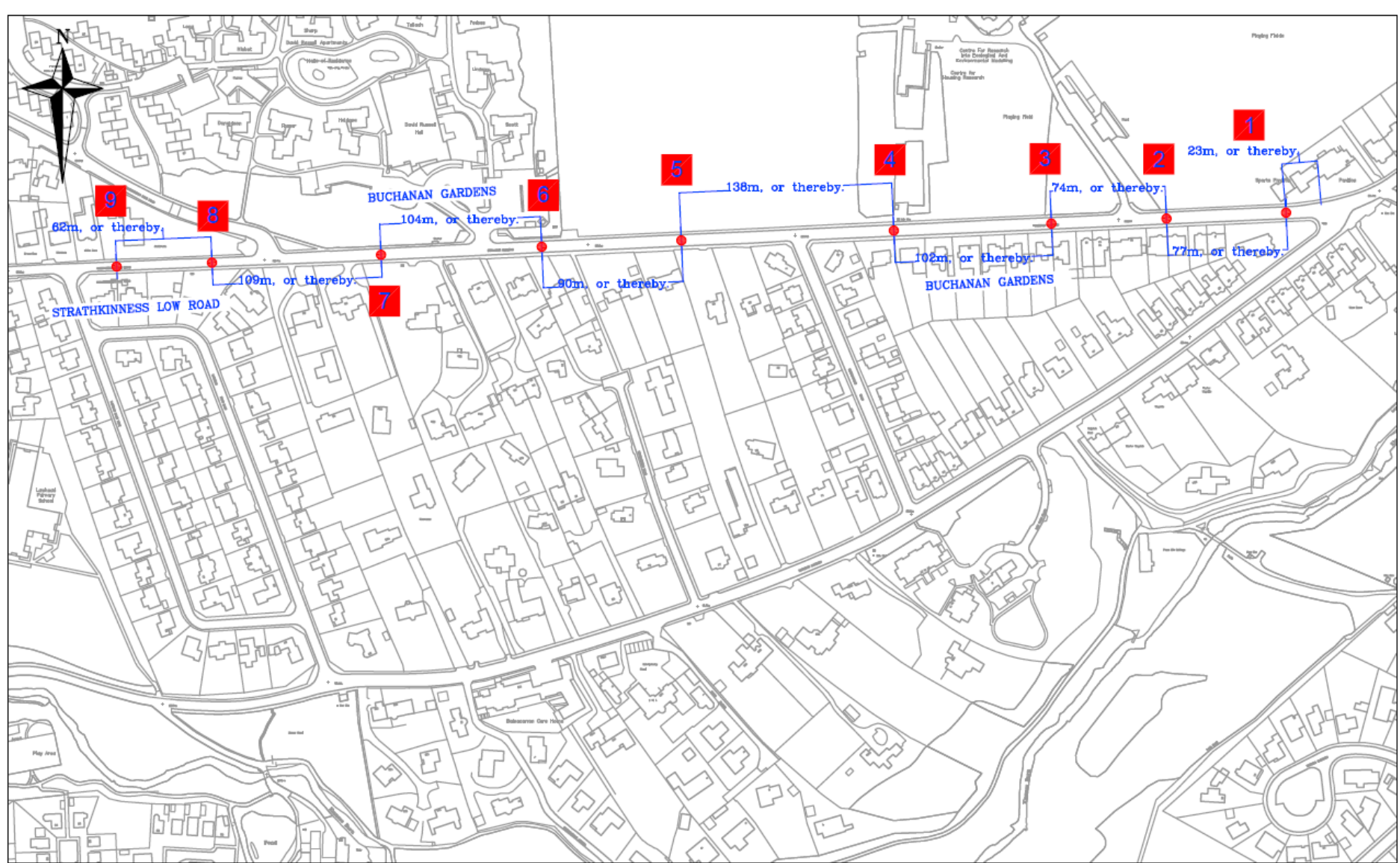
The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

1. Redacted objection correspondence

Report Contact

Lesley Craig
Lead Consultant, Traffic Management (North Fife)
Roads and Transportation Services
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Appendix 1 – TRO21/38/01



DESIGNED	SG	REV	AMENDMENTS	BY	APP	DATE
DRAWN	SG					
CHECKED	LMC					
APPROVED	LMC					
DATE						
HEAD OF ASSETS, TRANSPORTATION & ENVIRONMENT - KEN GOURLAY						

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Fife
COUNCIL

ASSETS,
TRANSPORTATION
and ENVIRONMENT

Buchanan Gardens, St Andrews
Proposed speed cushion locations

SCALE: NTS DRAWING No: TRO21/38/01

24th November 2021

Agenda Item No. 7

Objections to 40mph Speed Limit A91, Seggie, Guardbridge

Report by: Ken Gourlay, Head of Service

Wards Affected: Ward No. 17 – Tay Bridgehead

Purpose

The purpose of this report is to allow the Area Committee to consider objections to the proposal to introduce a 40mph speed limit on A91, at Strathtyrum, Guardbridge and the inclusion of new residential roads within an existing 20mph Traffic Regulation Order.

Recommendation(s)

It is recommended that Committee agrees to set aside the 2 outstanding objections to the Traffic Regulation Order (TRO) to allow the TRO to be made and proceed with the introduction of the 40mph and 20mph speed limits as shown in drawing no. TRO21/13/1 (Appendix 1).

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. Delivery of the new infrastructure will be the responsibility of the developer.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

The general duties section of the impact assessment and the summary form has been completed. No negative impacts have been identified.

Consultation

The local ward councillors, Police Scotland and Community Council are aware.

Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO were made available on the Fife Council website.

1.0 Background

- 1.1 On 21st April 2021, Committee agreed to the promotion of a TRO to implement a 40mph speed limit on A91, at Strathtyrum, Guardbridge and for the inclusion of new residential roads within an existing 20mph Traffic Regulation Order. [Minute 2021 NEFAC 175, Item 332 refers].
- 1.2 Formal consultation was carried out with legal notices being published on 13th August with a closing date for objections of 10th September. During this time 2 formal objections were received. After having received a response from Transportation Services, both objectors requested that they wish their objections to remain.

2.0 Issues and Options

- 2.1 In January 2018 approval was granted for planning application 18/00078/FULL which was for a residential development of 334 properties on ground at Seggie Farm, Guardbridge.
- 2.2 As part of this development, 2 new junctions have been formed with the existing public road network. One is on the A91, approximately 350 metres west of the roundabout junction with Main Street and the other on Main Street, approximately 485 metres from the roundabout junction with the A91. These will provide access/egress for pedestrian and vehicular traffic.
- 2.3 The proposed 40mph speed limit on the A91 is being promoted in line with national guidance as agreed with the developer by Planning professionals during the application process. The sightline splays for the new junction have been designed to 40mph standard.
- 2.4 The new road layout within the development has been designed and constructed to national guidelines which recommend a design speeds of 20mph for residential streets.
- 2.5 Summary of Grounds for Objection and Responses
 - 2.5.1 Request for 30mph speed limit to address perception of poor visibility of vehicles travelling westbound on the A91 when exiting from Seggie Drive onto the A91.

Response

This section of the A91 is not a suitable environment for a 30mph limit. There is limited 'infrastructure' (such as street lighting, pavements on both sides or adjacent building frontages) to justify a 30mph limit. The sightline splays for the new junction have been designed to 40mph standard.

3.0 Conclusions

- 3.1 It is considered, in the interests of road management that the traffic restrictions should be implemented.

List of Appendices

1. Drawing No. TRO21/13/1

Background Papers

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

1. Redacted objection correspondence

Report Contact

Lesley Craig

Lead Consultant, Traffic Management (North)

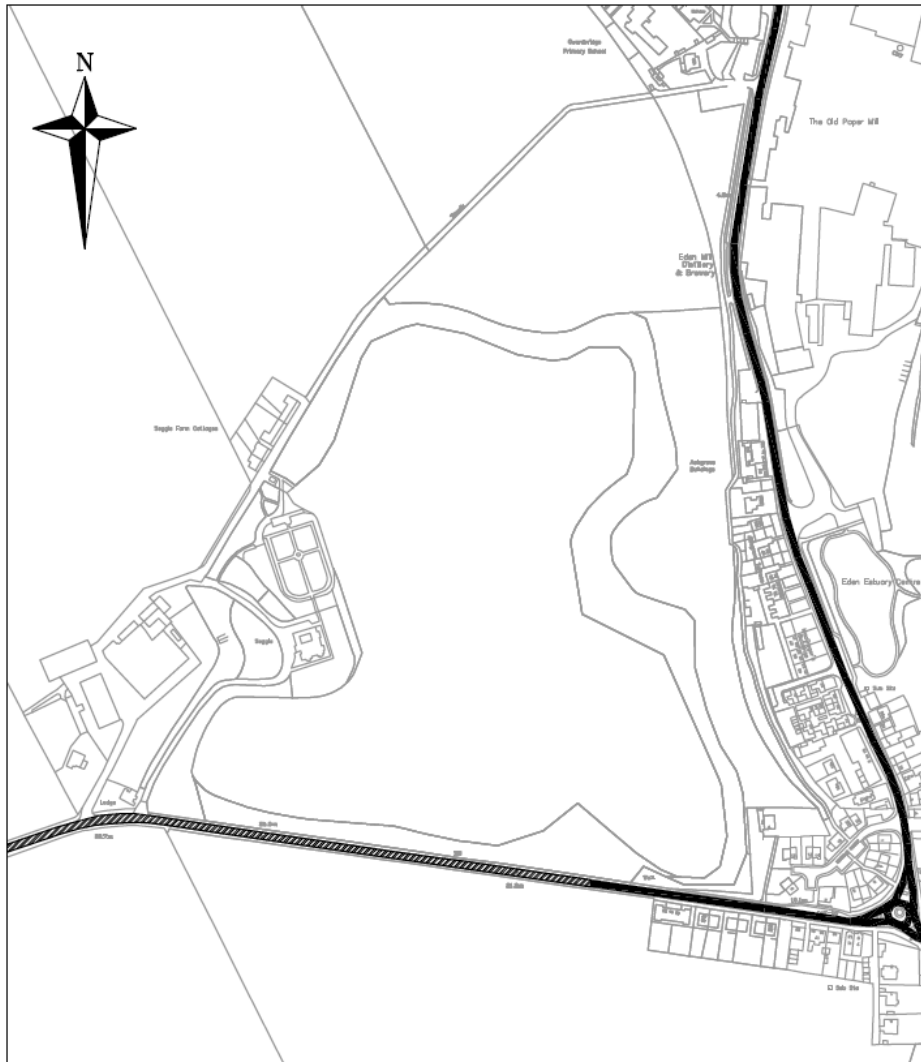
Roads and Transportation Services

Bankhead Central

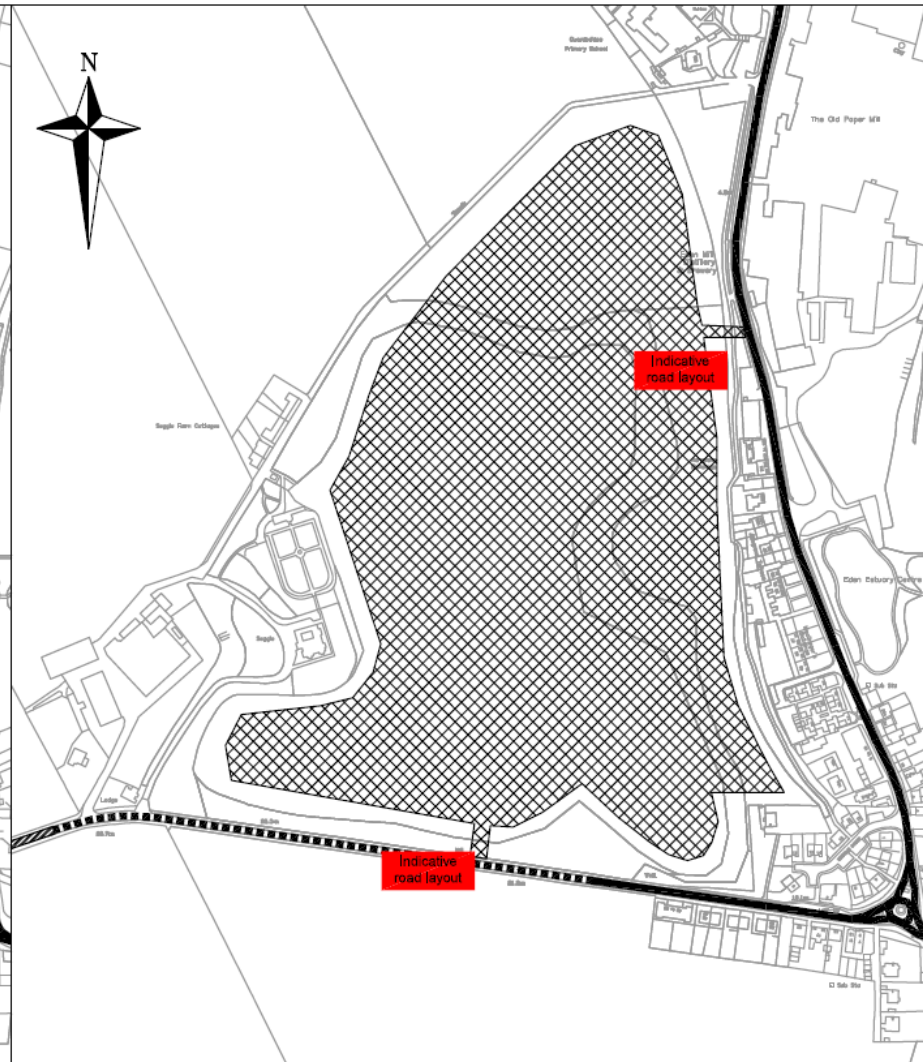
03451 55 55 55 + VOIP Number 480082

Lesley.Craig@fife.gov.uk

Appendix 1 – TRO21/13/1



Existing



Proposed



DESIGNED	SG	REV	AMENDMENTS	BY	APP	DATE
DRAWN	SG					
CHECKED	MC					
APPROVED	MC					
DATE						
March 2021						

HEAD OF ASSETS, TRANSPORTATION & ENVIRONMENT - KEN GOURLAY

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Legend

-  20mph
-  30mph
-  40mph

-  30mph
-  National speed limit



ASSETS,
TRANSPORTATION
and ENVIRONMENT

A91, Strathtyrum
speed limit alterations

SCALE NTS

DRAWING No. TRO21/13/1

24th November 2021

Agenda Item No. 8

Proposed 20mph Speed Limit: B936, Newburgh Road, Distillery Street and Burnside, Auchtermuchty

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

Wards Affected: Ward 16 – Howe of Fife and Tay Coast

Purpose

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce a 20mph speed limit on the B936 Auchtermuchty.

Recommendation(s)

It is recommended, in the interests of road safety, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings nos. TRO/21/42- 1, 2 & 3 with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £6,000, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

The general duties section of the impact assessment and the summary form have been completed. No negative impacts have been identified.

Consultation

The local Ward Councillors, Police Scotland and the Auchtermuchty and Strathmiglo Community Council have been advised. Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available on Fife Council's website.

1.0 Background

- 1.1 This section of the B936 is a 30 mph bus route with residential dwellings on both sides.
- 1.2 It is well used by pedestrians and is popular with tourists due to the Jimmy Shand Memorial.
- 1.3 Pupils attending Auchtermuchty Primary school cross at various locations along this section.

2.0 Issues and Options

- 2.1 Requests have been received from the community to reduce the speed limit on this stretch of road from 30mph to 20mph to improve safety for all vulnerable road users but specifically children attending the primary school.
- 2.2 It is proposed that a length of 20mph speed limit is promoted on the B936 from the existing 30/40 gateway on Newburgh Road to A91 Cupar Road as detailed in Appendices 1, 2 and 3.
- 2.3 The residential roads off this section are already 20mph Zones and the inclusion of this section will require the removal of existing gateway signage into these side roads.

3.0 Conclusions

- 3.1 In the interest of road safety, it is recommended that the 20mph speed limit be promoted as detailed.

List of Appendices

1. Drawing No. TRO/21/42 -1
2. Drawing No. TRO/21/42 -2
3. Drawing No. TRO/21/42 -3

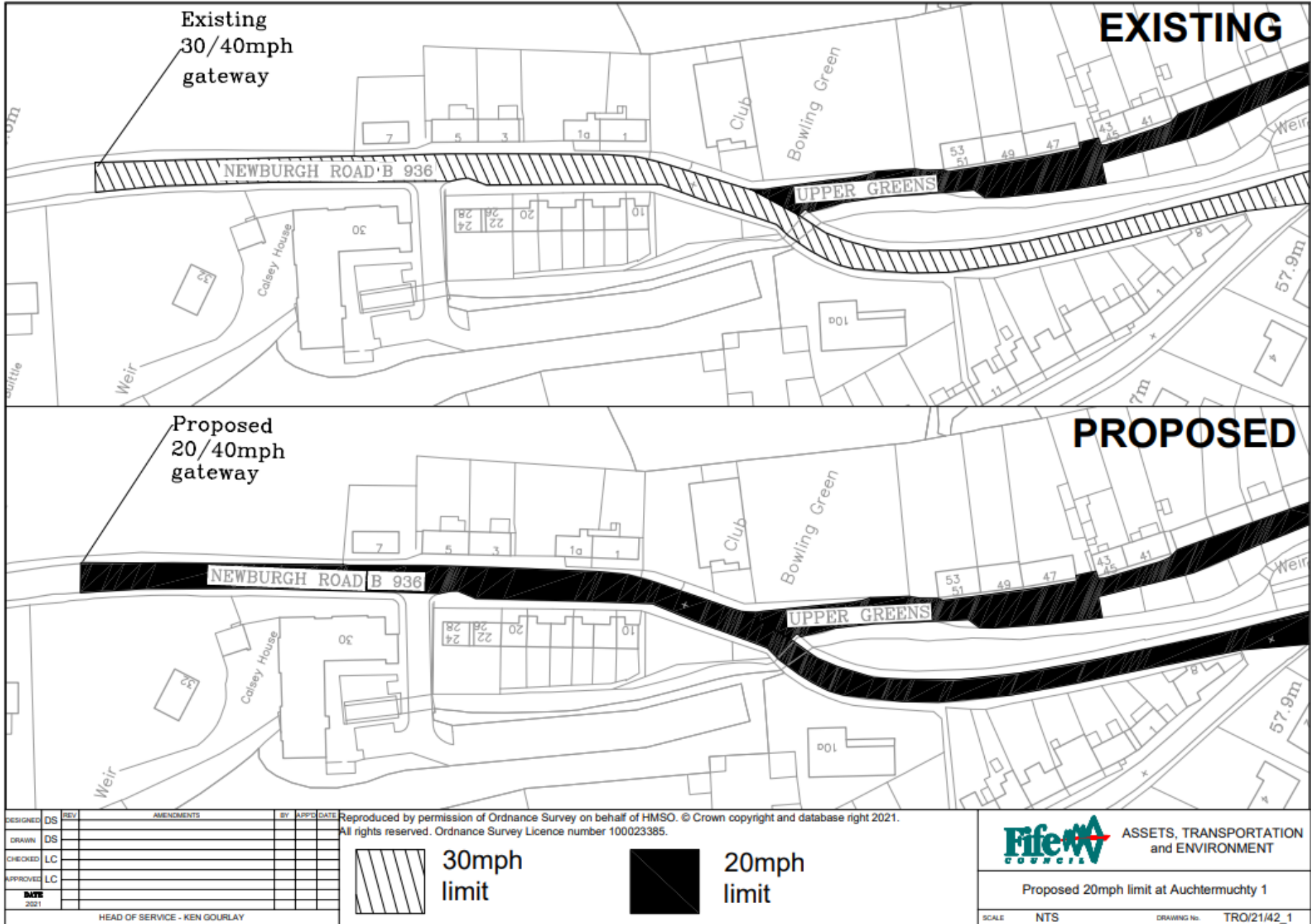
Background Papers

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

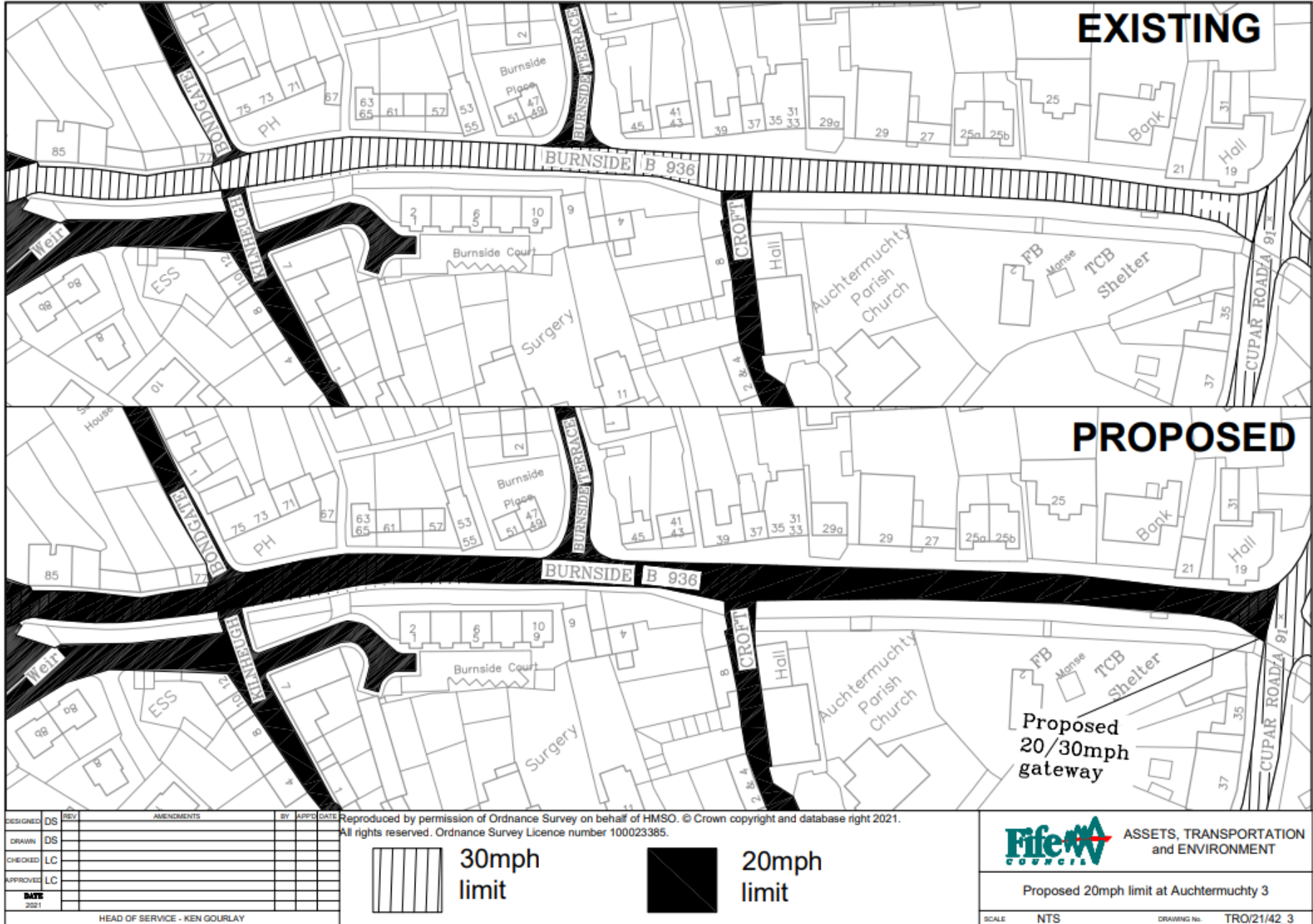
None

Lesley Craig
Lead Consultant, Traffic Management (North Fife)
Assets, Transportation and Environment
Roads & Transportation Services
Bankhead Central
Glenrothes
03451 55 55 55 Ext No 480082
Lesley.Craig@fife.gov.uk

Appendix 1




Appendix 3



DESIGNED	REV	AMENDMENTS	BY	APPC	DATE
DS					
DRAWN					
CHECKED					
APPROVED					
DATE 2021					
HEAD OF SERVICE - KEN GOURLAY					

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 **30mph limit**
 **20mph limit**


ASSETS, TRANSPORTATION and ENVIRONMENT

Proposed 20mph limit at Auchtermuchty 3

SCALE: NTS DRAWING No: TRO/21/42_3

24 November 2021
Agenda Item No. 9

Spaces for People Programme

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

Wards Affected: 18, 19 and 20

Purpose

The purpose of this report is to update Committee on the Spaces for People (SfP) interventions, given that the Scottish Government has now relaxed social distancing requirements.

Recommendation(s)

It is recommended that the Committee:

1. notes the contents of this report regarding the SfP interventions implemented in the NE Area;
2. agrees to the continuation of interventions for Murray Place and South Street, St Andrews through Temporary Traffic Regulation Order (TTRO) until 4 March 2022;
3. agrees that measures in Murray Place and South St, St Andrews be considered beyond March 2022 as part of a 'place-based' approach and that a further report be brought to this committee early in 2022;
4. agrees that Traffic Regulation Orders should be advanced, including statutory consultation, for permanent 20mph speed limit zones in Cupar and St Andrews Town Centres; and
5. agrees installation of a new wider footway on St Andrews Road, Crail, immediately east of Bowling Green Place.

Resource Implications

The costs to enhance/remove any of the SfP interventions will be met from the SfP funding allocation secured through Sustrans for financial year 2021/22. For any public realm works associated with the current SfP interventions beyond 2021/22, an alternative funding source will require to be identified.

Legal & Risk Implications

Permanent Traffic Regulation Orders are required to be implemented should there be a local desire for any temporary interventions to be implemented permanently. The Sustrans' SfP funding, which currently offers the potential to implement measures on a permanent basis, ceases after March 2022.

Impact Assessment

An EqlA screening was undertaken for this project.

The Fife Environmental Assessment Tool has been used, with no environmental red flags being identified.

Consultation

During the early stages of SfP, consultation was undertaken with local councillors and council officers to identify locations where the public were likely to be unable to adhere to the Government's 2m 'physical distancing' requirement. Local groups and individual members of the public also contacted the Council with their concerns as well. The outline proposals were all assessed against the Government's essential travel criteria at the time, number of people affected, urgency, equality and links to essential services and facilities. Normal consultation processes however, such as face to face meetings, could not be followed because of the Covid-19 lockdown restrictions.

In St Andrews and Cupar, local key stakeholder groups were established and regular meetings were held. These comprised local members, council officers, community representatives, traders and NHS health professionals. As part of the Fife-wide management of SfP projects, council officers attended Ward meetings to review local proposals. This process enabled interventions to be shaped, maximising the benefits to local communities. In St Andrews, dialogue also took place with the local MSP and MP.

In summary, consultation has been undertaken with local communities, stakeholders and local members through the SfP programme and this will continue.

1.0 Background

- 1.1 The SfP fund was launched by the Scottish Government/ Sustrans near the beginning of the Covid-19 pandemic during April 2020. The temporary infrastructure programme provided funding to make it safer for people who choose to walk, cycle or wheel for essential trips and exercise during COVID-19. It has helped people adhere to the government's requirements on social distancing and helped people to access to local shops and businesses.
- 1.2 On 28 October 2020, a report was submitted to this Committee (2020 NEFAC 151 PARA 284 refers) which approved that local SfP measures be progressed through local ward meetings.
- 1.3 In the North East Fife Area, SfP interventions giving more space for pedestrians were installed in Shore Road, Anstruther; St Andrews Road, Crail; and, High Street, Elie.
In Cupar Town Centre, a 12 month trial of a 20mph speed limit zone was introduced, which ended on 14 November 2021.

In St Andrews, SfP interventions were identified for Bell St, Church St, Market St, Murray Place and South St. The interventions focussed on providing additional pedestrian space to allow for social distancing requirements. During the summer of 2021, the interventions in Bell St, Church St and Market St were removed to make space for the Lammas Fair and it is not proposed to re-establish these interventions, since social distancing requirements have been relaxed. In addition, in response to representations from the local community and stakeholders, a temporary 20mph speed limit zone was installed in the core streets of the Town Centre, as a trial. The trial will end on 10 July 2022.

- 1.4 On 21 July 2021, Shona Robison MSP, Cabinet Secretary for Social Justice, Housing and Local Government, provided local authorities with additional guidance on the continuation of 'special measures' to enable the erection of temporary buildings by the hospitality sector. The 'special measures' previously enabled businesses to erect temporary structures, such as marquees. The ability to erect such structures has been extended for a further period until 31 March 2022. However, the new guidance points out that it is not intended to extend the period further beyond March 2022. This guidance particularly affects the SfP interventions on South St, St Andrews, where several hospitality premises have taken advantage of the 'special measures' and erected temporary structures. Further dialogue will be needed with these businesses over the coming months.

2.0 Interventions & issues

- 2.1 In light of feedback from local communities and businesses it is proposed that the following measures are taken forward:

St Andrews – Murray Place & South Street

Extend, through Temporary Traffic Regulation Orders, the current provision until 04 March 2022. It is proposed that these measures be considered through a 'place-based' approach which will consult on the suitability of their permanence. A further report will be submitted to this committee early in 2022, followed by a strategic paper to be presented to the ETSPT Committee.

St Andrews – 20 mph

A Traffic Regulation Order should be advanced, including statutory consultation, for a permanent 20mph speed limit zone in St Andrews Town Centre.

Cupar – 20 mph

A Traffic Regulation Order should now be advanced, including statutory consultation, for a permanent 20mph speed limit zone in Cupar Town Centre.

Crail

Progress installation of a new wider footway on St Andrews Road, immediately east of Bowling Green Place.

3.0 Conclusions

- 3.1 The Scottish Government's social distancing requirements have been relaxed and the need to maintain the 'special measures' is programmed to cease in March 2022. With local agreement, it appears appropriate to remove many of the interventions, however, there are also locations where local consultation and businesses have identified the need to consider whether to make certain measures permanent.

List of Appendices

Appendix 'A' - Fife Environmental Assessment Tool.

Report Contact

Allan Maclean

Lead Consultant, Sustainable Traffic and Travel

Bankhead Central, Glenrothes

Telephone: 07395 359633

Email – Allan.Maclean@fife.gov.uk

Appendix - Fife Environmental Impact Assessment

Project name:	Spaces for People Programme	Committee report title:	Spaces for People Programme
Committee name & date:	North East Fife Committee	Have the proposals been subject to any other formal environmental assessment?	No
Completed by:	Allan Maclean	Completed on:	1st November 2021

A. Wildlife and biodiversity		Answer	Comments
Fife Council is committed to protecting and enhancing Fife's natural heritage.			
1	What impact will the proposals have on wildlife (including protected sites and species)?	No impacts / not applicable	
B. Impacts on people		Answer	Comments
Fife Council is committed to protecting and enhancing the wellbeing of our people.			
2	What impact will the proposals have on environmental nuisance? (i.e. visual impacts, traffic, noise, vibration, odour, dust, particulates, smoke)	A mixed impact (good and bad)	Improvements to the streetscape, making South Street a more vibrant place.
3	What impact will the proposals have on human health or wellbeing?	Beneficial impact	Positive benefits for mental health, associated with the hospitality sector.
C. Pollution		Answer	Comments
Soil and geology			
Fife Council is committed to protecting and improving air, water and soil quality.			
4	What impact will the proposals have on pollution (including pollution to air, water or soil)?	No response	No response

D. Climate change		Answer	Comments
Fife Council is committed to cutting carbon emissions and making Fife more resilient.			
5	What impact will the proposals have on greenhouse gas emissions?	No impacts / not applicable	
6	What impact will the proposals have on resilience to the adverse effects of severe weather events, including flooding and landslips?	No impacts / not applicable	
7	What impact will the proposals have on flooding and sites designated as being at risk of flooding or sea level rise?	No impacts / not applicable	
E. Resources and waste		Answer	Comments
Fife Council is committed to using resources efficiently and minimi			Please clarify your response
8	What impact will the proposals have on how much waste is generated or how waste is managed?	No impacts / not applicable	
9	What impact will the proposals have on energy use and the consumption of material resources?	No impacts / not applicable	
F. Cultural heritage		Answer	Comments
Fife Council is committed to protecting		Please select an option:	Please clarify your response
10	What impact will the proposals have on cultural heritage (including designated heritage / archaeology sites or listed buildings)?	No impacts / not applicable	St Andrews is a conservation area. Any permanent materials used will be in keeping with the ethos of a conservation area.

Good practice	1
Data gaps or mixed impacts	1
Environmental red flags	0
No impacts identified	8

24th November 2021

Agenda Item No. 10

Street Naming and Numbering Consultation – Land North of Cupar Road, Newburgh

Report by: Gordon Mole, Head of Business and Employability

Wards Affected: (16) Howe of Fife and Tay Coast

Purpose

Under Section 97 of the Civic Government (Scotland) Act 1982, this report proposes that the names 'Arbuckle Lane' and 'Cumming Wynd' be approved as new street names at development on land north of Cupar Road, Newburgh. A copy of the site plan for the development is appended showing the layout of the new streets.

Recommendation(s)

Area Committee is asked to:

1. Consider the new street names 'Arbuckle Lane' and 'Cumming Wynd' are adopted for the A & J Stephen Ltd development at land north of Cupar Road, Newburgh, contrary to adopted policy.

Resource Implications

There are no direct resource implications associated with this report.

Legal & Risk Implications

There are no Legal implications associated with this report. An identified risk is the naming of two streets outwith Council adopted policy.

Policy & Impact Assessment

This report highlights the proposed naming of two streets outwith the adopted Street Naming and Numbering Policy agreed by the Economy, Tourism, Strategic Planning & Transportation Sub-Committee.

Consultation

The developer (A & J Stephen Ltd) was consulted on the 4th August 2021 and no suggestions were received.

The local Community Council (Newburgh Community Council) was consulted on the 10th August 2021 and provided the street name proposals to be considered by elected ward members.

The elected ward members (Councillor Andy Heer, Councillor Donald Lothian, and Councillor David MacDiarmid) were consulted on the 27th September 2021. The elected ward councillors unanimously support the proposals.

The preferred street names for the new development are 'Arbuckle Lane' and 'Cumming Wynd' which have been approved by the elected ward members. The suggestions were proposed by Newburgh Community Council.

1.0 Background

- 1.1 Two new street names are required for the road serving the residential development at land north of Cupar Road, Newburgh.
- 1.2 'Arbuckle Lane' and 'Cumming Wynd' were proposed by Newburgh Community Council. These suggestions are in line with Street Naming and Numbering Policies and Procedures para 2.11, to "*Honour noteworthy persons local to the area or to Fife*". Quote from Newburgh Community Council providing justification for the proposal:

"Andrew Arbuckle, formally a Liberal Democrat Councillor, MSP and chair of the very active Newburgh Community Trust, which has been successful in bringing different areas of Newburgh into community ownership, including the Waterfront in Newburgh and Lochmill reservoir. Irene Cumming unfortunately died in Spring 2021. She was a long-standing member of the community council and a founding member of Newburgh Community Trust."
- 1.3 The proposed names 'Arbuckle Lane' and 'Cumming Wynd' conflict with Street Naming and Numbering Policies and Procedures para 2.12 "*Names of living persons or persons who have been deceased for fewer than five years*" and are therefore being referred to the North East Fife Area Committee for decision.
- 1.4 The preferred street names for the new development have been approved by the elected ward members in line with the Street Naming and Numbering consultation process. The suggestions were proposed by Newburgh Community Council.
- 1.5 In advance of this consultation being brought to the North East Fife Area Committee, Newburgh Community Council has contacted family members of both Andrew Arbuckle and Irene Cumming who have consented to their names being proposed for the new street names.
- 1.6 As per Street Naming and Numbering Policies and Procedures para 2.13. "*EPES [Business & Employability] officers will advise consultees when a street name suggestion does not meet the above criteria, and will seek an alternative proposal*", the community council was asked to provide alternative proposals, and on 22nd September 2021 the community council confirmed that no alternative proposals were forthcoming.

2.0 Conclusions

- 2.1 The proposed street names for this development honour Andrew Arbuckle and Irene Cumming. Based on the justification submitted by the local community council, the proposal is in line with Street Naming and Numbering Policies and Procedures para 2.11, to "*Honour noteworthy persons local to the area or to Fife*".
- 2.2 It is for the North East Fife Area Committee to decide on final approval of 'Arbuckle Lane' and 'Cumming Wynd' as exceptions to Street Naming and Numbering Policies and Procedures para 2.12 "*Names of living persons or persons who have been deceased for fewer than five years*".

List of Appendices

1. Location plan: N_21045 Streetmap

Background Papers

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

- Fife Council Street Naming and Numbering – Policy and Procedures document dated November 2018.
- Documents associated with planning application reference 21/00123/FULL: available on the e-planning portal on fife.gov.uk

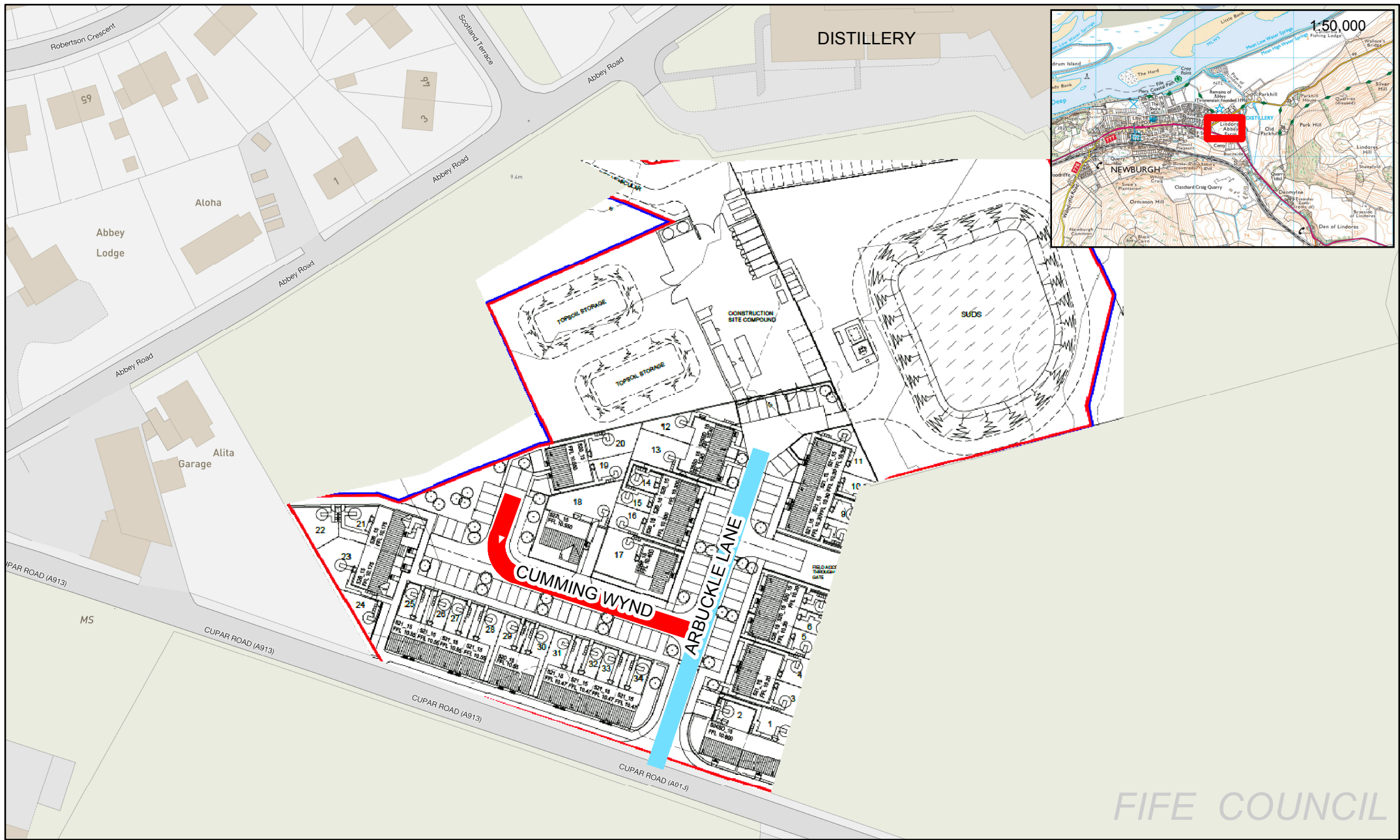
Report Contact

Ryan McQuade

Fife Property Gazetteer Officer

Telephone: 08451 55 55 55 ext. 444487

Email – Property.Gazetteer@fife.gov.uk



FIFE COUNCIL

Fife Council Street Naming Consultation N_21045

Proposed New Street Names at Land north of Cupar Road, Newburgh.
Planning reference: 21/00123/FULL

ARBUCKLE LANE and CUMMING WYND



1:1,250

24 November 2021

Agenda Item No. 11

Public Right of Way and Core Path Diversion - St Andrews West Strategic Development Area

Report by: Paul Vaughan, Head of Communities and Neighbourhoods.

Wards Affected:

Purpose

The purpose of this report is to request approval for a diversion of public right of way FN322 and core path 10 through the St Andrews West Strategic Development Area from Strathtyrum to the Strathkinness High Road.

Recommendation(s)

It is recommended that members approve the proposed diversion of the public right of way and the core path using section 208 of the Town and Regional Planning (Scotland) Act 1997; delegating its confirmation to officers if no objections are received, and otherwise submission to the Scottish Government for confirmation.

Resource Implications

There are no resource implications as the applicant for the diversion will bear any costs.

Legal & Risk Implications

The diversion of the public right of way and the core path must be advertised and the public given the opportunity to object. There are no other legal obligations.

Impact Assessment

Eqia submitted to Zahida Ramzan, diversion has no negative impact.

Consultation

In line with guidance approved by Fife Council in November 2012, the following people or organisations have been consulted:

The Landowner - no comment received

Any effective residents - N/A

Fife Access Forum - no comment

Nature Scot - No comment.

The Local Community Council - no comment

Scotways - no comment.

1.0 Background

- 1.1 The public right of way/core path requires in part to be permanently diverted through the St Andrews West Strategic Development Area (STRAW) (Appendix one). The proposed diversion ties in with the approved layout with the main adjustment to the route to allow STRAW development area N7(appendix Two) to be progressed. An application for a new care home for the Gibson Trust is under preparation and now scheduled for submission towards the end of October 2021. Planning application 18/00280/EIA for a mixed-use development and associated infrastructure has already been granted with the following conditions. Condition 11 Prior to or with the first application of each phase of development (both residential and non-residential) as defined by the phasing plan and the Strategic Infrastructure Delivery Plan, a Development Brief for that phase shall be submitted for written approval in accordance with condition 1(N). This shall set out the following subsection x, "Delivery of upgrades of re-routing Core Paths". Condition 12 states - "Access to core paths and rights of way shall be retained during the construction period and thereafter unless otherwise agreed in writing with Fife Council as planning authority".
- 1.2 Public right of way FN322 is classed by Scotways as a pedestrian route. Core path 010 is classed for walking cycling, pushchair and horse-riding use. The core path was adopted in January 2012, under sections 17 and 18 of the Land Reform (Scotland) Act 2003. The proposed rerouting of the core path and public right of Way is in accordance with Local Plan Policy C8: Footpaths/Cyclways/Bridleways.
- 1.3 The proposal is to divert the public right of way and core path to enable the development of the new care home. The length of the original route 441m, length of proposed route 478m. The route in its present condition is an unsurfaced narrow footway. The proposed new route is Bitumen with associated drainage. The width of the route will go from 1m-2m up to 3m-4m. The existing/diverted route will be significantly improved to allow wider community access than is currently possible (appendix three).

2.0 Issues and Options

- 2.1 Fife Council must consider whether the alternative route for the public right of way FN 322 and Core Path 010 are reasonable and expedient in terms of improving the local path network and enable the development as outlined in the planning application to go ahead.

3.0 Conclusions

- 3.1 The core path and the public right of way will continue to link the same two public places and is only 37m longer. The surface will be of a much higher quality and the increase in width will improve the path network. The overall sufficiency of the core paths plan for Fife is preserved.
The Access Team recommend that the diversion of the public right of way FN322 and core path 010 should be approved.

List of Appendices

- Appendix 1. Location map
- Appendix 2. Development Brief Map
- Appendix 3. Specification of path
- Appendix 4. Supporting information from applicant



Background Papers

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

Report Contact

Sarah Johnston
Access Officer
County Buildings Cupar
Telephone: 08451 55 55 55 440618
Email - sarah.johnston@fife.gov.uk



 EXISTING CORE PATH APPROX. TOTAL LENGTH:
688m
 PROPOSED CORE PATH APPROX. TOTAL LENGTH:
725m

NOTES

1. This drawing is to be read in conjunction with all other drawings and specifications.
2. Do not scale off this drawing. Written dimensions to be taken only.
3. Any discrepancies found between this drawing and other drawings and specifications in the construction documents must be referred to the Landscape Architect prior to work commencing.
4. This drawing must not be copied in whole or in part without prior written consent of Optimised Environments Ltd.

KEY PLAN



01	Issued for PLANNING		22/09/21
Issue	Revision	Initial	Date

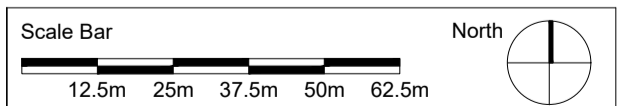


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Client
St Andrews West LLP

Project
Right of Way and Core Path Diversion Orders
STAW LLP

Drawing Title
Extents of Existing and Proposed Core Path



Scale: 1:1250@A1 Date: SEPTEMBER 2021

By: lj Status: PLANNING

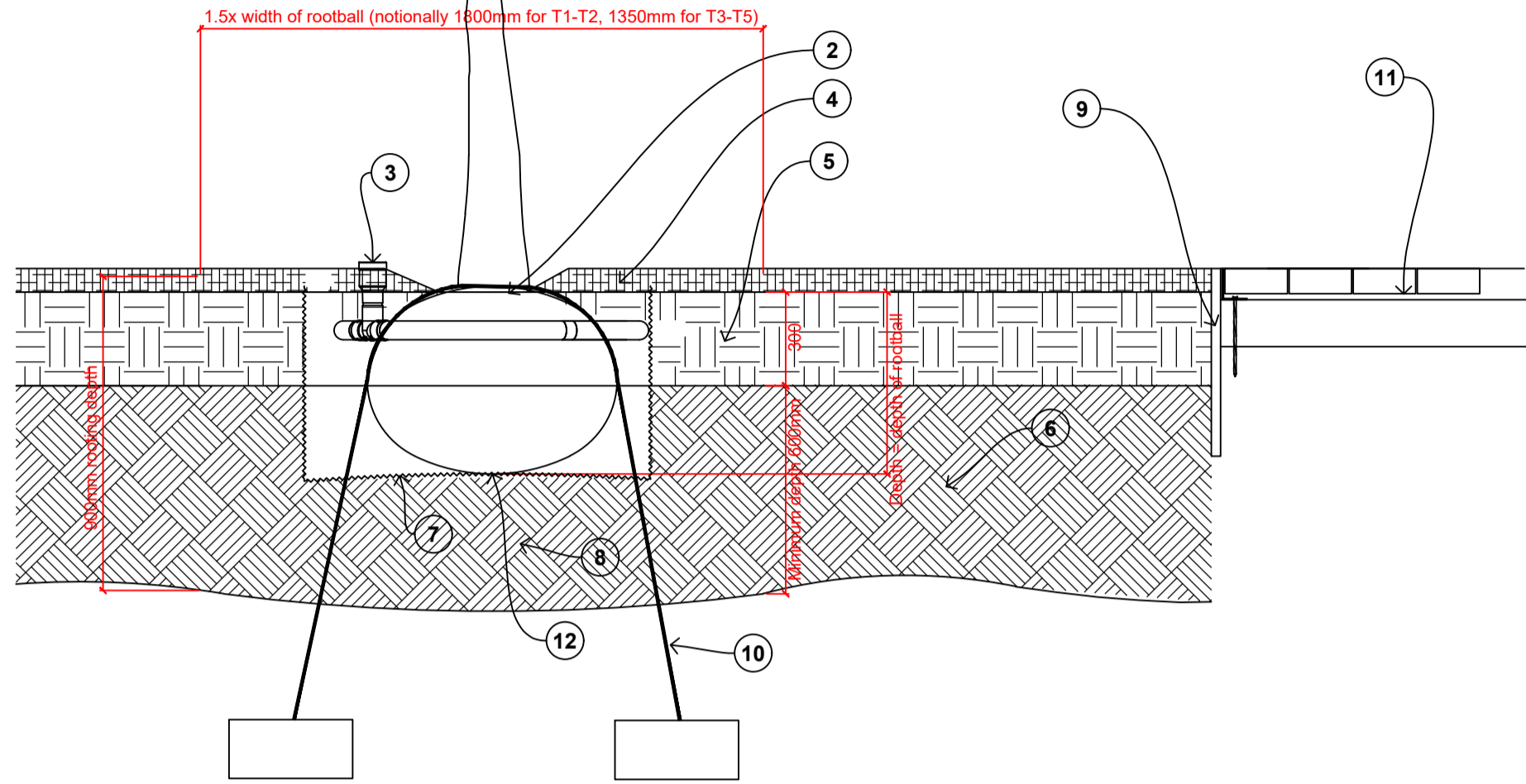
Checked: sw Approved: ke

Drawing Number	Rev
160958_OPEN_SDA_DO_X01	01

Approved Master Plan. Planning application for replacement Gibson Trust care home on N&, due to be submitted.



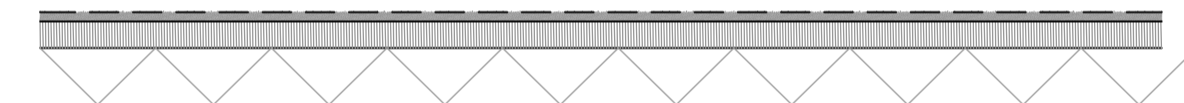
- Description:**
Tree in soft landscape with underground guying and proprietary aeration/irrigation.
- Detail:**
- Refer to GA for location(s) and planting tables for species, size and density.
 - Plant tree at nursery mark/root flare. Do not place mulch directly around base of tree.
 - Proprietary aeration/irrigation, inlet to be located within mulched area. Notionally RootRain Civic by Greenblue Urban or equal.
 - 50mm depth fine grade bark mulch in 900mm radii circle around tree. DO NOT MOUND mulch around truck.
 - 300mm imported topsoil to BS 3882:2015
 - 600mm imported subsoil to BS 8601:2013
 - Tree pit to be square and 50% larger than root ball in width. Tree pit to be same depth as root ball. Sides and base of tree pit to be thoroughly broken up, base to be broken up to depth of 200mm and soil ameliorant worked into pit bottoms. Base of tree pit to have dome shape to assist drainage. Contractor to ensure tree pits are free draining, contractor to identify any tree pits which are not free draining prior to planting and bring to the attention of the landscape architect so additional drainage proposals can be developed.
 - Tree rooting volume. Generally to provide 900mm rooting depth and 35m³ soil volume (topsoil + subsoil) per tree; soil volume may be shared by adjacent trees.
 - Proprietary vertically ribbed root barrier notionally 600mm deep where tree is within 5m of hard landscape or services - root barrier to be placed adjacent to hard landscape or service providing as much growing space as possible.
 - Proprietary guying system suitable for size, species and expected wind loading of tree. Securely fixed to appropriately sized dead man anchors to manufacturer's specification. Notionally Platipus Deadman System - Plat-Mat® RF3RDMP or equal
 - Adjacent hard landscape (indicative)
 - Base of tree pit to be firm and provide stable base for tree



T3 - T11 TREE IN SOFT LANDSCAPE

sheet D01 Scale: 1 : 20

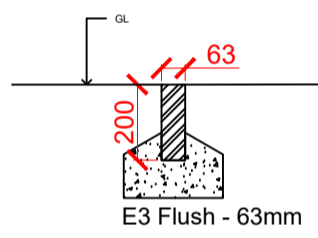
- P1: Asphalt to Footpaths**
- Description:** HRA Asphalt
Colour: Standard black with silver grey granite chippings at 4kg / m²
Finish: Refer to engineers information
Build up: Refer to engineer's information
Sample: Representative sample to be approved by landscape architect in order to approve colour and finish



P1 Asphalt to Footpaths

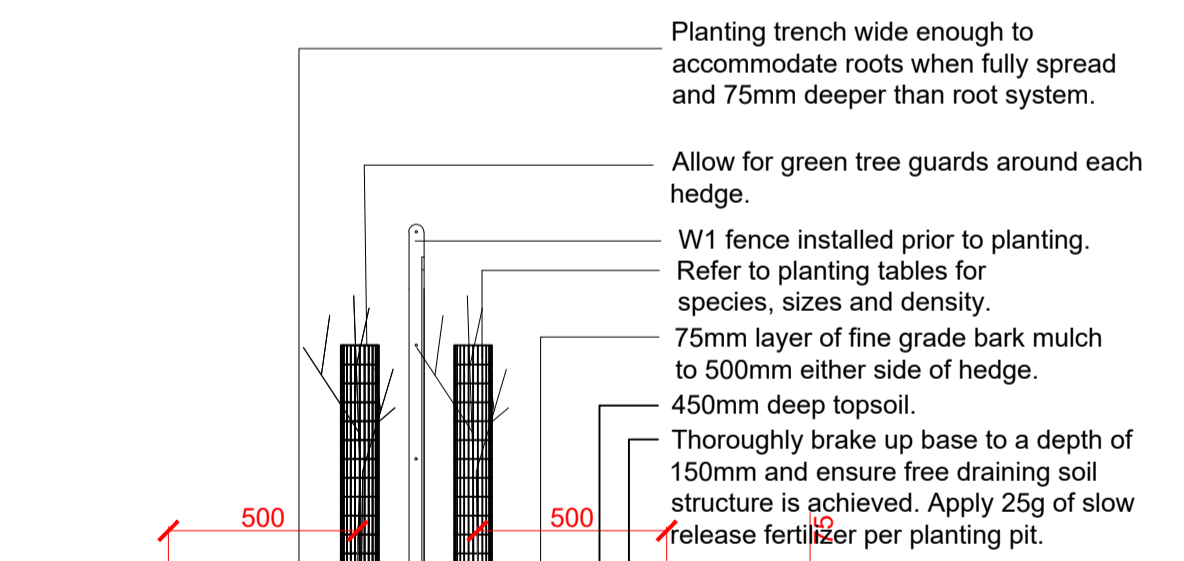
sheet D01 Scale: 1 : 20

- Description:**
- Marshalls or similar approved. To be used for upstand or flush kerb edge. Standard radius units to be used.
- Size:**
- E3: 63mm wide kerb.
- Material:**
- Precast concrete
- Colour:**
- Silver grey
- Specials:**
- Specials required for all transitions, drop kerbs, external and internal angles and radii tighter than 15m.
- Build up and foundation:**
- To engineer's detail and specification
- Sample:**
- 5m length associated with adjacent paving samples to be approved prior to laying permanent areas.
- Utility covers:**
- No utility covers to foul kerb lines.

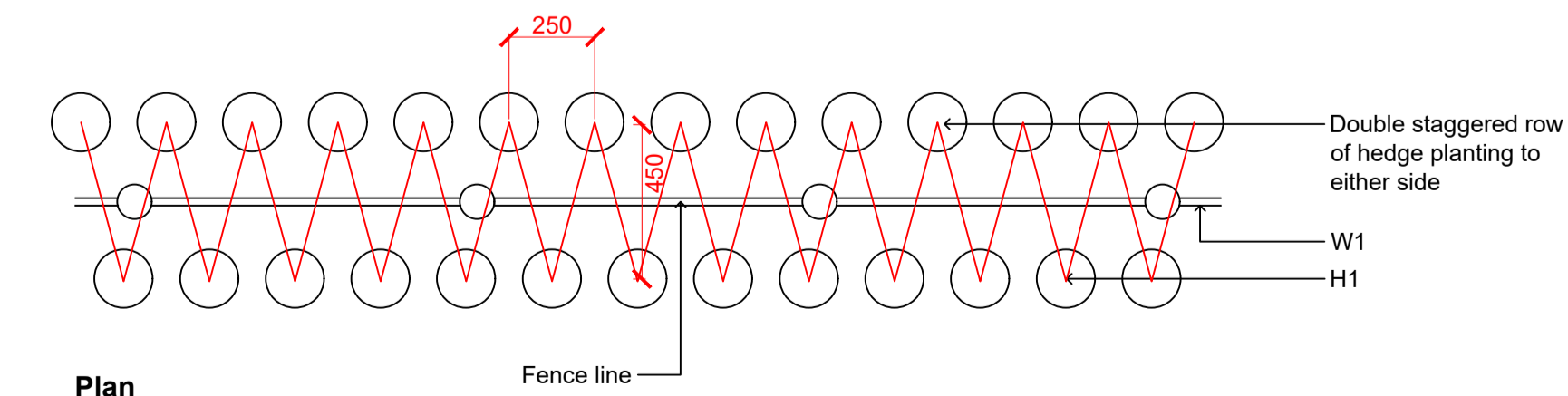


E3 Precast Concrete Kerbs

sheet D01 Scale: 1 : 20



Section



H1 Double Staggered / Offset Hedge with Centred Fence

sheet D01 Scale: 1 : 20

W1 Timber Post and Wire Fence

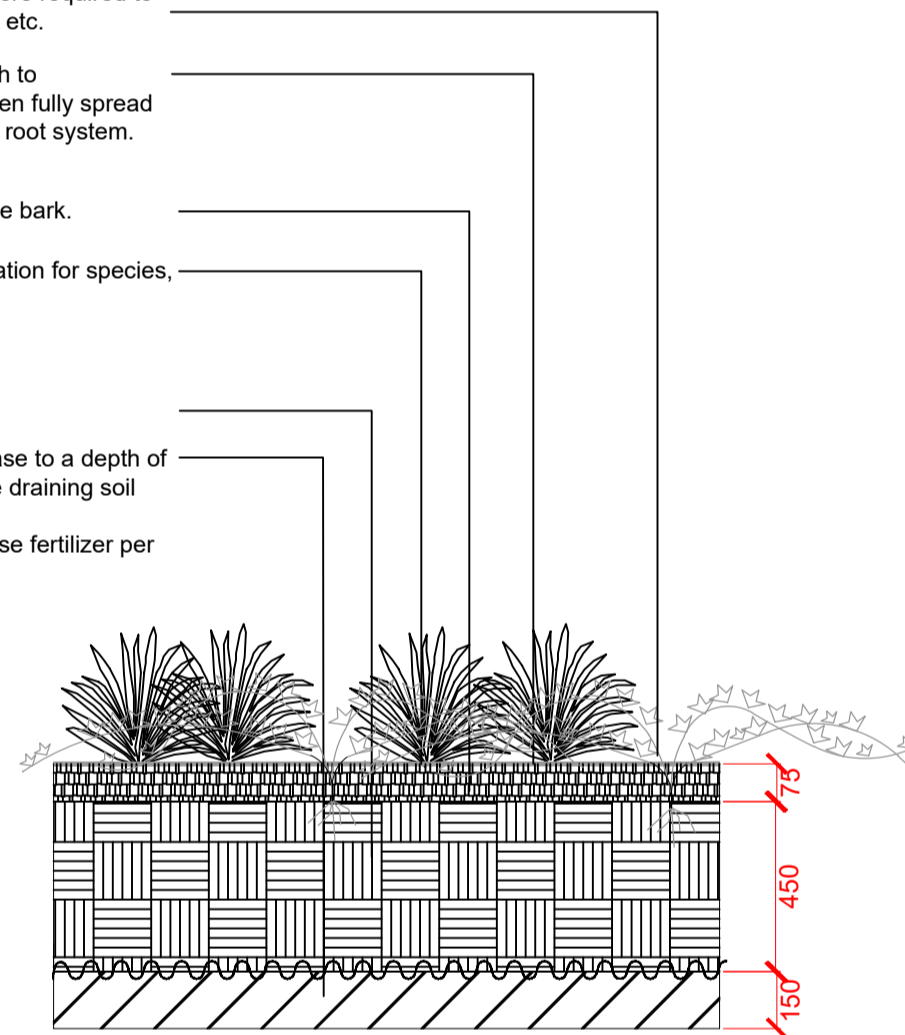
sheet D01 Scale: 1 : 20

- Alignment of fence:** Fence to run between double staggered row of loose hedging or to back of pre-formed hedging
- Height:** Overall height of top wire to be 900mm and to run parallel with finished ground level.
- Straining posts:** Maximum 100m apart and at every change in direction
175mm dia. 2100mm long larch posts
- Struts:** 100mm dia. 2100mm long larch posts morticed into the mid-line of the strainer.
- Stakes:** 75mm square x 1700mm long larch wood posts at 2m centres
- High tensile wires:** 3 no. mild steel galvanised, high tensile wire strainers in maximum 50m lengths.
- To BS 1722-2, Type 100/7/15

01 Planting Tree / Shrubs and Grasses Mix

Scale: 1 : 20

- Groundcover plants lightly secured/jointed back where required to keep off pathways/roads etc.
- Planting pit wide enough to accommodate roots when fully spread and 75mm deeper than root system.
- 75mm layer of fine grade bark.
- Refer to OPEN specification for species, size and density.
- 300mm deep topsoil.
- Thoroughly break up base to a depth of 150mm and ensure free draining soil structure is achieved.
- Apply 25g of slow release fertilizer per planting pit.



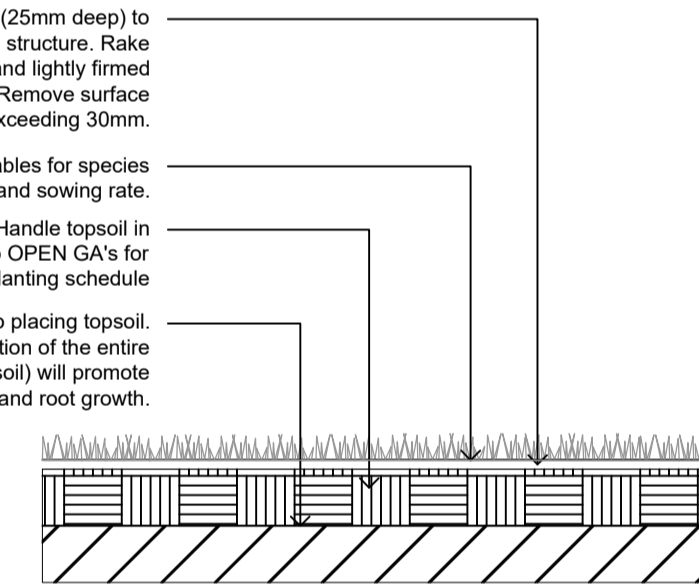
S4 Shrub Mix Detail

sheet D01 Scale: 1 : 20

L1 Lawn - A22 low maintenance mix

sheet D01 Scale: 1 : 20

- Supplier:**
Germinal Seeds
Camp Road
Witham St. Hughes
Lincoln, LN6 9QJ
Tel: 01522 868714
Email: expert@germinalamenity.com
- Product:**
A22 Low Maintenance
https://germinalamenity.com/a22-low-maintenance
Sowing rate: 5g / m²
- After grading reduce seed bed (25mm deep) to fine, firm tilth with good crumb structure. Rake to a true, even surface, friable and lightly firmed but not over compacted. Remove surface stones/earth clods exceeding 30mm.
- Seed mix, refer to planting tables for species and sowing rate.
- Minimum 150mm deep topsoil. Handle topsoil in driest condition possible. Refer to OPEN GA's for planting schedule
- Decompact subsoil prior to placing topsoil. Ensure that the physical condition of the entire soil profile (topsoil and subsoil) will promote sufficient aeration, drainage and root growth.



H1 Mixed Native Hedge							
Plant Group	Botanical Name	Common Name	Girth/ Dia. cm	Height cm	Root Zone	Specification	Mix %
Tree*	Crataegus monogyna	Common Hawthorn	N/a	100-125	BR	1+2; Transplant - seed raised	50
Tree*	Fagus sylvatica	Common Beech	N/a	100-125	BR	1+2; Transplant - seed raised	35
Shrub	Ilex aquifolium	Common Holly	N/a	100-125	RB	Leader with laterals	5
Shrub	Rosa canina	Dog Rose	N/a	60-80	BR	1+1; Transplant - seed raised; branched; 3 brks	5
Tree*	Ulmus glabra	Wych Elm	N/a	125-150	BR	2x; Feathered; 2 brks	5
*Tree managed as a hedge plant							100

S4 Core Path Shrub / Groundcover Mix							
Plant Group	Botanical Name	Common Name	Girth/ Dia. cm	Height cm	Root Zone	Specification	Mix %
Herbaceous	Galium odoratum	Sweet Woodruff	N/a	N/a	3L	Full pot; Sept to April planting; British native-origin	10
Herbaceous	Geranium 'Ann Folkard'	Cranesbill 'Ann Folkard'	N/a	N/a	3L	Full pot	15
Herbaceous	Geranium x cantabrigiense 'Cambridge'	Cranesbill 'Cambridge'	N/a	N/a	2L	Full pot	15
Climber	Hedera helix 'Green Ripple'	Ivy 'Green Ripple'	N/a	40-60	2L	Several shoots; 3 brks	15
Fern	Polypodium vulgare	Common Polypody	N/a	N/a	3L	Full pot	20
Shrub	Vinca minor 'Gertrude Jekyll'	Lesser Periwinkle 'Gertrude Jekyll'	20-30D	N/a	2L	Several shoots; 3 brks	25
							100

Trees							
Code	Plant Group	Botanical Name	Common Name	Girth/ Dia. cm	Height cm	Root Zone	Specification
T3	Tree	Alnus glutinosa	Common Alder	N/a		0 RB	3x; EHS; clear stem min. 200cm; 5 brks
T4	Tree	Betula pendula	Common Silver Birch	N/a		0 45-85L	EHS; clear stem 175-200cm; 5 brks
T5	Tree	Betula pubescens	Downy Birch	N/a		0 RB	3x; HS; clear stem 175-200cm; 5 brks
T6	Tree	Malus sylvestris	Common Crab Apple	N/a		0 RB	3x; HS; clear stem 175-200cm; 5 brks
T7	Conifer	Pinus sylvestris	Scots Pine	N/a		0 RB	4x; leader with laterals; feathered to base
T8	Tree	Populus tremula	Aspen	N/a		0 RB	3x; EHS; clear stem 175-200cm; 5 brks
T9	Tree	Prunus avium	Wild Cherry	N/a		0 RB	3x; HS; clear stem 175-200cm; 5 brks
T10	Tree	Prunus padus	Bird Cherry	N/a		0 RB	3x; EHS; clear stem 175-200cm; 5 brks
T11	Tree	Sorbus aucuparia 'Asplenifolia'	Cut-leaved Rowan	N/a		0 RB	3x; EHS; clear stem min. 200cm

- NOTES**
- This drawing is to be read in conjunction with all other drawings and specifications.
 - Do not scale off this drawing. Written dimensions to be taken only.
 - Any discrepancies found between this drawing and other drawings and specifications in the construction documents must be referred to the Landscape Architect prior to work commencing.
 - This drawing must not be copied in whole or in part without prior written consent of Optimised Environments Ltd.

01	Issued for PLANNING		16/08/21
Issue	Revision	Initial	Date



EDINBURGH 2nd Floor | Quartermile Two | 2, Lister Square | Edinburgh | EH4 3GL
1 0133 221500 | e@openenvironments.com

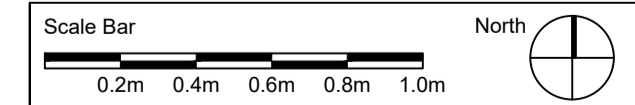
LONDON Unit 6 | 36-42 New Inn Yard | Shoreditch | London | E2DA 3EY
1 0203 584 4002 | o@openenvironments.com

MANCHESTER 86 Princess Street | Manchester | M1 4EG
1 0161 696 7500 | m@openenvironments.com

Client
St Andrews West LLP

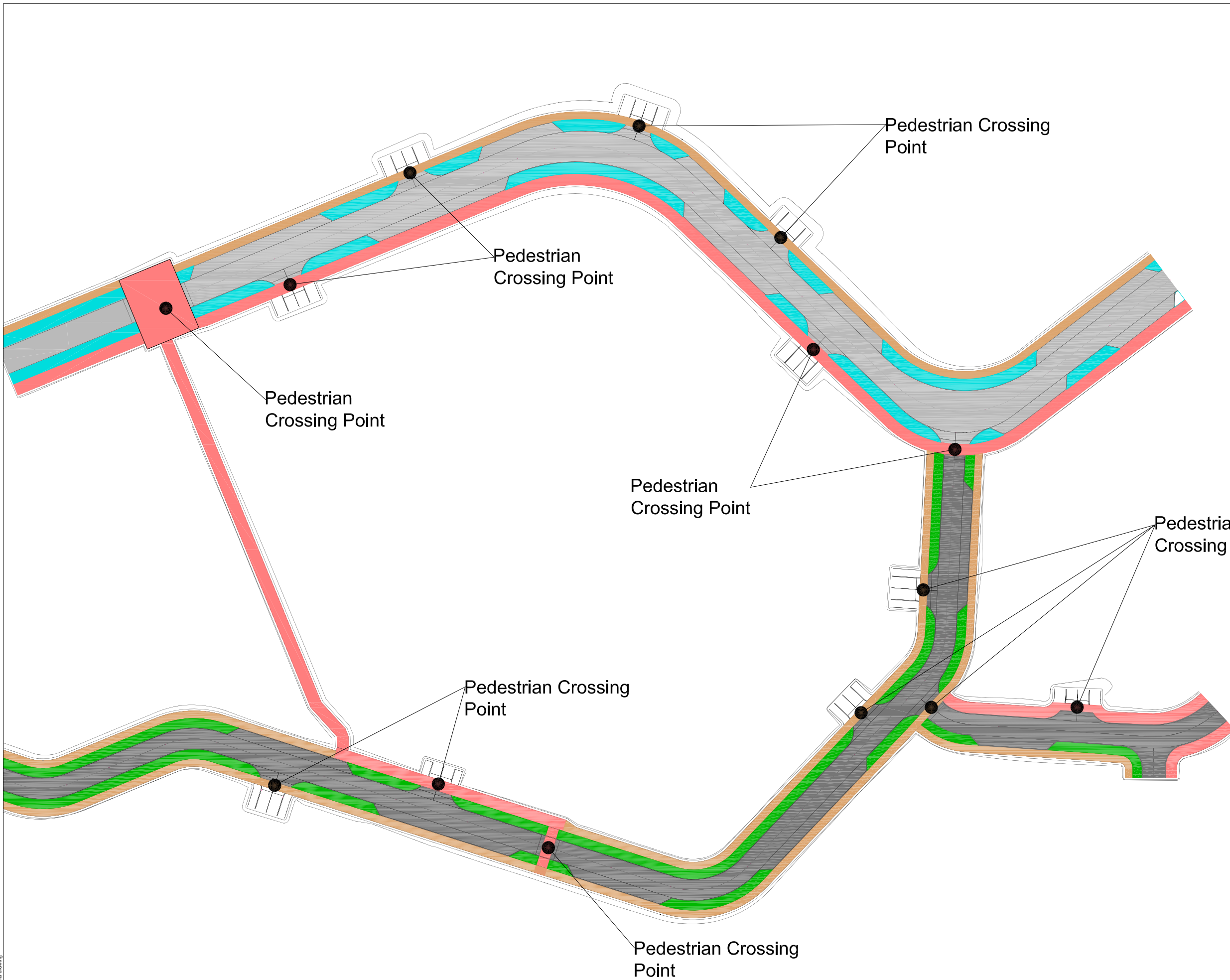
Project
Proposed Core Path 10 and Right of Way FN322 Permanent Diversion
STAW LLP

Drawing Title
Details 01



Scale: 1:20@A1 Date: MARCH 2021
By: LJ Status: PLANNING
Checked: SW Approved: KE

Drawing Number
160958_OPEN_SDA_CP_D01 Rev **01**



Note: Please do not scale from this drawing


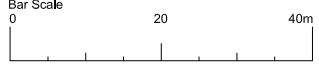
-	-	-	-
P01	-	For Client Issue	-
Revision	Date	Description	Initials

IronsideFarrar
 Environmental Consultants
 111 McDonald Road, EDINBURGH, EH7 4NW
 0131 550 6500 | mail@ironsidefarrar.com
 EDINBURGH | GLASGOW | MANCHESTER



Project Name
St Andrews West
Phase 2A Link Road
 Client
St Andrews West LLP

Title
Pedestrian Crossing Location Plan
Planning Condition 1
Planning Reference: 21/00364/ARC

N. Point  Scale **1:1000** Bar Scale  0 20 40m
 Scale 1:1000

Date **26.05.21** Paper Size **A3** Quality Assurance
 ISO 9001:2015
 SGS UKAS Certificate GB02/54539
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Drawn by **BA** Checked by
 Status
WORK IN PROGRESS

Project No **50699-13-106-P01** Class Drawing No Revision

STAW | Core Path and Right of Way

Formal Submission for Diversion Order(s)

October 2021

Introduction

This statement is provided on behalf of my client the St Andrews West LLP in respect of the St Andrews West Strategic Development Area and, in particular, Right of Way (ref FN322) / Core Path (ref 010) which runs north to south through this development area from Strathtyrum to the Strathkinness High Road.

Background

Land was allocated to the west of St Andrews for a major mixed use development including new homes, the new Madras College as well as employment and University uses. A subsequent planning application (ref 18/00280/EIA) secured planning permission in principle in 2019.

The approved plans and documents include a Development Framework and a Strategic Infrastructure Delivery Plan. These approved documents included high level details of the required diversion of this Right of Way / Core Path.

Subsequent planning applications within St Andrew West have secured approval for the physical works that will divert as well as upgrade the Right of Way / Core Path. The key planning permissions for this are as follows.

21/00364/ARC Application for Approval of Matters Specified by Condition of 18/00280/EIA for Link Road (Section 2(a)) and secondary roads, including associated footpaths, green network infrastructure and landscaping associated with St Andrews SDA

Link to application: [21/00364/ARC | Application for Approval of Matters Specified by Condition of 18/00280/EIA for Link Road \(Section 2\(a\)\) and secondary roads, including associated footpaths, green network infrastructure and landscaping associated with St Andrews SDA | Land To West Andrew Melville Hall North Haugh St Andrews Fife](#)

21/001284/FULL Upgrade and partial diversion of part of core path and construction of footpath/cycleway

Link to application: [21/01284/FULL | Upgrade and partial diversion of part of core path and construction of footpath/cycleway | Land To West Andrew Melville Hall North Haugh St Andrews Fife](#)

The above applications include details of the various upgrades to the existing Right of Way / Core Path. These include:

1. Surfacing using bitumen with associated drainage;
2. Lighting (as per Fife Council requirements); and,
3. Landscaping with native species.

In addition, the existing narrow path will be widened to 3m for the section approved under 21/00364/ARC and to 4m for the section approved under 21/001284/FULL. Full details of the path construction specification can be accessed using the links to the applications; a selection is also submitted with the request for a formal diversion order.

It is expected that these upgrades will acknowledge the context provided by the location and approval of St Andrews West and will secure a far more usable and accessible route to the benefit of the wider community.

Proposed Permanent Diversion

This Right of Way / Core Path requires, in part, to be permanently diverted through the STAW development area.

Included with the submitted plans are (1) a plan which shows the existing/proposed line of the Right of Way / Core Path and (2) this applied to the approved layout.

As can be noted, the proposed diversion ties in with the approved layout with the main adjustment to the route to allow STAW development area N7 to come forward (with an application for a new care home for the Gibson Trust under preparation and now scheduled for submission towards the end of October 2021).

Summary and Concluding Comments

This brief Statement is submitted to support the submission of two formal diversion orders for the Right of Way and Core Path respectively

I trust that this is sufficient for the Council's support to be secured in due course prior to notification to Ministers.

24th November 2021

Agenda Item No. 12

Area Housing Plan Review 2022-24

Report by: John Mills, Head of Housing Services

Wards Affected: Ward 16 – Howe of Fife, Ward 17 – Tay Bridgehead, Ward 18 – St Andrews, Ward 19 – East Neuk and Landward, Ward 20 - Cupar

Purpose

The report seeks area committee approval for a revised area housing plan which sets out area performance, service delivery and highlights key housing issues following consultation with key stakeholders. Previous plan was approved by Area Committee on 25th October 2017.

Recommendation

Members are asked to:

- Consider and approve the revised NEF Area Housing plan for 2022 - 2024
- Comment on and support proposed changes to Area Housing plan

Resource Implications

Work is taking place within agreed HRA local and capital budgets.

Legal & Risk Implications

There are no legal / risk implications arising from this report.

Impact Assessment

An EqIA (Equality Impact Assessment) Checklist is not required because the report does not propose a change or revision to existing policies and practices.

Consultation

An online consultation form was developed and shared with **Key Stakeholders** as part of the review from 16/09/2021 – 15/10/2021. We received 126 responses.

Identified key stakeholders

- 7x Tenants & Resident Groups
- North East Fife Tenants & Residents Federation
- Elected Members / MP / MSP offices
- Community Councils
- People & Place Leadership Group
- Tenant Participation Team social media to target local tenants & residents
- Safer Communities social media to target local tenants & residents
- Our North East Fife social media to target local tenants & residents

1.0 Background

- 1.1 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices, and have a sense of control so that they can reach their full potential and where all children are safe, happy, and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives.
- 1.2 The area plan shows how we work with partners and local communities to improve housing services in the Area. Tenant and residents have told us their concerns and issues where they live, and together we have identified what needs done. We have looked at how well we are doing managing our homes to prioritise which services we need to improve.
- 1.3 The plan links into different policies and strategies across Fife including; Plan 4 Fife, Local Housing Strategy, NEF Community plan, Local Letting plan and pathway to improvement.

2.0 Area Housing Plan review

- 2.1 Due to ongoing COVID uncertainty we developed an online consultation form to gather the views of key stakeholders. We asked what the 3 main housing issues were in their opinion and asked to consider what is the 1 biggest housing issue. We asked for solutions in addressing the issue. We received 126 responses.
- 2.2 Tenant participation is a key part of our housing strategy. Being part of organised groups gives our tenants and residents a greater voice when talking about local issues. We would have preferred to get out into local communities to better understand, however, we have been unable to achieve this. We did receive a good response from our online consultation. We currently have 7 active TRA groups in NEF.
- 2.3 The NEF Action plan (**Appendix 2**) has been developed by tenants / residents in our local communities. We recognised the top 80% of issues and used these to create our action plan.
- 2.4 Updates on the action plan will be 6 monthly to NEF Area Committee, this will ensure Housing Services are held accountable for the local issues identified.
- 2.5 The plan highlights performance, and states tenants in NEF are 81.4% satisfied with the overall service provided. 88.9% of tenants are satisfied with the management of their neighbourhoods.
- 2.6 Over recent years, in North East Fife, The Council has delivered Affordable Housing in Anstruther, Cupar, St Andrews and Guardbridge. We have linked in our Strategic Housing Investment Plan to give readers the opportunity to explore the planned new build sites across Fife.
- 2.7 We have highlighted the role of our investment programme and our intention to continue to invest in our homes. Investments include; kitchens, central heating, bathrooms, roofs, rewiring, smoke detectors, secure door entry systems, structural works, electrical testing, and external walls.

3.0 Action Plan

- 3.1 The consultation form highlighted the need for more affordable housing in North East Fife, we will provide an update to the area committee with an update on planned new build projects for NEF, the number of properties purchased through our Property Acquisitions Policy and identify unused land for feasibility to develop affordable housing.
- 3.2 The consultation highlighted the need for additional parking as a key housing issue. We will demolish underoccupied lock ups and replace with marked parking bays, we will identify gardens where we can utilise the space to create driveways (we will carry out a feasibility study to understand the cost associated).
- 3.3 Anti-social behaviour was identified as another key housing issue. We will implement our new ASB policy in January 2022, we will utilise allocation discretion where appropriate and increase the number of 'Housing First' tenancies in NEF.
- 3.4 Housing Repairs was identified as a key housing issue. We will provide updated performance to area community focussing on time to complete jobs and tenant satisfaction.
- 3.5 Lack of family housing / specific needs housing was recognised as a key housing issue in NEF. We will provide feedback on the number of tenants who have downsized using the Tenant Incentive Scheme, we will build larger family homes, we will ensure 30% of the affordable housing programme is for specific needs customers including 5% for wheelchair housing, we will carry out adaptations to existing homes to keep tenants at home and we will consider vacancies for conversion.
- 3.6 Condition of estates was identified as a key housing issue. We will carry out garden inspections promptly when they are below standard, we will regularly inspect for chocked gutters, vegetation, and maintenance issues, we will provide regular maintenance of trees, shrubs, weeds, and grass on housing land, we will develop a maintenance programme to refurbish lock ups in need of modernisation.

4.0 Conclusions

- 4.1 Through the Area Housing Plan, we have identified local issues and have set out an action plan to highlight / address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes.

List of Appendices

Appendix 1 - NEF Area Action Plan

Appendix 2 - NEF Area Housing Plan 2022-24 (see also link to online document below)

Appendix 3 - NEF Area Housing Plan 2017-19

Area Housing Plan - North East Fife 2022-24

Welcome to the North East Fife Housing Services Plan

[Go to this Sway](#)

Background Papers

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:

Report Contact

Gordon Binnie
Area Housing Manager
County Buildings, Cupar
Telephone: 08451 55 55 55 Ext No 480475
Email: Gordon.Binnie@fife.gov.uk

Appendix 1 - Action Plan

Issue	Where?	Solutions from consultation survey / Area Housing team	How will we report updates?
Lack of Affordable Housing	All areas	<ul style="list-style-type: none"> ➤ Update NEF Area committee on new build projects. Include proposals and completions. ➤ Purchase ex council homes through our Property Acquisitions policy. ➤ Identify unused land and liaise with the Affordable Housing team for feasibility. 	6 Monthly to NEF Area Committee
Lack of parking	All areas	<ul style="list-style-type: none"> ➤ Identify under occupied lock up sites for demolition and replace with parking bays. 	6 Monthly to NEF Area Committee
Anti-Social Behaviour	All areas	<ul style="list-style-type: none"> ➤ Implement new Anti-Social Behaviour policy Jan 22. ➤ Use allocation discretions where appropriate. 	6 Monthly to NEF Area Committee

		<ul style="list-style-type: none"> ➤ Increase the number of Housing First tenancies in NEF. 	
Housing Repairs	All areas	<ul style="list-style-type: none"> ➤ Faster service. ➤ Repairs not always done professionally. 	6 Monthly to NEF Area Committee
Lack of family housing / specific needs	All areas	<ul style="list-style-type: none"> ➤ Make better use of tenant incentive scheme to get larger properties back. ➤ Build bigger properties ➤ Ensuring 30% of the affordable housing programme is for specific needs customers including 5% for wheelchair housing. ➤ Carry out adaptations to existing homes to keep tenants at home. ➤ Consider vacancies for conversion. 	6 Monthly to NEF Area Committee

Condition of estates	All areas	<ul style="list-style-type: none"> ➤ Regularly inspect tenants garden to ensure they are up to standard ➤ Regularly inspect properties for choked gutters, vegetation, and maintenance issues. ➤ Regular maintenance of trees, shrubs, weeds, and grass cutting on Housing land. ➤ Regularly inspect estates for rubbish, broken glass, weed and liaise with colleagues in cleansing. ➤ Develop a maintenance programme to refurbish lock ups in need of modernisation. 	6 Monthly to NEF Area Committee
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Area Housing Plan - North East Fife 2022-24



Welcome to the North East Fife Housing Services Plan

We have produced a Housing Neighbourhood Plan with our customers for each of the 7 Areas in Fife, and this is yours, covering;

- Cupar
- East Neuk
- Howe of Fife
- St Andrews
- Taybridgehead

Our aim is to provide everyone with access to good quality, affordable decent housing that meets their need and aspirations.

The purpose of the Area Housing Plan is to show how we work with partners and local communities to improve housing services in the Area.

You told us about your concerns and issues where you live, and together we have identified what needs done.

We looked at how well we are doing managing your homes to prioritise which services we need to improve.

We work closely with tenants, residents and elected members. **We included your ideas in our finished plan where we could. The Housing Neighbourhood Plan was approved by North East Fife Area Committee on**

The diagram below shows links between this aim and the strategies, policies and plans supporting it.

The plan contributes to the [Plan4Fife](#), which is a 10-year plan, putting fairness at the heart of everything we do, bringing services and communities together in new ways.

We also have a [North East Fife Local Community plan](#), which outlines areas of focus.

Tenants and residents are interested in how we allocate our homes. We are in the process of developing Local Lettings Plan, which will provide more allocation information at a local level.



Housing in North East Fife

Stock April 21



The above information is provided for Fife Council Stock only. You can use our new [property map](#) to see the areas where the Fife Housing Register partners have properties.

This map will let you know the number of properties that we have in each area so that you can make an informed decision about your preferred areas of choice when you submit your Fife Housing Register application.



Letting Plan

Our annual Letting Plan sets out the profile of properties we expect to become available over the following year and how we intend to distribute those properties between different groups of applicants. These include:

- Homeless
- Transfer
- Waiting



Anti Social Behaviour

Our Anti Social Behaviour policy sets out our approach for managing antisocial behaviour in Fife. We aim to provide a firm and fair approach to tenants (including their family members and visitors) who do not comply fully with the terms of their tenancy agreement, so that all residents can enjoy their homes free from antisocial behaviour.

New Builds

Over recent years, in the East area of Fife, the Council has delivered affordable homes in Anstruther, Cupar and St Andrews.

Our Affordable Housing Programme is one of the largest in Scotland. We currently have 2,700 new build homes throughout Fife. Our target is to build at least 3,500 more by 2022.

We provide access to much needed new homes for our tenants and housing applicants. Together, we are delivering modern, fit-for-purpose, energy-efficient homes. New-build council homes benefit current tenants and generations to come.

You can find out more about what is planned in North East Fife by viewing our [Strategic Housing Investment Plan projects](#).

Investing in your home

Over the next 2 years we will continue to improve our existing homes to meet the expectations of our tenants. These include:

- Kitchens

- Central Heating
- Bathrooms
- Roofs
- Rewiring
- Smoke detectors
- Secure door entry
- Structural works
- Electrical Testing
- External Walls

Rate your estates: What we found

We compared our housing in North East Fife with the rest of Fife, and with other landlords in Scotland. This showed what our neighbourhood priorities should be.

There is a high proportion of housing for older people in North East Fife. In contrast, there is a shortage of larger family housing.

The housing stock is generally a mix of houses and lower level flatted accommodation.

It is taking us longer to turnover empty properties, we have been impacted by the ongoing pandemic. We have difficulty allocating bedsit properties and there are some areas, particularly in the East Neuk, which are low demand.

Rent arrears have increased marginally year on year. Part of this is due to COVID and the economic uncertainty which is making it difficult for some households to pay basic bills or access benefits.

Housing Officers work hard to meet a range of housing needs providing a balance of allocations to existing tenants, those who are homeless and other groups.

There is a Fife wide commitment to achieve the highest possible standard of housing through programmes to replace kitchens, bathrooms, windows, doors etc.

The North East Fife Area Team work hard to provide the best possible service to tenants and residents and we welcome feedback on the service provided.

Rate your estates: What you told us

We have carried out estate walkabouts, spoken with local Councillors and tenant groups where this has been possible, listened to customer comments and complaints and by investing in our patch-based officers we are talking to customers more directly about estate issues and matters which directly affect our customers. We have incorporated specific issues brought to our attention into an Action Plan.

Corporate Complaints received in North East Fife during 2020/21

Corporate complaints 2020/21



Housing Complaints are handled in accordance with [Fife Councils Complaints procedure](#) and should in the first instance, be investigated locally.

Complaints are a valuable source of information about our services, which can help to identify recurring or underlying problems.

We use complaints to make improvements to the way we deliver services, this can be through training and development or changes to policy and procedures.

The top 5 reasons for all complaints in North East Fife (with numbers of complaints) were recorded as follows;

Top 5 reasons for all Complaints YTD 2020-21

Complaint Reasons

Dissatisfaction with policy / current delivery arrangements eg timescales, priorities, criteria

14

Poor communications including lack of notice, consultation & engagement

7

Failure to respond to previous complaint / request for service / enquiry / reported fault

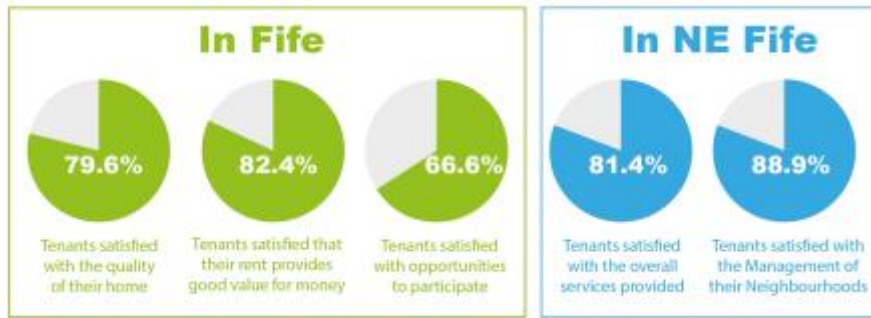
4

Poor Condition / Standard of Housing

3

Customer satisfaction

As well as consulting locally and addressing complaints, we carry out customer satisfaction surveys as part of our [annual performance reporting](#) and you have told us;



Tenant Participation

Our tenants should be involved in the housing services they receive. We ask you to share your views and take part in decision making. We want to work alongside you to provide for the community.

Getting involved gives you a greater voice. Our [tenant participation and customer engagement handbook](#) tells you more.

Our quarterly magazine, [Down Your Street](#), is also a good way to keep up to date with what we are doing and how you can get involved.

For more information on how to get involved, have a look through our [Tenant Participation](#) page on our website.

We currently have 7 active TRAs in NEF, these are:

- **Bathgate Court, Cupar**
- **Kinloss Park, Cupar**
- **Granary Lane, Newport on Tay**
- **Harbourlea, Anstruther**
- **Anstruther**
- **Blalowan Gardens, Cupar**
- **St Monans**

NORTH EAST FIFE TENANTS AND RESIDENTS FEDERATION

c/o 25 Blalowan Park, Cupar, KY15 5EN

07484 075316

eastfifefederation@msn.com

North East Fife Tenants & Residents Federation – NEFTRF

NEFTRF brings together tenants and residents within the North and East Fife area. They aim to share knowledge, skills and information.

They are located at c/o Cosy Cabin, 25 Blalowan Park, Cupar, KY15 5EN

You can contact them on 07484075316 or email eastfifefederation@msn.com

They are open Mondays and Fridays, between 10am and 1:30 pm.

Local Issues Action Plan

Issue	Where	What we will do	When we do it
...Low demand for bedsits	East Neuk and the Howe of Fife	Consider vacancies for conversation	Ongoing
	St Andrews and surrounding areas In areas of unmet housing need	Develop a programme of extensions Work with others to identify potential viable new build sites	December 2017 March 2018

Measuring Success

The [North East Fife Area Committee](#) will monitor how well we are doing against the local commitments outlined in this leaflet. Our plans will be reviewed and refreshed every two years to make sure they continue to reflect local priorities.

Your Area Housing Team

Supporting the plan and delivering services to tenants is your local Housing Team, led by Housing Manager Gordon Binnie and Lead Officers Mark Cook and Charlotte Stitchell.

We have 5 Housing Options Officers who manage the empty houses and allocate to new tenants. They have a wide range of knowledge about [housing options](#) and can meet with tenants and applicants to explain these.

In the last few years, we have recruited additional Housing Management Officers and now deploy **13** in total who are the main point of contact for tenants, and their job is to link you in to all the [services you need](#) whether repairs, money advice, coping with heating bills, problem neighbours, contacting local job clubs. The list is as long as you need!

In North East Fife we also have Very Sheltered Housing Officers, Retirement Housing Officers and Revenues Officers we can call on to provide extra help. During 2019-20 we created specialist posts to assist tenants who have issues with Universal Credit.

Come and speak to us at:

[Cupar Customer Service Centre \(County Buildings\)](#)

[Anstruther Customer Service Point \(Waid\)](#)

[St Andrews Customer Service Point](#)

Useful contacts

Online:

<https://www.fife.gov.uk/>

By phone:

Faults and repairs (housing, roads, streetlights) - **03451 550011**

Environment (bins, bulky uplifts, pests) - **03451 550022**

Housing information and advice - **03451 550033**

Council tax and housing benefit - **03451 551155**

Passes and concessions (myfife cards, blue badges) - **03451 550066**

Social Work enquiries - **03451 551503**

Out of hours - **03451 550099** For social work, housing and flooding emergencies - after 5pm week days, 24hrs weekends and public holidays.

Calling 03 numbers costs the same as calling landlines starting with 01. 03 numbers are included in pre-paid phone packages and monthly call allowances. Customers should check tariffs with their phone providers.



NORTH EAST FIFE
HOUSING
SERVICES PLAN
2017/19



Welcome to the North East Fife Housing Services Plan.

We have produced a Housing Neighbourhood Plan with our customers for each of the 7 Areas in Fife, and this is yours, covering Howe of Fife, Tayport, Taybridgehead, St Andrews, East Neuk and Cupar. It also incorporates the surrounding areas that fall within the North East Fife management area.

You told us about your concerns and issues where you live, and together we walked around areas to identify what needs done. We looked at how well we are doing managing your homes to prioritise which services we need to improve.

Between August and October, we showed the plan to the tenants and residents of North East Fife. We included your ideas in our finished plan where we could. The Housing Neighbourhood Plan was approved by North East Fife Area Committee on 25th October, 2017.

We will give 6 monthly updates on progress with the plan to the Committee, and in between times we will update **www.fifedirect/housing** with events, progress and completed actions.

About North East Fife Area



	Stock by bedroom size	Stock by house type		
 3668 TOTAL HOMES	Bedsit	49	Sheltered	328
	1 bed	1148	Bungalows	429
	2 bed	1758	Flats	1569
	3 bed	638	High rise flats	0
	4/5/6 bed	75	Houses	1342

88
TRANSFERS
IN 2016/17

88
LETS
IN 2016/17

17
MUTUAL
EXCHANGES
IN 2016/17

16
ABANDONED
TENANCIES

6
TENANCY
EVICTIONS

1430
PEOPLE
LOOKING
FOR HOMES

83% of
tenants feel
their rent
provides good
value for
money

83% of
tenants are
satisfied with
the overall
services
provided

83% of
tenants feel
we are good at
keeping them
informed

Rate your estates: What we found

We compared our housing in South West Fife with the rest of Fife, and with other landlords in Scotland. This showed what our neighbourhood priorities should be.



There is a high proportion of housing for older people in North East Fife. In contrast, there is a shortage of larger family housing. The housing stock is generally a mix of houses and lower level flatted accommodation.



Properties are generally turned around faster than the Fife average. We have difficulty allocating bedsit properties and there are some areas, particularly in the East Neuk, which are low demand



Rent arrears have been increasing steadily and most significantly in the Howe of Fife. Part of this is due to the phased roll out of Welfare Reform and the general economic climate which is making it difficult for some households to pay basic bills or access benefits



Housing Officers work hard to meet a range of housing needs providing a balance of allocations to existing tenants, those who are homeless and other groups.



There is a Fife wide commitment to achieve the highest possible standard of housing through programmes to replace kitchens, bathrooms, windows, doors etc.



The North East Fife Area Team work hard to provide the best possible service to tenants and residents and we welcome feedback on the service provided.



We found	Where	What we will do	When we will do it
...Low demand for bedsits	East Neuk and the Howe of Fife	Consider vacancies for conversation	Ongoing
	St Andrews and surrounding areas In areas of unmet housing need	Develop a programme of extensions Work with others to identify potential viable new build sites	December 2017 March 2018
... Low demand for the Mayview Flats	Anstruther	Carry out a strategic options appraisal and report to NEFAC	September 2017
... Low demand lockups	Cupar and St Andrews	Prepare a strategic plan to make best use of lock up sites	September 2018
... Develop local facilities and amenities	Newburgh	Prepare Area Action Plans and report to NEFAC	April 2018
... Improve access to housing	Cupar	Work with FHR partners to increase choice for applicants	Sept 2017
... poor condition of communal stairwells and landings	St Andrews	Work with the Factoring Team to formalise services in mixed tenure estates	April 2018
...issues with the management of estates	All Villages	Programme Walkabouts to improve estates	March 2018
... households in financial difficulty	Target specific blocks across the area	Offer tenancy assistance to 100 households per year	April 2018
... households experiencing physical/mental health issues	Across the area	Establish local networks which improve access to services	March 2018

Rate your estates: What you told us

We have carried out estate walkabouts, spoken with local Councillors and tenant groups and listened to customer comments and complaints.



YOU TOLD US

- Rent is generally good value for money
- Neighbourhoods are a good place to live
- The quality of homes overall

BUT YOU ALSO TOLD US YOU WOULD LIKE US TO DO BETTER



- Response to customer enquiries and follow up actions where there are delays
- Actions to deal with nuisance and anti-social behaviour
- It takes too long to replace kitchens and bathrooms
- Lack of parking and traffic management



You said . .	Neighbourhood	We will	Update you by
.. you can't pick enough areas on the Housing List	Neighbourhood	Open up areas of choice and advertise vacancies	Report to your Area Committee by March 2018
.. there are not enough houses for families	St Andrews	Build new homes and extend current stock where possible Visit tenants larger properties to promote moves	Let you know how many moves we achieved Sept 2018
.. the Council doesn't have powers to deal with private tenancies	St Andrews	Work with the Private Sector Team to improve regulation and enforcement	Report enforcement actions to Committee
.. blocks with communal entrances and stairwells can be untidy	East Neuk St Andrews Cupar	Review areas at Walkabout and develop factoring services	Report to North East Fife Area Committee
.. there are problems with parking in some areas	Howe of Fife Taybridgehead East Neuk St Andrews	Carry out a review of lock up sites and make the best use of land	Report to North East Fife Area Committee
.. dealing with ASB can be difficult	East Neuk	Continue to work with the Safer Communities Tasking Group	Provide a 6 monthly report to North East Fife Area Committee

Get more involved in where you live

Last year, tenants joined in the work to improve where they live by

- Coming along to the tenant gathering to talk about rents
- Filling in surveys to tell us about our services
- Took part in walkabouts to help rate the estate

You can get involved too. Talk to your housing officer to see what is going on in your area, and sign-up to the tenant register for the chance to be involved

NORTH EAST FIFE TENANTS AND RESIDENTS FEDERATION

c/o 25 Blalowan Park, Cupar, KY15 5EN

07484 075316

eastfifefederation@msn.com

North East Fife Tenants and Residents Federation are the Umbrella Group for Tenants and Residents Associations within North East Fife. We have currently changed our constitution to allow individual representations from Community Groups and Housing Associations within the North East Fife area to become involved with Federation.

We were pleased to have been asked to put forward comments on the Local Area Plan for North East Fife and happy to see some of these comments have been taken onboard.

Your Community



The Neighbourhood plan is part of the Local Community Plan. Fife Council produces Local Community Plans to help make Fife a better place to live, and cover topics like employment, local facilities, improving health and welfare.

Your community plan is available online at

<http://wordpress.fifedirect.org.uk/letstalk>

If you want to know more it, your Community Manager is Janice Laird.

Your Area Housing Team



Supporting the plan and delivering services to tenants is your local Housing Team, led by Housing Manager, Helen Wilkie and Lead Officers Mark Cook and Jackie Henderson.

We have 3 Housing Access Officers to manage the empty houses and allocate new tenants to them. They have a lot of knowledge about housing options and can meet with tenants and applicants to explain these.

There are 12 Housing Management Officers who are the main point of contact for tenants, and their job is to link you in to all the services you need whether repairs, money advice, coping with heating bills, problem neighbours, getting in touch with local job clubs. . The list is as long as you need!

In North East Fife we also have Retirement Housing Officers, Homeless Officers and Revenues Officers we can call on to provide extra help.



Useful contacts



Online anytime

www.fifedirect.org.uk/doitonline

-  **Report it online**
from flytipping to potholes
-  **Request it online**
from allotments to birth certificates
-  **Apply for it online**
from benefits to library membership
-  **Find it online**
from councillors to courses
-  **Pay it online**
from rent to planning applications

By phone

Faults and repairs (housing, roads, streetlights)	03451 550011
Environment (bins, bulky uplifts, pests)	03451 550022
Housing information and advice	03451 550033
Council tax and housing benefit	03451 551155
Passes and concessions (myfife cards, blue badges)	03451 550066
Social Work enquiries	03451 551503
Out of hours For social work, housing and flooding emergencies - after 5pm week days, 24hrs weekends and public holidays.	03451 550099

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Alternative Formats

Information about Fife Council can be made available in large print, braille, audio CD and tape on request by calling **03451 55 55 00**



British Sign Language

please text (SMS) 07781 480 185



BT Text Direct:

18001 01592 55 11 91

Language lines

Arabic

خط هاتف اللغة العربية: 03451 55 55 77

Bengali

বাংলায় আলাপ করার জন্য টেলিফোন লাইন: 03451 55 55 99

Cantonese

中文語言熱線電話: 03451 55 55 88

Polish

Polskojęzyczna linia telefoniczna: 03451 55 55 44

Urdu

اُردو زبان کے لیے ٹیلیفون نمبر 03451 55 55 66

24th November 2021

Agenda Item No. 13

Her Majesty the Queen's Platinum Jubilee in 2022 Civic Honours Competition – St Andrews

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 18

Purpose

This report provides committee with information on the Civic Honours competition that has been launched across the UK to celebrate Her Majesty the Queen's Platinum Jubilee in 2022 and seeks formal endorsement of a bid for city status for St Andrews.

Recommendation(s)

Members are asked to -

- Note a Civic Honours competition has been launched across the UK.
- Note the submission of bids for city status from the Dunfermline and St Andrews areas.
- Agree to approve the submission of a bid for St Andrews.
- Agree to delegate final sign-off for the bid to the Head of Communities & Neighbourhoods.

Resource Implications

Any resource implications and expenditure arising from the process is contained within the appropriate service budget.

Legal & Risk Implications

There are no legal or risk implications arising from the process.

Impact Assessment

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

Consultation

No consultation was required in producing this report.

1.0 Background

- 1.1 Her Majesty the Queen has agreed for a competition to be held to grant the civic honour of 'city status' to a select number of towns in the United Kingdom.
- 1.2 This will be the first time in 10 years that Her Majesty awards civic honours and the occasion comes as part of celebrations to mark The Queen's Platinum Jubilee.
- 1.3 As part of the government's commitment to levelling up and increasing opportunity across the United Kingdom, local authorities in England, Scotland, Wales and Northern Ireland can enter the competition and make a case for why its area deserves to be granted the honour.
- 1.4 The Civic Honours competition will provide the local authority with the chance to showcase its civic pride, heritage, record of innovation and bring greater prosperity of opportunity to the area.
- 1.5 All valid entries will receive individual consideration on their merits, before recommendations will be made by ministers to Her Majesty the Queen. The number of awards made across the UK, will depend on the strength of the applications received.
- 1.6 The deadline for applications is 8 December 2021.
- 1.7 At its meeting on 4th November, Policy and Coordination Committee agreed to support the submission of bids from the Dunfermline and St Andrew's areas and that final approval for each bid will be undertaken by the local Area Committee.

2.0 Submission Process

- 2.1 Entrants are asked to confine their entries to the limits of a standard template provided by the Cabinet Office and include:

A summary of the application comprising no more than one A4 page.

- An introduction comprising no more than eight A4 pages of text, highlighting why the area deserves city status, with particular reference to:
 - Distinct identity;
 - Civic pride;
 - Cultural infrastructure, interesting heritage, history and traditions
 - Vibrant and welcoming community;
 - Record of innovation;
 - Sound governance and administration;
 - Associations with Royalty;
 - Other particularly distinctive features, age, residents or communities who have made widely recognised significant contributions to society and culture.
- A profile of the area, including statistics, to assist understanding of the area and its bid in comparison to the bids of other applicants. The profile should comprise no more than ten A4 pages including numbers and tables and should cover:
 - Economic activity, including the number of people who work but do not reside in the area;
 - The resident population of the area;

- Information on public green spaces, sport and leisure facilities, and shopping centres;
- Information on local authority support of any kind for the voluntary sector.
- Up to 50 photographs of permanent features of the area rather than events or people, with brief captions describing what is shown. The emphasis should be on giving a representative and reasonably comprehensive impression of the area and especially the part that constitutes 'the city centre'.
- One detailed map of the area showing the main tourist, leisure and entertainment sites and green spaces accessible to the public. The main transport routes serving these, with an indication of services' frequency, should be shown on the detailed map or listed in an accompanying document.

3.0 St Andrews bid for City Status

- 3.1 On 20th September an email was received by the Chief Executive from the chair of the Royal Burgh of St Andrews Community Council. The chair advised that there was considerable interest across the community for St Andrews to have its historic City status re-conferred. Apart from giving St Andrews a better basis for its ceremonial occasions, City Status would help distinguish St Andrews from the many towns in the UK. Also, the recognition of St Andrews as a City in Fife, and not just a golf course or a day visit from Edinburgh, would benefit the rest of Fife.
- 3.2 The community council believe that they have the resources around their community to produce the submission document and would only request that Fife Council check the document for accuracy and sign off and submit the bid.
- 3.3 Key features noted by the community council to be highlighted in the application:
- **Distinct Identity:** St Andrews is known worldwide as the "home of golf". It is a destination not somewhere that you pass through. It is isolated from other urban areas in Fife and has a single, active Community Council. St Andrews already has arms matriculated - the only change would be to the coronet.
 - **Civic Pride:** Our ongoing civic occasions, our crest on our litter bins, our support of the Clean and Green and our application for which we expect the support of our many local Trusts, Charitable organisations and local business organisations should testify to this.
 - **Cultural Infrastructure, Interesting Heritage, History and Traditions:** Younger Hall, Laidlaw Music Centre, Byre Theatre, New Picture House, University, Cathedral, Castle, festivals, Lammas, Kate Kennedy Procession etc.
 - **Vibrant and welcoming community:** a million visitors a year, high visitor satisfaction.
 - **Associations with Royalty:** Edward 1 of England, Robert the Bruce, James I of Scotland, James V, Mary of Guise, Mary Queen of Scots, William IV when Duke of Clarence and St Andrews (the R&A); Duke and Duchess of Cambridge and others.
 - **Other particularly distinctive features:** Parliament Hall (Scottish Parliament (1645-6)); harbour etc.

- 3.4 In addition, in a motion agreed at its meeting of 29th September, North East Fife Area Committee noted that it was aware that the Royal Burgh of St Andrews Community Council had indicated that it wishes to regain its historical city status. The Area Committee acknowledged that the appropriate governance would be required before an application is submitted and agreed to offer its support to this application in consideration of any formal Council decision.

4.0 Conclusions

- 4.1 The submission of the bid for city Status will provide the chance to showcase civic pride, heritage, record of innovation and bring greater prosperity of opportunity to the area.

Report Contact:

Donald Grant
Community Manager – North East Fife
County Buildings, Cupar
Tel. 03451 555 555 Ext 446109
Email: donald.grant@fife.gov.uk

24 November 2021

Agenda Item No. 14

Byre Theatre, St. Andrews

Report by: Paul Vaughan, Head of Communities and Neighbourhoods & Ken Gourlay, Head of Assets, Transportation and Environment

Wards Affected: 18

Purpose

Though the Assets and Corporate Services Sub-Committee has responsibility for approving the transactional activity relating to properties, as the asset is a significant facility within the town, we are seeking endorsement from the Area Committee on the proposed renewal terms of the lease which includes the grant of option to buy to the University of St. Andrews.

Recommendations

Committee is asked to comment on the proposals in this report. These comments will be included in the final report to the Assets and Corporate Services Sub-Committee.

Resource Implications

Should the building become vacant the Council will be responsible for rates and other holding costs until re-let or sold.

The District Valuer has determined that the proposal will result in the loss of an asset with a value of £445,000.

Legal & Risk Implications

Should an agreement not be reached the Council may have a vacant property for a period of time. There is potential adverse reputational impact should the building close. Longer term should the University exercise the option to acquire the subjects the Council will have no control over use other than our statutory role as planning authority.

Impact Assessment

An EqIA is not required because the report does not propose a change or revision to existing policies and practices.

Consultation

Ward 18 Councillors at recent ward meetings.

1.0 Introduction

- 1.1 The Byre Theatre is currently leased by Fife Council to the University Court of the University of St. Andrews. The 25-year lease commenced on 18th August 2014, following the liquidation of the Byre Theatre of St. Andrews in January 2013. The annual rent excluding VAT is £300.00. The general terms of the lease are for the tenant to manage and operate the subjects in a manner that supports the delivery of the Fife Cultural Strategy, Generations of Change and Creative Scotland's National strategy for the arts.
- 1.2 Both the Council and the University wish to agree a new lease that will safeguard the future of Byre Theatre in the long-term. The proposal is to extend the current lease by 15 years to expire in August 2054, with an option to purchase for £1 on lease termination.

2.0 Current Arrangements

- 2.1 The Byre Theatre, located within the centre of St. Andrews, was custom built in 2001 at a cost of £5.5m to provide a main theatre (216 seat auditorium) and a 100-seat studio theatre, bistro, bar and conference venue with associated offices, catering kitchen, dressing rooms and toilets etc. The previous theatre located on this site was demolished; it is presumed that all sandstone used in the current theatre was salvaged from the previous theatre.
- 2.2 The building extends to 1263 m² over 5 levels (with basement area below the theatre); the public have access to parts of the first three levels, whilst the 5th floor houses the boiler room. The building is constructed on a sloping site; level entry at the front of the building brings the public into the bar/bistro area, whilst level entry at the rear brings the public into the rear box office/foyer on the floor above.
- 2.3 It is expected that the University, through the operation of The Byre Theatre will play a key role in the implementation and achievement of the strategic aims of the National Cultural Strategy and at the same time make a significant contribution to culture, creativity, learning and attainment, and economic activity in St. Andrews, Fife, and the rest of Scotland.
- 2.4 To achieve these aims, the University have agreed that they will continue undertake to pursue the following strategies:
 - Provide a year-round programme of work to increase participation and attendances in drama, music, opera, film and live screenings, dance and the visual arts, including in-house productions, student group productions, touring productions and hires to local community groups.
 - Make effective and imaginative use of the theatre and its facilities as a teaching space for English, Film Studies, Modern Languages, Social Anthropology and Music, among other degree subjects.
 - Deliver high-quality seasons using available touring productions which offer a wide range of experiences and art forms.
 - Create opportunities for co-productions, residencies, artistic development and outreach work in partnership with artists and other cultural bodies in St Andrews, Fife and beyond.
 - Develop a public engagement programme related to selected major productions on show, such as matinees, lecture talks, online events, teachers' packs, workshops or visits to and from schools.

- Provide activities to encourage older people to attend the theatre programme.
 - Develop a studio programme promoting new and high-quality work by student groups and local community groups.
 - Provide opportunities for student internships and modern apprenticeships to help young people into work in the creative industries and support the development of a strong local creative sector.
 - Develop the use of the theatre as a creative production hub through development of student theatre and support for playwriting degrees, to support the creative economy of St. Andrews and Scotland.
 - Develop and implement an effective marketing, communications and customer services strategy focusing on engagement, participation and maximising visitor numbers.
 - Operate the theatre in accordance with recognised industry and public service standards, and quality assurance programmes.
 - Promote effective access and equalities policies to enable use of the theatre by the entire community, including sign language interpreted/audio described performances.
- 2.6 The University also develops its partnership working with local and national arts and cultural organisations, including building on existing strategic alliances with the National Theatre of Scotland, Scottish Opera, Scottish Chamber Orchestra and the Royal Conservatoire of Scotland.
- 2.7 There is a Byre Theatre Stakeholders Group which includes representatives of the main stakeholders in the theatre, including the University of St. Andrews senior management, the Byre Theatre senior management, the Director of Music of the University of St. Andrews, the Students Association Sabbatical Officers Committee, together with representatives from Fife Council, St. Andrews Tourism, The Friends of The Byre, Byre Youth Theatre, Byre Writers, and the St. Andrews Partnership. The Stakeholders Group is chaired by a senior representative of the University.

3.0 Proposed Terms

- 3.1 The current lease is due to expire in 2039 and it is proposed that the duration be extended by 15 years to expire August 2054. On expiry the University will have the option to purchase the Theatre for £1. All other terms and conditions including commitment to community access/arts provision are to remain unchanged.
- 3.2 The District Valuer was engaged to assess the impact of the proposed variation; they have determined the value of the asset under the current lease as £445 000 and the value with the lease varied as proposed at £4,500. The proposal represents a loss of £441 000.
- 3.3 Whilst a clawback provision could be introduced for redevelopment and /or change of use, enforcement may be difficult particularly over time. Ultimately there is a reliance on the University continuing the current arrangements once title is transferred in 2054.

4.0 Community Benefit

- 4.1 Where the Council is considering a proposal that a property or properties be disposed of, either by sale or lease, at 'less than the best consideration that can reasonably be obtained', the processes and considerations set out in the Disposal of Land by Local Authorities (Scotland) Regulations 2010 must be followed.
- 4.2 The process consists of three steps:
- The Council must appraise and compare the costs and other dis-benefits and the benefits of the proposal;
 - be satisfied that the disposal for that consideration is reasonable, and
 - be satisfied that as regards some or all the Local Authority area or person's resident or present there, the disposal is likely to contribute to the promotion of improvement of economic development or regeneration; health; social wellbeing; or environmental well-being.
- 4.3 In this instance, the cost of the proposal is £445,000 due to the loss of a future capital receipt, there are no other perceived disbenefits of the proposal.
- 4.4 The benefits are that the University will be able to ensure the following aims for the long-term:
- To maintain and develop a significant local, regional and national theatre, receiving, staging and creating productions of innovation and quality for the residents of and visitors to St. Andrews and Fife.
 - To develop local and nationally significant programmes of work that will contribute to making St. Andrews a vital and vibrant town and extending its reputation for world-class arts, culture, learning, teaching and research.
 - To encourage creative expression and youth, student and wider community engagement via a diverse programme of work on and off stage, offering a mix of high quality and challenging theatre, entertainment, innovation, skills development and participation.
 - To develop knowledge, skills and experience of the staff.
 - For the Byre to be a cultural resource for the local community in harmony with University staff and students and our global audiences through online engagement.
 - To support and develop links with other educational institutions to create and deliver opportunities for skills development and learning at all ages.
 - To develop work and activities which promote engagement with and the enjoyment of the theatre to new audiences.
 - To continue to develop the infrastructure of the theatre to ensure the building is fully accessible and to enhance the quality of the facilities provided for artists, audiences and visitors.
 - To contribute to St. Andrews' economy by attracting visitors to the theatre, play an active role in local cultural initiatives and help strengthen the economy of the town.
 - To work in partnership with business, education, arts, student, youth and community organisations to extend the range and reach of the theatre's work.

- 4.5 Comparison: compared with the costs and other disbenefits, the benefits of this proposal are considered by the Head of Communities and Neighbourhoods to be greater, and the proposal is considered to be reasonable.

5.0 Conclusion

- 5.1 After considering the opportunity cost to the Council and the benefits to the community, it is concluded that the Council should vary and extend the lease to the University Court of the University of St. Andrews.

Background Papers

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

1. Executive Committee June 2014
2. Executive Committee April 2014

Report Contacts

Donald Grant
Community Manager
County Buildings, Cupar
Tel: 03451 55 55 55 Ext no 446109
Email: donald.grant@fife.gov.uk

Michael O’Gorman
Service Manager (Estates)
Bankhead Central, Bankhead Park,
Glenrothes KY7 6GH
Tel: 03451 55 55 55 Ext no 440498
Email: michael.ogorman@fife.gov.uk

24 November 2021

Agenda Item No. 15

Common Good Funds Annual Report 2020-2021

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

Wards Affected: 17, 18, 19, 20 and 21

Purpose

The purpose of this report is to advise members of the current status of the Common Good Funds in the area and relevant fund activities over the financial year 2020-21.

Recommendations

Members are asked to:

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

Resource Implications

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

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

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

1.0 Background

- 1.1 Annual reporting is one of a suite of measures designed to ensure that Fife's Common Good Funds are managed and reported in a way that reflects best value for the organisation.
- 1.2 Historically, the Common Good Fund has comprised both capital and revenue balances. The capital balance consists of fixed assets which are heritable property and investments. The revenue balance comprises current assets held in the Council's accounts on behalf of the relevant fund.

2.0 Common Good Fund - Key Elements

2.1 Revenue Account

2.1.1 Income

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

2.1.2 Expenditure

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

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

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

3.0 Balance Sheet

3.1 Fixed Assets

3.1.1 Heritable Property

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

The attached accounts reflect the assets held on the Common Good Balance sheet as at 31st March, 2021. A complete list of all Common Good assets relative to this Area is also attached at Appendix 3.

3.1.2 Investments

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

The heritable property and investments represent the capital balances.

3.2 Current Assets

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

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

The revenue account and balance sheet form the financial accounts for the Common Good Fund and this is attached as Appendix 2 to this report.

4.0 Moveable Property

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

5.0 Conclusions

- 5.1 This report and its appendices are intended to give Members greater information on the relevant Common Good Funds.

List of Appendices

1. North East Fife Area Common Good Fund Annual Reports 2020-21
 - A – Anstruther
 - B - Auchtermuchty
 - C – Crail
 - D – Cupar
 - E – Elie & Earlsferry
 - F – Falkland
 - G – Newburgh
 - H – Newport-on-Tay
 - I – Pittenweem
 - J – St Andrews
 - K – St Monans
 - L – Tayport
2. Financial Statements (marked 2A-K as listed above)
3. Schedule of heritable property

Background Papers

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

- Fife Council Annual Accounts 2020-21

Report Contacts

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**ANSTRUTHER COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £1,040,906. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £28,086. The total balances of Anstruther Common Good are £1,068,992 as shown in Appendix 2-A.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £4,588 (2019-20 £5,589).

2.2 Expenditure

Total expenditure for 2020-21 is £22,300 (2019-20 £25,610).

3. Management of Assets

3.1 There are currently four leased sites in Anstruther as detailed in Note 1 to the Accounts in Appendix 2-A.

3.2 Included in this is the Milton Garage site is operated by Housing and Neighbourhood Services and the surplus is passed to the Anstruther Common Good fund after expenses have been deducted from the rents. In 2020-21 this amount was £881.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £38,499 as shown in Appendix 2-A.

**AUCHTERMUCHTY COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises revenue balances only. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £283. The total balances of Auchtermuchty Common Good are £283 as shown in Appendix 2-B.

2. Key Issues in Financial Year 2020-21

2.1 Income

Total income for 2020-21 is £42 (2019-20 £109).

2.2 Expenditure

There is no expenditure for 2020-21 or in 2019-20.

3. Management of Assets

3.1 There is currently one leased site in Auchtermuchty as detailed in Note 1 to the Accounts in Appendix 2-B.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £42 as shown in Appendix 2-B.

**CRAIL COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £999,957. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £384,285. The total balances of Crail Common Good are £1,384,242 as shown in Appendix 2-C.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £58,635 (2019-20 £62,187).

2.2 Expenditure

Total expenditure for 2020-21 is £5,100 (2020-21 £29,197).

3. Management of Assets

3.1 There are currently four leased sites in Crail as detailed in Note 1 to the Accounts in Appendix 2-C.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £111,474 as shown in Appendix 2-C.

**CUPAR COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £331,815. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £28,583. The total balances of Cupar Common Good are £360,398 as shown in Appendix 2-D.

2. Key Issues in Financial Year 2020-21

2.1 Income

Total income for 2020-21 is £9,202 (2019-20 £11,481).

2.2 Expenditure

Total expenditure for 2020-21 is £27,184 (2019-20 £11,921).

3. Management of Assets

3.1 There is currently one leased site in Cupar as detailed in Note 1 to the Accounts in Appendix 2-D.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £11,194 as shown in Appendix 2-D.

**ELIE & EARLSFERRY COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £75,268. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £52,225. The total balances of Elie & Earlsferry Common Good are £127,493 as shown in Appendix 2-E.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £2,601 (2019-20 £3,534).

2.2 Expenditure

Total expenditure for 2020-21 is NIL (2019-20 £2,474).

3. Management of Assets

3.1 There are no leased sites in Elie & Earlsferry.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £46,640 as shown in Appendix 2-E. Increase was due to Sale of Town Hall for £31,500.

**FALKLAND COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £23,741. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £2,953. The total balances of Falkland Common Good are £26,695 as shown in Appendix 2-F.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £1,159 (2019-20 £1,311).

2.2 Expenditure

Total expenditure for 2020-21 is £3,773 (2019-20 £1,082).

3. Management of Assets

3.1 There are currently two leased sites in Falkland as detailed in Note 1 to the Accounts in Appendix 2-F.

4. Value of Fund

4.1 The total value of the fund has decreased in 2020-21 by £797 as shown in Appendix 2-F.

**NEWBURGH COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises revenue balances only.. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £33,342. The total balances of Newburgh Common Good are £33,342 as shown in Appendix 2-G.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £61 (2019-20 (£124)).

2.2 Expenditure

Total expenditure for 2020-21 is NIL (2019-20 £5,603).

3. Management of Assets

3.1 There is currently one leased sites in Newburgh as detailed in Note 1 to the Accounts in Appendix 2-G.

4. Value of Fund

4.1 The total value of the fund has decreased in 2020-21 by £62 as shown in Appendix 2-G.

**NEWPORT-ON-TAY COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital balances only. The capital balances comprise heritable property totalling £1 as shown in Appendix 2-H.

**PITTENWEEM COMMON GOOD FUND
ANNUAL REPORT 2020-21**

2. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £204,908. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling (£37,819). The total balances of Pittenweem Common Good are £167,089 as shown in Appendix 2-I.

3. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £8,043 (2019-20 £9,669).

3.2 Expenditure

Total expenditure for 2020-21 is £63,151 (2019-20 £15,722).

4. Management of Assets

3.1 There are currently five leased sites in Pittenweem as detailed in Note 1 to the Accounts in Appendix 2-I.

5. Value of Fund

4.1 The total value of the fund has decreased in 2020-21 by £23,650 as shown in Appendix 2-I.

**ST ANDREWS COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £1,215,177. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £172,334. The total balances of St Andrews Common Good are £1,387,511 as shown in Appendix 2-J.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £79,420 (2019-20 £93,127). The decrease is due to no income received for Lammas Market due to COVID-19.

2.2 Expenditure

Total expenditure for 2020-21 is £93,150. (2019-20 (£21,753)).

3. Management of Assets

3.1 There are currently fifteen leased sites in St Andrews as detailed in Note 1 to the Accounts in Appendix 2-J.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £84,201 as shown in Appendix 2-J.

**ST MONANS COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises capital and revenue balances. The capital balances comprise heritable property and investments totalling £679,897. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £189,190. The total balances of St Monans Common Good are £896,087 as shown in Appendix 2-K.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £33,594 (2019-20 £38,087).

2.2 Expenditure

Total expenditure for 2020-21 is £16,619 (2019-20 £16,163).

3. Management of Assets

3.1 There are currently one leased site in St Monans as detailed in Note 1 to the Accounts in Appendix 2-K.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £68,155 as shown in Appendix 2-K.

**TAYPORT COMMON GOOD FUND
ANNUAL REPORT 2020-21**

1. Overall Position

The fund comprises revenue balances only. The revenue balances comprise the Advance to Loans Fund plus debtors less creditors totalling £885. The total balances of Tayport Common Good are £885 as shown in Appendix 2-L.

2. Key Issues in Financial Year 2020-21**2.1 Income**

Total income for 2020-21 is £1 (2019-20 £6).

2.2 Expenditure

Total expenditure for 2020-21 is £NIL (2019-20 NIL).

3. Management of Assets

3.1 There are no leased sites in Tayport.

4. Value of Fund

4.1 The total value of the fund has increased in 2020-21 by £1 as shown in Appendix 2-L.

COMMON GOOD FUNDS - ANSTRUTHER COMMON GOOD

Appendix 2-A

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
2,048.39	Rents	2,010.86
156.64	Interest on Revenue Balances	13.57
3,383.84	External Interest	2,563.63
0.00	Other Income	0.00
<u>5,588.87</u>	Total Income	<u>4,588.06</u>
	Expenditure:	
0.00	Property Costs	0.00
4,610.00	Donations	0.00
0.00	Other Expenditure	0.00
21,000.00	Depreciation & Impairment	22,300.28
<u>25,610.00</u>	Total Expenditure	<u>22,300.28</u>
-20,021.13	Surplus / (Deficit) for Year	-17,712.22
21,000.00	Add Funding from Reval Reserve	22,300.28
<u>978.87</u>	Amended Surplus (Deficit) for year	<u>4,588.06</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
945,012.00	Heritable Property	966,420.00
61,982.72	Investments	74,485.66
	Current Assets:	
22,707.12	Advance to Loans Fund	27,428.46
790.78	Sundry Debtors	657.50
	Less Current Liabilities:	
0.00	Creditors	0.00
23,497.90	Net Current Assets	28,085.96
<u>1,030,492.62</u>	Net Assets	<u>1,068,991.62</u>
	Financed By:-	
-85,480.62	Useable Reserves	-102,571.62
-945,012.00	Unusable Reserves	-966,420.00
<u>-1,030,492.62</u>		<u>-1,068,991.62</u>

ANSTRUTHER COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Anstruther Golf Course	1,000
Cellardyke Town Hall	5
Milton Garages	881
Garage St Andrews Road	125
	<u>2,011</u>

2. Analysis of Donations:

0

3. Depreciation:

Cellardyke Town Hall Anstruther	22,300
	<u>22,300</u>

Notes to Balance Sheet to 31st March 2021

4. Analysis of Heritable Property:

Cellardyke Town Hall Anstruther	928,419
Site;Part Of Anstruther Golf Course Access, St Andrews Rd., Anstruther	37,000
Site-The Loan-Anstruther	1
	1,000
	<u>966,420</u>

5. Analysis of Investments:

Hendersons	74,486
	<u>74,486</u>

6. Analysis of Debtors:

Hendersons Quarter 4 Interest	658
	<u>658</u>

8. Outstanding commitments for applications agreed in current or prior years:

324 Anstruther & District CC	17,000
NEF012 Anstruther Tennis Club	390
	<u>17,390</u>

COMMON GOOD FUNDS - AUCHTERMUCHTY COMMON GOOD

Appendix 2-B

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
40.00	Rents	40.00
68.77	Interest on Revenue Balances	2.08
0.00	External Interest	0.00
0.00	Other Income	0.00
<u>108.77</u>	Total Income	<u>42.08</u>
	Expenditure:	
0.00	Property Costs	0.00
0.00	Donations	0.00
0.00	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>0.00</u>	Total Expenditure	<u>0.00</u>
108.77	Surplus / (Deficit) for Year	42.08
0.00	Add Funding from Reval Reserve	0.00
<u>108.77</u>	Amended Surplus (Deficit) for year	<u>42.08</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
0.00	Heritable Property	0.00
0.00	Investments	0.00
	Current Assets:	
240.45	Advance to Loans Fund	282.53
0.00	Sundry Debtors	0.00
	Less Current Liabilities:	
0.00	Creditors	0.00
240.45	Net Current Assets	282.53
<u>240.45</u>	Net Assets	<u>282.53</u>
	Financed By:-	
-240.45	Useable Reserves	-282.53
0.00	Unusable Reserves	0.00
<u>-240.45</u>		<u>-282.53</u>

AUCHTERMUCHTY COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Land Drum Auchtermuchty

40

40

COMMON GOOD FUNDS - CRAIL COMMON GOOD

Appendix 2-C

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
40,890.00	Rents	43,857.40
2,044.01	Interest on Revenue Balances	191.36
19,253.18	External Interest	14,586.38
0.00	Other Income	0.00
<u>62,187.19</u>	Total Income	<u>58,635.14</u>
	Expenditure:	
2,983.38	Property Costs	0.00
25,814.00	Donations	4,700.00
0.00	Other Expenditure	0.00
400.00	Depreciation & Impairment	400.00
<u>29,197.38</u>	Total Expenditure	<u>5,100.00</u>
32,989.81	Surplus / (Deficit) for Year	53,535.14
400.00	Add Funding from Reval Reserve	400.00
<u>33,389.81</u>	Amended Surplus (Deficit) for year	<u>53,935.14</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
583,753.00	Heritable Property	576,153.00
352,665.76	Investments	423,804.29
	Current Assets:	
325,850.50	Advance to Loans Fund	380,543.98
4,499.33	Sundry Debtors	3,740.99
	Less Current Liabilities:	
0.00	Creditors	0.00
330,349.83	Net Current Assets	384,284.97
<u>1,266,768.59</u>	Net Assets	<u>1,384,242.26</u>
	Financed By:-	
-683,015.59	Useable Reserves	-808,089.26
-583,753.00	Unusable Reserves	-576,153.00
<u>-1,266,768.59</u>		<u>-1,384,242.26</u>

CRAIL COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

David Webster & Son (West Quarry Braes)	150
Crail Golfing Society	3,215
Sauchope Caravan Park	40,017
James Adam	475
	<u>43,857</u>

2. Analysis of Property Costs:

0

3. Analysis of Donations:

NEF029 Crail Museum & Heritage Centre	2,700
NEF045 Crail Community Council - Street Rubbish Bins	2,000
	<u>4,700</u>

4. Depreciation:

Office & Store (Crail Harbour)	400
	<u>400</u>

Notes to Balance Sheet to 31st March 2021

5. Analysis of Heritable Property:

Land, West Quarry Braes, Crail	50
Amenity Land, Rude Well, Marketgate, Crail	1
Marketgate North, Marketgate, Crail	1
Marketgate South, Marketgate, Crail	1
Crail Caravan Site , Sauchope Links, Crail	500,000
Office & Store, The Harbour, Crail	14,000
Land, Balcomie Road, Crail	35,000
Land, East Quarry Braes, Crail	600
Peatfield, St Andrews Road, Crail	26,500
	<u>576,153</u>

6. Analysis of Investments:

Hendersons	423,804
	<u>423,804</u>

7. Analysis of Debtors:

Hendersons Quarter 4 Interest	3,741
	<u>3,741</u>

8. Outstanding commitments for applications agreed in current or prior years:

NEF023 Crail Parish Church Restoration	20,000
NEF028 Repaint MUGA pitch	2,400
NEF031 Crail Public Improvement Works - Phase 2	8,573
NEF035 Refurbish Harbourmasters Office at Crail Harbour	20,000
NEF041 Mercat Cross Restoration	10,000
NEF044 Crail Museum & Heritage Centre - Replace Guttering	2,000
NEF046 Crail Community Council - Kitchen Refurbishment	20,000
NEF050 Crail Community Partnership - Victoria Gardens 2021 Planting	3,000
NEF051 Crail Bowling Club - Replace Clubhouse Windows	2,940
	<u>88,913</u>

COMMON GOOD FUNDS - CUPAR COMMON GOOD

Appendix 2-D

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
3,205.05	Rents	3,205.05
129.76	Interest on Revenue Balances	14.79
7,896.26	External Interest	5,982.28
250.00	Other Income	0.00
<u>11,481.07</u>	Total Income	<u>9,202.12</u>
	Expenditure:	
576.02	Property Costs	605.42
4,750.00	Donations	7,762.50
24.00	Other Expenditure	20.00
6,570.83	Depreciation & Impairment	18,796.02
<u>11,920.85</u>	Total Expenditure	<u>27,183.94</u>
-439.78	Surplus / (Deficit) for Year	-17,981.82
6,570.83	Add Funding from Reval Reserve	18,796.02
<u>6,131.05</u>	Amended Surplus (Deficit) for year	<u>814.20</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
176,797.02	Heritable Property	158,001.00
144,638.09	Investments	173,813.99
	Current Assets:	
25,923.79	Advance to Loans Fund	27,049.01
1,845.30	Sundry Debtors	1,534.28
	Less Current Liabilities:	
0.00	Creditors	0.00
27,769.09	Net Current Assets	28,583.29
<u>349,204.20</u>	Net Assets	<u>360,398.28</u>
	Financed By:-	
-172,407.18	Useable Reserves	-202,397.28
-176,797.02	Unusable Reserves	-158,001.00
<u>-349,204.20</u>		<u>-360,398.28</u>

CUPAR COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Fishers Services Ltd (Little Common)	3,205
	<u>3,205</u>

2. Analysis of Property Costs:

Corporate Building Repairs	66
Fire Insurance -St Catherine Street	539
	<u>605</u>

3. Analysis of Donations:

NEF025 Cupar Community Council - Defibrillators (Foodieash/Cuparmuir)	3,660
NEF048 Toby's Magical Journey	803
NEF054 Cupar Community Council - War Memorial Lighting	1,800
NEF040 Cupar Library Microfilm Scanner	1,500
	<u>7,763</u>

4. Depreciation/Asset Revaluation:

Cupar Burgh Chambers, 5 St Catherine Street, Cupar	18,796
	<u>18,796</u>

Notes to Balance Sheet to 31st March 2021

5. Analysis of Heritable Property:

Cupar Burgh Chambers, 5 St Catherine Street, Cupar	100,000
Amenity Ground (hard standing), Burnside, Cupar	1
Site for Laundry Extension , Little Common, Riggs Place, Cupar	58,000
	<u>158,001</u>

6. Analysis of Investments:

Hendersons	173,814
	<u>173,814</u>

7. Analysis of Debtors:

Hendersons Quarter 4 Interest	1,534
	<u>1,534</u>

8. Outstanding commitments for applications agreed in current or prior years:

NEF004 Tarvit Woodland Park	2,000
NEF024 Building improvement to Castlehill Community Association	6,000
NEF054 Cupar Community Council - War Memorial Lighting	504
	<u>8,504</u>

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
0.00	Rents	0.00
114.85	Interest on Revenue Balances	10.05
3,419.35	External Interest	2,590.52
0.00	Other Income	0.00
<u>3,534.20</u>	Total Income	<u>2,600.57</u>
	Expenditure:	
0.00	Property Costs	0.00
2,474.00	Donations	0.00
0.00	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>2,474.00</u>	Total Expenditure	<u>0.00</u>
1,060.20	Surplus / (Deficit) for Year	2,600.57
0.00	Add Funding from Reval Reserve	0.00
<u>1,060.20</u>	Amended Surplus (Deficit) for year	<u>2,600.57</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
1.00	Heritable Property	1.00
62,633.11	Investments	75,267.25
	Current Assets:	
17,420.05	Advance to Loans Fund	51,560.30
799.08	Sundry Debtors	664.40
	Less Current Liabilities:	
0.00	Creditors	0.00
18,219.13	Net Current Assets	52,224.70
<u>80,853.24</u>	Net Assets	<u>127,492.95</u>
	Financed By:-	
-80,852.24	Useable Reserves	-127,491.95
-1.00	Unusable Reserves	-1.00
<u>-80,853.24</u>		<u>-127,492.95</u>

ELIE & EARLSFERRY COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Donations:

0
0

Notes to Balance Sheet to 31st March 2021

2. Analysis of Heritable Property:

Earlsferry Links Golf Course (Rights)

1
1

3. Analysis of Investments:

Hendersons

75,267
75,267

4. Analysis of Debtors:

Hendersons Quarter 4 Interest

664
664

5. Outstanding commitments for applications agreed in current or prior years:

NEF055 Earlsferry Town Hall

4,550
4,550

COMMON GOOD FUNDS - FALKLAND COMMON GOOD

Appendix 2-F

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
784.03	Rents	784.03
35.06	Interest on Revenue Balances	2.33
491.88	External Interest	372.65
0.00	Other Income	0.00
<u>1,310.97</u>	Total Income	<u>1,159.01</u>
	Expenditure:	
1,082.12	Property Costs	1,741.80
0.00	Donations	0.00
0.00	Other Expenditure	1,404.31
0.00	Depreciation & Impairment	627.00
<u>1,082.12</u>	Total Expenditure	<u>3,773.11</u>
228.85	Surplus / (Deficit) for Year	-2,614.10
0.00	Add Funding from Reval Reserve	627.00
<u>228.85</u>	Amended Surplus (Deficit) for year	<u>-1,987.10</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
13,541.00	Heritable Property	12,914.00
9,009.98	Investments	10,827.44
	Current Assets:	
4,825.31	Advance to Loans Fund	2,857.58
114.95	Sundry Debtors	95.58
	Less Current Liabilities:	
0.00	Creditors	0.00
4,940.26	Net Current Assets	2,953.16
<u>27,491.24</u>	Net Assets	<u>26,694.60</u>
	Financed By:-	
-13,950.24	Useable Reserves	-13,780.60
-13,541.00	Unusable Reserves	-12,914.00
<u>-27,491.24</u>		<u>-26,694.60</u>

FALKLAND COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Golf Club	684
Mr & Mrs M Tudor	100
	<u>784</u>

2. Analysis of Property Costs:

Bruce Fountain Water Services	1,742
	<u>1,742</u>

3. Depreciation

Falkland Golf Club, The Myre, Falkland	627
	<u>627</u>

Notes to Balance Sheet to 31st March 2021

4. Analysis of Heritable Property:

Falkland Golf Club, The Myre, Falkland	11,914
Land, The Loan, Falkland	1,000
	<u>12,914</u>

4. Analysis of Investments:

Hendersons	10,827
	<u>10,827</u>

5. Analysis of Debtors:

Hendersons Quarter 4 Interest	96
	<u>96</u>

COMMON GOOD FUNDS - NEWBURGH COMMON GOOD

Appendix 2-G

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
80.00	Rents	80.00
-204.22	Interest on Revenue Balances	-18.47
0.00	External Interest	0.00
0.00	Other Income	0.00
<u>-124.22</u>	Total Income	<u>61.53</u>
	Expenditure:	
5,603.00	Property Costs	0.00
0.00	Donations	0.00
0.00	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>5,603.00</u>	Total Expenditure	<u>0.00</u>
-5,727.22	Surplus / (Deficit) for Year	61.53
0.00	Add Funding from Reval Reserve	0.00
<u>-5,727.22</u>	Amended Surplus (Deficit) for year	<u>61.53</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
0.00	Heritable Property	0.00
0.00	Investments	0.00
	Current Assets:	
-33,403.90	Advance to Loans Fund	-33,342.37
0.00	Sundry Debtors	0.00
	Less Current Liabilities:	
0.00	Creditors	0.00
-33,403.90	Net Current Assets	-33,342.37
<u>-33,403.90</u>	Net Assets	<u>-33,342.37</u>
	Financed By:-	
33,403.90	Useable Reserves	33,342.37
0.00	Unusable Reserves	0.00
<u>33,403.90</u>		<u>33,342.37</u>

NEWBURGH COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Mrs E Fraser

80

80

2. Analysis of Property Costs:

0

0

COMMON GOOD FUNDS - NEWPORT ON TAY COMMON GOOD

Appendix 2-H

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
0.00	Rents	0.00
0.00	Interest on Revenue Balances	0.00
0.00	External Interest	0.00
0.00	Other Income	0.00
<u>0.00</u>	Total Income	<u>0.00</u>
	Expenditure:	
0.00	Property Costs	0.00
0.00	Donations	0.00
0.00	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>0.00</u>	Total Expenditure	<u>0.00</u>
0.00	Surplus / (Deficit) for Year	0.00
0.00	Add Funding from Reval Reserve	0.00
<u>0.00</u>	Amended Surplus (Deficit) for year	<u>0.00</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
1.00	Heritable Property	1.00
0.00	Investments	0.00
	Current Assets:	
0.00	Advance to Loans Fund	0.00
0.00	Sundry Debtors	0.00
	Less Current Liabilities:	
0.00	Creditors	0.00
0.00	Net Current Assets	0.00
<u>1.00</u>	Net Assets	<u>1.00</u>
	Financed By:-	
0.00	Useable Reserves	0.00
-1.00	Unusable Reserves	-1.00
<u>-1.00</u>		<u>-1.00</u>

NEWPORT ON TAY COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Heritable Property:

Newport War Memorial, Newport on Tay

1
<u>1</u>

COMMON GOOD FUNDS - PITTENWEEM COMMON GOOD

Appendix 2-1

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
1,097.55	Rents	1,597.55
57.52	Interest on Revenue Balances	-4.46
8,513.73	External Interest	6,450.08
0.00	Other Income	0.00
<u>9,668.80</u>	Total Income	<u>8,043.17</u>
	Expenditure:	
15,593.41	Property Costs	30,555.00
0.00	Donations	21,026.00
129.00	Other Expenditure	70.00
0.00	Depreciation & Impairment	11,500.00
<u>15,722.41</u>	Total Expenditure	<u>63,151.00</u>
-6,053.61	Surplus / (Deficit) for Year	-55,107.83
0.00	Add Funding from Reval Reserve	11,500.00
<u>-6,053.61</u>	Amended Surplus (Deficit) for year	<u>-43,607.83</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
29,002.00	Heritable Property	17,502.00
155,948.21	Investments	187,405.55
	Current Assets:	
3,799.27	Advance to Loans Fund	-39,473.22
1,989.60	Sundry Debtors	1,654.26
	Less Current Liabilities:	
0.00	Creditors	0.00
5,788.87	Net Current Assets	-37,818.96
<u>190,739.08</u>	Net Assets	<u>167,088.59</u>
	Financed By:-	
-161,737.08	Useable Reserves	-149,586.59
-29,002.00	Unusable Reserves	-17,502.00
<u>-190,739.08</u>		<u>-167,088.59</u>

PITTENWEEM COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Andrew Millar (Relief Stipend due for crop)	41
Allan Robert Whiteford (East & West park)	421
Allan Whiteford (West Braes)	335
Community Library & Info Centre	300
The West Braes Project	500
	<u>1,597</u>

2. Analysis of Property Costs:

Corporate Building Repairs	30,461
Premises Insurance	94
	<u>30,555</u>

3. Depreciation:

Agricultural Land, West Braes, Pittenweem	11,500
	<u>11,500</u>

Notes to Balance Sheet to 31st March 2021

4. Analysis of Heritable Property:

Grazing Paddock, Milton Road, Pittenweem	2,500
Land at East & West Park, Milton Road, Pittenweem	2,500
Agricultural Land, West Braes, Pittenweem	2,500
Pittenweem Tolbooth , Market Cross, High Street, Pittenweem	10,000
Amenity Land (South of Town Hall), Cove Wynd, Pittenweem	1
Coastal Slopes and Outdoor Swimming Pool, West Braes, Pittenweem	1
	<u>17,502</u>

7. Analysis of Investments:

Hendersons	187,406
	<u>187,406</u>

8. Analysis of Debtors:

Hendersons Quarter 4 Interest	1,654
	<u>1,654</u>

COMMON GOOD FUNDS - ST ANDREWS COMMON GOOD

Appendix 2-J

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
66,605.85	Rents	59,949.00
1,092.80	Interest on Revenue Balances	138.18
25,428.70	External Interest	19,265.06
0.00	Other Income	67.54
<u>93,127.35</u>	Total Income	<u>79,419.78</u>
	Expenditure:	
0.00	Property Costs	175.00
28,215.59	Donations	80,257.53
0.00	Other Expenditure	660.86
-49,968.67	Depreciation & Impairment	12,056.78
<u>-21,753.08</u>	Total Expenditure	<u>93,150.17</u>
114,880.43	Surplus / (Deficit) for Year	-13,730.39
-49,968.67	Add Funding from Reval Reserve	12,056.78
<u>64,911.76</u>	Amended Surplus (Deficit) for year	<u>-1,673.61</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
952,376.00	Heritable Property	944,294.22
465,784.35	Investments	559,740.77
	Current Assets:	
226,303.15	Advance to Loans Fund	225,631.10
10,942.48	Sundry Debtors	9,940.92
0.00	Less Current Liabilities:	
	Creditors	0.00
237,245.63	Net Current Assets	235,572.02
<u>1,655,405.98</u>	Net Assets	<u>1,739,607.01</u>
	Financed By:-	
-703,029.98	Useable Reserves	-795,312.79
-952,376.00	Unusable Reserves	-944,294.22
<u>-1,655,405.98</u>		<u>-1,739,607.01</u>

ST ANDREWS COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

Contribution from the Lammas Market	0
78 South Street	24,000
Car Park Bruce Embankment	16,000
Sea Life Museum	4,600
Golf Museum Site	1,000
Former Pavillion Tea Rooms	1,250
Fishermans Stores Store 1-9	4,099
	<u>50,949</u>

2. Analysis of Property Costs:

Property Service Fees-Client Generated	175
	<u>175</u>

3. Analysis of Donations:

NEF007 Bruce Embankment Toilets	59,000
NEF036 St Andrews Environment Network - Clean & Green	11,258
NEF016 St Andrews United Football Club	10,000
	<u>80,258</u>

4. Depreciation:

Fishermens Stores No 1-9 Shoremill	1,325
Amenity Ground, East Bents	1,351
Car Park, Bruce Embankment	1,381
Shop, 78 SouthStreet	8,000
	<u>12,057</u>

Notes to Balance Sheet to 31st March 2021

5. Analysis of Heritable Property:

Shop, 78 South Street, St Andrews	166,000
Site for Golf Museum , Golf Place, St Andrews	170,000
Aquarium , Bow Butts / The Scores, St Andrews	77,000
Car Park, Bruce Embankment, St Andrews	438,619
Fishermens Stores, Nos 1-9 Shoremill, The Harbour, St Andrews	40,000
Amenity Ground, Mavis Bank, St Andrews	1
Amenity Ground, Lade Braes, St Andrews	1
Dismantled Railway (Jacobs Ladder), Links Crescent, St Andrews	1
Dismantled Railway, Old Station Road, St Andrews	1
St Andrews Mussel Beds, Eden Estuary, Strathtyrum, St Andrews	1
Amenity Land adjacent Car Park, North Haugh, St Andrews	0
Amenity Ground East Bents, Woodburn Place, St Andrews	52,670
	<u>944,294</u>

6. Analysis of Investments:

Hendersons	559,741
	<u>559,741</u>

7. Analysis of Debtors:

Hendersons Quarter 4 Interest	9,941
	<u>9,941</u>

Other Notes to 31st March 2021

8. Outstanding commitments for applications agreed in current or prior years:

236 St Andrews Harbour Trust - Overpaid - to be recovered?	(5,000)
330 Lade Braes Footpath Improvement Works	50,000
522 Pethrum Bridge Carpet Bed/Signage	1,999
NEF001 St Andrews Town Hall Wi-Fi	4,190
NEF002 Victoria Hall Wi-Fi	4,880
NEF003 Victoria Hall DDA Access	7,722
NEF036 St Andrews Environment Network - Clean & Green	13,742
NEF038 St Andrews Tennis Club	20,000

COMMON GOOD FUNDS - ST MONANS COMMON GOOD

Appendix 2-K

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
23,000.00	Rents	23,000.00
1,235.66	Interest on Revenue Balances	100.62
13,851.27	External Interest	10,493.85
0.00	Other Income	0.00
<u>38,086.93</u>	Total Income	<u>33,594.47</u>
	Expenditure:	
8,640.18	Property Costs	2,399.02
7,515.00	Donations	14,220.00
7.35	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>16,162.53</u>	Total Expenditure	<u>16,619.02</u>
21,924.40	Surplus / (Deficit) for Year	16,975.45
0.00	Add Funding from Reval Reserve	0.00
<u>21,924.40</u>	Amended Surplus (Deficit) for year	<u>16,975.45</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
375,000.00	Heritable Property	375,000.00
253,717.76	Investments	304,896.84
	Current Assets:	
168,977.75	Advance to Loans Fund	186,498.78
3,236.95	Sundry Debtors	2,691.37
	Less Current Liabilities:	
0.00	Creditors	0.00
172,214.70	Net Current Assets	189,190.15
<u>800,932.46</u>	Net Assets	<u>869,086.99</u>
	Financed By:-	
-425,932.46	Useable Reserves	-494,086.99
-375,000.00	Unusable Reserves	-375,000.00
<u>-800,932.46</u>		<u>-869,086.99</u>

ST MONANS COMMON GOOD

Notes to Revenue Account Year to 31st March 2021

1. Analysis of Rental Income:

St Monans Caravan Site, The Common, St Monans

375,000

375,000

2. Analysis of Property Costs:

Electricity

99

Property Lease (5 West Shore)

2,300

2,399

3. Analysis of Donations:

NEF037 St Monans & Abercrombie Newsletter

1,720

NEF042 Camera Collection Museum

12,500

14,220

Notes to Balance Sheet to 31st March 2021

4. Analysis of Heritable Property:

St Monans Caravan Site, The Common, St Monans

375,000

375,000

5. Analysis of Investments:

Hendersons

304,897

304,897

6. Analysis of Debtors:

Hendersons Quarter 4 Interest

2,691

2,691

7. Outstanding commitments for applications agreed in current or prior years:

521 St Monans & Abercrombie Community Action Plan

146

NEF053 Beautiful St Monans

6,000

NEF053 St Monans Playpark

109,000

115,146

COMMON GOOD FUNDS - TAYPORT COMMON GOOD

Appendix 2-L

Revenue Account Year Ended 31st March 2021

2019/20		2020/21
	Income:	
0.00	Rents	0.00
5.81	Interest on Revenue Balances	0.49
0.00	External Interest	0.00
0.00	Other Income	0.00
<u>5.81</u>	Total Income	<u>0.49</u>
	Expenditure:	
0.00	Property Costs	0.00
0.00	Donations	0.00
0.00	Other Expenditure	0.00
0.00	Depreciation & Impairment	0.00
<u>0.00</u>	Total Expenditure	<u>0.00</u>
5.81	Surplus / (Deficit) for Year	0.49
0.00	Add Funding from Reval Reserve	0.00
<u>5.81</u>	Amended Surplus (Deficit) for year	<u>0.49</u>

Balance Sheet as at 31st March 2021

	Fixed Assets:	
0.00	Heritable Property	0.00
0.00	Investments	0.00
	Current Assets:	
884.70	Advance to Loans Fund	885.19
0.00	Sundry Debtors	0.00
	Less Current Liabilities:	
0.00	Creditors	0.00
884.70	Net Current Assets	885.19
<u>884.70</u>	Net Assets	<u>885.19</u>
	Financed By:-	
-884.70	Useable Reserves	-885.19
0.00	Unusable Reserves	0.00
<u>-884.70</u>		<u>-885.19</u>

Anstruther & Cellardyke Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000400	Easter Town Hall	Cunzie Street	Anstruther	Whole asset
000406	Cellardyke Town Hall	Tollbooth Wynd	Anstruther	Whole asset
005082	Cellardyke Harbour	Shore Street	Anstruther	Whole asset
005974	St Andrews Road Car Park	Station Road	Anstruther	Part of asset
006603	Land at Anstruther Golf Course	The Golf Course	Anstruther	Whole asset
100065	Cellardyke Park	East End	Anstruther	Whole asset
100128	Garage Site	St Andrews Road	Anstruther	Whole asset
100975	Car Park	George Street	Anstruther	Whole asset
101085	Access Road	St Andrews Road	Anstruther	Whole asset
101268	Anstruther Wester Pier	Esplanade High Street West	Anstruther	Whole Asset

Auchtermuchty Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000401	Victoria Hall	19 Burnside	Auchtermuchty	Whole asset
000402	Auchtermuchty Town Hall/Library	High Street	Auchtermuchty	Whole asset
004170	Low Road Park	Stratheden Place	Auchtermuchty	Whole asset
005975	Station Road Car Park	Station Road	Auchtermuchty	Whole asset
100976	Station Road Park	Station Road	Auchtermuchty	Whole asset
101079	Amenity Land	Newburgh Road	Auchtermuchty	Whole asset
101097	Auchtermuchty War Memorial	High Street	Auchtermuchty	Whole asset

Crail Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000404	Crail Town Hall	Municipal Bldgs Marketgate South	Crail	Whole asset
000706	Ashburn Park	St Andrews Road	Crail	Most of asset
000707	Victoria Park	St Andrews Road	Crail	Whole asset
000709	Beechwalk Park	St Andrews Road	Crail	Most of asset
000825	Crail Caravan Site	Sauchope Links	Crail	Whole asset
005977	Marketgate South Car Park	Marketgate	Crail	Whole asset
006608	Office & Store	The Harbour	Crail	Whole asset
100080	Land	Balcomie Road	Crail	Whole asset
100093	Land	West Quarry Braes	Crail	Whole asset
100094	Land	East Quarry Braes	Crail	Whole asset
100130	Peatfield	St Andrews Road	Crail	Whole asset
100295	Amenity Ground	Castle Walk	Crail	Whole asset
101013	Tolbooth Housing	Nos. 28-30 Tolbooth Wynd	Crail	Whole asset
101014	Auldwell Gardens Housing	Auldwell Gardens	Crail	Whole asset
101021	Marketgate North	Marketgate	Crail	Whole asset
101022	Marketgate South	Marketgate	Crail	Whole asset
101048	Victoria Playground	St Andrews Road	Crail	Whole asset
101049	Rude Well	Marketgate	Crail	Whole asset

Cupar Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000403	Cupar Corn Exchange	St Catherine Street	Cupar	Whole asset
000601	Cupar Leisure Centre	Carslogie Road	Cupar	Part of asset
000700	Duffus Park	Carslogie Road	Cupar	Whole asset
000717	Cart Haugh/Hood/Nicholson Park	East Bridge	Cupar	Whole asset
005804	Fluthers Car Park	Burnside	Cupar	Whole asset
006534	Burgh Chambers	5 St Catherine Street	Cupar	Whole asset
006612	Site For Laundry Extension	Little Common Riggs Place	Cupar	Whole asset
101019	Moathill Walk	Moathill Road	Cupar	Whole asset
101020	Little Common Play Park	Riggs Place	Cupar	Whole asset
101061	Amenity Ground	Burnside	Cupar	Whole asset
101062	Amenity Ground	Coal Road	Cupar	Whole asset

Elie & Earlsferry Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
101080	Earlsferry Links Golf Course (Rights)	Links Road	Earlsferry	Whole asset

Falkland Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
100133	Land	The Loan	Falkland	Whole asset
100134	Falkland Golf Club	The Myre New Road	Falkland	Most of asset
100860	Bruce Fountain	High Street	Falkland	Whole asset
101060	Amenity Ground	Victoria Place	Falkland	Whole asset
101167	Old Town House Clock Tower	Back Wynd	Falkland	Whole asset

Newburgh Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000409	Newburgh Clock Tower	67 High Street	Newburgh	Whole asset
000718	Tayside / Mugdrum Park	Abernethy Road	Newburgh	Whole asset
000826	East Shore Football Park & Pav	Coach Road	Newburgh	Whole asset
005987	Cupar Road Car Park	Cupar Road	Newburgh	Whole asset
010118	3 Garage Site	Scotland Terrace	Newburgh	Whole asset
010119	5 Garage Site	The Sweerie Woodruffe Road	Newburgh	Whole asset
010120	Garage Site	Clinton Street	Newburgh	Whole asset
100963	Orchard	Cupar Road	Newburgh	Part of asset
101107	Scotland Terrace/Lyall Place Housing	Lyall Place / Scotland Terrace	Newburgh	Whole asset

Newport on Tay Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
100806	Newport War Memorial	Tay Street	Newport on Tay	Whole asset
101007	Community Garden	64 West Road	Newport on Tay	Whole asset

Pittenweem Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000114	Pittenweem Old Town Hall And Community Library	Cove Wynd	Pittenweem	Whole asset
000704	New Grange Park Playing Field	David Street	Pittenweem	Most of asset
000705	West Braes Park	West Braes	Pittenweem	Whole asset
005988	West Braes Car Park	West Braes	Pittenweem	Whole asset
006604	Grazing Paddock	Milton Road	Pittenweem	Whole asset
006605	Land at East & West Park	Milton Road	Pittenweem	Whole asset
006606	Agricultural Land	West Braes	Pittenweem	Whole asset
006610	Pittenweem Tolbooth	Kirkgate	Pittenweem	Whole asset
100953	West Braes Playing Field	West Braes	Pittenweem	Whole asset
101051	Coastal Slopes and Outdoor Swimming Pool	West Braes	Pittenweem	Whole asset
101081	Amenity Land (South of Town Hall)	Cove Wynd	Pittenweem	Whole asset

St Andrews Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000115	Shop	78 South Street	St Andrews	Whole asset
000413	St Andrews Town Hall	Queens Gardens	St Andrews	Whole asset
000423	Victory Memorial Hall	St Marys Place, Market Street	St Andrews	Whole asset
000723	Site For Golf Museum	Golf Place	St Andrews	Whole asset
000724	Sea Life Centre	Bow Butts / The Scores	St Andrews	Whole asset
004148	St Andrews Public Convenience	Bruce Embankment	St Andrews	Whole asset
005969	Bruce Embankment Car Park	Bruce Embankment	St Andrews	Whole asset
005990	Petheram Bridge (B) Car Park	Doubledykes Road	St Andrews	Corner of asset
006527	Fishermens Stores	Nos 1-9 Shoremill The Shore	St Andrews	Whole asset
100337	Cockshaugh Public Park	Lades Braes	St Andrews	Whole asset
100454	Bow Butts	The Scores	St Andrews	Whole asset
100555	Amenity Ground East Bents	Woodburn Place	St Andrews	Most of asset
101008	St Andrews Mussels Beds	Eden Estuary	St Andrews	Whole asset
101052	Carron Bridge Recreational Area	Lade Braes	St Andrews	Whole asset
101053	Amenity Land	The Shore	St Andrews	Whole asset
101063	Amenity Ground	Mavis Haugh	St Andrews	Whole asset
101064	Amenity Ground	Ladebraes Walk	St Andrews	Whole asset
101065	Amenity Land	Hallow Hill	St Andrews	Whole asset
101066	Dismantled Railway	Links Crescent	St Andrews	Whole asset
101067	Amenity Land	Jacobs Ladder	St Andrews	Whole asset
101086	Dismantled Railway	Old Station Road	St Andrews	Whole asset
101102	Amenity Land adjacent Car Park	North Haugh	St Andrews	Whole asset
101257	Whyte-Melville Memorial Fountain	Market Street	St Andrews	Whole asset

St Monans Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000111	St Monans Library	Hope Place	St Monans	Whole asset
000414	St Monans Town Hall	Hope Place	St Monans	Whole asset
000829	St Monans Caravan Site	The Common	St Monans	Whole asset
001157	St Monans Primary School	Hope Place	St Monans	Nursery part only
004130	St Monans Public Convenience	Hope Place	St Monans	Whole asset
005806	The Common Car Park	Hope Place	St Monans	Whole asset
005996	Hope Place Car Park	Hope Place	St Monans	Whole asset
006611	St Monans Common	Hope Place	St Monans	Whole asset
010137	Garage Site (11 Garages)	Miller Terrace	St Monans	Whole asset
100017	St Monans Heritage Collection	5 West Shore	St Monans	Whole asset
100144	Coastal Slopes	Rose Street	St Monans	Whole asset
101054	Car Park and Amenity Land	Forth Street	St Monans	Whole asset
101087	Garage Site	Hope Place	St Monans	Whole asset
101104	Amenity Land	Rose Street	St Monans	Whole asset

Tayport Common Good Asset List as 31/03/21

SRN	Site Name	Address	Town/City	C G Extent
000415	Gregory Hall	8 Queen Street	Tayport	Whole asset
000824	Tennis Court & Pavilion	Queen Street	Tayport	Most of asset
006067	Tayport Library	17 Queen Street	Tayport	Whole asset
100145	East Common (South)	Shanwell Road South	Tayport	Whole asset
100252	Tayport Amateur Football Club	Shanwell Road	Tayport	Most of asset
101009	West Common	Commony Road	Tayport	Whole asset
101108	Shanwell Road South Housing	Shanwell Road South	Tayport	Whole asset

Non-Settlement Trusts – Annual Update on Expenditure and Funds Held – 2020/21 and Feedback on Review of Trust Funds

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 16,17,18,19 and 20

Purpose

This report provides a position statement on the expenditure relating to the Non-Settlement Trusts covering North East Fife and a Fife-wide statement on funds as of April 2021. The report also provides an update on the outcome of decisions taken by Committee in January and December 2020 following a review of Non-Settlement Trust Funds.

Recommendations

Members are asked to:

1. Note the expenditure statement for the financial year 2020/21 contained in Appendix 1
2. Note the funds available at the year end.
3. Note and comment on the projects supported by the disbursement of these funds found in Appendix 2.
4. Note the action taken to implement the Committee's decisions of January and December 2020. (Appendix 3)

Resource Implications

Members will note the disbursement from Non-Settlement Trust funds in this area amounted to a total of £165,808.26 in 2020/21.

Legal & Risk Implications

This Non-Settlement report raises no legal or risk implications. Following an Audit Scotland overview of the levels of Trust dispersals within Fife, action has been taken to address the relatively low level of take-up from both groups and individuals in terms of applications.

Impact Assessment

An EqIA is not required because the report does not propose a change or revision to existing policies and practices.

Consultation

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

1.0 Background & Context

- 1.1 Settlement Trusts comprise several individual trusts and bequests specific to a defined geography which were brought together in 2014 following consultation with Community Councils and the charities regulator OSCR and/or Lord Advocate.
- 1.2 Non-Settlement Trusts cover more than one geography or were designated for a specific purpose. A list of Non-Settlement Trusts and a statement of fund balances is contained in Appendix 1.
- 1.3 In January 2020 Members agreed to take action to rationalise the number of Non-Settlement Trusts in North East Fife and to promote take up of those which are retained. A reminder of the action agreed and progress to date can be found in Appendix 3, including subsequent actions agreed in December 2020.

2.0 Projects Supported in 2020/21

- 2.1 There are 23 Non-Settlement Trusts across North East Fife, dispersing funding of £165,808.26 in 20/21. Information on projects supported is contained in Appendix 2.

3.0 Conclusion

- 3.1 Actions taken during 2020/21 have significantly improved the position regarding spending.

List of Appendices

1. Expenditure statement for the financial year 2020/21
2. Non-Settlement Trust Payments 2020/21
3. North East Fife Non-Settlement Trust Review update

Background Papers

No background papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973.

Report Contacts

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Appendix 1

		Income & Expenditure Statement													
		Expenditure				Income					Adjusting Surplus/Deficit				
						Interest on					(Gain)/Loss				
		Total				Revenues	Investment	Other	Total		Income Less	Revaluation	(Surplus)/		
		Grants	Property	Expenditure	Depreciation	Balances	Interest	Income	Rents	Income	Expenditure	of Assets or	Investments	Deficit for	
											Investments	of	Year		
Trust Funds	Charity Number														
A75080-BELL FUND/GOOD TEMP	SC019435	7,950.00	0.00	0.00	0.00	7,950.00	(66.60)	(5,657.80)	0.00	0.00	(5,724.40)	2,225.60	0.00	(27,593.35)	(25,367.75)
A75082-BUIST BEQUEST	SC019434	31,487.02	0.00	0.00	0.00	31,487.02	0.00	(414.48)	0.00	0.00	(414.48)	31,072.54	0.00	0.00	31,072.54
A75098-MACINTOSH BEQUEST	SC019399	0.00	0.00	0.00	0.00	0.00	0.00	(17.26)	0.00	0.00	(17.26)	0.00	0.00	(84.22)	(101.48)
A75100-OGILVY DALGLEISH MOR	SC019396	0.00	0.00	0.00	0.00	0.00	(0.52)	(39.93)	0.00	0.00	(40.45)	(40.45)	0.00	(194.70)	(235.15)
A75105-ST. ANDREWS WAR MEM	SC019437	1,053.96	0.00	0.00	0.00	1,053.96	0.00	(4.00)	0.00	0.00	(4.00)	1,049.96	0.00	0.00	1,049.96
A75106-STUART BURSARY	SC019436	1,889.55	0.00	0.00	0.00	1,889.55	0.00	(19.73)	0.00	0.00	(19.73)	1,869.82	0.00	0.00	1,869.82
A75108-THOMAS IRELAND'S TRU	SC019447	106.12	0.00	0.00	0.00	106.12	(0.94)	(77.05)	0.00	0.00	(77.99)	28.13	0.00	(375.76)	(347.63)
A75109-THOMAS S. GREIG'S BEQ	SC019417	0.00	0.00	0.00	0.00	0.00	(4.77)	(490.09)	0.00	0.00	(494.86)	(494.86)	0.00	(2,390.18)	(2,885.04)
A75110-THOMSON BEQUEST ANI	SC019420	18,941.94	0.00	0.00	0.00	18,941.94	(9.60)	(831.79)	0.00	0.00	(841.39)	18,100.55	0.00	(4,056.75)	14,043.80
A75081-BLYTH HALL FUND		982.28	0.00	0.00	0.00	982.28	0.00	(6.91)	0.00	0.00	(6.91)	975.37	0.00	0.00	975.37
A75084-CRAIL PUBLIC LIBRARY TRUST		0.00	0.00	0.00	0.00	0.00	(11.20)	0.00	0.00	0.00	(11.20)	(11.20)	0.00	0.00	(11.20)
A75085-CRAIL WAR MEMORIAL		0.00	0.00	0.00	0.00	0.00	(1.45)	(118.93)	0.00	0.00	(120.38)	(120.38)	0.00	(579.94)	(700.32)
A75086-DONALD & MGT ROSS BEQUEST		66.54	0.00	0.00	0.00	66.54	0.00	0.00	0.00	0.00	0.00	66.54	0.00	0.00	66.54
A75087-DUFFUS PARK DISABLED GARDEN APPEAL		2,100.00	0.00	0.00	0.00	2,100.00	(40.65)	(2,026.35)	0.00	0.00	(2,067.00)	33.00	0.00	(9,882.62)	(9,849.62)
A75088-FLISK PARISH TRUST		0.00	0.00	0.00	0.00	0.00	(0.16)	(7.50)	0.00	0.00	(7.66)	(7.66)	0.00	(36.58)	(44.24)
A75089-FLOWERS IN PERPETUITY		24,461.34	0.00	0.00	0.00	24,461.34	0.00	(76.92)	0.00	0.00	(76.92)	24,384.42	0.00	0.00	24,384.42
A75094-GRAVES DRESSINGS		62,000.00	0.00	0.00	0.00	62,000.00	(31.02)	(11,252.91)	0.00	0.00	(11,283.93)	50,716.07	0.00	(52,900.80)	(2,184.73)
A75096-J. FERGUSON'S TRUST		4,860.00	0.00	0.00	0.00	4,860.00	(29.95)	(5,760.93)	0.00	0.00	(5,790.88)	(930.88)	0.00	(28,096.37)	(29,027.25)
A75097-LEUCHARS PARISH TRUST		352.17	0.00	0.00	0.00	352.17	(2.09)	(263.11)	0.00	0.00	(265.20)	86.97	0.00	(1,283.20)	(1,196.23)
A75099-NORTH CARR LIGHTSHIP FUND		70.29	0.00	0.00	0.00	70.29	0.00	0.00	0.00	0.00	0.00	70.29	0.00	0.00	70.29
A75102-PROVOST SCOTT MEMORIAL FUND		4,246.88	0.00	0.00	0.00	4,246.88	0.00	(59.72)	0.00	0.00	(59.72)	4,187.16	0.00	0.00	4,187.16
A75103-SABINA BUCK EXECUTRY		240.17	0.00	0.00	0.00	240.17	0.00	0.00	0.00	0.00	0.00	240.17	0.00	0.00	240.17
A75107-TAYPORT COMMUNITY TRUST		5,000.00	0.00	0.00	0.00	5,000.00	(17.86)	(4,574.31)	0.00	0.00	(4,592.17)	407.83	0.00	(22,309.14)	(21,901.31)

		Balance Sheet										
		Represented by					Net Worth					
		Movement in										
		Capital	Year in	Closing								
Fund at start	Revaluation	Adjustment	Useable	Balance - 31st	Heritable	Investments	Debtors	Advances to	Creditors	Total		
of Year	Reserve	Account	Reserves	March 20	Property			Loans Fund				
Trust Funds	Charity Number											
A75080-BELL FUND/GOOD TEMP	SC019435	(261,539.26)	0.00	0.00	(25,367.75)	(286,907.01)	0.00	164,386.03	1,451.06	121,069.92	0.00	286,907.01
A75082-BUIST BEQUEST	SC019434	(31,072.54)	0.00	0.00	31,072.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75098-MACINTOSH BEQUEST	SC019399	(820.51)	0.00	0.00	(101.48)	(921.99)	0.00	501.72	4.43	415.84	0.00	921.99
A75100-OGILVY DALGLEISH MOR	SC019396	(1,905.06)	0.00	0.00	(235.15)	(2,140.21)	0.00	1,159.92	10.24	970.05	0.00	2,140.21
A75105-ST. ANDREWS WAR MEM	SC019437	(1,049.96)	0.00	0.00	1,049.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75106-STUART BURSARY	SC019436	(1,869.82)	0.00	0.00	1,869.82	(0.00)	0.00	0.00	0.00	0.00	0.00	0.00
A75108-THOMAS IRELAND'S TRU	SC019447	(3,615.05)	0.00	0.00	(347.63)	(3,962.68)	0.00	2,238.59	19.76	1,704.33	0.00	3,962.68
A75109-THOMAS S. GREIG'S BEQ	SC019417	(20,492.89)	0.00	0.00	(2,885.04)	(23,377.93)	0.00	14,239.36	125.69	9,012.88	0.00	23,377.93
A75110-THOMSON BEQUEST ANI	SC019420	(37,478.74)	0.00	0.00	14,043.80	(23,434.94)	0.00	24,167.89	213.33	(946.28)	0.00	23,434.94
A75081-BLYTH HALL FUND		(975.37)	0.00	0.00	975.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75084-CRAIL PUBLIC LIBRARY TRUST		(20,201.59)	0.00	0.00	(11.20)	(20,212.79)	0.00	0.00	0.00	20,212.79	0.00	20,212.79
A75085-CRAIL WAR MEMORIAL		(5,493.77)	0.00	0.00	(700.32)	(6,194.09)	0.00	3,454.98	30.50	2,708.61	0.00	6,194.09
A75086-DONALD & MGT ROSS BEQUEST		(66.54)	0.00	0.00	66.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75087-DUFFUS PARK DISABLED GARDEN APPEAL		(122,845.36)	0.00	0.00	(9,849.62)	(132,694.98)	0.00	58,875.22	519.70	73,300.06	0.00	132,694.98
A75088-FLISK PARISH TRUST		(479.36)	0.00	0.00	(44.24)	(523.60)	0.00	217.92	1.92	303.76	0.00	523.60
A75089-FLOWERS IN PERPETUITY		(24,384.42)	0.00	0.00	24,384.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75094-GRAVES DRESSINGS		(326,367.61)	0.00	0.00	(2,184.73)	(328,552.34)	0.00	301,276.65	1,799.94	25,475.75	0.00	328,552.34
A75096-J. FERGUSON'S TRUST		(194,711.57)	0.00	0.00	(29,027.25)	(223,738.82)	0.00	167,382.74	1,477.52	54,878.56	0.00	223,738.82
A75097-LEUCHARS PARISH TRUST		(10,346.61)	0.00	0.00	(1,196.23)	(11,542.84)	0.00	7,644.59	67.48	3,830.77	0.00	11,542.84
A75099-NORTH CARR LIGHTSHIP FUND		(70.29)	0.00	0.00	70.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A75102-PROVOST SCOTT MEMORIAL FUND		(4,187.16)	0.00	0.00	4,187.16	(0.00)	0.00	0.00	0.00	0.00	0.00	0.00
A75103-SABINA BUCK EXECUTRY		(240.17)	0.00	0.00	240.17	0.00	0.00	0.00	(0.00)	0.00	0.00	(0.00)
A75107-TAYPORT COMMUNITY TRUST		(145,692.33)	0.00	0.00	(21,901.31)	(167,593.64)	0.00	132,905.60	1,173.19	33,514.85	0.00	167,593.64

Name of Trust	Purpose	Area Covered	Estimated Interest	Full Capital Closing Balance as at 31st March 2021	Applicant/Project	Amount	Total
BELL FUND/GOOD TEMPLARS FUND	Moral and religious improvement of St Andrews	St Andrews	£5,724.40	£286,907.01	Madras College Endowment Fund - Pipe Band, First Aid, Battlefield experience and Burns Supper	£7,950.00	£7,950.00
BLYTH HALL FUND FUND NOW CLOSED	Provision of a Hall	Newport on Tay	£6.91	£0.00	Transferred to Capital Investments for Blyth Hall Refurbishment	£982.28	£982.28
BUIST BEQUEST FUND NOW CLOSED	Improvements or necessary repairs in St Andrews	St Andrews	£414.48	£0.00	Transferred to Bruce Embankment Code	£31,487.02	£31,487.02
CRAIL PUBLIC LIBRARY TRUST		Crail	£11.20	£20,212.79		£0.00	£0.00
CRAIL WAR MEMORIAL	Upkeep of War Memorial	Crail	£120.38	£6,194.09		£0.00	£0.00
DONALD & MGT ROSS BEQUEST FUND NOW CLOSED		St Andrews	£0.00	£0.00	Transferred to St Andrews Common Good	£66.54	£66.54
DUFFUS PARK DISABLED GARDEN APPEAL	Repairs to Gardens	Cupar	£2,067.00	£132,694.98	Grounds Maintenance - Pot hole repairs at middle road Duffus Park	£2,100.00	£2,100.00
FLISK PARISH TRUST	benefit of the poor	Flisk	£7.66	£523.60		£0.00	£0.00
FLOWERS IN PERPETUITY FUND NOW CLOSED	North East Fife Area Generally	NEF	£76.92	£0.00	Split between all Floral Groups in NEF that receive floral grants.	£24,461.34	£24,461.34
GRAVES DRESSINGS	North East Fife Area Generally	NEF	£11,283.93	£328,552.34	Bereavement Services - 6 Month memorial inspection project in NEF, staff, fleet and materials.	£62,000.00	£62,000.00
J. FERGUSONS TRUST	Benefit of the aged/sick poor - Maintenance of a District Nurse in Dunshalt and Auchtermuchty	Dunshalt & Auchtermuchty	£5,790.88	£223,738.82	Dunshalt Community Association - Christmas Presents to the Seniors Auchtermuchty Seniors Club - Christmas Shopping Vouchers	£1,410.00 £3,450.00	£4,860.00
LEUCHARS PARISH CHURCH	Leuchars, Guardbridge & Balmullo - Benefit of the Poor	Leuchars, Guardbridge & Balmullo	£265.20	£11,542.84	Individual Award - Prevention of Poverty Individual Award - Prevention of Poverty	£219.99 £132.18	£352.17
MACINTOSH BEQUEST	Benefit of industrious poor	Dairsie	£17.26	£921.99		£0.00	£0.00
NORTH CARR LIGHTHOUSE FUND FUND NOW CLOSED		Now docked in Dundee	£0.00	£0.00	Transferred to Taymara, a maritime charity who own the North Carr Lightship.	£70.29	£70.29
OGILVY DALGLEISH MORTIFICATION	Coal for the poor	Ceres	£40.45	£2,140.21		£0.00	£0.00
PROVOST SCOTT MEMORIAL FUND FUND NOW CLOSED	Annual Prize for Engineering at Elmwood College	Cupar	£59.72	£0.00	Transferred to SRUC.	£4,246.88	£4,246.88
SABINA BUCK EXECUTRY FUND NOW CLOSED	Benefit of Residents of Kirkhill Sheltered Housing Complex	St Andrews	£0.00	£0.00	Transferred to Housing	£240.17	£240.17
ST.ANDREWS WAR MEMORIAL FUND NOW CLOSED	Upkeep of War Memorial	St Andrews	£4.00	£0.00	Communities and Neighbourhoods - Transferred to Just Do it code for addition of name to War Memorial	£1,053.96	£1,053.96
STUART BURSARY FUND NOW CLOSED	Benefit of St Andrews University	St Andrews	£19.73	£0.00	Transferred to St Andrews University	£1,889.55	£1,889.55
TAYPORT COMMUNITY TRUST (Previously Tayport War Memorial)	Upkeep of War Memorial	Tayport	£4,592.17	£167,593.64	Ferry Port on Craig Commonty Fund - Tayport Heritage Project	£5,000.00	£5,000.00
THOMAS IRELAND'S TRUST	Provision of coal etc	Largoward & Colinsburgh	£77.99	£3,962.68	Individual Award - Prevention of Poverty	£106.12	£106.12
THOMAS S GREIG'S BEQUEST	To provide pavilion in Tayside Park	Newburgh	£494.86	£23,377.93		£0.00	£0.00
THOMSON BEQUEST AND LAING LIBRARY	(1) Thomson - Benefit of the old folks (2) Laing Library - Upkeep of the library	Newburgh	£841.39	£23,434.94	50% payment to Age Concern	£18,941.94	£18,941.94
NEF Total			£31,916.53	£1,231,797.86		£165,808.26	£165,808.26

Name of Trust/OSCR Reference	Purpose	Area Covered	Area Committee Decision 29.01.20/09.12.20
BLYTH HALL FUND	Provision of a Hall	Newport on Tay	Close and use capital investments to contribute to Blyth Hall refurbishment. Actioned
BUIST BEQUEST SC019434	Improvements or necessary repairs in St Andrews	St Andrews	Committee approval to liquidate and transfer monies to St. Andrews Preservation Society (14.08.19). Money ringfenced for Bruce Embankment Toilet Project. Actioned.
CRAIL PUBLIC LIBRARY TRUST		Crail	Raised with the Community Council. No public library in Crail. Opportunity to use funding for the school library? Discuss with Ward Members. Retain meantime until CCP has an opportunity to consider.
DONALD & MARGARET ROSS BEQUEST		St Andrews	Close and transfer funds to St Andrews Common Good. Actioned
DUFFUS PARK DISABLED GARDEN APPEAL	Repairs to Gardens	Cupar	Discuss with Community Council and at ward meeting and report back to North East Fife Area Committee. Actioned
FLOWERS IN PERPETUITY	North East Fife Area Generally	NEF	Close and distribute funds to 'in bloom' groups. Actioned
GALLOWAY TRUSTS - COAL FOR POOR SC019400	Coal for the poor	Colinsburgh	To be transferred to Colinsburgh Development Trust (£7,936). Actioned
GALLOWAY TRUSTS - LIBRARY 1 SC019390	Benefit of a Library	Colinsburgh	To be transferred to Colinsburgh Development Trust. (£506). Actioned
GALLOWAY TRUSTS - LIBRARY 2		Colinsburgh	To be transferred to Colinsburgh Development Trust. (£17,548). Actioned
GRAVES DRESSINGS	North East Fife Area Generally	NEF	Retain and use to support cemeteries in NEF. Actioned
NORTH CARR LIGHTSHIP FUND		Now docked in Dundee	Close and transfer to Taymara, a maritime charity who own the North Carr Lightship. Actioned
PROVOST SCOTT MEMORIAL FUND	Annual Prize for Engineering at Elmwood College	Cupar	Close and transfer funds to SRUC or Fife College? Member decision required. Discuss at ward meeting and report back to North East Fife Area Committee. Actioned
SABINA BUCK EXECUTRY	Benefit of Residents of Kirkhill Sheltered Housing Complex	St Andrews	Close and transfer funds to Housing. Actioned
ST.ANDREWS WAR MEMORIAL SC019437	Upkeep of War Memorial	St Andrews	Funding to be used to pay for costs associated with adding WW1 soldier's name to the War Memorial. Actioned
STUART BURSARY SC019436	Benefit of St Andrews University	St Andrews	Close and transfer funds to St Andrews University. Actioned
THOMAS S GREIG'S BEQUEST SC019417	To provide pavillion in Tayside Park	Newburgh	Discuss at ward meeting and report back to North East Fife Area Committee. Proposal agreed to create new sheltered seating area at Mugrum Park.
THOMSON BEQUEST AND LAING LIBRARY SC019420	(1) Thomson - Benefit of the old folks (2) Laing Library - Upkeep of the library	Newburgh	Discuss at ward meeting and report back to North East Fife Area Committee. To be split between Age Concern, Newburgh and Laing Library. Laing Library element to be deferred until FCT concludes review of Culture and Heritage.

24 November 2021

Agenda Item No. 17

PROPERTY TRANSACTIONS

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

Wards Affected: 16, 17, 18, 19 and 20

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 19 sqm of land at 128 Tom Morris Drive, St Andrews

Term:	5 years from 11 June 2021
Rent:	Year 1 - £3,600p.a., Year 2 - £4,200p.a., Years 3 to 5 – £5,000p.a.
Tenant:	Patrick Woods

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

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Agenda Item No. 20

North East Fife Area Committee

Forward Work Programme

North East Fife Area Committee of 24 November 2021			
Title	Service(s)	Contact(s)	Comments
Proposed 50 mph Speed Limit: B939 at Strathkinnes Crossroads	Assets, Transportation & Environment	Lesley Craig	
Objections to Speed Cushions on Hepburn Gardens, St Andrews	Assets, Transportation & Environment	Stuart Goodfellow	
Objection to Speed Cushions on Buchanan Gardens, St Andrews	Assets, Transportation & Environment	Stuart Goodfellow	
Objections to 40mph Speed Limit - A91, Seggie, Guardbridge	Assets, Transportation & Environment	Stuart Goodfellow	
Proposed 20mph Speed Limit: B936, Newburgh Road, Distillery Street and Burnside, Auchtermuchty	Assets, Transportation & Environment	Lesley Craig	
Spaces for People Programme	Assets, Transportation & Environment	Allan Maclean	
Street Naming and Numbering Consultation	Economy, Planning and Employability	Ryan McQuade	
Public Right of Way and Core Path Diversion - St Andrews West Strategic Development Area	Communities & Neighbourhoods Service	Sarah Johnston	
Area Housing Plan Review 2022-24	Housing Services	Gordon Binnie	
Her Majesty the Queen's Platinum Jubilee in 2022 - Civic Honours Competition – St Andrews	Communities & Neighbourhoods Service	Donald Grant	
Byre Theatre, St. Andrews	Communities & Neighbourhoods Service, Assets, Transportation & Environment	Donald Grant, Michael O'Gorman	
Annual Common Good Update	Finance and Corporate Services	Eleanor Hodgson	
Non-Settlement Trusts – Annual Update	Communities & Neighbourhoods Service	Donald Grant, Eleanor Hodgson	
Property Transactions	Assets, Transportation & Environment	Michael McArdle	
Notice of Motion- Spaces for People			
Notice of Motion- Parking Congestion			
Public Question			

Agenda Item No. 20

North East Fife Area Committee

Forward Work Programme

North East Fife Area Committee of 26 January 2022			
Title	Service(s)	Contact(s)	Comments
Service Provision for North East Fife Holiday Villages and St Andrews	Assets, Transportation & Environment, Communities & Neighbourhoods Service	Ken Gourlay, Paul Vaughan	Motion agreed at meeting 29/9/21.
Pupil Equity Fund	Education and Children's Services	Sarah Else	

North East Fife Area Committee of 16 March 2022			
Title	Service(s)	Contact(s)	Comments
Criminal Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education and Children's Services	Stuart MacArthur	Annual report - last reported 3/3/21.
Area Roads Programme 2022-23	Assets, Transportation and Environment	Neil Watson	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Pupilwise and Parentwise Surveys	Education and Children's Services	Deborah Davidson	3-yearly report - last reported 12/9/18. Due to pandemic no comparative data collected, will advise when surveys restarted.
Health & Social Care	Health and Social Care	Fiona McKay	Education looking at locality planning but are still in emergency powers so until they can remobilise this will be delayed.

Agenda Item No. 20

North East Fife Area Committee

Forward Work Programme

Unallocated			
Title	Service(s)	Contact(s)	Comments
Director of Public Health Annual Report	NHS Fife	Joy Tomlinson	Date to be agreed. Joy Tomlinson advised that the Annual Report has been delayed due to the pandemic and will not be ready until late spring 2022 at the earliest.
Early Learning & Childcare	Education and Children's Services	Clark Graham	Date to be agreed.
St Andrews BID Annual Report	Economy, Planning and Employability	David Grove	Last reported 21 April 2021.
Cemeteries	Assets, Transportation & Environment	Liz Murphy	Will follow consideration by Assets & Corporate Services Sub-Committee.
Regular updates from the People and Place Local Leadership Teams	Communities and Neighbourhoods Service	Donald Grant	Agreed at meeting on 3rd March 2021.
Local Transport Strategy for Fife (inc. Green Routes)	Assets, Transportation and Environment	Allan Maclean	Autumn 2022 - see para. 352 of 9/6/21 meeting.
Local Community Planning Budget Briefing	Communities and Neighbourhoods Service	Donald Grant	Following elections - to advise new administration members of the position regarding the LCP Budget.