

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. **DEPUTATION ON EAST NEUK SKATEPARK BY ‘PLEASE KEEP BANKIE PARK GREEN AGAIN’.**
4. **DEPUTATION ON EAST NEUK SKATEPARK BY ‘ANSTRUTHER SKATEPARK GROUP’.**
5. **MINUTE** – Minute of Meeting of North East Fife Area Committee of 16 August 2023. 3 – 6
6. **EAST NEUK SKATEPARK – STAGE 1 APPRAISAL** – Report by the Head of Communities & Neighbourhood Services. 7 – 18
7. **WAITING RESTRICTION AMENDMENTS – CUPAR ROAD, HIGH STREET & BLYTH STREET, NEWPORT** – Report by the Head of Roads & Transportation Services. 19 – 23
8. **PROPOSED WAITING PROHIBITION: SHANWELL ROAD SOUTH, TAYPORT** – Report by the Head of Roads & Transportation Services. 24 – 27
9. **AREA ROADS PROGRAMME 2022/2023 - FINAL REPORT** – Report by the Head of Roads & Transportation Services. 28 – 39
10. **PARKING CONGESTION MEASURES IN NORTH EAST FIFE** – Report by the Head of Roads & Transportation Services. 40 – 48
11. **LOCAL COMMUNITY PLANNING BUDGET REQUEST – OPTIONS IN LIFE** – Report by the Head of Communities & Neighbourhood Services. 49 – 52
12. **ONFIFE UPDATE** – Report by the Director of Creative Development, OnFife. 53 – 59
13. **NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director, Finance & Corporate Services. 60 – 64

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.

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Finance and Corporate Services

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18 October 2023

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BLENDING MEETING NOTICE

This is a formal meeting of the Committee and the required standards of behaviour and discussion are the same as in a face to face meeting. Unless otherwise agreed, Standing Orders will apply to the proceedings and the terms of the Councillors' Code of Conduct will apply in the normal way

For those members who have joined the meeting remotely, if they need to leave the meeting for any reason, they should use the Meeting Chat to advise of this. If a member loses their connection during the meeting, they should make every effort to rejoin the meeting but, if this is not possible, the Committee Officer will note their absence for the remainder of the meeting. If a member must leave the meeting due to a declaration of interest, they should remain out of the meeting until invited back in by the Committee Officer.

If a member wishes to ask a question, speak on any item or move a motion or amendment, they should indicate this by raising their hand at the appropriate time and will then be invited to speak. Those joining remotely should use the "Raise hand" function in Teams.

All decisions taken during this meeting, will be done so by means of a Roll Call vote.

Where items are for noting or where there has been no dissent or contrary view expressed during any debate, either verbally or by the member indicating they wish to speak, the Convener will assume the matter has been agreed.

There will be a short break in proceedings after approximately 90 minutes.

Members joining remotely are reminded to have cameras switched on during meetings and mute microphones when not speaking. During any breaks or adjournments please switch cameras off.

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

County Buildings, Cupar

16 August 2023

9.30am – 10.10am

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

ATTENDING: Donald Grant, Community Manager (North East Fife), Communities and Neighbourhoods; Michael Anderson, Service Manager, Structural Services, Steven Sellars, Lead Consultant, Road Safety & Travel Planning, Andy Paterson, Lead Consultant, Car Parking Strategy & Operations, Roads and Transportation; David Thomson, Customer Experience Lead Officer, Customer Service Development; and Elizabeth Mair, Committee Officer, Legal and Democratic Services.

APOLOGIES FOR ABSENCE: Councillor Margaret Kennedy.

84. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 22.1.

85. MINUTE

The committee considered the minute of meeting of the North East Fife Area Committee of 21 June 2023.

Decision

The committee agreed to approve the minute.

86. PRESENTATION - CUPAR NOW THIRD ANNUAL REPORT

In the absence of a representative from Destination Digital due to connection issues, this item was continued until alternative arrangements could be made.

87. OBJECTION TO PROPOSED PARKING RESTRICTION – ORCHARD FLAT, AUCHTERMUCHTY

The committee considered a report by the Head of Roads and Transportation Services relating to two objections to a proposal to introduce “No Waiting at Any Time” restrictions on Orchard Flat, Auchtermuchty.

Decision

The committee agreed to set aside the objections to the proposed Traffic Regulation Order (TRO) introducing the “No Waiting at Any Time” restrictions on Orchard Flat, Auchtermuchty as shown in drawing no. TRO/22/67 attached to the report - to allow the Order to be made and the restrictions put in place.

88. BALGOVE ROAD AND GUTCHARDS WAY, GAULDRY – 20MPH SPEED LIMIT

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for an extension of the 20mph speed limit in Gauldry, to include the roads within the new residential development on the land south of Balgove Road.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23_29 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.

89. GRANGE ROAD, ST ANDREWS – 20MPH ZONE AND 30MPH EXTENSION

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the inclusion of a new residential development within an existing 20mph zone and the extension of a 30mph speed limit on Grange Road, St Andrews.

Decision

The committee, in the interests of road safety:-

- (1) agreed to include the new roads within the existing 20mph TRO and to extend the existing 30mph speed limit, both as shown in drawing TRO/23/31 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.

90. MANSE ROAD, SPRINGFIELD – 20MPH ZONE EXTENSION

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the inclusion of a new residential development within an existing 20mph zone to cover new development on land to the east of Manse Road, Springfield.

Decision

The committee, in the interests of road safety:-

- (1) agreed to include the new roads within the existing 20mph TRO zone as shown in drawing TRO/23/32 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.

91. PITLETHIE ROAD, LEUCHARS – 20MPH ZONE EXTENSION

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the inclusion of a new residential development within an existing 20mph zone to cover new development on land to the east of Pitlethie Road, Leuchars and Pitlethie Road north for 87m to the extent of the existing 30mph speed limit.

Decision

The committee, in the interests of road safety:-

- (1) agreed to include the new roads within the existing 20mph TRO as shown in drawing TRO/23/33 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.

92. TAYPORT COASTLINE – SALT MARSH PLANTING

The committee considered a report by the Head of Roads and Transportation Services seeking approval to work in a formal partnership with the University of St Andrews to carry out salt marsh planting along the Tayport frontage to augment and extend previous salt marsh planting trials.

Decision

The committee:-

- (1) noted the potential coast protection and biodiversity benefits that were likely to result from this project; and
- (2) agreed that the Council enter into a formal partnership agreement with the University of St Andrews to deliver this project - to include an annual financial commitment of £10,000 per annum for three years or £15,000 per annum for two years, as required to suit the project funding mechanisms - from the existing coastal revenue budget to support the project.

Councillor Holt joined the meeting following consideration of the above item.

93. 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 from 1 April 2022 to 31 March 2023.

Decision

The committee noted the report on complaints received, including the complaints responded to in target timescales and the proportionality of Service complaints.

94. SUSPENSION OF PARKING CHARGES, LAMMAS MARKET, ST ANDREWS

The committee considered a report by the Head of Roads and Transportation Services seeking approval to recover lost income due to the suspension of on- street parking charges during the Lammas Market in August 2023.

Decision

The committee agreed:-

- (1) to support the recovery of £7,400 in lost income due to suspended on- street parking charges during the Lammas Market from the budget allocated to North East Fife Area Committee for devolved parking initiatives; and
- (2) that a briefing note outlining the arrangements for recovery of lost income be circulated to members.

95. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The committee:-

- (1) noted the North East Fife Area Committee Forward Work Programme; and
- (2) agreed to request that officers include the grassland strategy in the Grounds Maintenance Service, Domestic Waste and Street Cleansing Annual Review report scheduled for the meeting on 6 December 2023.

RETIREMENT

Councillor Ann Verner advised that this was the last meeting that Elizabeth Mair, Committee Officer, would be attending prior to her retirement and, on behalf of the committee, thanked Elizabeth for her work in supporting members over the years. The Convener joined Councillor Verner in wishing Elizabeth well for the future.

25 October 2023

Agenda Item No. 6

East Neuk Skatepark – Stage 1 Appraisal

Report by: Paul Vaughan, Head of Communities & Neighbourhoods

Wards Affected: 19

Purpose

To advise the committee of the outcome of the Council-led options appraisal carried out in relation to the East Neuk Skatepark.

Recommendations

It is recommended that committee:

- Review the Stage 1 Appraisal undertaken on the options for the East Neuk Skatepark
- Note the process to gather the views of the local identified stakeholders
- Note the additional views gathered from the stakeholder consultations
- Consider whether the additional evidence presented from the stage 1 appraisal with stakeholders on the three suggested site options is sufficient to allow a decision to be taken by committee on a suitable site to move to Stage 2.
- Consider if the resource allocation should be used towards Fife Council requesting technical appraisals at each of the sites to provide further consideration of the topography including soil depth and drainage. These are estimated at approximately £5,000 per site.

Resource Implications

The Area Committee previously approved the allocation of £20,000 from the Area Capital Budget 2021-23 towards the overall cost of the East Neuk Skatepark. This contribution is only part funding and further work is required to secure additional funding to deliver the full scope of the project. Project design and development will require resources from council teams and potentially external consultants.

Legal & Risk Implications

There are no significant legal or risk implications.

Impact Assessment

An impact assessment will be required during the design phase of the project.

The consultation reported was led by the Team Manager Community Development with support from community education workers in the team.

1.0 Background

- 1.1 On 16 March 2022, North East Fife Area Committee agreed to allocate £20k of funding from the Area Capital Budget 2021-23 towards the overall cost of the East Neuk Skatepark. This contribution was only part funding and further work to secure additional funding to deliver the full scope of the project. The committee also *“noted that further consultation would be carried out in relation to the options appraisal for the East Neuk Skatepark”*. (2022 NEFAC 213 – para 428).
- 1.2 A report on the community consultation was provided at the East area committee on the 26 April 2023 (2023 NEFAC: 65-86) which was considered by the members. An amendment to the motion was accepted (2023 NEFAC:71) requesting officers to undertake an options appraisal and project design for an East Neuk Skate Park, for further consideration by committee and that Bankie Park and other sites including Waid Academy should be appraised. The motion requested that officers work with the local community to develop the options appraisal and project design incorporating the wider greenspace impact and assessing other impacts for the project. Each option should be scored for its effect on community cohesion.

2.0 Options Appraisal

- 2.1 The Community Manager met with Cllr Corps, Cllr Dillon and Wille Rennie MSP at their request following the agreed motion and the following stages were agreed,
Stage 1 – Options Appraisal
 - Define what constitutes a successful skate park using evidence from national bodies, Police Scotland and discussions with community councils with skateparks with an update provided to members when this has been decided on.
 - Meetings with stakeholders (ASPG, KPBG/Residents, CC) to make judgement on community cohesion. This factor should not, however outweigh any other final decision.
 - Assess which site from Bankie Park, Waid Academy and Pittenweem meets the definition and carry out further options appraisal.
 - Put forward a recommendation for the site that best meets definition for NEFAC to take a judgement on**Stage 2 – Design**
 - Work with ASPG to produce a design for recommended site & carry out the necessary assessments around noise, greenspace etc.
 - Sessions with stakeholders to present design before final approval from NEFAC.
- 2.2 Skate park Scotland was contacted to provide a definition and were directed to the website <https://skateboardscotland.com/guidelines-for-building-a-community-skatepark/>
This was used as a basis for the previous community group consultation and the section on suitable location was taken into consideration for the reported process design of the stakeholder sessions.

- 2.3 Skatepark Scotland advised that designs for parks are unique to the different sites and consideration of the topography including soil depth and drainage are important factors that can change a design in terms of how deep a bowl is for example. Sites that allow for good and natural drainage should be considered. The advice on design in terms of obstacles, is to include a mix of ramp and street depending on available space and budget. Having a good mix of both appeals to beginners and more experienced users. Increasingly there is a demand for flatter areas for roller-skaters and very young kids and beginners too. This is something that has been missed on a lot of the older skateparks and this can prevent people confidently getting started.
- 2.4 The smaller skatepark in Portobello at a cost of £75,000 was suggested a good example of a collaboration with the council and addresses all these elements which cover street, transition, beginner space and more challenging space.
- 2.5 Skatepark Scotland advised that all professional skatepark contractors offer a design service and will work with the user group to work in any specific requests whilst using their experience to keep it practical and usable.
- 2.6 Police Scotland responded their community officers would be happy to get involved in local discussions but was not within their remit to suggest a suitable location as there are many factors to be considered. They shared a successful skate park is one which has support of the local community, buy-in from all partners and is seen as an area that can contribute to the increased health, wellbeing, accessibility and social inclusion of all. It should of course be free from crime, or the fear of crime.

3.0 Stakeholder Sessions

- 3.1 Stakeholder groups and individuals were contacted who were involved or based within the vicinity of each of the three suggested sites. This included representatives from Education, Community Use, Anstruther skate group, Pittenweem community council, Pittenweem west braes project, keep bankie park green, keep bankie park green again, Friends of bankie Park, residents of bankie park area, East Neuk Centre Trust, and Anstruther Community Council were invited to take part in further discussions.
- 3.2 The Place Standard tool was used at the stakeholder meetings as a method to measure and assess responses in key category areas that would be relevant to the skatepark project. This included, Moving Around, Public Transport, Traffic and Parking, Streets and Spaces, Natural Space, Play and Recreation, Facilities & Amenities, social contact, feeling safe and Care & Maintenance.
- 3.3 At each of the meetings, representatives were asked questions related to the category and encouraged to have a discussion and reach a consensus on the score to be placed for each of the sites. The rating method is 1 –7 where 1 means there is a lot of room for improvement and 7 means there is little room for improvement. In addition, group comments were taken on board at each of the meetings.
- 3.4 All of the scores were collated for each of the three site areas and these are presented at Appendix 1.
- 3.5 Additional comments were gathered at the stakeholder meetings and are presented in appendix 2.

4.0 Conclusion

- 4.1 All of the stakeholders invited along were in favour a skatepark facility for young people in the area.
- 4.2 Each of the site's present advantages and disadvantages as shown in appendix 1.

List of Appendices

1. Stakeholder groups Place Standard Data
2. Stakeholder collated comments

Background Papers

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

- Area Capital Budget request – North East Fife Playparks – NEF Area Committee 16 March 2022.
- North East Fife Area Committee 26 April 2023 - NEFAC 25 70. East Neuk Skatepark – Community-led Consultation

Report Contact

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APPENDIX 1

The results below are from 5 stakeholder sessions involving representatives from Education, Community Use, Anstruther skate group, Pittenweem community council, West Braes project, keep bankie park green, keep bankie park green again, Friends of bankie Park, residents of bankie park area, East Neuk Centre Trust

Colour Key: Green (G) highest score = little room for improvement Red (R) lowest score = a lot of room for improvement

WAID, Anstruther						TOTAL	
Moving Around	2	6	6	6	7	27	
Public Transport	5	7	6	7	7	32	G
Traffic & Parking	3	5	5	7	7	27	
Streets & Spaces	3	5	2	7	6	23	
Natural Space	2	1	2	4	7	16	
Play & Recreation	2	4	3	5	6	20	
Facilities & Amenities	2	3	3	7	6	21	
Social contact	1	3	3	7	6	20	
Feeling Safe	2	2	1	7	4	16	
Care & Maintenance	1	2	3	6	3	15	R

WEST BRAES, Pittenweem						TOTAL	
Moving Around	3	6	2	6	5	22	
Public Transport	5	7	3	5	6	26	
Traffic & Parking	3	6	3	5	7	24	
Streets & Spaces	5	4.5	5	7	6	27.5	G
Natural Space	5	4	3.5	7	7	26.5	
Play & Recreation	5	5	2	7	6	25	
Facilities & Amenities	6	5.5	4	7	5	27.5	G
Social contact	6	6	2	4	5	23	
Feeling Safe	3	4.5	2	3	4	16.5	R
Care & Maintenance	5	5	2	6	6	24	

BANKIE PARK, Anstruther						TOTAL	
Moving Around	4	7	7	5	7	30	G
Public Transport	5	7	6	4	7	29	G
Traffic & Parking	3	7	6	1	7	24	
Streets & Spaces	5	7	7	1	5	25	
Natural Space	2	6	7	1	4	20	

Play & Recreation	5	7	7	6	6	31	G
Facilities & Amenities	1	3	3	1	6	14	R
Social contact	5	6	7	3	7	28	G
Feeling Safe	5	7	7	3	6	28	G
Care & Maintenance	5	6	6	6	6	29	G

Appendix 2 - SKATEPARK PLACE STANDARD EXERCISE – STAKE HOLDER GROUP COMMENTS

DISCUSSION AREA	COMMENTS
<p>MOVING AROUND Can each of the sites be easily reached and navigated by walking, biking, skating?</p>	<ul style="list-style-type: none"> • Aiming at school children --> less likely to move as lack of safe ways to travel (P) • Easier if you live in Pittenweem (P) • Not on main road (P) • Bottleneck cars & campervans, busy (P) • On main road, more of a throughfare, encourages more use (B)
<p>PUBLIC TRANSPORT Think about how each site for the suggested skatepark. Are public transport services able to take young people and families to each of the sites?</p>	<ul style="list-style-type: none"> • Buses are always late/delayed and sometimes cancelled. • Delays – buses not turning up (P) • Bus stop near (W) • Might be more buses for Anstruther (St. Andrews loop) (W/B) • Busses hourly (all) • Cycle path directly through park (B)
<p>TRAFFIC & PARKING Is there adequate parking space at the site or areas for drop off safely</p>	<ul style="list-style-type: none"> • Pittenweem is always jammed. • Has huge park (B) • Car parking (W) • Summer parking/crazy - it's not good. Wouldn't even drive to Pittenweem during festival. (P) • All equal • Only evening & weekend (W) • Has parking area, not ideal (B) • No go in Summer, always full (P)
<p>STREETS & SPACES Would a skatepark in each of the locations have a positive effect on the site/surrounding area?</p>	<ul style="list-style-type: none"> • Disruption to current land flattening. Also out of sight for safety. (W) • Add value (P) (W) (B) • Noise issue for residents (B) (P) open space noise travels • Added value for all ages at a site calming with mixed ages (B) • Add to site as nothing there just now could be added to. (W) • Add to the site for added use, improve current area (P)

DISCUSSION AREA	COMMENTS
	<ul style="list-style-type: none"> • Must be designed with locals in mind, not marketed as a tourist attraction • Size may be restricted by area available (P) • Only destination nothing else to come for. Not adding value (W) • Destination and other recreation opportunities (P) • Adding value for families with play equipment for older ones (B)
<p>NATURAL SPACE Is their natural space around the site? Will this be affected by the location of suggested skate park? Could it enhance the space? Would it encourage more people to use the space?</p>	<ul style="list-style-type: none"> • There isn't a natural space plus it would impact the current natural space. (W) • High up and quite exposed (weather) subject to challenge (P) • Not much impact to space (P) • If there are trees/environmental impact (W) • No-one is looking to maintain it. (B) • Will create potential traffic, no crossing at present, needs to be considered (W) • Takes away space, impact on other events (B) • No big impact (P) • Moving trees would be bad for area (W) • Bankie is really big and plenty space to accommodate this (B) • Not taking away space if using previous area (P) • Mature trees already on site. Growing/allotment project already planned (W)
<p>PLAY & RECREATION What opportunities currently at site for children & teens in the suggested sites? Is there a positive impact for health and wellbeing of children and young people at suggested sites.</p>	<ul style="list-style-type: none"> • Already provides essential play and recreation (B) • Limited access/no access at times (W) • Lots going on (P) • Purpose built – Kids club/activities (W) • Already an area for all ages (B) • Already used for recreation (W) • Enhances provision (P) • Additional benefit of more play equipment for older ones (B) • Not favourable for access and impact on school (w) • More opportunities but less space (P) • Already a recreation area (P) • Fixed for organised activities (W)

DISCUSSION AREA	COMMENTS
<p>FACILITIES & AMENITIES Is there a range of amenities at the site(s) for children and young people to access? Are there any accessible nearby?</p>	<ul style="list-style-type: none"> • Limited access. Are not always open (P) • No toilets. Shore would be the closest. (B) • No access when closed (W) • ENC not public toilets • Shops accessible (B) • Toilets when open only Saturday morning. Cleaning would be needed/no café (W) • Toilets seasonal opening, shop bit of a walk (P) • Toilets best site at West Braes (P)
<p>SOCIAL CONTACT Would the suggested site offer additional opportunities to social contact in that area?</p>	<ul style="list-style-type: none"> • Already is a space for social contact (B) • It would be limited. Apart from school. Out of school hours, no. (W) • Could hold jams etc. (W) • Gets used for basketball. Football/rounders on green (B) • More opportunities to meet (B) • Most mixed with others playing (B)
<p>FEELING SAFE Would the local community and those using the site feel safe at this location? Are there spaces well in the site of local communities? Is the area safe for all ages?</p>	<ul style="list-style-type: none"> • It is unlit. Not seen (W) • Can be seen (B) • Limited but nothing/no real structures around (P) • Limited due to location. Finding a space to future proof it. To expand. (P) • Safer at certain times. Floodlights – but there are no lights/CCTV at the identified spot (W) • Isolated, out of view, when school closed (W) • More in view, safer (B) • Isolated (P) • Isolated, not safe (W) • Safer, in view of houses (B) • No one around, isolated. (W) • Temptation for break & lunch usage, added responsibility (W) • More people around (P)

DISCUSSION AREA	COMMENTS
<p>CARE & MAINTENANCE Are the area(s) well maintained at present? Are there any specific problems envisaged at these sites with litter, vandalism? Are there bins? Is there local groups support with this?</p>	<ul style="list-style-type: none"> • School would not have responsibilities. No bins. Potential for vandalism (W) • Lack of maintenance for previous skatepark. (P) • Not currently maintained, no bins (W) • Well maintained cleaned after lunch/with local resident (B) • Nothing at present/no bins (W) • Currently looked after (B) • Already maintained and bins present (B & P) • Monitored 7am – 10pm/sports/countryside (P) • High standard already maintained (B)
<p>INFLUENCE Do you feel as a community you are included as part of the overall discussion? Do local people (including young people) feel listened to in the local community?</p>	<ul style="list-style-type: none"> • From consultation with community young people identified Bankie Park. Young people have done extensive engagement with the community. • Appreciate opportunity to be heard and all views taken on board • This process has impacts for everyone • The whole process has been given a fair hearing. • 4 public meetings >300 people attended • CC held x 2 meetings x 4 stakeholder meetings • Everyone had opportunity to air views. • Young People involved. • Online sessions • Consultation time has been far too long
<p>ANY OTHER COMMENTS / FEEDBACK Are there any further comments or points you wish to share as a stakeholder group?</p>	<ul style="list-style-type: none"> • Diverse population <ul style="list-style-type: none"> --> Conversation --> Sensory --> Greenspace --> Improving use for all ages of using the park • Age group changed. Heard for under 10s only

DISCUSSION AREA	COMMENTS
	<ul style="list-style-type: none"> • No visual of what it would look like • Noise levels can impact on residents (P) • Open space (w) • Enclosed (B) • Litter may increase frequency of clearing or addition of bins to site (P & W) • Shelter already in place <p><u>Waid</u></p> <ul style="list-style-type: none"> • Toilets • Lighting • Shops • CCTV • Curriculum/DAS Unit • Parking • Police Report. • School would take responsibility. <p><u>Pittenweem</u></p> <ul style="list-style-type: none"> • Paths • Transport • Toilets • Future plans for site to sheltered BBQ area and possible multi-purpose building using same site by West Braes Project (P) <p>Silver Dykes Development money? Does this change if the Recommendation is Pittenweem?</p> <p><u>Residents</u></p> <ul style="list-style-type: none"> • Bankie failed the drainage (B) • Noise – acoustic nightmare (B) • No-one really knows what it will look like (all)

DISCUSSION AREA	COMMENTS
	<p><u>Anyone we missed</u></p> <p>Old Folks home - Update by V Wilson was visited on 13th September and email sent to manager on 13/9/23 and no response received</p> <p>Adult skaters – Update by VWilson only provided with social media details and it is not common practice for a council officer to message a member of the public via their private social media page</p> <p>Primary school children – Update by V Wilson wasn't viable in time frame due to summer holidays would need longer planned consultation with School headteachers and wasn't specified in the Stage 1 appraisal</p>

25th October 2023

Agenda Item No. 7

Waiting Restriction Amendments – Cupar Road, High Street & Blyth Street, Newport

Report by: John Mitchell – Head of Roads & Transportation Services

Wards Affected: Ward No. 17 – Tay Bridgehead

Purpose

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to amend existing restrictions and introduce a 'No Waiting At Any Time' prohibition in Cupar Road, Newport.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to revoke The Fife Council (High Street, Newport-on-Tay) (Amendment) Order 2021 and introduce the parking restrictions detailed in drawing no. TRO23_42 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the TRO within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,300, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and installation. 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, Newport, Wormit & Forgan Community Council, Parking Management team and Police Scotland are aware of the proposal.

Formal consultation required by the Road 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 The Fife Council (High Street, Newport-on-Tay) (Amendment) Order 2021 (plan shown in Appendix 2) was made in May 2021, following a request from the Community Council to have a disabled bay provided outside the Spar which, at the time, housed the Post Office. Between the making of the TRO and the changes being done on the ground the situation changed, whereby the Post Office closed and the Community Council requested that the changes were abandoned to retain the two bays in Blyth Street, as they were then well placed for the Blyth Hall which is the venue for the new Outreach PO service.
- 1.2 Cupar Road has a combination of business and residential properties with shops concentrated at the west end. Blyth Street contains public car parking. St Mary's Lane is narrow with limited space for vehicles to manoeuvre. It is also the location of the community centre.
- 1.3 There have been reports of obstructive parking on Cupar Road at the junctions with St Mary's Lane and Blyth Street.

2.0 Issues and Options

- 2.1 In response to the request of the Community Council to cancel the disabled bay on High Street and retain the two in Blyth Street, it is proposed to revoke the 2021 Order to allow the original restrictions to remain.
- 2.2 On Cupar Road, to stop vehicles from parking between the bus stop and the junction of Blyth Street and at the junction of St Mary's Lane it is proposed to introduce "No waiting At Any Time" (double yellow line) restrictions, as shown in Appendix 1.
- 2.3 St Mary's Lane has been approved for a Cat 1 resurfacing scheme for the current financial year. If approved, the TRO implementation will be carried out in conjunction with this scheme.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

List of Appendices

1. Drawing no. TRO23_42
2. TRO Being Revoked

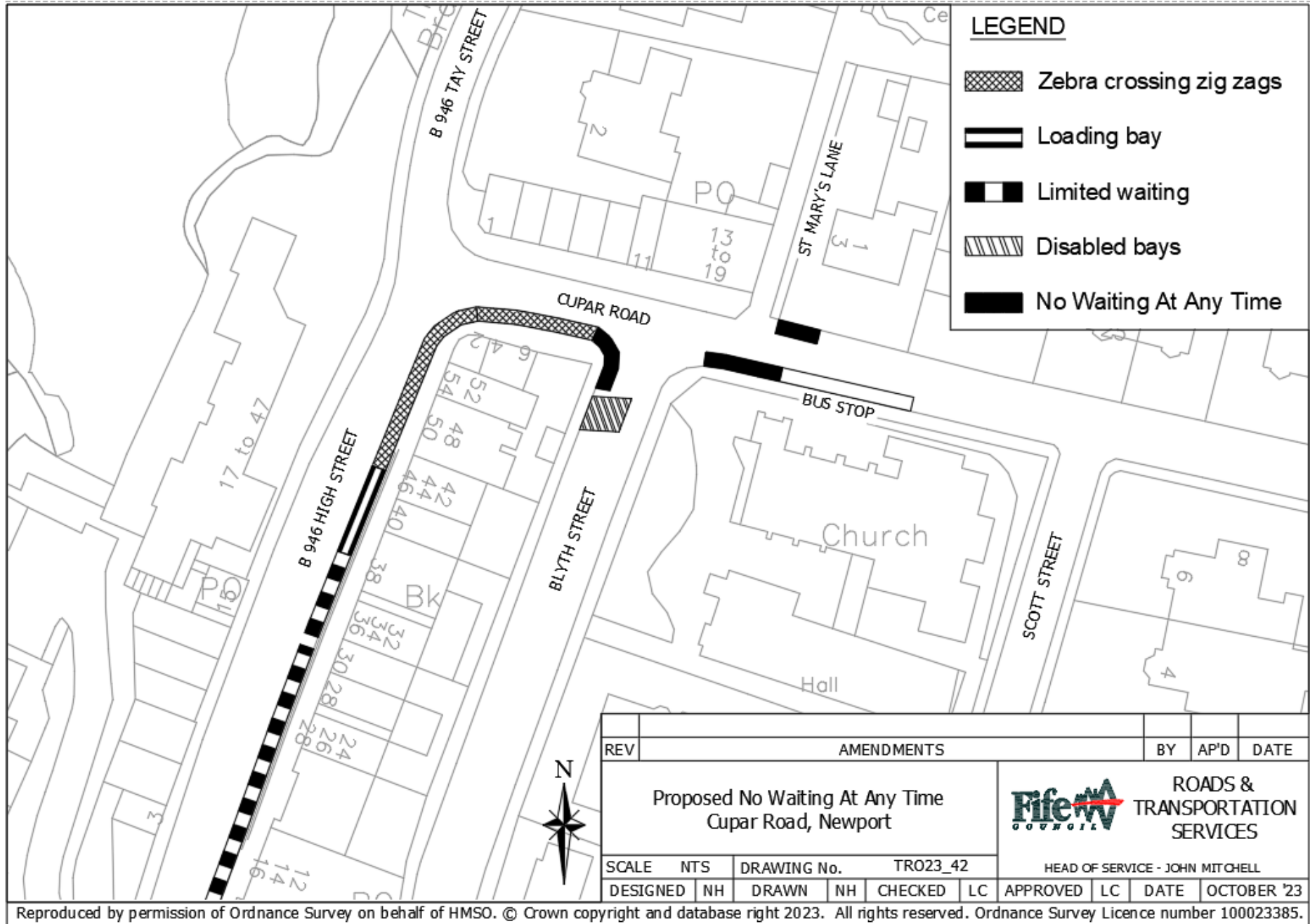
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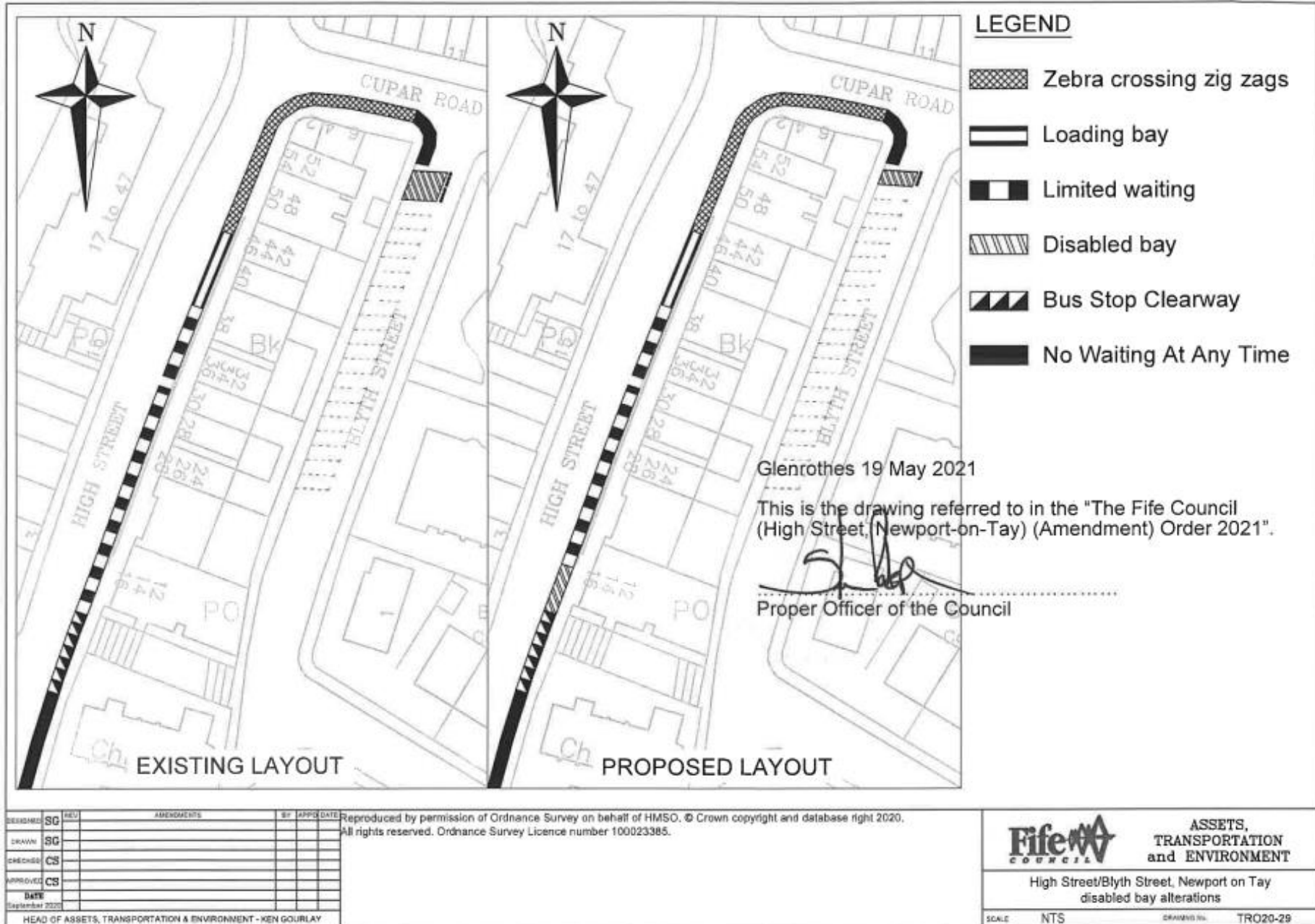
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Appendix 1: Drawing no. TRO23_42 – TRO Proposal



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Appendix 2 – TRO Being Revoked



25th October 2023

Agenda Item No. 8

Proposed Waiting Prohibition: Shanwell Road South, Tayport

Report by: John Mitchell – Head of Roads & Transportation Services

Wards Affected: Ward No. 17 – Tay Bridgehead

Purpose

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce 'No Waiting At Any Time' restrictions in Shanwell Road South, Tayport.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23_38 (Appendix 1) 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 will be approximately £2,500, 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, Tayport Community Council, Parking Management team and Police Scotland are aware of the proposal.

Formal consultation required by the Road 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 Shanwell Road South gives access to commercial premises and the access road to Tentsmuir, which is managed by Fife Coast and Countryside Trust. Clear access must be maintained for the bus turning circle.
- 1.2 The road is narrow with limited space for turning vehicles and is an attractive location for individuals visiting Tentsmuir Forest and the Fife coast.
- 1.3 Links Road North has a public car park for those who wish to access Tentsmuir for recreation.

2.0 Issues and Options

- 2.1 Obstructive parking has been reported in the section of road between the factory access road and Lundin Bridge. The bridge is the extent of the road adoption.
- 2.2 It is proposed to provide "No Waiting At Any Time" (double yellow line) restrictions from the end of adoption to the immediate east of Lundin Bridge westwards to a point east of no's 46/48 as shown in Appendix 1.
- 2.3 The existing 'keep clear' markings would be removed, as these would be superseded by the proposed double yellow lines.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

List of Appendices

1. Drawing no. TRO23_38

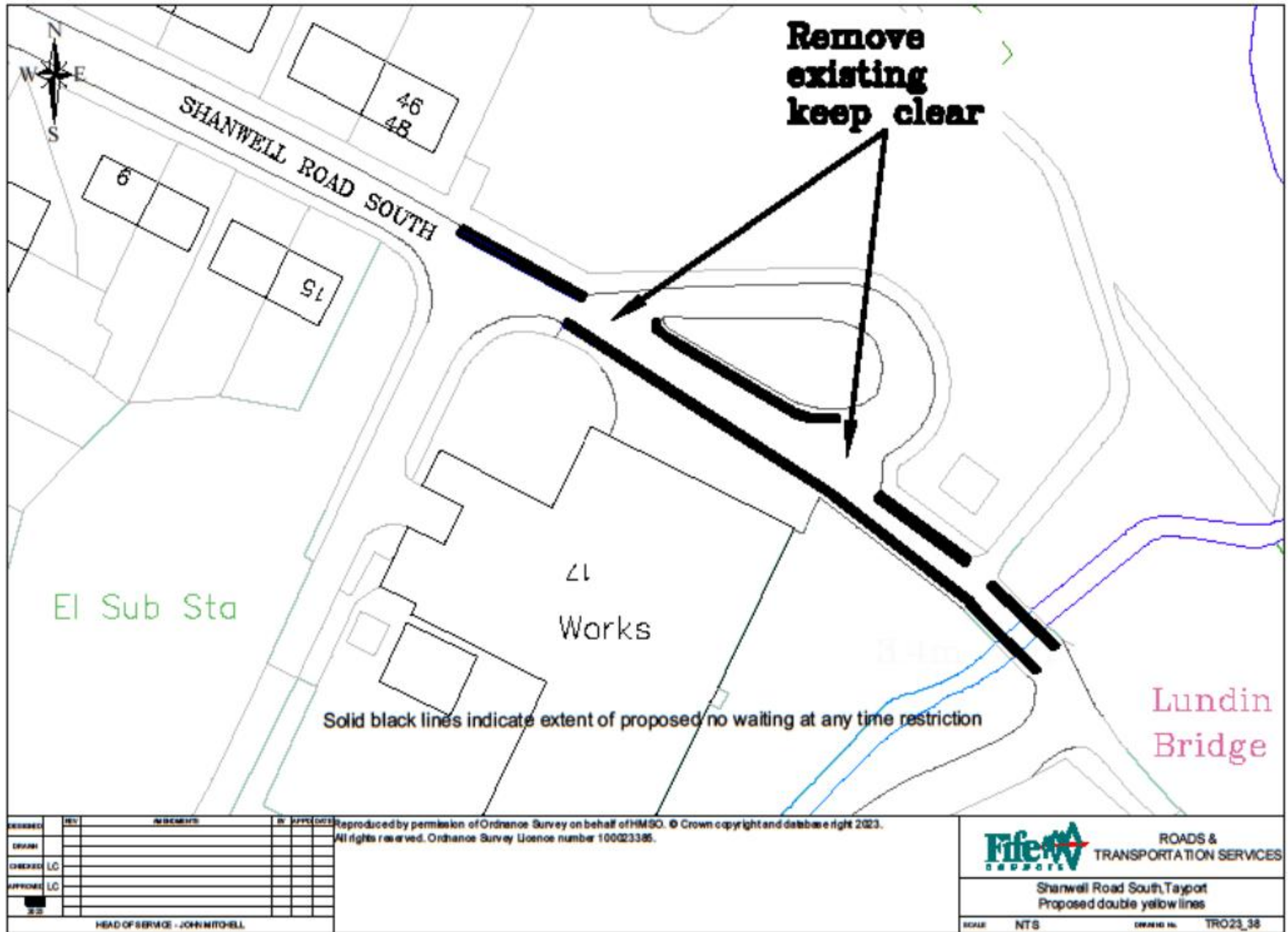
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Appendix 1: Drawing no. TRO23_38



Area Roads Programme 2022/23 – Final Report

Report by: John Mitchell, Head of Roads and Transportation Services

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

Purpose

The purpose of this report is to advise the committee on the delivery of the 2022-23 Area Roads Programme (ARP).

Recommendation(s)

The committee is asked to note the contents of the report and Appendices.

Resource Implications

The 2023-24 ARP was funded from capital and revenue and some ring-fenced budgets. Programmes of work are adjusted, if required, to ensure expenditure remains within the Service budget.

Legal & Risk Implications

There are no known legal or risk implications arising from the report.

Impact Assessment

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

Consultation

Members were consulted on the list of projects forming the 2022-23 ARP.

1.0 Background

- 1.1 Committee agreed the list of projects forming the 2022-23 ARP on 16th March 2022 (2022 NEFAC 213, Para 417 refers).

2.0 Issues and Options

- 2.1 Attached are Appendices 1-5 which detail the final position on the progress of individual projects in the programme.
- 2.2 To improve information on how the programme is progressing throughout the year, an on-line system is in place and continues to be developed.

3.0 Conclusions

- 3.1 The attached appendices show the North East Fife Area Programme for 2022-23. The type of works, work location and expenditure are provided for each project. Any underspend or overspend is carried through to the following years allocation for the committee area.

List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Road Safety & Traffic Management Schemes
4. Lighting Schemes
5. Structures Schemes

Background Papers

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

Not applicable.

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North East Fife Area Committee
Area Roads Programme 2022-23

Carriageway Schemes Outturn

Appendix 1

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2023	Comments
19	Anstruther	Hadfoot Wynd	Full Length	£49,000	£44,694	Complete	
19	Kilrenny	A917	Northeast Side of Village, gradient on approach to 40's	£41,000	£36,320	Complete	
19	Anstruther	A917 Ph 2 of 2	High Street West / Elizabeth Place / High Street East	£83,656	£30,123	Substantially Complete	Completed End of April 2023
17	Newport-On-Tay	Wellgate Street	Full Length	£19,000	£16,868	Complete	
17	Newport-On-Tay	Woodmuir Terrace	Full Length	£32,000	£27,152	Complete	
19	Rural Road	A917	Drumeldrie to Dumbarnie Links Access	£295,200	£311,898	Complete	
20	Springfield	C13 Station Road	Edenside East for 310m	£91,630	£92,226	Complete	
19	Pittenweem	B943 Abbey Wall Road	Full Length	£80,027	£0	Postponed	Postponed due to Budget Availability. Programmed for Nov 2023

North East Fife Area Committee
Area Roads Programme 2022-23

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2023	Comments
19	Pittenweem	A917 James Street	Charles Street / Tollcross to Milton Place	£125,408	£107,652	Complete	
19	Rural Road	U080 (formerly Q39)	U081 (formerly Q40) to U079 (formerly Q38)	£70,738	£90,798	Complete	Additional Works Required
19	Pittenweem	Queen Elizabeth Road	Full Length	£36,000	£0	Postponed	Postponed due to budget availability. Programmed October 2023
16	Falkland	Back Dykes Terrace/East Loan	Full Length	£50,888	£53,651	Complete	
18	St Andrews	Winram Place	Full Length	£49,562	£645	Postponed	Design Only - Postponed due to budget availability. Completed June 2023
19	Pittenweem	Sandycraig Road/Toll Court	Full Length	£30,976	£1,380	Postponed	Design Only - Postponed due to budget availability. Programmed Oct 2023
19	Boarhills	A917 Boarhills (Phase 1 and 2)	Balmashie to Pitmillie	£692,394	£854,337	Complete	Additional Works Required and increase to rates.
20	Cupar	A913	S-bends at Kilmaron Farm	£194,458	£198,159	Complete	
19	Pittenweem	University Avenue	University Terrace to south junction	£17,741	£0	Postponed	Postponed due to budget availability. Programmed

North East Fife Area Committee
Area Roads Programme 2022-23

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2023	Comments
							Oct 2023
17	Guardbridge	A919	A91 Roundabout to Innerbridge Street	£300,000	£0	Postponed	On hold due to Network access Issues due to development/Utility works.
17	Guardbridge	A919	Innerbridge Street to Toll Road	£82,000	£2,205	Postponed	On hold due to Network access Issues due to development/Utility works.
20	Cupar	A91 Bonnygate St Catherine Street East Bridge	Lady Wynd to East Bridge	£240,000	£229,724	Complete	
20	Cupar	C29 East Burnside	A91 East Bridge to North Burnside	£136,000	£146,357	Complete	Works extended due to further deterioration
16	Falkland	A912 Pleasance / New Road	Speed signs to New Road garage	£194,000	£286,809	Complete	Works extended due to further deterioration and increases to rates
18	Strathkinnes	C21 High Road		£210,000	£253,413	Complete	Carry Forward 21/22. Included ditching works
17	Rural Road	C12	A92 to A914	£268,801	£352,391	Complete	Carry Forward 21/22. Additional Work Required & Coal Tar Disposal
16	Rural Road	A91 Section at Fife Boundary		£142,005	£163,333	Complete	Carry Forward 21/22.
18	St Andrews	Gibson Place		£25,858	£30,285	Complete	Carry Forward 21/22.

North East Fife Area Committee
Area Roads Programme 2022-23

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2023	Comments
18	St Andrews	The Scores		£46,000	£43,724	Complete	Carry Forward 21/22.
19	Rural Road	U068 (Formerly Q27)		£235,000	£0	Postponed	Carry Forward 21/22. Scheme postponed due to contractor availability. Completed May 2023
TOTAL				£3,839,342	£3,374,144		

North East Fife Area Committee
Area Roads Programme 2022-23

Footway Schemes Outturn

Appendix 2

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2023	Comments
20	Cupar	Newtown		£20,000	£13,334	Complete	Carry Forward from 21/22 - Combined Lighting & Footway
18	St Andrews	Queens gardens	West Side	£110,000	£575	Postponed	Combined Lighting & Footway. Delayed due to obtaining Planning Permission. Programmed March 2024.
20	Pitlessie	High Street / Ladybank Road / Dowlas Court	From No.9 High Street to Stronvar on Ladybank Road	£45,823	£36,377	Complete	
18	St Andrews	Kilrymont Road Ph1 and Ph2	Lamond Drive to Property No.44 (west Side)	£80,000	£120,282	Substantially Complete	Works extended.
17	Leuchars	Station Road	St Bunyans Place to mini R/A and Property No.10 to No.57	£26,670	£208	Postponed	Design Only. To be delivered through CWSR. Programmed for Nov/Dec 2023
	Pitscottie	Cupar Road		£26,749	£0	Postponed	Being assessed as part of 'No Parking on Pavements' Legislation
TOTAL				£309,242	£170,766		

North East Fife Area Committee
Area Roads Programme 2022-23

Road Safety & Traffic Management Schemes Outturn

Appendix 3

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2023	Comments
16	Auchtermuchty	B936 Distillery Street	20mph Zone	£20,000	£2,811	Complete	Signing & Lining Only Required
17	Tayport	Queen Street	Pedestrian Crossing	£35,000	£645	Postponed	Consultation delays. Programmed for November 2023
17	Guardbridge	A919 Main Street	Feasibility Study to Create Parking Bay	£5,000	£0	Complete	
17	Newport	Station Brae	New Footway Link	£15,000	£2,539	Cancelled	Staff Fees Only. Engineering Difficulties.
19	Abercrombie	C17	Speed Reduction Measures	£12,000	£0	Postponed	Procurement Delays
19	Kingsbarns	A917 Main Street	Pedestrian Crossing	£35,000	£0	Cancelled	Siting Issues
20	Craigrothie	B939 / A916 Junction	Speed Reduction Measures	£12,000	£0	Postponed	Resource Issues. To be programmed.
20	Craigrothie	Main Street	Traffic Calming	£17,000	£0	Postponed	Resource Issues. To be programmed.
16	Auchtermuchty	A91 Low Road	Traffic Calming & Speed Reduction Measures	£20,000	£10,158	Complete	
18	St Andrews	A91 Petheram Bridge area	Pedestrian Crossing	£40,000	£0	Postponed	Network Access Issues. Completed May 2023

North East Fife Area Committee
Area Roads Programme 2022-23

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2023	Comments
17	Guardbridge	Main Street	Speed Reduction Measures	£15,000	£0	Postponed	Network Access issues. To be done along with Main Street Carriageway scheme.
16	Letham	The Row	Speed Reduction Measures	£10,000	£0	Postponed	Objection Issues.
20	Dairsie	A91 Main Street	Speed Reduction Measures	£10,000	£2576	Complete	Signing and Lining Only – Procurement Delays
19	Cellardyke	Windmill Road/Skeith Road	Speed Reduction Measures	£32,000	£0	Cancelled	Objections Received. Upheld at Committee.
20	Ceres	B939 Craigrothie Road/St Andrews Road	20 mph Zone	£30,000	£30,648	Complete	
16	Gateside	A91 Main Street	Speed Reduction Measures	£15,000	£12,518	Substantially Complete	Procurement Delays - Signs
18	St Andrews	South Street	Zebra Crossing	£35,000	£0	Postponed	Resource Issues.
17	Tayport	Sandyhill Road	Speed Reduction/Traffic Calming	£25,000	£0	Cancelled	Objections Received. Upheld at Committee.
20	Dairsie	C45 Station Road	Speed Reduction Measures	£15,000	£157	Postponed	Programmed for October/November 2023
18	St Andrews	A915 City Road	Pedestrian Crossing	£35,000	£0	Cancelled	Awaiting outcome of signalisation by developer

North East Fife Area Committee
Area Roads Programme 2022-23

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2023	Comments
			TOTAL	£433,000	£62,052		

North East Fife Area Committee
Area Roads Programme 2022-23

Lighting Schemes Outturn

Appendix 4

Ward	Town	Street	Location/Description	Estimate	Progress at 31st March 2023	Comments
18	St Andrews	Queens Gardens		£2,000	Postponed	Combined Lighting & Footway. Delayed due to obtaining Planning Permission. Programmed March 2024.
20	Cupar	Newtown		£50,000	Complete	Carry Forward from 21/22 - Combined Lighting & Footway
19	Anstruther	Harbour & Shore Street		£73,500	Postponed	Conservation Area - Planning Approval Required
19	Pittenweem	Harbour, East Shore & Mid Shore		£56,000	Postponed	Conservation Area - Planning Approval Required
19	Crail	Harbour		£15,000	Postponed	Conservation Area - Planning Approval Required
18	St Andrews	Kilrymont Road		£77,500	Complete	Combined with Footway
	St Andrews	Argyle Street Car park		£21,880	Complete	
TOTAL				£295,880		

North East Fife Area Committee
Area Roads Programme 2022-23

Structures Schemes Outturn

Appendix 5

Ward	Town	Street	Location/Description	Original Estimate	Progress at 31st March 2023	Comments
19	St Monans	A917	Bridge over Inverie Burn, West of St Monans	£74,000	Postponed	Postponed due to higher priority works
20	Dura Den	C45	Between Old Mill and Heathcote	£80,000	Complete	
18	St Andrews	Kinnessburn	Kinnessburn Road	£20,000	Complete	
19	Boarhills	A917	Kenly Bridge	£5,000	Delayed	Awaiting Legal Agreement regarding maintenance of sightlines
20	Cupar	Riggs Place	Lyne Burn Cottage	£200,000	Delayed	Further options considered due to cost. Expected delivery 23/24
TOTAL				£379,000		

25 October 2023

Agenda Item No 10

Parking Congestion Measures in North East Fife

Report by: John Mitchell, Head of Roads & Transportation Services

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

Purpose

The purpose of this report is to update Members following the motion on parking congestion measures raised at North East Fife Area Committee on 24 November 2021 (2021 NEFAC 206 para 402 refers).

Recommendations

It is recommended that Committee notes:

1. the issues highlighted relating to Controlled Parking Zones and residents parking permits in Fife and other Scottish Local Authority areas;
2. that officers consider that the residents' parking permit scheme remains the most appropriate means to support residents within towns and villages in North East Fife; and
3. the Local Transport Strategy considers parking at a strategic level and will inform a subsequent review of the Fife Parking Strategy to consider issues in more detail.

Resource Implications

The management of parking is met from approved Service budgets.

Legal & Risk Implications

There are no known legal risks.

Impact Assessment

An Equality Impact Assessment and a Fife Environmental Assessment Tool (FEAT) assessment are not required because the report does not propose a change or revision to existing policies or practices.

Consultation

Finance and Legal Services were consulted in the development of this report.

1.0 Background

- 1.1 A motion was agreed at NEFAC on the 24 November 2021 (2021 NEFAC 206 – Para. 402 refers):

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. 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 Fife Council and 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. 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.

- 1.2 The management of car parking plays an important role in supporting town centre vitality, reducing congestion and traffic fumes, improving air quality, and improving access to public transport interchanges. Parking charges are a key tool in maximising the turnover of spaces to allow access for shoppers and businesses whilst also encouraging sustainable travel as an attractive choice.
- 1.3 The current parking management measures in Fife are designed to provide flexible options for customers, whilst aiming to encourage a turnover of visitors in busy areas. Turnover of parking in short stay areas, along with options for accessible, off-street, longer stay parking is designed to support local communities, visitors, and businesses.
- 1.4 Access to parking within Fife operates on a shared-use basis. This means that parking spaces can be used by those eligible for a residents' parking permit, season ticket holders and pay-and-display users. This gives more flexibility in the use of the available parking and helps to maximise capacity.
- 1.5 Controlled Parking Zones are typically adopted in cities when there are large areas with common on-street restrictions and / or charges during specified times and this can help reduce the need for street furniture. Fife does not have any Controlled Parking Zones. In North East Fife, due to the size of the towns and the unique detail of parking restrictions in many historic areas, a Controlled Parking Zone would be inappropriate to manage parking.
- 1.6 Resident parking schemes have many benefits for residents. However, restrictions are still in place for other users, including visitors. They are not always ideal in all locations and requests need to be reviewed on a case-by-case basis.
- 1.7 Demand for parking in some towns in North East Fife can be high, especially during the summer when many visitors are attracted to the area. Therefore, to manage this, a Pay & Display zone is in place within St Andrews and there are on-street parking restrictions within Cupar, Anstruther, Falkland, Newburgh, Newport-on-Tay, Tayport, Pittenweem & Crail.
- 1.8 On-street parking demand in St Andrews, Cupar and Anstruther town centres is supported by both free and charged off-street car parks, which help to ease on-street congestion and provide accessible parking close to the amenities. Other settlements have free off-street parking to support residents, businesses, and visitors within these communities.

- 1.9 In North East Fife, residents' parking schemes are in place in St Andrews and Cupar, giving qualifying residents exemption to either parking charges or waiting restrictions. Residents' permits cost £100 pa in St Andrews and £50 pa in Cupar. At present, there are 101 residents' permits in use in St Andrews and 32 residents' permits in use in Cupar.
- 1.10 A quarterly season ticket is also available for charged long-stay car parks in St Andrews and Cupar:
- | | |
|-----------------------------------|------------------|
| Fife-Wide Long-Stay Season Ticket | £130 per quarter |
| Cupar (Bonnygate Car Park only) | £65 per quarter |
- 1.11 An initial review of neighbouring local authorities has been conducted and the main points are summarised below. More detail is contained in Appendix 1 to this report.

Dundee City Council

Dundee City Council operates a Controlled Parking Zone in Dundee city centre, signed at entry points. There is a further zone adjacent to Ninewells Hospital.

Dundee has a residents' permit scheme which operates on a shared-use basis. It allows residents to park in all city centre car parks and on-street in the city centre Controlled Parking Zone.

City of Edinburgh Council

A Controlled Parking Zone operates within Edinburgh city centre. To park on-street within the zone you need to either pay and display or hold a valid parking permit.

Since 2001, Edinburgh has seen increased use of buses and cycling, with car ownership in the city falling. Increased parking charges over the last five years have seen an increase in compliance with parking restrictions and a fall in the number of Penalty Charge Notices (PCNs) served.

Edinburgh City Council's draft Parking Action Plan seeks to improved managed parking in the city whilst supporting alternatives to car use such as walking, cycling and public transport. It proposes:

- introducing shared use parking places which can be used by permit holders and pay-and-display users, to increase accessibility to parking places and the flexibility of the parking controls
- extending the operating hours of parking restrictions in the evenings and at weekends to tackle demand
- developing a parking pricing strategy to manage demand and encourage people to consider their travel options and reduce private car dependency.

Perth & Kinross Council

Perth & Kinross Council operate three on-street parking zones in the City of Perth with a scale of tariffs reducing from Zone 1 (central) to Zone 3 (outer). The Controlled Parking Zones were originally signed at the entry points, but now rely on on-street signage.

2.0 Issues & Options

- 2.1 New powers under the Transport (Scotland) Act 2019 to enforce pavement parking, parking at dropped kerbs and double parking are due to come into effect at the end of 2023. These will have an impact on parking management across all local authorities in Scotland.
- 2.2 Fife Council's Car Parking Strategy & Operations team receive enforcement requests from the community. These are likely to increase once the Footway Parking Bill (Transport Scotland Act, 2019) is enacted in December 2023. With these new powers, Parking Attendants will be able to take enforceable action against vehicles parking on pavements, over dropped kerbs and which are double parked (excluding any exemptions).
- 2.3 The Local Transport Strategy, in considering fair access to daily activities, proposes a review of the current Fife Parking Strategy to provide a vision and action plan for parking in Fife and continued management of parking supply in major towns and cities to balance access and sustainable travel priorities. The review will be informed by the legislative changes above and the final publication of the Local Transport Strategy, which is expected to be published in late 2023.

3.0 Conclusions

- 3.1 The management and enforcement of parking measures in Fife will continue under the current strategy. Controlled Parking Zones and other parking management mechanisms were investigated. However, at present, residents parking schemes are considered to be the more appropriate mechanism to help manage parking and support local residents and communities.
- 3.2 Any changes to current parking management arrangements would be examined by a review of the Fife Parking Strategy (proposed within the Local Transport Strategy) and a review of the impact of legislative changes.

List of Appendices

- 1. Parking Measures in Neighbouring Councils

Background Papers

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

None

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Appendix 1: Parking Measures in Neighbouring Councils

Dundee City Council

DUNDEE CITY COUNCIL PARKING	
ZONE	Charges
City Centre	0-30 mins £2.50, 30-60 mins £3.30
Perth Rd./Nethergate	0-2 hours £3.10, 2-4 hours £ 4.80
Dudhope St. to Parker St.	0-4 hours £3.30, 4-10 hours £5.00
Sth. Victoria Dock Rd.	0-2 hours £3.10
Hilltown	0-2 hours £3.10, 2-4 hours £ 4.80
Sth. Crighton St.	0-4 hours £7.00
Greenmarket (Rail on-st.)	0-30 mins £2.30, 30-60 mins £3.10
DUNDEE CITY COUNCIL RESIDENT PERMITS	
City Centre	£124 PA
Broughty Ferry	£87 PA
Menzieshill	£21 PA
DUNDEE CITY COUNCIL SEASON TICKETS (MONTHLY)	
Restricted MSCP ticket £100 PCM	
All MSCP ticket £110 PCM	
Surface Level Car Parks £110 PCM	
Multipark Flexi-20 Smartcard (MSCPs) equivalent £5 daily (24 hours)	
DUNDEE CITY COUNCIL VARIABLE STAY CAR PARKS	
ZONE	Charges
City Centre	0-2 hours £2.50, 2-3 hours £4.40, 3-4 hours £5.40, 4-5 hours £6.60, 5-6 hours £7.80 6-10 hours £10.20
Yeaman Shore/Shore Tce.	0-2 hours £3.50, 2-3 hours £5.60, 3-4 hours £7.70, 4-5 hours £9.80, 5-6 hours £11.90, 6-10 hours £14.00
West End Off-Street car parks	0-2 hours FREE, 2-4 hours £1.00, 4-8 hours £2.00
Broughty Ferry:	
Fort Street/Brook Street	0-1 hours £2.00, 1-2 hours £2.50
Queen Street	0-1 hours £2.00, 1-2 hours £2.50, 2-4 hours £3.20, 4-10 hours £5.50
Dudhope castle	0-2 hours FREE, 2-4 hours £1.00, 4-10 hours £2.00
Menziehill Comm. Centre	0-4 hours FREE (No return 24 hours)
Bank St. car park (Lochee)	0-2 hours FREE (no return 75 mins.)

The City of Edinburgh Council

Pay & Display Parking in Edinburgh

Streets	Prices from June 2023	Hours of Operation
George St, St Andrew Sq, Charlotte Sq, Queen St, Market St & St Giles St	£6.70 per hour	Monday to Saturday 8.30am to 6.30pm and Sunday 12.30pm to 6.30pm
Stafford St and Melville St area, Morrison St to Shandwick Pl & Old Town (inc East Market St)	£5.90 per hour	Monday to Saturday 8.30am to 6.30pm and Sunday 12.30pm to 6.30pm
West End (Palmerston Pl area), Moray Pl, South Side (Clerk St area), Tollcross, Fountainbridge & Heriot Row	£4.90 per hour	Monday to Saturday 8.30am to 6.30pm and Sunday 12.30pm to 6.30pm
New Town, Northumberland St to St Stephen St & Royal Cres	£4.40 per hour	Monday to Friday 8.30am to 5.30pm
Bruntsfield, Sciennes, St Leonard's, Dumbiedykes, Stockbridge & Dean	£3.40 per hour	Monday to Friday 8.30am to 5.30pm
Extended Controlled Parking Zones (N1-N8 & S1-S4)	£3.10 per hour	Monday to Friday 8.30am to 5.30pm
South Queensferry	£1.10 per hour	Monday to Saturday 9.00am to 5.30pm

Public Parking in Edinburgh by Zone

Area	Zone	Hours
Central	1, 1A, 2, 3, 4	Monday to Saturday 8.30am to 6.30pm and Sunday 12.30pm to 6.30pm
Peripheral	5, 5A, 6, 7, 8	Monday to Friday 8.30am to 5.30pm
Extended	N1 - N8 and S1 - S4	Monday to Friday 8.30am to 5.30pm
Main Roads	Main Traffic Routes	Monday to Friday 9.15am to 4.30pm Saturday 8am to 6.30pm
South Queensferry	South Queensferry	Monday to Saturday 9am to 5.30pm

Note: The City of Edinburgh Council does not operate charged off-street car parks. The Council's website provides details of privately operated multi storey car parks in the city.

The City of Edinburgh Council cont./

Residents Permits in Edinburgh

Residents Permits - New Charges from 3 April 2023

		Bands	1	2	3	4	5	6	7
		Engine Size (cc)	0 to 1000	1001 to 1200	1201 to 1800	1801 to 2000	2001 to 2500	2501 to 3000	3001+
		CO ₂ (g/km)	0 to 100	101 to 120	121 to 140	141 to 165	166 to 185	186 to 225	226+
Charges - Central Zones (1-4)	Permit 1	3 Month Permit	Not Applicable	£55.80	£80.50	£98.20	£116.40	£153.00	£221.30
		6 Month Permit	Not Applicable	£100.60	£145.20	£176.90	£209.70	£275.70	£398.80
		12 Month Permit	£70.20	£167.60	£242.00	£294.90	£349.60	£459.50	£664.70
	Permit 2	3 Month Permit	Not Applicable	£67.00	£100.70	£122.70	£145.50	£198.90	£287.70
6 Month Permit		Not Applicable	£120.70	£181.50	£221.20	£262.20	£358.40	£518.50	
12 Month Permit		£84.30	£201.20	£302.50	£368.70	£437.00	£597.40	£864.10	
Charges - All Other Zones (5-8, S1-S4 & N1-N8)	Permit 1	3 Month Permit	Not Applicable	£27.20	£38.90	£47.20	£55.50	£72.10	£102.00
		6 Month Permit	Not Applicable	£49.10	£70.20	£85.00	£100.10	£129.90	£183.80
		12 Month Permit	£34.70	£81.90	£117.00	£141.70	£166.90	£216.50	£306.30
	Permit 2	3 Month Permit	Not Applicable	£32.70	£48.70	£59.00	£69.40	£93.70	£132.60
6 Month Permit		Not Applicable	£58.90	£87.70	£106.30	£125.10	£168.90	£238.90	
12 Month Permit		£41.70	£98.30	£146.20	£177.10	£208.60	£281.50	£398.20	

Please note that all new or first-time applications for a diesel-fuelled vehicle will be subject to a £50 annual surcharge, pro-rata for 6 and 3 month permits. Please visit <https://www.edinburgh.gov.uk/dieselsurcharge> for more information.

Perth & Kinross Council

PERTH & KINROSS COUNCIL PARKING	
ZONE	Charges
Zone 1	Up to 1 hour £1.60
Zone 2	Flat rate of £1.60 per hour up to 4 hours
Zone 3	Up to 1 hour £1.00, Up to 2 hours £1.60, Up to 3 hours £2.50, Up to 4 hours £3.10
Perth off-street	All charged, but at varying tariffs. Stays vary from 1 hour to 10 hour max.
Crieff on-street	Up to 30 minutes £1.00, Up to 1 hour £1.60
Crieff off-street	One charged car park 1 hour £1.40, remaining are free with maximum stay applying
Perth (City) offers 15 minutes of free parking on-street and in Council run car parks.	
PERTH & KINROSS RESIDENT PERMITS	
Perth Inner Zone	£254 PA
Perth Outer Zone	£145 PA
Crieff	£159 PA
PERTH & KINROSS COUNCIL SEASON TICKETS	
Season tickets in Perth City (£81-£139 PCM), Dunkeld, Pitlochry & Blairgowrie (£175 PA),	
PARKING RESTRICTIONS ON COUNTRY ROADS	
A TTRO has been placed on a number of rural roads in Perth & Kinross to prevent parking on roads & verges (Rural Keep Clears). Intended to ease congestion at popular visitor locations.	
Perth & Kinross are developing a draft strategy on Transport Planning, due to be completed Spring 2024.	

The Controlled Parking Zone for Perth is split into three zones and carries different tariffs. For the purposes of residents permits, Perth is split into an inner and outer zone.

25 October 2023

Agenda Item No. 11

Local Community Planning Budget Request – Options in Life

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 20 - Cupar

Purpose

To seek agreement from the Area Committee for a contribution from the Local Community Planning Budget (LCPB) for Ward 20.

Recommendation

The Committee is asked to agree to an allocation of £10,000 towards the costs of renovating the TSB building in Cupar to transform into a building for social and education centre for young people with learning disabilities.

Resource Implications

There is sufficient funding available in the Local Community Planning Budget for 2023/24 should this contribution be agreed.

Legal & Risk Implications

There are no legal or risk implications based on this report.

Impact Assessment

An Equality Impact Assessment has not been undertaken because the report does not propose a change or revision to existing policies and practices.

Consultation

Ward 20 members have been consulted and are supportive of the application.

1.0 Background

- 1.1 The criteria for spend from the Local Community Planning Budget requires authorisation from the Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from this Area Committee for a contribution from the Ward 20 element of the Local Community Planning Budget.

2.0 Project Information

- 2.1 Options in Life is a charity based in North East Fife, it runs a social inclusion and skills development programme for isolated adults with learning disabilities.
- 2.2 Last year Options in Life purchased the former TSB building in Cupar town centre. The intention is to transform the building into a social and education centre for young people with learning disabilities in North East Fife.
- 2.3 Inside the building will be a training kitchen, café, a sensory room, 2 classrooms, a social room and to the rear of the building a learning garden.
- 2.4 Funding will be used to set up the social room which will include the purchase of equipment and refurbishment costs.
- 2.5 The room will function as a safe, supervised space in the community where young people with learning disabilities can meet, socialise, and engage in both organised and independent activities.
- 2.6 Over the past few years there has been a significant decline in both day centre and community-based provision for people with learning disabilities in Fife and as a result demand for our service has become overwhelming and has justified the effort to launch this new provision in NEF. Through the current lack of supported opportunities in Fife people suffer isolation, loneliness, and poor mental wellbeing.
- 2.7 The project meets local planning priorities by increasing access to opportunities that reduce isolation and improve quality of life. It is targeting a marginalised group that have experienced a narrowing of available support over the past few years and are suffering as a consequence. The social space and overall opportunities within the new building will have a significant impact on their wellbeing and the wellbeing of the unpaid carers and family members who support them. Once open, the building is expected to regularly accommodate over 300 people with learning disabilities and their families.
- 2.8 The Charity has an existing business model which enables it to generate funds through charges which support its ongoing operation. The level of income generated is directly correlated to the number of people served and that number will rise substantially with the opening of the new premises. The building will allow capacity

to increase by 300% and the demand to achieve this has been established through the compilation of waiting lists and daily enquiries many from the Social Work Service, community organisations, schools, and Fife College.

The building itself creates the opportunity to establish several new income streams. At the entrance of the building will be a café, open to the public, run by people with learning disabilities to gain work experience and employability skills. The income generated from the café will be reinvested to building running costs. There is substantial space in the 3-story building, some of which will be hired out to community groups to generate additional income. The increased scale and scope of the service will improve efforts to secure ongoing grant funding. There is potential to use the carpark to the rear of the building for commercial benefit and to sell the produce made in the training kitchen.

The social room will have relatively low ongoing costs after the initial capital investment.

3.0 Project Costs

3.1

Activity	Activity Cost (£)
Building Works - Doors/Windows	2,000
Fit Out	2,000
Decoration	1,500
Floor Coverings	1,500
Heating Work	1,500
Furniture	3,208
Kitchen Fittings	1,802
Equipment	8,428
TOTAL	21,938

Funding requested from Local Community Planning Budget: £10,000

Funding contribution by organisation: £11,938

4.0 Conclusion

- 4.1 The award of the grant towards the cost of renovating the building will be an asset to the local community and a valued resource for young people with learning disabilities.
- 4.2 The application meets the criteria for local community planning funding.

List of Appendices

None

Background Papers

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

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25 October 2023

Agenda Item No. 12

OnFife Service Update

Report by: Michelle Sweeney, Director of Creative Development

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

Purpose

The purpose of this report is to provide an update to the North East Fife Area Committee on OnFife's service offer in the area, reviewing activity in the past six months and outlining plans in the coming year.

Recommendation(s)

It is recommended that the Committee review the information and explore how OnFife can better engage with and support the ongoing work within the area, ensuring a joined-up approach to service delivery which will enhance the offer to communities in North East Fife, expand the return on investment of the public pound and contribute to the Community Wellbeing agenda.

Resource Implications

There are no resource implications.

Legal & Risk Implications

There are no legal or risk implications.

Impact Assessment

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

Consultation

N/A

1.0 Background

- 1.1 Fife Cultural Trust (the Company), established by Fife Council on 1 October 2012, delivers Libraries, Arts, Museums, Galleries, Archives, Theatres and Creative Development Services on behalf of Fife Council with a view to enriching lives in Fife and ensuring the long-term sustainability of these services.
- 1.2 A company limited by guarantee, Fife Cultural Trust's principal activity is the provision of cultural services for Fife. It is responsible for community development in the creative and cultural fields and for operating and delivering the following facilities and services: -
 - Libraries; inclusive of mobile libraries and a home delivery service
 - Maintenance and development of library services within Fife Council's four integrated customer service facilities
 - Museums, galleries, archives and local studies, heritage sites, and a mobile museum
 - Stewardship and care for the objects and archives in Fife Council's collections
 - Theatres and community venues
 - A Creative Development team to drive innovation, cultural collaboration, volunteering, sponsorship and funding
 - Marketing & Customer Engagement to best profile and promote these services while driving sales and analysing customer data
- 1.3 Our aim is to assist in the provision of cultural facilities and activities with the object of improving quality of life via the provision of accessible and affordable opportunities for all members of the public in Fife, allowing them to participate in cultural activities and access the cultural facilities.

2.0 Issues and Options

Emerging from the Pandemic

- 2.1 Since the pandemic, we, like the cultural sector as a whole, continue to face the challenges arising from the pandemic, such as changes in customer habits, footfall, pre-booking habits (for theatre and exhibitions) and a slow return to in-person events and activities.
- 2.2 In terms of customer engagement, our primary focus is retaining existing customers and increasing their frequency of attendance at cultural activities and events. In 2022, we developed a two-year Recovery and Renewal Strategy to give us a clear focus on recovering from the pandemic and rebuilding to thrive in the longer-term. The overriding purpose of this strategy is **Bringing People Back** and working to create **long-term sustainability**.

Our Service Offer

- 2.3 Our Creative Services consist of the following four highly collaborative teams: Creative Development; Customer Engagement; Community Events & Programme and Cultural Heritage & Wellbeing, who come with a combined skillset that is of direct benefit to organisations working within communities inclusive of creative approaches to community engagement and wellbeing, creative facilitation, funding, creative approaches to dementia support, informal approaches to literacy work, events and project management and volunteer co-ordination. Additionally, we are well versed in brand development and awareness and the importance of public relations (PR), personality and tone of voice in the development of stories which are accessible to communities and which are core to great PR and communications.

Achievement and Performance

- 2.4 Our services are designed to support Fife's communities and, as such, sit and report within the wider strategic framework of The Plan for Fife, supporting it and reporting on performance against its key priority areas.
- 2.5 Delivering within the fabric of Fife's seven areas, we are well networked with Community Managers and wider service provision and are actively working to ensure increased collaboration of service delivery to achieve a greater return on investment of the public pound.
- 2.6 **Within the North East area, we have nine libraries** including St Andrews; Cupar; Newburgh; Newport; Tayport; St Monans; Elie; Ladybank; Auchtermuchty. We also support the Fife Council Waid Library at Waid Campus. Of OnFife's libraries, 7 are small, single-staffed and two (Cupar, St Andrews) are medium size with more staff and capacity to deliver a range of events and activities. These spaces offer safe, warm places in which to access books and computers along with a range of activities from reading groups and the ever-popular Bookbugs.
- 2.7 We manage **St Andrews Museum** in Kinburn Park and are responsible for **The Laing** in Newburgh, **St Monans Windmill** and **heritage displays in Newburgh and Newport-on-Tay Libraries**.

Thriving Places

- 2.8 Despite the ongoing economic climate and associated challenges which it brings for the cultural sector, our teams achieved tremendous results during 2022/23, contributing to the quality of life of those living, working and visiting Fife through imaginative creative support, events and online digital activities. Successes included exhibitions, dementia-friendly projects, the reopening of Adam Smith Theatre, the welcome return of panto and summer holiday provision.
- 2.9 Open throughout the week, our libraries offer popular spaces which are used by young and old to borrow books, join a reading group or just have a quiet space to read the newspapers and access the computers. **St Andrews Library** has recently been re-decorated, with a new Kitchen improving our support for Warm spaces. This initiative was successfully launched with free tea and coffee, board games and jigsaws available, thanks to funding from Fife Council.

Staff report this made a difference to the customers and the meeting room became a popular social space to pop into to either study or relax. Staff have taken time to really connect with the local communities and families in the area and our customer base has increased since reopening on Wednesdays following on from reduced hours in place since returning from the pandemic. Saturday mornings are proving particularly popular with young families. The new study space which has been created upstairs now accommodates students who frequent it as a quiet space in which to study.

The team are keen to support those facing financial difficulties and are liaising with Barclays Bank who are now there three days a week offering financial advice.

- 2.10 With funding from Fife Council's Community Recovery Fund for North East Fife we have been able to repurpose the Reference Room in **Cupar Library**, transforming it into a more welcoming space for all who use it, a place which facilitates wider community events and talks, creating opportunity for social interaction, informal learning and engagement. This development will also improve the customer experience of the ancestral tourists who visit Cupar Library to use the local studies resources and to get

advice from the Fife Family History Society volunteers, making them more likely to return.

People spending time in in the Cupar Library either carrying out research or attending talks are more likely to spend time in Cupar town centre itself, accessing shops, cafes and other local businesses.

The Library offers a small, display space for local community and heritage groups to showcase their resources and to highlight items from the OnFife collections. Recent displays include: The Puddock a Scottish fairy tale by story teller Sheila Kinninmonth and from Fife Folk Museum about their Scottish Fire & Rescue Service exhibition. The current displays are about Sir David Lindsay's play: *Ane Satyre of the Thrie Estaitis* and the magic lantern used by George Normand (born in Cupar in 1875) who built up a personal collection of glass slide photographs he took in the Howe and North East Fife.

- 2.11 In terms of **changing exhibitions, heritage and contemporary art displays and events and activities drawing on our collections**, the area is served by **St Andrews Museum** which re-opened to the public in May 2023 following an 8-month closure for essential repair works.

We took the opportunity of this closure to re-vamp the venue, with a refresh of décor throughout, an improved café facility and a change to some of the permanent displays in the ground floor A-Z gallery, bringing new objects out on display. During the closure period, staff were able to undertake research in to the museum collections and the history of the building and this has resulted in new guided tours to set the context of Kinburn House.

Our first special exhibition of 2023 was ***Brushstrokes***, drawn from our own extensive art collection. This exhibition featured paintings selected by St Andrews Museum staff who wrote the labels giving a personal touch to the visitor experience. We established a family activity area in the Activity Room adjacent to the exhibition galleries with a range of activities to engage families over the summer holidays and at weekends.

The Museum hosts Fife Contemporary's new exhibition ***Crafted Selves: The Unfinished Conversation*** from 14 October 2023 to 24 February 2024, when the exhibition will then transfer to OnFife's Kirkcaldy Galleries. The exhibition showcases the work of 13 Scotland based artists exploring dual identities in their work.

After exploring various options for the café at St Andrews Museum over recent years, we were able to reopen the facility in June in partnership with a well-established food and hospitality business. The contract was initially for a four-month period, during which the operation would be evaluated by both OnFife and the provider. Unfortunately, the company has decided not to continue at the museum beyond the end of September 2023, with its commitment to serving up fresh home-made produce from its base in Midlothian proving logistically more problematic than expected. Recognising the importance of a café facility for the visitor experience and income generation and are now following up with other potential interested parties and meantime we will be returning to an 'honesty' service, although this will be more enhanced than previously with high quality coffee and tea machine, chilled soft drinks and a small selection of cakes and tray bakes.

Opportunities for All

- 2.12 **Cupar, St Andrews, Elie, Ladybank and Newport Libraries** are part of Fife Council's **Warm Spaces** initiative offering free hot drinks, board games, jigsaw puzzles and – at St Andrews – two volunteers to welcome everyone, in particular those facing challenges

from the cost-of-living crisis. Our libraries have continued the Warm Spaces offer over the summer.

- 2.13 OnFife libraries took part in the annual national Summer Reading Challenge (SRC) and in North East Fife, we have worked with **Fife Council Holiday Club** at Leuchars and our Mobile Library to give children in rural areas an opportunity to take part, signing up to read books over the summer holidays. **844** children signed up in NE Fife with breakdown: St Andrews Library had 266; Tayport 70; Elie 12; St Monans 22; Auchtermuchty 36; Cupar 229; Ladybank 35; Newburgh 41; Newport 75. Waid Library signed up 58 children. This represents 26% of all participants in Fife's SRC which is a tremendous achievement with 7 single-staffed and 3 medium sized libraries, including Waid.
- 2.14 Our North East libraries have been delighted to welcome more nursery and class visits from their local areas and staff have been running school visits and Bookbug sessions out with our Library opening hours to encourage them back through the doors. Across North East Fife, our staff continue to run a range of free activities for children and families over the summer holidays and in term time, such as World Plant Explorers and Kids' Den Lego at Cupar Library, Elmer (the Elephant) Day at Newport Library and a Junior Book Group starting after school, monthly from October at Ladybank Library. These events which often sell out are a great promotional tool for us, increasing family awareness of our offer and footfall.

St Andrews Museum also offered a range of family craft activities over the summer holidays including talks by the curator of **Brushstrokes** exhibition, staff-led and freelance artists delivering workshops.

At the start of September St Andrews Library launched **our Autumn / Winter programme** which includes a series of talks and art classes for adults as well as fortnightly Book blethers which are informal get togethers to talk about books. Monthly WalkOn sessions are run for physical and mental wellbeing and socialising plus monthly art classes for adults.

The Library's Family offer includes Bookbug storytelling sessions on Thursdays and alternate Saturdays, as well as Storytime and craft sessions.

- 2.15 In March 2023 we launched our new Library Management System (Spydus) improving public access to our library services and resources and offering greater choice. We have now switched from Libby to PressReader for our magazine and newspaper provision. It's something many of our customers have asked for and we are pleased to be able to provide this new free service to library members across Fife giving digital access to an extensive range of more than 7,000 newspapers and magazines from more than 100 countries in 60+ languages.

Community Led Services

- 2.16 We work closely with and participate in Heritage & Fife Family History Fair, this year hosted on 16 September in Cupar. Our Local Studies Officer and Local Studies Supervisor in Cupar had a stall promoting the archives and local studies services we provide.
- 2.17 In the coming months we are working with members of St Andrews Community Council to refresh and re-interpret the display of civic regalia at St Andrews Town Hall during the period of closure for refurbishment work. Martin Passmore from the Community Council visited St Andrews Museum earlier this year with Councillor Jane Ann Liston to see how OnFife cares for the collections at the Museum and at our Collections Centre at Bankhead, Glenrothes.

- 2.18 In September we hosted an art installation *IMMERSE@The Windmill* at St Monans Windmill as part of the St Monans Festival. *IMMERSE* is a 2-year art project created by local artist Joanna van den Berg who secured Creative Scotland funding for her site-specific work inspired by and reflecting coastal and wild swimming experiences. Over three days, we welcomed 626 visitors to the site and gathered valuable feedback about what local people and visitors would like to see happen at the Windmill in future.
- 2.19 We are committed to engaging with our communities and to taking a long-term approach to this, ensuring that our service offer is relevant and reflects the needs of those in our communities. Funding from Creative Scotland has allowed us to invest in widening our engagement skillset by participating in an international Change Network which will equip 10 members of staff and Board members with skills to better engage with local communities, understanding their needs and working with them to shape service development and delivery in their areas.

Inclusive Growth & Jobs

- 2.20 As an organisation, we look to both support the growth and career development of our people and provide services that will help with job opportunities and contribute to **Fife's creative economy**.
- 2.21 We recruited two volunteers to assist with delivering our Warm Spaces offer at St Andrews Library and will be developing volunteer opportunities to deliver our Macmillan Cancer Information mini-pop ups.
- 2.22 Our Macmillan Project Officer and Project Co-ordinator recruited a team of volunteers to support our Macmillan Cancer Information and Support Centres at three OnFife Libraries, pop-up Information points at Victoria Hospital (Kirkcaldy) and Queen Margaret Hospital (Dunfermline) with mini-pop ups to be established including Cupar, St Andrews, St Monans and Ladybank.
- 2.23 Mindful of the ongoing financial challenges, funding secured from Creative Scotland's Recovery Fund for Cultural Organisations is allowing us to explore ways of diversifying income. As such, we commissioned an external sponsorship agency to audit our assets and help create a framework for attracting sponsorship for our events and activities. In time, we will be looking for opportunities to engage with sponsors to support events and performances as well as smaller events within our library spaces.

Future Challenges & Plans

- 2.24 The year ahead continues to be extremely challenging for the cultural sector as a whole, with no end in sight for the ongoing war in Ukraine, the related fuel and cost of living crisis and the additional impact of Brexit in the UK. Local authority budgets have been challenging and the sector has waved goodbye to many longstanding cultural venues, while several library closures have been announced across Scotland. These are trends that are likely to continue and we are working hard to sustain our services, ensuring alignment with the Plan for Fife and driving a shared approach to joined-up cultural service delivery across Fife's public sector.
- 2.25 The pandemic has had a monumental impact on the mental wellbeing of the population and, given the correlation between culture and its positive impact on wellbeing, and in line with Fife Council's commitment to improving mental health and wellbeing across Fife, we will develop and deliver our new approach for wellbeing which will be designed to work closely with Fife's local area teams, NHS Fife and Fife Health & Social Care. As budgets for 2024/25 are clarified, we will undertake a wider review of Service provision, utilising a raft of data inclusive of feedback, footfall, intelligence from our new Library

Management System and PatronBase -the ticketing software platform we use to manage and run events and our Relevance Work in communities.

- 2.26 In the next six months at St Andrews Museum we will install *Flooring the World* from March to August 2024. This exhibition focuses on Fife's linoleum industry and has been made possible with funding from the Esmée Fairbairn Foundation and the Museums Association.
- 2.27 We will explore with local communities further opportunities to access and use St Monans Windmill for create and community activities as well as access for those visiting North East Fife and using the Coastal Path.
- 2.28 We will have the results of OnFife's Customer Satisfaction Survey from across our venues and service areas together with feedback from the Scottish Library & Information Council (SLIC) National Public Library Survey that will give us information about how customers use and regard our library services.

3.0 Conclusions

- 3.1 This report sets out an overview of the OnFife services and activities delivered in the North East Fife Area as well as a preview of what's coming up. OnFife will continue to provide inclusive and welcoming cultural services, activities and events that excite, inspire and improve the lives of those who participate and Fife's communities more generally. We want to ensure that what we deliver is relevant and to do this we are looking to better engage and network at local area level, building stronger partnerships and supporting the ongoing work within the area.

List of Appendices

None

Background Papers

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

None

Report Contact

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25 October 2023

Agenda Item No. 13

North East Fife Area Committee Workplan

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

Wards Affected: All

Purpose

This report supports the Committee's consideration of the workplan for future meetings of the Committee.

Recommendation(s)

It is recommended that the Committee review the workplan and that members come forward with suggestions for specific areas they would like to see covered in any of the reports.

Resource Implications

Committee should consider the resource implications for Council staff of any request for future reports.

Legal & Risk Implications

Committee should consider seeking inclusion of future items on the workplan by prioritising those which have the biggest impact and those which seek to deal with the highest level of risk.

Impact Assessment

None required for this paper.

Consultation

The purpose of the paper is to support the Committee's discussion and therefore no consultation is necessary.

1.0 Background

- 1.1 Each Area Committee operates a workplan which contains items which fall under three broad headings: items for decision, supporting the Local Community Plan and Scrutiny/Monitoring. These items will often lead to reactive rather than proactive scrutiny. Discussion on the workplan agenda item will afford members the opportunity to shape, as a committee, the agenda with future items of business it wishes to review in more detail.

2.0 Conclusions

- 2.1 The current workplan is included as Appendix one and should be reviewed by the committee to help inform scrutiny activity.

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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North East Fife Area Committee of 6 December 2023			
Title	Service(s)	Contact(s)	Comments
Deputation by Cupar Development Trust on Bell Baxter catchment area			Deferred from 25 October meeting – agreed by deputation representative.
Cemetery Strategy Report	Property Services	Liz Murphy	
Common Good Funds Annual Report	Finance and Corporate Services	Eleanor Hodgson	Deferred from 25 October meeting.
Non Settlement Trusts annual Update and Review of Trust Funds	Communities and Neighbourhoods Service	Eleanor Hodgson, Donald Grant	Annual report to be combined with the Common Good Fund report above.
Grounds Maintenance Service, Domestic Waste & Street Cleansing Service - Annual Review 2023	Environment & Building Operations (AT&E)	Alexander Anderson-Es	Annual Report. To include grassland strategy.
TRO - College Street, St Andrews	Roads & Transportation	Lesley Craig	
St Andrews Speed Limit Alterations	Roads & Transportation	Lesley Craig	EM Briefing issued 13.10.23.
North East Fife Area Committee Forward Work Programme			

North East Fife Area Committee of 28 February 2024			
Title	Service(s)	Contact(s)	Comments
Update Report on Service Provision for North East Fife Holiday Villages and St Andrews	Business and Employability	Gordon Mole	As agreed at meeting 29.09.21.
Local Economic Profiles	Business and Employability	Peter Corbett	Annual Report.
Area Roads Programme 2024/25	Roads & Transportation	Paul Hocking	
Health & Social Care Locality Planning Update - North East Fife	Health and Social Care	Jacquie Stringer	6 monthly update.
North East Fife Area Committee Forward Work Programme			

North East Fife Area Committee of 24 April 2024			
Title	Service(s)	Contact(s)	Comments
North East Fife Local Community Plan 2023-2026 Progress Report	Communities and Neighbourhoods Service	Donald Grant	Previously reported 15.02.23.
Tay Cities Deal Annual Report	Business and Employability	Morag Millar	Annual Report. Previously reported 26.04.23.
Justice Social Work Service - Community Payback: Unpaid Work Scheme - Annual Update	Education and Children's Services	Joan Gallo	Annual report. Previously reported 26.04.23.
Report on Educational Outcomes - 2021/22	Education and Children's Services	Shelagh McLean	Previously reported 26.04.23.
St Andrews Speed Limit Alterations (any unresolved Objections)	Roads & Transportation	Lesley Craig	EM briefing issued 13.10.23. Previously reported 06.12.23.
North East Fife Area Committee Forward Work Programme			

North East Fife Area Committee of 19 June 2024			
Title	Service(s)	Contact(s)	Comments
Safer Communities Annual Report	Communities	Sara Gray, Paul Coleman	Annual Report – previously reported 21.06.23.
Police Scotland Annual Report	Police Scotland	Murray Gibson	Annual reported 21.06.23.
Fire Service Annual Report	Scottish Fire & Rescue Service	Niall Miller	Annual report – previously reported 21.06.23.
North East Fife Area Committee Forward Work Programme			

Unallocated			
Title	Service(s)	Contact(s)	Comments
Pupilwise and Parentwise Surveys	Education and Children's Services	Deborah Davidson	3-yearly report – delayed due to COVID, etc.
Review of Position following implementation of 50 mph speed limit at Strathkinness Crossroads	Assets, Transportation and Environment	Steven Sellars	Agreed at meeting on 24.11.21, ref, Para. 387 (3) - review one year after implementation of speed limit.
Pupil Equity Fund	Education and Children's Services	Sarah Else, Zoe Thomson	Previously reported 26.01.22. Advised that PEF reporting to Area Committees will be included in a member Workshop on Attainment. Outcome/follow up report to committee following the workshop (service to confirm committee date).
Common Good Funds Update	Finance and Corporate Services	Eleanor Hodgson	Report as necessary.
Capital Plan Projects in North East Fife	Finance and Corporate Services	Lesley Kenworthy, Eleanor Hodgson	Requested at meeting on 21.06.23 - work in progress as at 14.07.23. Date to be advised.
Update Report Following Workshop on Traffic Calming Measures	Roads & Transportation	Sara Wilson	